



CASCADE CHARTER TOWNSHIP

5920 Tahoe Dr. Grand Rapids, MI 49546-7123

Date: April 12, 2021
To: Supervisor Grace Lesperance
Treasurer Ken Peirce (2021 Vice Chair)
Trustee Jim Koessel (2021 Chair)
From: Ben Swayze, Township Manager
Subject: Personnel & Finance Committee Agenda – April 14, 2021 (9:00am)

The Personnel and Finance Committee is to meet in the Large Conference Room of the Township Office (and/or via Zoom) to discuss the following:

1. **Approval of the March 10, 2021 Meeting Minutes** – The Committee is responsible for approving the previous meeting notes

Recommended Action – Approve Minutes

2. **Legal Services RFP** – TM Swayze has distributed the copies of the responses to the legal services RFP, which were as follows:

- Dickenson Wright
- Varnum (Decline)
- Mika Meyers
- Bloom Sluggett
- Shifman & Carlson
- Fahey Schultz Burzych Rhodes
- Miller Canfield (Bond Counsel Only)
- Curcio Law Firm
- Foster Swift

The committee will need to make a decision and/or a recommendation on the evaluation process for the RFP proposal selection.

Recommended Action – Recommendation regarding the RFP proposal selection process.

3. **Property at 2965 Wycliff Dr** – At the February 24, 2021 Township Board meeting the Township Board tabled consideration of purchasing the property located at 2965 Wycliff Dr. At the time additional information was requested, including a review and recommendation from the Parks Committee on how the property would be utilized and, in light of a recommendation from the Parks Committee, a review and recommendation from the Personnel and Finance Committee on how a potential purchase would be funded.

Attached for your review is a memo from Township Planner Brian Hilbrands outlining the recommendation from the Parks Committee on the potential use of the property, as well as where the public input came from that was utilized for the recommendation. Also included is an email from Manager of Assessing Services Jennifer Genter on the value of the property, and memos regarding the property that had been previously prepared and included in the February 24 Board Packet.

Recommended Action – Recommendation to the Township Board regarding the purchase of the property at 2965 Wycliff Dr.