

**AGENDA
CASCADE CHARTER TOWNSHIP
REGULAR BOARD MEETING**

Wednesday, September 10, 2025

7:00 P.M.

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

Public may access the meeting via video conference software Zoom

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

Meeting ID: 872 8289 2141

By Phone: 1 312 626 6799

Expected Meeting Procedures

1. During public comments you may speak on any item not noted on the agenda for a public hearing.
2. Please limit comments to 3 minutes per person and the Board may or may not choose to respond.
3. Please limit your comments to a specific issue.
4. Please turn OFF cellular phones.
5. In accordance with the ADA, any accommodation request should be directed to the Township at 616-949-1500

- Article 1. Call to Order, Roll Call**
- Article 2. Pledge of Allegiance to the Flag**
- Article 3. Approval of Agenda**
- Article 4. Presentations**
- Article 5. Public Comments - Anything on the Agenda not scheduled for a public hearing. (Limit comments to 3 minutes)**
- Article 6. Approval of Consent Agenda**
- a. Receive and File Minutes
 1. Township Board Regular Meeting-8/27/25 Work Sessions-8/25/25 & 8/27/25
 2. Historical Society-8/7/25
 - b. Receive and File Reports
 1. Building Dept-August 2025
 2. Zoning Enforcement-August 2025
 - c. Receive and File Communication
- Article 7. Financial Actions**
- a. Request for Invoices to be paid on 9/11/2025

Article 8. Unfinished Business

Article 9. New Business

**053-2025 Consider Approval of Resolution for Forest Hills Central
Parade Road Closure (*Roll Call*)**

054-2025 Consider Approval of Appointment of Township Auditor

055-2025 Consider Adoption of 2026-2031 Capital Improvement Plan

Article 10. Discussion

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

Article 12. Manager Comments

Article 13. Board Member Comments

Article 14. Adjournment

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

Wednesday, August 27, 2025
Cascade Fire Station 1
2865 Thornhills Ave SE
Grand Rapids, MI 49546
And Virtual Zoom Meeting
7:00 P.M.
HYBRID FORMAT

- Article 1.** Supervisor Lesperance called the meeting to order.
Present: Supervisor Lesperance, Clerk Slater, Treasurer Korstange, Trustees Shipley, Rissi, Noordyke and Noordhoek
Absent: None
Also Present: Building Dept Director Brian Wilson, Parks & Facilities Director Zwick, Manager Smith, Community Planning & Dev. Director Hendrick, Deputy Clerk Jager and those listed in the Supplement
- Article 2.** Supervisor Lesperance led the Pledge of Allegiance.
- Article 3. Approval of Agenda**
Supervisor Lesperance requested to amend agenda postponing Items 053-2025, 054-2025 and 055-2025. Motion by Clerk Slater seconded by Trustee Shipley to approve. Motion carried unanimously.
- Article 4. Presentations**
Parks & Recreation Programming Update
- Article 5. Public Comments-Anything on the Agenda not scheduled for a public hearing. (Limit comments to 3 minutes)**
None
- Article 6. Approval of Consent Agenda**
a. Receive and File Minutes
1. Township Board Meeting: Regular Meeting & Closed Session 7/23/25 & Work Session 8/5/25
2. Planning Commission-7/7/25 & 8/4/25
b. Receive and File Reports
1. Building Dept-July 2025
2. Zoning Enforcement-July 2025
3. Treasurer's Dept-May & June 2025
c. Receive and File Communication
Motion by Trustee Shipley, seconded by Treasurer Korstange to approve Consent Agenda. Motion carried unanimously.
- Article 7. Financial Actions**
a. Invoices paid-7/24/25 & 8/14/25
b. Request for Invoices to be paid on 8/28/25
c. Financial Statements-July 2025
Motion by Treasurer Korstange, seconded by Trustee Noordhoek to approve.
Motion carried unanimously.

Article 8. Unfinished Business

None

Article 9. New Business

048-2025 Consider Approval of Resolution for POW/MIA Recognition Day (Roll Call)

Motion by Trustee Shipley, seconded by Supervisor Lesperance to approve.

Motion carried unanimously by roll call vote.

049-2025 Consider Approval of Resolution for Road Closure for KDL Vibes Fest

(Roll Call) Motion by Treasurer Korstange, seconded by Clerk Slater to approve.

Motion carried unanimously by roll call vote.

050-2025 Consider Approval of IT Services Agreement

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

051-2025 Consider Approval of Contract with Assessment Administration Services

for Government Assessing Services Motion by Treasurer Korstange, seconded by

Trustee Rissi to approve. Motion carried unanimously.

052-2025 Consider Approval of Resolution for Adoption to Amend the Zoning

Ordinance to Rezone 5178 Burton St from R1 Residential to Highbridge Planned

Unit Development (PUD-27) (Roll Call) Motion by Trustee Noordyke, seconded by

Trustee Shipley to approve. Motion carried unanimously by roll call vote.

Article 10. Discussion

None

Article 11. Public Comments

Public comment was made by:

Dorothy Cribbs-1980 Deerfield

Doug Lee-8613 52nd St

Nick Katsarelas-2985 Burrwick

Tom Richardson-3438 N Applecrest Ct

Scot Van Solkema-2570 Orange Ct

Article 12. Manager Comments

1. Dead trees in Township are being addressed.
2. Center medians on 28th St are under consideration through the DDA.
3. Cascade Rd bridge flooding problem is acknowledged, and Kent County Road Commission is addressing issue. Invoice from Spaldng DeDecker is being reconsidered.
4. Solicitation signs are addressed under Township policy.
5. Thanked Township staff for their hard work on the many ongoing projects, and specifically Shawn Holzhei.
6. Next Board meeting 9/10/25 will occur at Wisner Center.

Article 13. Board Member Comments

1. Trustee Shipley thanked those in attendance.
2. Trustee Noordyke thanked those in attendance.
3. Trustee Noordhoek thanked those in attendance.
4. Trustee Rissi thanked those in attendance. The road median on Whitneyville also is becoming unsightly.

- 5. Treasurer Korstange thanked those in attendance and for public comments.
- 6. Supervisor Lesperance emphasized the Zoning Ordinance is under review with the vision of the Township in mind and public input is valued.

Article 14. Adjournment

Motion by Clerk Slater, seconded by Treasurer Korstange to adjourn. Motion carried unanimously. Meeting adjourned at 8:01pm.

Jennifer Jager
Deputy Clerk

Approved by:

Grace Lesperance, Supervisor

Susan B. Slater, Clerk

**MINUTES OF THE
CASCADE CHARTER TOWNSHIP
WORK SESSION**

Monday, August 25, 2025
Cascade Fire Station 1
2865 Thornhills Ave SE
Grand Rapids, MI 49546
And Virtual Zoom Meeting
5:00 P.M.
HYBRID FORMAT

- Article 1.** Supervisor Lesperance called the meeting to order.
Present: Supervisor Lesperance, Clerk Slater, Treasurer Korstange, Trustees Shipley, Rissi, Noordyke and Noordhoek
Absent: None
Also Present: Manager Smith, Community Planning & Dev. Director Hendrick, Planning Assistant Govan, Chris Khorey-McKenna and those listed in the Supplement
- Article 2. Approval of Agenda**
Motion by Trustee Shipley, seconded by Trustee Noordyke to approve. Motion carried unanimously.
- Article 3. Public Comments-Anything on the Agenda not scheduled for a public hearing. (Limit comments to 3 minutes)**
Public comment was made by:
Michelle Lauer-2992 Overlook Summit
Durk Martin-7890 36th St
John Halland-3059 Thorncrest
- Article 4. New Business – Review of Draft Comprehensive Zoning Ordinance**
- Article 5. Adjournment**
Motion by Clerk Slater, seconded by Treasurer Korstange to adjourn. Motion carried unanimously. Meeting adjourned at 10.03 pm

Sue Slater
Clerk

Approved by: _____
Grace Lesperance, Supervisor

Susan B. Slater, Clerk

**MINUTES OF THE
CASCADE CHARTER TOWNSHIP
TOWNSHIP BOARD WORK SESSION**

Wednesday, August 27, 2025
Cascade Fire Station 1
2865 Thornhills Ave SE
Grand Rapids, MI 49546
And Virtual Zoom Meeting
5.30 P.M.
HYBRID FORMAT

Article 1. Supervisor Lesperance called the meeting to order.
Present: Supervisor Lesperance, Clerk Slater, Treasurer Korstange, Trustees Shipley, Rissi, Noordyke and Noordhoek
Absent: None
Also Present: Finance & Budget Director Nenciarini, Manager Smith, Deputy Clerk Jager and those listed in the Supplement

Article 2. Approval of Agenda
Motion by Trustee Noordyke, seconded by Trustee Shipley to approve. Motion carried unanimously.

Article 3. Public Comments-Anything on the Agenda not scheduled for a public hearing. (Limit comments to 3 minutes)
Public comment was made by Nick Cucinella-J T's Pizza

Article 4. New Business – Review of Capital Improvement Plan

Article 5. Adjournment
Motion by Clerk Slater, seconded by Trustee Rissi to adjourn. Motion carried unanimously. Meeting adjourned 6:32 pm.

Sue Slater
Clerk

Approved by:

Grace Lesperance, Supervisor

Susan B. Slater, Clerk

Cascade Historical Society
Meeting Minutes
Thursday, August 7, 2025

Present: Vic Gillis, Chairperson; Carol Tiemeyer, Vice Chairperson; Ron Redman, Treasurer; Michael Cronk, Archivist; Jan Schichtel, Acting Secretary; members Sue Lockhart, Steve DeKoster, Vicki Monterusso, and Rob Beahan.

Before the meeting was called to order, Lu Paletta from Ada, who chairs O.W.L.S. (Older, Wiser, Livelier Seniors) at St. Roberts, stopped in to promote Greatest Generation Celebration 2025, September 1 - 7, a series of speakers and events in Grand Rapids honoring the heroes of The Greatest Generation. See GGcelebration.org for details.

Chairperson Vic Gilis called the meeting to order at 10:08.

1. July meeting minutes

The July meeting minutes were approved as submitted. Motion by Steve DeKoster, seconded by Sue Lockhart.

2. Treasurer's Report – Ron Redman

The most recent major expenditure was \$1525.00, to S2E, for the balance owed for a duplicate of the interactive exhibit Cascade Then and Now, the work of Carol Tiemeyer, which focuses on places, primarily businesses, in the village and on the Slater property, as they appeared in the 19th and 20th centuries, and what is there now. The original for this exhibit is in the museum, the duplicate is in the main room of the renovated library.

Additional payments were for a subscription to Newspapers.com (\$74.90) and refreshments for the June meeting (\$12.72), bringing total expenditures in June to \$1,612.62, with a checking account balance of \$38,205.27. There is \$2,202.22 in the investment account, with all funds totaling \$40,407.49.

3. and 4. Cataloguing and Digital Archives/Archivist's Report

The table and chairs in the History Room were replaced during the renovation of the library, and the new ones are smaller, which will make for easier access to the files stored in the cabinets. The ceiling of the room is being painted.

Michael Cronk has meticulously researched the Island House as well as the couple who built it, Frederic and Frances Wykes, and he has posted the story on Cascade Now and Then. He has also acquired a site map of Friendship Park, the new park near the library. He will be entering the above content into Accessionary.com.

He is exploring options for the purchase of a scanner, which will expedite the scanning of documents and adding them to the digital archive at Accessionary.com.

There was a discussion about how to put long, multi-page documents, such as a booklet about FHPS 2025 grads, a history of the airport, and Joyce Kilmer's history of Forest Hills Public Schools into the digital archive.

[Secretary's note: the Joyce Kilmer who wrote the history of FHPS is one of the Kilmers of the 28th Street/Kraft Avenue area, who had the White Barn venue and went to Shuman School, on the site of what is now Bagger Dave's. She is not the male WWI poet Joyce Kilmer, who authored the short poem 'Trees.']

Cascade Historical Society now has 5,904 entries in [Accessionary.com](https://www.accessionary.com). Entry of documents has slowed; the clerical assistance we were supposed to receive from two Township employees has not materialized, with one employee (Kirsten) now working part-time, from home, and the other (Robin) being unable to enter the History Room during the renovation of the library. Vic Gillis and Ron Redman have sent an email to Jade Smith, Township Manager, about this matter.

Michael Cronk will be able to more actively pursue archiving when summer ends.

Vicki Monterusso suggested that we work with FHPS to see if members of the National Honors Society could be involved in archiving efforts, given that these students need to log a certain number of volunteer hours.

5. Displays, Exhibits and Events

Heritage Day will be on Saturday, September 20, from 5 to 9 pm. Vic has attended the initial meetings, which have focused on food concessions, and Thornapple Brewing, whose new beer, US 16, provides inspiration for the event's theme. (Cascade Road was designated US 16 in 1926.)

Vic is exploring costs for a replica of an old US 16 highway marker.

Jennifer Genter, who worked closely with Society volunteers at last year's Heritage Day, is no longer a Township employee.

The museum was open from 5 to 7 pm last year, and then Vic kept it open a bit longer for late-comers.

To boost foot traffic to the museum area, Jan Schichtel will be making two "face hole" signs, where participants can put their face in a hole in a painted board which depicts a scene. One sign will be a Cascade version of Grant Wood's American Gothic, and the other will show a convertible going down Cascade Road in the 1950s or 60s. These will create a photo op in the parking lot near the museum, and they will be large (up to 4' x 8') and highly visible. A motion was made by Ron Redman, seconded by Steve DeKoster, to allocate \$100 for materials for these signs.

The date of the next Heritage Day committee meeting had not been determined as of the time of our meeting.

Michael Cronk asked about the status of a plan to redo the museum, which the Society commissioned from S2E last year. The project is on hold, pending the outcome of a grant application.

Carol Tiemeyer has filled the windows of the History Room at the library with a display of her birdhouse collection, and a collection of old bottles. In October, Jodi Kilmer Rogers will do an exhibit about the Kilmer Centennial Farm, and Carol will create a display for Veteran's Day. She is looking for memorabilia. In December, the windows will display "old Christmas stuff." She is looking for ideas for the January displays, and is considering something about the Danforths and/or her grandfather's copper bowls. Carol is reorganizing the tall storage cabinets in the History Room.

Carol would like to move the Cascade Then and Now interactive exhibit closer to the front door of the museum, so visitors see it first and it is not blocked by the conference table and river exhibit. The duplicate display, at the library, is very visible and accessible. It needs a sign indicating that it was created by the Cascade Historical Society. Carol will be updating the exhibit next summer.

6. Liaison Report –Carol Tiemeyer

Carol reports that Judy Gager, of the Tri-River Association of local historical museums, liked our evening open house. We will hold an evening open house again at some point.

7. Chairperson's Report – Vic Gillis

Vic has several (6?) prints of a lovely painting of Cascade that hangs in the library. We need to decide what to do with them. They could be raffled or sold, framed or unframed.

The Township has applied for a grant to redo the museum exterior and replace the front door with something more period-appropriate. The grant would also cover the cost of a better security system.

8. And 9. Old Business and New Business

Steve DeKoster has two photos which are of interest to the Society – a photograph of hunters posed in front of the Cascade Springs Hotel, and a photo of a car crash in Weston's Pharmacy. He will have copies made for the Society at Cascade Printing.

Questions and comments about Cascade during general discussion at the end of the meeting:
Who owns the Patterson house next to Home Depot (which is technically in Kentwood)?
What are the plans to replace Tassell Park? When will the existing park be demolished to make way for the new one? We need to get photos of the park before it is replaced.
What is happening to the log house on Thornapple River Drive?

We may have the opportunity to scan the late Janice Slater's photos.
Vicki photographed the bugs that are stuck to the museum exterior, and will discuss with an appropriate person at the Township.

Motion to close by Ron Redman, seconded by Rob Beahan.

Building Department

August Report Summary

- 829 Permits Issued
- 1784 Inspections Performed

August activity continued to be light for this time of year. Staff remains busy with existing work.

New procedures for plan review to enhance efficiency, consistency and accountability for critical items are being implemented.

Several other large projects are under development in partner communities that should be permitted late this year or next.

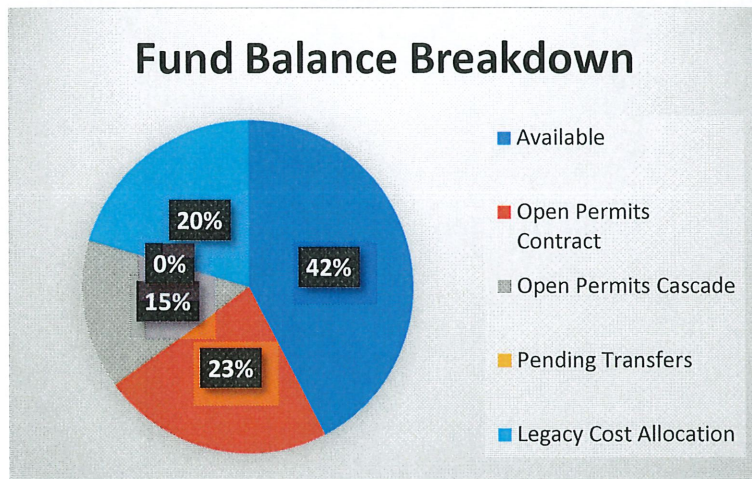
Please note the updated financial information below. Open permits declined by about \$125,000 due to closing/finalizing more permits than were recently issued. This reflects the slower than normal summer volume.

