

AGENDA
CASCADE CHARTER TOWNSHIP
REGULAR BOARD MEETING

Wednesday, February 28, 2018

7:00 P.M.

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

Expected Meeting Procedures

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

- Article 1. Call to Order, Roll Call**
- Article 2. Pledge of Allegiance to the Flag**
- Article 3. Approval of Agenda**
- Article 4. Presentations**
- Article 5. Public Comments-Anything on the Agenda not scheduled for a public hearing. (limit comments to 3 minutes)**
- Article 6. Approval of Consent Agenda**
- a. Receive and File Various Meeting Minutes
 1. Regular Township Board Minutes for 02/14/18.
 2. Planning Commission Minutes for 01/08/18 & 02/15/18
 3. Zoning Board of Appeals Minutes for 12/12/17
 4. Downtown Development Authority Minutes for 1/16/18
 - b. Receive and File Reports
 - 1.
 - c. Receive and File Communication
 1. Comcast Letter Re: Programming Updates
 2. Right Place Letter Re: Annual Contribution
 - d. Education Requests
 1. Jim Walker – EMS Instructors Conference – March 22 – 25; Traverse City MI
- Article 7. Financial Actions**
- a. Consider Approval of January 2018 Payables, Payroll and Transfers
- Article 8. Unfinished Business**
- Article 9. New Business**
- 009-2018 Consider Approval of a Bid to Install Pickleball Courts at the Cascade Recreation Park**

- 010-2018** **Consider Approval of a bid for Interior Renovation Work at the Burton Park storage facility.**
- 011-2018** **Consider Approval of Resolution for Road Closures for the Grand Rapids Saladin Shriners Parade on 9/22/18 (roll call)**
- 012-2018** **Consider Approval of Resolution Declaring Intent to Work Toward Implementation of Recommendations Necessary to Receive Redevelopment Ready Communities (RRC) Certification (roll call)**
- 013-2018** **Consider Approval of the Letting of the Request for Proposals for Banking Services**
- 014-2018** **Consider Approval of the Construction Board of Appeals Agreement with all Building Department Customer Communities**
- 015-2018** **Consider Approval of Copier Purchases for Township Hall**
- 016-2018** **Consider Approval of the Resolution Adopting MERS Defined Contribution Plan Agreement (roll call)**

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

Article 11. **Manager Comments**

Article 12. **Board Member Comments**

Article 13. **Adjournment**

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

Wednesday, February 14, 2018
7:00 P.M.

DRAFT

Article 1. Supervisor Beahan called the meeting to order.
Present: Supervisor Beahan, Clerk Slater, Treasurer Peirce, Trustee Koessel,
McDonald and Shipley.
Absent: Lewis
Also Present: Manager Swayze, Community Development Director
Peterson, Community Development Assistant Fast and those listed
in Supplement #1.

Article 2. Supervisor Beahan led the Pledge of Allegiance to the Flag.

Article 3. Motion was made by Clerk Slater and supported by Trustee Shipley to approve
the Agenda as presented. Motion carried.

Article 4. Presentations

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

Article 6. Approval of Consent Agenda

- a. Receive and File Various Meeting Minutes
 - 1. Regular Township Board Minutes for 01/24/18.
 - 2. Planning Commission Minutes for 01/15/18.
- b. Receive and File Reports
 - 1. Building Department January Report.
 - 2. Kent County Sheriff Department Report – 4th Quarter 2017
 - 3. Treasurer Report re: Bank Depositories
- c. Receive and File Communication
 - 1. Comcast Internet Gigabit Service

Motion was made by Trustee Shipley and supported by Trustee Koessel to
approve the Consent Agenda as presented. Motion carried.

Article 7. Financial Actions

- a. Consider Pay Application #4 and #5 from FTC&H re: Township Hall
Renovations.
Motion was made by Trustee Koessel and supported by Trustee Shipley to
approve the Pay Application #4 and #5 from FTC&H re: Township Hall
Renovations in the amount of \$129,036.86. Motion carried.

Article 8. Unfinished Business

**Article 9. New Business
004-2018**

- a. **Public Hearing – Sign Ordinance Amendments**
Community Development Director Peterson reviewed the
proposed changes within the sign ordinance. Motion was made
by Trustee Koessel and supported by Treasurer Peirce to move
into Public Hearing. Motion carried.
Mike Brann, Brann’s Steak House and Grill stated he “applauds”
the Township for the changes that will be good for businesses.

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Motion was made by Trustee Shipley and supported by Clerk Slater to reconvene into regular session. Motion carried.

b. Consider approval to Amend Certain Portions of the Cascade Charter Township Sign Ordinance.

Discussion followed regarding the proposed changes within the Board. Motion was made by Treasurer Peirce and supported by Trustee Shipley to amend certain portions of the Cascade Charter Township Sign Ordinance. Motion carried by roll call vote.

(5) Yeah (1) Nay (1) Absent

Motion was made by Trustee McDonald and supported by Treasurer Peirce to amend the motion to change the proposed Article 4, Section 5.05(1) to read (1) minute. Motion carried by roll call vote.

005-2018 Consider Approval of Special Use Permit to Allow River Association Members to Launch and Retrieve Boats at 7238 Cascade Rd.

Motion was made by Trustee Koessel and supported by Trustee Shipley to approve the Special Use Permit to Allow River Association Members to Launch and Retrieve Boats at 7238 Cascade Rd. without the need for the one year review as well as the modification to April thru May. Motion carried.

006-2018 Consider Approval of Resolution for Road Closures for the 4th of July Celebration.

Motion was made by Trustee Koessel and supported by Trustee McDonald to approve the Resolution for Road Closures for the 4th of July Celebration. Motion carried by roll call vote.

007-2018 Consider Approval of 2018 4th of July Celebration Contract with Funny Business

Motion was made by Trustee McDonald and supported by Trustee Shipley to approve the 2018 4th of July Celebration Contract with Funny Business in the amount of \$42,375. Motion carried.

008-2018 Consider Approval of the Wisner Center Audio & Controller System Upgrade Project

Manager Swayze reviewed the upgrade of the Audio equipment. Motion was made by Trustee Koessel and supported by Clerk Slater to approve the Wisner Center Audio & Controller System Upgrade Project for \$15,263.01. Motion carried.

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

Vanessa Walstra, Interim Branch Manager at Cascade KDL was present to introduce herself to the Board.

Chuck Whitley, 5030 Sequoia Dr., addressed the use of the new Audio equipment by the public.

Mike Brann, Brann’s Steak House questioned what he would need to do to get a larger sign for his property.

Article 11. Manager Comments

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Manager Swayze offered the following comments:

- Welcomed Vanessa Walstra to Cascade Township Library.
- Economic Development things going on:
 - Transportation and Signage
 - Liquor Licensing
 - Changes at State Level

Article 12. Board Member Comments

Trustee Shipley offered the following comments:

- Thanked all in attendance for coming.
- Commented on all the things happening in the Township.

Treasurer Peirce offered the following comments:

- Social media has taken root...had the opportunity to talk to a resident regarding our AAA Bond rating.

Article 13. Adjournment

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

Meeting adjourned at 8:21 p.m.

Respectfully submitted,

Denise M. Biegalle
Deputy Clerk

Approved by:

Susan B. Slater, Clerk

Robert S. Beahan, Supervisor

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MINUTES

Cascade Charter Township
Planning Commission
Monday, January 8, 2018
7:00 P.M.

ARTICLE 1. Vice Chairman Sperla called the meeting to order at 7:00 P.M.
Members Present: Katsma, Johnson, Lewis, Noordyke, Pennington, Rissi, and Williams
Members Absent: Robinson (E)
Others Present: Community Development Director, Steve Peterson and those listed on the sign in sheet.

ARTICLE 2. Pledge of Allegiance.

ARTICLE 3. Approve the current Agenda.

Motion was made by Member Rissi to approve the Agenda. Supported by Member Lewis. Motion carried 8 to 0.

ARTICLE 4. Approve the Minutes of the December 18, 2017 Meeting.

Motion was made by Member Rissi to approve the Minutes. Supported by Member Johnson. Motion carried 8 to 0.

ARTICLE 5. Acknowledge visitors and those wishing to speak to non-agenda items.

None.

ARTICLE 6. Case #17-3427 Cascade Township

Public Hearing

Property Address: 5039 28th Street

Requested Action: To consider the amendments for the sign ordinance.

Director Peterson stated that the Township staff conducted a series of meetings with business/property owners to discuss possible amendments to the sign ordinance. These meetings came as a result of comments heard in the business and community surveys, as well as the recent Supreme Court Decision regarding the need to address regulation of signs on a content neutral basis. The proposed changes given the Planning Commission would allow business owners to have more options than what are currently in the sign ordinance. He went on to give a list of the changes that are proposed:

- Electronic reader boards that are allowed to change more than once per day;
- Some allowance for temporary signs per business on the wall and per property;
- Allowing signs closer to the road right-of-way;
- Improving definitions;
- Eliminating sections of the sign ordinance such as the sign landscaping requirements or the reduction of wall signage for the use of a canopy; and
- Allowing for larger taller signs in the Village business district.

Director Peterson is looking for a positive recommendation to the Township Board regarding the proposed changes.

Motion was made by Member Rissi to open public hearing. Supported by Member Williams. Motion carried 8 to 0.

Several members of the public, consisting mostly of business owners, came forward to encourage these changes to the ordinance because of how important good signage was for businesses. Some spoke to how restrictive the current ordinance is concerning offset from roadways, which in some instances prevents them from having any signage by the road, which in turn, prohibits people from finding them. Others spoke to how many businesses are lost to the Township because of restrictions in signage. There were also a couple comments on the electronic reader boards changing from once every 24 hours down to every 6 seconds. Most considered 6 seconds an excessively short period.

