

**AGENDA  
CASCADE CHARTER TOWNSHIP  
REGULAR BOARD MEETING**

Wednesday, January 25, 2023

7:00 P.M.

Wisner Center

2870 Jacksmith Drive SE, Grand Rapids 49546

*Public may access the meeting via video conference software Zoom*

<https://us02web.zoom.us/j/81664603678>

**Meeting ID:** 816 6460 3678

**By Phone:** 1 312 626 6799

**Expected Meeting Procedures**

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

**Article 1. Call to Order, Roll Call**

**Article 2. Pledge of Allegiance to the Flag**

**Article 3. Approval of Agenda**

**Article 4. Presentations**

**a. Supervisor Lesperance & Parks Committee Chair Wanty Presenting Certificates of Appreciation**

**b. Parks Update from Parks Committee Chair Ginny Wanty**

**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 – 01/11/23**

**b. Receive and File Reports**

**1. Treasurer's Annual Depositories and Investments Report**

**2. Code Enforcement Report – May - December 2022**

**c. Receive and File Education Requests**

**1. Todd Pell - MFIS Winter Conference - Mar. 21-23, 2023 - Mount Pleasant, MI**

**2. Doug Poolman - MFIS Winter Conference - Mar. 21-23, 2023 - Mount Pleasant, MI**

**d. Receive and File Communication**

1. KCDC Notice – Wenger & Nulty Drain
2. KCDC Notice – Fisk Drain
3. KCDC Notice – Anderson Drain
4. Letter from Representative Phil Skaggs

**Article 7. Financial Actions**  
**a.**

**Article 8. Unfinished Business**

**Article 9. New Business**

- 005-2023 Consider the Creation of a Parks and Recreation Director Position**
- 006-2023 Consider Invasive Species Treatment Agreement with Kent Conservation District**
- 007-2023 Consider Purchase of Columbarium Units for 30<sup>th</sup> Street Cemetery**
- 008-2023 Consider KCRC Work Order for Pathway on Cascade Road between Kenrob and 36<sup>th</sup> Street**
- 009-2023 Consider KCRC Work Order for Pedestrian Facility Improvements on Cascade Road Bridge**
- 010-2023 Consider Contract with Native Edge for Outdoor Space Project at Library**
- 011-2023 Consider Setting Public Hearing for an Update to the Township Floodplain Ordinance**

**Article 10. Discussion**  
**1. Specialized Transportation Services for Qualified Cascade Township Residents**

**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, January 11, 2023

Wisner Center

2870 Jacksmith Dr SE

Grand Rapids, MI 49546

And Virtual Zoom Meeting

7:00 P.M.

HYBRID FORMAT

- Article 1.** Supervisor Lesperance called the meeting to order.  
Present: Supervisor Lesperance, Clerk Slater, Treasurer Peirce, Trustees Koessel, McDonald, Shipley and Noordhoek  
Absent: None  
Also Present: Township Manager Swayze, Deputy Clerk Brott, and those listed in the Supplement
- Article 2.** Supervisor Lesperance led the Pledge of Allegiance.
- Article 3. Approval of Agenda**  
Motion by Trustee Shipley, seconded by Trustee Noordhoek to approve. Motion carried unanimously.
- Article 4. Presentations**  
None
- Article 5. Public Comments-Anything on the Agenda not scheduled for a public hearing. (limit comments to 3 minutes)**
1. Scot VanSolkema-2570 Orange Ct-Requested information about Kent County Sheriff's Department calls that are deer-related to be reported. Asked if information about viewership of the Township Board meetings is reported?
  2. Ken Van Der Kolk-7200 Leyton-Re 6480 Cascade Rd. issue: Requested a status update. Manager Swayze responded.
- Article 6. Approval of Consent Agenda**
- a. Receive and File Minutes
    1. Township Board – 12/14/2022
  - b. Receive and File Reports
    1. Treasurer's Department Report – October 2022
    2. Building Department – December 2022
    3. Strategic Plan Implementation Committee – December 2022
    4. East Precinct – 3rd Quarter 2022
    5. Sabo PR – 4th Quarter 2022
  - c. Receive and File Education Requests
    1. Krissi Brott-MAMC Clerk Institute-Mar. 19-24, 2023-Mount Pleasant, MI
  - d. Receive and File Communication
    1. Staff Memo Re: Boards and Commissions Schedule
    2. KCRC Letter Re: Cascade Road Project

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

**Article 7. Financial Actions**

None

**Article 8. Unfinished Business**

None

**Article 9. New Business**

**001-2023 Consider GVMC Request to Township to Host Public Open House re: Airport Access Study**

Motion by Trustee Noordhoek, seconded by Trustee McDonald to approve the request to host a public open house re: Airport Access Study and the Township will notify the residents by mail. Motion carried unanimously.

**002-2023 Consider BS&A Cloud Update – Software and Services Proposal**

Considerable Discussion.

Motion by Trustee Koessel, seconded by Trustee Shipley to approve contingent upon legal review of contract. Motion carried unanimously.

**003-2023 Consider Spectrum Mid-America Franchise Agreement Renewal (Resolution) (Roll Call)**

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

**004-2023 Consider Supervisor Appointments to Various Boards and Commissions**

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

**Article 10. Discussion**

None

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

1. Brian Holcomb-3415 Glenstone Ct-Requested an update re Egypt Creek Landscaping. Also wants to know what is being done about the violations against Cascade Township ordinances. Manager Swayze responded.
2. Joe Gindzin-3420 Glenstone Ct-Wants to know who is responsible for follow-up re Egypt Creek Landscaping issue?
3. Scot VanSolkema-What is the status on the deer count by Cornerstone University? Manager Swayze stated that the video is being reviewed and will be presented when they have concluded the study. Re the retention pond behind Fowling Warehouse- has seen used tires disposed of there. Is there an ordinance regarding food trucks?

**Article 12. Manager Comments**

1. Advised of funding issues with Hope Network, which ran out in December. This may not be cost effective for the Township. Researching alternatives.

**Article 13. Board Member Comments**

1. Trustee Shipley-Thanked everyone in attendance.
2. Supervisor Lesperance-Requests that Deputy Dieppa attend a Board meeting to give update to Board and residents.
3. Trustee Noordhoek-He is certain Planning Commission approved the retention pond. A letter can be sent to homeowners regarding the issue. Have we received any conflict of interest forms from vendors? Manager Swayze stated they would be ready by the end of first quarter of 2023.
4. Supervisor Lesperance-Requested an update on the pedestrian bridge over Thornapple River. Urged everyone to look at GVMC Airport Access Study included in the packet.

**Article 14. Adjournment**

Motion by Trustee Shipley, seconded by Trustee McDonald to adjourn. Motion carried unanimously.  
Meeting adjourned at 8:04 pm.

Krissi Brott  
Deputy Clerk

Approved by:

\_\_\_\_\_  
Grace Lesperance, Supervisor

\_\_\_\_\_  
Susan B. Slater, Clerk

## Volunteers Chart for 2022 Cascade Township

<b>Date</b>	<b>Sponsor/lead</b>	<b>Group</b>	<b># of Participants</b>	<b>Timeframe</b>	<b>Location/ Property</b>	<b>total hours x participants</b>
Ongoing	Jeanine Heibel	Jeanine Heibel	1	unknown	Burton Park	300 hours
2-26	Kent CD	Invasiveworkday-bittersweet	7	3 hours	Burton Park	21 hours
5-7	Ginny Wanty	Invasive workday-garlic mustard	10	4	Burton Park	40 hours
5-11	Ginny Wanty	Invasive workday-garlic mustard	5	3	30 <sup>th</sup> Street Cemetery	15 hours
5-20	Kent CD	GE Aviation	17	4	Burton Park	68 hours
8-25	Kent CD	InvasiveWorkday-bittersweet	3	1.5	Burton Park	4.5 hours
8-27	Kent CD	Streetfest-Calvin University	25	3.5	Burton Park	87.5 hours
9-3	Kent CD	Invasive Workday-bittersweet	7	3	Burton Park	21 hours
9-15	Kent CD	SailorDays-South Christian High	40	4	Burton Park	160 hours
10-17	Kent CD	Eagle Scouts- Sam Zaruba and John Lemmenes	2	.75		1.5 hours
10-22 &23	Kent CD	Eagle Scouts-Sam Zaruba	20	7.5	Burton Park	150 hours
<b>Total</b>			<b>137</b>			<b>868.5 hours</b>

As you know Cascade Township does not have a Volunteer Coordinator position on staff (and Ginny Wanty is not willing to volunteer to be the volunteer Coordinator.)

Here is what has happened with Volunteer Events in 2022 at Cascade Township properties

- 1) Since Cascade Township has a contract with Kent Conservation District for invasive plant species treatment, they have agreed to sponsor various invasive workdays. In 2022, KCD sponsored 8 workdays. KCD bills us an administrative fee for organizing as part of the budget for the township invasive Species treatment.
- 2) Ginny Wanty is willing to host 2 different sites in spring for garlic mustard workdays.
- 3) Ginny Wanty has trained members of the B & G crew on the “cut/stump” technique for removing invasive plant Species. Supervisor MacDonald has purchased daubers and herbicide to use in this treatment method. The idea with training B & G crew is that when they are out of Cascade properties and find 2-4 invasive plants, they can treat so those 2-5 invasive plants don’t multiply.
- 4) Burton Park neighbor Jeanine Heibel has also been trained by Ginny Wanty on various invasive treatments. Supervisor MacDonald provides Jeanine with daubers and herbicide and she treats invasives on her own schedule at Burton Park. Jeanine keeps Jim and I in the loop with what invasives she is treating as well as where in Burton Park she is working.
- 5) Ginny Wanty is hopeful at some point in time, the township can get businesses, maybe through the DDA, more involved in removing invasives.

In 2021, Ginny Wanty wrote a grant and was funded by the Cascade Community Foundation, KCD was able to involve the owners of the Thornhills Shopping Center and Noto’s to remove and treat invasive bittersweet on their properties. Those business owners were VERY supportive of the process. (The grant funded invasive bittersweet removal and treated at a natural area property in Cascade, Ada and Grand Rapids Townships. Because the Cascade site, KDL library was very close to the 2 businesses, KCD was able to also educate the owners as well as treat the invasive bittersweet.)

Names of Individuals that Ginny knows about that have Volunteered in Cascade Township in 2022:

- 1) Ginny Wanty
- 2) Jeanine Heibel
- 3) Boy Scout Troop helped B & G with 4<sup>th</sup> of July events

Names of Individuals Interested in Volunteer in Cascade Township that have contacted Ginny (There are also individuals that have contacted KDC-Jessie Schulte directly):

1) Unit Commander of Eagle Scouts: Bill Day

616-450-3108

[Ss68@sbcglobal.net](mailto:Ss68@sbcglobal.net)

2) Ken VanDerKohk

616-957-4712

[Kvan1@prodigy.net](mailto:Kvan1@prodigy.net)

4) [jenbauer@mackpack.info](mailto:jenbauer@mackpack.info), bcc: me

Glad you saw the posting of the Feb 25th event. We'd be thrilled to have your scouts join us.

*Cascade is partnering with Kent Conservation District to control several aggressive non-native invasive species. Join us in stopping bittersweet vines from destroying our green spaces at: **Burton Park**: 6805 Burton St SE, Grand Rapids, MI 49546  
Saturday, Feb 25th - 9-Noon (even with snow):*

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Krissi Brott  
Deputy Clerk

Approved by:

\_\_\_\_\_  
Grace Lesperance, Supervisor

\_\_\_\_\_  
Susan B. Slater, Clerk

January, 2023

To: Cascade Township Board

From: Kenneth Peirce, Treasurer

Re: List of Current Depositories and Investments

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

These institutions are:

CIBC BANK

Comerica Bank

First National Bank of America

First National Bank of Michigan

Flagstar Bank

Grand River Bank

Horizon Bank

Huntington National Bank

Independent Bank

JP Morgan Chase

Macatawa Bank

Mercantile Bank

Northpointe Bank

Union Bank

United Bank

West MI Community Bank

Adventure Credit Union

Consumers Credit Union

Community Choice Credit Union

Community West Credit Union

MSU Federal Credit Union

Lake Michigan Credit Union

Kent County Pool

MI CLASS Pool

Comerica Securities, Inc.

A copy of the bank relationship analysis dated January 2023 is attached for your information.



Kenneth B. Peirce, Treasurer

**Bank Relationship Analysis  
January 18, 2023**

	<u>Bauer</u>	<u>Total Deposits</u>
		<i>000's</i>
<b>Cascade Township Banks</b>		Sept. 31, 2022
Comerica Bank	4	74,935,000
CIBC	5	40,352,695
Fifth Third Bank (OH)	5	167,835,657
First National Bank of America	4	2,698,691
First National Bank of MI	4	844,621
Flagstar	5	17,444,216
Grand River Bank	5	473,415
Horizon Bank	5	5,883,512
Huntington National Bank	5	150,514,517
Independent Bank	5	4,395,536
JP Morgan Chase	5	2,502,364,000
Macatawa Bank	5	2,563,688
Mercantile	5	3,863,484
Northpointe Bank	4	2,784,494
Union Bank	4	305,032
United Bank	5	746,276
Wells Fargo	4	1,434,062,000
West MI Community Bank	5	750,644
Lake Michigan Credit Union	5	10,202,659
Adventure Credit Union	5	383,326
Community West Credit Union	5	223,245
Community Choice Credit Union	5	1,532,281
Consumers Credit Union	5	1,651,038
MSUFCU	5	5,845,095

**TREASURER'S DEPARTMENT**

CASCADE CHARTER TOWNSHIP  
TAX ACCOUNTS  
NOVEMBER 2022

**BANK BALANCES**

**TOWNSHIP BALANCES**

BANK	AMOUNT
<b><u>FLAGSTAR BANK</u></b>	
TAX CHECKING	\$30,210.03
<b><u>FLAGSTAR BANK</u></b>	
DELINQUENT TAX	\$38,012.76
<b><u>FLAGSTAR BANK</u></b>	
TAX WIRE ACCT	\$24,500.55
<b>GRAND TOTAL</b>	<b><u><u>\$92,723.34</u></u></b>

REGISTER	AMOUNT
<b><u>FLAGSTAR BANK</u></b>	
TAX CHECKING	\$30,210.03
<b><u>FLAGSTAR BANK</u></b>	
DELINQUENT TAX	\$38,012.76
<b><u>FLAGSTAR BANK</u></b>	
TAX WIRE ACCT	\$24,500.55
<b>GRAND TOTAL</b>	<b><u><u>\$92,723.34</u></u></b>

Oxana Sourine 1/17/23  
Submitted by Date  
OXANA SOURINE  
DEPUTY TREASURER

Kenneth B. Peirce 1/28/23  
Reviewed by Date  
KENNETH B. PEIRCE  
TREASURER

CASCADE CHARTER TOWNSHIP  
TREASURER'S OFFICE REPORT

NOVEMBER 2022

FUND	INSTITUTION	DEMAND DEPOSIT		CDs			SECURITIES			TOTALS	
		\$	%	\$	%	DATE	\$	%	DATE	\$	%
101 GENERAL FUND	FLAGSTAR	426,745.44	0.75								
	FLAGSTAR MMA	215,892.37	2.90								
	KENT CTY POOL	1,188,953.55	1.83								
	MI CLASS	1,982,878.17	3.78								
	ADVENTURE CU			561,348.57	1.05	9/24/2025					
	HORIZON BANK			528,044.90	2.35	6/21/2023					
	GRAND RIVER			540,233.00	2.50	12/19/2023					
	CONSUMERS CU			269,648.86	0.75	1/6/2023					
	LMCU			1,044,648.34	0.90	6/2/2024					
	MSUFCU			508,051.52	2.50	8/24/2025					
COMERICA SECUR						500,015.63	1.13	1/26/2026			
<b>TOTAL GENERAL FUND</b>		<b>3,814,469.53</b>	<b>2.78</b>	<b>3,451,975.19</b>	<b>1.62</b>		<b>500,015.63</b>	<b>1.13</b>		<b>7,766,460.35</b>	<b>2.16</b>
151 CEMETERY	LMCU	129,699.99	1.00	-						129,699.99	1.00
206 FIRE FUND	FLAGSTAR	450,316.22	2.90								
	MI CLASS	11,996.39	3.78								
	FIRST UNITED CU			279,704.93	1.45	10/29/2023					
	CONSUMERS CU			277,245.99	0.65	5/23/2023					
	ADVENTURE CU			517,061.41	1.95	2/27/2023					
<b>TOTAL FIRE FUND</b>		<b>462,312.61</b>	<b>2.92</b>	<b>1,074,012.33</b>	<b>1.48</b>		-			<b>1,536,324.94</b>	<b>1.92</b>
207 POLICE FUND	FLAGSTAR	561,121.85	2.90								
	NORTHPOINTE BANK	280,761.57	2.90								
	CIBC/ fma PRIVATE			828,328.94	1.00	3/25/2023					
	LMCU			412,762.10	1.00	3/18/2024					
<b>TOTAL POLICE FUND</b>		<b>841,883.42</b>	<b>0.97</b>	<b>1,241,091.04</b>	<b>1.00</b>		-			<b>2,082,974.46</b>	<b>0.99</b>
208 HAZMAT FUND	LMCU	44,079.91	0.75							44,079.91	0.75
209 OPEN SPACE	HUNTINGTON BANK	498,630.93	1.00								
	MI CLASS	385,476.27	3.78								
	<b>TOTAL OPEN SPACE</b>	<b>884,107.20</b>	<b>2.21</b>	-						<b>884,107.20</b>	<b>2.21</b>
211 DAM REPAIR	MI CLASS	253,212.98	3.78								
	LMCU			348,202.46	1.00	3/10/2024					
<b>TOTAL DAM REPAIR</b>		<b>253,212.98</b>	<b>3.78</b>	<b>348,202.46</b>	<b>1.00</b>		-			<b>601,415.44</b>	<b>2.17</b>
216 PATHWAY FUND	MACATAWA	505,213.92	0.50								
	MI CLASS	110,177.99	3.78								
	GRAND RIVER			550,710.52	3.55	10/4/2024					
<b>TOTAL PATHWAY FUND</b>		<b>615,391.91</b>	<b>1.09</b>	<b>550,710.52</b>	<b>3.55</b>		-			<b>1,166,102.43</b>	<b>2.25</b>
220 LARAWAY LAKE IMP	FLAGSTAR	12,195.10	2.90							12,195.10	2.90
230 THORAPPLE RIVER	FLAGSTAR	120,232.48	2.90							120,232.48	2.90
243 BROWNFIELD R. A.	CONSUMERS CU	10,903.82	0.40							10,903.82	0.40
246 PUBLIC UTILITY	FLAGSTAR	722,392.69	2.90								
	MI CLASS	863,241.99	3.78								
	COMERICA SECUR						981,915.27	1.79	4/20/2023		
<b>TOTAL PUBLIC UTILITY</b>		<b>1,585,634.68</b>	<b>3.38</b>	-			<b>981,915.27</b>	<b>1.79</b>		<b>2,567,549.95</b>	<b>2.77</b>
248 DDA FUND	FLAGSTAR	268,799.55	2.90								
	MI CLASS	840,938.93	3.78								
	UNION BANK			263,178.58	2.45	8/26/2024					
	ADVENTURE CU			220,919.55	1.05	10/27/2025					
	COMERICA SECUR						1,176,107.61	4.00	10/31/2023		
<b>TOTAL DDA FUND</b>		<b>1,109,738.48</b>	<b>3.57</b>	<b>484,098.13</b>	<b>1.81</b>		<b>1,176,107.61</b>	<b>4.00</b>		<b>2,769,944.22</b>	<b>3.44</b>
249 BLDG. INSPECTION	FLAGSTAR BANK	396,708.38	2.90								
	FLAGSTAR BANK R.	346,872.59	2.90								
	MI CLASS	410,505.34	3.78								
	CONSUMERS CU	25.00	0.40								
	FNB OF AMERICA			320,815.75	0.90	10/19/2024					
	FNB OF AMERICA			111,514.75	0.70	12/18/2022					
	FNB OF AMERICA			226,536.98	1.05	9/18/2026					
	FNB OF MI			558,974.90	2.40	3/11/2024					
	INDEPENDENT BANK			337,109.88	2.80	9/16/2024					
	COMERICA TR NOTE						928,595.79	4.02	8/15/2027		
COMERICA FHLB						297,989.22	2.28	6/28/2024			
<b>TOTAL BLDG. INSPECT.</b>	CHEMICAL BANK	<b>1,154,111.31</b>	<b>3.21</b>	<b>1,554,952.26</b>	<b>1.25</b>		<b>1,226,585.01</b>	<b>0.55</b>		<b>3,935,648.58</b>	<b>1.81</b>
270 LIBRARY FUND	UNITED BANK	607,534.33	0.25								
	MI CLASS	472,883.12	3.78								
	WMCB	31.47		273,476.66	2.15	7/27/2023					
	LMCU			453,604.26	1.00	3/27/2024					
	NORTHPOINTE BANK			577,172.36	0.90	4/8/2023					
<b>TOTAL LIBRARY FUND</b>		<b>1,080,448.92</b>	<b>1.79</b>	<b>1,304,253.28</b>	<b>1.20</b>		-			<b>2,384,702.20</b>	<b>1.47</b>
282 CARES ACT FUND	LMCU	2,069,749.17	1.00							2,069,749.17	1.00
403 FIRE ST. #1	MI CLASS	5,204,358.25	3.78							5,204,358.25	3.78
701 T & A	HUNTINGTON BANK	176,407.94	0.30							176,407.94	0.30
701 JAMES TIMMONS	LMCU			12,400.00	1.10	3/22/2027				12,400.00	1.10
701 JACK SMITH INV.	HUNTINGTON BANK	23,139.04	0.30							23,139.04	0.30
701 HENRY KRAMER	HUNTINGTON BANK	15,383.60	0.30							15,383.60	0.30
<b>TOTAL</b>		<b>12,333,352.92</b>	<b>4.35</b>	<b>10,021,695.21</b>	<b>1.51</b>		<b>3,884,623.52</b>	<b>1.98</b>		<b>33,513,779.07</b>	<b>1.70</b>

Submitted by Oxana Sourine 1/17/23 Date  
Oxana Sourine Deputy Treasurer

Reviewed by Ken Peirce 1/13/23 Date  
Ken Peirce Treasurer

## May – December 2022: Code Enforcement Report

### Summary:

For the past six months, since reinstating a code enforcement employee for the Township, there have been 59 recorded complaints from Cascade Township residents. The process for code enforcement has been on a complaint basis. Violations and complaints are recorded when a resident calls one in.

The Zoning Administrator was directed in October to reinstate the sign ordinance for Cascade Township. This involved removal of signs in the right-of-way's (save political signs) and working within the business corridor to remove all temporary signs approved during 2020-2022 for the Covid-19 Pandemic. The concern was that the business corridor was getting congested with signs and new businesses or tenants were becoming increasingly unaware of permitted signs in Cascade Township.

The majority of violations can be organized into five main categories:

- 1. Landscaping:**  
overgrowth, hazardous trees, compost, noxious weeds
- 2. Vehicles:**  
improper placement of recreational/commercial vehicles, noise violations, inoperable or junked vehicles.
- 3. Property Use:**  
home occupation, special use, signs, zoning issues, multi-family residence.
- 4. Unapproved buildings/structures:**  
tall fences in front yard, improper placement leading to unapproved plans being reviewed by Planning and Building Departments.
- 5. Right-of-Way:**  
leaves and trash, pathway issues, utility concerns

Included in this report is Figure 1, a pie chart comparing the prevalence of each type of violation and a detailed spreadsheet report for each complaint filed. The analysis of complaints resulted in the following findings:

- Landscaping problems are most prevalent in the warmer months (for obvious reasons). This is most commonly overgrown grass in a yard.
- There seems to be a general concern of residents along Thornapple River Drive to be in the know about work happening on pathways, what structures are allowed closer to the road, and remediation of any destruction.
- Proper storage of recreational vehicles, commercial vehicles, and trailers seems to be a common concern for residents, especially campers and motorhomes.
- The third most common complaint was for property usage concerns. This type of complaint was happening in our denser neighborhoods, where neighbors are in closer proximity to one another.