Prelim Financial Information September 2, 2025:

Fund Balance	\$4,885,391
Annual Expenses (est.)	\$3,353,041

Data from Sept 2, 2025

Open Permits – Total @ 80% remaining	\$1,814,694
Open Permits – Contract	\$1,103,246
Open Permits – Cascade	\$711,947

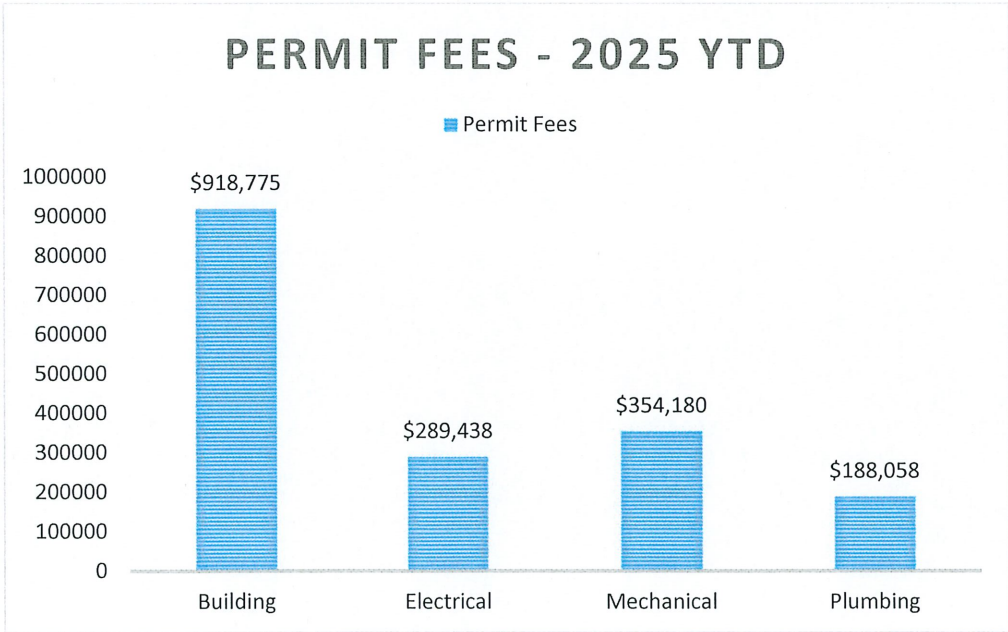
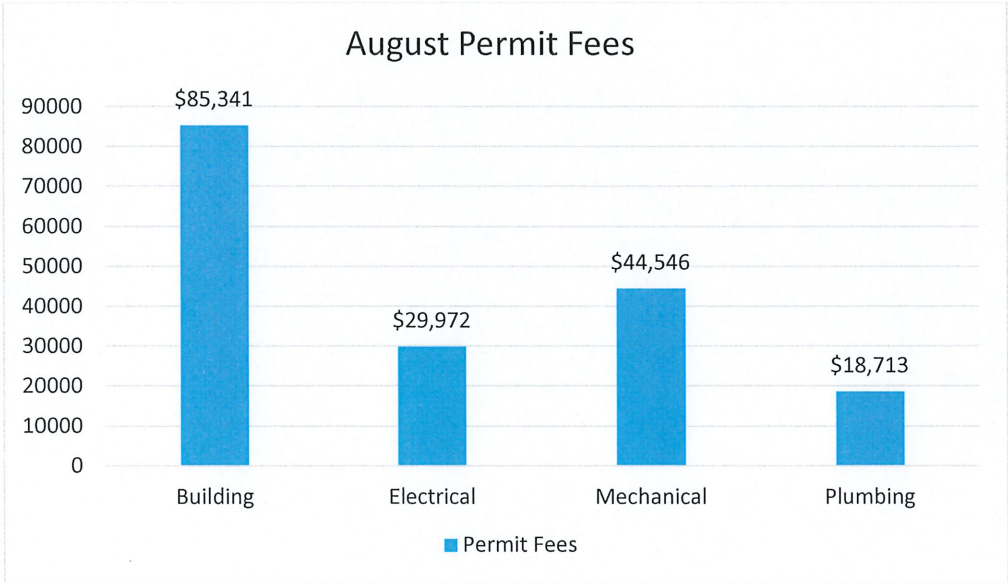


Brian Wilson
Director of Inspections

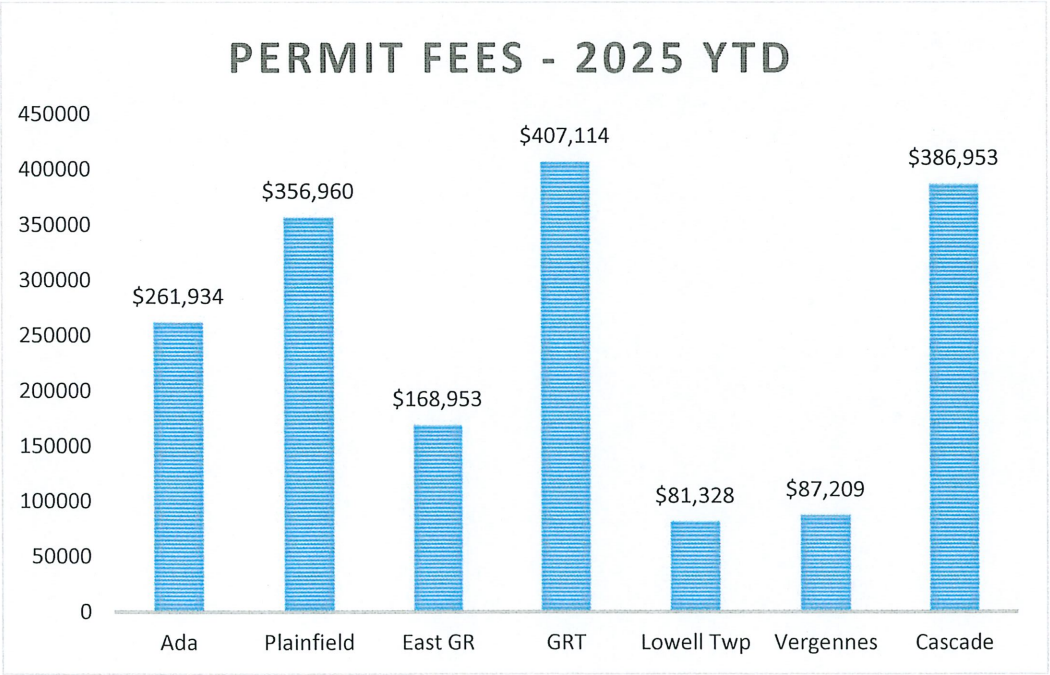
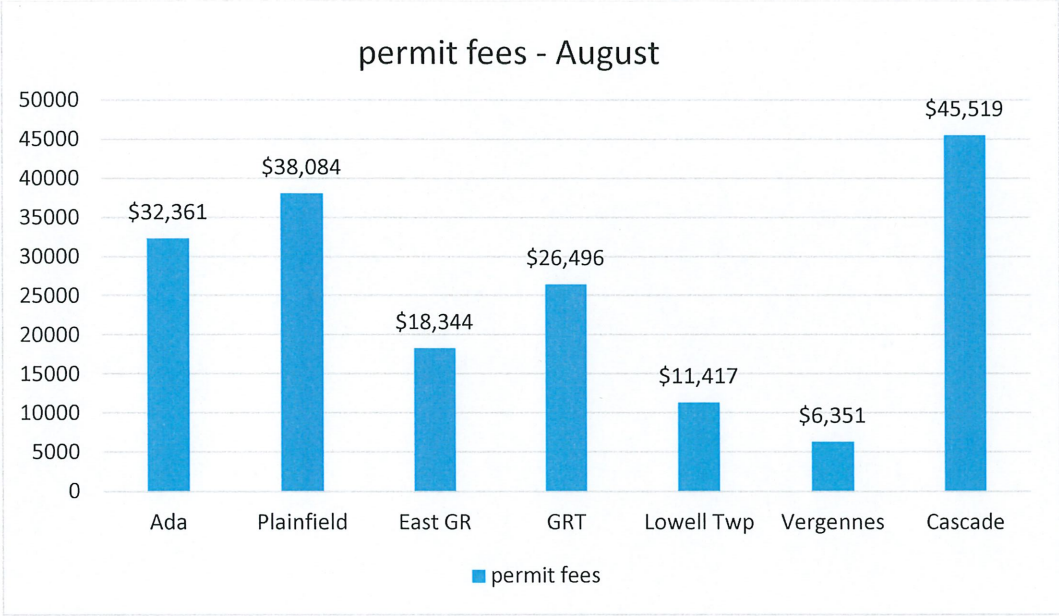
Cascade Inspection Services

August 2025

Permit Fees by Type



Permit Fees by Municipality



BALANCE SHEET REPORT FOR CASCADE CHARTER TOWNSHIP
Balance As of 08/31/2025

GL Number	Description	YTD Balance 08/31/2025 Normal (Abnormal)
Fund: 249 BUILDING FUND		
*** Assets ***		
249-000-001-510	MI CLASS CASH - POOL ACCOUNTS	469,244.04
249-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	1,482,997.68
249-000-003-021	FNB OF MI M 3/11/24	582,852.82
249-000-003-024	FIRST NATIONAL BANK OF AMERICA	234,395.52
249-000-017-401	US TREASURY NOTES	950,430.00
249-000-017-405	COMERICA SECURITIES # 148983	1,198,586.58
249-000-040-000	ACCOUNTS RECEIVABLE	250.00
249-000-084-000	DUE FROM OTHER FUNDS	2,702.50
249-000-123-000	PREPAID EXPENSE	6,727.46
Total Assets		4,928,186.60
*** Liabilities ***		
249-000-214-000	DUE TO OTHER FUNDS	8,535.84
249-000-231-205	COBRA	2,979.55
249-000-237-000	DUE TO IRF SW CONNECTIONS	31,280.00
Total Liabilities		42,795.39
*** Fund Equity ***		
249-000-390-000	FUND BALANCE	4,845,987.79
Total Fund Equity		4,845,987.79
Total Fund 249:		
TOTAL ASSETS		4,928,186.60
BEG. FUND BALANCE		4,845,987.79
+ NET OF REVENUES & EXPENDITURES		39,403.42
= ENDING FUND BALANCE		4,885,391.21
+ LIABILITIES		42,795.39
= TOTAL LIABILITIES AND FUND BALANCE		4,928,186.60

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP

Balance As of 08/31/2025

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

GL Number	Description	2025 Amended Budget	YTD Balance 08/31/2025 Normal (Abnormal)	Activity For 08/31/2025 Increase (Decrease)	Balance 08/31/2025 Normal (Abnormal)	Available 08/31/2025 (Abnormal)	% Bgdt Used
Fund: 249 BUILDING FUND							
Account Category: Revenues							
Department: 000							
249-000-600-644	NSF FEES	0.00	75.00	0.00		(75.00)	100.00
249-000-607-100	BUILDING PERMITS	0.00	74,373.00	74,293.00		(74,373.00)	100.00
249-000-607-200	ELECTRICAL PERMITS	0.00	29,681.00	29,791.00		(29,681.00)	100.00
249-000-607-300	PLUMBING PERMITS	0.00	18,545.00	18,683.00		(18,545.00)	100.00
249-000-607-400	MECHANICAL PERMITS	0.00	43,505.10	44,531.00		(43,505.10)	100.00
249-000-607-484	CASCADE TWP BLDG RES PERMITS	320,000.00	169,741.00	0.00		150,259.00	53.04
249-000-607-485	CASCADE TWP ELECTRICAL PERMITS	90,000.00	63,511.00	0.00		26,489.00	70.57
249-000-607-486	CASCADE TWP MECHANICAL PERMITS	110,000.00	67,357.75	0.00		42,642.25	61.23
249-000-607-487	CASCADE TWP PLUMBING PERMITS	50,000.00	40,825.00	0.00		9,175.00	81.65
249-000-607-490	CASCADE TWP CONTRACTOR REG	9,000.00	11,115.00	0.00		(2,115.00)	123.50
249-000-607-500	LOWELL TWP BUILDING PERMITS	80,000.00	38,827.00	0.00		41,173.00	48.53
249-000-607-501	LOWELL TWP ELECTRICAL PERMITS	28,000.00	11,912.00	0.00		16,088.00	42.54
249-000-607-502	LOWELL TWP MECHANICAL PERMITS	23,000.00	12,495.00	0.00		10,505.00	54.33
249-000-607-503	LOWELL TWP PLUMBING PERMITS	20,000.00	6,677.00	0.00		13,323.00	33.39
249-000-607-510	VERGENNES TWP BUILDING PERMITS	70,000.00	43,405.00	0.00		26,595.00	62.01
249-000-607-511	VERGENNES TWP ELECTRICAL PERMITS	20,000.00	12,927.00	0.00		7,073.00	64.64
249-000-607-512	VERGENNES TWP MECHANICAL PERMITS	24,000.00	14,080.00	0.00		9,920.00	58.67
249-000-607-516	VERGENNES TWP PLUMBING PERMITS	16,000.00	10,446.00	0.00		5,554.00	65.29
249-000-607-520	ADA TWP BUILDING PERMITS	280,000.00	116,807.00	0.00		163,193.00	41.72
249-000-607-521	ADA TWP PLUMBING PERMITS	50,000.00	24,456.00	0.00		25,544.00	48.91
249-000-607-523	ADA TWP ELECTRICAL PERMITS	65,000.00	37,209.00	0.00		27,791.00	57.24
249-000-607-524	ADA TWP MECHANICAL PERMITS	65,000.00	51,100.50	0.00		13,899.50	78.62
249-000-607-531	GR TWP BUILDING PERMITS	200,000.00	273,772.00	0.00		(73,772.00)	136.89
249-000-607-532	GR TWP ELECTRICAL PERMITS	65,000.00	34,745.00	0.00		30,255.00	53.45
249-000-607-533	GR TWP MECHANICAL PERMITS	85,000.00	53,803.55	0.00		31,196.45	63.30
249-000-607-534	GR TWP PLUMBING PERMITS	50,000.00	22,483.00	0.00		27,517.00	44.97
249-000-607-536	EAST GR BUILDING PERMITS	150,000.00	47,705.00	0.00		102,295.00	31.80
249-000-607-537	EAST GR ELECTRICAL PERMITS	60,000.00	35,962.00	0.00		24,038.00	59.94
249-000-607-538	EAST GR MECHANICAL PERMITS	60,000.00	40,855.00	0.00		19,145.00	68.09
249-000-607-539	EAST GR PLUMBING PERMITS	35,000.00	26,087.00	0.00		8,913.00	74.53
249-000-607-541	EAST GR-RENTAL INSP	4,500.00	0.00	0.00		4,500.00	0.00
249-000-607-550	PLAINFIELD BUILDING PERMITS	310,000.00	143,177.00	0.00		166,823.00	46.19
249-000-607-551	PLAINFIELD - ELECTRICAL PERMITS	100,000.00	63,200.00	0.00		36,800.00	63.20
249-000-607-552	PLAINFIELD MECHANICAL PERMITS	130,000.00	74,128.00	0.00		55,872.00	57.02
249-000-607-553	PLAINFIELD - PLUMBING PERMITS	80,000.00	34,185.00	0.00		45,815.00	42.73
249-000-665-000	INTEREST REVENUE	150,000.00	63,488.60	1,739.25		86,511.40	42.33
249-000-675-675	MISCELLANEOUS INCOME	1,500.00	150.00	0.00		1,350.00	10.00
Total Dept 000		2,801,000.00	1,812,811.50	171,287.25	988,188.50	64.72	64.72
Revenues							
Total Dept 000		2,801,000.00	1,812,811.50	171,287.25	988,188.50	64.72	64.72
Account Category: Expenditures							
Department: 250 BENEFITS/INSURANCE							
249-250-715-000	FICA-EMPLOYER	98,636.00	61,574.76	7,533.49		37,061.24	62.43
249-250-716-000	DEFINED CONTRIBUTION PLAN	121,282.00	80,207.94	10,176.34		41,074.06	66.13
249-250-717-000	WORKERS COMP INSURANCE	25,000.00	10,717.68	0.00		14,282.32	42.87
249-250-718-000	VISION INSURANCE BENEFITS	1,915.00	3,198.59	1,930.48		(1,283.59)	167.03
249-250-718-200	OTHER BENEFITS	0.00	23,760.00	0.00		(23,760.00)	100.00
249-250-719-000	HEALTH INSURANCE BENEFITS	302,065.00	163,086.76	17,947.25		138,978.24	53.99