Motion was made by Member Lewis to close public hearing. Supported by Member Rissi. Motion carried 8 to 0.

A lengthy discussion was held by the members primarily concerning the electronic reader boards.

Motion was made by Member Lewis to send a positive recommendation to the Township Board regarding all proposed amendments to the sign ordinance, except that the electronic reader boards be allowed to change every 5 minutes instead of every 6 seconds. Supported by Member Sperla. A roll call commenced. Motion was voted down 2 to 6.

A second Motion was made by Member Williams to send a positive recommendation to the Township Board the proposed amendments to the sign ordinance as presented. Supported by Member Pennington. A roll call commenced. Motion carried 6 to 2.

ARTICLE 7. Case #17-3424 Bentineau Residential LLC

Public Hearing

Property Address: 2768 Orange Avenue

Requested Action: The Applicant is requesting to rezone the property from R2 to B1. The Applicant is offering a conditional rezoning for three new homes.

Director Peterson stated that the Applicant is requesting a conditional rezone from R2 to B1. The Applicant must offer the contract or conditions. The Township cannot place additional conditions on the rezoning. This is a straight rezoning request with conditions the Applicant has offered.

The rezoning would allow three single family detached homes, with about 3,000 sq. ft. of finished living space and an attached 2 car garage. Applicant has supplied a site plan and they have revised the plans to show the new homes meeting the B1 zoning setback requirements.

This property is on the corner of Orange Avenue and Peace Street. Orange Avenue is a public street until it intersects with Peace Street, at which point it changes to a private road. The staff's evaluation of the private road for these additional lots indicates that the road itself meets Township standards, however, staff needs to see the private road maintenance agreement.

Director Peterson recommends that the Planning Commission approve the rezone request (from R2 to B1). The Applicant will prepare the contract for your review and recommendation to the Township Board.

Vice Chairman Sperla asked the Applicant to come forward with any comments.

Mr. Mark Miller of Nederveld came forward on behalf of Applicant to give a brief overview of the project.

Mr. Marcel Burgler of Prime Development also came forward to present a sketch and a more detailed description of the proposed homes.

Motion was made by Member Rissi to open public hearing. Supported by Member Johnson. Motion carried 8 to 0.

Mr. and Mrs. Bandstra came forward to explain that they lived in the area where these homes would be built and that they are against the rezoning, that the homes would take away the natural beauty of the space and that 3 homes on that space versus maybe one would be too crowded for that area. They also had concerns about water drainage into other surrounding properties.

Mr. Penny also came forward. Mr. Penny is the owner of said property. He stated he wanted something special to be put there that would blend well with the area and he feels this project would bring more prosperity to the area.

Motion was made by Member Rissi to close public hearing. Supported by Member Johnson. Motion carried 8 to 0.

Motion was made by Member Rissi to approve the rezone request from R2 to B1. Supported by Member Johnson. Motion carried 8 to 0.

ARTICLE 8. Rules of Conduct

ARTICLE 9. Planning Principles

ARTICLE 10. Election of Officers

1. Election of officers of the Planning Commission was held.

Motion was made by Member Lewis to elect the following members to a one year term:

Chairman - Member Sperla
Vice-Chairman - Member Rissi
Secretary - Member Johnson

Supported by Member Katsma. Motion carried 8 to 0.

2. Appointment to the Zoning Board of Appeals:

Motion was made by Member Rissi to appoint Member Pennington to the Zoning Board of Appeals for a one year term. Supported by Member Johnson. Motion carried 8 to 0.

3. Appointment to the Village Design Review Committee:

Motion was made by Member Rissi to appoint Member Sperla to the Village Design Review Committee for a one year term. Supported by Member Johnson. Motion carried 8 to 0.

ARTICLE 11. Any other business

ARTICLE 12. Adjournment

Motion was made by Member Rissi to adjourn. Supported by Member Lewis. Motion carried 8 to 0. The meeting was adjourned at 8:45 p.m.

Respectfully submitted,
Scott Rissi, Secretary

MINUTES

Cascade Charter Township
Planning Commission
Monday, February 5, 2018
7:00 P.M.

- ARTICLE 1.** Chairman Sperla called the meeting to order at 7:00 P.M.
Members Present: Johnson, Noordyke, Pennington, and Rissi
Members Absent: Katsma, Lewis, Robinson, Williams (resigned)
Others Present: Community Development Director, Steve Peterson and those listed on the sign in sheet.
- ARTICLE 2. Pledge of Allegiance.**
- ARTICLE 3. Approve the current Agenda.**
- Motion was made by Member Rissi to approve the Agenda. Supported by Member Johnson. Motion carried 5 to 0.**
- ARTICLE 4. Approve the Minutes of the January 15, 2018 meeting.**
- Motion was made by Member Rissi to approve the minutes of January 15, 2018 (with noted corrections). Supported by Member Johnson. Motion carried 5 to 0.**
- ARTICLE 5. Acknowledge visitors and those wishing to speak to non-agenda items.**
- None.
- ARTICLE 6. Case #17-3421 Lacks Enterprises
Public Hearing
Property Address: 5460 Cascade Road
Requested Action: Applicant is requesting to amend the Golfview P.U.D. to allow short and mid-term lodging building for out of town Lacks employees at the Corporate HQ
Chairman Sperla invited the Applicant to come forward with any comments.**
- Director Peterson stated that the Applicant is requesting Preliminary Plan Review in order to add a short and mid-term lodging facility for their out-of-town employees and guests at 5460 Cascade Road.
- The project would consist of an approximate 4,300 sq. ft. building and would have 6 apartments. The building would be physically separate from any other building, but would be on the same property as the corporate headquarters building.
- Applicant has indicated that this would only be used for their employees and guests. Currently, they have staff from out-of-town stay at surrounding hotels for extended stays.

The property is part of the larger Golfview P.U.D. that has restrictions on the size of the buildings. The most recent amended to the project allowed for the expansion of the corporate headquarters building, but did not have a provision for this additional building.

The Golfview P.U.D. has a complicated history of give and take and has now been completely developed. Some of the concerns relative towards amount of development had to do with the amount of traffic that would be generated by the new development. The thought was to have a mix of uses that would allow for traffic to be distributed at different times, as well as limited "9-5 office traffic" by limiting the amount of offices that could developed. The P.U.D. also tried to adhere to the Cascade Road corridor study from the mid-90's. The intent in part of this corridor plan was to have the buildings look more residential from the road. However, in this case they would actually be putting up a residential building.

The location of the building would sit behind (and lower) than the existing headquarter building. This would make it difficult to see from Cascade Road. The Applicant has provided a couple of elevation drawings, but Director Peterson suggested that they provide a couple of renderings to show what the building would actually look like from Cascade Road.

The original approved plan for Golfview did include an additional 10,000 sq. ft. building just to the West of the proposed site. This building was eliminated as part of a trade off with the original developer when he could not remove the billboard as originally required.

Since the development of the Golfview P.U.D., Cascade Road has been improved to include a center turn lane at the entrance. For this reason, and the relatively small scope of this project, Director Peterson does not feel a traffic study is needed.

The Township Engineer and Fire Department have reviewed and approved the plans.

Director Peterson recommends approval of the plan. If approved, Staff will put together the P.U.D. ordinance amendments with the Applicant for your review so you can make a recommendation to the Township Board.

Chairman Sperla invited the Applicant to come forward with any comments.

Mr. Patrick Knight came forward on behalf of Lacks with no additional comments, but to simply answer any questions the members may have regarding this project.

Motion was made by Member Rissi to open public hearing. Supported by Member Johnson. Motion carried 5 to 0.

No members of the public came forward to speak on this issue.

Motion was made by Member Rissi to close public hearing. Supported by Member Johnson. Motion carried 5 to 0.

Motion was made by Member Rissi to approve Applicant's request to amend the Golfview P.U.D. to allow for a short and mid-term lodging building for out-of-town Lacks employees at the Corporate HQ. Supported by Member Johnson. Motion carried 5 to 0.

ARTICLE 7. Case #17-3433 Thornapple River Nursery

Property Address: 8080 28th Street S.E.

Requested Action: The Applicant is requesting Site Plan Review for a new office building.

Director Peterson stated that the Applicant is requesting site plan approval to construct a 1,700 square feet office building. The building addition is about 14 feet tall as measured to average grade. The rest of the site complies with zoning for setback regulations. Upon inspection of the property, he noted a second monument sign which will need to be removed.

The Township Engineer and Fire Department has reviewed and approved the plan.

Applicant will need to demonstrate the distance away from the water line on Buttrick. If within 300 feet of the line, they will have to connect to public water. If beyond 300 feet, they may use a well. Given the reduction in connection costs that the City and Township are making, Applicant may want to evaluate connection to public water even if beyond 300 feet.

Director Peterson is recommending Site Plan Approval for the new building subject to the following conditions:

- a. Removal of the second pylon sign prior to the occupancy of the new building;
- b. Execute the storm water maintenance Agreement; and
- c. Demonstrate the distance away from the public water line to determine if connection is required.

Chairman Sperla invited the Applicant to come forward with any comments.

Mr. Brett Boonenberg came forward to answer any questions the members may have. Mr. Boonenberg assured the members that the extra pylon sign will be taken down in the next week or so.

Motion was made by Member Johnson to approve the Site Plan for a new office building, subject to the conditions listed above by Director Peterson. Supported by Member Noordyke. Motion carried 5 to 0.

ARTICLE 8. Case #17-3424 Bentineau Residential LLC

Property Address: 2768 Orange Avenue

Requested Action: The Applicant is requesting to rezone the property to R2 from B1. The Applicant is offering a conditional rezoning for three new homes.