**Figure 1.**





## Cascade Charter Township Seminar/Conference Attendance Request Form

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

### **Conditions:**

1. Cascade Charter Township will reimburse employees for approved registration for work related seminars and conferences. Individual seminars and conferences must be related to the employee's current job duties or a foreseeable-future position in the organization in order to be eligible for
2. Some seminars/conferences that an employee may attend may be unrelated to their particular job or government in general, and are therefore not covered by this assistance policy.
3. Any request that requires an overnight stay or expenditure over \$1,000 requires Township Board approval before the seminar/conference is attended.
4. Under extenuating circumstances, the Township Manager may approve an overnight stay or expenditure over \$1,000 for a conference or seminar prior to Township Board approval. The request must be made before attendance to a seminar/conference. The Township Board will be informed of request at their next scheduled meeting.

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

Name: Todd Pell Application Date: 1-17-2023

Name of Proposed Seminar/Conference: MFIS Winter Conference

Seminar/Conference Date(s): 3/21/2023-3/23/2023

Location of Seminar/Conference: Mt Pleasant, MI

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

MFIS Fire inspector Conference - Educational Conference (See Attached)

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

Conference satisfies the requirements for CFI-II certifications and continuing education credits for it.

**Cost of the Seminar/Conference:**

Registration \$ 380.00

Lodging \$ 550.00

Travel \$ Staff Car 

Account # 206336726500

Applicant:   
*Signature*

**Approvals:**

Department Head:   
*Signature*

1/17/2023  
*Date*

Township Manager: \_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

Clerk: \_\_\_\_\_  
*(Signature Indicates Township Board Approval)*

\_\_\_\_\_  
*Date*

➤ Original to Personnel File

➤ 1 Copy to Applicant

➤ 1 Copy to Accounting



# Winter Education Seminar

March 21-23, 2023

Soaring Eagle Conference Center, Mt. Pleasant

## CONFERENCE FEES

Included with the conference fee is breakfast and lunch each day!

	<b>Early Bird</b>	<b>After FEB 24</b>
<b>Society Members</b>		
Full Conference	\$380	\$430
Daily Rate	\$140	\$190
<b>Non-Society Members</b>		
Full Conference	\$490	\$540
Daily Rate	\$195	\$245

## HOTEL ACCOMMODATIONS

### Soaring Eagle Resort

6800 Soaring Eagle Blvd., Mt. Pleasant, MI 48858  
Telephone: 877.232.4532

A block of hotel rooms has been reserved with Soaring Eagle Resort at a rate of \$139 plus 6% tribal tax AND 8% resort fee for single/double occupancy. The cutoff date to reserve your room is February 24. (*Hotel block will fill quickly and there is no guarantee that rooms will be available until February 24.*)

The cost of the hotel room is not included in the registration fee and **MUST** be paid separately, directly to the hotel. Please contact the hotel directly using the link below.

▶ **Special Instructions:** You must enter the Group Code **BEFORE** selecting the Check-in and Check-out dates. To enter the Group Code, you please click Promo Code and change selection to Group Code. The **Group Code is MFIS031923.**

## RESERVE A ROOM

## CONTINUING EDUCATION POINTS

There will be 18 continuing education points for the entire program. To receive these points, attendees will need to scan in/out of each session.

## MEMBERSHIP/RENEWAL

You can become a Michigan Fire Inspectors Society member or renew your membership at the same time you register for the conference (\$30 per year).

## PAYMENTS AND REFUNDS

Registration must be received by February 24, 2023, to take advantage of early bird rates. All cancellations must be received in writing no later than March 10, 2023, to receive a full refund (minus \$50.00 administrative fee). All telephone cancellations must be followed up with a written notice. Seminar refunds will not be issued for cancellations made after March 10, 2023. After that date, conference registration fee can be transferred to another person or forfeited. Last day to register online is March 15, 2023.

**Please note: For those who wish to pay with a credit card when processing their conference registration payment, an event processing fee of 2.5% + \$0.50 per transaction will be added during checkout. To avoid this fee, please select Pay by Check within the registration application.**

## REGISTRATION

Registration will be online with two payment options available for your convenience. If you do not immediately receive an email confirmation, the process is not complete.

### Online Registration - Pay with Credit Card

Please visit our website at [www.mfis.org/trainings](http://www.mfis.org/trainings). The conference information is posted on the main page, just click on the **REGISTER HERE** link. Fill out the registration form and choose the PayPal payment option (you do not need a PayPal account). Once registration is complete, you will receive a confirmation via email and you are done!

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### Please direct all questions and payments to:

Michigan Fire Inspectors Society  
P.O. Box 594  
DeWitt, MI 48820  
email: [administrator@mfis.org](mailto:administrator@mfis.org)  
phone: 517.899.1304

**REGISTER HERE**



# Winter Education Seminar

March 21-23, 2023

Soaring Eagle Conference Center, Mt. Pleasant

## TUESDAY March 21

7:30am – 8:30am

**Breakfast** (included with registration fee)

8:30am – 4:00pm

### 2018 IBC Fire & Life Safety Principles

Speaker: ICC Representative

This seminar addresses the critical concepts of the 2018 IBC regarding fire and life safety issues. These concepts provide a basis for the correct use of the code in building planning, classification of buildings and occupancies, fire-resistance-rated construction, fire protection systems and means of egress. The content addresses issues that are necessary for many designs and plan review decisions. During this training, participants will be listening to a lecture and viewing examples, as well as discussing sections of the IBC that pertain to fire and life safety principles in building. They will participate in activities that involve a set of discussion, quizzes, questions, and answers individually and in groups.

Course Objectives...

- Classify uses into occupancy groups
- Determine the type of construction of a proposed building
- Calculate actual and allowable building height and floor area
- Identify required fire-resistance-rated assemblies
- Determine interior finish requirements
- Identify any fire protection systems required
- Determine means of egress design and component requirements

11:30am – 12:30pm

**Lunch** (included with registration fee)

## WEDNESDAY March 22

7:30am – 8:30am

**Breakfast** (included with registration fee)

8:30am – 9:00am

### State Fire Marshal's Update

9:00am – 10:30am

### NFPA – Steps to Safety

Speaker: Meredith Hawes

## WEDNESDAY March 22 *continued*

10:45am – 12:15pm

### Marijuana

Speaker: To be determined

12:15pm – 1:00pm

**Lunch** (included with registration fee)

1:00pm – 2:30pm

### EPSS Systems – Generators

Speaker: Steve Works, Blanchard Power Systems

2:45pm – 4:15pm

### MFIS Talks – Brief Hot Topic Discussions on Hazmat, Home Sprinklers, Cold Storage Warehouse, and Electronic Plan Review

Speakers: Stan Barnes – MFIS Trustee, Rick Boisvert – MFIS Trustee, Bret Groendyke – Holland Fire Dept., Chris Mantels – Saugatuck Twp. Fire Dept.

4:15pm – 5:30pm

### Networking Reception

## THURSDAY March 23

7:30am – 8:30am

**Breakfast** (included with registration fee)

8:30am – 10:00am

### Kitchen Hood Suppression

Speakers: Ryan Evers and Jason Thomas, HOODZ International

10:15am – 11:45am

### Fire Alarms Plan Review Basics

Speaker: Brad Cronin – Strategic Code Solutions

11:30am – 12:30pm

**Lunch** (included with registration fee)

12:30pm – 3:45pm

### Zero to 60: Career Survival & Emotional Wellness

Speakers: Terry Bykerk and Mike Wierenga, Two the Rescue, LLC

3:45pm

### Adjourn



# Cascade Charter Township Seminar/Conference Attendance Request Form

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

## **Conditions:**

1. Cascade Charter Township will reimburse employees for approved registration for work related seminars and conferences. Individual seminars and conferences must be related to the employee's current job duties or a foreseeable-future position in the organization in order to be eligible for
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*This form must be completed by the employee and approved by the Township Manager and/or Township Board before the seminar/conference is attended.*

Name: Doug Poolman Application Date: 1-17-2023

Name of Proposed Seminar/Conference: MFIS Winter Conference

Seminar/Conference Date(s): 3/21/2023-3/23/2023

Location of Seminar/Conference: Mt Pleasant, MI

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

MFIS Fire inspector Conference - Educational Conference (See Attached)

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

Conference satisfies the requirements for CFI-II certifications and continuing education credits for it.

**Cost of the Seminar/Conference:**

Registration \$ 380.00

Lodging \$ 550.00

Travel \$ Staff Car 

Account # 206 336 726 500

Applicant:   
*Signature*

**Approvals:**

Department Head:   
*Signature*

1-17-23  
*Date*

Township Manager: \_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

Clerk: \_\_\_\_\_  
*(Signature Indicates Township Board Approval)*

\_\_\_\_\_  
*Date*

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## RESERVE A ROOM

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Michigan Fire Inspectors Society  
P.O. Box 594  
DeWitt, MI 48820  
email: [administrator@mfis.org](mailto:administrator@mfis.org)  
phone: 517.899.1304

**REGISTER HERE**



**OFFICE OF THE DRAIN COMMISSIONER**  
*Kenneth J Yonker, Drain Commissioner*

**WENGER AND NULTY DRAIN**

	<u>Parcel Number</u>	<u>Year(s) of Assessment</u>
		1
	<u>Estimated Apportionment %</u>	<u>Estimated Annual Assessment</u>
<b>CASCADE CHARTER TOWNSHIP, GRACE LESPERANCE 5920 TAHOE DR SE GRAND RAPIDS, MI 49546</b>	2.64%	\$475.20
	<u>Estimated Total Assessment</u>	
	\$475.20	

**THIS IS NOT A BILL.**

*\*Drain assessments will appear on winter tax statement & estimated assessments do not include any potential interest charges associated with multi-year assessments*

Dear Property Owner,

You have received this notice because you own property within the Drainage District of the Wenger and Nulty Drain. The Wenger and Nulty Drain is an open channel that serves properties by collecting the storm water runoff from properties and roads within the drainage district.

As Drain Commissioner, I am responsible to maintain this stormwater system for the public health, welfare, and convenience of the drainage district. Maintenance was completed in 2022 that removed woody debris and obstructions from the drain including trees and limbs. Engineering was also completed to delineate and update the district boundaries to contemporary topographic standards of the Anderson Drain, Wenger and Nulty Drain and Fisk Drain that all have shared boundaries.

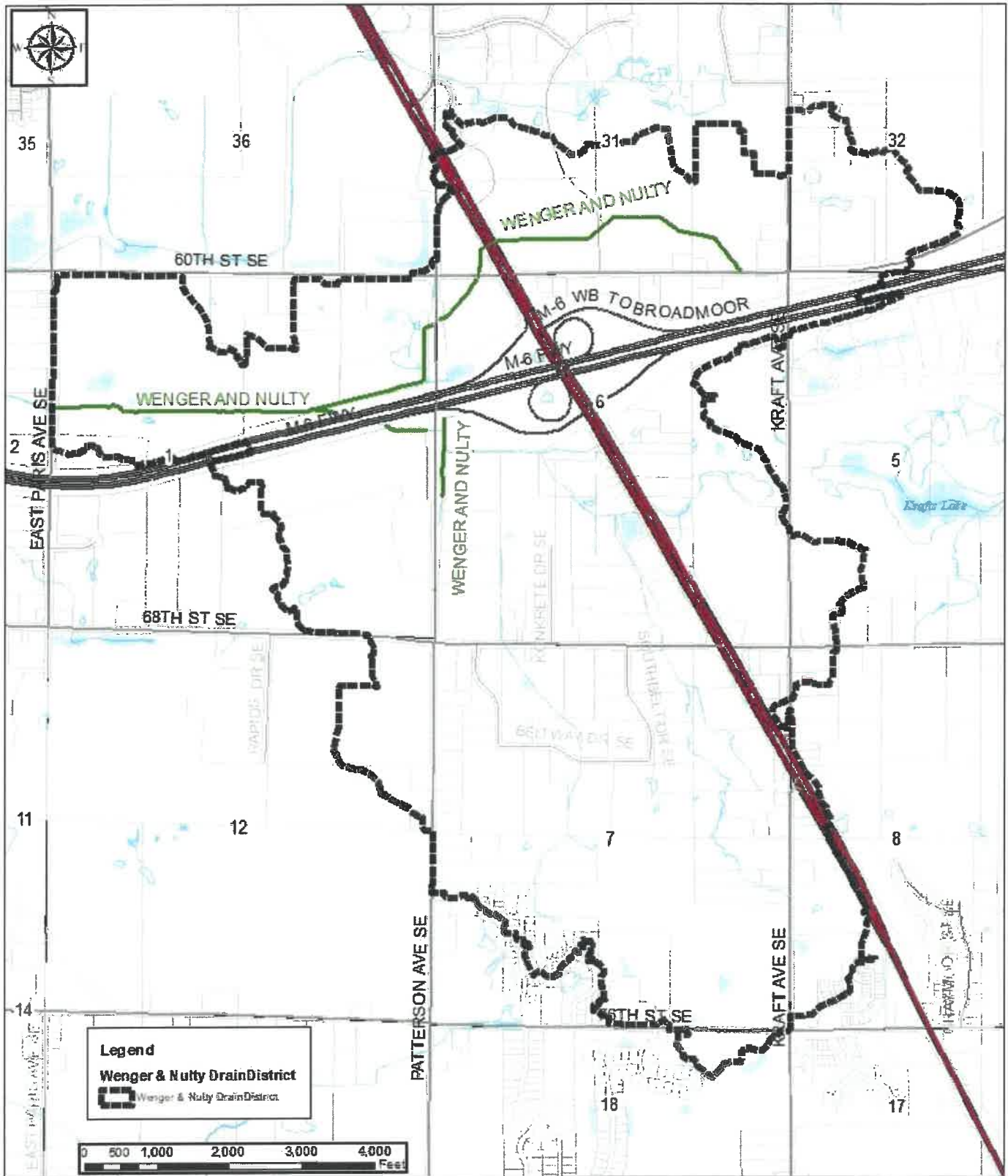
The Day of Review of Apportionment and Day of Review of Boundary is an opportunity for property owners within the district to review their apportionment of costs of the maintenance. Costs for maintenance are not provided by other means such as regular property taxes; we must assess the costs for maintenance to the property owners and governmental units within the District. At this time, please review your apportionment percentage and estimated assessment. The Special Assessment will be placed on your Winter Tax Bill in 2023.

Dated: January 12, 2023

Kenneth J. Yonker  
 Kent County Drain Commissioner

# WENGER AND NULTY DRAIN DRAINAGE DISTRICT

Sec 36, T.6N., R.11W., City of Kentwood, Sec 31-32, T.6N., R.10W., Cascade Twp,  
 Sec 1,12, T.5N., R.11W., Gaines Twp, Sec 5-8, 18, T.5N., R.10W., Caledonia Twp, Kent County, Michigan



KENNETH YONKER,  
 KENT COUNTY DRAIN COMMISSIONER

AEL - 12.19.22



Kent County, MI makes no warranty, expressed or implied, regarding the accuracy, completeness or usefulness of information presented. Users of this information assume all liability for its fitness for a particular use.

**NOTICE OF DAY OF REVIEW OF DRAINAGE DISTRICT BOUNDARIES  
AND REVIEW OF APPORTIONMENTS**

**DATE:** Wednesday, January 25, 2023  
**TIME:** 8:30 a.m. – 4:30 p.m.  
**LOCATION:** Office of the Kent County Drain Commissioner  
775 Ball Ave NE, Grand Rapids, MI 49503  
**QUESTIONS:** (616) 632-7910

The Day of Review is an opportunity to review the **Wenger and Nulty Drain Drainage District** boundaries and apportionment of benefit with the Drain Commissioner or a staff member. A map depicting the proposed Drainage District boundary revisions can be found on the reverse side of this notice and on the Drain Commissioner’s website at: [https://www.accesskent.com/Departments/DrainCommissioner/meeting\\_notices.htm](https://www.accesskent.com/Departments/DrainCommissioner/meeting_notices.htm).

**YOU ARE NOT REQUIRED TO ATTEND THE DAY OF REVIEW.** Prior to the Day of Review, you may contact the Drain Commissioner’s Office at (616) 632-7910 or visit its website at [https://www.accesskent.com/Departments/DrainCommissioner/meeting\\_notices.htm](https://www.accesskent.com/Departments/DrainCommissioner/meeting_notices.htm) to get information about your apportionment and assessment.

**Prior to the Day of Review:**

- **Website.** Please visit the Drain Commissioner’s website at [https://www.accesskent.com/Departments/DrainCommissioner/meeting\\_notices.htm](https://www.accesskent.com/Departments/DrainCommissioner/meeting_notices.htm) for more information regarding the Day of Review, including a map of the proposed Drainage District boundary revisions and proposed apportionment roll
- **Email.** If you would like to ask questions about your property or proposed apportionment prior to the Day of Review, please email [drinfo@kentcountymi.gov](mailto:drinfo@kentcountymi.gov) and we will provide you information through email.
- **Telephone.** If you wish to speak with a staff member of the Drain Commissioner’s Office about your property or the proposed apportionment, please call (616) 632-7912.
- **Special Access.** Persons with disabilities needing accommodations for effective participation in the Day of Review should contact the Drain Commissioner’s Office at the number noted above (voice) or through the Michigan Relay Center at 7-1-1 (TDD) at least 24 hours in advance of the Day of Review to request mobility, visual, hearing or other assistance.

**On the Day of Review:**

- The Drain Commissioner, engineers and/or other staff members will be available to assist individuals throughout the day.
- The computation of costs for the Drain will also be available at the Day of Review and will be on the Drain Commissioner’s Office website. Drain assessments are collected in the same manner as property taxes and will appear on your winter tax bill. If drain assessments are being collected for more than one (1) year, you may pay the assessment in full with any interest to date at any time and avoid further interest charges.

**After the Day of Review:**

You may appeal the Drain Commissioner’s decision to revise the district boundaries to the Kent County Circuit Court within ten (10) days, and you may also appeal the determination of apportionments to the Kent County Probate Court within ten (10) days



# FAQs

## FREQUENTLY ASKED QUESTIONS

### Day of Review of Drainage District Boundaries and Review of Apportionments

#### ***What is a Drainage District?***

A drainage district is the land area that benefits from the drain. The drainage district makes up the watershed that contributes water to the drain. The public entities and properties within the drainage district pay for maintenance and improvement of the drain.

#### ***What is a Day of Review of District Boundaries?***

The Michigan Legislature passed a law in 2013 to allow revisions to historical drainage district boundaries that require updating as recommended by a licensed engineer.

Property owners can review changes with the Drain Office staff during the Day of Review. The proposed boundary revisions can be found on the map on notice and in more detail at the Kent County Drain Commissioner's website.

#### ***Why are the boundaries being revised?***

Revisions are recommended because the historic drainage district boundaries no longer accurately reflect the current watershed of the drain.

#### ***What is a Day of Review of Apportionments?***

A Day of Review of Apportionments provides an opportunity for property owners to review the percent of benefit of the drain assigned to properties and public entities. The apportionments of benefit to properties are based on acreage, land use, and other factors. The apportionments determine the assessment amount for each property and public entity for costs of construction or maintenance.

#### ***Why are the apportionments being revised?***

The apportionments are being revised to more accurately reflect the percentage of benefit that each property and public entity receives from the drain.

If a parcel is on the outer boundary of a drainage district, only that portion of the parcel within the drainage district will be assessed.

#### ***Why did I receive a notice?***

Notices went out to the public entities and the following property owners:

- ***Properties being added to the Drainage District.*** The properties were not previously in the drainage district, but the engineers determined that the properties are within the drain's watershed.
- ***Properties currently in the Drainage District and proposed to remain in the Drainage District.*** There is no change in terms of boundaries for these properties.

#### ***When do I receive my drain assessment?***

Drain assessments are included on your Winter Tax bill and are only levied when costs are incurred for the drain. Assessment amounts vary from year to year.

#### ***What is my assessment amount?***

Estimated assessment amounts are included in your notice and also available at the Day of Review, online or by calling (616) 632-7910

#### ***Do I have to attend/participate in the Day of Review?***

You are not required to attend the Day of Review.

#### ***How can I get more information?***

Visit the Kent County Drain Commissioner's website at [www.accesskent.com/Departments/DrainCommissioner](http://www.accesskent.com/Departments/DrainCommissioner) or call (616) 632-7910.

#### ***Can I submit questions or comments prior to the Day of Review?***

Questions and comments prior to the meeting can be submitted by email at [DRInfo@kentcountymi.gov](mailto:DRInfo@kentcountymi.gov) by calling (616) 632-7910



**OFFICE OF THE DRAIN COMMISSIONER**  
*Kenneth J Yonker, Drain Commissioner*

**FISK DRAIN**

	<u>Parcel Number</u>	<u>Year(s) of Assessment</u>
		1
	<u>Estimated Apportionment %</u>	<u>Estimated Annual Assessment</u>
<b>CASCADE CHARTER TOWNSHIP, GRACE LESPERANCE 5920 TAHOE DR SE GRAND RAPIDS, MI 49546</b>	8.990%	
	<u>Estimated Total Assessment</u>	

**THIS IS NOT A BILL.**

*\*Drain assessments will appear on winter tax statement & estimated assessments do not include any potential interest charges associated with multi-year assessments*

Dear Property Owner,

You have received this notice because you own property within the Drainage District of the Fisk Drain. The Fisk Drain is an open channel that serves properties by collecting the storm water runoff from properties with City of Kentwood, Gaines Township and Cascade Township and roads within the drainage district.

As Drain Commissioner, I am responsible to maintain this stormwater system for the public health, welfare, and convenience of the drainage district. Engineering was completed to delineate and update the district boundaries to contemporary topographic standards of the Anderson Drain, Wenger and Nulty Drain and Fisk Drain that all have shared boundaries. No assessment for the Fisk Drain will be assessed at this time.

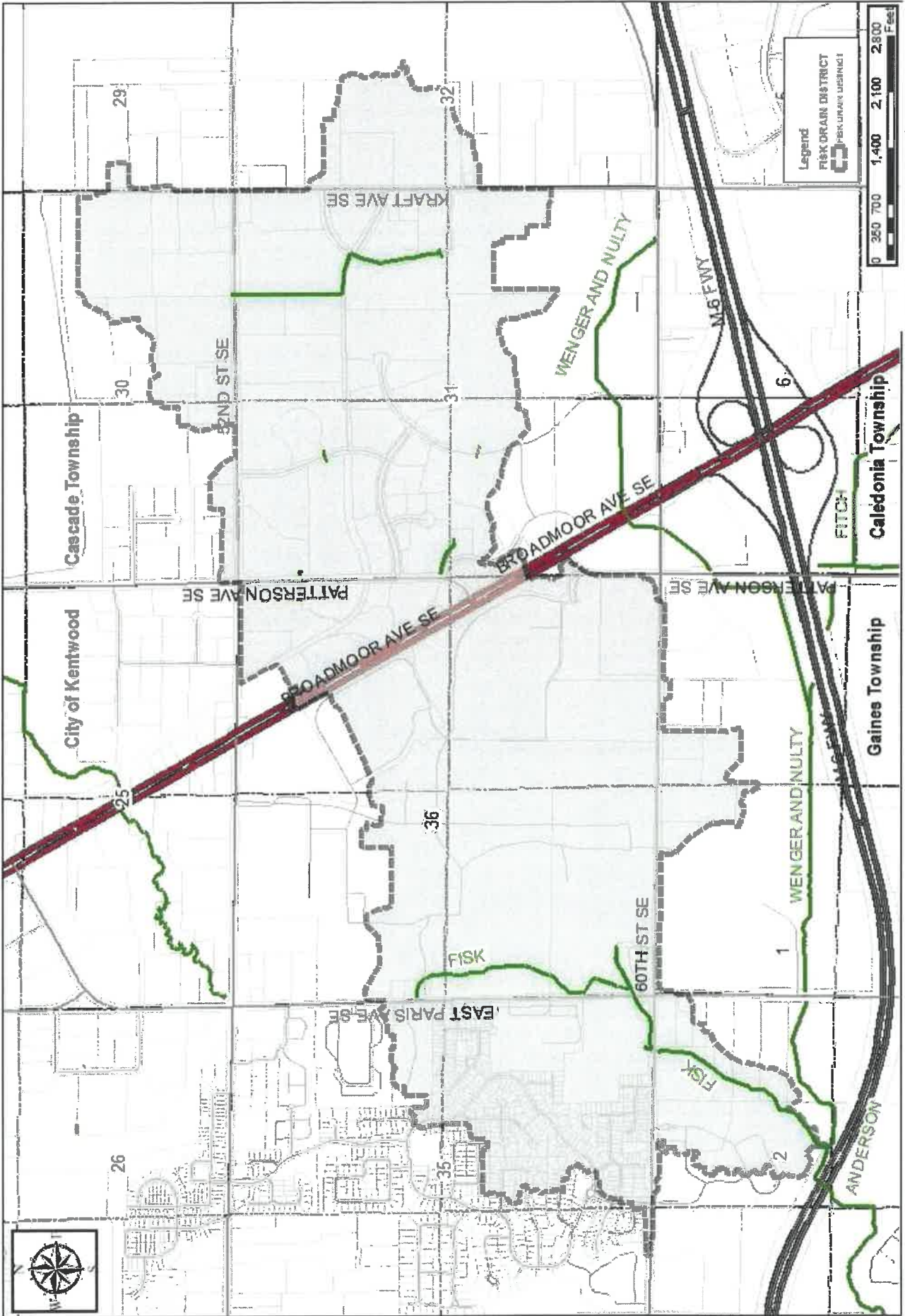
The Day of Review of Apportionment and Day of Review of Boundary is an opportunity for property owners within the district to review their apportionment of costs of the maintenance. Costs for maintenance are not provided by other means such as regular property taxes; we must assess the costs for maintenance to the property owners and governmental units within the District. At this time, please review your apportionment percentage for future assessments. Special Assessments are placed on your Winter Tax Bill.

