

AGENDA
CASCADE CHARTER TOWNSHIP
REGULAR BOARD MEETING

Wednesday, March 27, 2024

7:00 P.M.

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

Public may access the meeting via video conference software Zoom

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

Meeting ID: 861 2558 0789

By Phone: 1 312 626 6799

Expected Meeting Procedures

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

Article 1. Call to Order, Roll Call

Article 2. Pledge of Allegiance to the Flag

Article 3. Approval of Agenda

Article 4. Presentations

Article 5. Public Comments - Anything on the Agenda not scheduled for a public hearing. (Limit comments to 3 minutes)

Article 6. Approval of Consent Agenda

- a. Receive and File Minutes
 1. Township Board Meeting–3/13/24
 2. Planning Commission Meeting- 2/5/24 & 2/26/24
- b. Receive and File Reports
 1. Building Department Reports 2/24
- c. Receive and File Education Requests
 1. Vince Milito, PIAM Spring Conference, April 25-26, 2024
 2. Dennis Rowlander & Bill Benoit, COCM Spring Conference, April 29 – May 1, 2024.
- d. Receive and File Communication

Article 7. Financial Actions

- a. Request for Invoices to be paid on 3/28/2024

Article 8. Unfinished Business

Article 9. New Business

023-2024 Consider Approval of Updated Education Assistance Policy

024-2024 Consider Approval of Building, Facilities and Grounds Manager Position

025-2024 Consider Approval to Amend PUD-02 Ordinance

026-2024 Consider Approval of 2024 Pathways & Parking Lot Improvements

027-2024 Consider Approval of Planning Commission Appointments

Article 10. Discussion

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

Article 12. Manager Comments

Article 13. Board Member Comments

Article 14. Adjournment

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

Wednesday March 13, 2024

Wisner Center

2870 Jacksmith Dr SE

Grand Rapids, MI 49546

And Virtual Zoom Meeting

7:00 P.M.

HYBRID FORMAT

- Article 1.** Supervisor Lesperance called the meeting to order.
Present: Supervisor Lesperance, Clerk Slater, Treasurer Korstange,
Trustees Koessel, Shipley and Noordhoek
Absent: Trustee McDonald (excused)
Also Present: Community Planning and Development Director Hendrick,
Parks & Rec Director Manion, Chief Magers, Deputy Clerk Jager, Engineer
Thorne, Zoning Administrator Smith-Jacoby, Danielle Bouchard-Mckenna
Associates, Manager Smith, Attorney Homier and those listed in the
Supplement
- Article 2.** Supervisor Lesperance led the Pledge of Allegiance.
- Article 3. Approval of Agenda**
Supervisor Lesperance amended the agenda by striking Item 023-2024 and
adding a closed session pursuant to Act 267 of 1976, MCL 15.268 Sec.8 (d)
after Article 11. Motion by Trustee Shipley, seconded by Trustee Noordhoek
to approve amended agenda. 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, Ralph Moxley-1757 Hillsboro-spoke against reducing the number of
Planning Commissioners from 9 to 7 members.
2. Scot VanSolkema-2570 Orange-commended the Board on the titling of
the Independence Day Celebrations.
- Article 6. Approval of Consent Agenda**
- a. Receive and File Minutes
 - 1. Township Board Meeting–2/28/24
 - b. Receive and File Reports
 - 1. Treasurer’s Department Report Dec. 2023
 - c. Receive and File Education Requests
 - d. Receive and File Communication
None

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

Article 7. Financial Actions

a. Request for Invoices to be paid on 3/14/2024.

Motion by Trustee Shipley, seconded by Treasurer Korstange to approve. Motion carried unanimously.

Article 8. Unfinished Business

None

Article 9. New Business

014-2024 Consider Approval of Local Roads Program Motion by Trustee Koessel, seconded by Trustee Shipley to approve recommended road maintenance and cost sharing agreement with Kent County Road Commission. Motion carried unanimously. Motion by Trustee Koessel, seconded by Treasurer Korstange to amend the budget for this agreement. Motion carried unanimously.

015-2024 Consider Approval of Hero to Hero Program Motion by Trustee Shipley, seconded by Treasurer Korstange to approve. Motion carried unanimously.

016-2024 Consider Approval of Pickup Truck Purchase Motion by Clerk Slater, seconded by Trustee Shipley to approve purchase. Motion carried unanimously.

017-2024 Consider Approval of Dump Truck Purchase Motion by Trustee Koessel, seconded by Treasurer Korstange to approve purchase. Motion carried unanimously.

018-2024 Consider Approval of Distribution of the 2024 Draft Master Plan and Open 63 Day Comment Period Motion by Trustee Shipley, seconded by Clerk Slater to approve. Danielle Bouchard presented highlights of the draft Master Plan. Motion carried unanimously by roll call vote.

019-2024 Consider Approval of Second Read of Police Power Ordinance (Roll Call) Motion by Trustee Koessel, seconded by Trustee Shipley to approve. Motion carried unanimously by roll call vote.

020-2024 Consider Approval to Amend Zoning Ordinance (Roll Call) Motion by Trustee Shipley, seconded by Treasurer Korstange to approve. Motion carried unanimously by roll call vote.

021-2024 Consider Approval of Independence Day Budget 2024

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

022-2024 Consider Resolution to Approve Independence Day Road Closure (Roll Call) Motion by Trustee Shipley, seconded by Trustee Noordhoek to approve. Motion carried unanimously by roll call vote.

~~**023-2024 Consider Approval of Updated Education Assistance Policy**~~
Removed from Agenda.

Article 10. Discussion
None

Article 11. Public Comments

1. Rod Schultz-commented on the pet cemetery.
2. Ken Van Der Kolk-7200 Leyton-inquired on compression braking ordinance, hotel ordinance, and donor recognition in the park.
3. Scott Rissi-7238 Cascade Rd-commented on truck purchases needing extra review for plowing purposes.
4. Scot VanSolkema-inspired attendees with Independence Day ruminations and provided a petition regaining local control of zoning on renewable energy sources.
5. Tom Richardson-via Zoom-3438 N Applecrest Ct-questioned speeding on the Master Plan draft and reiterated safety as a priority.

Article 12. Closed Session

Motion by Trustee Koessel, seconded by Clerk Slater to enter closed session pursuant to Act 267 of 1976, MCL 15.268 Sec.8 (d). Motion carried unanimously by roll call vote. Board entered closed session at 9:10 pm. Motion by Trustee Shipley, seconded by Trustee Noordhoek to return to open session at 9:30 pm. Motion carried unanimously. Motion by Trustee Shipley, seconded by Trustee Koessel directing Township staff to carry out action discussed in closed session.

Article 13. Manager Comments
None

Article 14. Board Member Comments

1. Trustee Shipley expressed disapproval of potential county wide millage for public transportation, county administration fee on tax bills and other county mismanagement. He also thanked those for listening to the meeting.
2. Treasurer Korstange spoke on investments at Flagstar being moved into more secure accounts.

Article 15. Adjournment

Motion by Trustee Shipley, seconded by Trustee Noordhoek to adjourn.
Motion carried unanimously. Meeting adjourned at 9:50 pm.

Jennifer Jager
Deputy Clerk

Approved by:

DRAFT

Grace Lesperance, Supervisor

Susan B. Slater, Clerk

Minutes

Cascade Charter Township
Planning Commission
Monday, February 5, 2024
7:00 pm
2870 Jacksmith Ave SE

- ARTICLE 1.** Chair Moxley called the meeting to order at 7:00 pm.
Members Present: Noordhoek, Richardson, Bruneau, Moxley, Rissi, Engel
Members Absent: Rowland (absent) and Noordyke (excused)
Others Present: Planning Director Andrea Hendrick, Zoning Administrator (ZA) Madison Smith-Jacoby, and others listed on the sign-in sheet. Supervisor Grace Lesperance, Manager Jade Smith, and Leslie Abdo-Dickinson with Foster Swift attended via Zoom.
- ARTICLE 2. Pledge of Allegiance**
- ARTICLE 3. Approve the current Agenda**
Motion was made by Member Engel to approve the current agenda. Supported by Member Noordhoek. Motion carried 7 to 0.
- ARTICLE 4. Disclose any conflict of interest**
There were no conflicts of interest disclosed.
- ARTICLE 5. Approve the Minutes of the January 22, 2024 Meeting**
Member Bruneau revised Article 5 to remove "inspired the" from the second to last sentence. In the last sentence, "Planning Department" should be changed to "Farmland Preservation Subcommittee". For Article 11 he wanted it clarified that the Bylaws, Code of Conduct, and other documents should be included in the first meeting packet of the year.
Motion was made by Member Rissi to approve the January 22, 2024 meeting minutes with the proposed changes. Supported by Member Engel. Motion carried 6 to 0.
- ARTICLE 6. Acknowledge visitors and those wishing to speak**
There was no one wishing to speak.
- ARTICLE 7. Ordinance Amendment – Chapter 23**
- Reschedule Public Hearing for February 26, 2024
Member Bruneau expressed frustration with the initial scheduling of the public hearing since he anticipated more progress to have been made.
Member Rissi stated that he did not prefer scheduling a public hearing without having any materials available for people to review.

Member Engel sought clarification regarding the lack of documentation regarding the ordinance amendment to Chapter 23. ZA Smith-Jacoby said the documents have not been included in the meeting packet since members have simply been asked to schedule a public hearing.

Members of the Planning Commission, Staff, and Legal Counsel discussed various questions pertaining to the Bylaws, Police Power Ordinance, Michigan Planning and Enabling Act, and the Zoning Enabling Act.

Legal Counsel Abdoo-Dickinson explained that the Zoning Ordinance amendment that's being considered for a public hearing is to make changes to the existing ordinance that would be in conflict or be inconsistent with the new Police Power Ordinance. She further explained that Planning Commissions are established by Police Power Ordinances, not by Zoning Ordinance.

Member Bruneau suggested postponing the public hearing until the Bylaws, Police Power Ordinance, and amended Chapter 23 Zoning Ordinance are better aligned. He also expressed discontent with the Legal Counsel's review of the Bylaws and wished to have a meeting with the attorney.

Motion was made by Member Noordhoek to schedule a public hearing for February 26, 2024, for a Zoning Ordinance Amendment of Chapter 23. Supported by Member Engel. Motion carried 4 to 2 by roll call vote. In favor: Noordhoek, Richardson, Moxley, Engel; Opposed: Bruneau, Rissi

ARTICLE 8. Planning Commission Bylaws

Member Rissi questioned where ex parte communication was defined either in the Bylaws or Code of Conduct. Legal Counsel Abdoo-Dickinson was under the assumption this would be placed in the Conflict of Interest provisions being considered by the Township Board.

Member Bruneau thought section 3.1 in Article 3 of the Bylaws stating "Except for members of the Planning Commission first appointed under the MCL 125.3815" should be removed. Section 2.2 regarding the number of members of the Planning Commission should also be removed since that will be a part of the Police Power Ordinance and pertain to the Board of Trustees. In Article 5 he was under the impression that information and documents were distributed by the Chair as opposed to the Secretary. In Section 2.3 he noticed conflicting information on how vacancies are handled and on eligibility for reelection.

Member Rissi mentioned that when he became a Planning Commission member, he was given binders, maps, and training that newer members have not yet received. He also noticed in Section 3.2 that the previous planning director had suggestions that were not included in the Bylaws.

Member Bruneau wanted the standard meeting format in the Bylaws instead of the Police Power Ordinance.

Member Engel questioned if section 3.3 regarding removing a member from the Planning Commission due to misfeasance, malfeasance, or nonfeasance should be better defined. Legal Counsel Abdoo-Dickinson did not see that as necessary. He also mentioned that some members have abstained from voting and questioned the need for permission from the Planning Commission to do so. Legal Counsel Abdoo-Dickinson stated there could be issues with quorum if members routinely choose to not vote. Typically, members should only abstain if there is a conflict of interest.

Member Bruneau was directed to email Staff regarding concerns related to the Bylaws and will discuss them with Legal Counsel.

Manager Smith said to ensure everything is appropriately scheduled, Member Bruneau should send an email detailing concerns to Staff since they are overseeing the budget, contractors, and consultants.

ARTICLE 9. Acknowledge visitors and those wishing to speak

Manager Smith clarified conversations held regarding the number of members of the Planning Commission. He stated it was not his recommendation to shift the commission from 9 to 7 members, but since the process had already started, he was in support. Based on the other communities he had been a part of he had not seen a 9-member Planning Commission. Manager Smith also encouraged members to report any discrepancies or inconsistencies in policies to Staff. Additionally, regarding onboarding new members to boards and commissions, they will be implementing a consistent enrollment process with training. Onboarding will be unique to each board, commission, and committee.

ARTICLE 10. Any Other Business

Chair Moxley said they have received the updated Master Plan and stated it's very well done. He requested members to submit comments to Danielle Bouchard by Thursday so she could make revisions. He also welcomed Planning Director Hendrick to Cascade Township.

ARTICLE 11. Adjournment

Motion was made by Member Engel to adjourn the meeting. Supported by Member Rissi. Motion carried 6 to 0. The meeting adjourned at 8:51 pm.

Respectfully submitted,

Joe Engel, Secretary

Minutes
Cascade Charter Township
Planning Commission
Monday, February 26, 2024
7:00 pm
2870 Jacksmith Ave SE

ARTICLE 1. Chair Moxley called the meeting to order at 7:00 pm.
Members Present: Noordhoek, Richardson, Moxley, Rissi, Engel, Noordyke
Members Absent: Bruneau (excused), Rowland (excused)
Others Present: Planning Director Andrea Hendrick, Zoning Administrator (ZA) Madison Smith-Jacoby, Laura Genovich with Foster Swift, and others listed on the sign-in sheet.

Member Bruneau attended via Zoom.

ARTICLE 2. Pledge of Allegiance

ARTICLE 3. Approve the current Agenda

Motion was made by Member Rissi to approve the current agenda. Supported by Member Noordyke. Motion carried 6 to 0.

ARTICLE 4. Disclose any conflict of interest

There were no conflicts of interest disclosed.

ARTICLE 5. Approve the Minutes of the February 5, 2024 Meeting

Member Engel noted an error in the last paragraph of Article 7 stating he should be placed in the favor column and Member Rissi should be placed in the opposed column.

Motion was made by Member Rissi to approve the February 5, 2024 meeting minutes with the proposed changes. Supported by Member Engel. Motion carried 6 to 0.

ARTICLE 6. Acknowledge visitors and those wishing to speak

There was no one wishing to speak.

ARTICLE 7. Case #24-3811 Public Hearing

Property Address: 1601 Galbraith Avenue SE

Parcel Number: 41-19-06-403-001

Requested Action: PUD Amendment to allow Childcare Centers as a permitted use.

ZA Smith-Jacoby presented the case and explained that the applicant is requesting a PUD amendment to allow for a childcare center as a permitted use. The operation hours will be from 7:30 am-6:30 pm. The proposed outdoor play area meets the minimum square footage requirements, but a more detailed site plan was requested. The applicant has stated that they will apply for state licensing once approved. There will be six employees at the facility with ample parking available for them. If the zoning

ordinance amendment gets approved, they will be required to submit a site plan and all other pertinent documents.

Staff suggested that the Planning Commission should provide a recommendation to the Township Board with the proposed conditions listed in the packet.

Member Rissi questioned if the proposed site plan would be reviewed by Staff or the Planning Commission. ZA Smith-Jacoby said the review would be completed by Staff.

Member Engel wanted clarification on the amount of parking. ZA Smith-Jacoby indicated there will be more than enough parking by utilizing parking lots to the north and south and counted over 200 spaces total throughout the whole site.

Member Noordyke expressed discomfort in recommending approval to the Township Board without legal counsel's review of the proposed PUD amendment or the Planning Commission's review of the site plan.

ZA Smith-Jacoby noted that a similar daycare center was approved in the adjacent building in 2004.

Mark DuWaal, the owner of 1601 Galbraith Suite 302, explained that this would be the location of the childcare center.

Mark Bowen, owner of Grand Rapids Gymnastics (GRG), said 865 families are using the gym, and 47 people are employed within his business. They have various programs for kids of all ages and thought this space would be a great fit for younger kids and the creation of a daycare. He expressed the immense need for childcare and felt that they could utilize this space to benefit the township.

Carrie Johnson, Senior Director of Business Operations at GRG, wanted to clarify that there will be no major renovations on the interior or change of the layout.

Motion was made by Member Noordyke to open public hearing. Supported by Member Engel. Motion carried 6 to 0.

There was no one wishing to speak.

Motion was made by Member Rissi to close public hearing. Supported by Member Noordyke. Motion carried 6 to 0.

Member Noordyke suggested tabling this case until legal counsel can review the proposed amendment language and more details are given. Legal Counsel Genovich stated that adding the child daycare center as a permitted use into ordinance form could be completed before the next meeting.

Planning Director Hendrick did not feel it was necessary to request a formal site plan designed by an architect. They will be meeting with the applicants to discuss fence location, street crossing, allocated parking spaces, and landscaping.

Member Rissi said for previous PUD amendments, Staff would move forward with drafting the language of the PUD amendment and present that to the Planning Commission at the next meeting for the final recommendation to the Township Board.

Legal Counsel Genovich stated that the proposed ordinance language for PUD 02 Golf View Office Park is has already been provided to the Planning Commission in the staff report. She said the same language would be presented at the next meeting with minor formatting changes. Staff's provisions were adequate for approval.

Planning Director Hendrick asked for clarification on what the Planning Commission was requesting at the next hearing. She stated that staff could work with the applicant to provide a more detailed site plan, however that would be more information than the Ordinance would require for the requested approval.

Member Rissi stated that the draft language is what is requested.

Member Noordyke stated that what the applicant had provided was sufficient.

Motion was made by Member Noordyke to table the discussion until more details are presented at the next Planning Commission meeting. Supported by Member Engel. Motion carried 6 to 0.

ARTICLE 8. Master Plan Update

Danielle Bouchard with Mckenna attended the meeting to give a Master Plan update. The organization of the plan was designed differently to include the action items, future land use, existing conditions, and demographics towards the beginning of the plan. A zoning plan and recommendations were included to ensure fewer gaps in the ordinances. Additionally, she also added processes for redevelopment, recommendations for farmland and rural preservations, content regarding densities and bonuses, a development review checklist, enhancement of the 28th St character, encouraging redevelopment, and establishing a clear utility service boundary.

Bouchard suggested that the Planning Commission formally recommend to the Township Board to open the 63-day comment period. She mentioned that the document could still be slightly edited, but any significant changes would require restarting the comment period.

Member Rissi said there used to be an annual work plan consisting of obtainable goals for the year. He believed it was necessary to ensure the completion of their work to amend and make changes. Bouchard said there are elements in the Master Plan that list criteria for various projects.

Chair Moxley expressed his excitement about several sections of the Master Plan.

Member Rissi suggested waiting to discuss further edits to the plan, particularly the Starr-Glenwood mixed-use area until all members are present. Bouchard stated that Starr and Glenwood were combined because they permitted the same things in terms of density, building height, land use, and have similar nature of existing character.

Staff will ensure the commissioners will have a hard copy and digital copy of the Master Plan for the next meeting.

Motion was made by Member Noordyke to recommend that the Township Board of Trustees open the 63-day comment period for the Master Plan. Supported by Member Engel. Motion carried 6 to 0.

ARTICLE 9. Ordinance Amendment – Chapter 23 Public Hearing

Legal Counsel Genovich explained they have a proposed amendment to the zoning ordinance to move out the Planning Commission establishment or regulation from the zoning ordinance so the Township Board can consider the adoption of a Police Power Ordinance.

Motion was made by Member Rissi to open public hearing. Supported by Member Engel. Motion carried 6 to 0.

There was no one wishing to speak.

Motion was made by Member Rissi to close public hearing. Supported by Member Engel. Motion carried 6 to 0.

Member Rissi questioned if they were completing this out of order by working through the Bylaws before knowing exactly what Chapter 23 would read. Legal Counsel Genovich clarified they can adopt the Bylaws and make any adjustments at a later date if deemed necessary.

Motion was made by Member Engel recommending that the Township Board amend Chapter 23 as outlined in the packet. Supported by Member Noordyke. Motion carried 6 to 0.

ARTICLE 10. Planning Commission Bylaws

Chair Moxley stated that Planning Commission members and staff have spent a large amount of time editing and reviewing the bylaws. Planning Director Hendrick provided members with a spreadsheet outlining changes that have been made to the Bylaws.

Motion was made by Member Richardson to approve items that were simply moved. Supported by Member Engel. Member Engel withdrew his support.

Planning Commission members approved the moved items by a consensus vote.

Member Engel suggested approving the Bylaws by addressing each of its 6 Articles individually.

Motion was made by Member Engel to adopt Article 1 of the Bylaws as drafted. There was no support for this motion. Article 1 of the Bylaws was approved by consensus vote.

Motion was made by Member Engel to approve Article 2 of the Bylaws. Supported by Member Rissi. Motion carried 6 to 0.

Member Rissi noticed that preparation of the Capital Improvement Plan (CIP) was mentioned in the Bylaws as the Planning Commission’s responsibility and felt that the duties and responsibilities vary between the Bylaws and Police Power Ordinance.

Legal Counsel Genovich recommended making mention that the CIP is at the discretion of the Township Board, as opposed to the Planning Commission.

Motion was made by Member Rissi to approve Article 3 with the opinion of the Township Board relating to the CIP. Supported by Member Noordyke. Motion carried 6 to 0.

Member Rissi noticed conflicting information in the Bylaws and Police Power ordinance regarding schedules. The schedule should have the ability to be altered for reasons other than holidays.

Legal Counsel Genovich expressed that the meeting schedule, as approved in the Planning Commission bylaws would be communicated to the Township Board for consideration.

Motion was made by Member Engel to approve Article 4 of the Bylaws. Supported by Member Rissi. Motion carried 6 to 0.

Member Engel suggested an edit to a section in Article 5 to read “No person may speak more than once during any single public comment period”.

Motion was made by Member Engel to approve Article 5 of the bylaws with the addition in section 5.2 E of the word “single” between “any” and “public”. Supported by Member Noordyke. Motion carried 6 to 0.

Motion was made by Member Noordyke to approve Article 6 of the Bylaws as written. Supported by Member Engel. Motion carried 6 to 0.

Motion was made by Member Engel to approve Articles 1 through 6 of the Bylaws as written with addition to the one proposed change. Supported by Member Noordyke. Motion carried 6 to 0.

ARTICLE 11. Acknowledge visitors and those wishing to speak

There was no one wishing to speak.

ARTICLE 12. Planning Commission Training Schedule 2024

Planning Director Hendrick presented the Planning Commission with a training schedule to review. Staff will also be applying for a grant to receive an onsite training workshop through the Michigan Association of Planning.

ARTICLE 13. Any other business

Chair Moxley said there is going to be a workshop between the Farmland Preservation Subcommittee and the Board of Trustees on March 13, 2024.

Member Noordyke said there was a previous PUD that reached approval despite the lack of details provided by Staff and the developer. He felt there was a severe lack of organization and follow-through by Staff that led to a bad situation. Two subcommittees worked diligently to mitigate damages done by the developer, and Staff chose not to follow through. He expressed frustration with the lack of details and organization.

Chair Moxley discussed documents related to process recommendations with Supervisor Lesperance and stressed the need to keep these items from being overlooked.

Planning Director Hendrick said the tabled case will be on the next meeting's agenda as well as an industrial addition to a property located in PUD 33. She made sure to request all necessary details from the developer to comply with the ordinance.

The next meeting will be on March 4, 2024.

ARTICLE 14. Adjournment

Motion was made by Member Engel to adjourn the meeting. Supported by Member Rissi. Motion carried 6 to 0. The meeting adjourned at 9:13 pm.