Director Peterson stated that at the public hearing on January 8, 2018, the Planning Commission awarded approval of the rezoning from R2 to B1. After that meeting, the Applicant wrote a conditional zoning agreement that indicated that the rezoning is conditioned on the fact that it will only be three single family homes as shown on the site plan dated November 6, 2017.

Director Peterson has reviewed the agreement drafted by the Applicant and believes it is consistent with the approval that was awarded and recommends forwarding a positive recommendation to the Township Board for the rezoning. The Township Board will then hold an additional public hearing to consider your recommendation.

Chairman Sperla invited Applicant to come forward to make any comments.

Mr. Marcel Burgler came forward to answer any questions the members may have of him.

No discussion occurred.

Motion was made by Member Rissi to forward a positive recommendation to the Township Board to rezone the property to R2 from B1. Supported by Member Johnson. Motion carried 5 to 0.

ARTICLE 9. Case #17-3425 West Bluffs Alpha Lima Ventures

Property Address: 3009 Thornhills SE

Requested Action: The Applicant is requesting to amend the Centennial P.U.D. to allow for 9 additional residential units at the corner of Thornhills and Tahoe.

Director Peterson stated that at the public hearing on January 15, 2018, the Planning Commission awarded preliminary approval of the site plan and instructed staff to write the P.U.D. amendment for the project.

The P.U.D. Ordinance has been reviewed by the Applicant and addresses all of their comments, as well as the approval from January 15.

Director Peterson recommends forwarding a positive recommendation to the Township Board for approval of the P.U.D. amendment and site plan. The Township Board will then hold an additional public hearing to consider the recommendation.

Chairman Sperla invited the Applicant to come forward with any comments.

Mr. Chad Mettler came forward on behalf of Applicant to answer any questions the members may have of him.

No discussions occurred.

Motion was made by Member Johnson to forward a positive recommendation to the Township Board for approval of the P.U.D. amendment and site plan. Supported by Member Rissi. Motion carried 5 to 0.

ARTICLE 10. Case #17-3395 Restaurant Holdings LLC

Property Address: 5039 28th Street

Requested Action: The Applicant is requesting to rezone the property to a Planned Unit Development to allow two separate buildings.

Director Peterson stated that at the public hearing on January 15, 2018, the Planning Commission awarded preliminary approval of the site plan and instructed staff to write the P.U.D. amendment for the project. The P.U.D. Ordinance has been reviewed by the Applicant and addresses all of their comments, as well as the approval from January 15.

Director Peterson recommends forwarding a positive recommendation to the Township Board for approval of the P.U.D. amendment and site plan. The Township will then hold an additional public hearing to consider the recommendation.

Chairman Sperla invited the Applicant to come forward with any comments.

Messrs. Brian Sinnott and Doug Poland were present on behalf of Applicant to answer any questions the members may have of them.

A brief discussion occurred clarifying various points.

Motion was made by Member Pennington to forward a positive recommendation to the Township Board for approval of the P.U.D. amendment and site plan. Supported by Member Rissi. Motion carried 5 to 0.

ARTICLE 11. Any other business

- Community Development Department 2017 Annual Report

ARTICLE 12. Adjournment

Motion was made by Member Rissi to adjourn. Supported by Member Johnson. Motion carried 5 to 0. The meeting was adjourned at 8:00 p.m.

Respectfully submitted,
Phil Johnson, Secretary

MINUTES

Cascade Charter Township Zoning Board of Appeals
Tuesday, December 12, 2017
7:00 P.M.

ARTICLE 1. Chairman Berra called the meeting to order at 7:00 P.M.
Members Present: Berra, Casey and Milliken
Members Absent: McDonald and Pennington
Others Present: Community Development Director, Steve Peterson and those listed on the sign in sheet.

ARTICLE 2. Chairman Berra led the Pledge of Allegiance.

ARTICLE 3. Approve the Agenda.

Motion was made by Member Casey to approve the Agenda. Supported by Member Milliken. Motion carried 3 to 0.

ARTICLE 4. Approve the Minutes of the November 14, 2017 Meeting.

Motion was made by Member Casey to approve the Minutes of November 14, 2017. Supported by Member Milliken. Motion carried 3 to 0.

ARTICLE 5. Acknowledge visitors and those wishing to speak to non-agenda items.

No visitors who were present wished to speak about non-agenda items.

ARTICLE 6. Case #17:3423 Leo Vicari – Lake Michigan Credit Union
Public Hearing

Property Address: 5519 and 5537 Glenwood Hills Pkwy

Requested Action: The Applicant is requesting a variance to allow an expansion of the parking lot that does not include the required bufferyard.

Director Peterson stated that this Applicant has withdrawn their Application for a variance.

No one from the public was present to provide any comments

ARTICLE 7. Case #3426 Jeff Bennett
Public Hearing

Property Address: 1460 Briarcliff Drive

Requested Action: The Applicant is requesting a variance to construct an addition that encroaches into the side yard setback.

Director Peterson stated that the home on the property was built in 1965 and he was not able to find a record of a variance. The home on the property is set back about 7 feet from the side property line.

The homeowner would now like to put an addition onto the house and continue the same 7 feet side yard setback. This results in three areas that would encroach into the required 10 feet setback. The lot is irregular in shape and the home is built on an angle which appears to contribute to the problem.

The addition would allow a covered patio, deck and covered grilling area. Each of these areas have a small amount of that encroachment into the setback as follows: The covered patio – 19 sq. ft., the deck – about 12 sq. ft., and the covered grilling area about 26 sq. ft.

The home closest to these additions is located about 150 feet away from the common property line.

Director Peterson went on to explain that in situations such as these where there is a non-conforming setback, the township requires that any new addition meet today's requirements, thus the need for the variance. In cases where the board has granted variances like this, they typically had them not increase the amount of non-conformity. This variance would not increase the non-conformity.

Director Peterson recommends approval of a variance to allow the addition provided it is not closer than what the current home is.

Chairman Berra asked if the Applicant would like to come forward.

Mr. William Nederhoed came forward on behalf of the Applicant to answer any questions.

Nobody had any questions for the applicant.

Motion was made by Member Milliken to open the Public Hearing. Supported by Member Casey. Motion carried 3 to 0.

No one from the public came forward with comments.

Motion was made by Member Casey to close the Public Hearing. Supported by Member Milliken. Motion carried 3 to 0.

Motion was made by Member Milliken to approve the variance to construct an addition that encroaches into the side yard setback provided it is not closer than what the current home is. Supported by Member Casey. Motion carried 3 to 0.

ARTICLE 8. Any other business.
No other business was presented.

ARTICLE 9. Adjournment
Motion was made by Member Milliken to adjourn. Supported by Member Casey. Motion carried 3 to 0. Meeting adjourned at 7:20.

Respectfully submitted,
Tom McDonald, Secretary

MINUTES
Cascade Charter Township
Downtown Development Authority Board of Directors
Tuesday, January 16, 2018
5:30 P.M.
Cascade Library – Wisner Center

ARTICLE 1. Vice Chairman Puplava called the meeting to order at 5:30 P.M.
Members Present: DeWitt, Kingsland, Puplava, Ridings, Siegle, and Stephan
Members Absent: Beahan, Rowland and Smith
Others Present: DDA Director Sandra Korhorn, and those listed on the sign in sheet.

ARTICLE 2. Approve the current Agenda.

Motion was made by Member Kingsland to approve the Agenda. Supported by Member Siegle. Motion carried 6 to 0.

ARTICLE 3. Approve the Minutes of the November 21, 2017 Meeting.

Motion was made by Member Ridings to approve the Minutes as presented. Supported by Member Kingsland. Motion carried 6 to 0.

ARTICLE 4. Acknowledge visitors and those wishing to speak to non-agenda items.

No one came forward.

ARTICLE 5. Discuss and Review the 2018 Budget

Director Korhorn noted she sent a copy of the DDA budget to the Board for their information and review and stated she would periodically update it from time to time throughout the year.

ARTICLE 6. Discuss Additional Holiday Decorations

Director Korhorn stated that similar to last year, Bronner's will be holding their sale on holiday decorations through February 28, 2018. The sale will include all of the items purchased for this year's display.

Last year the Board ordered 49 – 3' snowflakes (four different designs) in cool white for the village. Also purchased was a 16' Paramount tree in multi-colored lights to place at the bottom of Old 28th and Cascade Road. The old snowflakes are currently placed along 28th Street, however, we chose not to light them.

Up for consideration would be whether the Board wants to purchase additional snowflakes to put along 28th Street or do something different. An option might be to wrap the streetlights along 28th Street with LED rope lights.

A lot of great comments were received about the tree at the bottom of old 28th/Cascade Road. People would like to see an additional tree at the Museum Gardens park. She also received favorable comments about the lights in Tassell Park, however the general consensus was more were needed. Director Korhorn suggested maybe some tube lights hanging from the trees.

Director Korhorn recommends that the DDA move forward and order additional decorations that can be displayed throughout the district. Funds were placed in the 2018 budget to accommodate this action.

A general discussion followed which brought a variety of ideas for additional decorations. Some included adding additional color to the 16' tree at the bottom of Old 28th or adding other decorations in the area so that the tree is a focal point, also doing something with the pallet that the tree stands on. Getting a bigger tree or an additional tree for the Museum Gardens park. More Village decorations vs additional 28th Street decorations.

It was decided that Director Korhorn will put a proposal together with different options in time for the next Board meeting so a decision can be made so an order can be put in with Bronner's by the 28th of February.

ARTICLE 7. Discuss Potential 2018 Projects

Director Korhorn stated that over the past few meetings there was discussion of future projects in the DDA District. Discussion included the sidewalk loop on Orchard Vista in Centennial Park, along with some road improvements in Centennial Park. However, neither of those would take place until 2019. In order to plan and budget and work in conjunction with the Kent County Road Commission, the DDA board will need to make a decision by February, 2018.