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP

Balance As of 08/31/2025

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

GL Number	Description	2025		YTD Balance		Activity For		Balance	Available	% Bgdt
		Amended Budget	Normal (Abnormal)	Normal (Abnormal)	Increase (Decrease)	08/31/2025 Normal	08/31/2025 (Abnormal)			
Fund: 249 BUILDING FUND										
Account Category: Expenditures										
Department: 250 BENEFITS/INSURANCE										
249-250-719-100	OPT-OUT INSURANCE	0.00	1,000.00	0.00	0.00	(1,000.00)				100.00
249-250-720-000	LIFE & DISABILITY INSURANCE	15,484.00	5,936.04	0.00	0.00	9,547.96				38.34
249-250-721-000	DENTAL INSURANCE BENEFITS	33,740.00	10,465.21	(81.70)		23,274.79				31.02
249-250-722-000	PENSION PLAN BENEFITS	95,117.00	55,484.66	0.00		39,632.34				58.33
	Total Dept 250 - BENEFITS/INSURANCE	693,239.00	415,431.64	37,505.86		277,807.36				59.93
Department: 371 BUILDING DEPARTMENT										
249-371-702-000	WAGES- FULL TIME	1,226,412.00	796,879.25	96,641.30		429,532.75				64.98
249-371-702-001	WAGES - DEPARTMENT HEAD	0.00	(1,000.56)	0.00		1,000.56				100.00
249-371-704-000	WAGES- PART TIME	62,954.00	30,342.88	5,725.34		32,611.12				48.20
249-371-707-000	WAGES - PER DIEM	0.00	1,472.30	0.00		(1,472.30)				100.00
249-371-723-000	MEMBERSHIPS AND DUES	6,000.00	2,580.00	735.00		3,420.00				43.00
249-371-724-000	EDUCATION	10,000.00	4,795.83	1,174.00		5,204.17				47.96
249-371-727-000	OFFICE SUPPLIES	10,000.00	1,330.85	0.00		8,669.15				13.31
249-371-752-101	KITCHEN SUPPLIES	700.00	130.77	0.00		569.23				18.68
249-371-757-000	BOOKS	7,500.00	3,790.16	0.00		3,709.84				50.54
249-371-787-101	CLEANING & PAPER SUPPLIES	800.00	378.60	0.00		421.40				47.33
249-371-787-200	CREDIT CARD FEES	42,000.00	22,669.39	0.00		19,330.61				53.97
249-371-807-000	AUDIT FEES & SERVICES	1,000.00	900.00	0.00		100.00				90.00
249-371-810-000	LIABILITY INSURANCE	45,000.00	33,419.50	0.00		11,580.50				74.27
249-371-860-000	MILEAGE	80,000.00	48,695.32	7,667.90		31,304.68				60.87
249-371-862-500	DEPT HEAD, SUPV EXPENSES	750.00	233.41	0.00		516.59				31.12
249-371-923-000	HEATING/UTILITY	9,000.00	8,519.71	2,157.70		480.29				94.66
249-371-924-000	PHONES	6,000.00	4,161.16	516.73		1,838.84				69.35
249-371-924-100	CELL PHONES/DATA	10,000.00	5,599.73	795.17		4,400.27				56.00
249-371-932-000	OFFICE EQUIP & COMPUTER REPAIR	12,000.00	7,319.44	0.00		4,680.56				61.00
249-371-939-000	SERVICE CONTRACTS	98,398.00	52,141.53	6,956.59		46,256.47				52.99
249-371-941-000	POSTAGE & MACHINE LEASE	1,000.00	0.00	0.00		1,000.00				0.00
249-371-957-000	BLDG PHYSICAL EXAMS	750.00	0.00	0.00		750.00				0.00
249-371-967-000	BLDG - SPECIAL PROJECTS-FURNITURE UP	15,000.00	0.00	0.00		15,000.00				0.00
249-371-967-200	SPECIAL PROJECTS - IT SERVICES	33,000.00	18,073.58	1,938.59		14,926.42				54.77
249-371-981-000	OFFICE EQUIPMENT	12,000.00	1,201.83	575.84		10,798.17				10.02
	Total Dept 371 - BUILDING DEPARTMENT	1,690,264.00	1,043,634.68	124,884.16		646,629.32				61.74
Department: 964 PAYMENTS TO OTHER TOWNSHIPS										
249-964-964-100	PERMITS DUE TO LOWELL TWP	30,200.00	13,982.20	3,540.00		16,217.80				46.30
249-964-964-200	PERMITS DUE TO VERGENNES TWP	26,000.00	16,171.60	1,459.60		9,828.40				62.20
249-964-964-300	PERMITS DUE TO GR TWP	80,000.00	76,123.51	5,728.60		3,876.49				95.15
249-964-964-400	PERMITS DUE TO ADA TWP	92,000.00	45,914.50	8,229.60		46,085.50				49.91
249-964-964-500	PERMITS DUE TO EAST GR	61,000.00	30,121.80	4,393.80		30,878.20				49.38
249-964-964-600	PERMITS DUE PLAINFIELD	124,000.00	63,775.20	7,024.40		60,224.80				51.43
249-964-964-800	PERMITS DUE CASCADE TWP	125,000.00	68,252.95	9,900.55		56,747.05				54.60
	Total Dept 964 - PAYMENTS TO OTHER TOWNSHIPS	538,200.00	314,341.76	40,276.55		223,858.24				58.41
Department: 965 CONTINGENCIES										
249-965-998-000	PERSONNEL CONTINGENCIES	100,000.00	0.00	0.00		100,000.00				0.00
	Total Dept 965 - CONTINGENCIES	100,000.00	0.00	0.00		100,000.00				0.00
Department: 966 TRANSFERS OUT										
249-966-955-206	TRANSFER TO FIRE FUND FROM BLDG	20,000.00	0.00	0.00		20,000.00				0.00

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP

Balance As Of 08/31/2025

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

GL Number	Description	2025 Amended Budget		YTD Balance 08/31/2025		Activity For 08/31/2025		Balance 08/31/2025		% Bdgt Used
		Normal	(Abnormal)	Normal	(Abnormal)	Increase	(Decrease)	Normal	(Abnormal)	
Fund: 249 BUILDING FUND										
Account Category: Expenditures										
Department: 966 TRANSFERS OUT										
249-966-955-249 TRANSFER TO GF FROM BLDG										
Total Dept 966 - TRANSFERS OUT										
Expenditures										
		311,338.00	0.00	0.00	0.00	0.00	0.00	311,338.00	0.00	0.00
		331,338.00	0.00	0.00	0.00	0.00	0.00	331,338.00	0.00	0.00
		3,353,041.00	1,773,408.08	1,773,408.08	202,666.57	171,287.25	202,666.57	1,579,632.92	52.89	52.89
Fund 249 - BUILDING FUND:										
TOTAL REVENUES										
		2,801,000.00	1,812,811.50	1,812,811.50	171,287.25	171,287.25	171,287.25	988,188.50	64.72	64.72
TOTAL EXPENDITURES										
		3,353,041.00	1,773,408.08	1,773,408.08	202,666.57	202,666.57	202,666.57	1,579,632.92	52.89	52.89
NET OF REVENUES & EXPENDITURES:										
		(552,041.00)	39,403.42	39,403.42	(31,379.32)	(31,379.32)	(31,379.32)	(591,444.42)		

09/02/2025

CONTRACT - CAT SUMM MONTH

Category	Construction Value	Permit Fee	Number of Permits
Ada Township			
Commercial, Add/Alter/Repair	\$5,005,000	\$5,684.00	2
DECK	\$138,558	\$1,470.00	8
Detached Accessory Building	\$57,000	\$458.00	2
Electrical	\$0	\$5,791.00	27
Mechanical	\$0	\$7,558.25	50
Plumbing	\$0	\$2,177.00	15
Res. Add/Alter/Repair	\$889,000	\$1,104.00	4
Res. Single Family	\$2,680,000	\$6,144.00	3
Residential - Other	\$510,853	\$520.00	4
Roofing	\$341,524	\$1,020.00	12
Sign	\$8,000	\$85.00	1
Swimming Pool	\$208,300	\$350.00	2
Subtotal	\$9,838,235	\$32,361	130

09/02/2025

CONTRACT - CAT SUMM MONTH

Category	Construction Value	Permit Fee	Number of Permits
CASCADE			
Commercial, Add/Alter/Repair	\$3,052,544	\$14,891.00	4
DECK	\$4,000	\$175.00	1
Detached Accessory Building	\$23,285	\$199.00	1
Electrical	\$0	\$7,070.00	41
Mechanical	\$0	\$10,617.50	67
Plumbing	\$0	\$4,149.00	35
Res. Add/Alter/Repair	\$1,964,154	\$2,092.00	10
Res. Single Family	\$2,490,000	\$3,915.00	3
Residential - Other	\$90,649	\$455.00	3
Roofing	\$499,163	\$1,700.00	20
Sign	\$510,000	\$255.00	3
Subtotal	\$8,633,795	\$45,519	188

09/02/2025

CONTRACT - CAT SUMMM MONTH

Category	Construction Value	Permit Fee	Number of Permits
East Grand Rapids			
Detached Accessory Building	\$172,300	\$532.00	2
Electrical	\$0	\$3,130.00	23
Mechanical	\$0	\$5,625.00	44
Plumbing	\$0	\$3,425.00	23
Res. Add/Alter/Repair	\$1,317,836	\$1,610.00	8
Res. Single Family	\$1,500,000	\$2,422.00	1
Residential - Other	\$112,382	\$660.00	5
Roofing	\$473,842	\$765.00	9
Swimming Pool	\$248,000	\$175.00	1
Subtotal	\$3,824,359	\$18,344	116

09/02/2025

CONTRACT - CAT SUMMM MONTH

Category	Construction Value	Permit Fee	Number of Permits
Grand Rapids Township			
Commercial, Add/Alter/Repair	\$1,275,000	\$2,023.00	4
DECK	\$55,840	\$875.00	5
DEMOLITION	\$33,500	\$355.00	4
Electrical	\$0	\$4,725.00	26
Mechanical	\$0	\$7,182.00	50
Plumbing	\$0	\$3,459.00	22
Res. Add/Alter/Repair	\$481,000	\$1,206.00	6
Res. Single Family	\$2,111,000	\$5,456.00	4
Residential - Other	\$58,627	\$280.00	2
Roofing	\$200,088	\$935.00	11
Subtotal	\$4,215,054	\$26,496	134

09/02/2025

CONTRACT - CAT SUMMM MONTH

Category	Construction Value	Permit Fee	Number of Permits
Lowell Township			
DECK	\$7,000	\$175.00	1
Detached Accessory Building	\$266,000	\$1,263.00	3
Electrical	\$0	\$1,301.00	8
Mechanical	\$0	\$2,000.00	15
Plumbing	\$0	\$1,453.00	6
Res. Single Family	\$877,300	\$4,690.00	5
Residential - Other	\$170,000	\$280.00	2
Roofing	\$63,017	\$255.00	3
Subtotal	\$1,383,317	\$11,417	43

09/02/2025

CONTRACT - CAT SUMMM MONTH

Category	Construction Value	Permit Fee	Number of Permits
Plainfield Township			
Commercial, Add/Alter/Repair	\$3,360,168	\$8,267.00	8
DECK	\$140,852	\$1,470.00	8
Electrical	\$0	\$6,590.00	42
Mechanical	\$0	\$9,353.25	66
Plumbing	\$0	\$3,456.00	23
Res. Add/Alter/Repair	\$467,956	\$1,532.00	6
Res. Single Family	\$1,396,600	\$4,096.00	4
Residential - Other	\$343,572	\$1,360.00	10
Roofing	\$346,738	\$1,530.00	18
Sign	\$31,000	\$170.00	2
Swimming Pool	\$68,800	\$260.00	2
Subtotal	\$6,155,687	\$38,084	189

09/02/2025

CONTRACT - CAT SUMMM MONTH

Category	Construction Value	Permit Fee	Number of Permits
Vergennes Township			
Commercial, Add/Alter/Repair	\$75,000	\$140.00	1
Electrical	\$0	\$1,365.00	8
Mechanical	\$0	\$2,210.00	12
Plumbing	\$0	\$594.00	4
Res. Add/Alter/Repair	\$38,000	\$315.00	1
Res. Single Family	\$342,000	\$1,467.00	1
Residential - Other	\$55,772	\$85.00	1
Swimming Pool	\$80,000	\$175.00	1
Subtotal	\$590,772	\$6,351	29
<hr/>			
Monthly Total	\$34,641,219	\$178,572.00	829



CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE • Grand Rapids, MI 49546

Cascade Planning Department Code Enforcement Monthly Report Month of August 2025

New Cases

3

Closed Cases

9

Currently Open Cases

3

Current Open Enforcement Cases

Enforcements by Status

09/03/2025

1/1

IN PROGRESS

Enforcement #	Address	Category	Filed	Closed
EN250100	7614 CASCADE RD SE	ZONING	08/15/2025	
EN250102	7289 CASCADE TERRACE DR SE	CASCADE TWP ORDINANC	08/25/2025	

Total # for In Progress: 2

MONITOR

Enforcement #	Address	Category	Filed	Closed
EN250013	1855 LARAWAY LAKE DR SE	ZONING	02/27/2025	

Total # for Monitor: 1

Total # of Enforcements: 3

New Enforcement Cases Filed in August 2025

Enforcements by Status

09/03/2025

1/1

IN PROGRESS

Enforcement #	Address	Category	Filed	Closed
EN250100	7614 CASCADE RD SE	ZONING	08/15/2025	
EN250102	7289 CASCADE TERRACE DR SE	CASCADE TWP ORDINANC	08/25/2025	

Total # for In Progress: 2

RESOLVED

Enforcement #	Address	Category	Filed	Closed
EN250098	8390 BOLT DR SE	CASCADE TWP ORDINANC	08/11/2025	08/21/2025

Total # for Resolved: 1

Total # of Enforcements: 3

Enforcement Cases Closed in August 2025

Enforcements by Status

09/03/2025

1/1

RESOLVED

Enforcement #	Address	Category	Filed	Closed
EN250098	8390 BOLT DR SE	CASCADE TWP ORDINANC	08/11/2025	08/21/2025
EN250087	3482 HIDDEN HILLS AVE SE	CASCADE TWP ORDINANC	07/22/2025	08/20/2025
EN250064	2095 THORNAPPLE RIV DR SE	ZONING	06/04/2025	08/19/2025
EN250088	2985 THORNAPPLE RIV DR SE	CASCADE TWP ORDINANC	07/15/2025	08/19/2025
EN250092	7531 30TH ST SE	CASCADE TWP ORDINANC	07/26/2025	08/19/2025
EN250021	6548 BURTON ST SE	ZONING	03/10/2025	08/07/2025
EN250085	1401 BRIARCLIFF DR SE	CASCADE TWP ORDINANC	07/19/2025	08/05/2025
EN250093	6210 PINTA CT SE	CASCADE TWP ORDINANC	07/25/2025	08/05/2025
EN250095	2900 HAYWARD DR SE	CASCADE TWP ORDINANC	07/30/2025	08/05/2025

Total # for Resolved: 9

Total # of Enforcements: 9

August 2025 Inspection Summary

Enforcement List - Inspection Summary

09/03/2025

1/2

Enforcement #	Address	Status	Filed	Closed
EN250098	8390 BOLT DR SE	Resolved	08/11/25	08/21/25

Complaint: Dump truck dropping off loads of wood. Running chainsaw all day---complaint regarding noise

Inspection Type	Status	Scheduled	Completed	Code Officer
General Code	Completed	08/18/25	08/19/25	Ryan Sennett

Enforcement #	Address	Status	Filed	Closed
EN250087	3482 HIDDEN HILLS AVE SE	Resolved	07/22/25	08/20/25

Complaint: Truck parked in side yard, car parts in the yard. Case reopened following new complaint.

Inspection Type	Status	Scheduled	Completed	Code Officer
General Code	No Violation	07/23/25	07/23/25	Ryan Sennett
General Code	Completed	08/06/25	08/06/25	Ryan Sennett
General Code	Complied	08/20/25	08/20/25	Ryan Sennett

Enforcement #	Address	Status	Filed	Closed
EN250064	2095 THORNAPPLE RIV DR SE	Resolved	06/04/25	08/19/25

Complaint: Deer fence in the front yard over maximum height allowance. The homeowner has lowered the fence to achieve compliance.