Respectfully submitted,

Joe Engel, Secretary

Building Department

February Report Summary

- 707 Permits Issued
- 1682 Inspections Performed

Prelim Financial Information February 29, 2024:

Fund Balance	\$4,635,059.68
Annual Expenses (est.)	\$2,931,425
Open Permits	\$2,304,074.30

AFB (available fund balance: FB – open permits) / Annual Exp = .79 (target range .5 – 1.5)

FB (fund balance) / Annual Exp = 1.58 (target range 1.5 -2.5)

Let me know if any questions, thanks!

Brian Wilson

Director of Inspections

User: LIZ
DB: Cascade

PERIOD ENDING 02/29/2024

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

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	2024 AMENDED BUDGET	YTD BALANCE 02/29/2024 NORM (ABNORM)	ACTIVITY FOR MONTH 02/29/24 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BGD USED
Fund 249 - BUILDING FUND							
Revenues							
Function: REVENUE							
Dept 000							
249-000-600-644	NSF FEES	25.00	0.00	25.00	25.00	(25.00)	100.00
249-000-607-100	BUILDING PERMITS	0.00	0.00	86,108.00	(10,775.00)	(86,108.00)	100.00
249-000-607-200	ELECTRICAL PERMITS	0.00	0.00	33,106.00	94.00	(33,106.00)	100.00
249-000-607-300	PLUMBING PERMITS	0.00	0.00	16,461.00	(5,173.00)	(16,461.00)	100.00
249-000-607-400	MECHANICAL PERMITS	0.00	0.00	38,097.00	(8,364.00)	(38,097.00)	100.00
249-000-607-483	CASCADE TWP BLDG COM PERMITS	260.00	0.00	0.00	0.00	0.00	0.00
249-000-607-484	CASCADE TWP BLDG RES PERMITS	495,000.00	360,000.00	50,665.00	50,665.00	309,335.00	14.07
249-000-607-485	CASCADE TWP ELECTRICAL PERMITS	111,000.00	100,000.00	7,633.00	7,633.00	92,367.00	7.63
249-000-607-486	CASCADE TWP MECHANICAL PERMITS	117,000.00	110,000.00	11,771.50	11,771.50	98,228.50	10.70
249-000-607-487	CASCADE TWP PLUMBING PERMITS	55,400.00	55,000.00	4,404.00	4,404.00	50,596.00	8.01
249-000-607-490	CASCADE TWP CONTRACTOR REG	10,000.00	9,000.00	1,320.00	675.00	7,680.00	14.67
249-000-607-500	LOWELL TWP BUILDING PERMITS	86,000.00	60,000.00	2,820.00	2,820.00	57,180.00	4.70
249-000-607-501	LOWELL TWP ELECTRICAL PERMITS	33,000.00	28,000.00	1,232.00	1,232.00	26,768.00	4.40
249-000-607-502	LOWELL TWP MECHANICAL PERMITS	28,000.00	23,000.00	3,830.00	3,830.00	19,170.00	16.65
249-000-607-503	LOWELL TWP PLUMBING PERMITS	20,000.00	15,000.00	712.00	712.00	14,288.00	4.75
249-000-607-510	VERGENNES TWP BUILDING PERMITS	71,000.00	70,000.00	330.00	330.00	69,670.00	0.47
249-000-607-511	VERGENNES TWP ELECTRICAL PERMITS	20,000.00	20,000.00	1,295.00	1,295.00	18,705.00	6.48
249-000-607-512	VERGENNES TWP MECHANICAL PERMITS	20,000.00	18,000.00	1,865.00	1,865.00	16,135.00	10.36
249-000-607-516	VERGENNES TWP PLUMBING PERMITS	15,000.00	16,000.00	1,554.00	1,554.00	14,446.00	9.71
249-000-607-520	ADA TWP BUILDING PERMITS	313,000.00	280,000.00	14,620.00	14,620.00	265,380.00	5.22
249-000-607-521	ADA TWP PLUMBING PERMITS	50,000.00	50,000.00	4,347.00	4,347.00	45,653.00	8.69
249-000-607-523	ADA TWP ELECTRICAL PERMITS	65,000.00	65,000.00	8,157.00	8,157.00	56,843.00	12.55
249-000-607-524	ADA TWP MECHANICAL PERMITS	72,000.00	65,000.00	6,525.00	6,525.00	58,475.00	10.04
249-000-607-531	GR TWP BUILDING PERMITS	299,000.00	220,000.00	7,089.00	7,089.00	212,911.00	3.22
249-000-607-532	GR TWP ELECTRICAL PERMITS	85,000.00	65,000.00	3,373.00	3,373.00	61,627.00	5.19
249-000-607-533	GR TWP MECHANICAL PERMITS	92,000.00	85,000.00	5,370.00	5,370.00	79,630.00	6.32
249-000-607-534	GR TWP PLUMBING PERMITS	48,000.00	48,000.00	2,936.00	2,936.00	45,064.00	6.16
249-000-607-537	EAST GR BUILDING PERMITS	80,000.00	80,000.00	5,809.00	5,809.00	74,191.00	7.26
249-000-607-538	EAST GR ELECTRICAL PERMITS	40,900.00	40,000.00	4,645.00	4,645.00	35,355.00	11.61
249-000-607-539	EAST GR MECHANICAL PERMITS	51,700.00	50,000.00	5,140.00	5,140.00	44,860.00	10.28
249-000-607-541	EAST GR PLUMBING PERMITS	29,000.00	28,000.00	2,981.00	2,981.00	25,019.00	10.65
249-000-607-550	PLAINFIELD BUILDING PERMITS	4,500.00	4,500.00	0.00	0.00	4,500.00	0.00
249-000-607-551	PLAINFIELD ELECTRICAL PERMITS	325,000.00	260,000.00	15,072.00	15,072.00	244,928.00	5.80
249-000-607-552	PLAINFIELD MECHANICAL PERMITS	130,000.00	85,000.00	6,677.00	6,677.00	78,323.00	7.86
249-000-607-553	PLAINFIELD PLUMBING PERMITS	75,000.00	110,000.00	11,989.50	11,989.50	98,010.50	10.90
249-000-665-000	INTEREST REVENUE	79,000.00	60,000.00	4,680.00	4,680.00	55,320.00	7.80
249-000-675-675	MISCELLANEOUS INCOME	2,000.00	1,500.00	9,985.87	5,453.56	41,014.13	19.58
249-000-676-100	REIMBURSEMENT- SECURITY DEPOSIT	0.00	0.00	300.00	0.00	1,200.00	20.00
				1,362.43	0.00	(1,362.43)	100.00
Total Dept 000		3,027,785.00	2,532,000.00	384,307.30	179,477.56	2,147,692.70	15.18
Total - Function REVENUE		3,027,785.00	2,532,000.00	384,307.30	179,477.56	2,147,692.70	15.18
Function: RECREATIONAL AND CULTURAL							
Dept 955 - TRANSFERS IN		176,000.00	0.00	0.00	0.00	0.00	0.00
249-955-699-249	TRANSFER FIRE INSPECTOR SHARE TO FIRE						
Total Dept 955 - TRANSFERS IN		176,000.00	0.00	0.00	0.00	0.00	0.00

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

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	2024 AMENDED BUDGET	YTD BALANCE 02/29/2024 NORM (ABNORM)	ACTIVITY FOR MONTH 02/29/24 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BGD USED
Fund 249 - BUILDING FUND							
Revenues							
Total - Function RECREATIONAL AND CULTURAL		176,000.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		3,203,785.00	2,532,000.00	384,307.30	179,477.56	2,147,692.70	15.18
Expenditures							
Function: Unclassified							
Dept 250 - BENEFITS/INSURANCE							
249-250-715-000	FICA-EMPLOYER	81,785.00	86,422.00	14,255.30	5,790.04	72,166.70	16.49
249-250-716-000	DEFINED CONTRIBUTION PLAN	99,349.00	106,037.00	20,626.89	8,661.88	85,410.11	19.45
249-250-717-000	WORKERS COMP INSURANCE	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00
249-250-718-000	VISION INSURANCE BENEFITS	1,857.00	1,857.00	283.20	141.50	1,573.80	15.25
249-250-718-200	OTHER BENEFITS	19,500.00	19,500.00	20,800.00	1,600.00	(1,300.00)	106.67
249-250-718-300	OTHER BENEFITS- PTO BUYBACK PROGRAM	6,000.00	0.00	0.00	0.00	0.00	0.00
249-250-719-000	HEALTH INSURANCE BENEFITS	173,007.00	180,360.00	13,594.73	17,260.50	166,765.27	7.54
249-250-719-100	OPT-OUT INSURANCE	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
249-250-720-000	LIFE & DISABILITY INSURANCE	11,385.00	11,385.00	1,694.34	847.17	9,690.66	14.88
249-250-721-000	DENTAL INSURANCE BENEFITS	15,146.00	15,146.00	4,069.22	2,883.46	11,076.78	26.87
249-250-722-000	PENSION PLAN BENEFITS	55,000.00	40,278.00	14,142.84	7,071.42	26,135.16	35.11
Total Dept 250 - BENEFITS/INSURANCE		492,029.00	489,985.00	89,466.52	44,256.07	400,518.48	18.26
Function: Public Safety							
Dept 966 - TRANSFERS OUT							
249-966-955-206	TRANSFER TO FIRE FUND FROM BLDG	0.00	102,000.00	0.00	0.00	102,000.00	0.00
249-966-955-249	TRANSFER TO GF FROM BLDG	0.00	311,338.00	0.00	0.00	311,338.00	0.00
Total Dept 966 - TRANSFERS OUT		0.00	413,338.00	0.00	0.00	413,338.00	0.00
TOTAL REVENUES		492,029.00	903,323.00	89,466.52	44,256.07	813,856.48	9.90
Function: Unclassified							
Dept 371 - BUILDING DEPARTMENT							
249-371-702-000	WAGES- FULL TIME	869,722.00	992,471.00	141,191.44	70,035.00	851,279.56	14.23
249-371-702-001	WAGES - DEPARTMENT HEAD	115,000.00	122,233.00	18,805.00	9,402.50	103,428.00	15.38
249-371-704-000	WAGES- PART TIME	51,764.50	15,000.00	1,601.08	853.73	13,398.92	10.67
249-371-707-000	WAGES- CASUAL	30,000.00	30,000.00	600.00	300.00	29,400.00	2.00
249-371-723-000	MEMBERSHIPS AND DUES	6,000.00	6,000.00	1,345.00	300.00	4,655.00	22.42
249-371-724-000	EDUCATION	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
249-371-727-000	OFFICE SUPPLIES	12,000.00	10,000.00	150.29	150.29	9,849.71	1.50
249-371-752-101	KITCHEN SUPPLIES	0.00	700.00	0.00	0.00	700.00	0.00
249-371-757-000	BOOKS	5,000.00	5,000.00	1,581.60	1,581.60	3,418.40	31.63
249-371-787-000	MISCELLANEOUS	1,500.00	0.00	0.00	0.00	0.00	0.00
249-371-787-101	CLEANING & PAPER SUPPLIES	0.00	800.00	0.00	0.00	800.00	0.00
249-371-787-200	CREDIT CARD FEES	36,000.00	38,000.00	6,273.45	3,337.71	31,720.55	16.52
249-371-807-000	AUDIT FEES & SERVICES	800.00	1,000.00	0.00	0.00	1,000.00	0.00
249-371-810-000	LIABILITY INSURANCE	14,435.50	15,000.00	0.00	0.00	15,000.00	0.00
249-371-821-000	BLDG ENGINEERING	1,500.00	0.00	0.00	0.00	0.00	0.00
249-371-860-000	MILEAGE	72,000.00	74,000.00	9,130.16	6,241.42	64,869.84	12.34
249-371-862-500	DEPT HEAD, SUFV EXPENSES	750.00	750.00	57.11	57.11	692.89	7.61
249-371-923-000	HEATING/UTILITY	9,000.00	9,000.00	1,128.16	1,128.16	7,871.84	12.54

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

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	2024 AMENDED BUDGET	YTD BALANCE 02/29/2024 NORM (ABNORM)	ACTIVITY FOR MONTH 02/29/24 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 249 - BUILDING FUND							
Expenditures							
249-371-924-000	PHONES	6,000.00	6,000.00	1,333.13	662.78	4,666.87	22.22
249-371-924-100	CELL PHONES/DATA	12,000.00	10,000.00	915.72	915.72	9,084.28	9.16
249-371-932-000	OFFICE EQUIP & COMPUTER REPAIR	12,000.00	12,000.00	7,800.00	7,800.00	4,200.00	65.00
249-371-939-000	SERVICE CONTRACTS	70,000.00	98,398.00	23,336.08	6,921.35	75,061.92	23.72
249-371-941-000	POSTAGE & MACHINE LEASE	1,000.00	1,000.00	150.00	0.00	850.00	15.00
249-371-957-000	BLDG PHYSICAL EXAMS	750.00	750.00	0.00	0.00	750.00	0.00
249-371-967-000	BLDG - SPECIAL PROJECTS-FURNITURE UPDATE	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
249-371-967-200	SPECIAL PROJECTS - IT SERVICES	0.00	33,000.00	0.00	0.00	33,000.00	0.00
249-371-981-000	OFFICE EQUIPMENT	18,235.50	12,000.00	4,800.30	4,800.30	7,199.70	40.00
Total Dept 371 - BUILDING DEPARTMENT		1,385,457.50	1,533,102.00	220,204.52	114,487.67	1,312,897.48	14.36
Dept 964 - PAYMENTS TO OTHER TOWNSHIPS							
249-964-964-100	PERMITS DUE TO LOWELL TWP	33,400.00	27,000.00	1,718.80	1,718.80	25,281.20	6.37
249-964-964-200	PERMITS DUE TO VERGENNES TWP	25,200.00	24,800.00	1,008.80	1,008.80	23,791.20	4.07
249-964-964-300	PERMITS DUE TO GR TWP	93,600.00	83,600.00	3,644.80	3,644.80	79,955.20	4.36
249-964-964-400	PERMITS DUE TO ADA TWP	98,600.00	92,000.00	6,665.20	6,665.20	85,334.80	7.24
249-964-964-500	PERMITS DUE TO EAST GR	39,800.00	39,800.00	3,827.80	3,827.80	35,772.20	9.67
249-964-964-600	PERMITS DUE PLAINFIELD	114,600.00	103,000.00	7,683.70	7,683.70	95,316.30	7.46
249-964-964-800	PERMITS DUE CASCADE TWP	142,000.00	125,000.00	14,894.70	14,894.70	110,105.30	11.92
Total Dept 964 - PAYMENTS TO OTHER TOWNSHIPS		547,200.00	495,000.00	39,443.80	39,443.80	455,556.20	7.97
Total - Function PUBLIC SAFETY							
		1,932,657.50	2,028,102.00	259,648.32	153,931.47	1,768,453.68	12.80
TOTAL EXPENDITURES							
		2,424,686.50	2,931,425.00	349,114.84	198,187.54	2,582,310.16	11.91
Fund 249 - BUILDING FUND:							
TOTAL REVENUES		3,203,785.00	2,532,000.00	384,307.30	179,477.56	2,147,692.70	15.18
TOTAL EXPENDITURES		2,424,686.50	2,931,425.00	349,114.84	198,187.54	2,582,310.16	11.91
NET OF REVENUES & EXPENDITURES		779,098.50	(399,425.00)	35,192.46	(18,709.98)	(434,617.46)	8.81

Fund 249 BUILDING FUND

GL Number	Description	Balance
*** Assets ***		
249-000-001-111	-CASH-RECEIVING - FLAGSTAR	96,981.30
249-000-001-510	MI CLASS CASH - POOL ACCOUNTS	435,999.91
249-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	870,068.94
249-000-003-001	CD - INDEPENDENT BANK M 6/19/21	349,302.02
249-000-003-021	FNB OF MI M 3/11/24	579,915.50
249-000-003-024	FIRST NATIONAL BANK OF AMERICA	559,179.99
249-000-017-401	US TREASURY NOTES	926,519.79
249-000-017-405	COMERICA SECURITIES # 148983	797,989.22
249-000-123-000	PREPAID EXPENSE	32,825.34
Total Assets		4,648,782.01
*** Liabilities ***		
249-000-202-000	ACCOUNTS PAYABLE	6,436.34
249-000-214-000	DUE TO OTHER FUNDS	(6,268.01)
249-000-237-000	DUE TO IRF SW CONNECTIONS	13,554.00
Total Liabilities		13,722.33
*** Fund Balance ***		
249-000-390-000	FUND BALANCE	3,906,533.99
Total Fund Balance		3,906,533.99
Beginning Fund Balance - 2023		3,916,118.99
Net of Revenues VS Expenditures - 2023		693,333.23
Fund Balance Adjustments - 2023		(9,585.00)
*2023 End FB/2024 Beg FB		4,599,867.22
Net of Revenues VS Expenditures - Current Year		35,192.46
Fund Balance Adjustments		0.00
Ending Fund Balance		4,635,059.68
Total Liabilities And Fund Balance		4,648,782.01

* Year Not Closed

User: LIZ
DB: Cascade

PERIOD ENDING 02/29/2024

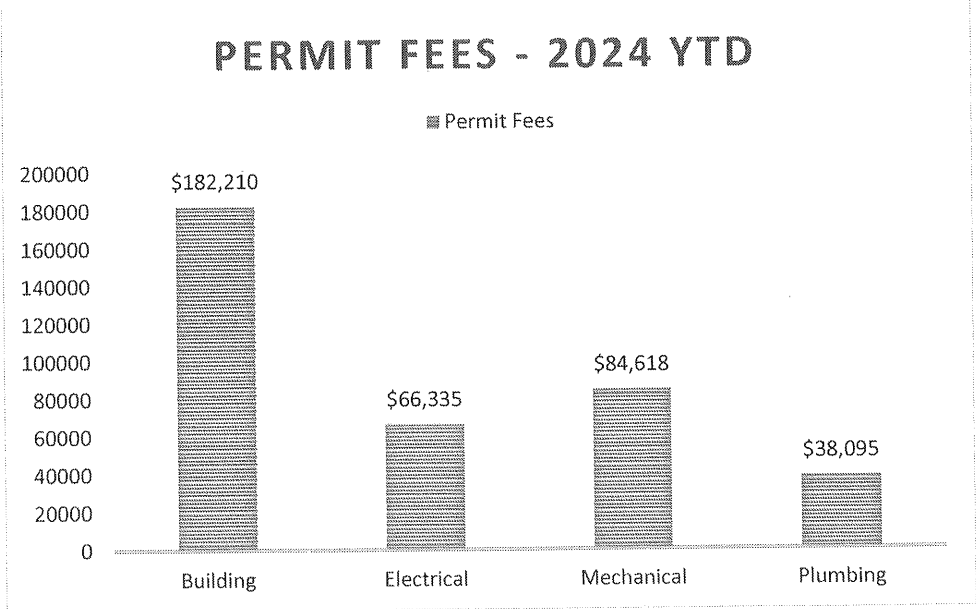
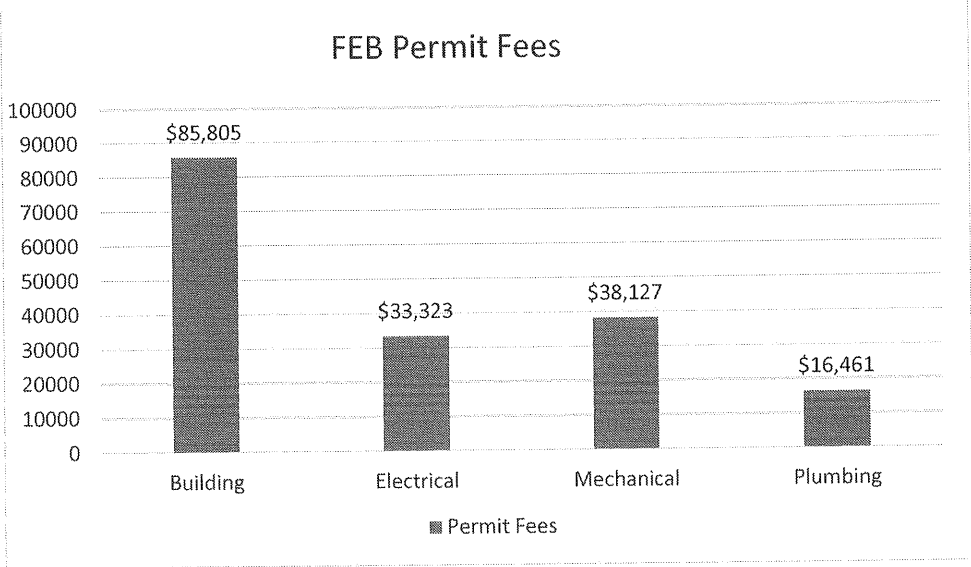
GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 249 - BUILDING FUND			
249-000-001-111	-CASH-RECEIVING - FLAGSTAR	96,981.30	
249-000-001-510	MI CLASS CASH - POOL ACCOUNTS	435,999.91	
249-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	870,068.94	
249-000-003-001	CD - INDEPENDENT BANK M 6/19/21	349,302.02	
249-000-003-021	FNB OF MI M 3/11/24	579,915.50	
249-000-003-024	FIRST NATIONAL BANK OF AMERICA	559,179.99	
249-000-017-401	US TREASURY NOTES	926,519.79	
249-000-017-405	COMERICA SECURITIES # 148983	797,989.22	
249-000-123-000	PREPAID EXPENSE	32,825.34	
249-000-202-000	ACCOUNTS PAYABLE		6,436.34
249-000-214-000	DUE TO OTHER FUNDS	6,268.01	
249-000-237-000	DUE TO IRF SW CONNECTIONS		13,554.00
249-000-390-000	FUND BALANCE		3,906,533.99
249-000-600-644	NSF FEES		25.00
249-000-607-100	BUILDING PERMITS		86,108.00
249-000-607-200	ELECTRICAL PERMITS		33,106.00
249-000-607-300	PLUMBING PERMITS		16,461.00
249-000-607-400	MECHANICAL PERMITS		38,097.00
249-000-607-484	CASCADE TWP BLDG RES PERMITS		50,665.00
249-000-607-485	CASCADE TWP ELECTRICAL PERMITS		7,633.00
249-000-607-486	CASCADE TWP MECHANICAL PERMITS		11,771.50
249-000-607-487	CASCADE TWP PLUMBING PERMITS		4,404.00
249-000-607-490	CASCADE TWP CONTRACTOR REG		1,320.00
249-000-607-500	LOWELL TWP BUILDING PERMITS		2,820.00
249-000-607-501	LOWELL TWP ELECTRICAL PERMITS		1,232.00
249-000-607-502	LOWELL TWP MECHANICAL PERMITS		3,830.00
249-000-607-503	LOWELL TWP PLUMBING PERMITS		712.00
249-000-607-510	VERGENNES TWP BUILDING PERMITS		330.00
249-000-607-511	VERGENNES TWP ELECTRICAL PERMITS		1,295.00
249-000-607-512	VERGENNES TWP MECHANICAL PERMITS		1,865.00
249-000-607-516	VERGENNES TWP PLUMBING PERMITS		1,554.00
249-000-607-520	ADA TWP BUILDING PERMITS		14,620.00
249-000-607-521	ADA TWP PLUMBING PERMITS		4,347.00
249-000-607-523	ADA TWP ELECTRICAL PERMITS		8,157.00
249-000-607-524	ADA TWP MECHANICAL PERMITS		6,525.00
249-000-607-531	GR TWP BUILDING PERMITS		7,089.00
249-000-607-532	GR TWP ELECTRICAL PERMITS		3,373.00
249-000-607-533	GR TWP MECHANICAL PERMITS		5,370.00
249-000-607-534	GR TWP PLUMBING PERMITS		2,956.00
249-000-607-536	EAST GR BUILDING PERMITS		5,809.00
249-000-607-537	EAST GR ELECTRICAL PERMITS		4,645.00
249-000-607-538	EAST GR MECHANICAL PERMITS		5,140.00
249-000-607-539	EAST GR PLUMBING PERMITS		2,981.00
249-000-607-550	PLAINFIELD BUILDING PERMITS		15,072.00
249-000-607-551	PLAINFIELD - ELECTRICAL PERMITS		6,677.00
249-000-607-552	PLAINFIELD MECHANICAL PERMITS		11,989.50
249-000-607-553	PLAINFIELD - PLUMBING PERMITS		4,680.00
249-000-665-000	INTEREST REVENUE		9,985.87
249-000-675-675	MISCELLANEOUS INCOME		300.00
249-000-676-100	REIMBURSEMENT- SECURITY DEPOSIT		1,362.43
249-250-715-000	FICA-EMPLOYER	14,255.30	
249-250-716-000	DEFINED CONTRIBUTION PLAN	20,626.89	
249-250-718-000	VISION INSURANCE BENEFITS	283.20	
249-250-718-200	OTHER BENEFITS	20,800.00	
249-250-719-000	HEALTH INSURANCE BENEFITS	13,594.73	
249-250-720-000	LIFE & DISABILITY INSURANCE	1,694.34	
249-250-721-000	DENTAL INSURANCE BENEFITS	4,069.22	
249-250-722-000	PENSION PLAN BENEFITS	14,142.84	
249-371-702-000	WAGES- FULL TIME	141,191.44	
249-371-702-001	WAGES - DEPARTMENT HEAD	18,805.00	
249-371-704-000	WAGES- PART TIME	1,601.08	
249-371-707-000	WAGES- CASUAL	600.00	
249-371-723-000	MEMBERSHIPS AND DUES	1,345.00	
249-371-727-000	OFFICE SUPPLIES	150.29	
249-371-757-000	BOOKS	1,581.60	
249-371-787-200	CREDIT CARD FEES	6,279.45	
249-371-860-000	MILEAGE	9,130.16	
249-371-862-500	DEPT HEAD, SUPV EXPENSES	57.11	
249-371-923-000	HEATING/UTILITY	1,128.16	
249-371-924-000	PHONES	1,333.13	
249-371-924-100	CELL PHONES/DATA	915.72	
249-371-932-000	OFFICE EQUIP & COMPUTER REPAIR	7,800.00	
249-371-939-000	SERVICE CONTRACTS	23,336.08	
249-371-941-000	POSTAGE & MACHINE LEASE	150.00	
249-371-981-000	OFFICE EQUIPMENT	4,800.30	
249-964-964-100	PERMITS DUE TO LOWELL TWP	1,718.80	
249-964-964-200	PERMITS DUE TO VERGENNES TWP	1,008.80	
249-964-964-300	PERMITS DUE TO GR TWP	3,644.80	