Director Korhorn gave a list of other potential projects for consideration:

1. Sidewalk extension on Cascade Road from Independent Bank to Cascade Hospital for Animals;
2. 28th Street Mid-Block Crossing;
3. Gateway Signage;
4. Village Gateway Improvements;
5. Path from Tassell Park to Library; and
6. Purchase of Riverfront Properties.

Director Korhorn would like to know if the Board wants to move forward with Centennial Park street improvements, sidewalks, roundabouts and boulevard entrances (costing approximately \$2 million overall). The Kent County Road Commission ("KCRC") approached the Township and said the streets in Centennial Park are in poor condition and needed to be fixed. The approximate cost for the street improvement would be \$1 million. The KCRC would share the cost 50/50 with the Township (\$500,000 each). The DDA would pick up the cost of any beautification improvements over and above the typical road maintenance. However, if there was no additional beautification road work

completed in Centennial Park, the DDA would likely split the cost of the road maintenance with the Township. With that said, a bond would definitely be needed to finance all of these improvements.

Discussion followed concentrating most on what projects are most feasible and necessary.

Mr. Mike Kasmauskis and Mr. Kurt Driesenga were both present representing Centennial Park businesses. Mr. Kasmauskis noted that the existing sidewalks and lights have been wonderful, but more would be even better. He also suggested additional landscaping, stating that the area looked a bit tired. Mr. Driesenga stated that the bus, sidewalks and lights have all contributed to bringing businesses into Centennial Park. He would also like to see additional sidewalks and landscaping. He didn't really feel too many roundabouts were needed, but anything to beautify the area would be great.

Motion was made by Member Siegle to have Director Korhorn look into costs for the following:

- 1. The outside sidewalk loop and the Park; and**
- 2. The outside sidewalk loop, one roundabout by the park, 3 boulevards and the park as an add -on.**

Supported by Member Kingsland. Motion carried 6 to 0.

ARTICLE 8. Update on Marketing Plan Tactics

Director Korhorn gave the Board a brief update on the marketing plan tactics. The Township is in the process of making a decision on the format for the newsletter. Once that is completed, Q+M will create graphics that can be used to create a Cascade District Section of the print newsletter. Q+M should have a template for the email newsletter by mid-week. Decisions with regard to the microsite are in process. In regards to the Business Guide, text for the Guide will be submitted to Q+M by January 19. Photos of businesses to be included in the Guide are being taken.

ARTICLE 9. Election of Officers

Director Korhorn stated it is time for an election of officers. Mr. Huhn has pulled himself from consideration for office. He has served for 12 years and wished to retire from the DDA. Therefore, all positions need to be filled: Chairman, Vice Chair and Secretary.

Motion was made by Member Stephan to elect the following:

Chair - Jennifer Puplava
Vice Chair - Kim Ridings
Secretary - Diana Kingsland

Supported by Member Siegle. Motion carried 6 to 0.

ARTICLE 10. Any Other Business

- a. Contact List for Board Members
- b. Update on Planning Activities

ARTICLE 11. Adjournment.

**Motion was made by Member Siegle to adjourn. Supported by Member Kingsland.
Motion carried 6 to 0. The meeting was adjourned at 7:00 p.m.**

Respectfully submitted,
Diana Kingsland, Secretary



February 15, 2018

Mr. Benjamin Swayze, Manager
Cascade Township
2865 Thornhills Ave. SE
Grand Rapids, MI 49546

Dear Mr. Swayze:

As part of Comcast's commitment to keep you informed about important developments that affect our customers in your community. I am writing to notify some changes to the channel lineup. Customers are being notified of these changes via bill message.

Beginning April 10, 2018, Great American Country (GAC) will no longer be available on Digital Starter it will now be available on the Digital Preferred Tier. MAV TV will no longer be available as part of our channel lineup.

As always, feel free to contact me directly at 616-575-0479 with any questions you may have.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jeffrey Snyder", with a long, sweeping flourish extending to the right.

Jeffrey Snyder
Manager of External Affairs
Comcast, Heartland Region
3500 Patterson Ave. SE
Grand Rapids, MI 49512



BOARD OF DIRECTORS

CHAIR
Brian Walker
Herman Miller, Inc.

VICE-CHAIR
Sean Welsh
The PNC Financial Services Group

TREASURER
Mitchell Joppich
PricewaterhouseCoopers LLP

Rick Baker
Grand Rapids Area Chamber
of Commerce

Norman Beauchamp Jr., MD MHS
College of Human Medicine
Michigan State University

Matt Becker
BDO USA, LLP

Richard C. Brown
Spectrum Health

Wayman Brit
Kent County

Doug Dozeman
Warner Norcross & Judd LLP

Den Gaydou
MLive Media Group

Thomas J. Haas, Ph.D.
Grand Valley State University

Brian Harris
BT Harris Consulting LLC

Richard P. Haslinger
Chase

Susan Hatto
Montcalm Economic Alliance

John Irwin
Huntington National Bank

Sandy Jelinski
Lake Michigan Credit Union

James P. Keane
Steelcase Inc.

John C. Kennedy
Autocam Medical

Dave Khorey
Varnum Law

Birgit M. Klohs
The Right Place, Inc.

February 16, 2018

Ben Swayze
Cascade Charter Township
2865 Thronhills SE
Grand Rapids, MI 49546

Dear Ben,

Thank you for your \$7,500 payment received on February 12, 2018 to The Right Place, Inc. As you know, this contribution is not deductible as a charitable donation.

Your contribution has a direct impact on our ability to secure jobs and investment for West Michigan. Our success in growing our economy is possible only with the support of our investors and partners. Your commitment to the organization and the region's business community enable us to provide the services and support required to keep West Michigan growing.

Thank you again for your much-appreciated support. If you have any questions, please feel free to contact us.

Sincerely,

Birgit M. Klohs
President & CEO

Brad Comment
Vice President of Investor Relations

CC: Robert Beahan

Blake W. Krueger
Wolverine World Wide, Inc.

Bill Mennis
Mercy Health St. Mary's

Michael McGee
Miller Canfield

Hank Meijer
Meijer, Inc.

Jeff Needham
Perrigo Company

Richard J. Pappas, Ed.D.
Davenport University

Bill Payne
Arnway Corp.

Bill Pink, Ph.D.
Grand Rapids Community College

John C. Porterfield
Comerica Bank

Joel Rahn
Chemical Bank

Julie Rietberg
Grand Rapids Association of Realtors

Garrick Rochow
Consumers Energy

Rob Spohr
Montcalm Community College

David Staples
SpartanNash

Mark Stiers
DTE Gas

Ben Swayze
Cascade Charter Township

Renee Tabben
Bank of America Merrill Lynch

David Van Andel
Van Andel Institute

Mike VanGeasel
Rockford Construction Company, Inc.

Tom Welch
Fifth Third Bank – West Michigan

Chris Williams
Medbio, Inc.

Bob Wolford
Miller Johnson

Subject: EMS INSTRUCTORS CONFERENCE – March 22-25th, 2018

Date: 2/23/18

This conference is a collection of Instructors, resources and topics that are put together to help Michigan EMS instructors develop and deliver EMS classes. By attending this conference FF Walker will be updating his instructor knowledge and hands on skills with the special courses on bleeding control, mental health for first responders and other improvements for EMS and fire trainings. He also will be receiving updates from the State of MI EMS office on changes to EMS laws and protocols. A special focus of this conference will be on mental health and responder safety.

FF Walker serves our Dept. as the state licensed EMS Instructor Coordinator (EMS IC). He works to make sure EMS and fire service topics are cohesive in delivery and practice. He plans, coordinates and administrates all the paperwork necessary required by the MI Division of EMS and Trauma. Maintaining licensure as an EMS professional within the state of MI requires each responder to complete a vigorous series of continuing education (CE) requirements. Along with the CE requirements, EMS medical licenses must be renewed once every three (3) years. FF Walker works to coordinate and provide these credits with existing in house trainings. This allows the Cascade Fire Department to save monies by reducing outside training times for Fire/ EMS personnel to obtain these required CE's.

The State of MI requires that EMS Instructor Coordinators (EMS IC's) must maintain a separate series of CE's to maintain their EMS IC teaching licensure. The CE's required by the State of MI for EMS IC's are both different and separate from their own base EMS medical license. The EMS IC CE's are different in nature because they focus on professional development, student instruction and program evaluation. At this conference FF Walker will be able to obtain some of these CE's that will apply towards his EMS IC licensure. The Society MI EMS Instructor Coordinators Conferences is the only place these special types of CE's are offered for FF Walker to maintain his licensure.

FF Walker will also use the additional time to improve networking connections with other EMS IC's at the conference. Some of these network connections have supplied our department with instructors and trainings that would have otherwise been unknown.



**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 \$200 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 \$200 for a conference or seminar prior to Township Board approval. The request must be made before attendance to a seminar/conference. The Township Board will be informed of request at their next scheduled meeting.

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

Name: James Walker

Application Date: 2-23-18

Location of Seminar/Conference Traverse City, MI / Society of MI EMS Instructors Conf.