Dated: January 12, 2023

Kenneth J. Yonker  
Kent County Drain Commissioner

# FISK DRAIN DRAINAGE DISTRICT

Sec 35-36, T.6N., R.11W., City of Kentwood, Sec 29-32, T.6N., R.10W., Cascade Township  
 Sec 1-2, T.6N., R.10W., Gaines Township, Kent County, Michigan



Legend  
 FISK DRAIN DISTRICT  
 FISK DRAIN DISTRICT



This County, MI makes no warranty, expressed or implied, regarding the accuracy, completeness or usefulness of information provided. User of this information assumes all liability for its use in any particular way.

AEL-12.14.22

KENNETH YONKER,  
 KENT COUNTY DRAIN COMMISSIONER

**NOTICE OF DAY OF REVIEW OF DRAINAGE DISTRICT BOUNDARIES  
AND REVIEW OF APPORTIONMENTS**

**DATE:** Wednesday, January 25, 2023  
**TIME:** 8:30 a.m. – 4:30 p.m.  
**LOCATION:** Office of the Kent County Drain Commissioner  
775 Ball Ave NE, Grand Rapids, MI 49503  
**QUESTIONS:** (616) 632-7910

The Day of Review is an opportunity to review the **Fisk Drain Drainage District** boundaries and apportionment of benefit with the Drain Commissioner or a staff member. A map depicting the proposed Drainage District boundary revisions can be found on the reverse side of this notice and on the Drain Commissioner’s website at: [https://www.accesskent.com/Departments/DrainCommissioner/meeting\\_notices.htm](https://www.accesskent.com/Departments/DrainCommissioner/meeting_notices.htm) .

**YOU ARE NOT REQUIRED TO ATTEND THE DAY OF REVIEW.** Prior to the Day of Review, you may contact the Drain Commissioner’s Office at (616) 632-7910 or visit its website at [https://www.accesskent.com/Departments/DrainCommissioner/meeting\\_notices.htm](https://www.accesskent.com/Departments/DrainCommissioner/meeting_notices.htm) to get information about your apportionment and assessment.

**Prior to the Day of Review:**

- **Website.** Please visit the Drain Commissioner’s website at [https://www.accesskent.com/Departments/DrainCommissioner/meeting\\_notices.htm](https://www.accesskent.com/Departments/DrainCommissioner/meeting_notices.htm) for more information regarding the Day of Review, including a map of the proposed Drainage District boundary revisions and proposed apportionment roll
- **Email.** If you would like to ask questions about your property or proposed apportionment prior to the Day of Review, please email [drinfo@kentcountymi.gov](mailto:drinfo@kentcountymi.gov) and we will provide you information through email.
- **Telephone.** If you wish to speak with a staff member of the Drain Commissioner’s Office about your property or the proposed apportionment, please call (616) 632-7912.
- **Special Access.** Persons with disabilities needing accommodations for effective participation in the Day of Review should contact the Drain Commissioner’s Office at the number noted above (voice) or through the Michigan Relay Center at 7-1-1 (TDD) at least 24 hours in advance of the Day of Review to request mobility, visual, hearing or other assistance.

**On the Day of Review:**

- The Drain Commissioner, engineers and/or other staff members will be available to assist individuals throughout the day.
- The computation of costs for the Drain will also be available at the Day of Review and will be on the Drain Commissioner’s Office website. Drain assessments are collected in the same manner as property taxes and will appear on your winter tax bill. If drain assessments are being collected for more than one (1) year, you may pay the assessment in full with any interest to date at any time and avoid further interest charges.

**After the Day of Review:**

You may appeal the Drain Commissioner’s decision to revise the district boundaries to the Kent County Circuit Court within ten (10) days, and you may also appeal the determination of apportionments to the Kent County Probate Court within ten (10) days



# FAQs

## FREQUENTLY ASKED QUESTIONS

### Day of Review of Drainage District Boundaries and Review of Apportionments

#### ***What is a Drainage District?***

A drainage district is the land area that benefits from the drain. The drainage district makes up the watershed that contributes water to the drain. The public entities and properties within the drainage district pay for maintenance and improvement of the drain.

#### ***What is a Day of Review of District Boundaries?***

The Michigan Legislature passed a law in 2013 to allow revisions to historical drainage district boundaries that require updating as recommended by a licensed engineer.

Property owners can review changes with the Drain Office staff during the Day of Review. The proposed boundary revisions can be found on the map on notice and in more detail at the Kent County Drain Commissioner's website.

#### ***Why are the boundaries being revised?***

Revisions are recommended because the historic drainage district boundaries no longer accurately reflect the current watershed of the drain.

#### ***What is a Day of Review of Apportionments?***

A Day of Review of Apportionments provides an opportunity for property owners to review the percent of benefit of the drain assigned to properties and public entities. The apportionments of benefit to properties are based on acreage, land use, and other factors. The apportionments determine the assessment amount for each property and public entity for costs of construction or maintenance.

#### ***Why are the apportionments being revised?***

The apportionments are being revised to more accurately reflect the percentage of benefit that each property and public entity receives from the drain.

If a parcel is on the outer boundary of a drainage district, only that portion of the parcel within the drainage district will be assessed.

#### ***Why did I receive a notice?***

Notices went out to the public entities and the following property owners:

- ***Properties being added to the Drainage District.*** The properties were not previously in the drainage district, but the engineers determined that the properties are within the drain's watershed.
- ***Properties currently in the Drainage District and proposed to remain in the Drainage District.*** There is no change in terms of boundaries for these properties.

#### ***When do I receive my drain assessment?***

Drain assessments are included on your Winter Tax bill and are only levied when costs are incurred for the drain. Assessment amounts vary from year to year.

#### ***What is my assessment amount?***

Estimated assessment amounts are included in your notice and also available at the Day of Review, online or by calling (616) 632-7910

#### ***Do I have to attend/participate in the Day of Review?***

You are not required to attend the Day of Review.

#### ***How can I get more information?***

Visit the Kent County Drain Commissioner's website at [www.accesskent.com/Departments/DrainCommissioner](http://www.accesskent.com/Departments/DrainCommissioner) or call (616) 632-7910.

#### ***Can I submit questions or comments prior to the Day of Review?***

Questions and comments prior to the meeting can be submitted by email at [DRInfo@kentcountymi.gov](mailto:DRInfo@kentcountymi.gov) or by calling (616) 632-7910



# OFFICE OF THE DRAIN COMMISSIONER

*Kenneth J Yonker, Drain Commissioner*

## ANDERSON DRAIN

	<u>Parcel Number</u>	<u>Year(s) of Assessment</u>
		1
	<u>Estimated Apportionment %</u>	<u>Estimated Annual Assessment</u>
<b>CASCADE CHARTER TOWNSHIP, GRACE LESPERANCE 5920 TAHOE DR SE GRAND RAPIDS, MI 49546</b>	4.14%	\$745.20
	<u>Estimated Total Assessment</u>	
	\$745.20	

### THIS IS NOT A BILL.

*\*Drain assessments will appear on winter tax statement & estimated assessments do not include any potential interest charges associated with multi-year assessments*

Dear Property Owner,

You have received this notice because you own property within the Drainage District of the Anderson Drain. The Anderson Drain is an open channel that serves properties by collecting the storm water runoff from properties and roads within the drainage district.

As Drain Commissioner, I am responsible to maintain this stormwater system for the public health, welfare, and convenience of the drainage district. Maintenance was completed in 2022 that removed woody debris and obstructions from the Anderson Drain including trees and limbs. Engineering was also completed to delineate and update the district boundaries to contemporary topographic standards of the Anderson Drain, Wenger and Nulty Drain and Fisk Drain that all have shared boundaries.

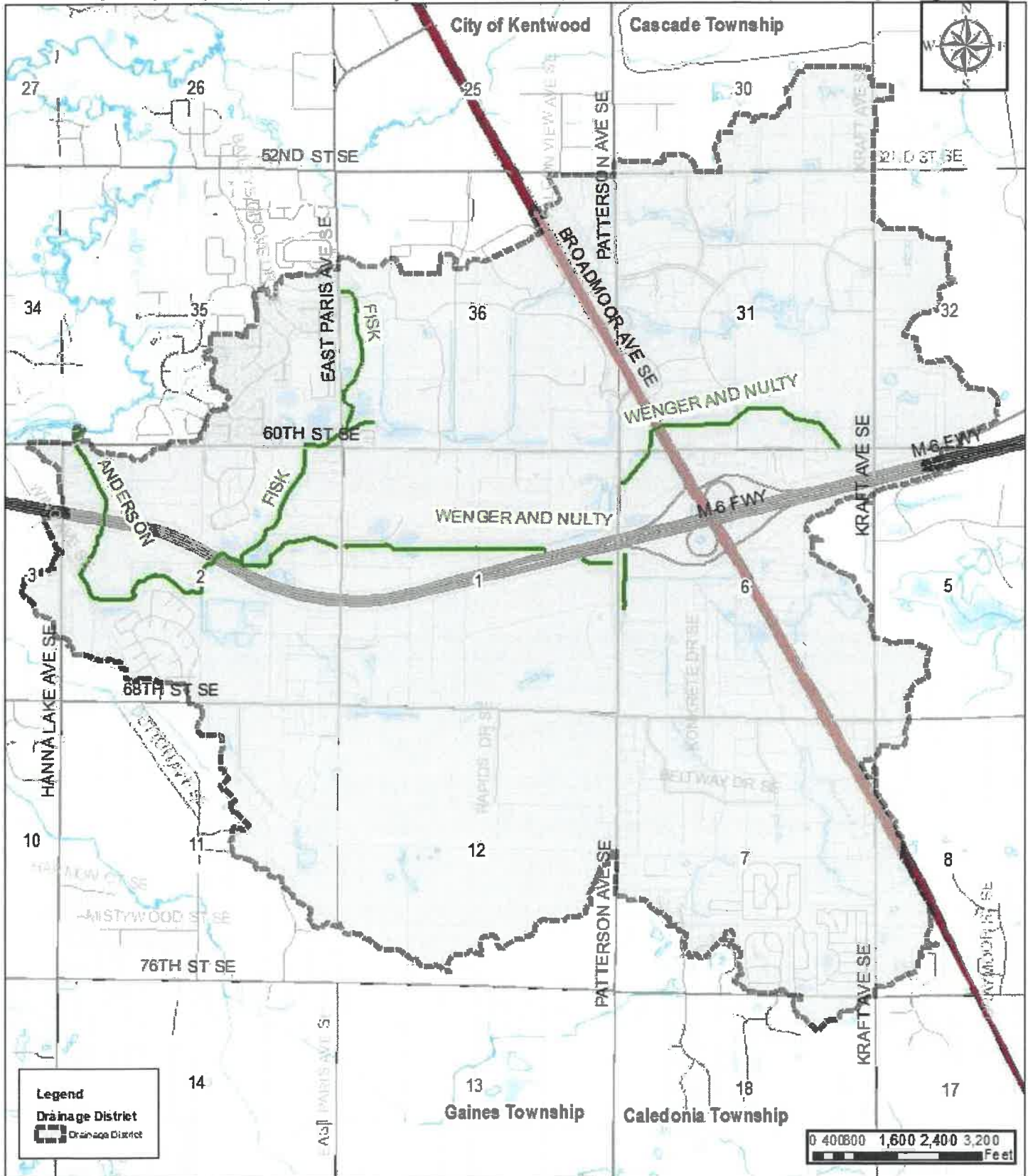
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Dated: January 12, 2023

Kenneth J. Yonker  
Kent County Drain Commissioner

# ANDERSON DRAIN DRAINAGE DISTRICT

Sec 35-36, T.6N., R.11W., City of Kentwood, Sec 29-32, T.6N., R.10W., Cascade Township,  
 Sec 1-3, 11-12, T.5N., R.11W., Gaines Township, Sec 5-8, 18, T.5N., R.10W., Caledonia Township, Kent County, Michigan



**KENNETH YONKER,**  
 KENT COUNTY DRAIN COMMISSIONER

AEL 10 19 22



Kent County, MI makes no warranty, expressed or implied, regarding the accuracy, completeness or usefulness of information presented. Users of this information assume all liability for its fitness for a particular use.

**NOTICE OF DAY OF REVIEW OF DRAINAGE DISTRICT BOUNDARIES  
AND REVIEW OF APPORTIONMENTS**

**DATE:** Wednesday, January 25, 2023  
**TIME:** 8:30 a.m. – 4:30 p.m.  
**LOCATION:** Office of the Kent County Drain Commissioner  
775 Ball Ave NE, Grand Rapids, MI 49503  
**QUESTIONS:** (616) 632-7910

The Day of Review is an opportunity to review the **Anderson Drain Drainage District** boundaries and apportionment of benefit with the Drain Commissioner or a staff member. A map depicting the proposed Drainage District boundary revisions can be found on the reverse side of this notice and on the Drain Commissioner’s website at: [https://www.accesskent.com/Departments/DrainCommissioner/meeting\\_notices.htm](https://www.accesskent.com/Departments/DrainCommissioner/meeting_notices.htm) .

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## FREQUENTLY ASKED QUESTIONS

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80TH DISTRICT  
STATE CAPITOL  
P.O. BOX 30014  
LANSING, MI 48909-7514

MICHIGAN HOUSE OF REPRESENTATIVES

PHONE: (517) 373-0836  
FAX: (517) 373-8728  
PhilSkaggs@house.mi.gov

## PHIL SKAGGS

STATE REPRESENTATIVE

Dear **BEN SWAYZE,**

Hi. I'm Phil Skaggs, the new State Representative for the 80<sup>th</sup> House District which includes Cascade Township. I wanted to reach out today to introduce myself and share how excited my team and I are to work with you in service to the people of Cascade Township.

Our team aims to be as accessible as possible. Please see our personal contact information below:

Phil Skaggs, Representative

- Official email: [pskaggs@house.mi.gov](mailto:pskaggs@house.mi.gov)
- Cell phone: (616) 446-2280
- Personal email: [philskaggsmi@gmail.com](mailto:philskaggsmi@gmail.com)

Tom Stephenson, Legislative Director

- Official email: [tstephenson@house.mi.gov](mailto:tstephenson@house.mi.gov)
- Cell phone: (616) 824-9464
- Personal email: [tom.stephenson99@gmail.com](mailto:tom.stephenson99@gmail.com)

Alyson Zdunczyk, Constituent Relations Manager

- Official email: [azdunczyk@house.mi.gov](mailto:azdunczyk@house.mi.gov)
- Cell phone: (419) 213-9957
- Personal email: [alysonzdunczyk@gmail.com](mailto:alysonzdunczyk@gmail.com)

Our office also is open to serve our community. If members of the community would like to get in touch with us, please refer them to our office at [philskaggs@house.mi.gov](mailto:philskaggs@house.mi.gov) or (517) 373-0836.

I'm looking forward to serving Cascade with you. Please don't hesitate to reach out with any comments, questions, or to schedule a meeting.

All the best,



# CASCADE CHARTER TOWNSHIP

5920 Tahoe Dr. SE Grand Rapids, Michigan 49546

**Date:** January 25, 2023  
**To:** Supervisor Lesperance & Cascade Township Board  
**From:** Benjamin Swayze, Township Manager  
**Subject:** Creation of Parks and Recreation Director Position

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## **FACTS:**

The Township Board and Township Parks Committee have recently adopted an ambitious 2023 – 2027 Parks and Recreation Master Plan. Among many goals and objectives outlined in the document, the creation of a Parks and Recreation Director Position is a key action item in the plan. The Township does not currently have any staff dedicated solely to Parks and Recreation in the Township. Administrative leadership of the Department is currently provided by the Planning Director while maintenance of our Parks is overseen by our Buildings and Grounds Supervisor.

In the Master Plan, Goal are 3 is identified as “Refine the Township’s Parks Organization Structure and Support” and action item 3.2.1 in that goal area is listed as “Hire a Parks Director that will manage all efforts related to parks.” While this is the most direct reference to the creation of this position in the Master Plan, it is clear that nearly all of the goal areas, including the exploration of a dedicated Parks millage, is predicated on knowledgeable staff dedicated to Parks and Recreation efforts in the Township. In addition, exploring the creation of a Parks and Recreation Director position is mirrored in the recently adopted Township Strategic Plan.

In late 2022 the Parks Committee held serious discussions about the timing of the creation of this position. While discussion was held about possibly holding off until after a millage proposal being approved, the committee felt that bring in a subject matter expert (i.e. a Parks and Recreation Director) to guide the organization through the millage campaign process was the most prudent course of action. To that end, the committee recommend the Township include the position in the FY 2023 budget and put together a subcommittee to develop the position.

The subcommittee, consisting of both Parks Committee members and Township Staff, met in late December to develop the position job description. During the process they reviewed both existing internal job descriptions as well as job descriptions for similar positions in other communities. The proposed job description was reviewed by the full Parks Committee at their January meeting and, after a few minor tweaks, has been recommended to the Township Board for approval. Attached you will find the recommended job description. A more forward-facing position advertisement document will be developed prior to the posting of the position. The position is being recommended for Pay Grade 7, which is similar to other Department Heads (HR Director, Planning Director) and reflects the current market for this skill set. For 2023, the Pay Grade 7 salary range is \$67,535 - \$91,395

Attached for your review is:

- Proposed job description for Parks and Recreation Director position.

- Relevant Goals and Objectives sections from Township Strategic Plan and Parks and Recreation Master Plan

**ANALYSIS & CONCLUSIONS:**

Both the Township Strategic Plan and the Parks and Recreation plan outline very ambitious goals and objectives for the Township over the next 5 years, including the potential pursuit of a Parks and Recreation Millage and the acquisition and development of additional parkland in the Township. The Township organization does not have the current capacity to oversee these projects. Furthermore, the prevalence of Parks related goals and objectives in the Township Strategic Plan shows that staff dedicated to these efforts is wholly appropriate and necessary.

Should the Township Board approve the position, we are anticipating advertising the position in Late January and February with interviews in early March and onboarding in late March or early April.

**FINANCIAL CONSIDERATIONS:**

This position was budgeted in the FY2023 budget at \$75,000 (for a partial year). Depending on the salary that is assigned, an increase for the position may be necessary when the FY2024 budget is prepared. As part of the millage development process, it will need to be determined if this position is GF funded or millage funded (or a combination of both) in the future.

**RECOMMENDED ACTION:**

To approve the creation of the Parks and Recreation Director position

## CASCADE CHARTER TOWNSHIP

### POSITION DESCRIPTION

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<b>Title:</b>	Parks & Recreation Director
<b>Department:</b>	Parks & Recreation
<b>Reports to:</b>	Township Manager
<b>Position(s) Supervised:</b>	Buildings & Grounds Supervisor; Department Staff
<b>Employment Status:</b>	Full-Time; Exempt
<b>Pay Grade:</b>	7

#### **BROAD STATEMENT OF RESPONSIBILITIES:**

Under the direction of the Township Manager, the Parks & Recreation Director is responsible for overseeing strategic and operational management and development of Cascade Township parks and open spaces, as well as related recreational activities.

#### **ESSENTIAL FUNCTIONS:**

1. Implement the current Five-Year Parks & Recreation Master Plan
2. Provide strategic and operational leadership of the department, as well as serving as parks & recreation liaison with the township board of trustees and the public
3. Assist board of trustees and township manager with budgeting for annual, operational needs as well as strategic planning for acquisition and/or expansion of parks and pathways, and development of recreational programming
4. Initiate and coordinate township volunteer efforts and engage with the public to communicate parks information and events.
5. Coordinate development of recreational programming in collaboration with local schools, neighboring communities, and providers of existing recreational programs in the township
6. Assist the township with planning for and execution of park's millages, including but not limited to analyzing and quantifying department needs, helping shape the proposal, responding to public inquiries, and otherwise collaborating with staff and the public to facilitate millage education.
7. Oversee parks and recreation operation including but not limited to facility and park maintenance, use, access, infrastructure upgrades/improvements, programming, invasive species control, and all other parks stewardship-related functions
8. In conjunction with the HR Director, assume responsibility for hiring, training, supervision, discipline, and termination of all department staff with oversight of the Township Manager

9. Manage department staff and assign tasks, responsibilities, and projects. Evaluate performance, resolve workload and technical issues, and assure goals are communicated clearly, and achieved
10. Provide supervision to the Buildings & Grounds Supervisor and assist as needed with administrative management to the Buildings & Grounds staff in the maintenance of Township physical assets.
11. Serve as staff liaison to the Cascade Township Parks Committee, and attend meetings of the Pathway Committee, Township Board, and other Boards and Commissions as needed.
12. All other duties as assigned.

**BASIC KNOWLEDGE AND SKILLS:**

1. Effective administrative, managerial, organizational, and leadership skills
2. Understanding of/or hands on experience with millage planning, recreational programming and related software, invasive species management, ecological knowledge, horticultural history, and land management
3. Apply and utilize computer skills including Microsoft Office package, and parks & recreation digital tools.
4. Forward-thinking, detail-oriented, creative, self-starter, able to work independently
5. Effective communication (including teaching) and writing skills
6. Strong Interpersonal skills facilitating effective working relationships with public officials, consultants, contractors, staff, residents, and the public
7. Ability to make effective oral and written presentations to a variety of audiences
8. Ability to critically assess and respond to work-place challenges, problem-solve, and to otherwise work effectively under stress and within deadlines
9. Knowledge of governmental budgeting processes
10. Ability to attend meetings scheduled at times other than normal business hours, travel to other locations and respond to emergencies outside of business hours

**MINIMUM EDUCATION & BACKGROUND:**

- A minimum of five years' leadership experience with a parks & recreation department in either the private or public sector, and a passion for effective and collaborative leadership in this space

- Bachelor's degree in Parks & Recreation/Environmental Studies/Natural Resources/Public Administration or related fields. Master's degree preferred
- Valid State of Michigan driver's license

**MINIMUM ENVIRONMENTAL EXPECTATIONS:**

- While performing the duties of this job, the employee regularly works in an office setting
- While performing the duties of this job, the employee regularly works outdoors in all weather conditions and on all types of terrain

**MINIMUM PHYSICAL EXPECTATIONS:**

- Position requires keyboarding, telephone work and filing.
- Physical activity that requires bending, stooping, reaching, climbing, kneeling and/or twisting. Also, activity that involves pushing and/or pulling over 50 lbs. and lifting objects weighing over 50lbs at or above waist level.
- Position requires frequent visits to various township parks and other properties, with use of trails or pathways on foot or by use of ATV
- Position requires the ability to operate motor vehicles as well as other machinery typically utilized in parks' maintenance

**REVIEW AND APPROVAL:**

\_\_\_\_\_

Position Incumbent

\_\_\_\_\_

Date

\_\_\_\_\_

Supervisor

\_\_\_\_\_

Date

*The above is intended to describe the general content of and requirements for the performance of this position. It is not construed as an exhaustive statement of duties, responsibilities, or requirements for the position.*

# MISSION STATEMENT

**Cascade Township Parks protects and preserves its natural resources through strategic acquisition, stewardship, education, and management while providing accessible, quality recreational amenities and experiences to equitably enrich the lives of residents and future generations.**

# GOALS, STRATEGIES, & ACTION ITEMS

## 1

### **ENSURE THAT EXISTING PARKS AND PATHWAYS MEET THE NEEDS OF THE COMMUNITY THEY SERVE**

- 1.1 Ensure sufficient resources in the annual budget for routine and long-term parks maintenance costs**
  - 1.1.1 Conduct a biannual meeting between township staff, parks committee, and maintenance director to identify critical maintenance needs, and develop a cost estimate recommendation devoted to parks maintenance from the appropriate funding sources.
- 1.2 Create long-term maintenance plan for parks, pathways, and parks trails extensions**
  - 1.2.1 Parks Committee to meet with Building & Grounds Supervisor on a biannual basis to identify short- and long-term maintenance needs and update an ongoing checklist.
  - 1.2.2 Pathways Committee to review pathway system condition and develop a pathway maintenance/replacement plan.
- 1.3 Allocate & obtain sufficient funding sources to assist with costs of parks and pathway maintenance and land acquisition purchases**
  - 1.3.1 Use funding determinations to create a parks millage proposal that will provide sufficient funds for maintaining and improving existing parks and acquiring new property.
  - 1.3.2 Pathways Committee to prioritize maintenance/improvements projects based on funding available through the remaining millage period (2027).
- 1.4 Add amenities, infrastructure, and support facilities to best serve the community**
  - 1.4.1 Parks Committee to have work sessions biannually to determine improvement priorities. Refer to the public engagement survey and focus group feedback from the 2023-2027 Parks Master Plan and Cascade Township Strategic Plan to identify desired amenity and infrastructure improvements and implement as applicable with future projects. (Trailheads, bathrooms, nature-based play, pickleball, ice skating rink, & splash pads, were the highest ranked amenities and facilities.)
  - 1.4.2 Collaborate with surrounding communities including Ada, Lowell, Kentwood, and Caledonia as needed to determine connections, shared resources, needed amenities, and programming.
- 1.5 Recommend capital improvement projects to the Township Board based on the master plan**
  - 1.5.1 Parks Committee to utilize the public input from the 2023-2027 Parks Master Plan to identify parks-related capital improvement projects most desired by the community to target over the next five years. Develop a corresponding plan of action and funding to present to Township Board.
  - 1.5.2 Complete a master plan for the Cascade Township Recreation Park.
  - 1.5.3 Implement improvements at Wycliffe Trailhead Park based on the master plan.
  - 1.5.4 Improve accessibility and universal design elements at all parks.