Inspection Type	Status	Scheduled	Completed	Code Officer
Ordinance	Violations	05/29/25	05/29/25	Ryan Sennett
Ordinance	Violations	06/05/25	06/05/25	Ryan Sennett
Follow-Up Contact	Completed	06/09/25	06/09/25	Ryan Sennett
Follow-Up Contact	Completed	06/12/25	06/12/25	Ryan Sennett
Follow-Up Contact	Completed	06/24/25	06/24/25	Ryan Sennett
Follow-Up Contact	Completed	07/09/25	07/09/25	Ryan Sennett
Ordinance	Complied	08/18/25	08/19/25	Ryan Sennett

Enforcement #	Address	Status	Filed	Closed
EN250088	2985 THORNAPPLE RIV DR SE	Resolved	07/15/25	08/19/25

Complaint: Property maintenance & tall grass/weeds

Inspection Type	Status	Scheduled	Completed	Code Officer
General Code	Violations	07/17/25	07/17/25	Ryan Sennett
General Code	Complied	08/18/25	08/19/25	Ryan Sennett

Enforcement #	Address	Status	Filed	Closed
EN250092	7531 30TH ST SE	Resolved	07/26/25	08/19/25

Complaint: Recreational vehicle parking in front yard

August 2025 Inspection Summary

Enforcement List - Inspection Summary

09/03/2025

2/2

Inspection Type	Status	Scheduled	Completed	Code Officer
General Code	Violations	07/29/25	07/29/25	Ryan Sennett
General Code	Violations	08/05/25	08/05/25	Ryan Sennett
General Code	Complied	08/18/25	08/19/25	Ryan Sennett

Enforcement #	Address	Status	Filed	Closed
EN250085	1401 BRIARCLIFF DR SE	Resolved	07/19/25	08/05/25

Complaint: Weeds/Tall Grass

Inspection Type	Status	Scheduled	Completed	Code Officer
General Code	Violations	07/23/25	07/24/25	Ryan Sennett
General Code	Violations	07/30/25	07/29/25	Ryan Sennett
General Code	Complied	08/05/25	08/05/25	Ryan Sennett
Follow-Up Contact	Completed	07/31/25	07/31/25	Ryan Sennett
Follow-Up Contact	Completed	08/01/25	08/01/25	Ryan Sennett

Enforcement #	Address	Status	Filed	Closed
EN250095	2900 HAYWARD DR SE	Resolved	07/30/25	08/05/25

Complaint: Tall grass

Inspection Type	Status	Scheduled	Completed	Code Officer
General Code	Violations	07/30/25	07/28/25	Ryan Sennett
General Code	Complied	08/05/25	08/01/25	Ryan Sennett

Enforcement #	Address	Status	Filed	Closed
EN250079	1544 HILLSBORO AVE SE	Resolved	07/02/25	07/10/25

Complaint: Tall grass and weeds

Inspection Type	Status	Scheduled	Completed	Code Officer
General Code	Completed	07/03/25	07/03/25	Ryan Sennett
General Code	Complied	07/11/25	07/10/25	Ryan Sennett
General Code	No Violation	08/26/25	08/27/25	Ryan Sennett

ALL DATES, POSTED AND UNPOSTED
OPEN

GL Number	GL # Line Desc	Vendor Name	Invoice Date	Invoice Number	Amount
Fund: 101 GENERAL FUND					
Department: 000					
101-000-040-000	ACCOUNTS RECEIVABLE	ANNA CLARK	09/02/2025	R090225	60.00
101-000-401-447	TAX ADMINISTRATION FEES	KENT COUNTY TREASURER	08/19/2025	K-6565	149.49
101-000-667-003	RENTAL OF FACILITIES	MARY ANNE HABEKOVIC	09/01/2025	276	75.00
Total Department 000					284.49
Department: 215 CLERK					
101-215-939-000	SERVICE CONTRACTS	GENERAL CODE	08/22/2025	PG000042943	876.00
Total Department 215 CLERK					876.00
Department: 225 ADMINISTRATIVE					
101-225-727-000	OFFICE SUPPLIES	STAPLES	08/27/2025	6040814382	75.98
101-225-727-000	OFFICE SUPPLIES	STAPLES	09/03/2025	6041679919	54.17
101-225-727-000	OFFICE SUPPLIES	STAPLES	09/03/2025	6041679918	11.52
101-225-794-700	PLANTS/PLANT MAINTENANCE	EASTERN FLORAL & GIFTS	08/12/2025	7491	(55.00)
101-225-826-000	LEGAL FEES	FOSTER, SWIFT, COLLINS & S	08/15/2025	921249	4,125.50
101-225-826-000	LEGAL FEES	FOSTER, SWIFT, COLLINS & S	08/15/2025	921190	12,699.00
101-225-967-200	SPECIAL PROJECTS - IT SERVICES	BUSINESS SOLUTIONS, LLC	09/01/2025	64963	1,813.00
Total Department 225 ADMINISTRATIVE					18,724.17
Department: 253 TREASURER					
101-253-724-000	EDUCATION	BRUNO IVOS	04/17/2025	TUITION REIM.	1,437.00
Total Department 253 TREASURER					1,437.00
Department: 257 ASSESSING					
101-257-724-000	EDUCATION	HOLZHEI, SHAWN	08/21/2025	REIMBURSEMENT	268.80
101-257-801-000	ASSESSING CONTRACTUAL SERVICES	ASSESSMENT ADMINISTRATION	09/01/2025	SEPTEMBER 2025	22,083.00
101-257-826-000	LEGAL FEES	FOSTER, SWIFT, COLLINS & S	08/15/2025	921217	2,250.00
101-257-826-000	LEGAL FEES	FOSTER, SWIFT, COLLINS & S	08/15/2025	921205	5,584.50
101-257-826-000	LEGAL FEES	FOSTER, SWIFT, COLLINS & S	08/15/2025	921215	51.00
101-257-826-000	LEGAL FEES	FOSTER, SWIFT, COLLINS & S	08/15/2025	921218	2,250.00
101-257-826-000	LEGAL FEES	FOSTER, SWIFT, COLLINS & S	08/15/2025	921258	382.50
101-257-826-000	LEGAL FEES	FOSTER, SWIFT, COLLINS & S	08/15/2025	921216	4,768.50
101-257-860-000	ASSESSING MILEAGE	HOLZHEI, SHAWN	08/21/2025	REIMBURSEMENT	99.40
Total Department 257 ASSESSING					37,737.70
Department: 265 BUILDING AND GROUNDS					
101-265-863-000	VEHICLE MAINT	NAPA AUTO PARTS	08/19/2025	198877	31.66
101-265-863-000	VEHICLE MAINT	NAPA AUTO PARTS	08/21/2025	199433	49.98
101-265-864-000	FUEL	WEX BANK	08/31/2025	107050229	1,970.64
101-265-921-000	COMPLEX ELECTRICITY	CONSUMERS ENERGY	08/18/2025	MULTIPLE	0.00
101-265-921-000	COMPLEX ELECTRICITY	CONSUMERS ENERGY	08/18/2025	MULTIPLE	28.87
101-265-921-000	COMPLEX ELECTRICITY	CONSUMERS ENERGY	08/18/2025	MULTIPLE	0.00
101-265-923-000	COMPLEX HEATING	DTE ENERGY	08/27/2025	MULTIPLE	112.80
101-265-923-000	COMPLEX HEATING	DTE ENERGY	08/27/2025	MULTIPLE	60.05
101-265-924-000	COMPLEX PHONES	COMCAST	08/18/2025	SEPTEMBER 2025	0.00
101-265-927-000	COMPLEX WATER-SEWER	GRAND RAPIDS CITY TREASURE	08/27/2025	MULTIPLE	123.75
101-265-931-000	COMPLEX MAINTENANCE	VANVOSSEN PROPERTY SERVICE	06/21/2025	8277	1,560.00
101-265-939-000	SERVICE CONTRACTS	AQUARIUS LAWN SPRINKLING	08/14/2025	74111	1,595.13
101-265-939-000	SERVICE CONTRACTS	CORPORATE CLEANING & FACIL	09/01/2025	5506	1,706.00
101-265-939-000	SERVICE CONTRACTS	GOOSE CONTROL OF WEST MICH	09/01/2025	250901	400.00
Total Department 265 BUILDING AND GROUNDS					7,638.88

INVOICE DISTRIBUTION REPORT FOR CASCADE CHARTER TOWNSHIP

ALL DATES, POSTED AND UNPOSTED
OPEN

GL Number	GL # Line Desc	Vendor Name	Invoice Date	Invoice Number	Amount
Fund: 101 GENERAL FUND					
Department: 270 HUMAN RESOURCES					
101-270-727-000	SUPPLIES	SMART BUSINESS SOURCE	08/19/2025	OE-100358-1	44.69
Total Department 270 HUMAN RESOURCES					44.69
Department: 276 CEMETERY					
101-276-921-000	CEMETERY ELECTRICITY	CONSUMERS ENERGY	08/18/2025	MULTIPLE	29.07
101-276-921-000	CEMETERY ELECTRICITY	CONSUMERS ENERGY	08/18/2025	MULTIPLE	33.24
101-276-932-000	CEMETERY MAINT	AQUARIUS LAWN SPRINKLING	08/14/2025	74114	140.00
Total Department 276 CEMETERY					202.31
Department: 448 STREET LIGHTS					
101-448-926-000	STREETLIGHTING	CONSUMERS ENERGY	08/18/2025	MULTIPLE	194.49
Total Department 448 STREET LIGHTS					194.49
Department: 701 PLANNING					
101-701-809-000	PLANNING/ ZONING SUPPLIES	STAPLES	08/22/2025	6040246499	172.84
101-701-900-000	PRINTING & PUBLISHING	MLIVE MEDIA GROUP	08/31/2025	3428430	183.00
Total Department 701 PLANNING					355.84
Department: 756 PARKS					
101-756-756-000	PARK OPERATING SUPPLIES	REINDERS	08/27/2025	3217825-00	24.00
101-756-756-000	PARK OPERATING SUPPLIES	THE HOME DEPOT CREDIT SERV	08/08/2025	1012005	31.88
101-756-756-000	PARK OPERATING SUPPLIES	THE HOME DEPOT CREDIT SERV	08/04/2025	5423679	49.98
101-756-880-000	COMMUNITY PROMOTION	CE FAST, LLC DBA FASTSIGNS	08/14/2025	467-150931	365.07
101-756-921-000	PARK ELECTRICITY	CONSUMERS ENERGY	08/18/2025	MULTIPLE	214.41
101-756-921-000	PARK ELECTRICITY	CONSUMERS ENERGY	08/18/2025	MULTIPLE	0.00
101-756-921-000	PARK ELECTRICITY	CONSUMERS ENERGY	08/18/2025	MULTIPLE	83.66
101-756-927-000	PARK WATER-SEWER	GRAND RAPIDS CITY TREASURE	08/27/2025	MULTIPLE	770.22
101-756-927-000	PARK WATER-SEWER	GRAND RAPIDS CITY TREASURE	08/27/2025	MULTIPLE	405.30
101-756-935-000	PARK MAINTENANCE	GAME TIME	08/29/2025	PJI-0280261	518.40
101-756-935-000	PARK MAINTENANCE	GRADE EXCAVATING LLC	08/26/2025	2776	1,200.00
101-756-935-000	PARK MAINTENANCE	KERKSTRA PORTABLE RESTROOM	08/19/2025	278573	590.00
101-756-935-000	PARK MAINTENANCE	KERKSTRA PORTABLE RESTROOM	08/21/2025	279153	225.00
101-756-935-000	PARK MAINTENANCE	THE HOME DEPOT CREDIT SERV	08/12/2025	H2715-2777902721	1,153.60
101-756-935-000	PARK MAINTENANCE	THE HOME DEPOT CREDIT SERV	08/12/2025	7026905	53.28
101-756-935-000	PARK MAINTENANCE	THE HOME DEPOT CREDIT SERV	08/19/2025	0013756	66.08
101-756-935-000	PARK MAINTENANCE	THE HOME DEPOT CREDIT SERV	07/31/2025	9423619	399.40
101-756-935-000	PARK MAINTENANCE	THE HOME DEPOT CREDIT SERV	07/22/2025	8013996	662.57
101-756-935-000	PARK MAINTENANCE	VANVOSSEN PROPERTY SERVICE	06/21/2025	8277	6,720.00
101-756-935-000	PARK MAINTENANCE	VANVOSSEN PROPERTY SERVICE	06/21/2025	8277	3,120.00
101-756-939-000	SERVICE CONTRACTS	AQUARIUS LAWN SPRINKLING	08/14/2025	74108	2,964.38
101-756-939-000	SERVICE CONTRACTS	AQUARIUS LAWN SPRINKLING	07/31/2025	91148	438.92
101-756-939-000	SERVICE CONTRACTS	AQUARIUS LAWN SPRINKLING	08/14/2025	73885	1,867.33
101-756-939-000	SERVICE CONTRACTS	AQUARIUS LAWN SPRINKLING	07/10/2025	90957	865.00
101-756-939-000	SERVICE CONTRACTS	AQUARIUS LAWN SPRINKLING	07/10/2025	90999	210.00
101-756-939-000	SERVICE CONTRACTS	GREENLINE	09/02/2025	12055	808.00
101-756-939-000	SERVICE CONTRACTS	GREENLINE	04/24/2025	11993	1,780.00
Total Department 756 PARKS					25,586.48
Department: 803 HISTORICAL					
101-803-921-000	MUSEUM - ELECTRICITY	CONSUMERS ENERGY	08/18/2025	MULTIPLE	151.02
101-803-923-000	MUSEUM - HEATING/UTILITY	DTE ENERGY	08/27/2025	MULTIPLE	53.06
101-803-927-000	MUSEUM WATER-SEWER	GRAND RAPIDS CITY TREASURE	08/27/2025	MULTIPLE	84.66

INVOICE DISTRIBUTION REPORT FOR CASCADE CHARTER TOWNSHIP

ALL DATES, POSTED AND UNPOSTED
OPEN

GL Number	GL # Line Desc	Vendor Name	Invoice Date	Invoice Number	Amount
Fund: 101 GENERAL FUND					
Department: 803 HISTORICAL					
101-803-927-000	MUSEUM WATER-SEWER	GRAND RAPIDS CITY TREASURE	08/27/2025	MULTIPLE	426.88
101-803-961-000	MUSEUM MAINTENANCE	AQUARIUS LAWN SPRINKLING	08/14/2025	74107	755.03
101-803-961-000	MUSEUM MAINTENANCE	VANVOSSEN PROPERTY SERVICE	06/21/2025	8277	960.00
Total Department 803 HISTORICAL					2,430.65
Total Fund 101 GENERAL FUND					95,512.70
Fund: 206 FIRE FUND					
Department: 336 FIRE DEPARTMENT					
206-336-726-000	FIRE TRAINING	BOONENBERG, BRETT	08/20/2025	REIMBURSEMENT	41.63
206-336-727-000	FIRE OFFICE SUPPLIES	STAPLES	08/29/2025	6040974929	91.46
206-336-745-000	FIRE FUELS	AUTOZONE	09/01/2025	05023244747	11.87
206-336-745-000	FIRE FUELS	FLYERS ENERGY LLC	08/31/2025	CFS-4360957	94.98
206-336-745-000	FIRE FUELS	WEX BANK	08/31/2025	107050229	3,162.56
206-336-756-000	DEPARTMENT SUPPLIES	DINGES FIRE CO.	08/27/2025	75418	96.00
206-336-768-000	FIRE UNIFORMS	NYE UNIFORM COMPANY	08/28/2025	926046A	190.00
206-336-768-000	FIRE UNIFORMS	NYE UNIFORM COMPANY	08/28/2025	926226A	144.50
206-336-768-000	FIRE UNIFORMS	NYE UNIFORM COMPANY	08/29/2025	908851	115.00
206-336-768-000	FIRE UNIFORMS	NYE UNIFORM COMPANY	08/29/2025	925448	142.50
206-336-768-000	FIRE UNIFORMS	SHELDON CLEANERS	08/25/2025	AUGUST 2025	45.50
206-336-802-000	CONTRACTUAL SERVICES	HUMATIX, LLC.	09/02/2025	CASFD10038	2,600.00
206-336-850-000	COMMUNICATIONS	COMCAST	08/18/2025	SEPTEMBER 2025	35.28
206-336-863-000	VEHICLE MAINT	CASCADE AUTOMOTIVE SERVICE	08/28/2025	75225	259.26
206-336-928-000	UTILITIES	CONSUMERS ENERGY	08/18/2025	MULTIPLE	1,035.07
206-336-928-000	UTILITIES	DTE ENERGY	08/27/2025	MULTIPLE	76.26
206-336-928-000	UTILITIES	GRAND RAPIDS CITY TREASURE	08/27/2025	MULTIPLE	68.76
206-336-928-000	UTILITIES	GRAND RAPIDS CITY TREASURE	08/27/2025	MULTIPLE	651.35
206-336-928-000	UTILITIES	GRAND RAPIDS CITY TREASURE	08/27/2025	MULTIPLE	106.47
206-336-936-000	FIRE STATION MAINT	NATIONAL DOOR SYSTEMS LLC	08/26/2025	91668	547.50
206-336-936-000	FIRE STATION MAINT	NATIONAL DOOR SYSTEMS LLC	08/27/2025	91681	817.50
206-336-936-000	FIRE STATION MAINT	THE HOME DEPOT CREDIT SERV	08/07/2025	2011862	324.00
206-336-936-000	FIRE STATION MAINT	VANVOSSEN PROPERTY SERVICE	06/21/2025	8277	1,560.00
206-336-936-002	FIRE STATION MAINT/BUTTRICK	THE HOME DEPOT CREDIT SERV	08/07/2025	2011862	324.00
206-336-936-002	FIRE STATION MAINT/BUTTRICK	VANVOSSEN PROPERTY SERVICE	06/21/2025	8277	520.00
Total Department 336 FIRE DEPARTMENT					13,061.45
Total Fund 206 FIRE FUND					13,061.45
Fund: 208 OPEN SPACE FUND					
Department: 751 OPEN SPACE PRESERVATION					
208-751-921-000	ELECTRICITY	CONSUMERS ENERGY	08/18/2025	MULTIPLE	271.43
208-751-921-000	ELECTRICITY	CONSUMERS ENERGY	08/18/2025	MULTIPLE	29.82
208-751-923-000	HEATING/UTILITY	DTE ENERGY	08/27/2025	MULTIPLE	53.06
208-751-923-000	HEATING/UTILITY	DTE ENERGY	08/27/2025	MULTIPLE	53.06
208-751-923-000	HEATING/UTILITY	DTE ENERGY	08/27/2025	MULTIPLE	53.06
208-751-927-000	WATER-SEWER	GRAND RAPIDS CITY TREASURE	08/27/2025	MULTIPLE	266.42
Total Department 751 OPEN SPACE PRESERVATION					726.85
Total Fund 208 OPEN SPACE FUND					726.85
Fund: 216 PATHWAYS FUND					
Department: 901 CAPITAL OUTLAY					