Name of Proposed Seminar/Conference: Society of MI EMS Instructors Conference

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

Please see attached information

How will the Seminar/Conference benefit the employee and the township? Please see
attached information

Cost of the Seminar/Conference: (Registration) \$ 195⁰⁰

(Lodging) \$ 250⁰⁰ (Travel) \$ 159⁰⁰ (.53 x 300 miles)

Account #: _____

Your Signature: _____

Approvals:

Department Head: [Signature] Date: 2-23-18

Township Manager: [Signature] Date: 2-23-18

Clerk's Signature: _____ Date: _____

(Showing Township Board approval)

Original to personnel file

1 copy to applicant

1 copy to Accounting

Start **22 Mar 2018**

1:00 PM

End **25 Mar 2018**

12:00 PM

Location **Grand Traverse Resort,
Traverse City, MI**

Registered **176 registrants**

Registration

(depends on selected options)

Base fee:

- **(M1) Member Full Conference – \$195.00**
- **(M2) Senior Member Full 3 Day – \$165.00**
Must be at least 60 y/o.
- **(M3) Member Saturday & Sunday Only – \$165.00**
- **(M4) Member Friday Only – \$118.00**
- **(M5) Member Saturday Only – \$118.00**
- **(M6) Member Sunday Only – \$65.00**
- **(N1) Non-Member Full Conference – \$235.00**
- **(N2) Non-Member Full 3 Day (Senior Discount) – \$205.00**
Must be at least 60 y/o.
- **(N3) Non-Member Saturday & Sunday Only – \$205.00**
- **(N4) Non-Member Friday Only – \$150.00**
- **(N5) Non-Member Saturday Only – \$150.00**
- **(N6) Non-Member Sunday Only – \$105.00**
- **Speakers / Board Members** (3)
3 Day Conference Fee Waived!
Pre-Con and Companion Lunch Fees Still Apply



OFFLINE!

Register

Society of Michigan EMS Instructor Coordinators

General Attendee Registration & Information

Log In First To Receive Member Pricing!

On site registrants will be charged a \$100 fee!

Welcome to the registration and information page for our 2018 Spring Conference! We are excited to be finalizing many of the details of the conference. As we receive information we will be posting it here, so bookmark us!

AGENDA

As in years past, we will be using a web-based scheduling system that also works great on mobile. This allows us to update the agenda in real time, gives us the opportunity to put files from the presenters somewhere where you can get them, and should make the overall experience better for everyone. Continuing education credit information is listed on this agenda.

[Click HERE for our Interactive Agenda](#)

[Click HERE for the Mobile Version](#)

Continuing Education Credits

A continuing education application will be submitted to the State of Michigan for the Michigan EMS credits that will be listed in the conference brochure. While we expect approval of the listed credits, minor changes may be necessary. Any changes to the listed credits will be posted in the interactive agenda and the mobile version.

HOTEL

We are once again in beautiful Northern Michigan at the Grand Traverse Resort and Spa. There is a limited block of rooms being held for our conference. Click their logo below to reserve your room. You can also contact them directly if you prefer.



Click Me!

Grand Traverse Resort & Spa

100 Grand Traverse Village Blvd,
Williamsburg, MI 49610

(231) 534-6000

SMEMSIC78

E Educational Administration **I** Instructional Techniques **M** Measurement & Evaluation **N** No CE Credits Available

MARCH 22 • THURSDAY

1:00pm – 4:30pm	I	Bleeding Control Instructor Development with 1-hour Triage Component <i>Speakers: Rick Holland</i>	Michigan Ballroom C&D
5:00pm – 7:00pm	E	Board of Directors Meeting	Peninsula Room A
5:00pm – 7:00pm	M	Cognitive Test Preparation <i>Speakers: Doug Smith, John Spencer</i>	Mediac Room

MARCH 23 • FRIDAY

7:00am – 8:00am	N	Registration - Continental Breakfast Provided	Registration Area
7:45am – 8:00am	N	Opening Ceremony & Welcome from the President	Michigan Ballroom
8:00am – 9:30am	I	Improving Student Success; Resiliency Skills for the EMS Student <i>Speakers: Jeff Dyer, Mike Grit</i>	Michigan Ballroom
9:30am – 10:00am	M	Break with Vendors / Measurements & Evaluations	Exhibitors Area
10:00am – 11:00am	I	Ask the Experts, Not Us! <i>Speakers: Mark Fankhauser, J. David Feichter</i>	Michigan Ballroom
11:00am – 12:00pm	E	Michigan EMS Update – Annual Report <i>Speakers: Tarré Godde, Kathy Wahl</i>	Michigan Ballroom
12:00pm – 1:00pm	M	Lunch with Vendors / Measurements & Evaluations	Tower Ballroom
1:00pm – 2:30pm	E	The Power of Belief in a Student's Success <i>Speakers: Mike Grit</i>	Michigan Ballroom
1:00pm – 2:30pm	I	The Power of the Team: The Student's Role <i>Speakers: Jeff Dyer</i>	Mediac Room
1:00pm – 2:30pm	M	Suck It Up! A look at contributing factors to Mental Health & Suicide Prevention <i>Speakers: Kathryn Lewis-Ginebaugh</i>	Peninsula Room
2:30pm – 3:00pm	M	Break with Vendors / Measurements & Evaluations	Exhibitors Area
3:00pm – 4:00pm	E	Region 1 & Upper Peninsula Meeting	Michigan Ballroom
3:00pm – 4:00pm	E	Region 2 Meeting	Peninsula Room
3:00pm – 4:00pm	E	Region 3 Meeting	Mediac Room
4:00pm – 5:00pm	E	Membership Meeting & Instructor Coordinator of the Year Award	Michigan Ballroom

MARCH 24 • SATURDAY

7:00am – 8:00am	N	Registration - Continental Breakfast Provided	Registration Area
8:30am – 10:30am	I	Aspects of Utilizing 12-Leads / STEMI <i>Speakers: Tim Phalen</i>	Michigan Ballroom
10:30am – 10:45am	N	Break with Vendors	Exhibitors Area
10:45am – 12:15pm	I	Michigan ACE Initiative – Adverse Childhood Experiences <i>Speakers: Carrie Reif</i>	Michigan Ballroom
12:15pm – 1:30pm	N	Lunch with Vendors	Tower Ballroom
1:30pm – 3:00pm	I	Bum Patient Transportation <i>Speakers: K. Don Edwards, Anne Fast</i>	Mediac Room
1:30pm – 3:00pm	I	STEMI Imposters <i>Speakers: Tim Phalen</i>	Michigan Ballroom
1:30pm – 3:00pm	I	Tourniquet Application <i>Speakers: Eric Burghard, Todd Christensen</i>	Director's Room
1:30pm – 3:00pm	M	Suck It Up! A look at contributing factors to Mental Health & Suicide Prevention <i>Speakers: Kathryn Lewis-Ginebaugh</i>	Peninsula Room
3:00pm – 3:30pm	N	Break with Vendors	Exhibitors Area
3:30pm – 5:00pm	I	Bum Patient Transportation <i>Speakers: K. Don Edwards, Anne Fast</i>	Michigan Ballroom
3:30pm – 5:00pm	I	How to Integrate Responder Safety Into All Aspects of EMS Operations <i>Speakers: Jack Sullivan</i>	Peninsula Room
3:30pm – 5:00pm	I	Human Trafficking Awareness <i>Speakers: Tarré Godde</i>	Mediac Room
3:30pm – 5:00pm	I	Tourniquet Application <i>Speakers: Eric Burghard, Todd Christensen</i>	Director's Room

MARCH 25 • SUNDAY

7:00am – 8:00am	N	Continental Breakfast	Michigan Ballroom Foyer
8:00am – 9:30am	I	EMS Safety Officers – Taking Care of Our Own <i>Speakers: Jack Sullivan</i>	Michigan Ballroom
9:30am – 9:45am	N	Break	TBA
9:15am – 11:45am	I	Multidisciplinary Simulation; Behind the Scenes <i>Speakers: Matt Green, Aaron Travers</i>	Michigan Ballroom
11:45am – 12:00pm	N	Closing Statements / Wrap Up	Michigan Ballroom

02/09/2018 CHECK DISBURSEMENT REPORT FOR CASCADE CHARTER TOWNSHIP
CHECK DATE FROM 01/01/2018 - 01/31/2018
JANUARY 2018 PAYABLES, PAYROLL, AND TRANSFERS