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 249 - BUILDING FUND			
249-964-964-400	PERMITS DUE TO ADA TWP	6,665.20	
249-964-964-500	PERMITS DUE TO EAST GR	3,827.80	
249-964-964-600	PERMITS DUE PLAINFIELD	7,683.70	
249-964-964-800	PERMITS DUE CASCADE TWP	14,894.70	
Total Fund 249 - BUILDING FUND			693,333.23
NET OF REVENUES/EXPENDITURES - 2023		5,004,164.86	5,004,164.86

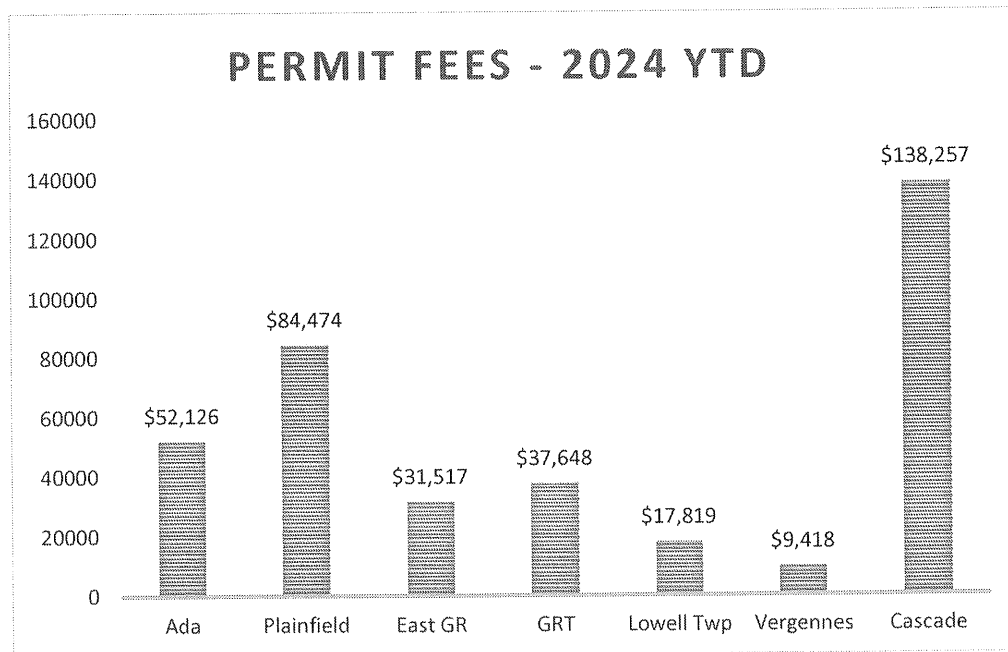
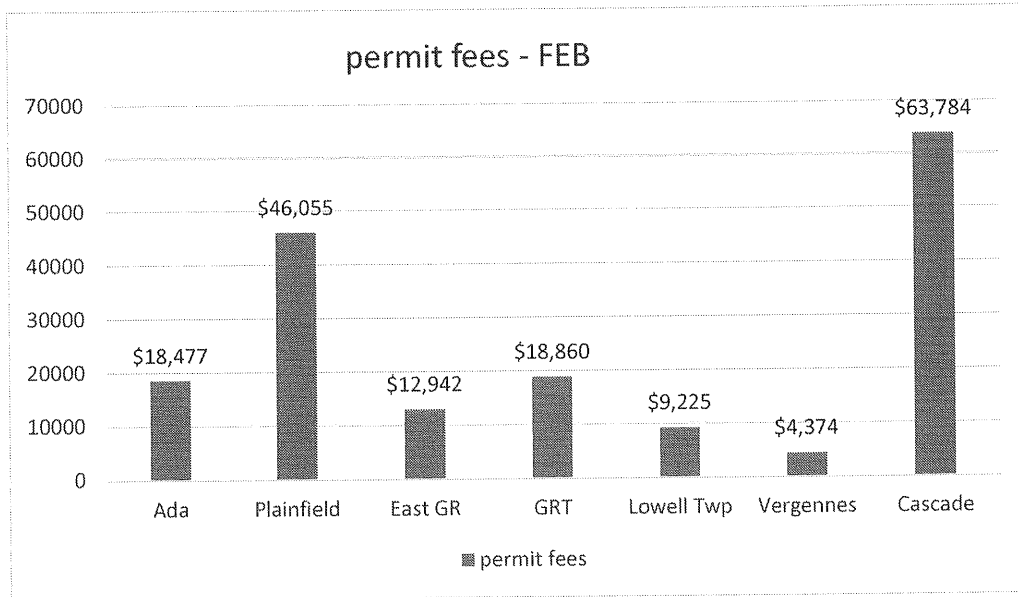
Cascade Inspection Services

FEB 2024

Permit Fees by Type



Permit Fees by Municipality



Township	#of Per Building	#of Per Electrical	# of Per Mechanical	# of Per Plumbing	Total Permits	Total Fees
PREV YTD TOTAL	118	177	300	121	716	\$197,542.00
FEB						
Cascade	29 \$ 40,696.00	34 \$ 7,605.00	56 \$ 11,712.50	21 \$ 3,770.00	140	\$ 63,783.50
Lowell Twp	7 \$ 4,191.00	11 \$ 2,565.00	7 \$ 1,060.00	6 \$ 1,409.00	31	\$ 9,225.00
Ada	24 \$ 6,866.00	23 \$ 4,792.00	29 \$ 4,814.50	14 \$ 2,004.00	90	\$ 18,476.50
Vergennes	4 \$ 1,851.00	5 \$ 700.00	8 \$ 1,210.00	2 \$ 613.00	19	\$ 4,374.00
GR Twp	40 \$ 4,970.00	25 \$ 3,646.00	56 \$ 7,030.00	21 \$ 3,214.00	142	\$ 18,860.00
EGR	19 \$ 3,150.00	19 \$ 3,313.00	27 \$ 3,845.00	18 \$ 2,634.00	83	\$ 12,942.00
Plainfield	64 \$ 24,081.00	62 \$ 10,702.00	59 \$ 8,455.00	17 \$ 2,817.00	202	\$ 46,055.00
MONTH TOTAL	187 \$ 85,805.00	179 \$ 33,323.00	242 \$ 38,127.00	99 \$ 16,461.00	707	\$173,716.00
YTD - 2024	305 \$ 182,210.00	356 \$ 66,335.00	542 \$ 84,618.00	220 \$ 38,095.00	1423	\$ 371,258.00
TOTAL - 2023	2654 \$ 1,731,327.50	2291 \$ 480,345.00	3707 \$ 550,060.70	1720 \$ 261,864.00	10372	\$ 3,023,597.20
TOTAL -2022	2778 \$ 1,696,765.75	2417 \$ 485,983.96	4161 \$ 614,655.90	1829 \$ 323,360.00	11185	\$ 3,120,765.61
TOTAL -2021	1974 \$ 765,878.00	2429 \$ 434,571.60	4018 \$ 509,156.00	1818 \$ 257,436.00	10239	\$ 1,967,041.60
TOTAL -2020	1628 \$ 803,244.00	2017 \$ 307,137.85	3410 \$ 403,536.80	1616 \$ 212,701.00	8671	\$ 1,726,619.65
TOTAL -2019	1675 \$ 631,143.50	2288 \$ 347,205.00	3478 \$ 406,781.95	1469 \$ 206,608.00	8910	\$ 1,591,688.45
TOTAL -2018	1705 \$ 920,876.00	2116 \$ 380,754.00	3585 \$ 456,603.00	1654 \$ 238,664.00	9060	\$ 1,996,897.00
TOTAL-2017	1758 \$ 753,389.00	2210 \$ 376,979.00	3273 \$ 412,867.25	1485 \$ 219,324.00	8726	\$ 1,762,559.25
TOTAL-2016	1475 \$ 529,552.24	1992 \$ 310,463.00	3217 \$ 383,718.00	1404 \$ 190,762.00	8088	\$ 1,414,495.24
TOTAL-2015	1510 \$ 665,025.51	1948 \$ 327,865.00	3070 \$ 385,822.30	1361 \$ 216,089.00	7889	\$ 1,594,801.81
TOTAL-2014	1354 \$ 615,191.80	1780 \$ 297,971.00	2860 \$ 359,989.90	1257 \$ 196,553.00	7251	\$ 1,469,705.70
TOTAL-2013	1241 \$ 644,712.00	1667 \$ 288,442.06	2583 \$ 334,045.70	969 \$ 142,474.00	6460	\$ 1,409,673.76
TOTAL-2012	1,122 \$ 511,272.00	1,349 \$ 188,766.99	2,134 \$ 247,625.30	835 \$ 118,335.00	5,440	\$ 1,065,999.29
TOTAL-2011	949 \$ 410,550.75	990 \$ 148,549.50	1585 \$ 189,180.10	753 \$ 111,023.00	4277	\$ 859,303.35
TOTAL-2010	850 \$ 309,779.00	1330 \$ 162,994.00	1644 \$ 188,927.25	625 \$ 94,790.00	4449	\$ 756,490.25
TOTAL-2009	712 \$ 222,039.00	875 \$ 125,848.00	1313 \$ 149,101.75	554 \$ 74,397.00	3463	\$ 571,382.75
TOTAL-2008	848 \$ 582,100.75	1043 \$ 147,674.00	1348 \$ 164,271.30	697 \$ 91,695.00	3933	\$ 951,266.55
TOTAL-2007	1032 \$ 336,749.55	1069 \$ 137,857.00	1447 \$ 151,002.60	778 \$ 98,270.00	4326	\$ 723,879.15
TOTAL-2006	1181 \$ 481,673.30	1547 \$ 215,121.00	2147 \$ 243,076.90	1243 \$ 162,020.00	5173	\$ 940,523.41
TOTAL-2005	1032 \$ 419,355.30	1369 \$ 191,694.00	1874 \$ 211,234.15	1111 \$ 144,926.00	5386	\$ 967,209.45

CASCADE CONSOLIDATED FEES

YEAR 2024

MONTH	Building Comm.	Building Residential	Electrical	Mechanical	Plumbing	TOTAL
JANUARY	\$46,815.00	\$3,850.00	\$7,633.00	\$11,771.50	\$4,404.00	\$74,473.50
FEBRUARY	\$37,222.00	\$3,474.00	\$7,605.00	\$11,712.50	\$3,770.00	\$63,783.50
MARCH						
APRIL						
MAY						
JUNE						
JULY						
AUGUST						
SEPTEMBER						
OCTOBER						
NOVEMBER						
DECEMBER						
YEAR END TOTAL	\$84,037.00	\$7,324.00	\$15,238.00	\$23,484.00	\$8,174.00	\$138,257.00
PERMIT # FOR MONTH	7	22	34	56	21	140
PREV PERMIT TOTAL	11	14	38	70	32	165
PERMIT TOTAL FOR YR	18	36	72	126	53	305
YEAR TO DATE	2024	\$138,257.00				
YEAR TO DATE	2023	\$70,293.75				
OVER	\$67,963.25					

CASCADE SINGLE FAMILY HOMES

	FEB	YTD 2024	2023	2022	2021
Number of Permits					
New Residential Homes	0	1	26	49	69
VALUE - RESIDENTIAL	\$ -	\$ 600,000.00	\$ 40,826,270.00	\$ 35,750,549.00	\$ 36,003,102.00



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

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

Conditions:

1. Cascade Charter Township will reimburse employees for approved registration for work related seminars and conferences. Individual seminars and conferences must be related to the employee's current job duties or a foreseeable-future position in the organization in order to be eligible for educational assistance.
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: VINCENT C. MILITO Application Date: 2/26/2024

Conference/Seminar Date: APRIL 25 & 26 2024

Location of Seminar/Conference: 604 N McTRWAN ST. CLARE MI

Name of Proposed Seminar/Conference: PTAM 2024 Spring
CONFERENCE

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

(over)

How will the Seminar/Conference benefit the employee and the township? Fulfill
REQUIREMENTS CONTINUOUS EDUCATION HOURS PER SKILLS
IMPROVEMENT ACT 409 2016.

Cost of the Seminar/Conference: (Registration) \$ 300.00 Pinn 2024 Skills
Lodging \$ INCLUDED Travel \$ 90 mi CONFERENCE
Account #: 249-371-724-000
Your Signature: [Signature]

Approvals:

Department Head: [Signature] Date: 3.18.24

Township Manager: _____ Date: _____

Clerk's Signature: _____ Date: _____

(Showing Township Board approval)

Original to personnel file

1 copy to applicant

1 copy to Accounting

Please complete & return registration form

DOHERTY HOTEL
604 N McEwan St
Clare, MI 48617

2024 SPRING CONFERENCE

Thursday and Friday, April 25 & 26

- \$300 registration fee includes classes, one night's stay, breakfast & lunch Thursday & Friday
- Additional night stay for \$100
- Two day education only fee is \$175 and includes breakfast & lunch
- One day education only fee is \$125 and includes lunch
- 2024 Dues (if not paid for this year to receive credit) \$100.00

Will you be eating breakfast and lunch each day? (this is for a head count)

- Yes Breakfast No
- Yes Lunch No

Spouse

Thursday breakfast & lunch, Friday breakfast & lunch - \$60.00

PIAM will arrange hotel reservations

After April 12, 2024 - \$100 Late Registration Fee/Cancellation Payment

Full Name VINCENT C. MILITO Phone 616-949-3765 # EXT-323

Address 2288 SPURGEON RD. NEWRYBRO, MI 49337

Email VMILITO@CNSCHORTWOP.COM BCC# 005362

Make check payable to: **PIAM** & mail registration with payment to:

PIAM
P O Box 373
Iron Mountain, MI 49801



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

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

Conditions:

1. Cascade Charter Township will reimburse employees for approved registration for work related seminars and conferences. Individual seminars and conferences must be related to the employee's current job duties or a foreseeable-future position in the organization in order to be eligible for educational assistance.
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4. Under extenuating circumstances, the Township Manager may approve an overnight stay or expenditure over \$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: DENNIS ROWLADER Application Date: 3-7-2024

Conference/Seminar Date: 4-29-2024 TO 5-1-2024

Location of Seminar/Conference: MIDLAND
MI

Name of Proposed Seminar/Conference: CODE OFFICIALS CONFERENCE OF
MI

Description of Seminar/Conference: (may also be attached) CONTINUING EDUCATION
FOR INSPECTOR'S LICENSE

(over)

How will the Seminar/Conference benefit the employee and the township? CLASSES ON
INSPECTION METHODS PROBLEMS AND ON MRCEB CODE

Cost of the Seminar/Conference: (Registration) \$ 245

Lodging \$ 350 Travel \$
159.46

Account #: 249-371-784-000

Your Signature: Demi Rowland

Approvals:

Department Head: [Signature] Date: 3.18.24

Township Manager: _____ Date: _____

Clerk's Signature: _____ Date: _____

(Showing Township Board approval)

Original to personnel file

1 copy to applicant

1 copy to Accounting

COCM 2024 Spring Conference Agenda

April 29th through May 1st 2024

H Hotel, Midland MI

COCM is an ICC Preferred Provider – Provider #1059

Monday April 29th, 2024

Registration desk opens at 7:30am

8:00 am Welcome and Conference Announcements

Track 1

8:00 am – 10:00 am	Key Relationships BCC Course # CP-23-00090	Scott Cope 2hrs Rules/Acts
10:00 am – Noon	Post & Beam (Pole Barn) Construction BCC Course # CP-22-00113 (To be continued after lunch)	Kenneth LaBelle 3hrs Technical
Noon – 1:00 pm	Lunch provided	
1:00 pm – 2:00 pm	(Continued) Post & Beam (Pole Barn) Construction	Kenneth LaBelle
2:00 pm - 5:00 pm	Inspection Method, Problems & Corrective Measures BCC Course # CP-22-00114	Kenneth LaBelle 1hr Administration 1hr Specialty 1hr Technical

Track 2

8:00 am – 10:00 am	History Use & Testing of Cellulose Insulation BCC Course # CP-22-00001	Robert Devries 1hr Specialty 1hr Plan Review
10:00 am – Noon	Conducting a Performance Evaluation Using the MRCEB BCC Course # CP-23-00098 (To be continued after lunch)	Mark Stimac 3hr Technical
Noon – 1:00 pm	Lunch provided	

1:00 pm – 2:00 pm	(Continued) Conducting a Performance Evaluation Using the MRCEB	Mark Stimac
2:00 pm – 5:00 pm	Getting Caught in the Act Of Playing by the Rules BCC Course # CP-23-00099	Mark Stimac 3hr Rules/Acts

Tuesday April 30th, 2024

Registration Desk opens at 7:30 am

Track 1

8:00 am – Noon	Deck Framing Connections BCC Course # CP-22-00014 (To be continued after lunch)	Doug Towner 5hr Specialty
Noon – 1:15 pm	Lunch provided (following brief business meeting)	
1:15 pm – 2:15 pm	(Continued) Deck Framing Connections	Doug Towner
2:15 pm – 4:15 pm	KSI's Benefits of a FOG Ordinance for FOG Management Seminar BCC Course # CP-22-00054	Ray Kennedy 2hr Administration

Track 2

8:00 am – 9:00 am	The New ACI Code 440.11 on GFRP Reinforced Concrete: Implementation for Building Code Officials BCC Course # CP-23-00018	Kerry Sutton 1hr Technical
9:00 am – Noon	Fire Retardant Treated Wood & The Michigan Building Code BCC Course # CP-21-00068 BCC Course # CP-21-00069	James Gogolski 1hr Technical 2hr Technical
Noon – 1:15 pm	Lunch provided (following brief business meeting)	
1:15 pm – 4:15 pm	Wood Use & Recognition of Fire Retardant Treated Wood in the MBC BCC Course # CP-21-00070	James Gogolski 3hr Technical

Wednesday May 1st, 2024

Registration desk opens at 7:30 am

*The following titles and categories are tentative and likely to change.

Track 1

9:00 am – 10:00 am	Acts, Codes, Policies, & Rules Update - 2024 BCC Course # CP-24-00015	Keith Lambert 1hr Rules and Acts
10:00 am – 11:00 am	Code Questions & Answers - 2024 Local and State Agencies BCC Course # CP-24-00016	Keith Lambert 1hr Technical
11:00 am – Noon	Working Partnerships - 2024 BCC Course # CP-24-00017	Keith Lambert 1hr Specialty



COCM 2024 SPRING CONFERENCE

April 29th-May 1st, 2024

CONFERENCE REGISTRATION FORM

Fillable PDF form, simply enter all information prior to printing. Incomplete forms will not be processed. One form per person. Multiple forms may be submitted with one check. COCM is not able to accept credit cards at this time. Payment to be cash or check.

HOTEL / CONFERENCE LOCATION: The H Hotel 111 W Main St. Midland, MI. 48640
Hotel Information/Reservations 989-839-0500 or 833-798-4493

HOTEL ACCOMODATIONS Are NOT included IN THE CONFERENCE FEE. Be sure to mention you are with COCM when making your reservation to receive the COCM special rate. There is a link in the Conference page for your room reservations. Please book early to obtain the COCM room rate.

Please send your Completed Registration, Membership Form (if not already a 2024 Member) and Payment to COCM, See Current PO Box address, so that it is received no later than April 22nd, 2024
Additional Conference fees will apply for late registrations (see registration information below)

Name: DENNIS ROWLADER		Jurisdiction representing: CASCADE TWP	
Mailing address 5920 TAHOE	City GRAND RAPIDS	State: MI	Zip code: 49546
Telephone number: (616) 949-3765	Email Address: drowlader@cascadetwp.com	ICC Member? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
Public Act 407 #:			

Act 407 Reg. Type (check all applicable)

<input type="checkbox"/> BO	<input checked="" type="checkbox"/> BI	<input checked="" type="checkbox"/> PR	<input type="checkbox"/> ELEC	<input type="checkbox"/> MECH	<input type="checkbox"/> LUMB	<input type="checkbox"/> FIRE	<input type="checkbox"/> OTHER
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CONFERENCE ATTENDANCE: Please check the appropriate boxes below. Your conference registration, the membership form (if not submitted yet) and payment must be received by April 22nd, 2024 to take advantage of the Early Registration Discount!