# 2

## IDENTIFY AND CREATE FUTURE PATHWAY ROUTES CONNECTING TO NEIGHBORING COMMUNITIES, REGIONAL TRAIL SYSTEMS, AND EXISTING COMMUNITY AMENITIES AND NEIGHBORHOODS

### 2.1 Identify and plan for pathway connections to regional trail systems

2.1.1 Pathways committee to review existing Cascade Township Pathways map, Regional Trails maps, and State Trail Plan maps, and identify future potential connections for the pathways development plan.

### 2.2 Identify potential pathway routes that connect with surrounding communities

2.2.1 Pathways Committee to review existing pathway maps from neighboring communities including Ada, Lowell, Caledonia, Kentwood, and Grand Rapids, and communicate with neighboring pathway/parks committees regarding future development and pathway connections.

### 2.3 Plan for renewal of pathway millage to continue funding for pathway system needs

2.3.1 Pathways Committee to create a plan for maintenance, improvements, and future connections ensuring adequate funding for pathways when the current millage expires in 2027.

### 2.4 Identify and prioritize critical neighborhood pathway connections and projects with a particular focus on connecting the southern half of the Township

2.4.1 Identify neighborhoods where pathway connections and connections to parks are incomplete or nonexistent and develop an implementation plan with prioritization and phasing.

2.4.2 Develop a pathways master plan that identifies connections and extensions for the pathways system.

# 3

## REFINE THE TOWNSHIP'S PARKS ORGANIZATION STRUCTURE AND SUPPORT

### 3.1 Establish and maintain collaboration between the Parks Committee and newly formed Pathways Committee

3.1.1 Parks Committee to have member(s) attend Pathways Committee meetings as needed or have a member that is on both committees.

### 3.2 Hire additional township staff to assist with development of parks and recreation

3.2.1 Hire a Parks Director that will manage all efforts related to parks.

3.2.2 Plan for additional parks staff such as a program director and seasonal maintenance staff.

### 3.3 Organize Friends of Cascade Parks to aid in planning, fundraising, maintenance, and volunteer opportunities

3.3.1 Parks Committee to help establish Friends of Cascade Parks and appoint a director of the group to coordinate volunteers and fundraising.

### 3.4 Establish a volunteer program to assist with parks efforts such as invasive species control, programming, and maintenance

3.4.1 Identify a township staff member to develop a database of volunteers utilizing online volunteering platforms or other appropriate tools and communicate volunteer opportunities.

# GOALS, STRATEGIES, & ACTION ITEMS

## 4

### IDENTIFY AND IMPLEMENT APPROPRIATE FUNDING MECHANISMS TO ACQUIRE PROPERTY, IMPROVE AND MAINTAIN PARKS, ADD AMENITIES, AND HIRE STAFF TO SUPPORT THE PARKS AND PATHWAY SYSTEMS

- 4.1 Collaborate between the Parks Committee, Pathways Committee, and Township staff to review funding needs and develop a plan**
  - 4.1.1 Committees to meet with township staff biannually to discuss needs and funding.
- 4.2 Develop a parks millage proposal that will provide necessary funds to acquire park property, improve and maintain parks, and amenities, and hire staff including a Parks Director**
  - 4.2.1 Create education materials for the parks millage that transparently describes what the funding will be used for and post to the township website, social media, and newsletter. Utilize various methods to engage voter base.
- 4.3 Identify and apply for applicable grant opportunities**
  - 4.3.1 Research grant opportunities available at the local, state, and federal level, and apply as applicable for desired improvements or land acquisition.
- 4.4 Explore opportunities for donors, volunteers, and fundraising**
  - 4.4.1 Engage with potential donors and volunteers to discuss parks needs. Partner with community organizations such as the schools, Eagle Scouts, Cascade Community Foundation, churches, etc.

## 5

### PRESERVE NATURAL RESOURCES AND OPEN SPACE WITHIN THE TOWNSHIP

- 5.1 Continue Township green space preservation efforts through appropriate land acquisition**
  - 5.1.1 Create a database of properties that are desired for future acquisition utilizing the Parks Committee acquisition template. Target acquisition efforts based on the template, community needs and opportunity.
- 5.2 Establish Thornapple River clean up and preservation initiatives and raise awareness of impacts to the water quality**
  - 5.2.1 Parks Committee to work with Friends of Cascade Parks and/or Township personnel to establish an annual volunteer event focused on Thornapple River clean-up.
  - 5.2.2 Perform annual testing and analysis of water quality.
  - 5.2.3 Write articles for the newsletter regarding water quality and how people can help.
  - 5.2.4 Collaborate with adjacent communities and groups such as Plaster Creek Stewards
- 5.3 Contain and remove invasive and diseased species throughout the township**
  - 5.3.1 Work with conservation partners to identify invasive species within the township parks and organize eradication solutions and volunteer work days.
  - 5.3.2 Continue use of township newsletter to educate residents about the types of invasive species, their impact on the local environment, and best methods for eradication.
- 5.4 Establish a joint relationship with cemeteries for native plantings and control of invasive species**

# 6

## **COLLABORATE AS APPROPRIATE TO DEVELOP A CENTRAL, GREEN GATHERING SPACE INTEGRATED WITH THE DOWNTOWN VILLAGE DEVELOPMENT AS OUTLINED IN THE CASCADE TOWNSHIP STRATEGIC PLAN**

### **6.1 Build consensus for the location for the gathering space**

- 6.1.1 Township to create a subcommittee with representation from township staff, the Parks Committee, Planning Commission, DDA, and the Township Board.
- 6.1.2 Township to organize appropriate leadership, partners, and funding for the proposed gathering space.

### **6.2 Implement gathering space project integrated into the village development process**

- 6.2.1 Township to work with consultants to design the proposed central gathering space and lead a public engagement process.

# 7

## **IDENTIFY SPACE FOR NEW COMMUNITY PARKS, RECREATION, AND OPEN SPACE TO SERVE GROWING POPULATION AND PRESERVE NATURAL FEATURES AND CHARACTER OF THE TOWNSHIP**

### **7.1 Identify areas that lack access to parks and analyze opportunities for land acquisition**

- 7.1.1 Proactively compile and continuously update a database of potential properties for land acquisition and expansion of public park space and analyze potential benefit with the property acquisition template.

### **7.2 Identify potential sites for smaller neighborhood parks and parks with water frontage**

### **7.3 Encourage and incentivize open space, parks, or recreation areas in future residential developments**

- 7.3.1 Parks Committee, planning director, and planning commission should review the zoning ordinance and requirements for developers to determine appropriate provisions for open space and parks.

### **7.4 Explore joint ventures with other entities to provide access to and use of open space, water frontage, and other recreational opportunities**

- 7.4.1 Parks Committee and/or township personnel to analyze opportunities and collaborate with entities in the community such as schools, the library, sports leagues, neighborhood associations, etc.

### **7.5 Identify potential sites for development of multi-use athletic fields**

- 7.5.1 Identify potential properties and collaborate with athletics organizations to plan and develop multi-use athletic fields

# GOALS, STRATEGIES, & ACTION ITEMS

## 8

### **INCREASE PUBLIC AWARENESS AND USE OF PARKS, PROGRAMS, AND FACILITIES**

- 8.1 Further develop the parks section of the township website to offer online facility scheduling and payments**
  - 8.1.1 Work with township staff to identify an existing position, or hire a new communications and scheduling position, to manage scheduling and payments of facilities online, including sports fields, courts, and shelters.
- 8.2 Increase the exposure of parks in township communications**
  - 8.2.1 Actively post parks content on township social media and website.
  - 8.2.2 Include parks-related information in the township quarterly newsletters.
- 8.3 Conduct an annual review of parks maps and signage to confirm accuracy and quality**
  - 8.3.1 Parks and Pathways Committees to conduct an annual review of existing signage and maps, both at the parks and online. Coordinate updates as necessary.
- 8.4 Coordinate parks branding efforts to align with township branding, and emulate throughout new amenities and development**
  - 8.4.1 Township staff and/or its marketing consultant shall present and discuss marketing/branding annually at a Parks Committee and Pathways Committee meeting.

## 9

### **DEVELOP PARKS PROGRAMMING TO PROVIDE GREATER OPPORTUNITIES FOR RECREATION, EDUCATION, AND EXPERIENCING NATURE.**

- 9.1 Identify partnerships and leverage resources within the community**
  - 9.1.1 Parks Committee and township staff to analyze opportunities and make contact with entities in the community such as schools, the library, the YMCA, Ada Township Parks, sports leagues, etc.
- 9.2 Assign recreation programming and coordination role with the existing township staff or hire a Recreational Programming Director to facilitate growing township recreation opportunities if the need is justified**
  - 9.2.1 Parks Committee to meet with township personnel to discuss the role and responsibilities of a staff position to handle programming.
- 9.3 Develop programming for nature education, invasive species management, recreation, and other parks and recreation activities**
  - 9.3.1 Develop pilot programming events for different topics and review effectiveness.

# Parks and Trails

## Priority 1. Ensure that existing parks meet the needs of the portion of the community that they serve.

**Task 1-1.** Complete the updated 2023–2027 5-Year Parks and Recreation Plan and Submit to MDNR.

**Time Frame:** █ <1 year

**Responsible Entities:** █ TS █ ParkCom █ TB

**Task 1-2.** Ensure sufficient resources in the annual budget for routine and long-term parks maintenance costs.

**Time Frame:** █ <1 year

**Responsible Entities:** █ TS █ ParkCom █ TB

**Task 1-3.** Implement parks and recreation capital improvements program and other projects listed in the 2023–2027 5-Year Parks and Recreation Plan.

**Time Frame:** █ 1 year

**Responsible Entities:** █ TS █ ParkCom █ TB

## Priority 2. Create a central gathering place for the Township.

**Task 2-1.** Create a subcommittee with representation from Township Staff, the Parks Committee, Planning Commission, DDA, Library, and the Township Board to reach a consensus for the proposed central gathering place.

**Time Frame:** █ 1 year

**Responsible Entities:** █ TS █ ParkCom █ DDA █ PC █ TB

**Task 2-2.** Work in partnership with the Library to determine the desired programming activities and subsequently, the location, of the proposed gathering place.

**Time Frame:** █ 1 year

**Responsible Entities:** █ TS █ ParkCom █ DDA █ PC █ TB

**Task 2-3.** Work with a hired consultant (e.g., landscape architect) to design the proposed central gathering space with the desired amenities.

**Time Frame:** █ 2-3 years

**Responsible Entities:** █ ParkCom █ DDA █ TB

**Task 2-4.** Present the consensus vision for the central gathering place.

**Time Frame:** ■ 2-4 years

**Responsible Entities:** ■ TS ■ ParkCom ■ DDA  
 ■ PC ■ TB

**Task 2-5.** Implement consensus for central gathering place.

**Time Frame:** ■ 3-4 years

**Responsible Entities:** ■ ParkCom ■ DDA ■ TB

### Priority 3. Create new parks to serve the community as it grows and preserve natural features for sustainability and natural character.

**Task 3-1.** Develop a land acquisition template and designate target zones for new parks and incorporate them in the Township's 10-Year Master Plan and 5-Year Parks and Recreation Plan. Especially in areas of the Township currently underserved by parks, such as the southeast portion of the Township.

**Time Frame:** ■ <1 year

**Responsible Entities:** ■ TS ■ ParkCom ■ PC ■ TB

**Task 3-2.** If land is designated for recreation, develop new amenities for those areas. If land is designated for open space or greenspace, develop a preservation plan for those areas.

**Time Frame:** ■ 3-5 years

**Responsible Entities:** ■ TS ■ ParkCom ■ TB

### Priority 4. Refine the Township's Parks and Recreation organizational structure.

**Task 4-1.** Establish and adopt bylaws and utilize the newly created Pathways Committee to identify funding opportunities and requirements for trail development, establish trail maintenance priorities and schedule, prioritize key trail connections and routes, and assist in parks and recreation program outreach.

**Time Frame:** ■ <1 year

**Responsible Entities:** ■ TS ■ ParkCom ■ TB

**Task 4-2.** Appoint residents to the Parks Committee and Pathways Committee who represent the geographic and knowledge-base diversity of the community, when feasible.

**Time Frame:** ■ 1-2 years

**Responsible Entities:** ■ TS ■ ParkCom  
 ■ PathCom ■ TB

**Task 4-3.** Explore hiring additional Township staff to assist with routine tasks for parks and recreation activities including:

- A parks director
- A nature program director / conservationist
- Maintenance staff

**Time Frame:** 1-2 years

**Responsible Entities:** TS ParkCom TB

**Task 4-4.** Explore programming and education opportunities for the Township’s Parks and Recreation facilities.

**Time Frame:** 3 years

**Responsible Entities:** ParkCom TS TB

**Task 4-5.** Allow community members to rent the Historic Township Hall and increase the availability of the Wisner Center for community rental.

**Time Frame:** 1-2 years

**Responsible Entities:** TS TB

**Priority 5. Ensure sufficient resources (e.g., staffing, financial, organizational) to assist with efficient project implementation.**

**Task 5-1.** Assess and allocate adequate resources to the Parks Committee and Pathways Committee to implement the 2023–2027 5-Year Parks and Recreation Plan as well as the Strategic Plan.

**Time Frame:** 1-5 years

**Responsible Entities:** TS ParkCom PathCom TB

**Task 5-2.** Consider a new dedicated millage for parks upgrades, recreational programming, pathways, and new parks.

**Time Frame:** 1-5 years

**Responsible Entities:** TS ParkCom PathCom TB

**Task 5-3.** Approach private businesses and individuals to solicit philanthropic funding of parks facilities, pathways, and recreational programming.

**Time Frame:** 1-5 years

**Responsible Entities:** TS ParkCom PathCom TB



# CASCADE CHARTER TOWNSHIP

5920 Tahoe Dr. SE Grand Rapids, Michigan 49546

**Date:** January 25, 2023  
**To:** Supervisor Lesperance & Cascade Township Board  
**From:** Benjamin Swayze, Township Manager  
**Subject:** Agreement for Invasive Plant Treatment with Kent Conservation District

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## **FACTS:**

In previous years, the Township has partnered with the Kent Conservation District (KCD) to provide invasive plant management in various parks and public spaces throughout the Township. Continuous professional control of invasive species ensures that the plants do not get out of control and allows for native plants to flourish in the parks. Treatment has occurred for various invasive plants including bittersweet vine, barberry, knotweed, garlic mustard, autumn olive, buckthorn multi-flora rose among others.

Typically, the control activities have taken place in Burton and Peace parks, but in recent years activities have spread to other Township properties including the Township library property and a Township property owned on Cascade Terrace.

The 2023 proposed plan calls for treatment on various Township properties including Peace Park, Burton Park, Cascade Terrace, Wycliffe Trailhead Park and the 30<sup>th</sup> Street Cemetery. The program also calls for surveying for future treatment activities at other Township parks and properties including McGraw Park, Recreation Park and Fire Station #2 and treatment to other properties as necessary. The proposed cost of the 2022 program is \$22,000

Attached for your review is:

- Proposed Agreement Concerning Treatment of Invasive Plants at Cascade Parks with the Kent Conservation District

## **ANALYSIS & CONCLUSIONS:**

The Kent Conservation District mission is to protect and enhance the natural resources of Kent County. They accomplish this with voluntary programs available for private landowners in rural and urban areas, such as: habitat restoration assistance, Michigan Agriculture Environmental Assistance (MAEAP) verification, Farm Bill Programs, and technical assistance to all landowners.

Kent Conservation District is a local provider of natural resource management services that helps Kent County citizens conserve their lands and our environment for a cleaner, healthier, economically stronger Michigan. As a local, special purpose unit of government, Kent Conservation District is governed by a locally elected, five-member board of directors. The guiding philosophy of Michigan Conservation Districts is that local people should make decisions on conservation issues at the local level, with technical assistance provided by

government. You can learn more about the Kent Conservation District at their website here:  
<https://www.kentconservation.org/>

Utilizing the services of KCD over the past several years have allowed us to keep the proliferation of invasive species in Township parks and public spaces under control. In addition, KCD has provided several instructional courses to Cascade Township residents, hosted in our public spaces, to assist them in controlling invasive species on their properties as well.

Township representatives, including Parks Committee Chair Ginny Wanty, Buildings and Grounds Supervisor Jim MacDonald and myself met with KCD representatives to review last year's activities and design the 2023 program under consideration.

**FINANCIAL CONSIDERATIONS:**

The proposed work from KCD for FY 2023 comes to \$22,000 and will be billed as activities occur. Funds for this work are included in the approved FY 2023 budget in the General Fund – Parks, General Fund – Cemetery, General Fund – Buildings and Grounds and Open Space Fund departments.

**RECOMMENDED ACTION:**

To approve the Agreement Concerning Treatment of Invasive Plants at Cascade Parks with Kent Conservation District and authorize the Township Manager to execute the agreement on behalf of the Township.

## AGREEMENT CONCERNING TREATMENT OF INVASIVE PLANTS AT CASCADE PARKS

This Agreement is made between the Kent Conservation District, ("KCD"), whose address is 3200 Eagle Park Dr NE, 100 C Grand Rapids MI 49525, and the **Cascade Township**, whose name and address is: 2865 Thornhills SE Cascade MI 49546 and is as follows:

### 1. Engagement.

Customer hires KCD, and KCD agrees to provide services, to remove certain invasive plants from listed property, as set forth in Paragraph 2 below.

### 2. Services.

KCD shall provide the services set forth below:

- a. KCD will target and treat, non-native exotic invasive plants identified as bittersweet vine, barberry, knotweed, autumn olive, honey suckle and various other agreed upon invasive species on the Cascade Park properties including Peace and Burton Park.
- b. KCD will treat the invasive plants using habitat approved herbicide depending on the species. Herbicides will be applied according to manufacturer's directions for use or application.
- c. KCD will document the amount of herbicide used on the property.
- d. KCD will provide all equipment and herbicides necessary to complete the work.

### 3. Term.

KCD will begin work in **January 2023 to December 2023** unless extended by the parties due to weather or other circumstances. KCD will complete many crew hours of on-the-ground work. Either party may terminate this Agreement by giving five days written notice to the other party.

### 4. Payment.

Customer shall pay KCD for its services at \$100.00 per hour for a two or more-person crew. Time billed will include on the ground work and travel time to and from KCD's business address. The hourly rate will be adjusted/pro-rated accordingly if the crew is increased or decreased based on site. Upon completion of the services, KCD shall submit an invoice to Customer and Customer shall pay the invoice within 30 days of receipt. The invoice will include the following information: (1) the number of people on the crew; (2) the name of crew members; (3) crew hours worked. **Total not to exceed \$22,000 in calendar year 2023** unless approved directly in writing by Township.

### 5. Knowledge of KCD and Obligations of KCD .

KCD represents that it has the requisite training, skill and experience necessary to provide the services herein. KCD shall take precautions for the safety of its employees and agents on the work site.

### 6. Authority of Customer and Obligations of Customer.

Manager of the property is **Benjamin Swayze, Township Manager** and has all the requisite authority to permit KCD to perform the Services. Permission to perform the services described above has been granted. Any hazardous areas will be identified by KCD prior to treatment.

**7. Insurance.**

- a. KCD agrees to maintain commercial general liability insurance, worker’s compensation insurance on its employees and automobile liability insurance covering its vehicles. If requested, a copy of KCD’s commercial general liability insurance certificate will be provided.
- b. Customer shall maintain property insurance.

**8. Limitation of Warranties and Limitation of Liability.**

KCD makes no warranties, express or implied in connection with its services rendered hereunder. KCD’s liability for any damages arising hereunder shall be limited to the extent of coverage or its fee earned hereunder. KCD shall not be liable for incidental or consequential damages resulting from the services provided hereunder.

**9. Indemnification.**

- a. KCD shall indemnify and save harmless the Customer from any and all costs, claims, judgments or awards of damages (including costs and all attorney fees) arising solely out of or in any way resulting from negligent acts, errors or omissions of KCD, its employees or agents in performing this Agreement.
- b. Customer shall defend and indemnify and save harmless KCD, its officers, employees and agents from any and all costs, claims, judgments or awards of damages (including costs and all attorney fees) arising solely out of or in any way resulting from negligent acts, errors or omissions of Customer, its employees or agents in performing this Agreement. This provision shall survive the termination of this Agreement.

**10. General Provisions.**

This Agreement represents the entire understanding and agreement between the parties with respect to the subject matter and supersedes all prior agreements or negotiations between the parties. This Agreement may be amended, supplemented, or changed only by an agreement in writing that makes specific reference to this Agreement or the Agreement delivered pursuant to it and that is signed by the party against whom enforcement of any such amendment, supplement, or modification is sought. This Agreement shall inure to the benefit of, and be binding on, the named parties and their respective heirs, successors and assigns, but not any other person. Any provision of this Agreement which has been declared invalid or illegal shall in no way affect or invalidate any other provision. In the event either of the parties defaults on the performance of any of the terms of this Agreement or either party places enforcement of this Agreement in the hands of an attorney, or files a lawsuit, each party shall pay all of its own attorney fees, costs and expenses. The venue for any dispute related to this Agreement shall be in Kent County, Michigan.

In witness whereof, the parties have executed this Agreement on the date set forth above.

KENT CONSERVATION DISTRICT (KCD)

By: \_\_\_\_\_

Jessie Schulte Its: District Manager

Phone: 616. 222.5846

**PROPERTY OWNER/MANAGER**

**By (pring name):** Benjamin Swayze, Township Manager

Signature: \_\_\_\_\_

Contact (phone and email): Phone 616.949.1500, Email bswayze@cascadetwp.com



# CASCADE CHARTER TOWNSHIP

5920 Tahoe Dr. SE, Grand Rapids, Michigan 49546

**Date:** January 25, 2023  
**To:** Supervisor Lesperance & Cascade Township Board  
**From:** Benjamin Swayze, Township Manager  
Sue Slater, Township Clerk  
**Subject:** Purchase Three Columbarium Units for the 30<sup>th</sup> Street Cemetery

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## FACTS:

Cascade Charter Township owns and operates three cemeteries in the Township, including Snow Cemetery, Whitneyville Cemetery and the 30<sup>th</sup> Street Cemetery. At the 30<sup>th</sup> Street Cemetery we offer traditional burials and cremains burials, as well as a columbarium for the placing of cremains. The columbarium we have offers 32 niches per unit and continue to be a popular burial alternative. The Township initially began with one unit, and placed two additional units in 2016. When the 2020 30<sup>th</sup> Street Cemetery expansion was completed, the Township put in several more pedestals for future units.