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
FUND 101 - GENERAL FUND								
01/05/2018	GENS	66873*#	000686583927	MUTUAL OF OMAHA INSURANCE	DEPENDENT LIFE W/H GF JAN	231-220	000	15.60
01/05/2018	GENS	66873	000686583927	MUTUAL OF OMAHA INSURANCE	DEPENDENT LIFE W/H FIRE JAN	231-220	000	19.50
01/05/2018	GENS	66873	000686583927	MUTUAL OF OMAHA INSURANCE	DEPENDENT LIFE W/H BLDG JAN	231-220	000	3.90
01/05/2018	GENS	66873	000686583927	MUTUAL OF OMAHA INSURANCE	ADDITIONAL LIFE W/H GF JAN	231-221	000	203.10
01/05/2018	GENS	66873	000686583927	MUTUAL OF OMAHA INSURANCE	ADDITIONAL LIFE W/H FIRE JAN	231-221	000	294.90
01/05/2018	GENS	66873	000686583927	MUTUAL OF OMAHA INSURANCE	ADDITIONAL LIFE W/H BLDG JAN	231-221	000	50.00
01/05/2018	GENS	66873	000686583927	MUTUAL OF OMAHA INSURANCE	ADDITIONAL LIFE W/H VLIFE FIRE JAN	231-221	000	36.00
01/05/2018	GENS	66873	000686583927	MUTUAL OF OMAHA INSURANCE	ADDTL LIFE W/HVLIFE E 2X GENERAL JAN	231-221	000	17.00
					CHECK GENS 66873 TOTAL FOR FUND 101:			640.00
01/26/2018	GENS	67003	REFUND WISNER	VOREL, JAUNITA	RENTAL OF FACILITIES WISNER 3/24/2018	665-003	000	85.00
					Total for department 000:			725.00
Department: 101 TOWNSHIP BOARD								
01/19/2018	GENS	66958*#	9799094302	VERIZON WIRELESS	TRUSTEE CELL PHONES	924-100	101	64.13
01/26/2018	GENS	66964	100004870976	AMERICAN SOCIETY OF COMPOSERS,	TOWNSHIP DUES 2018 ASCAP	723-000	101	348.00
					Total for department 101:			412.13
Department: 171 SUPERVISOR/MANAGER								
01/05/2018	GENS	66842	MILG12/7-12/21&CELL	ROBERT S BEAHAN	SUP/MGR/DEPT MILEAGE BEAHAN 141 MILES	860-000	171	75.44
01/05/2018	GENS	66842	MILG12/7-12/21&CELL	ROBERT S BEAHAN	MANAGER CELL PHONE BEAHAN CELL ALLOW	925-000	171	50.00
					CHECK GENS 66842 TOTAL FOR FUND 101:			125.44
01/05/2018	GENS	66852*#	12/04 PARKING	FIRST BANKCARD	SUP/MGR/DEPT MILEAGE SWAYZE PARKING	860-000	171	6.00
01/05/2018	GENS	66852	11/29 SHIPPING MATL	FIRST BANKCARD	SUPERVISOR EXPENSE ACCOUNT SHIPPING M	862-500	171	30.00
01/05/2018	GENS	66852	11/20 MTG	FIRST BANKCARD	SUPERVISOR EXPENSE ACCOUNT 1/20 MTG	862-500	171	52.52
01/05/2018	GENS	66852	11/15 MTG	FIRST BANKCARD	MANAGER EXPENSE ACCOUNT SWAYZE MTG	862-550	171	11.99
					CHECK GENS 66852 TOTAL FOR FUND 101:			100.51
01/05/2018	GENS	66859	SWAYZE, BEN 2017	ICMA	EDUCATION SWAYZE ICMA CONF	724-000	171	810.00
01/11/2018	GENS	66917*#	9798873459	VERIZON WIRELESS	MANAGERS CELL PHONE DEC	925-000	171	63.13
01/19/2018	GENS	66927*#	2018 MEMBERSHIP	FOREST HILLS BUSINESS ASSOCIATION	SUP/MGR MEMBERSHIPS AND DUES BEAHAN	723-000	171	50.00
01/19/2018	GENS	66936	BEAHAN, ROB 2018	KENT COUNTY SUPERVISORS ASSOC	SUP/MGR MEMBERSHIPS KCSA BEAHAN 2018	723-000	171	75.00
01/19/2018	GENS	66958*#	9799094302	VERIZON WIRELESS	MANAGERS CELL PHONE	925-000	171	32.07
01/26/2018	GENS	66963	SWAYZE, BEN	ADA TOWNSHIP	SUP/MGR MEMBERS AND DUES SWAYZE- KC	723-000	171	75.00
01/26/2018	GENS	66975*#	4715235330621863	FIRST BANKCARD	SUP/MGR MEMBERSHIPS AND DUES SWAYZE	723-000	171	25.00
01/26/2018	GENS	66975	45594	FIRST BANKCARD	EDUCATION SWYZE MML CONF	724-000	171	280.00
01/26/2018	GENS	66975	17273	FIRST BANKCARD	SUP/MGR/DEPT MILEAGE SWAYZE PARKING	860-000	171	15.00
01/26/2018	GENS	66975	MDAPO7645	FIRST BANKCARD	MANAGER EXPENSE ACCOUNT PHONE REPAIR	862-550	171	143.23
01/26/2018	GENS	66975	42229	FIRST BANKCARD	MANAGER EXPENSE ACCOUNT SWAYZE MTG	862-550	171	44.63
01/26/2018	GENS	66975	GR MAGAZINE	FIRST BANKCARD	MANAGER PUBLICATIONS GR MAGAZINE	901-000	171	25.00
					CHECK GENS 66975 TOTAL FOR FUND 101:			532.86
					Total for department 171:			1,864.01
Department: 215 CLERK								
01/19/2018	GENS	66933	SLATER, SUSAN 2018	KENT COUNTY CLERK'S ASSOC	CLERK MEMBERSHIPS AND DUES SLATER KCC/	723-000	215	30.00
01/19/2018	GENS	66937	2018 INSTITUE REGIST	MI ASSOC OF MUNICIPAL CLERKS	EDUCATION SLATER 2018 MAMC INSTITUTE	724-000	215	600.00

01/19/2018	GENS	66958*#	9799094302	VERIZON WIRELESS	CLERK CELL PHONE	925-000	215	32.07
01/26/2018	GENS	66966	MILG 1/18	DENISE M BIEGALLE	CLERK MILEAGE BIEGALLE, D 22 MILES	860-000	215	11.99
					Total for department 215:			674.06
Department: 253 TREASURER								
01/11/2018	GENS	66899	JAN 2018 KCTA	KENT COUNTY TREASURERS ASSOC	TREASURER MEMBERSHIPS AND DUES	723-000	253	50.00
01/19/2018	GENS	66944	MILG 11/15-12/29/17	SOURINE, OXANA	TREASURER MILEAGE SOURIJNE 39 MILES	860-000	253	20.87
01/19/2018	GENS	66958*#	9799094302	VERIZON WIRELESS	TREASURER'S CELL PHONES	924-100	253	16.03
					Total for department 253:			86.90
Department: 257 ASSESSING								
01/05/2018	GENS	66853	MILG 09/06-12/21/17	GENTER, JENNIFER	ASSESSING MILEAGE GENTER 255 MILES	860-000	257	136.43
01/05/2018	GENS	66856	MILG 11/06-12/21	HOLZHEI, SHAWN	ASSESSING MILEAGE HOLZHEI 208 MILES	860-000	257	111.28
01/05/2018	GENS	66867	MILG 12/04-12/27 & M	ROGER MC CARTY	EDUCATION MCCARTY KCAA	724-000	257	78.11
01/05/2018	GENS	66867	MILG 12/04-12/27 & M	ROGER MC CARTY	ASSESSING MILEAGE MCCARTY 56 REG MILGS	860-000	257	29.96
					CHECK GENS 66867 TOTAL FOR FUND 101:			108.07
01/19/2018	GENS	66926	6-038-56581	FEDEX	ASSESSING EXPENSE ACCOUNT FEDEX	862-500	257	19.26
01/19/2018	GENS	66946	HOLZHEI, SHAWIN ONLIN	STATE OF MICHIGAN	ED ON LINE MAAO CLASS PRINCIPLES OF APPF	724-000	257	250.00
01/19/2018	GENS	66958*#	9799094302	VERIZON WIRELESS	CELL PHONES/DATA	924-100	257	16.03
					Total for department 257:			641.07
Department: 262 ELECTIONS								
01/05/2018	GENS	66878*#	537052-0	SUPPLYGEEKS.BIZ	ELECTION SUPPLIES STEEL RACKS	756-000	262	44.13
01/26/2018	GENS	66975*#	4-103682	FIRST BANKCARD	ELECTION MISC EXP FRAME FOR LOBBY	788-000	262	418.75
01/26/2018	GENS	67004	71487	WEST MICH DOCUMENT SHREDDING I	ELECTION MISC EXPENSES SHREDDING W/TOT	788-000	262	90.00
					Total for department 262:			552.88
Department: 265 BUILDING AND GROUNDS								
01/05/2018	GENS	66849*#	910020652434 12/17	DTE ENERGY	COMPLEX ELECTRICITY DEC	921-000	265	1,067.14
01/05/2018	GENS	66849	910020652699 12/2017	DTE ENERGY	COMPLEX HEATING B&G DEC	923-000	265	280.49
					CHECK GENS 66849 TOTAL FOR FUND 101:			1,347.63
01/05/2018	GENS	66852*#	356290	FIRST BANKCARD	BLDG & GRDS VEHICLE FUEL	864-000	265	38.49
01/05/2018	GENS	66852	409251	FIRST BANKCARD	BLDG & GRDS VEHICLE FUEL	864-000	265	48.99
					CHECK GENS 66852 TOTAL FOR FUND 101:			87.48
01/05/2018	GENS	66875*#	0240-006875890	REPUBLIC SERVICES	COMPLEX MAINTENANCE RECYCLE JAN	931-000	265	626.37
01/05/2018	GENS	66875	0240-006875890	REPUBLIC SERVICES	COMPLEX MAINTENANCE B&G RECYCLE JAN	931-000	265	80.29
					CHECK GENS 66875 TOTAL FOR FUND 101:			706.66
01/08/2018	GENS	4334(A)*#	CCT DEC 2017	CONSUMERS ENERGY	100000285161 2865 THORNHILLS AVE DEC	921-000	265	1,715.63
01/08/2018	GENS	4334(A)	CCT DEC 2017	CONSUMERS ENERGY	100012052419 6569 THORNBROOK ST SE	921-000	265	23.42
01/08/2018	GENS	4334(A)	CCT DEC 2017	CONSUMERS ENERGY	100012762959 2990 BUTTRICK AVE SE	921-000	265	282.71
					CHECK GENS 4334(A) TOTAL FOR FUND 101:			2,021.76
01/08/2018	GENS	4335(A)	29300	CENTRAL INTERCONNECT INC	PHONE REPAIR ENABLE UM	931-000	265	52.50