<input checked="" type="checkbox"/> FULL Conference: Early Registration = \$200.00 (all or multiple days) if submitted before April 22nd, 2024 FULL Conference: Late Registration = \$225.00 if received after April 22nd, 2024	Enter Conference fee here..... \$200
<input type="checkbox"/> SINGLE Day Rate (For Single Day registration only, please check the day you will be attending below) Early Registration = \$95.00 (single day rate) \$120.00 (single day rate) if received after April 22nd, 2024 <input type="checkbox"/> Monday April 29 <input type="checkbox"/> Tuesday April 30 <input type="checkbox"/> Wednesday May 1	

2024 COCM MEMBERSHIP: Membership Dues are \$45 per member. Membership is required to participate in the conference. Membership applications can be found at the COCM website membership page at the Home Page. If you have not submitted 2024 membership dues yet, a completed membership form and the \$45 DUES payment must be submitted with your conference registration and fees. Check the COCM website for the current list of 2024 paid members.	Enter Membership fee (if applicable) here \$45
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Conference fee + Membership Dues (if not yet a member) = TOTAL AMOUNT	\$245
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Please make check payable to COCM and mail with registration form to:

**COCM
PO Box 71913
Madison Heights, MI 48071**

COCM CONTACT INFORMATION

www.cocm.org
cocm1@yahoo.com
248-495-5615

Please do not send to one of the Board Officers, as doing so will only delay your registration.



Code Officials Conference of Michigan

2024 Membership Application

January 1, 2024 – December 31, 2024

This form is a PDF fillable form. Download, fill in the information and print for submittal. Or print all information in a legible manner. Provide all requested information to aid COCM in keeping up-to-date records. Only one applicant per membership form. Jurisdictions with multiple members may submit additional membership applications with one check (please submit together). Thank you.

Applicant Name: **DENNIS ROWLADER** Act 407# **00553**

Municipality: **CASCADE TWP**

Membership Type (see bottom of page): **MUNICIPAL** Phone: **(616) 949-3765**

Address: **5920 TAHOE** ICC Member? Yes No

City: **GRAND RAPIDS** State: **MI** Zip code: **49546**

Email: **DROWLADER@CASCADETWP.COM**

Inspector Registration Type: Check boxes applicable to your registrations BO BI PR EI MI PI

2024 COCM Membership Fees

Fee Type	Fee Amount
2024 COCM Membership fee (required to participate in COCM Conferences)	\$45.00
<i>Fees must be submitted with this registration form</i>	Total Enclosed 45.00

Please mail application and check made payable to:
COCM
P.O. Box 71913
Madison Heights, MI 48071

For more information on COCM
Phone: **248-495-5615** or
Email: **cocm1@yahoo.com**
www.cocm.org

Membership Types

Municipal shall be restricted to individuals that are residents of Michigan and code officials who are registered pursuant to Public Act 407 of 2016.

Associate shall be restricted to individuals interested in the objectives of the organization and are involved in the construction industry.

Honorary shall be restricted to individuals who have retired from enforcing codes or who have rendered unusual service in the promotion of the objectives of this organization. Must submit to COCM, a letter (see COCM website for Honorary Status Form) requesting Honorary Membership status, and be approved by the membership at the Annual Fall Conference to qualify as an Honorary Member. Once approved, Honorary status is ongoing and re-approval is not required.

For COCM record use only

Date received:	Payment type: <input type="checkbox"/> Cash <input type="checkbox"/> Check #	Amount received for: <input type="checkbox"/> Membership only <input type="checkbox"/> Membership and conference
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**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:

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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: WILLIAM BENNETT Application Date: 3-6-24

Conference/Seminar Date: 4-29 THRU 5-1 2024

Location of Seminar/Conference: MIDLAND MI

Name of Proposed Seminar/Conference: COCM

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

_____ SEE ATTACHED _____

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

MEETING AND NETWORKING WITH YOUR PEERS IS ALWAYS HELPFUL AND IN PARTICULAR KEY RELATIONSHIPS, INSPECTION METHODS, AND DECK FRAMING CONNECTIONS.

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

Lodging \$ 350.00 Travel \$ 159.46

Account #: 249-371-724-000

Your Signature: [Signature]

Approvals:

Department Head: [Signature] Date: 3.18.24

Township Manager: _____ Date: _____

Clerk's Signature: _____ Date: _____

(Showing Township Board approval)

Original to personnel file

1 copy to applicant

1 copy to Accounting

COCM 2024 Spring Conference Agenda

April 29th through May 1st 2024

H Hotel, Midland MI

COCM is an ICC Preferred Provider – Provider #1059

Monday April 29th, 2024

Registration desk opens at 7:30am

8:00 am Welcome and Conference Announcements

Track 1

8:00 am – 10:00 am	Key Relationships BCC Course # CP-23-00090	Scott Cope 2hrs Rules/Acts
10:00 am – Noon	Post & Beam (Pole Barn) Construction BCC Course # CP-22-00113 (To be continued after lunch)	Kenneth LaBelle 3hrs Technical
Noon – 1:00 pm	Lunch provided	
1:00 pm – 2:00 pm	(Continued) Post & Beam (Pole Barn) Construction	Kenneth LaBelle
2:00 pm - 5:00 pm	Inspection Method, Problems & Corrective Measures BCC Course # CP-22-00114	Kenneth LaBelle 1hr Administration 1hr Specialty 1hr Technical

Track 2

8:00 am – 10:00 am	History Use & Testing of Cellulose Insulation BCC Course # CP-22-00001	Robert Devries 1hr Specialty 1hr Plan Review
10:00 am – Noon	Conducting a Performance Evaluation Using the MRCEB BCC Course # CP-23-00098 (To be continued after lunch)	Mark Stimac 3hr Technical
Noon – 1:00 pm	Lunch provided	

1:00 pm – 2:00 pm (Continued)
Conducting a Performance
Evaluation Using the MRCEB Mark Stimac

2:00 pm – 5:00 pm Getting Caught in the Act
Of Playing by the Rules Mark Stimac
BCC Course # CP-23-00099 3hr Rules/Acts

Tuesday April 30th, 2024
Registration Desk opens at 7:30 am

Track 1

8:00 am – Noon Deck Framing Connections Doug Towner
BCC Course # CP-22-00014 5hr Specialty
(To be continued after lunch)

Noon – 1:15 pm Lunch provided (following brief business meeting)

1:15 pm – 2:15 pm (Continued)
Deck Framing Connections Doug Towner

2:15 pm – 4:15 pm KSI's Benefits of a FOG Ordinance Ray Kennedy
for FOG Management Seminar 2hr Administration
BCC Course # CP-22-00054

Track 2

8:00 am – 9:00 am The New ACI Code 440.11 on Kerry Sutton
GFRP Reinforced Concrete: 1hr Technical
Implementation for Building Code Officials
BCC Course # CP-23-00018

9:00 am – Noon Fire Retardant Treated Wood & James Gogolski
The Michigan Building Code
BCC Course # CP-21-00068 1hr Technical
BCC Course # CP-21-00069 2hr Technical

Noon – 1:15 pm Lunch provided (following brief business meeting)

1:15 pm – 4:15 pm Wood Use & Recognition of Fire James Gogolski
Retardant Treated Wood in the MBC 3hr Technical
BCC Course # CP-21-00070

Wednesday May 1st, 2024

Registration desk opens at 7:30 am

*The following titles and categories are tentative and likely to change.

Track 1

9:00 am – 10:00 am	Acts, Codes, Policies, & Rules Update - 2024 BCC Course # CP-24-00015	Keith Lambert 1hr Rules and Acts
10:00 am – 11:00 am	Code Questions & Answers - 2024 Local and State Agencies BCC Course # CP-24-00016	Keith Lambert 1hr Technical
11:00 am – Noon	Working Partnerships - 2024 BCC Course # CP-24-00017	Keith Lambert 1hr Specialty



COCM 2024 SPRING CONFERENCE

April 29th-May 1st, 2024

CONFERENCE REGISTRATION FORM

Fillable PDF form, simply enter all information prior to printing. Incomplete forms will not be processed. One form per person. Multiple forms may be submitted with one check. COCM is not able to accept credit cards at this time. Payment to be cash or check.

HOTEL / CONFERENCE LOCATION: The H Hotel 111 W Main St. Midland, MI. 48640
Hotel Information/Reservations 989-839-0500 or 833-798-4493

HOTEL ACCOMODATIONS Are NOT Included IN THE CONFERENCE FEE. Be sure to mention you are with COCM when making your reservation to receive the COCM special rate. There is a link in the Conference page for your room reservations. Please book early to obtain the COCM room rate.

Please send your Completed Registration, Membership Form (if not already a 2024 Member) and Payment to COCM, See Current PO Box address, so that it is received no later than April 22nd, 2024
Additional Conference fees will apply for late registrations (see registration information below)

Name: William Benoit		Jurisdiction representing: Cascade Township			ICC Member? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
Mailing address 5920 Tahoe	City Grand Rapids	State: MI	Zip code: 49546	Public Act 407 #: 2436		
Telephone number: 616-450-3466	Email Address: bbenoit@cascadetwp.com					

Act 407 Reg. Type (check all applicable)

<input type="checkbox"/> BO	<input checked="" type="checkbox"/> BI	<input checked="" type="checkbox"/> PR	<input type="checkbox"/> ELEC	<input type="checkbox"/> MECH	<input type="checkbox"/> LUMB	<input type="checkbox"/> FIRE	<input type="checkbox"/> OTHER
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CONFERENCE ATTENDANCE: Please check the appropriate boxes below. Your conference registration, the membership form (if not submitted yet) and payment must be received by April 22nd, 2024 to take advantage of the Early Registration Discount!		
<input checked="" type="checkbox"/> FULL Conference: Early Registration = \$200.00 (all or multiple days) if submitted before April 22nd, 2024 FULL Conference: Late Registration = \$225.00 if received after April 22nd, 2024	Enter Conference fee here..... \$200.00	
<input type="checkbox"/> SINGLE Day Rate (For Single Day registration only, please check the <u>day</u> you will be attending below) Early Registration = \$95.00 (single day rate) \$120.00 (single day rate) if received after April 22nd, 2024 <input type="checkbox"/> Monday April 29 <input type="checkbox"/> Tuesday April 30 <input type="checkbox"/> Wednesday May 1		
2024 COCM MEMBERSHIP: Membership Dues are \$45 per member. Membership is required to participate in the conference. Membership applications can be found at the COCM website membership page at the Home Page. <u>If you have not submitted 2024 membership dues yet, a completed membership form and the \$45 DUES payment must be submitted with your conference registration and fees.</u> Check the COCM website for the current list of 2024 paid members.	Enter Membership fee (if applicable) here \$45.00	
Conference fee + Membership Dues (if not yet a member) = TOTAL AMOUNT		\$245.00

Please make check payable to COCM and mail with registration form to:
COCM
PO Box 71913
Madison Heights, MI 48071

COCM CONTACT INFORMATION
www.cocm.org
cocm1@yahoo.com
248-495-5615

Please do not send to one of the Board Officers, as doing so will only delay your registration.



Code Officials Conference of Michigan

2024 Membership Application

January 1, 2024 – December 31, 2024

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Applicant Name: William Benoit Act 407# 2436

Municipality: Cascade Township

Membership Type (see bottom of page): Municipal Phone: 616-450-3466

Address: 5920 Tahoe ICC Member? Yes - No -

City: Grand Rapids State: MI Zip code: 49546

Email: bbenoit@cascadetwp.com

Inspector Registration Type: Check boxes applicable to your registrations BO BI PR EI MI PI

2024 COCM Membership Fees

Fee Type	Fee Amount
2024 COCM Membership fee <i>(required to participate in COCM Conferences)</i>	\$45.00
<i>Fees must be submitted with this registration form</i>	Total Enclosed 45.00

Please mail application and check made payable to:

COCM
P.O. Box 71913
Madison Heights, MI 48071

For more information on COCM

Phone:
248-495-5615 or
Email:

cocm1@yahoo.com

www.cocm.org

Membership Types

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Honorary shall be restricted to individuals who have retired from enforcing codes or who have rendered unusual service in the promotion of the objectives of this organization. Must submit to COCM, a letter (see COCM website for Honorary Status Form) requesting Honorary Membership status, and be approved by the membership at the Annual Fall Conference to qualify as an Honorary Member. Once approved, Honorary status is ongoing and re-approval is not required.

For COCM record use only

Date received:	Payment type: <input type="checkbox"/> Cash <input type="checkbox"/> Check #	Amount received for: <input type="checkbox"/> Membership only <input type="checkbox"/> Membership and conference
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GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 000							
101-000-401-445	INTEREST & PENALTIES ON T	KENT COUNTY TREASURER	LOCAL PA105 INTEREST	K-6114	03/28/24	8.51	
						Total For Dept 000	8.51
Dept 101 TOWNSHIP BOARD							
101-101-924-100	TRUSTEE CELL PHONES/IPADS/	VERIZON WIRELESS	ACCT # 842402946 - 00001- CELL PHON	9958093956	03/28/24	48.65	
101-101-924-100	TOWNSHIP BOARD CELL PHONES	VERIZON WIRELESS	ACCT# 886527849- 00001 - IPAD DATA/	9958104135	03/28/24	107.15	
101-101-967-000	SPECIAL PROJECTS - STRATE	C/MCKENNA ASSOCIATES,	IN PROJ 24-003 / CASCADE TOWNSHIP DDA	24-003 - 1	03/28/24	325.00	
101-101-967-000	SPECIAL PROJECTS - STRATE	C/MCKENNA ASSOCIATES,	IN PROJECT 22-053 - DDA STATGIC PLAN	22-053 - 15	03/28/24	2,280.00	
101-101-967-000	SPECIAL PROJECTS - STRATE	C/MCKENNA ASSOCIATES,	IN PROJ # 23-040 CCT MASTER PLAN / FE	23-040 - 7	03/28/24	695.00	
101-101-967-000	SPECIAL PROJECTS - STRATE	C/MCKENNA ASSOCIATES,	IN PROJ 24-002 / CCT PLANNING SERVICES	24-002 - 2	03/28/24	5,516.25	
						Total For Dept 101 TOWNSHIP BOARD	8,972.05
Dept 225 ADMINISTRATIVE							
101-225-723-000	MEMBERSHIP AND DUES	MGFOA	CC ADMIN - MGFOA MEMBERSHIP DUES -	MEMBERSHIP DUES	03/28/24	130.00	
101-225-723-000	MEMBERSHIP AND DUES	MGFOA	CC ADMIN - MGFOA MEMBERSHIP DUES -	MEMBERSHIP DUES	03/28/24	130.00	
101-225-723-000	MEMBERSHIP AND DUES	REGISTRATIONS PLUS LLC	CC ADMIN - SAM.GOV / ONLINE REGISTR	#8DJ34	03/28/24	899.00	
101-225-724-000	EDUCATION	ELLIS PARKING	CC MANION - PARKING FOR CONFERENCE	04167	03/28/24	35.00	
101-225-724-000	EDUCATION	MICHIGAN RECREATION &	CC MANION - PARKING FEE FOR MPARKS	200017	03/28/24	8.25	
101-225-726-000	EMPLOYEE TRAINING	LIZ THOMPSON	REIMBURSE 150 MILES - MGFOA SPRING	MILEAGE - CONFERI	03/28/24	100.50	
101-225-726-000	EMPLOYEE TRAINING	MGFOA	CC ADMIN - MGFOA SPRING SEMINAR 202	SPRING 2024	03/28/24	141.00	
101-225-726-000	EMPLOYEE TRAINING	MGFOA	CC ADMIN - MGFOA SPRING SEMINAR 202	SPRING 2024	03/28/24	141.00	
101-225-727-000	OFFICE SUPPLIES	290 SIGN SYSTEMS	5 NAME PLATES	0000328688	03/28/24	129.70	
101-225-727-000	OFFICE SUPPLIES	AMAZON.COM	CC ADMIN - 3-RING BINDERS / AIR FRE	113-8902926-1981	03/28/24	46.39	
101-225-727-000	OFFICE SUPPLIES	AMAZON.COM	CC ADMIN - LAPTOP WEBCAM / THUMB DR	113-2463449-3593	03/28/24	58.49	
101-225-727-000	OFFICE SUPPLIES	AMAZON.COM	CC ADMIN - TONER / PENS	113-3836105-3711	03/28/24	14.49	
101-225-727-000	OFFICE SUPPLIES	AMAZON.COM	CC ADMIN - 5-PK DEEP STORAGE TRAY	113-2753904-4729	03/28/24	32.54	
101-225-727-000	OFFICE SUPPLIES	AMAZON.COM	CC ADMIN - LABEL TAPE / KLEENEX	113-2712955-8117	03/28/24	24.99	
101-225-727-000	OFFICE SUPPLIES	STAPLES	OFFICE SUPPLIES	3562069317	03/28/24	48.44	
101-225-752-000	SUPPLIES	STAPLES	8.5X11 STAND UP STAND SIGN HOLDER	3561530254	03/28/24	171.77	
101-225-752-101	KITCHEN SUPPLIES	AMAZON.COM	CC ADMIN - COFFEE SUPPLIES	113-0101679-0971	03/28/24	24.79	
101-225-752-101	KITCHEN SUPPLIES	AMAZON.COM	CC ADMIN - KITCHEN SUPPLIES	113-0207114-1425	03/28/24	72.83	
101-225-752-101	KITCHEN SUPPLIES	AMAZON.COM	CC ADMIN - COFEE SUPPLIES	113-5398868-3505	03/28/24	39.36	
101-225-752-101	KITCHEN SUPPLIES	AMAZON.COM	CC ADMIN - COFFEE SUPPLIES/ BLDG DE	113-4628914-7829	03/28/24	56.99	
101-225-752-101	KITCHEN SUPPLIES	STAPLES	KITCHEN SUPPLIES	3561530253	03/28/24	61.36	
101-225-794-700	PLANTS/PLANT MAINTENANCE	EASTERN FLORAL & GIFTS	SINGLE STEM PURPLE ORCHID	5330	03/28/24	40.00	
101-225-815-000	COMPUTER COSTS-ISP	MUNIWEB	WEBSITE HOSTING	55432	03/28/24	141.75	
101-225-815-050	COMPUTER SOFTWARE/CAMERA	MC ADOBE INC	CC ADMIN - ADOBE ACOBAT PRO- MARCH	2701601065	03/28/24	21.19	
101-225-815-050	COMPUTER SOFTWARE/CAMERA	MC ADOBE INC	CC ADMIN - ADOBE MONTHLY SERVICE	27016010650	03/28/24	21.19	
101-225-815-050	COMPUTER SOFTWARE/CAMERA	MC ARLO TECHNOLOGIES INC	CC ADMIN - ARLO TECHNOLOGIES	FEBRUARY 2024	03/28/24	12.99	
101-225-815-050	COMPUTER SOFTWARE/CAMERA	MC MICROSOFT SOFTWARE	CC ADMIN - I CLOUD STORAGE	ONLINE PYMT	03/28/24	1.99	
101-225-815-050	COMPUTER SOFTWARE/CAMERA	MC ZOOM VIDEO COMMUNICATI	CC ADMIN - ZOOM BUSINESS, CLOUD REC	INV242367025	03/28/24	315.49	
101-225-860-000	ADMINISTRATIVE MILEAGE	JAN BAUMANN	REIMBURSE 46 MILES - JAN BAUMANN	MILEAGE REIMB	03/28/24	30.82	
101-225-924-100	MANAGER CELL PHONE	VERIZON WIRELESS	ACCT # 842402946 - 00001- CELL PHON	9958093956	03/28/24	239.52	
101-225-924-100	ADMIN CELL PHONES/ IPADS/I	VERIZON WIRELESS	ACCT# 886527849- 00001 - IPAD DATA/	9958104135	03/28/24	200.84	
101-225-939-000	SERVICE CONTRACTS	KONICA MINOLTA BUSINES	C558 COPIER/PRINTER CONTRACT	292380372	03/28/24	232.92	
101-225-939-000	SERVICE CONTRACTS	KONICA MINOLTA BUSINES	C308 COPIER/PRINTER CONTRACT	292380373	03/28/24	31.10	
101-225-939-000	SERVICE CONTRACTS	KONICA MINOLTA BUSINES	C308 COPIER/PRINTER SERVICE CONTRAC	292380950	03/28/24	185.13	
101-225-956-000	RIGHT PLACE PROGRAM	THE RIGHT PLACE INC	THE RIGHT PLACE - 2024 COMMITMENT	2024 DUES	03/28/24	9,000.00	
101-225-967-000	SPECIAL PROJECTS - COMMUN	C/MAILCHIMP	CC ADMIN - STANDARD PLAN	MC16458440	03/28/24	72.50	
101-225-967-000	SPECIAL PROJECTS - COMMUN	C/MAILCHIMP	CC ADMIN - STANDARD PLAN	MC16171548	03/28/24	72.50	
101-225-981-000	OFFICE EQUIPMENT	AMAZON.COM	CC ADMIN - LAPTOP WEBCAM / THUMB DR	113-2463449-3593	03/28/24	39.99	
						Total For Dept 225 ADMINISTRATIVE	13,026.81