Due to increasing popularity, the Township has budgeted for an additional 3 columbarium for 2023 in order to continue to offer this option to our residents. Unlike the burial plots, there is a cost associated with the columbarium. The niches are sold for \$600 apiece (\$400 for bottom row), and the residents are also responsible to purchase the plaque that adorns the front of the niche. We also charge \$100 for the opening/closing of the niche (\$300 for after hours).

There are two costs associated with the purchase of the columbarium units. The first is the purchase of the units themselves, and the second is the placement of the unit. The Township has asked Coldspring, who sold us our current 3 units unit, for a quote on 3 additional units. The quote for three new units, delivered to the site, is \$51,282. We expect the placement of the units to cost approximately \$2,000.

Attached for your review is:

- Proposals from Coldspring for purchase of Columbarium units

## ANALYSIS & CONCLUSIONS:

The Columbarium option in the 30<sup>th</sup> Street Cemetery is essentially a break even scenario for us. If we were to purchase the three units, the total estimated cost would be \$53,282 and the estimated revenue received from selling the niches to residents would be \$55,200 before considering the \$100 interment fee. Given the time value of money, you can reasonably assume it would be a break even proposition.

Given the growing popularity of alternative burial options, we believe the columbarium will continue to be a viable alternative for our residents and we expect to see increased use of the option. It should be noted that the current lead time for the units is 44-46 weeks. If the timeline holds true they should be delivered and placed in 2023, but any unforeseen circumstances may push the delivery and placement to 2024.

**FINANCIAL CONSIDERATIONS:**

For FY2023 the Township has budgeted \$60,000 for this project.

**RECOMMENDED ACTION:**

To approve the purchase of three columbarium units for the 30<sup>th</sup> Street Cemetery at a cost of \$51,282



**PROPOSAL | PROJECT SPECIFICATIONS**  
**2 or 3 - 32 Niche Columbariums**  
**Cascade Twp Cemetery, Grand Rapids, MI**

1. Coldspring will fabricate and ship (F.O.B. Port Huron, MI) two or three 32 niche Pre-Assembled Columbariums per design series #5252-X.
2. Interior units are reinforced concrete with a durable polystyrene liner and closure. The cabinet is completely clad in granite.
3. Niche fronts will be polished (narrow range) Carnelian granite and hung with bronze rosette hangers. Each front covers two openings.
4. Includes pre-drilling of fronts for bronze memorialization **(NS-188)**.
5. Niche trim will be thermal (full range) Carnelian granite.
6. Coldspring will provide foundation plans, and will furnish a lifting harness.
7. Unit will be shipped pre-assembled to the site.
8. Cemetery responsible for foundation and unloading the unit at the site.
9. Coldspring 10/50 Warranty is included.
10. Freight to Grand Rapids, MI is included.
11. Approximate lead time upon signed contract: 44 – 46 weeks
12. **Additional exclusions:** State and local permits, soil tests, memorialization, landscaping, stamped engineered drawings, and carving/lettering.

<b>Columbarium Unit</b>	<b>Single Depth Niches</b>	<b>Price</b>
<b>2 - 32 Niche Columbariums</b>	64	<b>\$35,885 USD</b>
<b>3 - 32 Niche Columbariums</b>	96	<b>\$51,282 USD</b>

\*Prices valid for thirty (30) days. Excludes any applicable sales tax.



## CASCADE CHARTER TOWNSHIP

5920 Tahoe Dr. SE, Grand Rapids, Michigan 49546

**Date:** January 25, 2022  
**To:** Supervisor Lesperance and Cascade Township Board  
**From:** Benjamin Swayze, Township Manager  
**Subject:** Cascade Road Pathway Project (Kenrob – 36<sup>th</sup> Street)

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### **FACTS:**

The Kent County Road Commission has a scheduled 2023 project to add a 3<sup>rd</sup>/middle lane to Cascade Road between 36<sup>th</sup> Street and Whitneyville Ave. During the public hearing for this project, several residents on Kenrob Dr. expressed concern regarding their ability to safely cross Cascade Road to get to the pathway on the opposite side of the road.

In response to the concern, the KCRC offered to partner with the Township on a full pathway project that would extend from Kenrob north to the 36<sup>th</sup> Street interchange where there is a protected signalized crossing for pedestrians. They anticipate the pathway would be 10 feet and would be able to maintain 10-foot distance from the road, though it may need to slightly narrow in some areas. The Township Board approved this project in concept at a Township Board meeting in April 2022. However, the Cascade Road project that was originally scheduled for Summer 2022 was delayed to Spring 2023 due to the poor bidding environment. The project has now been bid and awarded, and is scheduled to commence in April 2023.

The partnership would involve KCRC managing the project, including engineering, bidding and project management. The Township would be responsible for the cost of the new pathway and a portion of the inspection cost. The Kent County Road Commission has prepared a project cost estimate of \$121,527 based on the bids received. The proposed work order from the County includes \$6,000 in inspection costs.

Attached for your review are:

- Work order for Cascade Road Trail Extension and project cost estimate
- Draft schematic of proposed additional pathway along Cascade Road
- Project notice sent to residents in project area

### **ANALYSIS & CONCLUSIONS:**

While the Cascade Road improvements will not actually widen the road at the Cascade Road/Kenrob intersection, the proposed pathway extension will provide the Kenrob and Pine Park residents, as well as residents on the east side of Cascade Road, a safe connection to the pathway system. By connecting to the pathway system at the Cascade Road/36<sup>th</sup> Street intersection will provide them connections to continue on the pathway north along Cascade Road or east along 36<sup>th</sup> Street. The partnership with the Kent County Road Commission will save the Township considerable money on the project, including engineering and project management.

**FINANCIAL CONSIDERATIONS:**

The initial estimate from the Kent County Road Commission was \$125,000, so the project is well within the original estimate. The FY 2023 budget was prepared with this project.

**RECOMMENDED ACTION:**

To consider Cascade Road Pathway Project between Kenrob and 36<sup>th</sup> Street

KENT COUNTY ROAD COMMISSION  
WORK ORDER

DATE 1/19/2023  
WORK ORDER E02490  
PROJECT Cascade Road Trail Extension  
MUNICIPALITY Cascade Township IF OTHER: \_\_\_\_\_  
ROAD TYPE Primary  
LENGTH 1900 feet  
TYPE OF WORK Non-motorized Trail Construction  
LOCATION NorthEasterly Side of Cascade Road  
Between 36th Street and Kenrob Drive  
FEDERAL AID No IF YES, TYPE: \_\_\_\_\_  
CATEGORY Non-Motorized  
ACTIVITY 454  
PROJECT YEAR 2023  
UTILITIES No

BUDGET

WORK TYPE	<u>000113 - Inspection</u>	<u>\$ 6,000</u>
WORK TYPE	_____	_____
WORK TYPE	_____	_____
WORK TYPE	_____	_____
WORK TYPE	_____	_____
WORK TYPE	<u>000129 - Non-motorized Trails</u>	<u>\$ 122,000</u>
	TOTAL	<u>\$ 128,000</u>

FUNDING

% KCRC PE/CE	_____	_____
% KCRC CONSTRUCTION	_____	_____
% FEDERAL AID	_____	_____
% LOCAL	<u>100.00%</u>	<u>\$ 128,000</u>
	TOTAL	<u>\$ 128,000</u>

NOTES 2023 Project - Coordinated with Cascade Rd Widening

Township Approval \_\_\_\_\_ DATE \_\_\_\_\_

FINANCE USE ONLY

CUSTOMER # \_\_\_\_\_ AR \_\_\_\_\_  
PROJECT \_\_\_\_\_ REV \_\_\_\_\_

# Kent County Road Commission

## Engineer's Opinion of Costs

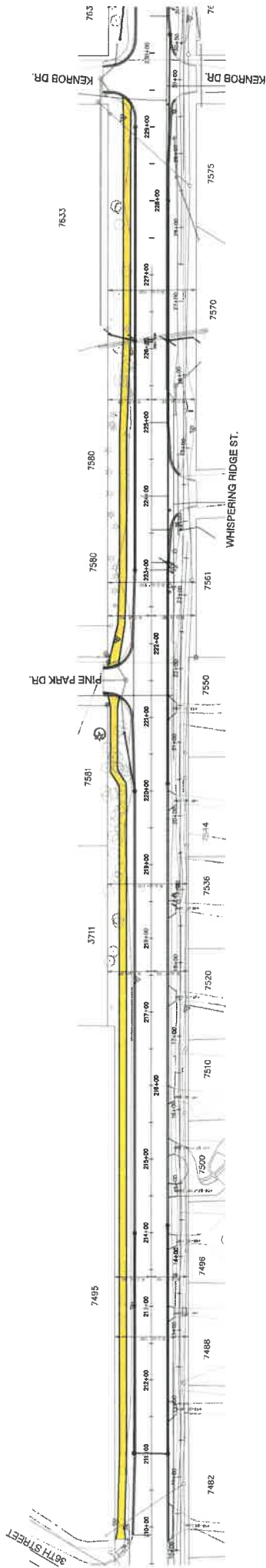
**Project Number:** Cascade Twp.  
**Estimate Number:** 1: Cascade Additional HMA Trail Proposal  
**Project Type:** Miscellaneous  
**Location:** Cascade Road - 36th Street to Kenrob Drive  
**Description:** Cascade Additional HMA Trail Proposal  
**Project Engineer:** Wayne Harrail  
**Date Created:** 12/08/2022  
**Date Edited:** 12/09/2022  
**Fed/State #:**  
**Fed Item:**  
**Control Section:**

Line	Category	Pay Item	Description	Quantity	Units	Unit Price	Total
0001	0001 Additional Sidewalk	2050016	Excavation, Earth	1,120.000	Cyd	\$12.50	\$14,000.00
0002	0001 Additional Sidewalk	2057021	_ Embankment, CL II, CIP	825.000	Cyd	\$18.00	\$14,850.00
0003	0001 Additional Sidewalk	3020016	Aggregate Base, 6 inch	2,650.000	Syd	\$8.50	\$22,525.00
0004	0001 Additional Sidewalk	4021204	Sewer Tap, 12 inch	1.000	Ea	\$575.00	\$575.00
0005	0001 Additional Sidewalk	4027001	_ Sewer, CLA, Perforated SLCPP W/Sock, 12 inch, Tr Det B, Modified	40.000	Ft	\$47.00	\$1,880.00
0006	0001 Additional Sidewalk	5010034	HMA, 36A	385.000	Ton	\$145.00	\$55,825.00
0007	0001 Additional Sidewalk	8030010	Detectable Warning Surface	36.000	Ft	\$70.00	\$2,520.00
0008	0001 Additional Sidewalk	8030030	Curb Ramp Opening, Conc	48.000	Ft	\$28.00	\$1,344.00
0009	0000	8032002	Curb Ramp, Conc, 6 inch	430.000	Sft	\$6.00	\$2,580.00

Line	Category	Pay Item	Description	Quantity	Units	Unit Price	Total
0010	0001 Additional Sidewalk	8167011	_ Roadside Seeding	1,357,000	Syd	\$4.00	\$5,428.00

**Estimate Total: \$121,527.00**

CASCADE ROAD  
10' HMA PATHWAY APPROXIMATELY 2,000' LONG





## Kent County Road Commission

### Notice to Residents and Businesses on Cascade Road between 36<sup>th</sup> Street and Whitneyville Avenue

#### Project Schedule

Road Closure Start Date: April 3, 2023

Projected Completion: June 30, 2023

**Beginning April 3, 2023, the Kent County Road Commission (KCRC) will be contracting with Deans Excavating to reconstruct Cascade Road from 36<sup>th</sup> Street to Whitneyville Avenue.**

The project, originally planned for 2022, was moved to 2023 after the project was re-bid due to higher than anticipated bid prices received in July 2022. The project will consist of reconstructing and widening the existing roadway to provide a center turn lane. Cascade Road will be closed to through traffic at 36<sup>th</sup> Street and Whitneyville Avenue with through traffic detoured to 36<sup>th</sup> Street and Butrick Avenue. Access to businesses and residences will be maintained at all times.

Work will include stump removal, asphalt removal, earthwork, drainage, culvert replacement, concrete curb and gutter, asphalt pavement, non-motorized path construction on easterly side between 36<sup>th</sup> Street and Kenrob Drive (township funded), pavement markings and restoration.

**Mailboxes:** Mailboxes will be relocated to a common area or areas adjacent to the project limits. The Postal Service will determine this location or locations.

**Sprinklers:** If you have sprinklers located near the roadway, please have them flagged. The property owner is responsible for any damage the project may cause to sprinkler systems within the road right-of-way.

Work is scheduled Monday through Friday from approximately 7 a.m. to 5 p.m. Some Saturday work may be required to achieve the anticipated completion date of June 30, 2023.

Those with general questions regarding this project may contact KCRC's Engineering Department at (616) 242-6910 or visit [www.kentcountroads.net](http://www.kentcountroads.net).

Contacts for this project include:

**Deans Excavating**, contractor – 616-636-5524

**Eric Rodegher**, KCRC project engineer - 616-242-6901, extension 6963

**Sean McKean**, KCRC assistant project engineer - 616-242-6901, extension 6944

Thank you for your cooperation and patience during construction.

*Working to keep Kent County moving*

1500 Scribner Avenue NW, Grand Rapids, MI 49504 | (616) 242-6900 | [kentcountroads.net](http://kentcountroads.net)



# CASCADE CHARTER TOWNSHIP

5920 Tahoe Dr. SE, Grand Rapids, Michigan 49546

**Date:** January 25, 2022  
**To:** Supervisor Lesperance and Cascade Township Board  
**From:** Benjamin Swayze, Township Manager  
**Subject:** Pedestrian Facilities Improvements on Cascade Road Bridge

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## **FACTS:**

The Township has approached the Kent County Road Commission about the possibility of making pedestrian facility improvements on the Cascade Road bridge over the Thornapple River. Currently the pedestrian facilities on the bridge consist of a raised, non-separated walkway on each side of the bridge. After consulting with the KCRC, they indicated that a project could be initiated where by a separated pedestrian walkway could be created on either one or both sides of the bridge. The walkways would be at the same grade as the road and separated by a safety barrier. The project could be completed without making any structural changes to the bridge itself. The KCRC staff has estimated the project could be completed for approximately \$250,000 per side based on similar projects on their network of bridges. They have also indicated this could potentially be a 2023 project, though the bidding climate could hamper the proposed schedule.

The Township Pathway Committee discussed this project at a late 2022 meeting and have made a recommendation to the Township Board that they pursue the project in 2023 utilizing Township funds, or other funds should they become available. Their recommendation included making improvements only on the northeast side of the bridge, as that is the side connected to the existing pathway system.

The DDA also discussed this project as part of their budget process in late 2022. The DDA is interested in possibly funding improvements on the southwest side of the bridge as well. However, they are also concerned with the design of the improvements and how it will affect vehicular traffic on the bridge. They have request to review the design alternatives prior to committing funding for the improvement. They will also need to make minor adjustments to their TIF plan should they choose to fund the project.

The KCRC has prepared a work order to do the preliminary engineering for the project. KCRC staff indicate they should be able to provide design alternatives (one side vs. two sides) and more detailed cost estimates by late March or early April. Once the DDA and Township Board have had a chance to review the alternatives, another work order can be executed for the actual project.

Attached for your review are:

- Work order for Cascade Road Bridge Pedestrian Improvements

**ANALYSIS & CONCLUSIONS:**

Through the Strategic Plan and Parks and Recreation Master Plan it was made clear that pathway maintenance and safety is a priority for the Cascade community. The proposed project would allow the Township to vastly improve the pedestrian facilities on the bridge with relatively minimal investment. In comparison, the estimate for a separated pedestrian bridge is \$2,000,000 per side.

If approved by the Township Board, the Road Commission will prepare design alternatives and detailed estimates for the Board and DDA to review in March/April timeframe.

**FINANCIAL CONSIDERATIONS:**

This project has been budgeted \$250,000 in the Township ARPA fund and \$250,000 in the DDA fund in the FY 2023 budget.

**RECOMMENDED ACTION:**

To consider the Work order for Cascade Road Bridge Pedestrian Improvements from the Kent County Road Commission.

KENT COUNTY ROAD COMMISSION  
WORK ORDER

DATE 1/19/2023  
WORK ORDER E02480  
PROJECT Cascade Bridge No. 35  
MUNICIPALITY Cascade Township IF OTHER: \_\_\_\_\_  
ROAD TYPE Primary  
LENGTH 220 feet  
TYPE OF WORK Engineering for removing Raised Concrete Walk  
LOCATION Cascade Road over the Thornapple River  
FEDERAL AID No IF YES, TYPE: \_\_\_\_\_  
CATEGORY Bridges and Culverts  
ACTIVITY 460  
PROJECT YEAR 2023  
UTILITIES No

BUDGET

WORK TYPE	<u>000103 - Plans</u>	<u>\$ 15,000</u>
WORK TYPE	_____	_____
WORK TYPE	_____	_____
WORK TYPE	_____	_____
WORK TYPE	_____	_____
WORK TYPE	_____	_____
TOTAL		<u>\$ 15,000</u>

FUNDING

% KCRC PE/CE	_____	_____
% KCRC CONSTRUCTION	_____	_____
% FEDERAL AID	_____	_____
% LOCAL	<u>100.00%</u>	<u>\$ 15,000</u>
TOTAL		<u>\$ 15,000</u>

NOTES 2023 - 2024 Project

Township Approval \_\_\_\_\_ DATE \_\_\_\_\_

FINANCE USE ONLY

CUSTOMER # \_\_\_\_\_ AR \_\_\_\_\_  
PROJECT \_\_\_\_\_ REV \_\_\_\_\_



# CASCADE CHARTER TOWNSHIP

5920 Tahoe Dr. SE Grand Rapids, Michigan 49546

**Date:** January 25, 2023  
**To:** Supervisor Lesperance & Cascade Township Board  
**From:** Ben Swayze, Township Manager  
**Subject:** Consider Contract for Administration of Library Outdoor Gardens & Activity Space

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## **FACTS:**

Last year Library Staff came to a Township Board meeting to present a conceptual design and budget for a proposed Outdoor Gardens and Activity Space at the grounds of the Cascade Library as well as public feedback that the Township collected on the project. The Township Board approved the use of the space for the project.

Recently Township Staff and Officials, Library Staff and members of the Cascade Friends of the Library group met to review the project process. While the Township Board was originally only asked to allow for use of the property of the project, the recommendation from the meeting is that, as the property owner, the Township should be executing the contracts. The Project management team will consist of both KDL staff and Township staff.

An agreement for Landscape Construction Documentation and Construction Administration for Phase 1 of the project has been secured from Native Edge Landscaping, the company that developed the initial design and budgetary estimates for the Friends of the Library. The cost of the proposal is \$16,250 and covers Construction Documentation and Specifications, bidding coordination and construction oversight. It will be a requirement that the Township Board approve the final design before bidding occurs, and will be the entity responsible for approving bids. The Friends of the Library will be required to forward the required project funds to the Township before the agreement is executed.

Attached for your review are:

- Proposal for Landscape Construction Documentation and Construction Administration for Phase I
- Project narrative, conceptual design and budget

## **ANALYSIS & CONCLUSIONS:**

It is clear from the survey responses that the community would support the use of the property for this purpose. The Friends of the Library has committed to fund Phase I of the project and are currently exploring funding options for the remainder of the project including donations, grants and potentially partnering with the DDA. KDL staff presented the project and survey results to the DDA in 2022 and the DDA supports the use of the land for the project. The DDA has also been identified as a potential contributor for Phase II of the project, and that conversation will be continuing at their March 2023 meeting.

Cascade Library Director Lulu Brown and a Native Edge landscape architect will be at the Board meeting to present the project and answer any questions the Board may have

**FINANCIAL CONSIDERATIONS:**

The cost of the proposal is \$16,250 and is being funded by the Cascade Friends of the Library. Funds will be required to be forwarded to the Township prior to the execution of the agreement.

**RECOMMENDED ACTION:**

Consider the Proposal for Landscape Construction Documentation and Construction Administration for Phase I with Native Edge



January 18, 2023

Cascade Charter Township  
ATTN: Ben Swayze  
5920 Tahoe Dr. SE  
Grand Rapids, MI 49546-7123

**RE: Cascade Township Library  
Landscape Construction Documentation and Construction Administration for Phase I.**

Dear Lulu & Ashley,

Thank you for the opportunity to provide construction documentation and landscape architecture services for the Cascade Township Library landscape improvement project. We are excited to help you create an incredible space for library visitors and faculty which will extend the library experience to the grounds surrounding the building. This proposal outlines the services Native Edge will provide as they relate to the construction documentation and construction administration services needed to complete Phase I of the overall master plan project which was developed in the Spring of 2022.

The Phase I project area includes the development areas on the northwest portions of the building, between the library and the wooded area to the north, as well as selective clearing and development of the wooded area.

*PLEASE NOTE: If during the design process it is determined that funding will become available for additional project phases (phase 2 through 4), it would be advantageous to incorporate the corresponding design elements into the construction document package as soon as possible. If this situation arises, Native Edge will provide the township with an updated scope of work and cost estimate in the form of a change order which can be added to this base contract.*

#### SCOPE OF SERVICES

##### Construction Documentation and Specifications

- Native Edge will develop detailed construction documents for the Phase I portion of the overall landscape master plan. These construction documents will include accurate, detailed drawings of specific site features to guide the bidding and construction process.
- Construction documents will include at a minimum:
  - o Demolition, staging, and protection plan.
  - o Soil erosion and sedimentation control plan (and permits as necessary).
  - o Grading and layout plan.
  - o Landscape plan.
  - o Materials plan.
  - o Furnishings plan.
  - o Notes and guidelines.

- Details of key site features.
- Specifications
  - Specifications will be included to support the construction documents and provide supplemental information for specific features, construction methodologies, materials information, and other specifics to guide the bidding and construction process.

#### Construction Administration and Oversight

- Native Edge will serve as the library's agent and advocate during the construction process from start to finish. Construction Administration at a minimum includes the following:
  - Requesting information from subcontractors, contractors, or other specialists to aide in the execution of the project. This can include surveyors, engineers, utility consultants, general contractors, landscapers, and material suppliers.
  - Reviewing bids from contractors and helping the Client select the appropriate contractor or subconsultant.
  - Coordinating with contractors on the Client's behalf and reviewing all invoices and other materials provided by the Contractor.
  - Coordinating construction schedules with the Client and Contractors.
  - Overseeing construction process to ensure completeness and accuracy of work and reporting construction progress to the Client. Once the design drawings are completed and the Contractor is selected, we will provide a construction oversight schedule with the Client.
  - Confirming completeness of work at key milestones and creating a punch list for contractors of items to complete prior to demobilization and final payment.
  - Reviewing potential material and construction modifications as necessary during the construction process.
  - Overseeing the material testing process to confirm compliance with specifications.
  - Confirming project is complete with final site walkthrough with Client and Contractor.

#### FEE

We propose to provide the services outlined in this proposal for a not-to-exceed fee of **\$16,250**. This is the estimated fee which was provided in the original opinion of probable cost for Phase I provided in April 2022. If, based on the project's development during the design or construction phase, we anticipate needing additional funding to supplement our scope of work we will detail and review these needs with the client as soon as they become apparent.

Please note that since this designs development in the Spring of 2022, there has been a sharp increase in construction prices across the board. We are hoping that these prices have stabilized and will start to come back down, but this is something we wanted to make you aware of. We will offer value engineering solutions wherever plausible to help offset increased construction costs so long as they are in keeping with the character and design intent of the landscape master plan. We will update and review construction cost estimates throughout the process so the project team can make the best choices with the funding that is available for the project.

SCHEDULE

We would like to get started right away to allow us to develop the construction documents during the late fall and early winter so we can obtain bids for construction as soon as possible. The first step is to secure a survey for the site. As soon as this contract is signed, we will start reaching out to surveyors for bids and get the survey work scheduled in the coming weeks.