01/11/2018	GENS	66917*#	9798873459	VERIZON WIRELESS	BLDG AND GROUNDS CELL PHONES DEC	924-100	265	134.76
01/12/2018	GENS	4353(A)*#	88861	ENVIRO-CLEAN	CLEANING TOWNSHIP HALL DEC	802-200	265	462.00
01/19/2018	GENS	66922	02-318379	CARLETON EQUIPMENT	bobcat/ snowblower repair	863-000	265	591.42
01/19/2018	GENS	66922	02-318811	CARLETON EQUIPMENT	BLDG & GRDS VEHICLE MAINT NUTS AND BOL	863-000	265	45.06
				CHECK GENS 66922 TOTAL FOR FUND 101:				636.48
01/19/2018	GENS	66923*#	301-02736 12/17	CINTAS CORP #301	2017 RUG CLEANING SERVICE BLDG DEC	931-000	265	153.12
01/19/2018	GENS	66923	301-02736 12/17	CINTAS CORP #301	2017 RUG CLEANING SERVICE COMPLEX/DEC	931-000	265	170.68
				CHECK GENS 66923 TOTAL FOR FUND 101:				323.80
01/19/2018	GENS	66958*#	9799094302	VERIZON WIRELESS	BLDG AND GROUNDS CELL PHONES	924-100	265	16.03
01/22/2018	GENS	4368(A)*#	4324-435392	NAPA AUTO PARTS	BLDG & GRDS VEHICLE MAINT BLUE DEFROST	863-000	265	31.13
01/22/2018	GENS	4368(A)	4324-437292	NAPA AUTO PARTS	BLDG & GRDS VEHICLE MAINT HYDFLUID	863-000	265	104.99
01/22/2018	GENS	4368(A)	4324-439434	NAPA AUTO PARTS	BLDG & GRDS VEHICLE FUEL OIL DRY & SUPPL	864-000	265	58.64
				CHECK GENS 4368(A) TOTAL FOR FUND 101:				194.76
01/26/2018	GENS	66965	2020660	B & B TRUCK EQUIPMENT INC	BLDG & GRDS VEHI MAINT HEADLIGHT HOUSI	863-000	265	83.50
01/26/2018	GENS	66971*#	60804298	COMCAST	COMPLEX PHONES	924-000	265	155.61
01/26/2018	GENS	66971	60804298	COMCAST	COMPLEX PHONES B&G	924-000	265	29.58
				CHECK GENS 66971 TOTAL FOR FUND 101:				185.19
01/26/2018	GENS	66985	CLOTHING ALLOW 12/28	MCCARTY, RYAN	B&G UNIFORMS MCCARTY,RYAN CLOTH ALLC	768-000	265	89.99
01/26/2018	GENS	67005*#	69680779	WINDSTREAM	COMPLEX PHONES JAN	924-000	265	133.91
01/26/2018	GENS	67005	69680779	WINDSTREAM	COMPLEX PHONES B&G JAN	924-000	265	53.23
				CHECK GENS 67005 TOTAL FOR FUND 101:				187.14
01/29/2018	GENS	4379(A)	29482	CENTRAL INTERCONNECT INC	PHONE REPAIR INSTAL AUDIA UNIT	931-000	265	710.53
01/29/2018	GENS	4382(A)*#	200890	KINGSLAND'S ACE HARDWARE	BLDG & GRDS VEHICLE MAINT SUPPLIES	863-000	265	30.33
01/29/2018	GENS	4382(A)	201024	KINGSLAND'S ACE HARDWARE	BLDG & GRDS VEHICLE MAINTENANCE BOLTS	863-000	265	31.47
				CHECK GENS 4382(A) TOTAL FOR FUND 101:				61.80
01/29/2018	GENS	4394(A)*#	52619433	WEX BANK	BLDG & GRDS VEHICLE FUEL DEC	864-000	265	1,030.14
					Total for department 265:			8,332.15
Department: 276 CEMETERY								
01/05/2018	GENS	66866	17-0562	LOWELL GRANITE COMPANY INC	GRANITE BENCHES FOR COLUMBARIUM SITE	931-000	276	9,350.00
01/08/2018	GENS	4334(A)*#	CCT DEC 2017	CONSUMERS ENERGY	100012957591 7200 30TH ST SE	921-000	276	44.84
01/08/2018	GENS	4334(A)	CCT DEC 2017	CONSUMERS ENERGY	100012548051 5601 WHITNEYVILLE AVE	921-000	276	23.42
				CHECK GENS 4334(A) TOTAL FOR FUND 101:				68.26
01/29/2018	GENS	4380(A)*#	150365	FISHBECK THOMPSON CARR & HUBER	ENGINEERING COSTS 30TH CEMETERY STUDY	821-000	276	2,284.67
					Total for department 276:			11,702.93
Department: 295 ADMINISTRATIVE								
01/05/2018	GENS	66852*#	11/9 STAFF MTG	FIRST BANKCARD	EMPLOYEE TRAINING 11/09/2017	726-000	295	22.08
01/05/2018	GENS	66852	11/09 STAFF MTG	FIRST BANKCARD	EMPLOYEE TRAINING 11/09 STAFF MTG	726-000	295	72.40
01/05/2018	GENS	66852	5983202	FIRST BANKCARD	OTHER EXPENSES ADOBE PHOTO SHOP	787-000	295	106.00
01/05/2018	GENS	66852	MKTYDN8902 NOV	FIRST BANKCARD	OTHER EXPENSES ICOULD STORAGE	787-000	295	0.99
				CHECK GENS 66852 TOTAL FOR FUND 101:				201.47
01/05/2018	GENS	66860	1670722-0	INTEGRITY BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	727-000	295	18.12

01/05/2018	GENS	66878*#	537052-0	SUPPLYGEEKS.BIZ	GENERAL FUND OFFICE SUPPLIES	727-000	295	58.00
01/05/2018	GENS	66878	531513-0	SUPPLYGEEKS.BIZ	OFFICE SUPPLIES	727-000	295	44.06
				CHECK GENS 66878 TOTAL FOR FUND 101:				102.06
01/05/2018	GENS	66889	141066	WESTERN AMERICAN MAILERS	MAILING OF NEWSLETTERS WINTER	885-000	295	291.26
01/11/2018	GENS	66896	229301	GILSON	NEWSLETTER WINTER 2017	885-000	295	2,685.32
01/11/2018	GENS	66900	265821	KENT COMMUNICATIONS INC.	POSTAGE FOR PERSONAL PROPERTY STMTS	814-000	295	12.70
01/11/2018	GENS	66900	265821	KENT COMMUNICATIONS INC.	POSTAGE FOR PERSONAL PROPER;TY STMTS	814-000	295	624.95
				CHECK GENS 66900 TOTAL FOR FUND 101:				637.65
01/11/2018	GENS	66907*#	537671-0	SUPPLYGEEKS.BIZ	OFFICE SUPPLIES	727-000	295	103.69
01/11/2018	GENS	66907	537540-0	SUPPLYGEEKS.BIZ	OFFICE SUPPLIES	727-000	295	83.41
01/11/2018	GENS	66907	537691-0	SUPPLYGEEKS.BIZ	OFFICE SUPPLIES	727-000	295	172.37
				CHECK GENS 66907 TOTAL FOR FUND 101:				359.47
01/11/2018	GENS	66917*#	9798873459	VERIZON WIRELESS	SMALL EQUIPMENT/FURN TELEPHONE EQUIP	981-000	295	349.99
01/12/2018	GENS	4351(A)	1044158	APPLIED IMAGING	SERVICE CONTRACTS-APPLIED IMAGING	939-000	295	93.68
01/12/2018	GENS	4354(A)	52841	MUNICIPAL WEB SERVICES	COMPUTER COSTS-ISP	815-000	295	425.50
01/12/2018	GENS	4356(A)	1636168	SUPERIOR BUSINESS SOLUTIONS	OFFICE SUPPLIES 1099 & W2 FORMS 2017	727-000	295	253.27
01/19/2018	GENS	66918	0000271637	290 SIGN SYSTEMS	OTHER EXPENSES S-INSERTS	787-000	295	26.48
01/19/2018	GENS	66924	754733	CLARK HILL P.L.C.	LEGAL FEES PRAXIS BUSINESS BROKERS DEC	826-000	295	780.00
01/19/2018	GENS	66947*#	538137-0	SUPPLYGEEKS.BIZ	GENERAL FUND OFFICE SUPPLIES	727-000	295	178.22
01/19/2018	GENS	66947	538138-0	SUPPLYGEEKS.BIZ	GENERAL FUND OFFICE SUPPLIES	727-000	295	37.86
01/19/2018	GENS	66947	538156-0	SUPPLYGEEKS.BIZ	GENERAL FUND OFFICE SUPPLIES	727-000	295	103.69
				CHECK GENS 66947 TOTAL FOR FUND 101:				319.77
01/19/2018	GENS	66957	1023362	VARNUM	LEGAL FEES DEC GENERAL	826-000	295	1,254.00
01/19/2018	GENS	66957	1023363	VARNUM	LEGAL FEES FIRE DEPT	826-000	295	3,690.60
01/19/2018	GENS	66957	1023360	VARNUM	LEGAL FEES ZONING DEC	826-000	295	323.00
				CHECK GENS 66957 TOTAL FOR FUND 101:				5,267.60
01/19/2018	GENS	66958*#	9799094302	VERIZON WIRELESS	CELL PHONES/DATA	924-100	295	16.03
01/22/2018	GENS	4365(A)	04290140	EASTERN FLORAL & GIFTS	OTHER EXPENSES FLORAL CARE	787-000	295	54.00
01/22/2018	GENS	4366(A)	372495	FISHBECK THOMPSON CARR & HUBER	ENGINEERING COSTS SITE PLANS DEC	821-000	295	1,016.42
01/26/2018	GENS	66970	63481908N	CNA SURETY DIRECT BILL	OTHER EXPENSES NOTARY BOND	787-000	295	55.00
01/26/2018	GENS	66974	DEC 2017	FIRST BANKCARD	SPECIAL PROJECTS- FACE BOOK DEC	967-000	295	377.91
01/26/2018	GENS	66975*#	MKVFOGTMZC JAN	FIRST BANKCARD	OTHER EXPENSES ICLOUD STORAGE	787-000	295	0.99
01/26/2018	GENS	66975	OTH CHGS	FIRST BANKCARD	OTHER EXPENSES OTH CHGS TO BE REIMB	787-000	295	79.73
01/26/2018	GENS	66975	FC/INT CR NOT PAID	FIRST BANKCARD	OTHER EXPENSES FC/INT CHG	787-000	295	84.27
01/26/2018	GENS	66975	FC/INT CR NOT PAID	FIRST BANKCARD	OTHER EXPENSES CREDIT FC/INT	787-000	295	(79.73)
				CHECK GENS 66975 TOTAL FOR FUND 101:				85.26
01/26/2018	GENS	66990	MILG 1/18	SLOTSEMA, BRENDA	ADMINISTRATIVE MILEAGE SLOTSEMA 13 MIL	860-000	295	7.09