INVOICE DISTRIBUTION REPORT FOR CASCADE CHARTER TOWNSHIP

ALL DATES, POSTED AND UNPOSTED
OPEN

GL Number	GL # Line Desc	Vendor Name	Invoice Date	Invoice Number	Amount
Fund: 248 DDA					
Department: 190 DDA OPERATIONS/CONSTRUCTION					
248-190-931-000	MAINT & REPAIR/IMPROVEMENTS	VANVOSSEN PROPERTY SERVICE	06/21/2025	8277	208.00
248-190-931-000	MAINT & REPAIR/IMPROVEMENTS	VANVOSSEN PROPERTY SERVICE	06/21/2025	8277	520.00
248-190-931-000	MAINT & REPAIR/IMPROVEMENTS	VANVOSSEN PROPERTY SERVICE	06/21/2025	8277	720.00
248-190-967-000	SPECIAL PROJECTS-DDA LIGHTING/DEC	AQUARIUS LAWN SPRINKLING	08/14/2025	74112	882.42
248-190-967-000	SPECIAL PROJECTS-DDA LIGHTING/DEC	AQUARIUS LAWN SPRINKLING	08/14/2025	74115	1,889.55
248-190-967-002	SPECIAL PROJECTS-FLOWERS/PLANTING	AQUARIUS LAWN SPRINKLING	07/11/2025	91006	561.24
248-190-967-002	SPECIAL PROJECTS-FLOWERS/PLANTING	AQUARIUS LAWN SPRINKLING	07/11/2025	91012	235.89
248-190-967-002	SPECIAL PROJECTS-FLOWERS/PLANTING	AQUARIUS LAWN SPRINKLING	07/22/2025	91072	183.55
248-190-967-002	SPECIAL PROJECTS-FLOWERS/PLANTING	AQUARIUS LAWN SPRINKLING	08/14/2025	74106	7,334.44
248-190-967-002	SPECIAL PROJECTS-FLOWERS/PLANTING	AQUARIUS LAWN SPRINKLING	08/13/2025	91211	561.33
248-190-967-002	SPECIAL PROJECTS-FLOWERS/PLANTING	AQUARIUS LAWN SPRINKLING	08/15/2025	91221	2,296.91
Total Department 190 DDA OPERATIONS/CONSTRUCTION					16,959.66
Total Fund 248 DDA					16,959.66
Fund: 249 BUILDING FUND					
Department: 000					
249-000-607-200	ELECTRICAL PERMITS	HI TECH ELECTRIC	08/25/2025	PE25001447	340.00
Total Department 000					340.00
Department: 371 BUILDING DEPARTMENT					
249-371-727-000	OFFICE SUPPLIES	WOLVERINE PRINT SOLOUTIONS	08/28/2025	111922	1,328.70
249-371-727-000	OFFICE SUPPLIES	WOLVERINE PRINT SOLOUTIONS	08/28/2025	111923	513.71
249-371-787-200	CREDIT CARD FEES	BS&A SOFTWARE	07/10/2025	162827	0.00
249-371-860-000	MILEAGE	BRIAN WILSON	09/01/2025	AUGUST MILEAGE	85.40
249-371-860-000	MILEAGE	CRAIG SMITH	09/01/2025	AUGUST MILEAGE	368.20
249-371-860-000	MILEAGE	DEMAAGD, TOM	09/01/2025	AUGUST MILEAGE	330.40
249-371-860-000	MILEAGE	HUYSER, DANIEL A.	09/01/2025	AUGUST MILEAGE	279.30
249-371-860-000	MILEAGE	JEFFREY C. VANTIL	09/01/2025	AUGUST MILEAGE	113.40
249-371-860-000	MILEAGE	JEREMY REISTER	09/01/2025	AUGUST MILEAGE	172.90
249-371-860-000	MILEAGE	MICHAEL BONNEY	09/01/2025	AUGUST MILEAGE	272.30
249-371-860-000	MILEAGE	PAUL WESTHOUSE	09/01/2025	AUGUST MILEAGE	317.10
249-371-860-000	MILEAGE	ROWLADER, DENNIS	09/01/2025	AUGUST MILEAGE	188.30
249-371-860-000	MILEAGE	THOMAS HANSON	09/01/2025	AUGUST MILEAGE	327.60
249-371-860-000	MILEAGE	VINCENT MILITO	09/01/2025	AUGUST MILEAGE	348.60
249-371-923-000	HEATING/UTILITY	CONSUMERS ENERGY	08/18/2025	MULTIPLE	0.00
249-371-923-000	HEATING/UTILITY	DTE ENERGY	08/27/2025	MULTIPLE	29.58
249-371-924-000	PHONES	COMCAST	08/18/2025	SEPTEMBER 2025	0.00
249-371-939-000	SERVICE CONTRACTS	BS&A SOFTWARE	07/10/2025	162827	1,051.18
249-371-967-200	SPECIAL PROJECTS - IT SERVICES	BUSINESS SOLUTIONS, LLC	09/01/2025	64963	1,813.00
Total Department 371 BUILDING DEPARTMENT					7,539.67
Department: 964 PAYMENTS TO OTHER TOWNSHIPS					
249-964-964-100	PERMITS DUE TO LOWELL TWP	LOWELL TOWNSHIP	09/02/2025	PERMIT FEES	2,283.40
249-964-964-200	PERMITS DUE TO VERGENNES TWP	VERGENNES TOWNSHIP	09/02/2025	PERMIT FEES	1,270.20
249-964-964-300	PERMITS DUE TO GR TWP	GRAND RAPIDS CHARTER TOWNS	09/02/2025	PERMIT FEES	5,186.60
249-964-964-400	PERMITS DUE TO ADA TWP	ADA TOWNSHIP	09/02/2025	PERMIT FEES	6,472.25
249-964-964-500	PERMITS DUE TO EAST GR	EAST GRAND RAPIDS/CITY OF	09/02/2025	PERMIT FEES	3,781.40
249-964-964-600	PERMITS DUE PLAINFIELD	PLAINFIELD CHARTER TOWNSHIP	09/02/2025	PERMIT FEES	7,616.85
249-964-964-800	PERMITS DUE CASCADE TWP	CASCADE CHARTER TOWNSHIP	09/02/2025	PERMIT FEES	9,103.70
Total Department 964 PAYMENTS TO OTHER TOWNSHIPS					35,714.40

INVOICE DISTRIBUTION REPORT FOR CASCADE CHARTER TOWNSHIP

ALL DATES, POSTED AND UNPOSTED
OPEN

GL Number	GL # Line Desc	Vendor Name	Invoice Date	Invoice Number	Amount
Fund: 249 BUILDING FUND					
				Total Fund 249 BUILDING FUND	43,594.07
Fund: 271 LIBRARY FUND					
Department: 000					
271-000-211-000	CONTRACT PAYABLE-RETAINAGE	CARBONSIX CONSTRUCTION, IN	08/31/2025	APPL. #3	(14,658.96)
				Total Department 000	(14,658.96)
Department: 790 LIBRARY					
271-790-802-200	JANITORIAL & MAINTENANCE	CORPORATE CLEANING & FACIL	09/01/2025	5506	5,119.00
271-790-921-000	LIBRARY ELECTRICITY	CONSUMERS ENERGY	08/18/2025	MULTIPLE	0.00
271-790-923-000	LIBRARY HEATING	DTE ENERGY	08/27/2025	MULTIPLE	170.76
271-790-924-000	LIBRARY PHONES	COMCAST	08/18/2025	SEPTEMBER 2025	0.00
271-790-931-000	LIBRARY MAINTENANCE	AQUARIUS LAWN SPRINKLING	08/14/2025	74105	2,585.91
271-790-931-000	LIBRARY MAINTENANCE	AQUARIUS LAWN SPRINKLING	08/14/2025	74113	3,338.30
271-790-931-000	LIBRARY MAINTENANCE	AQUARIUS LAWN SPRINKLING	07/07/2025	90924	457.70
271-790-931-000	LIBRARY MAINTENANCE	BUIST ELECTRIC INC	06/24/2025	211117	3,688.43
271-790-931-000	LIBRARY MAINTENANCE	ELEVATOR SERVICE INC	09/01/2025	INV-25646-V4H7	153.30
271-790-931-000	LIBRARY MAINTENANCE	THE HOME DEPOT CREDIT SERV	07/23/2025	7014317	39.36
271-790-931-000	LIBRARY MAINTENANCE	THE HOME DEPOT CREDIT SERV	07/31/2025	9214514	77.98
271-790-931-000	LIBRARY MAINTENANCE	THE LIGHT BULB COMPANY	07/02/2025	373803	102.00
271-790-931-000	LIBRARY MAINTENANCE	VANVOSSEN PROPERTY SERVICE	06/21/2025	8277	3,016.00
				Total Department 790 LIBRARY	18,748.74
Department: 901 CAPITAL OUTLAY					
271-901-970-000	CAPITAL OUTLAY - FFE	CAPITAL CONSULTANTS, INC.	05/28/2025	78614	13,466.25
271-901-970-000	CAPITAL OUTLAY - FFE	CAPITAL CONSULTANTS, INC.	06/23/2025	78762	3,307.50
271-901-970-000	CAPITAL OUTLAY - FFE	CAPITAL CONSULTANTS, INC.	07/17/2025	78872	3,307.50
271-901-970-000	CAPITAL OUTLAY - FFE	CAPITAL CONSULTANTS, INC.	08/28/2025	79035	2,000.00
271-901-970-000	CAPITAL OUTLAY - FFE	CARBONSIX CONSTRUCTION, IN	08/31/2025	APPL. #3	146,589.63
271-901-970-000	CAPITAL OUTLAY - FFE	CUSTER OFFICE FURNITURE, I	05/27/2025	432980	413,362.87
271-901-974-271	LIBRARY FRIENDSHIP PARK	THE HOME DEPOT CREDIT SERV	07/21/2025	9013777	16.90
				Total Department 901 CAPITAL OUTLAY	582,050.65
				Total Fund 271 LIBRARY FUND	586,140.43

September 11th Check Run

INVOICE DISTRIBUTION REPORT FOR CASCADE CHARTER TOWNSHIP
 ALL DATES, POSTED AND UNPOSTED
 OPEN

GL Number	GL # Line Desc	Vendor Name	Invoice Date	Invoice Number	Amount
--- TOTALS BY FUND ---					
	101			GENERAL FUND	95,512.70
	206			FIRE FUND	13,061.45
	208			OPEN SPACE FUND	726.85
	216			PATHWAYS FUND	3,701.50
	218			HAZMAT FUND	1,297.40
	230			THORNAPPLE RIVER IMPROVEMENT	1,846.69
	246			IRF	13,780.94
	248			DDA	16,959.66
	249			BUILDING FUND	43,594.07
	271			LIBRARY FUND	586,140.43
	Total For All Funds:				<u>776,621.69</u>

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

Lorna Nonciarini

Finance & Budget Director



CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49548-7140

REQUEST FOR BOARD ACTION

MEETING DATE: September 10, 2025

ITEM: Forest Hills Central Parade Road Closure

PRESENTER: N/A

INDIVIDUAL PRESENT:

EXECUTIVE SUMMARY: Forest Hills Central High School will hold a Homecoming Parade on September 19, 2025 from approximately 5:00pm to 6:00pm. This year, they desire to change to parade route so that, instead of being solely in Ada, it dips across Hall St, into Cascade Township. They have already submitted a road closure request to the Kent County Sherrif's Department for Ada's portion of the parade route but were directed to Cascade Township to request a road closure resolution for Marsman Ave and Stoneshire Dr SE, since they are in Cascade Township. They have provided the Township with a Certificate of Liability.

STRATEGIC PLANS/GOALS: "Enhance local community spirit by means of planning and implementing various community events, festivals, business showcases, and other happenings."

ACTION REQUESTED: Approve the Resolution to Close Roads on Friday, September 19, 2025 from approximately 5:00pm to 6:00pm, for the Forest Hills Central Homecoming Parade.

BUDGET IMPLICATIONS: None

DIRECTOR'S RECOMMENDATION: N/A

MANAGER'S RECOMMENDATION: Approval

ACTION: Motion to approve the Resolution to Close Roads on Friday, September 19, 2025 from approximately 5:00pm to 6:00pm, for the Forest Hills Central Homecoming Parade.

ATTACHMENTS:

- Draft Resolution
- Map of Parade Route

Cascade Charter Township
Kent County, Michigan
Resolution No. __-2025

The Cascade Charter Township Board Hereby Resolves: Forest Hills Central High School will hold a Homecoming parade that takes place in both Cascade and Ada Township;

Whereas, Forest Hills Central High School holds a Homecoming Parade every year; and,

Whereas, Forest Hills Central High School desires to close streets and hold a parade on September 19, 2025 starting at the FHC Baseball field on the service road, proceeding across Hall St and South into the Stoneshire neighborhood on Marsman Ave, then onto Stoneshire Dr SE, heading North to Hall St. before turning West onto Hall St., then North, back onto the Forest Hills Central Campus. The parade will end on the Forest Hills Central Campus road between the high school and the middle school. The street closure will start at 5:00 pm and continue until about 6:00 pm; and,

Whereas, the portions of the parade that will take place in Cascade Township are the stretch of Marsman Ave from Hall St. to Stoneshire Dr SE and the stretch of Stoneshire Dr SE from Marsman Ave to Hall St; and,

Therefore, Be It Resolved, that the Cascade Charter Township Board respectively request that the Kent County Road Commission issue a permit allowing Forest Hills Central High School to close Marsman Ave and Stoneshire Dr SE on September 19, 2025 as noted above for the Forest Hills Central Homecoming Parade.

The foregoing Resolution was offered by Trustee _____ and supported by Trustee _____. The roll call vote being as follows:

YEAS:
NAYS:
ABSENT:

RESOLUTION DECLARED ADOPTED.

Susan B. Slater
Township Clerk

CERTIFICATION

I HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted by the Township Board of Cascade Charter Township, County of Kent, Michigan, at a regular meeting held on September 10, 2025, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

By _____
Susan B. Slater
Township Clerk



CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546-7140

REQUEST FOR BOARD ACTION

MEETING DATE: September 10, 2025

ITEM: Appointment of Township Auditor

PRESENTER: Lorna Nenciarini, Finance & Budget Director

EXECUTIVE SUMMARY: Two separate Public Acts (PA 359 of 1947 -the Charter Township Act, and PA 2 of 1968 – the Uniform Budgeting and Accounting Act), require the Township to engage an independent auditor to perform an annual audit of the Township’s books and records. The Township’s last ten audits were performed by Vredeveld & Hafner, a local audit firm. Best practice recommends that auditors be changed every 6 to 8 years, to ensure that the relationship between the Township and the auditor stay at arm’s length.

Finance staff recently solicited bids for the performance of the audit for the years ending in 2025, 2026, and 2027. The Request for Proposals also included the preparation of a State report titled F65, which is typically a low-cost item. The RFP was sent to the most recent auditor of every township in Kent County. Eight public accounting firms were directly contacted; seven firms submitted bids. The firms and their bids are as follows:

Bidder	Year 1	Yr 1 F65	Year 2	Yr 2 F65	Year 3	Yr 3 F65	3 Yr Total
Siegfried Crandall	17,750	250	18,250	250	18,750	250	55,500
Vredeveld	20,200	875	20,900	900	21,650	950	65,475
Brickley Delong	27,000	500	27,800	525	28,625	550	85,000
Wohlberg	27,000	500	28,000	520	29,000	540	85,560
Gabridge	28,640	-	29,500	-	30,500	-	88,640
Hungerford	30,000	1,000	31,500	1,000	33,000	1,000	97,500
Yeo&Yeo	35,000	1,500	36,750	1,550	38,600	1,600	115,000

Siegfried Crandall P.C., the low bidder, performs the audits for Ada, Caledonia, Gaines, and Grand Rapids Township. They are a reputable firm, with two locations (Kentwood and Portage) in western Michigan. Their bid was reviewed with the Personnel & Finance Committee, who concurred with the staff recommendation to appoint them as the Township’s auditor.