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 250 BENEFITS/INSURANCE							
101-250-719-000	HEALTH INSURANCE BENEFITS	WEST MICHIGAN HEALTH I	HEALTH INSURANCE FOR APRIL 2024	HEALTH INS FOR A	03/28/24	23,275.54	
						Total For Dept 250 BENEFITS/INSURANCE	23,275.54
Dept 257 ASSESSING							
101-257-808-000	BOARD OF REVIEW EXPENSES	SUGAR MOMMA'S PASTRIES	CC GENTER - PASTRIES / MUFFINS- BOA	39393G	03/28/24	34.22	
101-257-900-000	ASSESSING PRINTING AND PUE	MILIVE MEDIA GROUP	BASIC ADS / AFFIDAVITS- ASSESSING D	AD# 0010829893	03/28/24	786.60	
101-257-924-100	ASSESSING CELL PHONES/DAT	VERIZON WIRELESS	ACCT # 842402946 - 00001- CELL PHON	9958093956	03/28/24	149.76	
101-257-924-100	ASSESSING CELL PHONES/ IPI	VERIZON WIRELESS	ACCT# 886527849- 00001 - IPAD DATA/	9958104135	03/28/24	20.04	
						Total For Dept 257 ASSESSING	990.62
Dept 262 ELECTIONS							
101-262-752-200	ELECTION MAILINGS & POSTAC	KENT COMMUNICATIONS, I	MAY 204 AV APPLICATION	333287	03/28/24	519.33	
101-262-756-000	ELECTION SUPPLIES	AMAZON.COM	CC ADMIN - BOX OF 100 - TWO GALLON	113-2397099-1403	03/28/24	24.89	
101-262-756-000	ELECTION SUPPLIES	AMAZON.COM	CC ADMIN - FLAIR FELT TIP PENS - E	113-5098292-3691	03/28/24	88.26	
101-262-756-000	ELECTION SUPPLIES	AMAZON.COM	CC ADMIN - PULSAR PINK, 500 SHEETS	113-3431579-9263	03/28/24	15.09	
101-262-756-000	ELECTION SUPPLIES	FIRST WOK CHINESE REST	CC SLATER - ELECTION FOOD, OFFICE E	93464C	03/28/24	50.41	
101-262-756-000	ELECTION SUPPLIES	JT PIZZA	CC SLATER - ELECTION FOOD	240227-06-11	03/28/24	34.00	
101-262-756-000	ELECTION SUPPLIES	JT PIZZA	CC SLATER - ELECTION FOOD, PRECINCT	240227-06-3	03/28/24	39.75	
101-262-756-000	ELECTION SUPPLIES	JT PIZZA	CC SLATER - ELECTION FOOD, PRECINCT	240227-08-1	03/28/24	45.00	
101-262-756-000	ELECTION SUPPLIES	JT PIZZA	CC SLATER - ELECTION FOOD, PRECINCT	240227-13-1	03/28/24	47.80	
101-262-756-000	ELECTION SUPPLIES	JT PIZZA	CC SLATER - ELECTION FOOD, PRECINCT	240227-06-5	03/28/24	48.23	
101-262-756-000	ELECTION SUPPLIES	JT PIZZA	CC SLATER - ELECTION FOOD, PRECINCT	240227-06-1	03/28/24	48.90	
101-262-756-000	ELECTION SUPPLIES	JT PIZZA	CC SLATER - ELECTION FOOD, PRECINCT	240227-13-2	03/28/24	48.90	
101-262-756-000	ELECTION SUPPLIES	JT PIZZA	CC SLATER - ELECTION FOOD, PRECINCT	240227-06-6	03/28/24	50.00	
101-262-756-000	ELECTION SUPPLIES	JT PIZZA	CC SLATER - ELECTION FOOD, PRECINCT	R3	03/28/24	48.90	
101-262-756-000	ELECTION SUPPLIES	JT PIZZA	CC SLATER - ELECTION FOOD, PRECINCT	L4	03/28/24	50.00	
101-262-756-000	ELECTION SUPPLIES	JT PIZZA	CC SLATER - ELECTION FOOD, PRECINCT	240227-06-2	03/28/24	53.00	
101-262-756-000	ELECTION SUPPLIES	JT PIZZA	CC SLATER - ELECTION FOOD, AVCB	240227-06-38	03/28/24	212.00	
101-262-756-000	ELECTION SUPPLIES	PSI PRINTING SYSTEMS I	ELECTION - 595 AV BALLOT- SECRECY E	232561	03/28/24	909.86	
						Total For Dept 262 ELECTIONS	2,334.32
Dept 265 BUILDING AND GROUNDS							
101-265-724-000	CC MCCARTY - PESTICIDE EX	METRO INSTITUTE	CC MCCARTY - PESTICIDE EXAM - CHRI	415164	03/28/24	55.00	
101-265-724-000	CC MCCARTY - PESTICIDE EX	METRO INSTITUTE	CC MCCARTY - PESTICIDE EXAM - JEANI	415017	03/28/24	55.00	
101-265-724-000	CC MCCARTY - PESTICIDE EX	METRO INSTITUTE	CC MCCARTY - PESTICIDE EXAM - JOSHU	415169	03/28/24	55.00	
101-265-724-000	CC MCCARTY - PESTICIDE EX	METRO INSTITUTE	CC MCCARTY - PESTICIDE EXAM - RYAN I	AQ1A9CA73E70	03/28/24	55.00	
101-265-787-101	CLEANING & PAPER SUPPLIES	AMAZON.COM	CC ADMIN - 3-RING BINDERS / AIR FRE	113-8902926-1981	03/28/24	10.41	
101-265-787-101	CLEANING & PAPER SUPPLIES	AMAZON.COM	CC ADMIN - LABEL TAPE / KLEENEX	113-2712955-8117	03/28/24	31.49	
101-265-863-000	VEHICLE MAINT	HOEKSTRA COMPANIES, LL	(7) FUEL FILTERS/ (4) TORO HYPR OIL	24649	03/28/24	641.24	
101-265-921-000	103040083240	2894 CONSUMERS ENERGY	CONSUMER ENERGY 2/8/24 - 3/7/2024	206080754999	03/28/24	33.87	
101-265-924-000	COMPLEX PHONES	AT&T	ACCT # 287303607022 - SERVICE FOR	2873036070220314	03/28/24	184.92	
101-265-924-000	COMPLEX PHONES- B&G	COMCAST	ACCT # 932769807 - COMCAST BUSINESS	196382219	03/28/24	1,149.11	
101-265-924-100	BLDG AND GROUNDS CELL PHON	VERIZON WIRELESS	ACCT # 842402946 - 00001- CELL PHON	9958093956	03/28/24	97.30	
101-265-924-100	BLDG AND GROUNDS CELL PHON	VERIZON WIRELESS	ACCT# 886527849- 00001 - IPAD DATA/	9958104135	03/28/24	107.80	
101-265-981-500	TOOLS/ SMALL EQUIPMENT MAI	NAPA AUTO PARTS	(1) 15W40-2.5 GL / (2) 10W30 5 QRTS	4324-069418	03/28/24	104.47	
						Total For Dept 265 BUILDING AND GROUNDS	2,580.61
Dept 276 CEMETERY							
101-276-932-000	FLAGS FOR VETERAN GRAVES	COLLINS FLAGS	FLAGS FOR VETERAN GRAVES	101331374	03/28/24	1,798.88	
						Total For Dept 276 CEMETERY	1,798.88
Dept 446 ROADS							
101-446-818-000	DUST CONTROL LAYER	KENT COUNTY ROAD COMMI	WO 009194	414553	03/28/24	8.36	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 446 ROADS							
			Total For Dept 446 ROADS			8.36	
Dept 447 ENGINEERS/ ENGINEERING							
101-447-723-000	ENGINEERING MEMBERSHIP & I	FISERV	CC ADMIN - 2024 LICENSE RENEWAL - E	24022133188728	03/28/24	80.00	
			Total For Dept 447 ENGINEERS/ ENGINEERING			80.00	
Dept 701 PLANNING							
101-701-723-000	COMM DEV MEMBERSHIPS AND I	AMERICAN PLANNING ASSO	CC ADMIN - APA DUES 2024 - ANDREA	456829	03/28/24	533.79	
101-701-723-000	COMM DEV MEMBERSHIPS AND I	MICHIGAN ASSOCIATION O	CC ADMIN - MAP 2024 GROUP MEMBERSHI	41141	03/28/24	890.00	
101-701-724-000	EDUCATION	MICHIGAN ASSOCIATION O	CC ADMIN - 2024 MAP WORKSHOP SERIES	1751	03/28/24	90.00	
101-701-727-000	PLANNING OFFICE SUPPLIES	AMAZON.COM	CC ADMIN - 5-TIER DESK ORGANIZER /	113-6643881-5402	03/28/24	36.51	
101-701-727-000	PLANNING OFFICE SUPPLIES	AMAZON.COM	CC ADMIN - LEATHER LAPTOP BAG / US	113-9619537-7128	03/28/24	7.39	
101-701-727-000	PLANNING OFFICE SUPPLIES	NITRO	CC ADMIN - NITRO PDF PRO 14 - PLANN	BKD-73648398033	03/28/24	171.71	
101-701-752-000	SUPPLIES	AMAZON.COM	CC ADMIN - LEATHER LAPTOP BAG / US	113-9619537-7128	03/28/24	47.99	
101-701-925-000	COMM DEV CELL/IPADS/DATA	VERIZON WIRELESS	ACCT # 842402946 - 00001- CELL PHON	9958093956	03/28/24	182.30	
			Total For Dept 701 PLANNING			1,959.69	
Dept 756 PARKS							
101-756-752-000	SUPPLIES	AMAZON.COM	CC ADMIN - ADA COMPLIANT SIGNS FOR	113-8217493-6114	03/28/24	30.30	
101-756-752-000	SUPPLIES	AMAZON.COM	CC ADMIN - 8 / 5-PKS DAUB-IT REPLAC	113-9740602-7987	03/28/24	63.12	
101-756-752-000	SUPPLIES	MICHIGAN NATURAL FEATU	CC MANION - VOLUNTEER REWARD TRAINI	6049665	03/28/24	160.00	
101-756-935-000	PARK MAINTENANCE	CRYSTAL FLASH ENERGY	ACCT # 119869 - PROPANE - FOR REC P	733942	03/28/24	668.53	
101-756-935-000	PARK MAINTENANCE	KERKSTRA PORTABLE REST	CC MANION - PORTABLE RESTROOM - PEACE	240348	03/28/24	225.00	
101-756-935-000	HCPT - PORTABLE RESTROOM F	KERKSTRA PORTABLE REST	HCPT - PORTABLE RESTROOM RENTAL	241783	03/28/24	225.00	
101-756-939-000	SERVICE CONTRACTS	TRELLO	CC MANION - TRELLO ANNUAL FEE FOR P	TRINV-23749206	03/28/24	720.00	
101-756-939-000	SERVICE CONTRACTS	VOLGISTICS	CC MANION - MONTHLY FEE FOR VOLUNTE	483220	03/28/24	9.00	
			Total For Dept 756 PARKS			2,100.95	
Dept 901 CAPITAL OUTLAY							
101-901-970-000	WOOD CHIPPER	BANDIT INDUSTRIES, INC	WOOD CHIPPER	949832	03/28/24	35,388.00	
101-901-971-400	APPRAISAL FOR POSSIBLE ACQ	JOHN A MEYER APPRAISAL	BURTON ST. PROPERTY APPRAISAL	61924	03/28/24	1,500.00	
			Total For Dept 901 CAPITAL OUTLAY			36,888.00	
			Total For Fund 101 GENERAL FUND			94,024.34	
Fund 206 FIRE FUND							
Dept 250 BENEFITS/INSURANCE							
206-250-719-000	HEALTH INSURANCE BENEFITS	WEST MICHIGAN HEALTH I	HEALTH INSURANCE FOR APRIL 2024	HEALTH INS FOR A	03/28/24	20,404.87	
			Total For Dept 250 BENEFITS/INSURANCE			20,404.87	
Dept 336 FIRE DEPARTMENT							
206-336-723-000	FIRE MEMBERSHIP AND DUES	MI ASSOCIATION OF FIRE	CC MAGERS - REGISTRATION FOR MICH.	07247	03/28/24	50.00	
206-336-723-000	FIRE MEMBERSHIP AND DUES	MICHIGAN DEPT.OF HEALT	CC MAGERS - EMT RENEWAL APPLICATION	00068546	03/28/24	25.00	
206-336-726-000	FIRE TRAINING	CLARION EVENTS, INC.	CC MAGERS - REGISTRATION FDIC INTE	FDIC 2024	03/28/24	2,295.00	
206-336-726-000	FIRE TRAINING	MICHIGAN STATE POLICE	CC MAGERS - 2024 MICHIGAN HAZMAT RE	24022834412248	03/28/24	300.00	
206-336-726-000	FIRE TRAINING	MICHIGAN STATE POLICE	CC MAGERS - 2024 MICHIGAN HAZMAT RE	24022834419231	03/28/24	300.00	
206-336-726-500	FIRE TRAINING / FIRE INSPE	PAYPAL	CC MAGERS - REGISTRATION FOR MFIS -	5HX05682EJ426531	03/28/24	420.75	
206-336-726-500	FIRE TRAINING / FIRE INSPE	PAYPAL	CC MAGERS - REGISTRATION FOR MFIS W	8XL138760G192491	03/28/24	420.75	
206-336-727-000	FIRE OFFICE SUPPLIES	AMAZON.COM	CC MAGERS - LAPTOP STAND HOLDER/ SH	111-1610524-8585	03/28/24	39.89	
206-336-727-000	FIRE OFFICE SUPPLIES	CASCADE PRINTING & GRA	500 FIRE DEPT. BUSINESS CARDS - TIT	64427	03/28/24	109.00	
206-336-727-000	FIRE OFFICE SUPPLIES	SMART BUSINESS SOURCE	OFFICE SUPPLIES	WO-202001	03/28/24	53.38	
206-336-727-000	FIRE OFFICE SUPPLIES	STAPLES	5PK 8GB 2.0 FLASH DRIVE	3561840272	03/28/24	39.18	
206-336-727-000	FIRE OFFICE SUPPLIES	STAPLES	OFFICE SUPPLIES	3561761818	03/28/24	21.60	
206-336-727-000	FIRE OFFICE SUPPLIES	STAPLES	OFFICE SUPPLIES	7000164282	03/28/24	54.34	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 206 FIRE FUND							
Dept 336 FIRE DEPARTMENT							
206-336-745-000	FIRE FUELS	FLYERS ENERGY LLC	DEF FUEL - ENG 6	CFS-3781932	03/28/24	74.88	
206-336-745-000	FIRE FUELS	NAPA AUTO PARTS	2.5 GAL BLUE DEF	4324-072510	03/28/24	24.99	
206-336-752-206	KITCHEN SUPPLIES	AMAZON.COM	CC MAGERS - LAPTOP STAND HOLDER/ SH	111-1610524-8585	03/28/24	18.99	
206-336-752-206	KITCHEN SUPPLIES	GORDON FOOD SERVICE ST	COFFEE SUPPLIES	764451977	03/28/24	80.94	
206-336-768-000	FIRE UNIFORMS	NYE UNIFORM COMPANY	FIRE UNIFORM - KREIGH DEERING	878386	03/28/24	180.00	
206-336-768-000	FIRE UNIFORMS	NYE UNIFORM COMPANY	FIRE UNIFORM - AUSTIN LITCHFIELD	881094	03/28/24	38.50	
206-336-787-000	CC MAGERS - DEPT OFFICER M	CHICK-FIL-A	CC MAGERS - DEPT OFFICER MEETING/ W	81292G	03/28/24	52.60	
206-336-787-000	CC MAGERS - BAGELS/ DISC T	PANERA BREAD	CC MAGERS - BAGELS /DISC TRAINING	30495G	03/28/24	31.27	
206-336-787-959	THREE SETS FIRE BOOTS	PHOENIX SAFETY OUTFITT	THREE SETS STRUCTURAL FF BOOTS	SI-142273	03/28/24	1,073.00	
206-336-787-959	FIRE PROTECTIVE CLOTHING	PHOENIX SAFETY OUTFITT	ANNUAL GEAR INSPECTION	SI-143060	03/28/24	496.00	
206-336-787-959	FIRE PROTECTIVE CLOTHING	PHOENIX SAFETY OUTFITT	ANNUAL GEAR INSPECTION	SI-143059	03/28/24	392.50	
206-336-787-959	FIRE PROTECTIVE CLOTHING	PHOENIX SAFETY OUTFITT	ANNUAL GEAR INSPECTION	SI-143064	03/28/24	224.50	
206-336-787-959	FIRE PROTECTIVE CLOTHING	PHOENIX SAFETY OUTFITT	ANNUAL GEAR INSPECTION	SI-143058	03/28/24	65.00	
206-336-787-959	FIRE PROTECTIVE CLOTHING	PHOENIX SAFETY OUTFITT	ANNUAL GEAR INSPECTION	SI-142960	03/28/24	626.04	
206-336-787-959	FIRE PROTECTIVE CLOTHING	PHOENIX SAFETY OUTFITT	ANNUAL GEAR INSPECTION	SI-143057	03/28/24	136.50	
206-336-787-959	FIRE PROTECTIVE CLOTHING	PHOENIX SAFETY OUTFITT	ANNUAL GEAR INSPECTION	SI-143061	03/28/24	133.00	
206-336-787-959	FIRE PROTECTIVE CLOTHING	PHOENIX SAFETY OUTFITT	ANNUAL GEAR INSPECTION	SI-143062	03/28/24	65.00	
206-336-787-959	FIRE PROTECTIVE CLOTHING	PHOENIX SAFETY OUTFITT	ANNUAL GEAR INSPECTION	SI-143063	03/28/24	587.50	
206-336-802-000	CONTRACTUAL SERVICES	CENTER FOR PHYSICAL RE	ATHLETIC HOURS - FEBRUARY 2024	00000001587	03/28/24	1,200.00	
206-336-804-000	RESPIRATORY PROGRAM	MACQUEEN EQUIPMENT, LL	POSI - FIT RENTAL 1 WEEK	PO3317	03/28/24	665.00	
206-336-850-000	COMMUNICATIONS- PHONES	COMCAST	ACCT # 932769807 - COMCAST BUSINESS	196382219	03/28/24	320.67	
206-336-850-000	COMMUNICATIONS	RELEVANT NETWORK LLC	SERVICE: CLOUD CONTROLLER - ANNUAL	26583	03/28/24	216.00	
206-336-850-000	COMMUNICATIONS	VERIZON WIRELESS	ACCT # 842402946 - 00001- CELL PHON	9958093956	03/28/24	327.48	
206-336-850-000	COMMUNICATIONS	VERIZON WIRELESS	ACCT# 886527849- 00001 - IPAD DATA/	9958104135	03/28/24	518.20	
206-336-863-000	VEHICLE MAINT	KLEYN MOBILE REPAIR, L	E5 - SERVICE CALL / CHASSIS/ AIR BR	46168	03/28/24	342.10	
206-336-863-000	E-1 BRAKES	KLEYN MOBILE REPAIR, L	E-1 BRAKES	46038	03/28/24	3,843.33	
206-336-863-000	VEHICLE MAINT	TOMMY'S EXPRESS CAR WA	CC MAGERS - MONTHLY CAR WASH SERVIC	MARCH 2024	03/28/24	139.96	
206-336-936-000	FIRE STATION MAINT	EXCEL ELECTRIC	LABOR & MATERIAL / TIME CLOCK TO CO	36368	03/28/24	225.00	
206-336-936-000	FIRE STATION MAINT	LAKESHORE IRRIGATION,	LABOR & MATERIAL TO PERFORM WORK ON	46853	03/28/24	820.00	
206-336-936-002	FIRE STATION MAINT/BUTTRIC	OVERHEAD DOOR CO OF GR	FIRE ST. #2 - REPAIR TO EAST SIDE O	INV271377	03/28/24	271.39	
206-336-936-002	5 YEAR INSPECTION	TOTAL FIRE PROTECTION	STATION 2 FIRE PROTECTION	12498021	03/28/24	1,013.22	
206-336-938-000	HYDROSTATIC TESTING AND RE	TOTAL FIRE PROTECTION	EXTINGUISHER HYDROTESTING	12498319	03/28/24	1,025.00	
206-336-981-000	OFFICE EQUIPMENT	SMART BUSINESS SOURCE	SHELVING, WIRESTART 48X24SR	WO-201980	03/28/24	216.40	
Total For Dept 336 FIRE DEPARTMENT						19,573.85	
Dept 901 CAPITAL OUTLAY							
206-901-975-000	CAPITAL OUTLAY - BLDGIMP	WILLIAMS ASSOCIATES AR	PROJECT NO: 2021-033 /FIRE HOUSE- P	0022344	03/28/24	2,089.22	
Total For Dept 901 CAPITAL OUTLAY						2,089.22	
Total For Fund 206 FIRE FUND						42,067.94	
Fund 207 POLICE FUND							
Dept 301 POLICE DEPARTMENT							
207-301-801-000	TOWNSHIP LAW- EAST PRECINC	COUNTY OF KENT	TOWNSHIP LAW- EAST PRECINCT - JANUA	24022300785	03/28/24	67,758.74	
Total For Dept 301 POLICE DEPARTMENT						67,758.74	
Total For Fund 207 POLICE FUND						67,758.74	
Fund 218 HAZMAT FUND							
Dept 344 HAZMAT							
218-344-958-000	HAZMAT EQUIPMENT	CITY OF KENTWOOD	REIMBURSE CITY OF KENTWOOD FD - HAZ	REIMBURSEMENT	03/28/24	53.24	
Total For Dept 344 HAZMAT						53.24	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 218 HAZMAT FUND							
Total For Fund 218 HAZMAT FUND						53.24	
Fund 246 IRF							
Dept 225 ADMINISTRATIVE							
246-225-967-100	WHOLE HOUSE FILTER PROJEC	CULLIGAN	COOLERS & WATER	#1399433	03/28/24	3,275.00	
Total For Dept 225 ADMINISTRATIVE						3,275.00	
Total For Fund 246 IRF						3,275.00	
Fund 248 DDA							
Dept 190 DDA OPERATIONS/CONSTRUCTION							
248-190-723-000	DDA - MEMBERSHIP AND DUES	MICHIGAN DOWNTOWN ASSO	DDA MDA MEMBERSHIP DUES 10/1/2023 -	3277	03/28/24	575.00	
248-190-787-000	WEBSITE HOSTING	MUNIWEB	WEBSITE HOSTING	55432	03/28/24	200.00	
248-190-921-000	100066874924	2990 LU CONSUMERS ENERGY	CONSUMER ENERGRY BILLS - MARCH 2024	202966176296	03/28/24	216.62	
248-190-967-000	SPECIAL PROJECTS-DDA LIGH	MCKENNA ASSOCIATES, IN	PROJECT 22-053 - DDA STATÉGIC PLAN	22-053 - 3	03/28/24	1,710.00	
Total For Dept 190 DDA OPERATIONS/CONSTRUCTION						2,701.62	
Dept 990 DEBT SERVICE							
248-990-994-001	INTEREST AND FEES	UNITED BANK	COMMERICAL LOAN INTEREST PAYMENT -	LOAN# 986526	03/28/24	8,450.00	
Total For Dept 990 DEBT SERVICE						8,450.00	
Total For Fund 248 DDA						11,151.62	
Fund 249 BUILDING FUND							
Dept 000							
249-000-237-000	DUE TO I.R.F.- S&W CONNEC	TASCADA CHARTER TOWNSH	S/W CONNECTION AT 6311 LAMPPOST CIR	P#3361	03/28/24	2,200.00	
Total For Dept 000						2,200.00	
Dept 250 BENEFITS/INSURANCE							
249-250-719-000	HEALTH INSURANCE BENEFITS	WEST MICHIGAN HEALTH I	HEALTH INSURANCE FOR APRIL 2024	HEALTH INS FOR A	03/28/24	18,302.57	
Total For Dept 250 BENEFITS/INSURANCE						18,302.57	
Dept 371 BUILDING DEPARTMENT							
249-371-723-000	MEMBERSHIPS AND DUES - COC	COCM	COCM - MEMBERSHIP DUES - BRIAN WILSON	2024 DUES	03/28/24	45.00	
249-371-723-000	MEMBERSHIPS AND DUES	COCM	COCM MEMBERSHIP DUES - JEREMY REISTER	2024 DUES	03/28/24	45.00	
249-371-723-000	MEMBERSHIPS AND DUES	COCM	COCM MEMBERSHIP DUES - THOMAS HANSON	2024 DUES	03/28/24	45.00	
249-371-723-000	MEMBERSHIPS AND DUES	SAM'S CLUB MC/SYNCB	CC WILSON - RENEWAL SAMS CLUB MEMBE	RENEWAL	03/28/24	50.00	
249-371-724-000	EDUCATION - COCM - D. ROWI	COCM	REGISTRATION FOR COCM SPRING CONFER	2024 SPRING CONF	03/28/24	200.00	
249-371-724-000	EDUCATION - COCM - BILL BE	COCM	REGISTRATION FOR COCM 2024 SPRING C	2024 SPRING CONF	03/28/24	200.00	
249-371-724-000	EDUCATION - PIAM V. MILIT	PLBG INSPECTORS' ASSOC	2024 SPRING CONFERENCE - VINCE MILI	REGISTRATION	03/28/24	300.00	
249-371-727-000	OFFICE SUPPLIES	AMAZON.COM	CC ADMIN - TONER / PENS	113-3836105-3711	03/28/24	33.99	
249-371-727-000	OFFICE SUPPLIES	AMAZON.COM	CC ADMIN - COFFEE SUPPLIES/ BLDG DE	113-4628914-7829	03/28/24	19.47	
249-371-727-000	OFFICE SUPPLIES	RICOH USA INC	CC WILSON - YELLOW TONER	105425574	03/28/24	143.50	
249-371-727-000	FORMS, STICKERS AND NOTICE	WOLVERINE PRINT SOLOUT	BUILDING DEPT FORMS & SUPPLIES	109859	03/28/24	1,194.80	
249-371-860-000	MILEAGE - BENOIT	BENOIT, BILL	REIMBURSE 370 MILES - BILL BENOIT	MILEAGE - MARCH	03/28/24	247.90	
249-371-860-000	MILEAGE WILSON	BRIAN WILSON	REIMBURSE 286 MILES - BRIAN WILSON	MILEAGE - MARCH	03/28/24	187.33	
249-371-860-000	MILEAGE - CRAIG SMITH	CRAIG SMITH	REIMBURSE 583 MILES - CRAIG SMITH	MILEAGE - MARCH	03/28/24	390.61	
249-371-860-000	MILEAGE- HUYSER	HUYSER, DANIEL A.	REIMBURSE 380 MILES - D. HUYSER	MILEAGE - MARCH	03/28/24	254.60	
249-371-860-000	MILEAGE - J. VANTIL	JEFFREY C. VANTIL	REIMBURSE 512 MILES - J. VANTIL	MILEAGE - MARCH	03/28/24	343.04	
249-371-860-000	MILEAGE - JEREMY REISTER	JEREMY REISTER	REIMBURSE 539 MILES - JEREMY REISTE	MILEAGE - MARCH	03/28/24	361.13	
249-371-860-000	MILEAGE	PAUL WESTHOUSE	REIMBURSE 393 MILES - PAUL WESTHOUS	MILEAGE - MARCH	03/28/24	263.31	
249-371-860-000	MILEAGE - TODD PELL	PELL, TODD	REIMBURSE 275 MILES - TODD PELL	MILEAGE - MARCH	03/28/24	184.25	
249-371-860-000	MILEAGE - D. ROWLADER	ROWLADER, DENNIS	REIMBURSE 302 MILES - DENNIS ROWLAD	MILEAGE - MARCH	03/28/24	202.34	
249-371-860-000	MILEAGE - TOM HANSON	THOMAS HANSON	REIMBURSE 508 MILES - TOM HANSON	MILEAGE - MARCH	03/28/24	353.09	
249-371-860-000	MILEAGE MILITO-	VINCENT MILITO	REIMBURSE 512 MILES - V. MILITO	MILEAGE - MARCH	03/28/24	343.04	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 249 BUILDING FUND							
Dept 371 BUILDING DEPARTMENT							
249-371-924-000	BUILDING PHONES	COMCAST	ACCT # 932769807 - COMCAST BUSINESS	196382219	03/28/24	566.18	
249-371-924-000	PHONES	J2 GLOBAL	CC WILSON - J2 EFAX SERVICE	FEBRUARY	03/28/24	18.99	
249-371-924-000	CC WILSON - J2 EFAX SERVICE	J2 GLOBAL	CC WILSON - J2 EFAX SERVICE	MARCH	03/28/24	18.99	
249-371-924-100	BLDG CELL PHONES/IPADS/DATA	VERIZON WIRELESS	ACCT # 842402946 - 00001- CELL PHON	9958093956	03/28/24	589.21	
249-371-924-100	BLDG CELL PHONES/IPADS/DATA	VERIZON WIRELESS	ACCT# 886527849- 00001 - IPAD DATA/	9958104135	03/28/24	197.98	
249-371-939-000	SERVICE CONTRACTS	FIRST CHOICE COFFEE SE	COFFEE SUPPLIES & DELIVERY CHARGE	970796	03/28/24	183.02	
249-371-939-000	SERVICE CONTRACTS	RICOH USA INC	COPIER/PRINTER	5069109497	03/28/24	85.41	
249-371-939-000	SERVICE CONTRACTS	RICOH USA INC	RICOH COPIER/ PRINTER CONTRACT	5069045811	03/28/24	40.12	
Total For Dept 371 BUILDING DEPARTMENT						7,107.30	
Total For Fund 249 BUILDING FUND						27,609.87	
Fund 271 LIBRARY FUND							
Dept 790 LIBRARY							
271-790-921-000	100000284784	2870 JACK	CONSUMERS ENERGY	CONSUMER ENERGRY - MARCH 2024	207147485078	03/28/24	4,259.61
271-790-924-000	LIBRARY PHONES		VERIZON WIRELESS	ACCT# 886527849- 00001 - IPAD DATA/	9958104135	03/28/24	10.02
Total For Dept 790 LIBRARY						4,269.63	
Dept 901 CAPITAL OUTLAY							
271-901-970-000	CAPITAL OUTLAY - FFE	CAPITAL CONSULTANTS, I	PROJ 23-0268 - CCT KDL RENOVATIONS	76272	03/28/24	5,906.25	
271-901-974-271	DS PRIMED MDO VINYL WITH I	FAST SIGNS	SIGN FOR FRIENDSHIP PARK 48X96	INV-130026	03/28/24	1,289.60	
271-901-974-271	A/E SERVICES	THE DESIGN FORUM, INC.	PAVILION DESIGN	4393	03/28/24	13,969.94	
Total For Dept 901 CAPITAL OUTLAY						21,165.79	
Total For Fund 271 LIBRARY FUND						25,435.42	
Fund 403 FIRE STATION #1: CONSTRUCTION FUND- BOND							
Dept 901 CAPITAL OUTLAY							
403-901-975-000	BUILDING ADDITIONS & IMPROV	TRIANGLE ASSOCIATES	CASCADE FIRE STATION #1; FINAL BILL	PYMT. APPL. 17	03/28/24	166,435.11	
Total For Dept 901 CAPITAL OUTLAY						166,435.11	
Total For Fund 403 FIRE STATION #1: CONSTRUCTION						166,435.11	
Fund 703 CURRENT TAX COLLECTION FUND							
Dept 000							
703-000-230-002	DELQ TAX - DUE TO 41191847	KENT COUNTY TREASURER	DELQ RE TAX PAID WITH PERSONAL	DQ18477002	03/28/24	130.51	
Total For Dept 000						130.51	
Total For Fund 703 CURRENT TAX COLLECTION FUND						130.51	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #	
Fund Totals:								
			Fund 101 GENERAL FUND			94,024.34		
			Fund 206 FIRE FUND			42,067.94		
			Fund 207 POLICE FUND			67,758.74		
			Fund 218 HAZMAT FUND			53.24		
			Fund 246 IRF			3,275.00		
			Fund 248 DDA			11,151.62		
			Fund 249 BUILDING FUND			27,609.87		
			Fund 271 LIBRARY FUND			25,435.42		
			Fund 403 FIRE STATION #1: CONSTRUCTIO			166,435.11		
			Fund 703 CURRENT TAX COLLECTION FUND			130.51		
Total For All Funds:							437,941.79	
--- TOTALS BY GL DISTRIBUTION ---								
	101-000-401-445		INTEREST & PENALTIES ON TAXES			8.51		
	101-101-924-100		TRUSTEE CELL PHONES/IPADS/DATA			155.80		
	101-101-967-000		SPECIAL PROJECTS - STRATEGIC PLAN			8,816.25		
	101-225-723-000		MEMBERSHIP AND DUES			1,159.00		
	101-225-724-000		EDUCATION			43.25		
	101-225-726-000		EMPLOYEE TRAINING			382.50		
	101-225-727-000		OFFICE SUPPLIES			355.04		
	101-225-752-000		SUPPLIES			171.77		
	101-225-752-101		KITCHEN SUPPLIES			255.33		
	101-225-794-700		PLANTS/PLANT MAINTENANCE			40.00		
	101-225-815-000		COMPUTER COSTS-ISP			141.75		
	101-225-815-050		COMPUTER SOFTWARE/CAMERA MONITOR/ZOOM			372.85		
	101-225-860-000		ADMINISTRATIVE MILEAGE			30.82		
	101-225-924-100		MANAGER CELL PHONE			440.36		
	101-225-939-000		SERVICE CONTRACTS			449.15		
	101-225-956-000		RIGHT PLACE PROGRAM			9,000.00		
	101-225-967-000		SPECIAL PROJECTS - COMMUNICATIONS/ IT			145.00		
	101-225-981-000		OFFICE EQUIPMENT			39.99		
	101-250-719-000		HEALTH INSURANCE BENEFITS			23,275.54		
	101-257-808-000		BOARD OF REVIEW EXPENSES			34.22		
	101-257-900-000		ASSESSING PRINTING AND PUBLISHING			786.60		
	101-257-924-100		ASSESSING CELL PHONES/DATA			169.80		
	101-262-752-200		ELECTION MAILINGS & POSTAGE			519.33		
	101-262-756-000		ELECTION SUPPLIES			1,814.99		
	101-265-724-000		CC MCCARTY - PESTICIDE EXAM - CHRIS			220.00		
	101-265-787-101		CLEANING & PAPER SUPPLIES			41.90		
	101-265-863-000		VEHICLE MAINT			641.24		
	101-265-921-000	103040083240	2894 THORNAPPLE R			33.87		
	101-265-924-000		COMPLEX PHONES			1,334.03		
	101-265-924-100		BLDG AND GROUNDS CELL PHONES/ IPADS/D			205.10		
	101-265-981-500		TOOLS/ SMALL EQUIPMENT MAINTENANCE			104.47		
	101-276-932-000		FLAGS FOR VETERAN GRAVES			1,798.88		
	101-446-818-000		DUST CONTROL LAYER			8.36		
	101-447-723-000		ENGINEERING MEMBERSHIP & DUES			80.00		
	101-701-723-000		COMM DEV MEMBERSHIPS AND DUES			1,423.79		
	101-701-724-000		EDUCATION			90.00		
	101-701-727-000		PLANNING OFFICE SUPPLIES			215.61		
	101-701-752-000		SUPPLIES			47.99		
	101-701-925-000		COMM DEV CELL/IPADS/DATA			182.30		
	101-756-752-000		SUPPLIES			253.42		
	101-756-935-000		PARK MAINTENANCE			1,118.53		
	101-756-939-000		SERVICE CONTRACTS			729.00		
	101-901-970-000		WOOD CHIPPER			35,388.00		
	101-901-971-400		APPRAISAL FOR POSSIBLE ACQUISITION			1,500.00		