Assuming we get the survey work completed by mid-February, we would plan to start the design drawings when the survey is received in mid-February and have the design drawing complete and ready for internal review by March 13<sup>th</sup>. We would plan to meet with the DDA on March 21<sup>st</sup> to review the plans and estimated construction costs for the entire project. After we receive comments, we will finalize the plans and specifications in preparation of sending them out to prospective contractors for competitive bidding.

Please note that this is just an estimated schedule, and the actual project schedule will depend on how quickly we can execute the aforementioned steps. We will aim to expedite the timeline wherever possible during the design process.

Thank you for the opportunity to work with you on this incredible project! If you accept our proposal, please sign and return a copy of this document which will serve as the record of our agreement and our notice to proceed.

With gratitude,

NATIVE EDGE, LLC



Wesley K. Landon, ASLA  
Landscape Architect / Principal

*Attachments [Standard Professional Services Agreement]*

Accepted and approved by:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

The parties hereto have executed this Agreement as the date shown above, in accordance with the attached Standard Professional Services Agreement.

## STANDARD PROFESSIONAL SERVICES AGREEMENT

### AGREEMENT

This Agreement is made and entered into by and between NATIVE EDGE, LLC (NATIVE EDGE), 1649 6th Street NW, Grand Rapids, MI 49504, and Cascade Charter Township (CLIENT), 5920 Tahoe Dr. SE, Grand Rapids, MI 49546-7123; Authorized Representative: Ben Swayze. By this Agreement the parties do mutually agree as follows:

### SCOPE OF SERVICES

NATIVE EDGE shall perform the services described herein and in the enclosed proposal letter (the PROPOSAL).

### EFFECTIVE DATE

The effective date of this Agreement shall be the acceptance date indicated by the CLIENT as signed in the PROPOSAL. Acceptance of this Agreement by both parties shall serve as NATIVE EDGE's Notice to Proceed with the services described in the PROPOSAL.

### TIME FOR RENDERING SERVICES

NATIVE EDGE shall perform the services in this agreement in an orderly and efficient manner, consistent with the outline and sequence provided in the PROPOSAL, as applicable. NATIVE EDGE shall confirm and agree upon this schedule with the CLIENT.

NATIVE EDGE shall not be responsible for delays caused by factors beyond NATIVE EDGES's control. When such delays beyond NATIVE EDGES's reasonable control occur, CLIENT agrees that NATIVE EDGE shall not be responsible for damages, nor shall NATIVE EDGE be deemed in default of this Agreement.

### COMPENSATION

CLIENT agrees to pay NATIVE EDGE in accordance with the payment terms provided in the PROPOSAL. Payment is due upon receipt of the invoice. Payments will be made by either check or electronic transfer to the address specified by NATIVE EDGE, and will reference NATIVE EDGE's invoice number. Interest will accrue at the rate of 5% per month of the invoiced amount in excess of 30 days past the invoice date.

Additional Services. Services in addition to those described in the signed PROPOSAL, jointly agreed to in writing, are to be compensated at NATIVE EDGE's Standard Hourly Rates in effect when services are provided by NATIVE EDGE, up to the amount agreed upon for additional services.

### PERFORMANCE STANDARDS

NATIVE EDGE will perform its services under this Agreement in a manner consistent with that degree of skill and care ordinarily exercised by other professional consultants currently practicing in the same state under similar conditions. NATIVE EDGE makes no other warranties or representations, either expressed or implied, regarding the services provided hereunder.

NATIVE EDGE shall correct deficiencies in services or documents provided under this Agreement without additional cost to CLIENT; except to the extent that such deficiencies are directly attributable to deficiencies in CLIENT-furnished information.

Unless otherwise specifically indicated in writing, NATIVE EDGE shall be entitled to rely, without liability, on the accuracy and completeness of information provided by CLIENT, CLIENT’s consultants and contractors, and information from public records, without the need for independent verification.

## INSURANCE

NATIVE EDGE will carry commercial general liability insurance, and professional liability insurance at \$1,000,000 per occurrence and \$1,000,000 in aggregate. Upon written request of the CLIENT, NATIVE EDGE will furnish Certificates of Insurance indicating the required coverages and conditions.

## ALLOCATION OF RISKS

Indemnification. To the fullest extent permitted by law, NATIVE EDGE agrees to indemnify and hold CLIENT harmless from and against any liabilities, claims damages, and costs (including reasonable attorney’s fees) the extent caused by the negligence or willful misconduct of NATIVE EDGE in the performance of services under this agreement.

Limitation of Liability. To the fullest extent permitted by law, the total liability, in the aggregate, of NATIVE EDGE and its employees, agents, and independent professional associates and consultants, and any of them, to CLIENT and any one claiming by, through or under CLIENT, for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to NATIVE EDGE’s services, the project or this Agreement will not exceed the total compensation received by NATIVE EDGE under this Agreement, or available proceeds from NATIVE EDGE’s insurance, whichever is less. This limitation will apply regardless of legal theory, and includes but is not limited to claims or actions alleging negligence, errors, omissions, strict liability, breach of contract, breach of warranty of NATIVE EDGE or its employees, agents, and independent professional associates and consultants, and any of them. CLIENT further agrees to require that all contractors and subcontractors agree that this limitation of NATIVE EDGES’s liability extends to include any claims or actions that they might bring in any forum.

Consequential Damages. NATIVE EDGE and CLIENT waive consequential damages, including but not limited to damages for loss of profits, loss of revenues, and loss of business or business opportunities, for claims, disputes or other matters in question arising out of or relating to this Agreement.

## CONFIDENTIALITY

Unless compelled by law, governmental agency or authority, or order of competent jurisdiction, or unless required pursuant to a subpoena deemed by NATIVE EDGE to be duly issued, or unless requested to do so in writing by CLIENT, NATIVE EDGE agrees it will not convey to others any proprietary nonpublic information, knowledge data or property relating to the business or affairs of CLIENT or of any of its affiliates, which is in any way obtained by NATIVE EDGE during its association with CLIENT. NATIVE EDGE further agrees to strive to limit, to a “need to know” basis, access by its employees to information referred to above.

Unless compelled by law, governmental agency or authority, or order of a court of competent jurisdiction, or unless required pursuant to a subpoena deemed by a CLIENT to be duly issued, CLIENT will not release to its employees or any other parties any concepts, materials, or procedures of NATIVE EDGE deemed by NATIVE EDGE to be proprietary and so explained to CLIENT.

## OWNERSHIP OF DOCUMENTS

Drawings, diagrams, specifications, calculations, reports, processes, operational and design data, and all other document and information produced in connection with the project as instruments of service (Project Documents),

regardless of form, will be confidential and the proprietary information of NATIVE EDGE, and will remain the sole and exclusive property of NATIVE EDGE whether the project for which they are made is executed or not. CLIENT retains the right to use Project Documents for the furtherance of the project consistent with the express purpose(s) of the Project Documents, and for CLIENT's information and reference in connection with CLIENT's use and occupancy of the project. Any use of Project Documents for purposes other than those for which they were explicitly prepared shall be at CLIENT's sole risk and liability. CLIENT agrees to defend, indemnify, and hold NATIVE EDGE harmless from and against any claims, losses, liabilities, and damages arising out of or resulting from the unauthorized use of Project Documents.

### **OPINIONS OF PROBABLE COST**

In providing opinions of probable construction cost, the CLIENT understands that NATIVE EDGE has no control over costs or the price of labor, equipment or materials, or over Contractor's method of pricing, and that the opinions of probable construction costs provided are to be made on the basis of NATIVE EDGE's qualifications and experience. NATIVE EDGE makes no warranty, expressed or implied, as to the accuracy of such opinions as compared to bid or actual costs.

### **TERMINATION AND SUSPENSION**

This Agreement may be terminated by CLIENT for any reason upon 10 days written notice to NATIVE EDGE. This Agreement may be terminated by NATIVE EDGE for cause upon 30 days written notice to client. In the event that this Agreement is terminated for any reason, CLIENT agrees to remit just and equitable compensation to NATIVE EDGE for services already performed in accordance with this Agreement, subject to the limitations given in this Article, Termination and Suspension.

In the event CLIENT terminates this Agreement for cause, in determining just and equitable compensation to NATIVE EDGE for work already performed, CLIENT may reduce amounts due to NATIVE EDGE by amounts equal to additional costs incurred by CLIENT to complete the Agreement scope. Such additional costs incurred by CLIENT may include but are not limited to: (1) the additional costs incurred by CLIENT to engage another qualified consultant to complete the unfinished scope; and (2) CLIENT's labor cost and expenses to demobilize and remobilize its personnel to the site to coordinate with the new consultant.

NATIVE EDGE may suspend any or all services under this Agreement if CLIENT fails to pay undisputed invoice amounts within 60 days following invoice date, by providing a 10-day written notice to CLIENT, until payments are restored to a current basis. In the event NATIVE EDGE engages counsel to enforce overdue payments, CLIENT will reimburse NATIVE EDGE for all reasonable attorney's fees and court costs related to enforcement of overdue payments, provided that CLIENT does not have a good faith dispute with the invoice. CLIENT will indemnify and save NATIVE EDGE harmless from any claim or liability resulting from suspension of the work due to non-current, undisputed payments.

### **DISPUTE RESOLUTION**

Both parties agree to submit any claims, disputes, or controversies arising out of or in relation to the interpretation, application, or enforcement of this Agreement to non-binding mediation pursuant to the Rules for Commercial Mediation of the American Arbitration Association, as a condition precedent to litigation or any other form of dispute resolution.

## GENERAL CONSIDERATIONS

Authorized Representatives. The authorized representatives representing the CLIENT and NATIVE EDGE are the individuals who signed the PROPOSAL, unless other representatives have been appointed and mutually agreed upon in writing.

No Fiduciary Relationship. Nothing in this Agreement shall be construed as establishing a fiduciary relationship between CLIENT and NATIVE EDGE.

Notices. Any notice required under this Agreement will be in writing and submitted to the respective party's Authorized Representative. Notices shall be delivered by registered or certified mail postage prepaid, or by commercial courier service. All notices shall be effective upon the date of receipt.

Controlling Law. This Agreement is to be governed by the laws of the State of Michigan.

Survival. All express representations, indemnifications, or limitations of liability included in the Agreement will survive its completion or termination for any reason. However, in no event shall indemnification obligations extend beyond the date when the institution of legal or equitable proceedings for professional negligence would be barred by an applicable statute of repose or statute of limitations.

Severability. Any provision or part of this Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken and all remaining provisions shall continue to be valid and binding upon NATIVE EDGE and CLIENT.

Waiver. Non-enforcement of any provision by either party shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

Certifications. NATIVE EDGE shall not be required to sign any documents, no matter by who requested, that would result in NATIVE EDGE having to certify, guaranty, or warrant the existence of conditions or the suitability or performance of NATIVE EDGE's services or the project, that would require knowledge, services or responsibilities beyond the scope of this Agreement.

Third Parties. Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either CLIENT or NATIVE EDGE. NATIVE EDGES's services hereunder are being performed solely for the benefit of CLIENT, and no other entity shall have any claim against NATIVE EDGE because of this Agreement or NATIVE EDGES's performance of services hereunder.

## ADDITIONAL PROVISIONS FOR FIELD SERVICES

Field Services provided under this Agreement have additional provisions which are included in the Agreement. Field services are defined as services performed on property owned or controlled by CLIENT, any federal, state, or local government or governmental agency, or other third party, and include, but are not limited to: site inspection, site investigation, subsurface investigation, site prep, installation, construction administration, or maintenance.

Right of Entry. CLIENT agrees to furnish NATIVE EDGE with right-of-entry and a plan of boundaries of the site where NATIVE EDGE will perform its services. If CLIENT does not own the site, CLIENT represents and warrants that it will obtain permission for NATIVE EDGE's access to the site to conduct site reconnaissance, surveys, borings, and other explorations of the site pursuant to the scope of services in the Agreement. NATIVE EDGE will take reasonable

precautions to minimize damage to the site from use of equipment, but NATIVE EDGE is not responsible for damage to the site caused by normal and customary use of equipment. The cost for restoration of damage that may result from NATIVE EDGE's operations has not been included in NATIVE EDGES's fee, unless specifically stated in the PROPOSAL.

Underground Structures. Client will identify locations of buried utilities and other underground structures in areas of subsurface exploration. NATIVE EDGE will take reasonable precautions to avoid damage to the buried utilities and other underground structures noted. If locations are not known or cannot be confirmed by CLIENT, then there will be a degree of risk to CLIENT associated with conducting the exploration. In the absence of confirmed underground structure locations, CLIENT agrees to accept the risk of any damages and losses resulting from the exploration work.

#### **ACCEPTANCE**

By signing the PROPOSAL both parties hereto have executed this Agreement.



February 16, 2022

Ashley Smolinski & Vanessa Walstra  
Kent District Library – Cascade Township Branch  
2870 Jacksmith Ave SE  
Grand Rapids, MI 49546

**RE: Master Plan Concept Review**

Dear Ashley & Vanessa,

This letter is to serve as the design narrative and overview of the master plan concept which Native Edge has developed for the Cascade Township Branch Library. We are very excited about the attached concept and are looking forward to receiving your feedback.

During our initial site visit, we discussed providing multiple concepts for you and the project team to review prior to getting into more detailed designs. However, while we were tinkering with different concepts for the site, one design emerged which was head and shoulders above the rest. The attached concept addresses many of the desired elements for the site and organizes the area in a unique and harmonious manner. We decided to provide a more refined design than what was originally discussed in order to better communicate the details and features of the attached concept. Although we like the attached design, I want to be clear in stating that this design is still completely flexible, and we can incorporate any feedback and changes required to create the final master plan.

**PROJECT NARRATIVE**

The goals of the attached master plan documents are to provide gathering spaces for groups of various sizes, connect people with nature, provide areas for quiet reflection, restore nature across the site, and increase the functionality and character of the site to support the goals and values of the library. The primary focus area for this project is in the area directly northeast of the library, between the building and the wooded area. Additional focus areas include the wooded area and immediately adjacent areas, and the area to the northeast of the library.

The feeling we wanted to create is that of an ‘outdoor library’ – but what does that mean exactly? To us, that means a space with multiple gathering areas, from cozy nooks to large group spaces, and providing opportunities for exploration, engagement, learning, connection, and reflection. This plan provides a variety of gathering spaces, seating opportunities, exploring and learning through natural landscapes and hands-on features, and will draw visitors outside and encourage them to explore and utilize the space. The forms driving the arrangement of the space are circular and curvilinear, drawing on the architecture of the library and creating a strong organizational signature for the site which contrasts nicely with the natural character of the sites vegetation and natural habitat spaces. This plan works with the existing natural features, such as trees, topography, and terrain, and supports and expands on these features and incorporates them into the plan instead of removing or mitigating them.

Two plans have been provided for review. The first is the ‘Overall Master Plan’ which shows a comprehensive master plan for the site. This includes additional areas beyond the primary focus area to show how the plan fits within the context of the entire site. The second is the ‘Master Plan Focus Area’ which focuses on the primary development area to the northwest of the library.

The following section reviews the proposed individual site features which are listed on the key on the master plan sheets.

#### PROPOSED SITE FEATURES KEY

1. New 6’ Sidewalk – One important component of the site is to ensure it is 100% ADA compliant. To achieve this, all primary use areas across the site may be accessed with a 6’ wide sidewalk. The sidewalks also nicely define space, reinforce the circular design theme, and provide a clean transition from one use area to another.
2. Active Lawn Space – Overall most of the existing lawn on site has been removed and replaced by a few target areas of ‘Active Lawn Space’. This active lawn space are the key focus areas for gathering, playing, and flexible use space for a variety of programming activities. The active lawn space directly adjacent to the library entrance on the northwest side of the building is the primary ‘outdoor classroom’ and active gathering space.
3. Paved Seating Area – This area is paved and can accommodate tables and provides a hard surface for programming that requires additional stability. This area can also serve as a seated overlook to the restored detention basin meadow and provide additional seating options for individuals with accessibility issues.
4. Perennial Garden Spaces – these areas are intentionally planted perennial gardens which will enhance the character and beauty of the outdoor areas. These gardens will help define space, indicate where more intimate areas are located, and support wildlife and education using native plants. These gardens will be installed using native perennial plugs (live plants) which is different from the prairie and meadow areas which will use native seed.
5. Fountain – Garden fountains, sculptures, and artwork can be incorporated throughout the master plan. This concept shows one primary fountain in the garden area on the west side of the site, but other fountains could be incorporated to provide white noise and tranquility.
6. Seat Walls or Curved Benches – Seating is critical so that people are encouraged to stay in the space and know there are ample opportunities to do so. This plan shows many seat walls or curved benches in the primary gathering areas near the northwest corner of the library. These features would be permanent and can be used as outdoor classrooms where a large group can be spoken to at one time (see the large active lawn area), or they can provide intimate seating near gardens (see the fountain area).

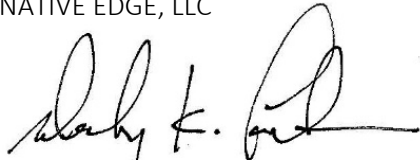
7. Rain Garden – The area at the northern corner of the library tends to be wet and here we are proposing a rain garden to create a beautiful garden space while solving the sites drainage issues. The rain garden would be slightly depressed, to help drain adjacent water, and would have an overflow structure which drains under the adjacent sidewalk and into the detention basin. This feature could also have a fountain feature incorporated, providing continuously running water.
8. Expanded Woodland Area – The expanded woodland area does just what it sounds like – it expands the existing woodland area to create buffers and help define space. On the west side of the project area the woodland areas extend all the way from the northernmost active lawn adjacent to the pavilion to the northwest corner of the library. This expanding planting of mainly native trees and shrubs will help to define space and provide a sense of enclosure, so users in the outdoor use areas don't feel exposed and instead feel safe and protected from the adjacent road. The woodland area is also expanded into a few areas to help define space within the primary use areas, as well to the northeast portion of the site to provide a buffer from the adjacent properties to the east.
9. Restored and Enhanced Woodland Area – The existing woodland areas will be cleaned up and restored, so that they are accessible, safe, and educational. Existing invasive or nuisance vegetation will be removed, and beneficial species will be planted to provide educational opportunities and increase the ecological quality of this area. Trails will be created through this location which connect to adjacent areas throughout the site and provide access to unique opportunities within the woodland area.
10. Woodland Play Areas – These areas are locations intended for natural play within the woodland areas. These areas will be clearings with natural materials and some built elements to encourage kids to explore and use their imaginations. Having this area within the existing woodland area will help to buffer some of this 'wilder' play from other users enjoying the site.
11. Pavilion – During our meeting, the idea of a pavilion on the north side of the woodland area was discussed, and we think it is a terrific idea. This concept provides a large pavilion area adjacent to a large formal garden and two active lawn areas. This location could become a major event and entertainment area for the library and could host a wide variety of events and programs. This entire area overlooks a large, restored prairie, which will be full of wildflowers, bees, and butterflies.
12. New Prairie Areas – The new prairie areas eliminate existing lawn and replace it with a beneficial low-profile prairie which will support local ecosystems and wildlife, add incredible natural beauty to the site, and reduce maintenance costs.
13. New Retention Area Meadow Planting – The new retention area meadow planting is similar to the prairie areas, except it provides a plant mix which prefers more consistent moisture and will have a slightly higher profile in character.

14. Wet Meadow Planting – This is very similar to the meadow planting, except here plants which require consistently wet soils will be used.
15. Trails – trails will be used to provide additional hiking and engagement opportunities across the site, particularly in the natural habitat areas like the woodlands and prairies. To the greatest extent possible, these trails will also be ADA compliant, and will be mown paths or decomposed granite to allow all users to access all corners of the site.
16. Seating Areas – There are many seating areas across the site, but this feature refers to the nodes along the northeast side of the building, which will feature a table and chairs with an umbrella or other shade structure. These areas are designed for quiet gatherings, eating lunch, and enjoying the beauty of the restored natural areas on the northeast side of the site.
17. Access to Improvement Areas – There are two primary ways to access these new improvement areas. The main access point is from the northwest corner of the library at the existing exterior door, and the secondary access point is from the sidewalk where you can access the site directly from the parking lot. The southeast corner of the site is where users can travel around the building to access the new improvement areas.

We hope you like the design and are looking forward to your feedback! Please let me know if there is a time in the near future when we can meet, virtually or in person, to discuss the design and any questions and comments you have.

With gratitude,

NATIVE EDGE, LLC



Wesley K. Landon, ASLA  
Landscape Architect / Principal

*Attachments [Cascade Library\_Overall Master PJan]  
[Cascade Library\_Focus Area Master PJan]*

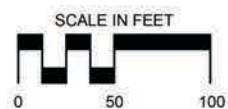


**PROPOSED SITE FEATURES KEY**

- ① NEW 6" SIDEWALK
- ② ACTIVE LAWN SPACE
- ③ PAVED SEATING AREA
- ④ PERENNIAL GARDEN SPACES
- ⑤ FOUNTAIN
- ⑥ SEAT WALLS OR CURVED BENCHES
- ⑦ RAIN GARDEN
- ⑧ EXPANDED WOODLAND AREA
- ⑨ RESTORED AND ENHANCED WOODLAND AREA
- ⑩ WOODLAND PLAY AREAS
- ⑪ PAVILION
- ⑫ NEW PRAIRIE AREAS
- ⑬ NEW RETENTION AREA MEADOW PLANTING
- ⑭ WET MEADOW PLANTING
- ⑮ TRAILS
- ⑯ SEATING AREAS
- ⑰ ACCESS TO IMPROVEMENT AREAS

**NOTES:**

- 1) Refer to included project narrative for detailed design information.



**PROJECT**  
**LANDSCAPE MASTER PLAN**  
 KENT DISTRICT LIBRARY - CASCADE TOWNSHIP BRANCH

**PREPARED FOR**  
 Kent District Library  
 CASCADE TOWNSHIP BRANCH

**PREPARED BY**  
  
 NATIVEEDGE  
 ECOLOGICALLY INSPIRED DESIGN

**DATE** 2/16/22  
**SHEET TITLE**  
 OVERALL MASTER PLAN  
**SHEET No.** 1 OF 2

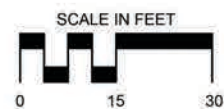


**PROPOSED SITE FEATURES KEY**

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- ⑮ TRAILS
- ⑯ SEATING AREAS
- ⑰ ACCESS TO IMPROVEMENT AREAS

**NOTES:**

- 1) Refer to included project narrative for detailed design information.