STRATEGIC PLANS/GOALS: Comply with State law. Demonstrate good governance.

ACTION REQUESTED: Appoint Siegfried Crandall P.C. as the Township’s Auditor for a period of three years, with the possibility of two one-year extensions.

BUDGET IMPLICATIONS: The annual audit expense is a normal budgeted item.

DIRECTOR'S RECOMMENDATION: Appoint Siegfried Crandall P.C. as the Township's Auditor for a period of three years, with the possibility of two one-year extensions.

MANAGER'S RECOMMENDATION: Appoint Siegfried Crandall P.C.

ACTION: Appoint Siegfried Crandall P.C. as the Township's Auditor for a period of three years, with the possibility of two one-year extensions.

ATTACHMENTS: Siegfried Crandall P.C. Audit RFP Bid Response

August 28, 2025

Members of the Township Board
Cascade Charter Township
5920 Tahoe Drive SE
Grand Rapids, MI 49546-7123

Dear Board Members:

We are pleased to be considered to provide audit services to Cascade Charter Township for the fiscal years ending December 31, 2025 through 2027.

We believe that Siegfried Crandall P.C. is uniquely qualified to serve you for the following reasons:

- We have substantial long-term experience working with local units of government, especially Townships. This background has given us the audit expertise needed to serve you.
- We are committed to maintaining contact with you throughout the year and to being accessible to you when you need us. This enables us to know your organization and its challenges better and allows us to serve you more efficiently and effectively.
- Due to our recruiting policies, personnel policies, and continuing growth, our staff turnover is low. This enables us to staff our assignments with a minimal amount of turnover, which saves time for our clients' staff and keeps our audit training hours to a minimum.
- We meet the mandatory practice monitoring, continuing education, and independence standards of the U.S. Government Accountability Office, which may be required for your audit.

The remaining portions of this proposal describe our firm's background and philosophies and our proposal in more specific detail. We have organized it as follows:

- Mandatory criteria
- Firm profile
- Firm qualifications and experience
- Audit approach
- Audit calendar
- Fees
- List of Michigan municipal clients
- Peer Review Report

Members of the Township Board
Cascade Charter Township
Page 2
August 28, 2025

In summary, the firm you select should be the firm best qualified to meet your requirements based upon its expertise, experience, and method of operation. This, in the long run, will result in you obtaining the maximum value at the lowest cost, which is our objective. We feel we are in a position to assist you in achieving your objectives. We are committed to meeting, and even exceeding, your expectations, and we will perform our service in a timely manner. We will be happy to meet with you to discuss any of the matters in this proposal.

This proposal is a firm and irrevocable offer for sixty days. If you have any questions regarding this proposal, please contact me.

Sincerely,

SIEGFRIED CRANDALL P.C.

A handwritten signature in black ink, appearing to read "Daniel L. Veldhuizen", written in a cursive style.

Daniel L. Veldhuizen, Shareholder

Cascade Charter Township
AUDIT PROPOSAL

SUBMITTED BY:
SIEGFRIED CRANDALL P.C.
5220 LOVERS LANE, SUITE 130
PORTAGE, MI 49002
CONTACT PERSON: DANIEL L. VELDHUIZEN
PHONE: (269) 381-4970
EMAIL: dveldhuizen@scpro.net
AUGUST 28, 2025

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MANDATORY CRITERIA

We hereby affirm the following:

1. Siegfried Crandall P.C. is a properly licensed certified public accounting firm and is registered to do business in the State of Michigan.
2. We hereby affirm that Daniel L. Veldhuizen, CPA, the engagement shareholder and audit team leader, is a licensed certified public accountant and is qualified to perform municipal audits in the State of Michigan.
3. We hereby affirm that Siegfried Crandall P.C. meets the independence standards of the AICPA and the independence standards contained in the U.S. Government Accountability Office's *Government Auditing Standards*.
4. We hereby affirm that Siegfried Crandall P.C. meets the continuing education requirements contained in the U.S. Government Accountability Office's *Government Auditing Standards*.
5. We hereby affirm that Siegfried Crandall P.C. does not discriminate against any individual because of race, or any other protected status under applicable state and federal law. Furthermore, Siegfried Crandall P.C. complies with all applicable laws in consideration for employment, selection of training, promotion, transfer, recruitment, rates of pay, or other forms of compensation, demotion, or separation.
6. The audit shall be conducted to satisfy the requirements of the Michigan Department of Treasury.
7. The audit shall be an audit of the financial statements of the governmental activities, the discretely presented component units, each major fund, and the aggregate remaining fund information of the Township.
8. We will conduct our audit in accordance with U.S. generally accepted auditing standards.
9. If necessary, we will plan and perform the audit to meet audit requirements of federal grants:
 - We will issue an independent auditor's report on compliance and on internal control over financial reporting under *Government Auditing Standards*.
 - When required, we will issue an independent auditor's report on compliance with requirements applicable to each major program and internal control over compliance in accordance with OMB Circular A-133. We will also provide an in-relation-to opinion on the schedule of expenditures of federal awards.
10. We will retain all working papers and reports for a minimum of five (5) years.

FIRM PROFILE

DESCRIPTION AND SIZE OF FIRM

Siegfried Crandall P.C., based in Kalamazoo, Michigan, was founded in 1958. The firm has grown to become one of the top certified public accounting and management consulting firms in western Michigan. The firm, with offices in Kalamazoo and Grand Rapids, Michigan, currently employs eighteen individuals. Siegfried Crandall P.C. offers a full range of professional assistance in the areas of audit, review and compilation, tax, management consulting, and accounting services.

We presently serve a widely-diversified clientele, including a variety of municipalities, special districts and authorities, not-for-profit organizations, legal and other service firms, and various commercial enterprises, representing a broad cross-section of the public and private economic sectors.

Siegfried Crandall P.C. is a firm committed to quality work as demonstrated by our membership in the AICPA Division for Firms, which requires a peer review every three years. To date, the firm's system of quality control has successfully undergone fifteen such reviews, the latest of which was January 2023, and resulted in a positive report. A copy of the report is attached. The firm is also a member of the AICPA Government Auditing Quality Center.

The firm's commitment to governmental services is evidenced by its membership and active participation in the following affiliations:

- Government Financial Officers' Association
- Kent County Treasurers' Association
- Kent County Clerks' Association
- Allegan County Treasurers' Association
- Allegan County Clerks' Association
- Kalamazoo County Treasurers' Association
- Kalamazoo County Clerks' Association

LOCAL OFFICE TO PERFORM AUDIT

The audit will be performed from our Grand Rapids office, which is served full time by two shareholders and one audit associate, all of whom have extensive experience in governmental auditing. The firm has a total of three shareholders and three audit associates who have extensive experience in governmental auditing and accounting. All of these individuals are available for consulting.

LICENSE TO PRACTICE IN MICHIGAN

Siegfried Crandall P.C. asserts that the audit organization and its key professional staff are properly licensed to practice in the State of Michigan.

FIRM PROFILE (Continued)

INDEPENDENCE

In all matters relating to the audit work, Siegfried Crandall P.C. asserts that the firm, as an audit organization, and its individual auditors are free both in fact and in appearance from personal, external, and organizational impairments to independence, as defined by the U.S. Government Accountability Office's *Governmental Auditing Standards*. This assertion applies to Jamestown Charter Township, as well as all contracted service providers of the Township.

In the past five years, we have had no professional relationships that would affect our independence involving the Township or any of its contracted service providers.

CONTINUING PROFESSIONAL EDUCATION

Our staff obtains the required continuing education addressing current and new auditing and accounting standards, often specifically related to governmental accounting issues and requirements. Our continuing professional education meets or exceeds the requirements of *Government Auditing Standards* issued by the Comptroller General of the United States.

EXPERIENCE WITH AUDITS OF FEDERAL PROGRAMS

The Township may administer federal programs, which may necessitate additional audit requirements during the term of the engagement. If a program or single audit becomes necessary, each of the individuals to be assigned to your audit meets the current educational requirements mandated by *Government Auditing Standards* and has substantial experience with federal and state grant compliance audits.

FEDERAL AND STATE DESK REVIEWS

Siegfried Crandall has not been involved with any federal or state desk or field reviews during the past three years. No disciplinary actions have been taken against the firm.

FIRM QUALIFICATIONS AND EXPERIENCE

RESUMES OF THE AUDIT TEAM

One of the greatest strengths of our firm is our ability to maintain a consistent audit team on each engagement. This saves time for our clients' staff, provides for more consistency, and allows for more efficient audits. We will make every effort to maintain the same audit team for the entire term of our engagement.

The shareholder assigned to the engagement will be Daniel L. Veldhuizen and he will be the audit team leader. Joshua H. Gabrielse, another shareholder, and Joel D. Frederickson, Jr., an associate, will be assigned to the engagement. Their resumes follow:

DANIEL L. VELDHUIZEN, CPA

BS, Calvin College 1989

Shareholder since 2005

Dan has been a member of the firm since 1989, upon his graduation from Calvin College. He is a shareholder who works primarily on municipal engagements but also has accounting and consulting experience with a variety of commercial companies and not-for-profit organizations. He has managed numerous governmental and federal and state program compliance engagements for the firm. Dan has been a speaker at accounting and auditing conferences at the state and local level regarding municipal issues.

Dan is a member of the AICPA and MICPA.

JOSHUA H. GABRIELSE, CPA

BS, Calvin College 2010

Shareholder since 2020

Josh began his career in public accounting with Siegfried Crandall P.C. in 2011. He has auditing experience with many governmental clients.

Josh is a member of the AICPA and MICPA.

JOEL D. FREDERICKSON, JR., CPA

BBA, Western Michigan University 1994

Joel began his career in public accounting with Siegfried Crandall P.C. in 1995. He has auditing, accounting, and consulting experience with a variety of governmental and not-for-profit organizations.

Joel is a member of the AICPA and MICPA.

FIRM QUALIFICATIONS AND EXPERIENCE

REFERENCES

Please note that our firm currently has more than 150 municipal audit clients, including townships, cities, villages, and special purpose governments. A list of our Michigan municipal clients is included in "additional data."

The following individuals are offered as references:

Michael DeVries, Supervisor
mdevries@grandrapidstwp.org
Grand Rapids Township
Audited every year since year ended December 31, 2001

Julius Suchy, Manager
jsuchy@adatownshipmi.com
Ada Township
Audited every year since year ended March 31, 2006

Gordon Gallagher, Manager
ggallagher@springlaketwp.org
Spring Lake Township
Audited every year since year ended March 31, 2008

Dr. Richard Robertson, Treasurer
rrobertson@caledoniatownship.org
Caledonia Charter Township
Audited every year since year ended December 31, 1999

Rod Weersing, Manager
rod.weersing@gainestownship.org
Gaines Charter Township
Audited every year since year ended December 31, 1997

AUDIT APPROACH

Our audit approach is prepared under the assumption that the Township will *not* be subject to *Government Auditing Standards* or the Single Audit Act.

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. These financial statements are the responsibility of the Township's management. Our responsibility is to express opinions on these financial statements based upon our audit.

Our audit will include obtaining an understanding of the Township and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures.

An audit is not designed to provide assurance on internal control or to identify deficiencies in the design or operation of internal control. However, during the audit, we will communicate to management, and those charged with governance, internal control related matters that are required to be communicated under AICPA professional standards. If conditions are discovered which lead to the belief that irregularities or illegal acts may exist, we will promptly advise the Township Manager.

Our firm uses industry specific auditing programs and checklists prepared by Practitioners Publishing Company in planning and performing audits using a risk-based approach. The use of such materials assists us in demonstrating compliance with applicable audit standards.

General procedures include:

- Developing an audit strategy, making an appropriate assessment of audit risk, and developing an audit plan. When applicable, subsequent changes to planning matters will be appropriately considered and documented.
- Reviewing available work papers of the predecessor auditor to make a determination of the extent to which we can rely on the opening balances of assets, liabilities, and equity of Cascade Charter Township, and to gain an insight into issues encountered that may be of continuing interest.
- Understanding and evaluating the design and implementation of the Township's internal control systems, including entity-level and activity-level controls. This will include inquiry, observation, and preparation of written narratives to describe major components of control processes and procedures.
- Documenting inquiries of management and others about fraud risks, illegal acts, and compliance with laws, regulations, and the provisions of contracts or grant agreements.
- Performing preliminary analytic review of financial data to identify unusual or unexpected balances or relationships and consider whether matters identified have financial statement and audit planning implications.

AUDIT APPROACH (Continued)

Tests of transactions and balances include:

- Testing internal controls that are properly designed and in place. Walkthroughs or control tests will be performed based on identified levels of materiality, risk, and internal control effectiveness. Samples may be selected for tests of controls based on the attributes of the populations tested and other available audit evidence. Populations will be stratified by dollar amount, if possible, and items will be selected randomly from different dollar level strata.
- Performing additional substantive tests within the following key audit areas:
 - Cash
 - Governmental revenues, related receivables, and deferred inflows of resources
 - Capital assets, including infrastructure, and related depreciation
 - Nonpayroll expenses and related liabilities
 - Payroll and related liabilities
 - Long-term debt
 - Net position/fund equity

The types of substantive tests to be used will include account analysis and verification of transactions and/or balances, such as:

Cash:

- Verification and/or confirmation of account balances
- Cutoff procedures applied to subsequent bank statements
- Analysis of restriction requirements and balances

Governmental revenues:

- Analysis of property tax levies, collections, tax captures, and payments to other units
- Verification of receipts via remittance advices and bank deposits
- Examination of contracts for terms and amounts for other revenues
- Examination of supporting documentation and re-computation of fees for services
- Verification of subsequent receipts for items receivable at year end

Capital assets:

- Examination of the Township's capitalization policy
- Account analysis of beginning balances, additions, deletions, and ending balances
- Re-computation of depreciation
- Examination of invoices and supporting documentation for material additions
- Reference additions to Township Board minutes
- Analysis of related financing or lease agreements

Nonpayroll expenses and related liabilities:

- Account analysis and verification of significant posted transactions
- Examination of subsequent disbursements
- Examination of unpaid invoices

Payroll and related liabilities:

- Obtaining approved salary and wage rates
- Comparison of 941 forms to general ledger balances
- Verification of accrued payroll computations
- Verification of tax withholding and deposits
- Verification of pension contributions

AUDIT APPROACH (Continued)

Long-term debt:

- Obtaining debt agreements and statements
- Vouching significant debt proceeds and repayments
- Re-computation of interest accruals

Net position/fund equity:

- Verification of restriction requirements through examination of debt agreements, contracts, Board resolutions, etc.
- Re-computation of restricted, committed, and assigned amounts

Substantive tests may include analytic or predictive procedures. The nature and extent of testing is based upon our evaluation of the most reliable and accessible data. To the extent available, data or information will be requested in electronic format (Microsoft Excel format preferred).

Analytic procedures may include the following:

Governmental revenues:

- Comparison to prior balances and to budgeted amounts
- Use of nonfinancial data (e.g., number and type of permits) to predict fees for services

Payroll, fringes, and related liabilities:

- Predictive analysis based on employee eligibility and rates for medical insurance
- Computation of pension expense based on covered payroll and contribution rates

Microsoft Excel will be used to sort and select data, for example: to sort disbursements by dollar amount and by vendor. Most audit work papers will be prepared using Microsoft Excel and Word. Trial balances and variance analysis will be performed using AdvanceFlow software.

Other general procedures include:

- Review of Board minutes, budgets (original and final amended), and significant contracts and agreements.
- Inquire regarding management's risk assessments and response to these assessments.
- Review of general journal entries.
- Obtain an understanding of related party relationships and transactions, if any.
- Review of subsequent events through the date of the auditor's report.
- Inquire as to the existence of commitments or contingencies that must be included in the financial statements.
- Inquire regarding compliance with laws and regulations.
- Present proposed audit adjustments, if any, to management for review and acceptance.
- Obtain a management representation letter.
- Assist management in preparing the annual financial statements, notes thereto, and supplementary information.
- Review with management any findings or comments to be included in our reports.

AUDIT APPROACH (Continued)

We will be available throughout the contract period to provide the Township with advice and guidance on financial accounting and reporting issues. Daniel Veldhuizen or Joshua Gabrielse will be responsible for responding to the Township's phone calls and e-mail communications in a timely manner. The cost of these services will be included in our proposed fees.