INVOICE GL DISTRIBUTION REPORT FOR CASCADE CHARTER TOWNSHIP
 EXP CHECK RUN DATES 03/28/2024 - 03/28/2024
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
		206-250-719-000	HEALTH INSURANCE BENEFITS			20,404.87	
		206-336-723-000	FIRE MEMBERSHIP AND DUES			75.00	
		206-336-726-000	FIRE TRAINING			2,895.00	
		206-336-726-500	FIRE TRAINING / FIRE INSPECTIONS			841.50	
		206-336-727-000	FIRE OFFICE SUPPLIES			317.39	
		206-336-745-000	FIRE FUELS			99.87	
		206-336-752-206	KITCHEN SUPPLIES			99.93	
		206-336-768-000	FIRE UNIFORMS			218.50	
		206-336-787-000	CC MAGERS - DEPT OFFICER MEETING/ WOR			83.87	
		206-336-787-959	THREE SETS FIRE BOOTS			3,799.04	
		206-336-802-000	CONTRACTUAL SERVICES			1,200.00	
		206-336-804-000	RESPIRATORY PROGRAM			665.00	
		206-336-850-000	COMMUNICATIONS- PHONES			1,382.35	
		206-336-863-000	VEHICLE MAINT			4,325.39	
		206-336-936-000	FIRE STATION MAINT			1,045.00	
		206-336-936-002	FIRE STATION MAINT/BUTTRICK			1,284.61	
		206-336-938-000	HYDROSTATIC TESTING AND RECHARGES			1,025.00	
		206-336-981-000	OFFICE EQUIPMENT			216.40	
		206-901-975-000	CAPITAL OUTLAY - BLDGIMP			2,089.22	
		207-301-801-000	TOWNSHIP LAW- EAST PRECINCT - JANUARY			67,758.74	
		218-344-958-000	HAZMAT EQUIPMENT			53.24	
		246-225-967-100	WHOLE HOUSE FILTER PROJECT			3,275.00	
		248-190-723-000	DDA - MEMBERSHIP AND DUES			575.00	
		248-190-787-000	WEBSITE HOSTING			200.00	
		248-190-921-000	100066874924 2990 LUCERNE DR SE			216.62	
		248-190-967-000	SPECIAL PROJECTS-DDA LIGHTING/DECOR			1,710.00	
		248-990-994-001	INTEREST AND FEES			8,450.00	
		249-000-237-000	DUE TO I.R.F.- S&W CONNECTIONS			2,200.00	
		249-250-719-000	HEALTH INSURANCE BENEFITS			18,302.57	
		249-371-723-000	MEMBERSHIPS AND DUES - COCM			185.00	
		249-371-724-000	EDUCATION - COCM - D. ROWLADER			700.00	
		249-371-727-000	OFFICE SUPPLIES			1,391.76	
		249-371-860-000	MILEAGE - BENOIT			3,130.64	
		249-371-924-000	BUILDING PHONES			604.16	
		249-371-924-100	BLDG CELL PHONES/IPADS/DATA			787.19	
		249-371-939-000	SERVICE CONTRACTS			308.55	
		271-790-921-000	100000284784 2870 JACK SMITH AVE S			4,259.61	
		271-790-924-000	LIBRARY PHONES			10.02	
		271-901-970-000	CAPITAL OUTLAY - FFE			5,906.25	
		271-901-974-271	DS PRIMED MDO VINYL WITH LAMINATE			15,259.54	
		403-901-975-000	BUILDING ADDITIONS & IMPROVEMENTS			166,435.11	
		703-000-230-002	DELQ TAX - DUE TO 411918477002			130.51	



CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546-7140

REQUEST FOR BOARD ACTION

MEETING DATE: March 13, 2024

ITEM: Education Assistance Policy

PRESENTER: Township Manager Smith

INDIVIDUAL PRESENT: N/A

EXECUTIVE SUMMARY: Currently, the Cascade Charter Township personnel manual contains an education assistance policy but does not contain the seminar/conference policy. The updated policy will include both, allowing for clear guidelines and procedures. The updated policy will address:

- Education reimbursement amounts (increased by \$1,000 based on updated tuition rates).
- Procedures for requesting educational assistance and the approval process.
- Seminar and conference policies and procedure; this was previously only on the form, not in a policy.
- Inclusion of Township elected and appointed officials into the policy.
- Allowable expenditures when at a seminar/conference.

In addition, the current process is to submit approval for both education reimbursements and seminar/conference expenses to the Board of Trustees. This policy will put more staff oversight and approval that will be managed within the annual budgetary allowances approved by the Board of Trustees.

The proposed policy was reviewed by the Personnel and Finance Committee at a meeting in February and comments/changes are reflected in the final policy.


BUDGET IMPLICATIONS: The policy will have minimal if not zero financial impact on the Township. All education and conference/seminar requests are currently allocated in the 2024 budget.

MANAGER'S RECOMMENDATION: Approval

ACTION REQUESTED: I move to approve the updated Educational Assistance Policy in the Cascade Charter Township Personnel Manual.

ATTACHMENTS:

Educational Assistance Policy

	CASCADE CHARTER TOWNSHIP, MICHIGAN			
	POLICIES AND PROCEDURES		# OF PAGES: <u>4</u>	POLICY #: <u>Board - 2024-01</u>
	SUBJECT: Educational Assistance		APPROVED BY: Jade Smith, Township Manager	
	DEPARTMENT: All	SUPERCEDES: N/A	DATE OF ISSUE: March 13, 2024	DATE OF EFFECT: Immediate

1. Tuition Reimbursement

Cascade Township recognizes that the skills and knowledge of its employees are critical to the success of the organization. The tuition reimbursement program encourages personal development through formal education so that employees can maintain and improve job-related skills or enhance their ability to compete for reasonably attainable jobs within the Township.

Cascade Township will provide tuition reimbursement to all eligible employees who have completed one year of continuous service in an eligible employment classification and are performing their job duties satisfactorily. To maintain eligibility employees must remain on the active payroll and be performing their job satisfactorily through completion of each course. Employees in the following employee classification(s) are eligible for educational assistance:

- Regular full-time employees
- Regular part-time employees
- Casual employees - (with qualifications see last paragraph below).

Individual courses or courses that are part of a degree, licensing, or certification program must be related to the employee's current job duties or a foreseeable-future position in the organization in order to be eligible for educational assistance. Cascade Township has the sole discretion to determine whether a course relates to an employee's current job duties or a foreseeable-future position. Employees should contact their department head or the Township Manager for more information or questions about educational assistance.

While educational assistance is expected to enhance employee's performance and professional abilities, the Township cannot guarantee that participation in formal education will entitle the employee to automatic advancement, a different job assignment, or pay increases.

Cascade Township invests in educational assistance to employees with the expectation that the investment be returned through enhanced job performance.

Cascade Township will reimburse employees for approved registration and tuition for work related courses taken through college or schools accredited by regional accreditation associations (e.g., North Central Association of Colleges and Schools). Some electives that an employee may be required to complete for a degree may be unrelated to their particular job or government in general, and are therefore not covered by this assistance policy.

The Township will pay a percentage of tuition and registration fees based on the performance of the employee, as follows:

Grade	Amount to be Reimbursed
A or 3.5 – 4.0	100%
B or 2.5 – 3.4	75%
Pass/Fail*	50%
*Passing grades in a pass / fail graded course are reimbursable at 50 percent	

Books and other supplies are not reimbursable. These items become the personal property of the employee.

The maximum amount of reimbursement under this policy in any calendar year per employee is as follows (not to exceed IRS tax-free limits):

\$4,500 for undergraduate courses or schools

\$5,250 for graduate courses

Casual employees may only be eligible for education assistance for individual courses that are job - related and are directly related to their licensing or certification requirements imposed by the State of Michigan.

Procedures:

- Prior to enrolling in an educational course, the employee must obtain approval from his or her direct supervisor and the Township Manager with information about the course for which they would like to receive tuition reimbursement and discuss the job-relatedness of the continuing education.
- Once approved a tuition reimbursement request form must be completed by the employee, and the appropriate signatures obtained.
- A copy of the tuition reimbursement request form must be submitted to the Human Resources Director. The employee will maintain the original until he or she has completed the educational course.
- Once the course is successfully completed, the employee should resubmit the original tuition reimbursement request form with the tuition receipt and official school transcript with grade for the course.
- The Human Resources Director will coordinate the reimbursement with the Finance Director.

2. Seminar/Conferences

Cascade Charter Township may be allowed attend a conference/seminar for official township business if approved by their department head. 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.

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.

Any request over \$2,500 requires Township Board approval before the seminar/conference is attended.

Under extenuating circumstances, the Township Manager may approve an expenditure over \$2,500 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.

Requests for attendance will be submitted in a timely manner prior to the conference/workshop on the Conference/Seminar Request Form along with a type written summary of goals and potential impact of training. The Director will consider the following in determining support for conference attendance.

- Availability of staff to support ongoing operations and services to the public
- Membership in the sponsoring organization
- Relevancy of the conference program to the duties of the employee
- Role of the employee at the conference
- Cost
- Attendance of the employee at other recent conferences
- Availability of funding/budget allotment

Management reserves the right to limit the number of staff attending a single conference if conference attendance negatively impacts the workflow of the organization. Where there is a large amount of interest, staff attendance at conferences will be on a rotation basis. Traveling staff will be credited for an 8-hour work day for each day spent at the conference. Overtime will not be granted for extended conference and travel days. A written report is expected within two weeks upon return from the conference.

Township elected and appointed officials may be covered to attend a conference/seminar for official township business upon approval of the Personnel and Finance committee. Those officials approved will adhere to the same guidelines for employees as outlined above.

Allowable Expenses

Reimbursement will be made for all or part of pre-approved actual and reasonable expenses incurred for registration (early registration discounted amount), transportation (including taxis, airport shuttles and public transportation), meals, lodging, and other necessary business expenses. All eligible expenses up to the prior approved amount for the conference are reimbursable. Expenses must be reported on an actual cost basis substantiated with original receipts. Whenever possible, conference registration and travel reservations may be made on the Township's credit card. Staff are encouraged to coordinate expenses whenever possible, such as through carpools or shared taxis used at the conferences.

Lodging

Lodging reservations are the initial responsibility of the employee. Travelers should use recommended conference hotels, when appropriate. Since hotel reservations are typically guaranteed to assure lodging for late arrivals, travelers are required to cancel these reservations in a timely manner to prevent no-show charges or the individual will be held responsible for these charges. The Township is a sales tax-exempt organization. Prior to traveling, the employee should contact the Finance Director to obtain a Tax Exemption certificate if planning to stay at a hotel.

Meals

The Township will reimburse travelers up to \$50 a day for the cost of their own meals and tips. Only food items and non-alcoholic beverages are reimbursable.

Travel and Related Expenses

Overnight travel must be pre-approved by the Department Director and the Township Manager. Air and rail travel will be reimbursed for coach fare only. Air travel is restricted to regularly scheduled commercial airlines. All travel arrangements should be made in advance, as airfare booked early can often be obtained at a much lower rate. Before committing to a deeply discounted ticket carrying a substantial penalty for cancellation, individuals should make certain that they can adhere to the planned itinerary. Lost baggage, clothing, or other personal items are the responsibility of the traveler. The Township will not assume responsibility if damage to personal equipment occurs during conference travel.

Personal Automobile Use and Mileage Reimbursement

Reimbursement for use of personal vehicles for township business will be at the IRS mileage rate, effective January 1 of each year. Examples of travel expenditures include but are not limited to travel to purchase supplies; travel to provide outreach services, travel to approved conferences and workshops. Please note that no reimbursement will be made for the cost of repairs to personal vehicles, regardless of whether the costs result from business travel or whether they result from acts of the traveler or another individual. It is the obligation of the owner of a personal vehicle being used for township business to carry adequate insurance for his or her protection and for the protection of any passengers. In the event of an accident, the employee is responsible for his/her own auto insurance deductible.

Non-Reimbursable Expenses

The township will not reimburse travelers for expenses that are inherently personal in nature, nor provide reimbursement for the travel expenses of spouses or others who accompany employees on township business.



CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546-7140

REQUEST FOR BOARD ACTION

MEETING DATE: March 27, 2024

ITEM: Creation of Building, Facilities and Grounds Manager Position

PRESENTER: Township Manager Smith

INDIVIDUAL PRESENT: N/A

EXECUTIVE SUMMARY: In late 2023, the Township promoted current staff to the vacant B&G supervisor position, leaving an open Building & Grounds maintenance position. When the Township has a resignation, there is an opportunity to reevaluate the effectiveness and efficiency of the department's structure and reallocate resources to address insufficiencies and/or optimize the position. Previously, the B&G supervisor position was hands-on, after reevaluating there is a need for an administrative position to oversee all the buildings, facilities, and grounds. It is being proposed to change the current open position to create a Building, Facilities, and Grounds Manager that can manage the day-to-day needs of our township assets. With the new manager's position this will allow the B&G supervisor to return their focus to fieldwork and allow the manager to focus on administrative tasks, including preventative maintenance programs, capital improvements and project oversight/management.

Administrative staff and I have met to review the needs of the building and grounds department and existing job duties, leading us to realize the need for a manager role in the B&G department. The creation of a Building, Facilities and Grounds Manager would oversee the day-to-day operations and maintenance of the Townships brick and mortar facilities, cemeteries, public spaces, and pathways as well as assist with Townshipwide facilities planning, construction and maintenance spanning across the

needs of Parks, Fire, Museum, Library, DDA and Township Administration. This position will replace the vacant B&G Maintenance Worker FTE currently open, so no increase in head count is being requested.

The proposed job description was reviewed by the Personnel and Finance Committee at a meeting in February and comments/changes are reflected in the final job description.

BUDGET IMPLICATIONS: The new position will decrease the current allocated budget by \$10,180.74 for 2024 allocated budget. A projected increase of \$26,300 will be incorporated into the proposed 2025 budget and appropriate personnel costs will continue in subsequent years.

MANAGER'S RECOMMENDATION: Approval

ACTION REQUESTED: I move to approve the creation of the Buildings, Facilities & Grounds Manager position.