**PROJECT**  
**LANDSCAPE MASTER PLAN**  
 KENT DISTRICT LIBRARY - CASCADE TOWNSHIP BRANCH

**PREPARED FOR**  
 Kent District Library  
 CASCADE TOWNSHIP BRANCH

**PREPARED BY**  
 **NATIVEDGE**  
 ECOLOGICALLY INSPIRED DESIGN

**DATE** 2/16/22  
**SHEET TITLE**  
 MASTER PLAN FOCUS AREA  
**SHEET No.** 2 **OF** 2

**Opinion of Probable Cost - Landscape Master Plan - Cascade Library**

Item	Qty.	Unit	Unit Price	Total
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**PHASE I - PRIMARY USE AREA ADJACENT TO NW SIDE OF LIBRARY**

Site Prep., Demo, Grading, & Drainage	1	LS	\$ 17,500.00	\$ 17,500.00
4" Sidewalks	4,182	SF	\$ 7.00	\$ 29,274.00
Concrete Pavers	706	SF	\$ 26.00	\$ 18,356.00
Seat Walls	233	LF	\$ 180.00	\$ 41,940.00
Fountain	1	EA	\$ 5,000.00	\$ 5,000.00
Lawn Areas	2,323	SF	\$ 0.15	\$ 348.45
Perennial Garden Areas	3,265	SF	\$ 7.00	\$ 22,855.00
Rain Garden	1	Allowance	\$ 4,200.00	\$ 4,200.00
Woodland Expansion Areas	1	Allowance	\$ 8,500.00	\$ 8,500.00
Existing Woodland Clearing and Grubbing	1	Allowance	\$ 3,500.00	\$ 3,500.00
Woodland Paths and Play Areas	1	Allowance	\$ 5,000.00	\$ 5,000.00
Tables and Chairs	3	EA	\$ 2,000.00	\$ 6,000.00

Phase I Subtotal	\$ 162,473.45
Site Survey	\$ 3,000.00
Professional Fees @ 10%	\$ 16,247.35
Contingency @ 12%	\$ 19,496.81
<b>Phase I Total</b>	<b>\$ 201,217.61</b>

**PHASE II - PAVILION AREA AND IMPROVEMENTS NORTH OF EXISTING WOODS**

Site Prep., Demo, Grading, & Drainage	1	LS	10,000.00	\$ 10,000.00
4" Sidewalks	8,213	SF	7.00	\$ 57,491.00
60' Pavilion	1	LS	80000	\$ 80,000.00
Perennial Garden Areas	3,223	SF	\$ 7.00	\$ 22,561.00
Lawn Areas	3,926	SF	\$ 0.15	\$ 588.90

Phase II Subtotal	\$ 170,640.90
Site Survey	\$ 1,500.00
Professional Fees @ 10%	\$ 17,064.09
Contingency @ 12%	\$ 20,476.91
<b>Phase II Total</b>	<b>\$ 209,681.90</b>

**PHASE III - NORTHEAST SIDE OF BUILDGIN FACING DETENTION BASIN**

Site Prep., Demo, Grading, & Drainage	1	LS	\$ 5,000.00	\$ 5,000.00
4" Sidewalks	2,075	SF	\$ 7.00	\$ 14,525.00
Perennial Garden Areas	4,495	SF	\$ 7.00	\$ 31,465.00
Tables and Chairs	3	EA	\$ 2,000.00	\$ 6,000.00

Phase III Subtotal	\$	56,990.00
Site Survey	\$	500.00
Professional Fees @ 5%	\$	2,849.50
Contingency @ 6%	\$	3,419.40
<b>Phase III Total</b>	<b>\$</b>	<b>63,758.90</b>

**PHASE IIII - NATURAL AREA IMPROVEMENTS**

Prairie Area Prep.	2.3	AC	\$ 1,500.00	\$ 3,450.00
Prairie Area Seed Installation	2.3	AC	\$ 5,000.00	\$ 11,500.00
Meadow and Wet Meadow Area Prep.	0.8	AC	\$ 2,000.00	\$ 1,600.00
Meadow and Wet Meadow Seed Installation	0.8	AC	\$ 6,000.00	\$ 4,800.00
Woodland Expansion Area Plantings	1	Allowance	\$ 10,000.00	\$ 10,000.00

Phase IIII Subtotal	\$	31,350.00
Professional Fees @ 5%	\$	1,567.50
Contingency @ 6%	\$	1,881.00
<b>Phase IIII Total</b>	<b>\$</b>	<b>34,798.50</b>

**Project Summary**

Phase I Total	\$	201,217.61
Phase II Total	\$	209,681.90
Phase III Total	\$	63,758.90
Phase IIII Total	\$	34,798.50
<b>Project Grand Total</b>	<b>\$</b>	<b>509,456.91</b>

**Notes:**

- 1) The cost estimates provided in this table assume average material and construction prices for the various s low range depending on exact materials specified and the prices in this spreadsheet assume the median price ra potential for the constructed price of the proposed site improvements to be above or below the estimated price
- 2) Due to the variable nature of material prices and contractor fees, no guarantee is made as to the actual cos These numbers are intended to provide an estimation of probable cost which can be used to plan for construct

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Notes

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Includes any additional topsoil, fill, and removals needed.

Includes Engineering, Installation, and Utilities

Includes eradication of exiting lawn areas in all of the dispalyed prairie areas on the master plan.
This number may be increased if erosion control blankets are required on slopes.

site improvements. Most features have a high and nge for these features. This means that there is es based on the exact materials chosen. t of construction of the features listed in this table. ion and next steps.



# CASCADE CHARTER TOWNSHIP

5920 Tahoe Dr. SE Grand Rapids, Michigan 49546

**Date:** January 25, 2023  
**To:** Supervisor Lesperance and Township Board Members  
**From:** Ben Swayze, Township Manager  
**Subject:** Floodplain Management – Ordinance Introduction and Setting of Public Hearing

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## **FACTS:**

The Federal Emergency Management Agency (FEMA) has completed the new Flood Insurance Rate Maps (FIRMS) for Kent County, which are scheduled to go into effect on February 23, 2023. The maps are set to go into effect after the required statutory 90-day appeal period that was initiated by FEMA and noticed in the local newspaper. FEMA did not receive any appeals of the proposed flood hazard determinations or submittals regarding the Preliminary Flood Insurance Study (FIS) report or FIRMS during that time.

Cascade Township currently participates in the National Flood Insurance Program (NFIP) and, as a member, the Township must now adopt a new Floodplain ordinance prior to the effective FIRM date of February 23, 2023. By participating in the NFIP, Cascade residents that live in designated floodplain areas are eligible for flood insurance. If the Township does not participate in the program, FEMA flood insurance policies would no longer be available to anyone in the township. Those home and business owners that have mortgages in the mapped floodplain would get their mortgages called due when their current policy expires, or be forced to obtain private flood insurance through Lloyds of London at typically substantially high rates. If a federal disaster is declared while a community is not participating, federal disaster assistance would not be available to the township or residents in the floodplain.

The first step in the process will be to set the public hearing for the ordinance adoption, which staff is recommending be set for Wednesday February 8 at the regular Township Board meeting. Once the public hearing is held, the Township Board will be able to adopt the ordinance at the meeting, or at any future meeting of the Board.

Attached for your review is:

- Draft Floodplain Management Ordinance
- Communication from FEMA including a Summary of Map Actions
- Maps are available at the Planning Department counter at Township Hall or by visiting [www.msc.fema.gov](http://www.msc.fema.gov)

## **ANALYSIS & CONCLUSIONS:**

If the Township Board wishes to move forward with the adoption of the Floodplain Management Ordinance, a public hearing will need to be held prior to adoption. Township Staff is

recommending the public hearing be set for the regular Township Board meeting on February 8, 2023 at 7:00pm at the Wisner Center.

The proposed ordinance has been reviewed and approved by the EGLE and FEMA offices.

**FINANCIAL CONSIDERATIONS:**

The adoption of the new Floodplain Management ordinance amendment itself comes with minimal costs, including staff time, printing and publishing. Adopting the ordinance ensures that Township residents in floodplain areas are eligible for FEMA flood insurance and eligible for FEMA disaster relief

**RECOMMENDED ACTION:**

Set the Public Hearing for the consideration of the Cascade Township Floodplain Management Ordinance for Wednesday February 8, 2023 at 7pm at the Wisner Center.

**CASCADE CHARTER TOWNSHIP  
KENT COUNTY, MICHIGAN**

**AN ORDINANCE ADDRESSING FLOODPLAIN MANAGEMENT PROVISIONS OF  
THE STATE CONSTRUCTION CODE**

**Ordinance No. \_\_\_\_\_ of 2023  
Adopted: \_\_\_\_\_, 2023**

At a regular meeting of the Township Board for Cascade Charter Township held at the Cascade Library Wisner Center on \_\_\_\_\_, 2023, beginning at 7:00 p.m., the following Ordinance was offered for adoption by Township Board Member \_\_\_\_\_ and was seconded by Township Board Member \_\_\_\_\_.

**An Ordinance to affirm and enforcing agency to discharge the responsibility of the Charter Township of Cascade located in Kent County, and to designate regulated flood hazard areas under the provisions of the State Construction Code Act, Act No. 230 of the Public Acts of 1972, as amended.**

**THE CHARTER TOWNSHIP OF CASCADE ORDAINS:**

**FLOODPLAIN MANAGEMENT PROVISIONS OF THE STATE CONSTRUCTION  
CODE**

**Section 1     Agency Designated.**

Pursuant to the provisions of the state construction code, in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended, the Building Official of the Charter Township of Cascade is hereby designated as the enforcing agency to discharge the responsibility of the Charter Township of Cascade under Act 230, of the Public Acts of 1972, as amended, State of Michigan. The Charter Township of Cascade assumes responsibility for the administration and enforcement of said Act throughout the corporate limits of the community adopting this ordinance.

**Section 2     Code Appendix Enforced.**

Pursuant to the provisions of the state construction code, in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended, Appendix G of the Michigan Building Code shall be enforced by the enforcing agency within the jurisdiction of the community adopting this ordinance.

**Section 3 Designation of Regulated Flood Prone Hazard Areas.**

The Federal Emergency Management Agency (FEMA) Flood Insurance Study (FIS) Entitled “The Flood Insurance Study for Kent County, all jurisdictions” and dated February 23, 2023 and the Flood Insurance Rate Map(s) (FIRMS) panel number(s) of 26081 CIND1A and 26081 CIND2A dated February 23, 2023 are adopted by reference for the purposes of administration of the Michigan Construction Code, and declared to be a part of Section 1612.3 of the Michigan Building Code, and to provide the content of the “Flood Hazards” section of Table R301.2(1) of the Michigan Residential Code.

**Section 4 Repeals**

All ordinances inconsistent with the provisions of this ordinance are hereby repealed.

**Section 5 Severability.**

If any part of this Ordinance shall be found to be invalid or unconstitutional by any Court of competent jurisdiction, said finding shall not affect the remaining portions hereof which shall remain in full force and effect.

**Section 5 Effective Date.**

This Ordinance shall become effective upon publication.

**YEAS:** Board members \_\_\_\_\_

**NAYS:** Board members \_\_\_\_\_

**ABSENT:** Board members \_\_\_\_\_

*(Certifications on next page)*

ORDINANCE DECLARED ADOPTED

\_\_\_\_\_  
Susan B. Slater, Township Clerk

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

Dated: \_\_\_\_\_

\_\_\_\_\_  
Susan B. Slater, Township Clerk



# Federal Emergency Management Agency

Washington, D.C. 20472

August 23, 2022

CERTIFIED MAIL  
RETURN RECEIPT REQUESTED

IN REPLY REFER TO:  
19P

Grace Lesperance  
Supervisor, Charter Township of Cascade  
5920 Tahoe Drive Southeast  
Grand Rapids, Michigan 49546

Community Name: Charter Township of  
Cascade,  
Kent County,  
Michigan  
Community No.: 260814  
Map Panels Affected: See FIRM Index

Supervisor Lesperance:

This is to notify you of the final flood hazard determination for Kent County, Michigan (All Jurisdictions), in compliance with Title 44, Chapter I, Part 67, Section 67.11, Code of Federal Regulations (CFR). This section requires that notice of final flood hazards shall be sent to the Chief Executive Officer of the community, all individual appellants, and the State Coordinating Agency, and shall be published in the *Federal Register*.

The statutory 90-day appeal period that was initiated for your community when the Department of Homeland Security's Federal Emergency Management Agency (FEMA) published a notice of proposed flood hazard determinations for your community in the local newspapers has elapsed. FEMA did not receive any appeals of the proposed flood hazard determinations or submittals regarding the Preliminary Flood Insurance Study (FIS) report and Flood Insurance Rate Map (FIRM) during that time.

Accordingly, the flood hazard determinations for your community are considered final. The final notice for flood hazard determinations will be published in the *Federal Register* as soon as possible. The FIS report and FIRM for your community will become effective on February 23, 2023. Before the effective date, we will send your community final printed copies of the FIS report and FIRM. For insurance purposes, the community number and new suffix code for the panels being revised are indicated on the FIRM and must be used for all new policies and renewals.

Because the FIS report for your community has been completed, certain additional requirements must be met under Section 1361 of the National Flood Insurance Act of 1968, as amended, within 6 months from the date of this letter.

It must be emphasized that all the standards specified in 44 CFR Part 60.3(d) of the National Flood Insurance Program (NFIP) regulations must be enacted in a legally enforceable document. This includes adoption of the current effective FIS report and FIRM to which the regulations

apply and other modifications made by this map revision. Some of the standards should already have been enacted by your community in order to establish initial eligibility in the NFIP. Your community can meet any additional requirements by taking one of the following actions in this Paragraph of the NFIP regulations:

1. Amending existing regulations to incorporate any additional requirements of 44 CFR Part 60.3(d);
2. Adopting all the standards of 44 CFR Part 60.3(d) into one new, comprehensive set of regulations; or
3. Showing evidence that regulations have previously been adopted that meet or exceed the minimum requirements of 44 CFR Part 60.3(d).

Also, prior to the effective date, your community is required, as a condition of continued eligibility in the NFIP, to adopt or show evidence of adoption of the floodplain management regulations that meet the standards of 44 CFR Part 60.3(d) of the NFIP regulations by the effective date of the FIRM. These standards are the minimum requirements and do not supersede any State or local requirements of a more stringent nature.

Many states and communities have adopted building codes based on the International Codes (I-Codes); the model I-Codes (2009 and more recent editions) contain flood provisions that either meet or exceed the minimum requirements of the NFIP for buildings and structures. The model codes also contain provisions, currently found in an appendix to the International Building Code, that apply to other types of development and NFIP requirements. In these cases, communities should request review by the NFIP State Coordinator to ensure that local floodplain management regulations are coordinated (not duplicative or inconsistent) with the State or Local building code. FEMA's resource, *Reducing Flood Losses through the International Code: Coordinating Building Codes and Floodplain Management Regulations, 5th Edition (2019)*, provides some guidance on this subject and is available at <https://www.fema.gov/emergency-managers/risk-management/building-science/building-codes/flood>.

Communities that fail to enact the necessary floodplain management regulations will be suspended from participation in the NFIP and subject to the prohibitions contained in Section 202(a) of the Flood Disaster Protection Act of 1973 (Public Law 93-234) as amended, and 44 CFR Part 59.24.

To assist your community in maintaining the FIRM, we have enclosed a Summary of Map Actions (SOMA) to document previous Letters of Map Change (LOMC) actions (i.e., Letters of Map Amendment, Letters of Map Revision) that will be affected when the revised FIRM panels referenced above become effective. If no LOMCs were issued previously for your community, you are receiving a SOMA for informational purposes only.

Once the FIS report and FIRM are printed and distributed, the digital files containing the flood hazard data for the entire county can be provided for use in a computer mapping system. These

files can be used in conjunction with other thematic data for floodplain management purposes, insurance requirements, and many other planning applications. Copies of the digital files of the FIRM panels may be obtained by calling our FEMA Mapping and Insurance eXchange (FMIX), toll free, at (877) 336-2627 (877-FEMA MAP) or by visiting the Map Service Center at <https://www.msc.fema.gov>. In addition, your community may be eligible for additional credits under our Community Rating System if you implement your activities using digital mapping files.

For assistance with your floodplain management ordinance or enacting the floodplain management regulations, please contact Matt Occhipinti, P.E., CFM, NFIP State Coordinator for Michigan by telephone at (616) 204-1708. If you should require any additional information, we suggest that you contact the Director, Mitigation Division of FEMA, Region 5 at (312) 408-5500 for assistance. If you have any questions concerning mapping issues in general or the enclosed SOMA, please call our FMIX at the telephone number shown above. Additional information and resources you may find helpful regarding the NFIP and floodplain management can be found on our website at <https://www.fema.gov/flood-maps>. Copies of these documents may also be obtained by calling our FMIX.

Sincerely,



Luis Rodriguez, P.E., Director  
Engineering and Modeling Division  
Federal Insurance and Mitigation Administration

Enclosure:  
Final SOMA

cc: Community Map Repository  
Brian Hilbrands, Planning Director, Charter Township of Cascade

## FINAL SUMMARY OF MAP ACTIONS

Community: CASCADE, CHARTER TOWNSHIP OF

Community No: 260814

To assist your community in maintaining the Flood Insurance Rate Map (FIRM), we have summarized below the effects of the enclosed revised FIRM panels(s) on previously issued Letter of Map Change (LOMC) actions (i.e., Letters of Map Revision (LOMRs), Letter of Map Revision based on Fill (LOMR-Fs), and Letters of Map Amendment (LOMAs)) that will be affected when the revised FIRM becomes effective on February 23, 2023.

### 1. LOMCs Incorporated

The modifications effected by the LOMCs listed below will be reflected on the revised FIRM. In addition, these LOMCs will remain in effect until the revised FIRM becomes effective.

LOMC	Case No.	Date Issued	Project Identifier	Original Panel	Current Panel
102	02-05-1697P	10/10/2002	GRAND RIVER - ADA MOORINGS	2608140025A	26081C0453D

### 2. LOMCs Not Incorporated

The modifications effected by the LOMCs listed below will not be reflected on the revised FIRM panels or will not be reflected on the revised FIRM panels because of scale limitations or because the LOMC issued had determined that the lot(s) or structure(s) involved were outside the Special Flood Hazard Area, as shown on the FIRM. These LOMCs will remain in effect until the revised FIRM becomes effective. These LOMCs will be revalidated free of charge 1 day after the revised FIRM becomes effective through a single revalidation letter that reaffirms the validity of the previous LOMCs.

## FINAL SUMMARY OF MAP ACTIONS

Community: CASCADE, CHARTER TOWNSHIP OF

Community No: 260814

## 2A. LOMCs on Revised Panels

LOMC	Case No.	Date Issued	Project Identifier	Original Panel	Current Panel
LOMA	93-05-0187W	02/01/1993	LOT 13 - MARACAIBO SHORES	2608140025A	26081C0463D
LOMA	93-05-0188W	02/01/1993	1424 BRIARCLIFF DRIVE, S.E.	2608140025A	26081C0453D
LOMA	93-05-0195W	06/15/1993	7357 KILMER DRIVE SOUTHEAST	2608140025A	26081C0580D
LOMA	96-05-1880A	05/07/1996	4670 LITTLE HARBOR DRIVE	2608140025A	26081C0463D
LOMA	96-05-2506A	06/14/1996	4545 LITTLE HARBOR DRIVE	2608140025A	26081C0463D
LOMA	96-05-2630A	07/08/1996	LOT 4 - THE ASPENS	2608140025A	26081C0463D
LOMA	96-05-4130A	10/08/1996	PART OF GOV'T LOT 7, SECTION 16	2608140025A	26081C0442D
LOMA	97-05-974A	01/28/1997	7796 THORNAPPLE BAYOU - N« OF SE- OF SECT. 27	2608140025A	26081C0463D 26081C0580D
LOMA	98-05-694A	12/12/1997	THE ASPENS - LOT 2 - 7545 KENROB DRIVE, S.E.	2608140025A	26081C0463D
LOMA	97-05-5230A	01/21/1998	THORNAPPLE VALLEY PLAT - LOT 20 - 7261 KILMER S.E.	2608140025A	26081C0580D
LOMA	98-05-4546A	07/31/1998	9487 GRAND RIVER DRIVE	2608140025A	26081C0466D
LOMA	98-05-4352A	09/16/1998	7114 GLADYS, S.E. - LOT 11, SECTION 4	2608140025A	26081C0453D
LOMA	98-05-6328A	10/28/1998	SECTION 3, TOWN 6 NORTH, RANGE 10 WEST - 1839 TIMBER TRAIL DRIVE S.E.	2608140025A	26081C0461D
LOMA	99-05-850A	01/06/1999	SECTION 9, T6N, R10W AND LOT 23 - SHAG BARK PLAT - 2627 THORNAPPLE RIVER DRIVE	2608140025A	26081C0461D
LOMA	99-05-2282A	02/17/1999	PARCELS A & B BEING PART OF GOVERNMENT LOT 5 - 6811 BURGER DRIVE S.E.	2608140025A	26081C0463D
LOMA	99-05-2480A	03/03/1999	LOTS 177-182, VILLAGE OF CASCADE SPRINGS - 2597 CASCADE SPRINGS DRIVE	2608140025A	26081C0461D

## FINAL SUMMARY OF MAP ACTIONS

Community: CASCADE, CHARTER TOWNSHIP OF

Community No: 260814

LOMC	Case No.	Date Issued	Project Identifier	Original Panel	Current Panel
LOMA	99-05-2804A	05/21/1999	SHAG BARK PLAT - LOT 25 - 2621 THORNAPPLE RIVER DRIVE S.E.	2608140025A	26081C0461D
LOMA	99-05-4624A	10/22/1999	OAK BROOK VALLEY - LOT 13 - 6947 OAK BROOK SE	2608140025A	26081C0461D
LOMA	01-05-0133A	01/26/2001	2653 THORNAPPLE RIVER DRIVE, S.E.	2608140025A	26081C0461D
LOMA	01-05-3323A	10/17/2001	LOT 13, RIVERBEND HOMESITES--7130 GLADYS DRIVE, GRAND RAPIDS	2608140025A	26081C0453D
LOMA	02-05-2601A	08/02/2002	1360 BRIARCLIFF DRIVE, S.E.	2608140025A	26081C0453D
LOMA	03-05-0010A	10/18/2002	LOT 10 & PART OF LOT 11, RIVERBEND HOMESITES, --7106 GLADYS DR.	2608140025A	26081C0453D
LOMA	03-05-2357A	04/30/2003	CAMPO DEL RIO, LOT 4; 7166 PLACITA COURT	2608140025A	26081C0463D
LOMA	03-05-4237A	07/18/2003	LOTS 19, 20, & PORTIONS OF SEC. 9, LOTS 12-16; 2633 THORNAPPLE RIVER DR.	2608140025A	26081C0461D
LOMA	03-05-4509A	08/27/2003	SECTION 10, T6N, R10W; 2645 CASCADE SPRINGS DR. SE	2608140025A	26081C0461D
LOMA	04-05-0329A	12/19/2003	SHAG BARK PLAT, PART OF LOT 23, AND LOT 24; 2611 THORNAPPLE RIVER DRIVE	2608140025A	26081C0461D
LOMA	04-05-A233A	08/06/2004	OAK BROOK VALLEY SECTION 9, LOT 8 -- 6986 OAKBROOK STREET SE	2608140025A	26081C0461D
LOMA	04-05-A382A	09/01/2004	6927 OAKBROOK DRIVE -- PORTION OF SECTION 9, T6N, R10W	2608140025A	26081C0461D
LOMR-F	05-05-0876A	01/12/2005	ADA MOORINGS SITE CONDOMINIUM, PHASE 5, 6 & 7	2608140025A	26081C0453D 26081C0454D
LOMA	05-05-3595A	10/20/2005	VILLAGE OF CASCADE SPRINGS, LOTS 160, 161, 198 & 199	2608140025A	26081C0461D
LOMA	06-05-0045A	11/18/2005	2641 CASCADE SPRINGS DRIVE -- PORTION OF SECTION 10, T6N, R10W	2608140025A	26081C0461D
LOMR-F	06-05-BR30A	07/25/2006	2465 CASCADE SPRING DRIVE (MI)	2608140025A	26081C0461D
LOMA	07-05-0633A	11/16/2006	LITTLE HARBOR ON THE HILLSBORO, LOT 17 -- 4707 LITTLE HARBOR DRIVE SE (MI)	2608140025A	26081C0463D

## FINAL SUMMARY OF MAP ACTIONS

Community: CASCADE, CHARTER TOWNSHIP OF

Community No: 260814

LOMC	Case No.	Date Issued	Project Identifier	Original Panel	Current Panel
LOMA	07-05-0502A	01/23/2007	THORNAPPLE VALLEY PLAT, LOT 22 -- 7249 KILMER SE (MI)	2608140025A	26081C0580D
LOMA	08-05-0404A	12/04/2007	CASCADE ACRES, LOT 3 -- 1491 THORNAPPLE RIVER DRIVE	2608140025A	26081C0461D
LOMA	08-05-2722A	05/27/2008	PORTION OF SECTIONS 9 AND 16 T6N, R10W -- 2796 THORNAPPLE RIVER DRIVE	2608140025A	26081C0461D
LOMA	08-05-4364A	08/19/2008	LITTLE HARBOR ON THE HILLSBORO, LOTS 4, 5 & 11 -- 4650, 4630 & 4607 LITTLE HARBOR DRIVE	2608140025A	26081C0463D
LOMA	08-05-4663A	09/16/2008	VILLAGE OF CASCADE SPRINGS, LOTS 155, 203 & 204 -- 2441 CASCADE SPRINGS COURT	2608140025A	26081C0461D
LOMA	09-05-0788A	12/18/2008	WOODSPOINTE, LOT 22 -- 5025 BUTTRICK AVENUE SE	2608140025A	26081C0580D
LOMA	09-05-1163A	04/07/2009	PORTION OF SECTIONS 3 & 10, T6N, R10W -- 2000 STEKETEE WOODS LANE SE	2608140025A	26081C0461D
LOMA	09-05-2800A	05/08/2009	2675 CASCADE SPRINGS DRIVE -- PORTION OF SECTION 10, T6N, R10W	2608140025A	26081C0461D
LOMA	09-05-5251A	08/18/2009	Lot 60; Cascade Acres No. 2	2608140025A	26081C0453D
LOMA	09-05-5145A	09/24/2009	RIVERBEND HOMESITES, LOT 6 -- 7123 GLADYS DRIVE SE	2608140025A	26081C0453D
LOMA	10-05-0281A	03/04/2010	LOT 24 GOODWOOD -- 3584 GOODWOOD DRIVE SOUTHEAST	2608140025A	26081C0463D
LOMA	10-05-2077A	03/04/2010	PORTION OF LOTS 6 & 7, OAK BROOK VALLEY -- 2509 SHAGBARK AVENUE	2608140025A	26081C0461D
LOMA	10-05-4968A	07/20/2010	1550 THORNAPPLE RIVER DRIVE	2608140025A	26081C0461D
LOMR-F	10-05-5844A	09/14/2010	2315 CASCADE SPRINGS DRIVE	2608140025A	26081C0461D
LOMA	10-05-7875A	09/28/2010	Block 21 and 22 - 3824 Goodwood Drive	2608140025A	26081C0463D
LOMA	11-05-2644A	02/24/2011	LOT 12, CASCADE ACRES -- 1436 RIVERTON AVENUE SOUTHEAST	2608140025A	26081C0453D
LOMA	11-05-3564A	03/17/2011	1985 TIMBER TRAIL SOUTHEAST	2608140025A	26081C0461D