Responsibilities of the Township staff concerning the audit include:

- Providing adjusted trial balances, receipts and disbursements registers, and general ledger transaction and journal reports, in electronic format, at least one week prior to the scheduled start of fieldwork.
- Making arrangements with the predecessor auditor to make prior audit work papers available to us.
- Providing copies (in electronic format when available) of significant agreements, employee benefit plans, contracts, bond documents, budgets - original and final, and Board meeting minutes.
- Preparation of account reconciliations for cash, accounts receivable, accounts payable, and other year-end accrual balances.
- Providing a listing of capital asset (including infrastructure) additions, disposals, and sales.
- Providing reports of property tax levies, receipts, and balances for the fiscal year, with related tax warrants, and information concerning assessed and taxable values.
- Providing specific items selected for audit testing and documentation, such as receipts, paid invoices, and payroll records and reports.
- Providing listings of receipts and disbursements for the period from January 1 through the date of audit fieldwork completion.

IDENTIFICATION OF POTENTIAL AUDIT PROBLEMS

- The previous accounting and reporting treatment of transactions or balances may be questioned during a transition audit, and this may cause additional time spent resolving disagreements among our firm, the Township, and the predecessor auditor.
- We have not evaluated the Township's system of internal control, which may be found to not be as effective as in prior years, or the availability/reliability of audit evidence may have changed.

Should either of the above situations make it necessary to expand audit procedures, we would discuss the matter with Township officials to arrive at a new fee estimate before we incur the additional cost.

AUDIT APPROACH (Continued)

TIME ESTIMATES

The following chart presents the level of staff and the number of hours to be assigned to each proposed segment of the engagement:

Audit area	Shareholders		Associate	Admin	Consulting shareholder	Totals
	Dan	Josh	Joel			
Planning	6	8	8	6	2	30
Risk assessments	4					4
Cash and investments			6			6
Governmental revenues	2		2			4
Special assessments	4					4
Capital assets		4				4
Long-term debt			4			4
Nonpayroll expenditures			4			4
Payroll expenditures		4				4
Fiduciary funds	6					6
Reporting	4	8	10	8		30
Review	6	2			4	12
Conferences	8					8
Totals	<u>40</u>	<u>26</u>	<u>34</u>	<u>14</u>	<u>6</u>	<u>120</u>

ADDITIONAL REQUIREMENTS FOR A SINGLE AUDIT

For any year in which the Township incurs expenditures of federal awards of \$750,000 or more, it would become subject to the Uniform Guidance and the Single Audit Act, in which case we would conduct our audit in accordance with *Government Auditing Standards*, issued by the Comptroller General of the United States, the Single Audit Act Amendments of 1996, and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*.

These standards require us to perform additional procedures necessary to report on (a) the schedule of expenditures of federal awards, (b) compliance with laws and regulations governing the administration of federal awards, and (c) the internal controls over grant administration.

The schedule of expenditures of federal awards is considered additional information and is, therefore, subject to those audit procedures applied in the audit of the basic financial statements. The objective of tests performed is to determine whether any of the expenditures is materially misstated in relation to the basic financial statements taken as a whole.

The testing of compliance with laws and regulations must be sufficient to allow us as auditors to express an opinion over each compliance element for each federal program tested. The nature and extent of testing internal controls is to be sufficient to permit us to opine as to the effectiveness of controls over grant administration.

AUDIT CALENDAR

Prior to the end of the Township's fiscal year, we will provide a detailed list of the documents and schedules to be prepared by Township personnel.

Audit fieldwork will be scheduled in April each year and will be completed annually by the end of April based on our receipt of adjusted trial balances, in Excel format, and all other schedules provided by the Township.

We plan to issue a draft of the financial statements and our reports for review by management in May.

We will meet with the Personnel and Finance Committee to discuss the results of the audit in June and present the financial report to the Township Board at an open meeting.

We will issue the final copies of the audited financial statements by the end of June and submit them to the Department of Treasury. We will also prepare and submit the Township's Form F-65 by June 30.

FEES

Based upon our understanding of your audit requirements, we propose that our fees for an audit of the Township's financial statements for the years ending December 31, 2025 through 2027, will not exceed the following amounts:

<u>Service description</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>
Financial audit	\$ 17,750	\$ 18,250	\$ 18,750
Form F-65 preparation	250	250	250
Single audit, when required*	-	-	-
 Total	 <u>\$ 18,000</u>	 <u>\$ 18,500</u>	 <u>\$ 19,000</u>

* If a single audit is required, our fee would increase by \$3,000 for each major program tested.

The above fees represent approximately 120 hours of professional services and include the performance of audit procedures, the documentation of internal controls and required audit risk assessments for significant balances and transaction classes, internal reviews, and the additional costs of administrative services. Travel time will not be billed as part of the engagement. No additional out-of-pocket expenses will be charged.

We will be available throughout the contract period to provide the Township with advice and guidance on financial accounting and reporting issues. We will respond to the Township's phone calls and e-mail communications within one business day, if possible. The cost of these services is included in our proposed fee.

These fees are based upon conditions observed relating to number and types of funds, programs and activities, and accounting controls. Should conditions change in the future that significantly affect the scope of the audit, we would discuss the extent of the audit requirements considered necessary and provide you with an estimate of fees at that time.

If a Single Audit is required in connection with federal grants, our fee would increase by \$3,000 (approximately 24 hours) for each major program tested. It is our understanding that the Township does not currently have any grant programs that would be subject to these federal reporting requirements.

LIST OF MICHIGAN MUNICIPAL CLIENTS

TOWNSHIPS:

Ada
Alamo
Algoma
Almena
Alpine
Antwerp
Athens
Aurelius
Barry
Bath
Bedford
Bengal
Big Rapids
Bingham
Blendon
Bloomingdale
Brady
Caledonia
Cannon
Casco
Castleton
Charleston
Clyde
Columbia
Comstock
Convis
Cooper
Courtland
Dallas
Delhi
Dorr
Eagle
Essex
Fabius
Fillmore
Flowerfield
Gaines
Galien
Ganges
Grand Rapids
Grass Lake
Gun Plain
Hamilton
Hamlin
Hartford
Hastings
Heath
Homer
Howard
Irving
Jamestown
Johnstown
Kenockee
Kinderhook
Laketown
Lawrence
Lee
Leighton
Leroy
Lima
Manlius
Milton
Nelson
Newberg
Newton

Oakfield
Odessa
Orangeville
Oshtemo
Otsego
Overisel
Pavilion
Paw Paw
Pennfield
Pierson
Pine Grove
Portland
Port Sheldon
Prairieville
Richland
Ross
Rutland
Salem
Saugatuck
Schoolcraft
Sheridan
South Haven
Sparta
Spring Lake
Texas
Thornapple
Valley
Volinia
Watson
Waverly
Wayne
Weesaw
Westphalia
Woodland
Wright
Yankee Springs

CITIES:

Allegan
Douglas
Eaton Rapids
Galesburg
Gobles
Otsego
Parchment
Plainwell
Wayland

VILLAGES:

Baldwin
Bloomingdale
Breedsville
Casnovia
Decatur
Edwardsburg
Galien
Kent City
Lawton
Mattawan
Michiana
Middleville
Mulliken
Paw Paw
Pierson
Richland
Shepherd
Sparta
Vicksburg

SPECIAL DISTRICTS AND AUTHORITIES:

ABB Fire District
Albion District Library
Athens Community Library
Bellevue Community Fire Department
Benton Harbor Public Library
Berrien Springs Community Library
Buchanan District Library
Byron-Gaines Utility Authority
Castleton Fire Department
Clarksville-Morrison Lake Sewer Authority
Coloma Public Library
Delton District Library
Delton Fire Department
Dorr-Leighton Wastewater Authority
Dorr Township Library
Edwardsburg Joint Fire Board
Fabius Park Fire Department
Graafschap Fire Department
Gun Lake Area Sewer Authority
Hamilton Fire Department
Hartford Fire Board
Hopkins Public Library
Ingham Conservation District
Kalamazoo Area Building Authority
Kalamazoo Regional Water & Wastewater Commission
Lawton Fire Department
Looking Glass Regional Fire Authority
Lyons Township District Library
Marshall Fire-Ambulance Authority
Ontwa-Edwardsburg Police Department
Otsego District Library
Parchment Community Library
Paw Paw District Library
Paw Paw Fire Department
Portland Area Fire Authority
Putnam District Library
Charles A. Ransom District Library
Richland Community Library
River Country Recreational Authority
Saugatuck Township Fire District
Southeast Berrien County Landfill Authority
South Haven Regional Airport
South Kalamazoo County Fire Authority
Southwest Michigan Library Cooperative
Southwestern Michigan Community Ambulance Service
Sparta Fire Department
Sparta Recreational Authority
Thornapple Area Parks & Recreation Commission
Vicksburg District Library
Watervliet Library
Wayland Area Emergency Medical Services

Report on the Firm's System of Quality Control

January 27, 2023

To the shareholders of Siegfried Crandall P.C. and
the Peer Review Committee of the Michigan Association of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Siegfried Crandall P.C. (the firm) in effect for the year ended September 30, 2022. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under Government Auditing Standards, including a compliance audit under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Siegfried Crandall P.C. in effect for the year ended September 30, 2022, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Siegfried Crandall P.C. has received a peer review rating of *pass*.

Watson Coon Ryan, LLC

Centennial, Colorado



CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546-7140

REQUEST FOR BOARD ACTION

MEETING DATE: September 10, 2025

ITEM: Adoption of 2026-2031 Capital Improvement Plan

PRESENTER: Lorna Nenciarini, Finance & Budget Director

EXECUTIVE SUMMARY: Though the Township is not required by law to prepare a six-year Capital Improvement Plan (CIP), best practice recommends its creation. The CIP document that is attached is the same document that was reviewed at the August 27th Board Worksession, with 2 updates: a typo (a duplicate “Cemeteries” line) has been fixed on the chart on page 3, and the former “Land Acquisition” Parks project on page 4 is now titled “Land Preservation”. Upon adoption, the first year’s worth of CIP projects will be included in the draft Budget for FY 2026, to the extent that funding is available. During FY 2026, while current year projects are being undertaken, longer-term planning will begin for projects slated in 2027 through 2031. Next summer, the CIP process will repeat itself, with more detail being included for those projects in the current CIP; emergent items being added; and adding the year 2032 to the rolling six-year timeframe.

Projects considered for inclusion in this year’s CIP have their genesis in a few different processes. Strategy documents, such as the DDA’s “Village Reimagined” and the Parks Five Year Plan, provide strong guidance for staff to craft projects that operationalize the Board’s priorities. The opportunity to leverage non-Township funding sources, such as the 50-50 cost-sharing of road projects with the Kent County Road Commission, will always be considered. Another driver of projects is good old fashioned observation, especially in equipment and building maintenance needs.

As is to be expected with an annual multi-year document, the majority of projects in the draft 2026-2031 CIP were included in the current (2025-2030) CIP document. Projects that are making their debut, and projects that have significantly changed in scope or timing, have been highlighted for easier identification. These highlighted projects are intended to be the first items discussed during the work session.

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

ACTION REQUESTED: Adopt the attached 2026-2031 Capital Improvement Plan.

BUDGET IMPLICATIONS: Projects that are scheduled for FY2026 will be included in the FY26 draft budget.

ATTACHMENTS : Final 2026-2031 Capital Improvement Plan.

Executive Summary

Overview

The capital improvements program (CIP) outlines a schedule of public service expenditures over the ensuing six-year period (Fiscal Years 2026-2031). The CIP does not address all of the capital expenditures for the Township, but provides for large, physical improvements which are permanent, including the basic facilities, services and installations needed for the functioning of the community. These include utilities, municipal facilities and other miscellaneous projects.

To qualify for inclusion into this initial CIP, a project must be consistent with 1) an adopted or anticipated component of the master plan, 2) a state and/or federal requirement, or 3) a Township approved policy. The minimum project cost for a CIP is \$10,000.

No matter how urgent or desired a project is, the capital improvements program is dependent upon the availability of funding. A lack of funding will not only delay the project currently in question; it will delay the anticipated availability of fiscal resources and the choice of specific improvements to be achieved throughout the six-year plan.

The Capital Improvements Program



- ❖ Six – Year Capital Improvements Plan
 - Mid-range planning document.
 - Describes all proposals submitted by individual departments.
 - Includes an assessment & prioritization of each project.
 - Submitted to Township Board for approval.

- ❖ First – year Capital Improvements Budget
 - Short – range budget document.
 - Recommends which of these capital needs should be funded.
 - Identifies the expected revenue sources.
 - Projects with funding sources will be included in the Township Manager’s recommended budget for the upcoming year.

Organization

The Capital Improvements Program is divided into three major sections.

- ❖ The first section provides general information about the Township's programming. It contains:
 - Introduction
 - Project Summary
 - Program Policies
 - Program Funding

- ❖ The 2026 Recommended Capital Improvements Budget provides information on projects for the first fiscal year of the plan: It contains:
 - Project Name
 - Total Project Cost
 - Funding Source

- ❖ The 2026-2031 Capital Improvements Plan lists individual capital projects, divided by project types. Each project contains:
 - Project Title
 - Project Description
 - Proposed Scheduling
 - Total Project Cost
 - Potential Funding Sources

Project Summary

The total capital need over the next six years includes 38 projects, totaling \$31,137,000.

Project Type	Number of Projects	Six – Year Plan FY 2026-2031
Administration	2	130,000
Elections	1	135,000
Buildings & Grounds	6	974,000
Roads	1	3,750,000
Parks	1	600,000
Cemeteries	1	50,000
Fire	11	3,148,000
Police	1	250,000
Open Space	4	600,000
Pathways & Sidewalks	5	4,300,000
Infrastructure Revolving	2	1,650,000
Downtown Development Authority	2	15,300,000
Library	1	250,000
TOTALS	38	31,137,000

The proposed expenditures are distributed as follows:

Department Summaries

Administration (Fund 101)							
Project Title:	Project Costs						TOTAL
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	
Network Upgrades/Maintenance		50,000			50,000		100,000
Copy/Scan Machine Replacements		15,000		15,000			30,000
Totals		65,000		15,000	50,000		130,000

Elections (Fund 101)							
Project Title:	Project Costs						TOTAL
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	
Election System/Equipment		135,000					135,000
Totals		135,000					135,000

Cascade Charter Township Capital Improvements Program 2026-2031

**Buildings & Grounds
(Fund 101)**

Project Title:	Project Costs						TOTAL
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	
Replace Mowers	51,000	15,000	16,000	17,000	17,000	18,000	134,000
Bobcat/Toolcat Replacements		70,000	70,000				140,000
Replace 2016 Truck #2		50,000					50,000
Replace 2019 Truck #4			60,000				60,000
Parks/Facilities Outbuilding		500,000					500,000
Totals	51,000	635,000	146,000	17,000	17,000	18,000	884,000

**Roads
(Fund 101)**

Project Title:	Project Costs						TOTAL
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	
Township Contribution to County Road Projects	550,000	600,000	600,000	650,000	650,000	700,000	3,750,000
Totals	550,000	600,000	600,000	650,000	650,000	700,000	3,750,000

**Parks
(Fund 101)**

Project Title:	Project Costs						TOTAL
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	
Land Preservation	100,000	100,000	100,000	100,000	100,000	100,000	600,000
Totals	100,000	100,000	100,000	100,000	100,000	100,000	600,000

**Cemeteries
(Fund 151)**

Project Title:	Project Costs						TOTAL
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	
Driveway & Fencing Improvements	50,000						50,000
Totals	50,000						50,000

**Fire Department
(Fund 206)**

Project Title:	Project Costs						TOTAL
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	
Hose Replacement		15,000		15,000		15,000	45,000
Replace Vehicle C-2	77,000						77,000
Replace Vehicle C-1						85,000	85,000
Replace Tools/JAWS			56,000				56,000
Radio Replacement					350,000		350,000
Refurbish Tender	35,000						35,000
Station 2 Maintenance		500,000					500,000
Station 2 Generator	60,000						60,000
Replace M-2			90,000				90,000
SCBA Replacement						350,000	350,000
Replace Engine 1					1,500,000		1,500,000
Totals	172,000	515,000	146,000	15,000	1,850,000	450,000	3,148,000

Cascade Charter Township Capital Improvements Program 2026-2031

**Police
(Fund 207)**

Project Title:	FY 2026	FY 2027	Project Costs		FY 2030	FY 2031	TOTAL
			FY 2028	FY 2029			
Replace/Expand Public Safety Siren System	250,000						250,000
Township Hall Generator	90,000						90,000
Totals	340,000						340,000

**Open Space
(Fund 208)**

Project Title:	FY 2026	FY 2027	Project Costs		FY 2030	FY 2031	TOTAL
			FY 2028	FY 2029			
Burton Park Maintenance	50,000						50,000
McGraw Park Pathway Repair	100,000						100,000
Peace Park Enhancements		200,000					200,000
Parks/Fire Outbuilding		250,000					250,000
Totals	150,000	450,000					600,000

**Pathways & Sidewalks
(Fund 216)**

Project Title:	FY 2026	FY 2027	Project Costs		FY 2030	FY 2031	TOTAL
			FY 2028	FY 2029			
Rehab 30 th & 36 th St & Buttrick Pathway	950,000						950,000
Laraway Lake Dr Connection		700,000					700,000
Thornapple River & Laraway Lake Dr		1,050,000					1,050,000
Centennial Park Sidewalk Connection			600,000				600,000
Rehab Burton St. Pathway			1,000,000				1,000,000
Totals	950,000	1,750,000	1,600,000				4,300,000

**Infrastructure Revolving
(Fund 246)**

Project Title:	FY 2026	FY 2027	Project Costs		FY 2030	FY 2031	TOTAL
			FY 2028	FY 2029			
Land Acquisition	1,500,000						1,500,000
Infrastructure Feasibility Study	150,000						150,000
Totals	1,650,000						1,650,000

**DDA
(Fund 248)**

Project Title:	FY 2026	FY 2027	Project Costs		FY 2030	FY 2031	TOTAL
			FY 2028	FY 2029			
Village Redesign	15,000,000						15,000,000
Sidewalk Replacement	50,000	50,000	50,000	50,000	50,000	50,000	300,000
Totals	15,050,000	50,000	50,000	50,000	50,000	50,000	15,300,000

**Library
(Fund 271)**

Project Costs

Project Title:	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	TOTAL
Interior Updates					250,000		250,000
Totals		0	0	0	250,000		250,000

Grand Total By Year

2026	\$19,063,000
2027	\$ 4,300,000
2028	\$ 2,642,000
2029	\$ 847,000
2030	\$ 2,967,000
2031	\$ 1,318,000
Total	\$31,137,000

Project Funding

Multiple sources of funding are available for capital improvement projects. Sometimes, funding sources are earmarked for specific purposes and cannot be transferred from one capital program to another. For instance, funds raised by the Pathway millage must be used for the purpose that was stated when the millage was approved by the electors. The CIP has been prepared with some assumptions as to the amount of money to be available. The following is a summary of the funding sources for projects included in the capital improvements program.