ATTACHMENTS:

Buildings, Facilities & Grounds Manager Job Description

CASCADE CHARTER TOWNSHIP

POSITION DESCRIPTION

Title:	Building, Facilities & Grounds Manager
Department:	Various
Reports to:	Township Manager
Position(s) Supervised:	Buildings & Grounds Supervisor; B&G Workers
Employment Status:	Full-Time; Exempt
Pay Grade:	6

BROAD STATEMENT OF RESPONSIBILITIES:

Under the direction of the Township Manager, the Building, Facilities, and Grounds Manager is responsible for overseeing the day-to-day operations and maintenance of the Townships brick and mortar facilities, cemeteries, public spaces, parks and pathways. Assist with Township-wide facilities planning, construction and maintenance spanning across the needs of Parks, Fire, Museum, Library and Township Administration.

ESSENTIAL FUNCTIONS:

1. Provide oversight and management of maintenance and grounds of the Township for the Township facilities, cemeteries, parks, pathways, and public spaces. Including: mowing, trimming, weeding, edging, leaf and yard waste removal, snow & ice removal, tree removals, and irrigation repairs.
2. Assists Township department directors in planning and administering a comprehensive capital maintenance and repair program for Township buildings, facilities, and equipment.
3. Participate and coordinate with staff and contractors as needed on basic janitorial and facility maintenance duties related to the maintenance of township-owned properties and facilities, including carpentry, mechanical, plumbing and electrical repairs. This work will be in coordination with department heads.
4. Oversees scheduling and implementation of short- and long- range projects; develops and implements an effective preventative maintenance program.
5. Administers procurement and fiscal management activities associated with building and grounds maintenance activities, which may include: RFPs, and contracts for custodial, grounds and facility maintenance related work to acquire trades and professional assistance; monitoring spending on project and cost account basis; recommending and implementing corrective spending plans; reviewing and authorizing purchase orders; administering contracts; obtaining price quotes and bids; purchasing and approving employee purchases; ensuring compliance township purchasing rules; and/or, performing other related activities.
6. Provide supervision to the Buildings & Grounds Supervisor and provide administrative management to the Buildings & Grounds Department.

7. In conjunction with the HR Director, responsible for hiring, training, supervision, discipline and termination of all Buildings and Grounds department staff with oversight of the Township Manager.
8. Manages assigned staff; assigns tasks, responsibilities and projects; evaluates performance, resolves workload and technical issues, and assures that goals are communicated and achieved.
9. Work with Township Manager to develop and manage departmental budgets in area of responsibility.
10. Assists in the development and implementation of various Township Capital Planning documents (Parks and Recreation Master Plan, Pathways Plan, Capital Improvements Plan, Etc...)
11. All other duties as assigned.

BASIC KNOWLEDGE AND SKILLS:

1. Knowledge of ADA and OSHA standards.
2. Expert knowledge of the principles, practices, and techniques of municipal public infrastructure and utility operations and associated regulatory requirements.
3. Knowledge of governmental budgeting processes.
4. Expert knowledge in the means and methods of maintaining parks and public spaces.
5. Interpersonal skills to establish and maintain effective working relationships with public officials, consultants, contractors, fellow employees, residents and the general public.
6. Strong administrative, managerial, organizational and leadership skills.
7. Ability to make effective oral and written presentations to a variety of audiences
8. Ability to critically assess situations, problem-solve, and work effectively under stress, within deadlines and changes in work priority.
9. Good computer skills including Microsoft Office package and BSA.net software package.
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:

- Associates or Bachelor's degree in Facilities Management, Administration, or related field. Relevant experience may substitute for the degree requirement.

- At least five (5) years of progressively responsible professional custodial, grounds, and/or maintenance experience or a related field with at least two (2) years in a supervisory capacity.
- Certified Facility Manager (CFM) certification 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 with a controlled climate where they sit and work on a computer, communicate by telephone, email or in person.
- Position requires regularly reviewing public property and construction projects outdoors where there can be uneven terrain in all weather conditions. An employee in this position must have the strength, stamina and physical coordination needed to gain access to and traverse sites as described above.

MINIMUM PHYSICAL EXPECTATIONS:

- Position requires keyboarding, telephone work and filing.
- Position often requires extensive periods of time working on the computer.
- Position requires visits to current or proposed construction sites.
- 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 the ability to operate a motor vehicle.

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.



CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546-7140

REQUEST FOR BOARD ACTION
MEETING DATE: March 27, 2024

**ITEM: Recommendation to Adopt Ordinance 24-3 Amendment to PUD-02 Ordinance:
Golfview Office Park**

PRESENTER: Andrea Hendrick, Community Planning & Development Director

INDIVIDUAL PRESENT: Township Attorney

EXECUTIVE SUMMARY:

The Golfview Office Park Planned Unit Development (PUD) Ordinance was adopted in 1999. This PUD is a mixed-use office park complex located off Cascade Road, just east of Spaulding Avenue. The PUD-2 Ordinance has been amended five (5) times since its original adoption. The PUD has several buildings and parcels, indicated in the ordinance as different phases.

The property owner, Mark DeWaal, along with the current owner and manager of Grand Rapids Gymnastics, Mark Bowen and Kerri Johnson, located in an adjacent suite at 1601 Galbraith Avenue, submitted an application to the Planning Department proposing another permitted use be added to the existing Golfview Office Park PUD Ordinance. This request for an amendment is for Phase 1 of the ordinance adopted in 1999 to add Child Day Care Centers as a permitted use within Phase 1.

Currently, the PUD Ordinance indicates in *Section VI. Permitted Uses in Phase 1* are limited to six uses designated as the following:

1. *Computer design and service buildings*
2. *Health/Sports Club*
3. *Professional Office*
4. *Church*
5. *Executive Administrative offices, data processing centers and business offices such as real estate, insurance, and non-profit organizations.*

The proposed amendment was brought to the Planning Commission on February 26, 2024 where a public hearing was held. The case was brought back to the Planning Commission on March 4, 2024. A motion was made by the Planning Commission for a positive recommendation to the Township Board of Trustees to allow a Child Day Care Center as a permitted use in Phase 1 of the Golfview Office Park PUD. Foster Swift prepared a draft ordinance amendment indicated as Ordinance 3 of 2024, should the board determine approval and adoption.

STRATEGIC PLANS/GOALS: Priority 2: Ensure that zoning processes are clear, efficient, and promote both economic development and Township planning goals. Approval allows for expanded use of needed services in the community, and promotes economic development.

BUDGET IMPLICATIONS: None

IMPLEMENTATION PLAN:

February 26, 2024 – Planning Commission held a public hearing for the proposed PUD-02 Ordinance Amendment.

March 4, 2024 – Planning Commission recommended approval of the proposed amendment with no conditions.

March 27, 2024 – Board of Trustees decides on the proposed amendment.

April 4, 2024 – If adopted, Ordinance 24-3 is Published for Public Viewing.

April 11, 2024 – If adopted, the ordinance takes effect seven (7) days after publishing.

DIRECTOR'S RECOMMENDATION: Yes

MANAGER'S RECOMMENDATION: Yes

ACTION REQUESTED: Amend PUD-02 Ordinance for Golfview Office Park, to permit a Child Day Care Center as recommendation by the Cascade Charter Township Planning Commission.

ATTACHMENTS:

1. Amendments to Golfview Office Park PUD-02.
2. Application
3. March 4, 2024 Staff Report

CASCADE CHARTER TOWNSHIP

ORDINANCE NO. 24-3

**AN ORDINANCE TO AMEND THE TOWNSHIP ZONING ORDINANCE REGARDING
THE GOLF VIEW OFFICE PARK PLANNED UNIT DEVELOPMENT PROJECT**

THE CHARTER TOWNSHIP OF CASCADE ORDAINS:

Section 1. Amendment of Section VI of Ordinance #9 of 1999 of the Township Zoning Ordinance

Section VI of Ordinance #9 of 1999 of the Township Zoning Ordinance is amended to add “child day care centers” as a permitted use for Phase 1 of the Golf View Office Park PUD as follows:

Section VI. Permitted Uses.

The permitted uses for the Golf View Office Park PUD do not include any retail sales operations, the following uses are allowed:

...

PHASE 1

B. The renovation of the existing Lack's manufacturing and warehousing facility will be broken down into three (3) multi-use office buildings, each building is separated by an open atrium. The maximum square footage of all three buildings is 127,000 square feet. Uses permitted within this building shall be limited to those listed below:

1. Computer design and service business
2. Health/Sports Club
3. Professional Office
4. Church
5. Executive and administrative offices, data processing centers and business offices such as real estate, insurance, and non-profit organizations.
6. The amount of square footage devoted to office uses shall be allowed to a maximum of 92,000 square feet. The total square footage of the building will not exceed 127,000 square feet. A minimum of 35,000 square feet shall be devoted to the Health/Sports Club.
7. Child Day Care Center – A Child Day Care Center, pursuant to the standards in the Cascade Township Zoning Ordinance.

Section 2. Severability.

If a court determines that any provision of this Ordinance is invalid, the remaining provisions of this Ordinance shall remain in full force and effect.

Section 3. Repealer.

Any ordinances in conflict with this ordinance are repealed to the extent necessary to give this ordinance full force and effect.

Section 4. Effective Date.

This ordinance takes effect upon the expiration of seven (7) days after publication.

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CASCADE CHARTER TOWNSHIP

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

PLANNING & ZONING APPLICATION

APPLICANT: Name: Kerri Johnson
Address: 1601 Galbraith Ave, Ste 301
City & Zip Code Grand Rapids, MI 49546
Telephone: 616-975-2992
Email Address: kerri@grgymnastics.com

OWNER: * (If different from Applicant)
Name: Mark DeWaal
Address: 1601 Galbraith Ave, Ste 302
City & Zip Code: Grand Rapids, MI 49546
Telephone: 616-334-8425
Email Address: mtdewaal@gmail.com

NATURE OF THE REQUEST: (Please check the appropriate box or boxes)

- | | |
|--|---|
| <input type="checkbox"/> Administrative Appeal | <input type="checkbox"/> Administrative Site Plan Review |
| <input type="checkbox"/> Deferred Parking | <input type="checkbox"/> P.U.D. – Rezoning * |
| <input type="checkbox"/> P.U.D. – Site Condominium * | <input type="checkbox"/> Rezoning |
| <input type="checkbox"/> Site Plan Review * | <input type="checkbox"/> Sign Variance Subdivision |
| <input type="checkbox"/> Special Use Permit | <input type="checkbox"/> Plat Review * |
| <input type="checkbox"/> Zoning Variance | <input checked="" type="checkbox"/> Other: Amendment to PUD |

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

BRIEFLY DESCRIBE YOUR REQUEST:**

Request an amendment to the ordinance for Ste 302 at 1601 Galbraith Ave SE, Grand Rapids
to allow Daycare use

(**Use Attachments if Necessary)

-SEE OTHER SIDE-

LEGAL DESCRIPTION OF PROPERTY**:

(**Use Attachments if Necessary)

PERMANENT PARCEL (TAX) NUMBER: 41-19 _____

ADDRESS OF PROPERTY: 1601 Galbraith Ave, Ste 302, Grand Rapids, MI 49546

PRESENT USE OF THE PROPERTY: Office Space

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

Name(s)
deWaal Properties LLC

Address(es)
1601 Galbraith Ave, Ste 302
Grand Rapids, MI 49546

SIGNATURES

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

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

Mark de Waal
Owner – Print or Type Name
(*If different from Applicant) *MARK de WAAL*
* Mark de Waal *1/3/24*
Owner's Signature & Date
(*If different from Applicant)

Herri Johnson
Applicant – Print or Type Name
Herri Johnson *1/3/24*
Applicant's Signature & Date

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

1601 Galbraith, Suite 302 (proposed location)

3600 SQ FOOT open office/class rooms, activity rooms, Kitchens, bathrooms

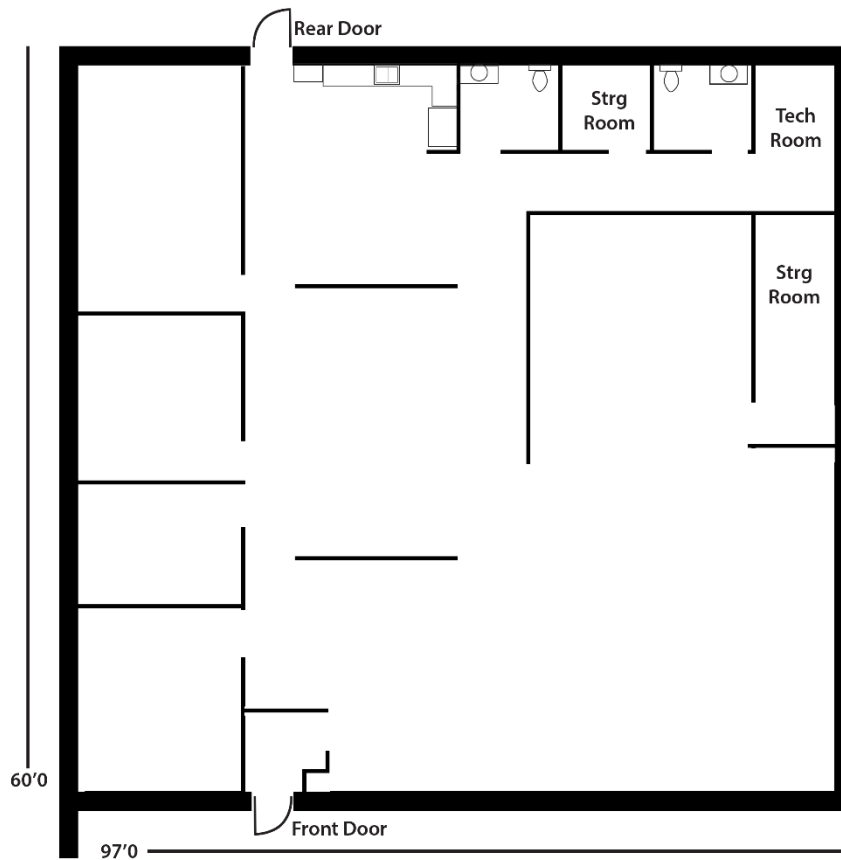
Overview



Street level



Preliminary Floor Plan – Suite 302



Architectural drawing of 1601 Galbraith, Suite 302. Approx 60x60 ft, no load bearing walls, Front entrance (airlock), rear exit, open to patio.

Hours of Operation: 7:30am – 6:30pm

Day of the week open: To be determined.

Number of employees: 6

Capacity: # of Children to be served, not provided by the applicant.

January 2, 2024

To whom it may concern:

I, Mark de Waal, am the managing member of de Waal Properties LLC. de Waal Properties owns 1601 Galbraith Ave, Suite 302, Grand Rapids, MI 49546.

We have been approached by an entity who would like to explore the use of Suite 302 as a day care/school. I am a proponent of this use.

Please feel free to contact me @ 616.334.8425 (cell) or mtdewaal@gmail.com if you need add'l information.

Sincerely -

Mark de Waal

Mark de Waal
1601 Galbraith SE, Ste 302
Grand Rapids, 49546

STAFF REPORT

STAFF REPORT: Case #24-3811
REPORT DATE: February 29, 2024
PREPARED FOR: Cascade Charter Township Planning Commission
MEETING DATE: March 4, 2024
PREPARED BY: Madison Smith-Jacoby, Zoning Administrator

APPLICANT:

Kerri Johnson, Mark DeWaal, and Mark Bowen

Golf View Office Park
1601 Galbraith Avenue, Suite 302
Grand Rapids, MI 49546

STATUS
OF APPLICANT:

Applicant, Grand Rapids Gymnastics, Kerri Johnson
Property Owner, Mark DeWaal
Day Care Center Tenant, Mark Burns

REQUESTED ACTION:

A Recommendation for approval to the Township Board of Trustees to amend the ordinance – adding a Day Care Center in PUD-02, Golfview Office Park, as a permitted use.

EXISTING ZONING OF
SUBJECT PARCEL(S):

PUD 02 – Golfview Office Park

PROPERTY ADDRESS:

1601 Galbraith Avenue.

PARCEL NUMBER:

41-19-06-403-001

GENERAL LOCATION:

Southern terminus of Galbraith Ave, south of Cascade Rd

PARCEL SIZE:

Approximately 4.3 acres

EXISTING LAND USE
ON THE PROPERTY:

Mixed Use – Office Park

ADJACENT AREA
LAND USES:

N- Mixed office uses within the PUD
W – Consumer’s utility easement, Bos Greenhouse
S – Watermark’s clubhouse, pool & fitness center,
E -- Golf course

ZONING ON
ADJOINING PARCELS:

N – Golfview PUD- 02
W—R1 and ARC S&E – Watermark PUD 15

STAFF COMMENTS:

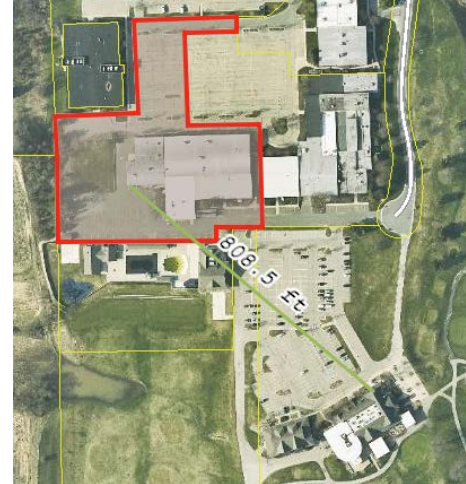
1. The applicant is requesting to amend the existing Planned Unit Development to allow for a daycare as a permitted use.
2. The property is part of a Planned Unit Development that regulates, among other things, the uses that are permitted. The original Golfview Office Park PUD was approved in 1999 and amended 5 times since then. These amendments were adopted in 2000 (2), 2003, 2015, and 2018. The published ordinance represents all changes to date.
3. This building is part of Phase I or 'Building A' of the approved site plan. The permitted uses for Phase I, indicated in the PUD-02 Ordinance, are listed as follows:
 - Computer design and service business
 - Health/sports club
 - Professional Office
 - Church
 - Executive Administrative offices, data processing centers, and business offices such as real estate, insurance, and non-profit organizations.
 - The amount of square footage devoted to office uses shall be allowed to a maximum of 92,000 sf. A minimum of 35,000 sf shall be devoted to Health/Sports Club.
4. The PUD ordinance addresses permitted uses within different phases and buildings, but does not indicate that a child care/daycare facility is permitted, and does not refer to underlying zoning or the Cascade Charter Township Zoning Ordinance for other uses. It was determined that an amendment to the existing ordinance will be required to allow for an additional permitted use, based on Section V. of the PUD-02 Ordinance.
5. Pursuant to Chapter 3 of the Cascade Township Zoning Ordinance, the proposed use is defined as a Child Care Center under the Child Care Organization definition:

“A facility, other than a private residence, receiving more than six (6) pre-school or school age children for group care for periods of less than 24 hours a day, and where the parents or guardians are not immediately available to the child. It includes a facility which provides care for not less than two consecutive weeks, regardless of the number of hours of care per day. The facility is generally described as a child care center, day care center, day nursery, nursery school, parent cooperative preschool, play group, or drop-in center. "Child care center" or "day care center" does not include a Sunday school conducted by a religious institution or a facility operated by a religious organization where children are cared for during short periods of time while persons responsible for such children are attending religious services.”
6. The applicant has submitted a floor plan for the building showing what space the daycare will occupy. This will be a tenant build-out of suite 302, which does not require the expansion of or addition to any existing buildings. There will be 3,600 sf dedicated to a Day Care Center.
7. In addition to Cascade Charter Township regulations, Child Care Centers are defined and regulated by the Michigan Department of Licensing and Regulatory Affairs (LARA).

8. When considering Cascade Charter Township’s intended uses for an office district, Pursuant to Section 12.03, *Uses Permitted by Right* in the “O” Office District, a Day Care Center is a Personal Service Establishment use permitted by-right if it is in line with these conditions:
- a. Such establishments are limited to basement and ground floors of the building.
 - b. The total gross floor area collectively occupied by personal service establishments shall not exceed ten (10) percent of the gross floor area of the building’s ground floor.
 - c. The gross floor area occupied by any single personal service establishment shall not exceed ten (10) percent of gross floor area of the building’s ground floor of 1,500 sf, whichever is the lesser amount.
9. Child Care Center Zoning Ordinance requirements (*Section 17.07.e*):

REQUIREMENTS	FINDINGS
Minimum lot size of 40,000 sf	The proposed Child Care Center will operate in a portion of the existing building on a 4.3 acres (187,308 sf) lot
Dormitory facilities are not permitted	The proposed operation does not include dormitory facilities. Proposed hours of operation are 7:30 am to 6:30 pm.
150 sf per child/ minimum 5,000 sf outdoor play area	Existing green space to be utilized is approximately 19,645 sf.
The outdoor play area shall be enclosed by a chain link fence not less than four (4) feet in height, and screened by natural or planted or planted vegetation to a height of at least five feet.	The applicant has indicated this standard will be met on the finalized site plan. Planning staff recommends that Planning Director Approval is a condition of approval.
Signs shall be subject to the regulations relative to signs for the district in which the use is to be located.	The applicant has indicated any and all proposed signage will follow the standards here today.
Such facilities must be registered with the Township and licensed state.	State licensing will be pursued after Township approval is given. Proof of registration will be provided upon receipt.
<i>Table 19.B Parking Requirements</i> one (1) parking space /1,000 sf fa -OR- two (2) parking spaces/ 3 employees	The applicant has indicated that there will be six (6) employees. Therefore, four (4) parking spaces are required. The current site has hundreds of parking spaces. The proposed entrance to the operation will be located on the southwest façade of the building. Directly adjacent to the proposed entrance, there is a parking lot with 74 parking spaces. The current site is overparked.

10. The proposed Child Care Center is approximately 800 feet from the recently approved cigar bar lounge at Watermark Clubhouse. See map image. The Michigan Department of Licensing and Regulatory Affairs (LARA) regulates smoking in regards to Child Care Centers.



11. If the Zoning Ordinance Amendment is recommended for approval, the site will require Administrative Site Plan Review once completed. Staff has requested a basic site plan be provided to the Planning Department in advance of operation. The applicant is preparing appropriate documentation and has indicated that the site itself will not require modification besides a fence and landscaping around the outdoor play area.

12. The Planning Department will not require formal Site Plan Review of the Day Care Center by the Planning Commission for reasons stated above. The Planning Commission indicated at the February 26, 2024 meeting that the site plan information provided by the applicant is sufficient.

STANDARDS

Section 16.03 of the Zoning Ordinance requires that a Planned Unit Development must demonstrate that:

Standard	Staff Comment
Granting of the Planned Unit Development rezoning will result in a recognizable and substantial benefit to the ultimate users of the project and to the community, where such benefit would otherwise be unfeasible or unlikely to be achieved.	The property is already zoned PUD – 02. The proposed use will fit into the existing PUD’s uses and will complement existing businesses.
In relation to underlying zoning, the proposed type and density of use shall not result in a material increase in the need for public services, facilities and utilities, and shall not place a material burden upon the subject or surrounding land or property owners and occupants or the natural environment.	The proposed use will not result in an increase in the need of public services as they are already available on site.
The proposed development shall be compatible with the General Development Plan of the Township and shall be consistent with the intent and spirit of this Chapter.	This district of the Township is mainly office and commercial uses mixed with some residential. While the zoning is mainly planned unit developments, the use is compatible to an office district.