## FINAL SUMMARY OF MAP ACTIONS

Community: CASCADE, CHARTER TOWNSHIP OF

Community No: 260814

LOMC	Case No.	Date Issued	Project Identifier	Original Panel	Current Panel
LOMA	11-05-3566A	03/15/2011	1843 TIMBER TRAIL SOUTHEAST	2608140025A	26081C0461D
LOMA	11-05-4320A	03/15/2011	Block 3 - 7390 Oliver Woods Drive	2608140025A	26081C0461D
LOMA	11-05-3520A	03/24/2011	LOTS 3 AND 4, ISLAND VIEW PARK -- 7249 DENISON DRIVE SOUTHEAST	2608140025A	26081C0461D
LOMA	11-05-3189A	05/19/2011	A PORTION OF LOTS 4 & 6, GRACHEN PLAT -- 7303 GRACHEN DRIVE SOUTHEAST	2608140025A	26081C0461D
LOMA	11-05-3092A	06/30/2011	LOT 6, LITTLE HARBOR ON THE HILLSBORO -- 4610 LITTLE HARBOR DRIVE SOUTHEAST	2608140025A	26081C0463D
LOMA	11-05-6554A	08/04/2011	UNIT 41, ANDERSON WOODS -- 7300 KIRKWOOD TRAIL	2608140025A	26081C0580D
LOMA	11-05-6896A	08/25/2011	7107 GLADYS DRIVE SOUTHEAST	2608140025A	26081C0453D
LOMA	11-05-6284A	08/30/2011	2331 CASCADE SPRINGS DRIVE SOUTHEAST	2608140025A	26081C0461D
LOMA	11-05-7781A	09/08/2011	UNIT 40, ANDERSON WOODS -- 7400 KIRKWOOD TRAIL	2608140025A	26081C0580D
LOMA	11-05-8203A	09/08/2011	LOT 8 AND A PORTION OF LOT 7, RIVERBEND HOMESITES -- 7101 GLADYS DRIVE SOUTHEAST	2608140025A	26081C0453D
LOMA	12-05-0154A	10/18/2011	LOT 7, RIVERBEND HOMESITES AND A PARCEL OF LAND -- 7115 GLADYS DRIVE SOUTHEAST	2608140025A	26081C0453D
LOMA	11-05-9177A	10/25/2011	LOT 38, CASCADE RIVERVIEW PARK --3178 THORNCREST DRIVE	2608140025A	26081C0461D
LOMA	12-05-1294A	12/13/2011	LOT 47, CASCADE ACRES -- 1441 SANDY POINT AVENUE SOUTHEAST	2608140025A	26081C0453D
LOMA	12-05-1616A	12/15/2011	2500 THORNAPPLE RIVER DRIVE SOUTHEAST	2608140025A	26081C0461D
LOMA	12-05-1195A	01/12/2012	PART OF GOVERNMENT LOT 2, SECTION 16, T6N, R10W -- 7180 CASCADE ROAD SOUTHEAST	2608140025A	26081C0463D
LOMA	12-05-2598A	01/31/2012	7635 SANDY HOLLOW LAND SOUTHEAST	2608140025A	26081C0580D
LOMA	12-05-2362A	02/09/2012	CASCADE RIVERVIEW PARK, A PORTION OF LOT 51 -- 3031 THORNCREST DRIVE SOUTHEAST	2608140025A	26081C0461D

## FINAL SUMMARY OF MAP ACTIONS

Community: CASCADE, CHARTER TOWNSHIP OF

Community No: 260814

LOMC	Case No.	Date Issued	Project Identifier	Original Panel	Current Panel
LOMA	12-05-2608A	03/06/2012	A PORTION OF LOT 5, THE ASPENS -- 7485 KENROB DRIVE	2608140025A	26081C0463D
LOMA	12-05-4151A	04/24/2012	2335 CASCADE SPRINGS DRIVE	2608140025A	26081C0461D
LOMA	12-05-7282A	07/26/2012	1396 BRIARCLIFF DRIVE SOUTHEAST	2608140025A	26081C0453D
LOMA	12-05-8262A	09/18/2012	LOT 20 & A PORTION OF LOT 19, BLOCK 1, CASCADE TERRACE -- 2777 CASCADE SPRINGS DRIVE SOUTHEAST	2608140025A	26081C0461D
LOMA	13-05-0341A	10/23/2012	2693 THORNAPPLE RIVER DRIVE SOUTHEAST	2608140025A	26081C0461D
LOMA	12-05-9835A	11/08/2012	OAK BROOK VALLEY, A PORTION OF LOT 3 -- 2510 SHAGBARK AVENUE	2608140025A	26081C0461D
LOMA	13-05-2417A	01/22/2013	LOT 9, LITTLE HARBOR ON THE HILLSBORO -- 4581 LITTLE HARBOR DRIVE SOUTHEAST	2608140025A	26081C0463D
LOMA	13-05-3453A	02/26/2013	LOT 13, CASCADE ACRES -- 1433 RIVERTON AVENUE SOUTHEAST	2608140025A	26081C0453D
LOMA	13-05-3286A	03/14/2013	8824 GRAND RIVER DRIVE	2608140025A	26081C0462D
LOMA	13-05-3839A	04/11/2013	7396 OLIVER WOODS DRIVE SOUTHEAST	2608140025A	26081C0461D
LOMA	13-05-5810A	06/18/2013	A PORTION OF LOT 7, GOEBEL PLAT -- 7314 THORNAPPLE PARK DRIVE SOUTHEAST	2608140025A	26081C0461D
LOMA	13-05-6666A	07/16/2013	LOT 37, CASCADE RIVERVIEW PARK -- 3193 THORNCREST DRIVE	2608140025A	26081C0463D
LOMA	13-05-6665A	07/25/2013	LOT 36, CASCADE RIVERVIEW PARK -- 3206 THORNCREST DRIVE	2608140025A	26081C0463D
LOMA	13-05-8364A	09/24/2013	7196 CASCADE ROAD	2608140025A	26081C0463D
LOMA	14-05-0344A	10/22/2013	7219 KILMER DRIVE SOUTHEAST	2608140025A	26081C0580D
LOMA	14-05-1515A	12/05/2013	2541 CASCADE SPRINGS DRIVE SOUTHEAST	2608140025A	26081C0461D
LOMA	14-05-3274A	02/18/2014	7675 SANDY HOLLOW DRIVE SOUTHEAST	2608140025A	26081C0580D

## FINAL SUMMARY OF MAP ACTIONS

Community: CASCADE, CHARTER TOWNSHIP OF

Community No: 260814

LOMC	Case No.	Date Issued	Project Identifier	Original Panel	Current Panel
LOMA	14-05-3354A	02/20/2014	2021 TIMBER POINT DRIVE SOUTHEAST	2608140025A	26081C0461D
LOMA	14-05-5084A	04/08/2014	2727 THORNAPPLE RIVER DRIVE SOUTHEAST	2608140025A	26081C0461D
LOMA	14-05-4899A	04/17/2014	LOTS 171, 172, 187, AND 188 -- 2551 CASCADE SPRINGS DRIVE SOUTHEAST	2608140025A	26081C0461D
LOMA	14-05-5170A	05/08/2014	LOT 12, LITTLE HARBOR ON THE HILLSBORO -- 4623 LITTLE HARBOR DRIVE SOUTHEAST	2608140025A	26081C0463D
LOMA	14-05-4876A	06/03/2014	2525 CASCADE SPRINGS DRIVE SOUTHEAST	2608140025A	26081C0461D
LOMA	14-05-6278A	06/10/2014	1833 TIMBER TRAIL DRIVE SOUTHEAST	2608140025A	26081C0461D
LOMA	14-05-6757A	06/17/2014	PART OF GOVERNMENT LOT 5, SECTION 16, TOWN 6 NORTH, RANGE 10 WEST -- 6943 BURGER DRIVE SOUTHEAST	2608140025A	26081C0463D
LOMA	14-05-6787A	07/15/2014	4555 LITTLE HARBOR DRIVE SOUTHEAST	2608140025A	26081C0463D
LOMA	14-05-7423A	07/29/2014	LOT 8, LITTLE HARBOR ON THE HILLSBORO -- 4567 LITTLE HARBOR DRIVE SOUTHEAST	2608140025A	26081C0463D
LOMA	14-05-8384A	09/09/2014	LOT 1, CASCADE ACRES -- 1453 THORNAPPLE RIVER DRIVE	2608140025A	26081C0453D
LOMA	15-05-0948A	12/01/2014	7430 CASCADE ROAD SOUTHEAST	2608140025A	26081C0463D
LOMA	15-05-0950A	12/11/2014	7378 CASCADE ROAD SOUTHEAST	2608140025A	26081C0463D
LOMA	15-05-0949A	12/23/2014	LOT 25, CASCADE ACRES -- 1434 HILLSBORO AVENUE SOUTHEAST	2608140025A	26081C0453D
LOMA	15-05-2324A	03/05/2015	7378 CASCADE ROAD SE (ACCESSORY)	2608140025A	26081C0463D
LOMA	15-05-2547A	03/19/2015	PORTION OF SECTION 16, T6N, R10W -- 7186 CASCADE ROAD SOUTHEAST	2608140025A	26081C0463D
LOMA	15-05-3247A	04/07/2015	PORTION OF SECTION 27, T6N, R10W -- 7804 AND 7802 THORNAPPLE DRIVE, 7749 SANDY HOLLOW DRIVE	2608140025A	26081C0580D
LOMA	15-05-3517A	04/16/2015	VILLAGE OF CASCADE SPRINGS, LOTS 175, 176, 183 & 184 -- 2573 CASCADE SPRING DRIVE SE	2608140025A	26081C0461D

## FINAL SUMMARY OF MAP ACTIONS

Community: CASCADE, CHARTER TOWNSHIP OF

Community No: 260814

LOMC	Case No.	Date Issued	Project Identifier	Original Panel	Current Panel
LOMA	15-05-3548A	04/20/2015	CAMPO DEL RIO, LOT 12 -- 7177 AQUA FRIA COURT SE	2608140025A	26081C0463D
LOMA	15-05-3780A	04/30/2015	THORNAPPLE VALLEY PLAT, LOTS 16-17 -- 7291 KILMER DRIVE SE	2608140025A	26081C0580D
LOMA	15-05-3976A	05/08/2015	SECTION 27, T6N, R10W -- 4755 LITTLE HARBOR DRIVE SE	2608140025A	26081C0463D
LOMA	15-05-4285A	05/29/2015	Lot 16, Little Harbor On The Hillsboro Subdivision - 4623 Little Harbor Drive	2608140025A	26081C0463D
LOMA	15-05-4776A	06/24/2015	7428 Biscayne Way, SE	2608140025A	26081C0461D
LOMA	15-05-6275A	08/18/2015	GOODWOOD PLAT, PORTION OF LOTS 20, 21, AND 22 -- 3556 GOODWOOD DRIVE SE	2608140025A	26081C0463D
LOMA	16-05-1730A	12/28/2015	7223 Kilmer Drive, SE	2608140025A	26081C0580D
LOMA	16-05-1553A	01/15/2016	SECTION 10, T6N, R10W -- 2278 THORNAPPLE RIVER DRIVE SE	2608140025A	26081C0461D
LOMA	16-05-1875A	01/11/2016	7700 Thornapple Bayou Drive, SE	2608140025A	26081C0463D
LOMA	16-05-1800A	01/26/2016	RIVERBEND HOMESITES, LOT 15 -- 7150 GLADYS DRIVE SE	2608140025A	26081C0453D
LOMA	16-05-1802A	01/25/2016	SECTION 3, T6N, R10W -- 1350 BRIARCLIFF DRIVE SE	2608140025A	26081C0453D
LOMA	16-05-1224A	03/01/2016	CASCADE RIVERVIEW PARK, LOT 32 -- 3250 THORNCREST DRIVE SE	2608140025A	26081C0463D
LOMA	16-05-3169A	03/11/2016	Lot 10, Little Harbor on the Hillsboro Subdivision - 4593 Little Harbor Drive, SE	2608140025A	26081C0463D
LOMA	16-05-3170A	03/10/2016	7201 Kilmer Drive, SE	2608140025A	26081C0580D
LOMA	15-05-7642A	04/29/2016	SECTION 27, T6N, R10W -- 7733 SANDY HOLLOW DRIVE	2608140025A	26081C0580D
LOMA	16-05-3248A	04/25/2016	Lot 7, Little Harbor on the Hillsboro Subdivision - 4586 Little Harbor Drive, SE	2608140025A	26081C0463D
LOMA	16-05-3864A	05/02/2016	Lot 15, Little Harbor on the Hillsboro Subdivision - 4667 Little Harbor Drive, SE	2608140025A	26081C0463D

## FINAL SUMMARY OF MAP ACTIONS

Community: CASCADE, CHARTER TOWNSHIP OF

Community No: 260814

LOMC	Case No.	Date Issued	Project Identifier	Original Panel	Current Panel
LOMA	17-05-0847A	11/16/2016	Lot 41, Cascade Riverview Park Subdivision - 3157 Thomcrest Drive SE	2608140025A	26081C0461D
LOMA	17-05-0611A	11/23/2016	CAMPO DEL RIO, LOT 13 -- 7178 AQUA FRIA COURT	2608140025A	26081C0463D
LOMA	17-05-0691A	11/30/2016	SECTION 27, T6N, R10W -- 7704 THORNAPPLE BAYOU DRIVE SE	2608140025A	26081C0463D
LOMA	17-05-1121A	12/19/2016	CASCADE ACRES, LOT 4 -- 1505 THORNAPPLE RIVER DRIVE SE	2608140025A	26081C0461D
LOMA	17-05-1484A	01/04/2017	Lot 26, Thornapple Valley Plat Subdivision - 7227 Kilmer Drive SE	2608140025A	26081C0580D
LOMA	17-05-2376A	02/21/2017	SECTION 10, T6N, R10W -- 2396 CASCADE SPRINGS DRIVE SE	2608140025A	26081C0461D
LOMA	17-05-2730A	03/13/2017	OAK BROOK VALLEY, PORTION OF LOT 1 -- 7135 OAK BROOK STREET SE	2608140025A	26081C0461D
LOMA	17-05-2867A	03/20/2017	SECTION 3, T6N, R10W -- 1390 BRIARCLIFF DRIVE SE	2608140025A	26081C0453D
LOMA	17-05-3027A	03/29/2017	CASCADE RIVERVIEW PARK, LOT 50 -- 3049 THRONCREST DRIVE SE	2608140025A	26081C0461D
LOMA	17-05-3148A	04/10/2017	1460 Briarcliff Drive SE	2608140025A	26081C0453D
LOMA	17-05-4869A	07/24/2017	Lot 26, Cascade Acres Subdivision - 1437 Hillsboro Avenue SE	2608140025A	26081C0453D
LOMA	17-05-5713A	09/01/2017	VILLAGE OF CASCADE SPRINGS, LOTS 150-152/207-209 -- 2421 CASCADE SPRINGS ROAD SE	2608140025A	26081C0461D
LOMA	18-05-1872A	02/09/2018	GOVT. LOT 8, SECTION 16, T6N, R10W -- 6915 CASCADE ROAD SE	2608140025A	26081C0461D
LOMA	18-05-4168A	07/02/2018	WHISPERING BROOK, LOT 8 -- 6690 TANGLEWOOD DRIVE SE	2608140025A	26081C0444D
LOMA	18-05-4171A	07/02/2018	LITTLE HARBOR ON THE HILLSBORO, LOT 1 -- 4712 LITTLE HARBOR DRIVE SE	2608140025A	26081C0463D
LOMA	18-05-5643A	10/10/2018	SECTION 27, T6N, R10W -- 7732 THORNAPPLE BAYOU DRIVE SE	2608140025A	26081C0463D
LOMA	19-05-0132A	11/09/2018	CASCADE ACRES, LOTS 48-49 -- 1445 SANDY POINT SE	2608140025A	26081C0453D

## FINAL SUMMARY OF MAP ACTIONS

Community: CASCADE, CHARTER TOWNSHIP OF

Community No: 260814

LOMC	Case No.	Date Issued	Project Identifier	Original Panel	Current Panel
LOMA	19-05-2074A	04/12/2019	GOVT. LOT 8, SECTION 16, T6N, R10W -- 2842 THORNAPPLE RIVER DRIVE SE	2608140025A	26081C0461D
LOMA	19-05-4586A	09/16/2019	SECTION 10, T6N, R10W -- 7466 DEER HAVEN SE	2608140025A	26081C0461D
LOMA	19-05-5422A	10/15/2019	Lot 3 - 4, Block 1, Cascade Terrace Subdivision - 2909 Cascade Springs Drive SE	2608140025A	26081C0461D
LOMA	20-05-0213A	11/19/2019	VILLAGE OF CASCADE SPRINGS, LOTS 173, 174, 185 & 186 -- 2561 CASCADE SPRINGS DRIVE SE	2608140025A	26081C0461D
LOMA	20-05-0400A	11/20/2019	5060 Buttrick Avenue	2608140025A	26081C0580D
LOMA	20-05-1069A	01/14/2020	SECTION 27, T6N, R10W -- 7706 THORNAPPLE BAYOU DRIVE SE	2608140025A	26081C0463D
LOMA	20-05-1078A	01/14/2020	SECTION 27, T6N, R10W -- 7710 THORNAPPLE BAYOU DRIVE SE	2608140025A	26081C0463D
LOMA	20-05-1127A	02/12/2020	CASCADE TERRACE, LOTS 25 & 26 -- 2721 CASCADE SPRINGS DRIVE SE	2608140025A	26081C0461D
LOMA	20-05-1223A	02/14/2020	CASCADE TERRACE, BLOCK 1, LOT 22 -- 2757 CASCADE SPRINGS DRIVE SE	2608140025A	26081C0461D
LOMA	20-05-3538A	07/28/2020	SECTION 27, T6N, R10W -- 7750 THORNAPPLE BAYOU DR SE	2608140025A	26081C0463D
LOMA	20-05-3651A	08/05/2020	SECTION 27, T6N, R10W -- 7714 THORNAPPLE BAYOU DRIVE SE	2608140025A	26081C0463D
LOMR-F	20-05-3556A	09/14/2020	ADA MOORINGS, UNIT 139 -- 1266 DOGWOOD MEADOWS DRIVE SE	2608140025A	26081C0454D
LOMA	20-05-4777A	09/15/2020	7780 Thornapple Bayou Drive SE	2608140025A	26081C0580D
LOMA	20-05-4845A	11/13/2020	GOODWOOD, LOT 16 -- 3500 GOODWOOD DRIVE SE	2608140025A	26081C0463D
LOMA	21-05-0707A	12/23/2020	SECTION 16, T6N, R10W, GOVERNMENT LOT 7 -- 6600 MAHESH DRIVE SE	2608140025A	26081C0461D
LOMA	21-05-1095A	01/27/2021	SECTION 10, T6N, R10W -- 2510 THORNAPPLE RIVER DRIVE SE	2608140025A	26081C0461D
LOMA	21-05-1347A	02/12/2021	CASCADE TERRACE, BLOCK 1, LOT 27 -- 2685 CASCADE SPRINGS DRIVE SE	2608140025A	26081C0461D

## FINAL SUMMARY OF MAP ACTIONS

Community: CASCADE, CHARTER TOWNSHIP OF

Community No: 260814

LOMC	Case No.	Date Issued	Project Identifier	Original Panel	Current Panel
LOMA	21-05-2484A	04/07/2021	Lot 153-54, 205-6, Village of Cascade Springs Subdivision - 2429 Cascade Springs Drive SE	2608140025A	26081C0461D
LOMR-F	21-05-2376A	04/30/2021	VILLAGE OF CASCADE SPRINGS, LOTS 157-159 & 200-202 -- 2465 CASCADE SPRINGS DRIVE SE	2608140025A	26081C0461D
LOMA	21-05-2526A	05/03/2021	SECTION 3, T6N, R10W -- 7412 OLIVER WOODS DRIVE SE	2608140025A	26081C0461D
LOMA	21-05-2794A	05/06/2021	6735 Cascade Road SE	2608140025A	26081C0442D
LOMA	21-05-4033A	08/26/2021	SECTION 33, T6N, R10W -- 7205 60TH STREET SE	2608140025A	26081C0580D
LOMA	22-05-0798A	01/10/2022	SECTION 16, T6N, R10W, GOVERNMENT LOT 7 -- 3044 THORNAPPLE RIVER DRIVE SE	2608140025A	26081C0442D
LOMA	22-05-0866A	01/20/2022	SECTION 2, T6N, R10W -- 8500 GRAND RIVER DRIVE SE	2608140025A	26081C0462D

## 2B. LOMCs on Unrevised Panels

LOMC	Case No.	Date Issued	Project Identifier	Original Panel	Current Panel
			NO CASES RECORDED		

## FINAL SUMMARY OF MAP ACTIONS

Community: CASCADE, CHARTER TOWNSHIP OF

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### 3. LOMCs Superseded

The modifications effected by the LOMCs listed below have not been reflected on the Final revised FIRM panels because they are being superseded by new or revised flood hazard information or the information available was not sufficient to make a determination. The reason each is being superseded is noted below. These LOMCs will no longer be in effect when the revised FIRM becomes effective.

LOMC	Case No.	Date Issued	Project Identifier	Reason Determination Will be Superseded
LOMA	199300048R05	02/01/1992	UNKNOWN	1
LOMA	199300049R05	02/01/1993	UNKNOWN	1
LOMA	199300189R05	06/15/1993	UNKNOWN	1
LOMA	03-05-3355A	07/30/2003	VILLAGE OF CASCADE SPRINGS; 2465 CASCADE SPRINGS SE	1
LOMA	11-05-4743A	04/01/2011	Lot 13, Block 27, Little Harbor on the Hillsboro Subdivision - 4637 Little Harbor Drive	1
LOMA	14-05-1747A	12/17/2013	LOTS 171, 172, 187, 188 & A PARCEL OF LAND -- 2551 CASCADE SPRINGS DRIVE SOUTHEAST	6

1. Insufficient information available to make a determination.
2. Lowest Adjacent Grade and Lowest Finished Floor are below the proposed Base Flood Elevation.
3. Lowest Ground Elevation is below the proposed Base Flood Elevation.
4. Revised hydrologic and hydraulic analyses.
5. Revised topographic information.
6. Superseded by another LOMC.

### 4. LOMCs To Be Redetermined

The LOMCs in Category 2 above will be revalidated through a single revalidation letter that reaffirms the validity of the determination in the previously issued LOMC. For LOMCs issued for multiple lots or structures where the determination for one or more of the lots or structures is no longer valid, the LOMC cannot be revalidated through this administrative process. Therefore, we will review the data previously submitted for the LOMC requests listed below and if appropriate issue a new determination for the affected properties after the effective date of the revised FIRM.

LOMC	Case No.	Date Issued	Project Identifier	Original Panel	Current Panel
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**FINAL SUMMARY OF MAP ACTIONS**

Community: CASCADE, CHARTER TOWNSHIP OF

Community No: 260814

LOMC	Case No.	Date Issued	Project Identifier	Original Panel	Current Panel
			NO CASES RECORDED		