General Obligation (G.O.) and Revenue Bonds

When the Township sells bonds, purchasers are lending money to the Township. The money is repaid, with interest, over multiple years, using tax dollars or fee revenue. The logic behind issuing bonds for capital projects is that the citizens who benefit from the capital improvements over a period of time should help the Township pay for them. The Township issues bonds in two forms:

General Obligation Bonds

Perhaps the most flexible of all capital funding sources, G.O. bonds can be used for the design or construction of any capital project. These bonds are financed through property taxes. In financing through this method, the taxing power of the Township is pledged to pay interest and principal to retire the debt. Voter approval is required and the amount is included in the Township's state-imposed debt limits. G.O. Bonds are authorized by a variety of state statutes.

Revenue Bonds

Revenue bonds are sold for projects, such as water and sewer systems, that produce revenues. Revenue bonds depend on user charges and other project-related income to cover their costs. Unlike G.O. bonds, revenue bonds are not included in the Township's state-imposed debt limits because they are backed by the full faith and credit of the Township. Revenue Bonds are authorized by a variety of state statutes.

Tax Increment Financing (TIF)

TIF is a municipal financing tool that can be used to renovate or redevelop declining areas while improving their tax base. TIF applies the increase in various state and local taxes that results from a redevelopment project to pay for project-related public improvements. For purposes of financing activities within the Cascade Village district, the Downtown Development Authority adopted a 20-year TIF plan in 2004. TIF is authorized by Public Act 281 of 1986, the Local Development Finance Authority Act and Public Act 450 of 1980, the Tax Increment Financing Act. Two TIF's are active within the Township: The Downtown Development Authority, and the Brownfield Redevelopment Authority.

Millages

Property tax is one of the most important sources of Township revenue. The property tax rate is stated in mills (one dollar per \$1,000 of valuation). This rate is applied to the taxable value of a property to determine the property tax. Millages are voter-approved taxes which are specifically earmarked for a particular purpose. The Township is authorized to utilize millages under Public Act 90 of 1976, the Charter Township Act. Township Funds that rely on property tax are: General; Open Space; Fire; Police; Pathways; Library.

Federal and State Funds

The federal and state governments make funds available to townships through numerous grants and programs. Some federal and state funds are tied directly to a specific program. The Township has discretion (within certain guidelines) over the expenditure of others. For the most part, the Township has no direct control over the amount of money received under these programs.

Special Assessments

Capital improvements that benefit particular properties, rather than the community as a whole, may be financed more equitably by special assessment: that is, by those who directly benefit. Local improvements often financed by this method include street improvements, sanitary and storm sewers, and water mains.

Developer Contributions

Sometimes capital improvements are required to serve new development. Where funding is not available from the Township to construct the improvements, developers may agree to voluntarily contribute their share or to install the facilities themselves so the development can go ahead.

2026 Recommended Capital Improvements Budget

Focusing on fiscal year 2026, the following projects are proposed:

<i>Project Title</i>	<i>Project Cost</i>	<i>Funding Source(s)</i>
Replace Mowers	51,000	General Fund (101)
Township Contribution to County Road Projects	550,000	General Fund (101)
Land Preservation (Parks)	100,000	General Fund (101)
Driveway and Fencing Improvements	50,000	Cemetery Fund (151)
Replace Vehicle C-2	77,000	Fire Fund (206)
Refurbish Tender	35,000	Fire Fund (206)
Fire Station #2 Generator	60,000	Fire Fund (206)
Replace/Expand Public Safety Siren System	250,000	Police Fund (207)
Township Hall Generator	90,000	Police Fund (207)
Burton Park Maintenance	50,000	Open Space Fund (208)
McGraw Park Pathway Repair	100,000	Open Space Fund (208)
Rehab 30 th & 36 ^h St & Buttrick Pathway	950,000	Pathways Fund (216)
Land Preservation	1,500,000	Infrastructure Revolving Fund (246)
Infrastructure Feasibility Study	150,000	Infrastructure Revolving Fund (246)
Village Redesign	15,000,000	DDA Fund (248)
Sidewalk Replacement	50,000	DDA Fund (248)
Total: 16 Projects	\$19,063,000	

2026 Funding Summary

General Fund (101)	\$ 701,000
Cemetery Fund (151)	\$50,000
Fire Fund (206)	\$ 172,000
Police (207)	\$340,000
Open Space (208)	\$150,000
Pathways (216)	\$950,000
IRF (246)	\$1,650,000
DDA (248)	\$15,050,000
TOTAL	\$19,063,000

2026-2031 Capital Improvement Projects Detail

Administration (101-225)

Network Upgrades/Maintenance

The Township’s operations rely on its computing infrastructure. It is prudent to budget dollars for replacement of network hardware and software.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
General Fund		50,000			50,000		\$100,000

Copy/Scan Machine Replacements

There are several multi-function print/copy/scan/fax machines throughout Township Hall. This project provides funds to replace them on a staggered schedule, to ensure their reliable operation.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
General Fund		15,000		15,000			\$30,000

Elections (101-262)

New Election System/Equipment

The Township must run elections using the election system and equipment that is specified by Kent County and purchased by the Township. This selection is made every ten years. A new ten-year period starts in 2027. Costs include tabulators, scanners, voter assist terminals, software, and maintenance contracts.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
General Fund		135,000					\$135,000

Building and Grounds (101-265)

Replace Mowers

The Township mower fleet is quite aged; the oldest mower in service is a 70” 2004 model with almost 2,500 hours prior to the 2025 season. Four mowers (the 2004 model, and three 60” 2015 models) are slated for replacement in FY2026; a 70” 2018 model is scheduled for replacement in FY2027. The dollars listed in FY2028-2031 are placeholders for one mower replacement per year. Mowers will be selected for replacement through evaluation of age, hours, condition, suitability for the terrain, and expected residual value. The full purchase price of new machines are listed; these amounts will be somewhat offset by the salvage value (trade-in, auction, or scrap) of the mowers being replaced.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
General Fund	51,000	15,000	16,000	17,000	17,000	18,000	\$134,000

Replace 2016 Truck #2

This vehicle is nearing the end of its useful life. The project includes ancillary equipment such as plow blades and salt spreaders, if the existing equipment is not able to be reused.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
General Fund		50,000					\$50,000

Replace 2019 Truck #4

This vehicle is nearing the end of its useful life. The project includes ancillary equipment such as plow blades and salt spreaders, if the existing equipment is not able to be reused.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
General Fund			60,000				\$60,000

Parks/Facilities Outbuilding

The Parks & Facilities Departments have a need for storage. A single building that serves both operations is being studied, with multiple Township locations being considered. The Open Space Fund (208) will also participate in the costs.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
General Fund		500,000					\$500,000

Roads (101-446)

Township Contribution to County Road Projects

This is annual funding for projects that are evenly cost-shared between the Township and the Kent County Road Commission. Each spring, Township staff meets with the KCRC to prioritize projects based on pavement conditions, traffic volume, safety concerns, etc.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
General Fund	550,000	600,000	600,000	650,000	650,000	700,000	\$3,750,000

Parks (101-756)

Bobcat/Toolcat Replacement

The Township’s 2 Bobcat/Toolcat vehicles are 2019 and 2021 models. Their condition will be evaluated when the first one is 8 years old, with an eye towards replacing them prior to maintenance costs increasing.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
General Fund		70,000	70,000				\$140,000

Land Preservation

The preservation of greenspace/open space/agricultural space is a central interest. This project is designed to set aside funds annually in order to have a meaningful balance when land becomes available. This project may take the form of a Transfer Out to a new Fund.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
General Fund	100,000	100,000	100,000	100,000	100,000	100,000	\$600,000

Cemeteries (151)

Driveway and Fencing Improvements

The Township owns and maintains 3 cemeteries: Cascade, Snow, and Whitneyville. The drive at Whitneyville Cemetery will be repaved, and fencing will be replaced as needed.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
Cemetery Fund	50,000						\$50,000

Fire (206)

Hose Replacement

Regular hose inspection, and replacement of worn sections that cannot be rehabilitated, is an ongoing project.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
Fire Fund		15,000		15,000		15,000	\$45,000

Replace C-2

Vehicles are scheduled for replacement on an ongoing basis. Each vehicle is evaluated prior to making a replacement recommendation, to ensure that it is the best decision for Fire operations. A new vehicle for the Deputy Chief is scheduled; the current DC vehicle will rotate to the Inspector; the Inspector vehicle will rotate to the Utility role, and the current Utility vehicle will be removed from the fleet. The price listed in for a new vehicle; proceeds from the sale of the Utility vehicle will slightly offset this amount.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
Fire Fund	77,000						\$77,000

Replace C-1

Vehicles are scheduled for replacement on an ongoing basis. Each vehicle is evaluated prior to making a replacement recommendation, to ensure that it is the best decision for Fire operations. The current Chief vehicle will be 10 years old in FY2031, and ready for replacement/redeployment to Utility status.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
Fire Fund						85,000	\$85,000

Radio Replacement

Kent County Dispatch is planning to sunset the current 800 mhz radio system around the year 2030. There is no guidance yet on what the new system will look like, and whether current radios would operate on it. Based on the cost of the current radios (\$10,000 for vehicle-mounted; \$6,000 for handheld), a \$350,000 placeholder is recommended.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
Fire Fund					350,000		\$350,000

Refurbish Tender

The Tender vehicle is used when a water source is not available. Based on National Fire Protection Association (NFPA) standards, the vehicle already exceeds its life expectancy. Due to its secondary status, meaning low miles and wear, a focused refurbishment should extend its life an additional 10 years.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
Fire Fund	35,000						\$35,000

Replace Rescue Tools/Jaws of Life

Current rescue jaws are 20 or more years old and nearing the end of their useful lives. Industry trends point toward battery tools being the standard, instead of gas powered hydraulic. Cascade’s battery standards and systems will be in place by FY2028, ready to start a phased replacement of 4 sets of jaws/tools over the next 12-15 years.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
Fire Fund			56,000				\$56,000

Station 2 Maintenance

Station 2 was constructed in 1996 and updated in 2004. The lightweight wood and vinyl siding has reached the end of its useful life. As a result, maintenance costs are increasing.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
Fire Fund		500,000					\$500,000

Replace Generator Fire Station #2

The generator at Station 2 is original to the building. It has reached the end of its useful life, and is no longer capable of powering all operations.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
Fire Fund	60,000						\$60,000

Replace M-2

The Department responds to almost 2,000 calls each year. It is vital that the medical units are kept in good order, and replaced as necessary.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
Fire Fund			90,000				\$90,000

SCBE Replacement

Self-Contained Breathing Equipment is the literal lifeline of firefighters. The current equipment is nearing the end of its useful life. If the air packs are still in good shape, and the manufacturer still has parts/support/service for this model, this replacement may be able to be delayed past FY2031.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
Fire Fund						350,000	\$350,000

Replace Engine #1

Per NFPA standards, a front-line unit should be in service for 15 years, with a total useful life of 20 years. This is certainly the case in Michigan, with vehicles being exposed to salty winter conditions. Engine 1 will be moved to Reserve status, and the current Reserve unit (Engine 5) will be retired/sold.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
Fire Fund					1,500,000		\$1,500,000

Police (207)

Replace/Expand Public Safety Siren System

The current system equipment is nearing the end of its useful life. Per the strategic plan, additional towers and sirens are needed for several areas that have no coverage.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
Cemetery Fund	250,000						\$250,000

Township Hall Generator

The computer infrastructure that all Departments – including Fire – rely upon is located at 5920 Tahoe. This building also serves as the secondary Emergency Operations Center for the Township. Recent outages have shown that the building is in need of a more robust backup power solution.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
Police Fund	90,000						\$90,000

Open Space (208)

Burton Park Maintenance

Burton Park is used as a Parks and Facilities garage and maintenance storage area. This is placeholder funding for projects that may include drainage improvements, restroom enhancements, and operational efficiencies.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
Open Space Fund	50,000						\$50,000

McGraw Park Pathway Repair

The pathway loop that is contained within McGraw Park (as opposed to a pathway that is connected to a larger system) is in need of maintenance to combat erosion.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
Open Space Fund	100,000						\$100,000

Peace Park Enhancements

This is a placeholder for projects identified in the Park’s master plan.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
Open Space Fund		200,000					\$200,000

Parks/Facilities Outbuilding

Both the Parks and Facilities Departments have a need for storage. A single building that serves both operations is proposed for the open land behind Fire Station 2. The General Fund (101) will also participate in the costs.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
Open Space Fund		250,000					\$250,000

Pathway (216)

Rehabilitate 30th and 36th Streets and Buttrick Pathway

The existing pathway is in poor condition and requires reconstruction to restore it to a safe operating condition.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
Pathway Fund	950,000						\$950,000

Laraway Lake Drive Connection

There is no grade-separated pathway connecting the Cascade Road pathway to the Laraway Lake Drive pathway, beginning at approximately Tammarron Avenue. The existing pedestrian facilities are limited to the striped shoulder.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
Pathway Fund		700,000					\$700,000

Thornapple River and Laraway Lake Drive Pathway

The existing pathway is in poor condition and requires reconstruction to restore it to a safe operating condition.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
Pathway Fund		1,050,000					\$1,050,000

Centennial Park Sidewalk Connection

There is a gap in the sidewalk system from Lucerne Drive to Thornhills Avenue. This is a medium-density residential area. Completing this connection would allow a safe and convenient nonmotorized means for residents within the project limits and Centennial Park to connect to the Township's larger pathway system; the 28th Street corridor; and to the Cascade Village areas.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
Pathway Fund			600,000				\$600,000

Rehabilitate Burton Street Pathway

The existing pathway is in poor condition and requires reconstruction to restore it to a safe operating condition.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
Pathway Fund			1,000,000				\$1,000,000

Infrastructure Revolving Fund (246)

Land Acquisition

The preservation of greenspace/open space/agricultural space is a central interest. Specific projects will be identified as land becomes available. It is intended that unused funds from 2026 will be re-budgeted in 2027 and future years.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
IRF	1,500,000						\$1,500,000

Infrastructure Feasibility Study

During high-level planning for the long-term provision of Township services, the location and capabilities of Township buildings are a common internal discussion point. This study is intended to provide reliable data to inform vital Board decisions regarding Township infrastructure (e.g. the location of Fire stations, Building & Grounds workshop, and Township Hall needs).

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
IRF	150,000						\$150,000

Downtown Development Authority (DDA) (248)

Village Redesign

The DDA Board received the Village Redesign concept in late 2024. It is likely that the concept will be broken into a series of projects, with the Tassel Park area receiving the first attention. It is very likely that the financial commitment will be at a level that bond financing, with up to a 20 year payback, will be required. The annual revenue captured by the DDA would need to support the District’s existing debt service *plus* the debt service from any new project; based on this parameter, a \$15 million project is possible. Because the final design has not yet been determined, the potential cost is unknown.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
DDA Fund	15,000,000						\$15,000,000

Sidewalk Replacement

Well-maintained sidewalks encourage pedestrian activity. This project provides annual funding for sidewalk repair and replacement.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
DDA Fund	50,000	50,000	50,000	50,000	50,000	50,000	\$300,000

Library (271)

Interior Updates

Now that the large “Library Refresh” project has been completed in FY2025, funds should be earmarked for periodic heavy maintenance, such as HVAC, roof, or exterior issues.

Funding Source and Timing							
	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	Total Project Cost
Library Fund					250,000		\$250,000