<p>In relation to the underlying zoning, the proposed development shall not result in an unreasonable negative economic impact upon surrounding properties.</p>	<p>The proposed use will provide optional services for working families in the Township. The location of the proposed use within the development is such that it will have minimal impact on surrounding land uses. The use will result in prohibiting Adult Oriented Businesses within 1,000-foot radius of this parcel, if approved.</p>
<p>The proposed development shall contain at least as much green area and usable open space as would otherwise be required by this Ordinance with respect to the most dominant use in the development.</p>	<p>While the current site is overparked, the proposed use will utilize existing recreational green space and provide more trees on the property.</p>
<p>The proposed development shall be under single ownership or control such that there is a single person or entity having responsibility for completing the project in conformity with this Ordinance. This provision shall not prohibit a transfer of ownership or control, upon due notice to the Planning Director of the Township.</p>	<p>The PUD was previously established, which makes this standard unapplicable. However, attestation from the existing owner has been provided.</p>

STAFF RECOMMENDATION

Staff recommends that the Planning Commission forward a RECOMMENDATION FOR APPROVAL to the Township Board of Trustees for an amendment to the PUD-02, Golf View Office Park PUD.

MOTION:

To recommend approval by the Township Board of Trustees to amend the Golf View Office Park PUD to allow for a Day Care Center with the following condition:

1. All necessary state, county, and local permits and approvals are obtained.
2. All required fencing and landscaping for the proposed outdoor play area must be approved by the Planning Director.
3. The applicant must obtain a sign permit in advance of erecting any signage.
4. Prior to operation, the applicant must submit a site plan to the Planning Department for review and inspection.

ATTACHMENTS

1. Application
2. PUD Ordinance – Draft Amendment
3. Floor plan
4. Owner’s letter of support



CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546-7140

REQUEST FOR BOARD ACTION
MEETING DATE: March 27, 2024

ITEM: 2024 Pathways & Parking Lot Improvement Project

PRESENTER:

Aric Thorne, Township Engineer

INDIVIDUAL PRESENT:

EXECUTIVE SUMMARY:

In 2022 Township staff with the Pathways Committee assessed the existing condition of the entire pathway network and developed an asset management plan to address its needs over a 5-year period. Pathway segments were assigned target construction years based on condition and pedestrian traffic volume. In 2023 the initial pathway improvement project totaling 4.66-miles in length was completed. The proposed project for construction year 2024 continues the goal of restoring the entire pathway network with another 1.14-miles in length.

The scope of the 2024 Pathways & Parking Lot Improvement Project includes reconstruction of 1.14-miles in length of existing shared use pathway on Spaulding Ave from approximately 1,700 feet south of Cascade Rd to Burton St and Burton St from Highridge Ln to Spaulding Ave; and the resurfacing of parking lots at Cascade Township Hall and the Cascade Branch of the Kent District Library. Pathway and parking lot work was packaged together to elicit favorable bid pricing and to consolidate efforts.

The parking lots include minor drain and subgrade work (less than \$25,000 in total value). Both parking lots will be repainted following construction to meet compliance with ADA standards currently not met.

The Engineer's Estimate for the 2024 Pathways & Parking Lot Improvement Project is \$915,442.50. A total of seven bids were received on March 7, 2024. The lowest bidder is Michigan Paving and Materials with a total bid of \$685,333.02. The value portion of work associated with pathways is \$484,098.12; and with parking lots is \$201,234.90.

Michigan Paving & Materials is an MDOT prequalified hot mix asphalt paving company with local equipment and an asphalt mix plant. They propose to subcontract with Kentwood Excavating, who is MDOT prequalified for earthwork, grading, drainage infrastructure, and other project

related activities. Both companies have a successful track record with a variety of clients in West Michigan. Spalding DeDecker, the Township contract engineering consultant, will be responsible for construction inspection and testing services.

STRATEGIC PLANS/GOALS:

The Cascade Township Strategic Plan 2022 proposes that:

Park and Trails 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.

The 2023-27 5-Year Parks and Recreation Plan expands on the above with:

Goals, Strategies, & Action Items 1.2.2 Pathways Committee to review pathway system condition and develop a pathway maintenance/replacement plan.

The Strategic Plan indicates that “Lack of Pathway Maintenance” is ranked eighth in Top Issues of Concern.

BUDGET IMPLICATIONS:

Pathways to be paid by fund 216-901-974-000 with 2024 budget \$750,000.

Parking lots to be paid by fund 101-901-975-000 with 2024 budget \$205,000.

IMPLEMENTATION PLAN:

1. Sign contract with Michigan Paving and Materials per the bid construction scope, conditions, and pricing.
2. Conduct a preconstruction meeting with the contractor, Spalding DeDecker, and Township staff to coordinate construction scheduling and expectations.
3. Provide the contractor the contract specified time period to complete construction and conduct regularly scheduled on-site progress meetings.
4. Complete walkthrough of project sites with the contractor and generate a punch list of construction deficiencies.
5. Provide the contractor reasonable time to correct construction deficiencies, then review and settle final charges prior to fiscal year end.

DIRECTOR'S RECOMMENDATION:

N/A

MANAGER'S RECOMMENDATION:

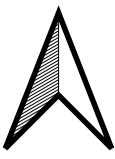
ACTION REQUESTED:

Accept the bid submitted by Michigan Paving and Materials and approve formalizing a contract to proceed with construction.

ATTACHMENTS:

1. 2023-24 Pathway Construction Map

2. Bid Tab
3. Bid Summary

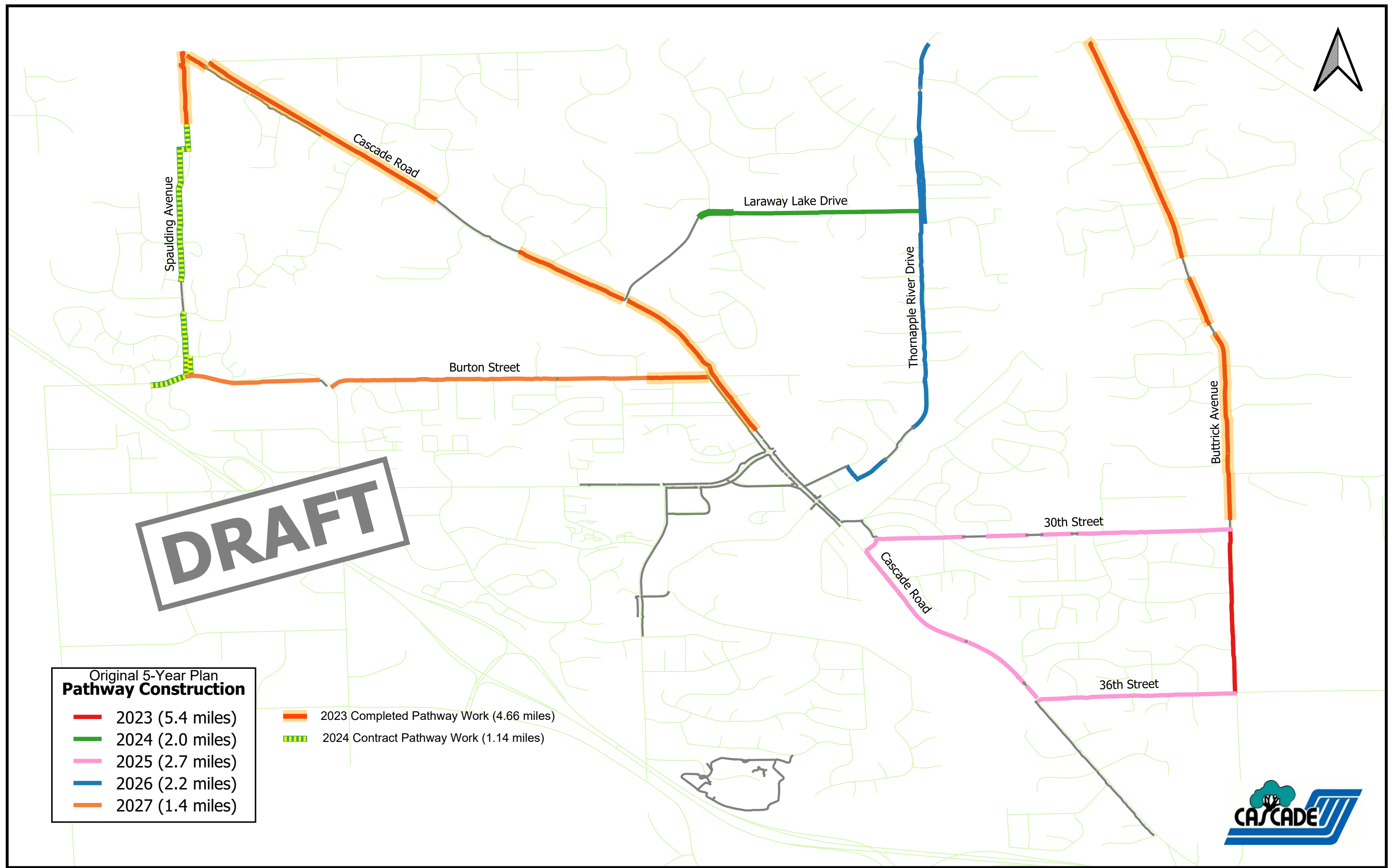


DRAFT

**Original 5-Year Plan
Pathway Construction**

- 2023 (5.4 miles)
- 2024 (2.0 miles)
- 2025 (2.7 miles)
- 2026 (2.2 miles)
- 2027 (1.4 miles)

- 2023 Completed Pathway Work (4.66 miles)
- 2024 Contract Pathway Work (1.14 miles)



Bid Tab
 2024 Pathways and Parking Lot Improvement Project
 10:00 AM March 7, 2024

No.	Pay Item	Unit	Quantity	Engineer's Estimate		Michigan Paving & Materials		Katerberg Verhage, Inc.		Rieth-Riley		Langlois & Sons Excavating		Bob's Asphalt Paving, Inc.		Dan's Excavating Service, Inc.		Epic Excavating, Inc.	
				Unit Price	Subtotal	Unit Price	Subtotal	Unit Price	Subtotal	Unit Price	Subtotal	Unit Price	Subtotal	Unit Price	Subtotal	Unit Price	Subtotal	Unit Price	Subtotal
1	HMA Surface, Rem	Syd	9,172	\$ 2.50	\$ 22,930.00	\$ 1.23	\$ 11,281.56	\$ 2.65	\$ 24,305.80	\$ 1.80	\$ 16,509.60	\$ 5.00	\$ 45,860.00	\$ 2.00	\$ 18,344.00	\$ 2.00	\$ 18,344.00	\$ 4.00	\$ 36,688.00
2	Cold Mill HMA Surface	Syd	6,921	\$ 1.00	\$ 6,921.00	\$ 1.03	\$ 7,128.63	\$ 3.25	\$ 22,493.25	\$ 1.80	\$ 12,457.80	\$ 5.00	\$ 34,605.00	\$ 1.50	\$ 10,381.50	\$ 2.00	\$ 13,842.00	\$ 3.00	\$ 20,763.00
3	Curb and Gutter, Rem	Ft	66	\$ 5.00	\$ 330.00	\$ 20.00	\$ 1,320.00	\$ 16.00	\$ 1,056.00	\$ 20.00	\$ 1,320.00	\$ 22.00	\$ 1,452.00	\$ 15.00	\$ 990.00	\$ 3.00	\$ 198.00	\$ 15.00	\$ 990.00
4	Excavation, Earth	Cyd	2,429	\$ 15.00	\$ 36,435.00	\$ 12.00	\$ 29,148.00	\$ 31.00	\$ 75,299.00	\$ 15.00	\$ 36,435.00	\$ 15.00	\$ 36,435.00	\$ 15.00	\$ 36,435.00	\$ 20.00	\$ 48,580.00	\$ 32.00	\$ 77,728.00
5	Subbase, CIP	Cyd	986	\$ 28.00	\$ 27,608.00	\$ 15.00	\$ 14,790.00	\$ 25.00	\$ 24,650.00	\$ 19.50	\$ 19,227.00	\$ 25.00	\$ 24,650.00	\$ 35.00	\$ 34,510.00	\$ 13.00	\$ 12,818.00	\$ 35.00	\$ 34,510.00
6	Aggregate Base, 21AA, 6 inch	Syd	9,673	\$ 14.00	\$ 135,422.00	\$ 11.00	\$ 106,403.00	\$ 16.00	\$ 154,768.00	\$ 10.23	\$ 98,954.79	\$ 28.00	\$ 270,844.00	\$ 16.00	\$ 154,768.00	\$ 15.00	\$ 145,095.00	\$ 9.20	\$ 88,991.60
7	Dr Structure, Temp Lowering	Ea	1	\$ 400.00	\$ 400.00	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ 200.00	\$ 200.00	\$ 1,200.00	\$ 1,200.00	\$ 500.00	\$ 500.00	\$ 600.00	\$ 600.00	\$ 500.00	\$ 500.00
8	Dr Structure Cover, Adj, Case 1	Ea	14	\$ 1,500.00	\$ 21,000.00	\$ 750.00	\$ 10,500.00	\$ 500.00	\$ 7,000.00	\$ 250.00	\$ 3,500.00	\$ 1,100.00	\$ 15,400.00	\$ 400.00	\$ 5,600.00	\$ 600.00	\$ 8,400.00	\$ 1,300.00	\$ 18,200.00
9	_Sleeve, 6 inch	Ft	40	\$ 50.00	\$ 2,000.00	\$ 35.00	\$ 1,400.00	\$ 15.00	\$ 600.00	\$ 20.00	\$ 800.00	\$ 60.00	\$ 2,400.00	\$ 40.00	\$ 1,600.00	\$ 42.00	\$ 1,680.00	\$ 72.50	\$ 2,900.00
10	Dr Structure, 24 inch dia	Ea	1	\$ 500.00	\$ 500.00	\$ 2,000.00	\$ 2,000.00	\$ 2,250.00	\$ 2,250.00	\$ 2,500.00	\$ 2,500.00	\$ 4,000.00	\$ 4,000.00	\$ 1,400.00	\$ 1,400.00	\$ 1,600.00	\$ 1,600.00	\$ 3,492.00	\$ 3,492.00
11	Dr Structure, 48 inch dia	Ea	1	\$ 750.00	\$ 750.00	\$ 3,500.00	\$ 3,500.00	\$ 3,250.00	\$ 3,250.00	\$ 4,500.00	\$ 4,500.00	\$ 6,000.00	\$ 6,000.00	\$ 2,800.00	\$ 2,800.00	\$ 3,000.00	\$ 3,000.00	\$ 4,500.00	\$ 4,500.00
12	Dr Structure Cover, Type K	Ea	1	\$ 700.00	\$ 700.00	\$ 1,000.00	\$ 1,000.00	\$ 750.00	\$ 750.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,800.00	\$ 1,800.00	\$ 900.00	\$ 900.00	\$ 1,900.00	\$ 1,900.00
13	Dr Structure Cover, Type B	Ea	1	\$ 600.00	\$ 600.00	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ 1,020.00	\$ 1,020.00	\$ 1,200.00	\$ 1,200.00	\$ 1,950.00	\$ 1,950.00	\$ 600.00	\$ 600.00	\$ 1,900.00	\$ 1,900.00
14	Sewer, Cl II, 12 inch, Tr Det B	Ft	62	\$ 100.00	\$ 6,200.00	\$ 80.00	\$ 4,960.00	\$ 70.00	\$ 4,340.00	\$ 40.00	\$ 2,480.00	\$ 130.00	\$ 8,060.00	\$ 75.00	\$ 4,650.00	\$ 46.00	\$ 2,852.00	\$ 65.00	\$ 4,030.00
15	Dr Structure, Tap, 12 inch	Ea	1	\$ 250.00	\$ 250.00	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,400.00	\$ 1,400.00	\$ 500.00	\$ 500.00	\$ 600.00	\$ 600.00	\$ 1,800.00	\$ 1,800.00
16	Curb and Gutter, Conc, Det F4	Ft	66	\$ 35.00	\$ 2,310.00	\$ 58.27	\$ 3,845.82	\$ 55.00	\$ 3,630.00	\$ 43.27	\$ 2,855.82	\$ 70.00	\$ 4,620.00	\$ 35.00	\$ 2,310.00	\$ 40.00	\$ 2,640.00	\$ 50.00	\$ 3,300.00
17	Sidewalk, Conc, 4 inch	Sft	27	\$ 20.00	\$ 540.00	\$ 76.41	\$ 2,063.07	\$ 30.00	\$ 810.00	\$ 26.41	\$ 713.07	\$ 450.00	\$ 12,150.00	\$ 20.00	\$ 540.00	\$ 30.00	\$ 810.00	\$ 30.00	\$ 810.00
18	HMA, 13A	Ton	1,927	\$ 105.00	\$ 202,335.00	\$ 101.41	\$ 195,417.07	\$ 106.50	\$ 205,225.50	\$ 121.00	\$ 233,167.00	\$ 116.00	\$ 223,532.00	\$ 98.00	\$ 188,846.00	\$ 114.00	\$ 219,678.00	\$ 128.00	\$ 246,656.00
19	HMA, 4EML	Ton	322	\$ 85.00	\$ 27,370.00	\$ 101.20	\$ 32,586.40	\$ 100.25	\$ 32,280.50	\$ 111.00	\$ 35,742.00	\$ 109.00	\$ 35,098.00	\$ 97.00	\$ 31,234.00	\$ 94.00	\$ 30,268.00	\$ 105.00	\$ 33,810.00
20	HMA, 5EML	Ton	1,100	\$ 100.00	\$ 110,000.00	\$ 103.09	\$ 113,399.00	\$ 100.75	\$ 110,825.00	\$ 113.00	\$ 124,300.00	\$ 110.00	\$ 121,000.00	\$ 98.00	\$ 107,800.00	\$ 97.00	\$ 106,700.00	\$ 100.00	\$ 110,000.00
21	Maintenance Gravel	Ton	20	\$ 25.00	\$ 500.00	\$ 50.00	\$ 1,000.00	\$ 25.00	\$ 500.00	\$ 35.00	\$ 700.00	\$ 40.00	\$ 800.00	\$ 35.00	\$ 700.00	\$ 36.50	\$ 730.00	\$ 100.00	\$ 2,000.00
22	_Parking Lot Grading	LS	1	\$ 3,000.00	\$ 3,000.00	\$ 1,500.00	\$ 1,500.00	\$ 2,500.00	\$ 2,500.00	\$ 1,500.00	\$ 1,500.00	\$ 32,000.00	\$ 32,000.00	\$ 1,200.00	\$ 1,200.00	\$ 32,000.00	\$ 32,000.00	\$ 3,000.00	\$ 3,000.00
23	_Pavement Marking	LS	1	\$ 5,000.00	\$ 5,000.00	\$ 1,300.00	\$ 1,300.00	\$ 1,500.00	\$ 1,500.00	\$ 2,500.00	\$ 2,500.00	\$ 4,000.00	\$ 4,000.00	\$ 2,000.00	\$ 2,000.00	\$ 1,700.00	\$ 1,700.00	\$ 2,200.00	\$ 2,200.00
24	_Pathway Grading	Ft	6,034	\$ 6.00	\$ 36,204.00	\$ 7.33	\$ 44,229.22	\$ 1.50	\$ 9,051.00	\$ 1.50	\$ 9,051.00	\$ 14.00	\$ 84,476.00	\$ 4.50	\$ 27,153.00	\$ 13.00	\$ 78,442.00	\$ 15.00	\$ 90,510.00
25	Hand Patching	Ton	25	\$ 250.00	\$ 6,250.00	\$ 196.37	\$ 4,909.25	\$ 250.00	\$ 6,250.00	\$ 412.00	\$ 10,300.00	\$ 280.00	\$ 7,000.00	\$ 200.00	\$ 5,000.00	\$ 275.00	\$ 6,875.00	\$ 400.00	\$ 10,000.00
26	Road Grade Biaxial Geogrid	Syd	951	\$ 7.50	\$ 7,132.50	\$ 6.00	\$ 5,706.00	\$ 5.00	\$ 4,755.00	\$ 8.00	\$ 7,608.00	\$ 4.80	\$ 4,564.80	\$ 3.50	\$ 3,328.50	\$ 3.00	\$ 2,853.00	\$ 5.00	\$ 4,755.00
27	Geotextile, Separator, Woven	Syd	951	\$ 5.00	\$ 4,755.00	\$ 6.00	\$ 5,706.00	\$ 2.50	\$ 2,377.50	\$ 4.00	\$ 3,804.00	\$ 4.50	\$ 4,279.50	\$ 3.50	\$ 3,328.50	\$ 1.50	\$ 1,426.50	\$ 2.00	\$ 1,902.00
28	_Water Box, Adjust	Ea	12	\$ 600.00	\$ 7,200.00	\$ 500.00	\$ 6,000.00	\$ 250.00	\$ 3,000.00	\$ 100.00	\$ 1,200.00	\$ 750.00	\$ 9,000.00	\$ 300.00	\$ 3,600.00	\$ 400.00	\$ 4,800.00	\$ 400.00	\$ 4,800.00
29	_Water Box, Furnish and Adjust	Ea	12	\$ 900.00	\$ 10,800.00	\$ 700.00	\$ 8,400.00	\$ 550.00	\$ 6,600.00	\$ 290.00	\$ 3,480.00	\$ 1,100.00	\$ 13,200.00	\$ 500.00	\$ 6,000.00	\$ 600.00	\$ 7,200.00	\$ 600.00	\$ 7,200.00
30	_Restoration	LS	1	\$ 50,000.00	\$ 50,000.00	\$ 25,000.00	\$ 25,000.00	\$ 74,500.00	\$ 74,500.00	\$ 45,999.92	\$ 45,999.92	\$ 56,000.00	\$ 56,000.00	\$ 20,000.00	\$ 20,000.00	\$ 25,000.00	\$ 25,000.00	\$ 28,456.00	\$ 28,456.00
31	_Mobilization	LS	1	\$ 90,000.00	\$ 90,000.00	\$ 25,940.00	\$ 25,940.00	\$ 79,500.00	\$ 79,500.00	\$ 80,000.00	\$ 80,000.00	\$ 60,000.00	\$ 60,000.00	\$ 30,000.00	\$ 30,000.00	\$ 118,000.00	\$ 118,000.00	\$ 85,000.00	\$ 85,000.00
32	_Temporary Traffic Control	LS	1	\$ 90,000.00	\$ 90,000.00	\$ 11,900.00	\$ 11,900.00	\$ 14,998.45	\$ 14,998.45	\$ 35,000.00	\$ 35,000.00	\$ 40,000.00	\$ 40,000.00	\$ 30,000.00	\$ 30,000.00	\$ 15,000.00	\$ 15,000.00	\$ 10,000.00	\$ 10,000.00
Grand Total				\$ 915,442.50	\$ 685,333.02	\$ 880,565.00	\$ 800,825.00	\$ 1,166,726.30	\$ 739,268.50	\$ 913,231.50	\$ 943,291.60								

Bid Total Summary

2024 Pathways & Parking Lot Improvement Project

10:00 AM March 7, 2024

	Engineer's Estimate	\$	915,442.50	
1	Michigan Paving & Materials	\$	685,333.02	-25%
2	Bob's Asphalt Paving, Inc.	\$	739,268.50	-19%
3	Katerberg Verhage, Inc.	\$	880,565.00	-4%
4	Rieth-Riley	\$	800,825.00	-13%
5	Dan's Excavating Service, Inc.	\$	913,231.50	0%
6	Epic Excavating, Inc.	\$	943,291.60	3%
7	Langlois & Sons Excavating	\$	1,166,726.30	27%



CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546-7140

Date: 3/27/24
To: Board of Trustees
From: Supervisor Grace Lesperance
Subject: Planning Commission Appointments

Currently there are two open vacancies on the Planning Commission that require appointments. Appointments to these two vacancies will bring the total number of Planning Commissioners to seven, in keeping with the recently passed "*Ordinance to Continue Township Planning Commission and Reduce Number of Planning Commission Members.*"

My appointments are as follows:

<u>Name</u>	<u>Term</u>
Chris Noordyke	3 rd Three-year Term to expire 12/31/26
Scott Rissi	5 th Three-year Term to expire 12/31/26