01/26/2018	GENS	66991	SLOTSEMA,BRENDA	STATE OF MICHIGAN	LEGAL FEES SLOTSEMA NOTARY APPLICATION 826-000	295		10.00
01/26/2018	GENS	66992*#	538460-0	SUPPLYGEEKS.BIZ	GENERAL FUND OFFICE SUPPLIES 727-000	295		51.85
01/26/2018	GENS	66992	538911-0	SUPPLYGEEKS.BIZ	GENERAL FUND OFFICE SUPPLIES 727-000	295		97.29
01/26/2018	GENS	66992	538531-0	SUPPLYGEEKS.BIZ	GENERAL FUND OFFICE SUPPLIES 727-000	295		96.49
					CHECK GENS 66992 TOTAL FOR FUND 101:			245.63
01/29/2018	GENS	4378(A)	1057319	APPLIED IMAGING	SERVICE CONTRACTS CANNON/IRC2550 939-000	295		89.51
01/29/2018	GENS	4384(A)	3172	SABO, MARY ANN	COMMUNICATION & PR SERVICES 967-000	295		2,846.25
01/29/2018	GENS	4384(A)	3173	SABO, MARY ANN	COMMUNICATION & PR SERVICES 967-000	295		1,028.95
					CHECK GENS 4384(A) TOTAL FOR FUND 101:			3,875.20
					Total for department 295:			17,643.69
Department: 445 DRAIN								
01/11/2018	GENS	66903	115284	LAWNS OF DISTINCTION	DRAIN MAINT CATCH BASIN LARAWAY LAKE 816-000	445		8,700.00
01/29/2018	GENS	4380(A)*#	130708	FISHBECK THOMPSON CARR & HUBER	STORM WATER GRANT MATCH/KCDC OCT-DE 818-000	445		2,495.85
01/29/2018	GENS	4380(A)	130708	FISHBECK THOMPSON CARR & HUBER	STORM WATER/SAW GRANT CONTR SERV OC 818-010	445		22,462.65
01/29/2018	GENS	4380(A)	170853	FISHBECK THOMPSON CARR & HUBER	DRAIN ENGINEER CASC/THORNAPPLE HILL DR 821-000	445		779.50
					CHECK GENS 4380(A) TOTAL FOR FUND 101:			25,738.00
					Total for department 445:			34,438.00
Department: 448 STREET LIGHTS								
01/08/2018	GENS	4334(A)*#	CCT DEC 2017	CONSUMERS ENERGY	100011965082 2870 JACK SMITH AVE SE 926-000	448		119.16
01/11/2018	GENS	66893	100000373306 12/2017	CONSUMERS ENERGY	STREETLIGHTING DEC 926-000	448		9,430.45
01/19/2018	GENS	66935	410733	KENT COUNTY ROAD COMMISSION	TRAFFIC SIGNALS DEC 927-100	448		10.33
01/26/2018	GENS	66978	18002679	GR CITY TREASURER	TRAFFIC SIGNALS OCT-DEC 927-100	448		58.55
					Total for department 448:			9,618.49
Department: 652 TRANSPORTATION								
01/05/2018	GENS	66857	080551	HOPE NETWORK	TRANSPORTATION SERVICES DEC 859-000	652		3,300.00
01/26/2018	GENS	66979*#	090478	INTERURBAN TRANSIT PARTNERSHIP	BUS SERVICE 33RD & 36TH JAN 861-000	652		2,210.33
01/26/2018	GENS	66979	090479	INTERURBAN TRANSIT PARTNERSHIP	BUS SERVICE 28TH ST JAN 861-100	652		21,993.48
					CHECK GENS 66979 TOTAL FOR FUND 101:			24,203.81
					Total for department 652:			27,503.81
Department: 721 PLANNING								
01/05/2018	GENS	66852*#	87190330	FIRST BANKCARD	COMM DEV UNIFORMS COVERALLS AND THEIF 768-000	721		49.80
01/05/2018	GENS	66852	11/20PETERSON	FIRST BANKCARD	COMM DEV EXPENSE ACCOUNT MTG 862-500	721		11.00
01/05/2018	GENS	66852	137768	FIRST BANKCARD	COMM DEV EXPENSE ACCOUNT PLANNING M 862-500	721		9.53
01/05/2018	GENS	66852	12/04 SURVEY MONKEY	FIRST BANKCARD	SPECIAL PROJECTS SURVEY SERVICE 967-000	721		35.00
					CHECK GENS 66852 TOTAL FOR FUND 101:			105.33
01/08/2018	GENS	4341(A)*#	5259065	SNELLING STAFFING SERVICES	PLANNING & ZONING MINUTES 12/24 787-000	721		93.00
01/11/2018	GENS	66917*#	9798873459	VERIZON WIRELESS	COMM DEV CELL/DATA DEC 925-000	721		102.84
01/19/2018	GENS	66927*#	2018 MEMBERSHIP	FOREST HILLS BUSINESS ASSOCIATION	COMM DEV MEMBERSHIPS AND DUES SWAYZ 723-000	721		50.00
01/19/2018	GENS	66939	1000015084 12/2017	MLIVE MEDIA GROUP	PRINTING & PUBLISHING DEC ADV 900-000	721		766.40
01/19/2018	GENS	66958*#	9799094302	VERIZON WIRELESS	COMM DEV CELL/DATA 925-000	721		32.07

01/26/2018	GENS	66975*#	PETERSON,STEVE 2018	FIRST BANKCARD	EDUCATION PETERSON MAP	724-000	721	70.00
01/29/2018	GENS	4385(A)	5262155	SNELLING STAFFING SERVICES	PLANNING OTHER EXP/MINUTES PLANNING	1787-000	721	83.70
Department: 756 PARKS				Total for department 721:				1,303.34
01/05/2018	GENS	66875*#	0240-006875890	REPUBLIC SERVICES	PARK MAINTENANCE RECYCLE JAN	935-000	756	86.62
01/08/2018	GENS	4334(A)*#	CCT DEC 2017	CONSUMERS ENERGY	100012592265 2900 THORNAPPLE RIV DR	921-000	756	264.51
01/08/2018	GENS	4334(A)	CCT DEC 2017	CONSUMERS ENERGY	100014570673 3804 THORNAPPLE RIV DR	921-000	756	91.83
01/08/2018	GENS	4334(A)	CCT DEC 2017	CONSUMERS ENERGY	100014570889 3820 THORNAPPLE RIV DR	921-000	756	44.35
				CHECK GENS 4334(A) TOTAL FOR FUND 101:				400.69
01/19/2018	GENS	66928*#	170876	GODWIN HARDWARE & PLUMBING	PARK MAINT CABLE TIES	935-000	756	10.66
01/26/2018	GENS	66971*#	60804298	COMCAST	PARK PHONES	924-000	756	22.20
01/26/2018	GENS	67005*#	69680779	WINDSTREAM	PARK PHONES JAN	924-000	756	39.92
01/29/2018	GENS	4382(A)*#	200929	KINGSLAND'S ACE HARDWARE	PARK MAINT PRELIT WREATHS	935-000	756	199.79
01/29/2018	GENS	4382(A)	201045	KINGSLAND'S ACE HARDWARE	PARK MAINT PROPANE CYLINDER & TANKS	935-000	756	102.06
01/29/2018	GENS	4382(A)	200880	KINGSLAND'S ACE HARDWARE	PARK MAINTENANCE BATTERIES	935-000	756	7.19
01/29/2018	GENS	4382(A)	200963	KINGSLAND'S ACE HARDWARE	PARK MAINTENANCE ICE MELT	935-000	756	34.18
				CHECK GENS 4382(A) TOTAL FOR FUND 101:				343.22
01/29/2018	GENS	4383(A)*#	209020	QUALITY AIR	PARK MAINT REPLACE GAS VALVE & IGNITER	935-000	756	889.00
Department: 803 HISTORICAL				Total for department 756:				1,792.31
01/05/2018	GENS	66849*#	910020652541 12/17	DTE ENERGY	MUSEUM - HEATING/UTILITY DEC	923-000	803	112.76
01/08/2018	GENS	4334(A)*#	CCT DEC 2017	CONSUMERS ENERGY	100012592398 2839 THORNAPPLE RIV DR	921-000	803	57.29
Department: 850 BENEFITS/INSURANCE				Total for department 803:				170.05
01/05/2018	GENS	66848*	RIS0001697010	DELTA DENTAL	DENTAL INSURANCE BENEFITS JAN	721-000	850	1,214.89
01/05/2018	GENS	66848	RIS0001697010	DELTA DENTAL	MI CLAIMS TAX - DENTAL JAN	721-200	850	9.31
				CHECK GENS 66848 TOTAL FOR FUND 101:				1,224.20
01/05/2018	GENS	66851*	JAN 2018	FIDELITY SECURITY LIFE INS	VISION INSURANCE BENEFITS JAN	718-000	850	151.26
01/05/2018	GENS	66873*#	000686583927	MUTUAL OF OMAHA INSURANCE	LIFE & DIS INSURANCE BENEFITS LIF JAN	720-000	850	166.38
01/05/2018	GENS	66873	000686583927	MUTUAL OF OMAHA INSURANCE	LIFE & DIS INSURANCE BENEFITS ADD JAN	720-000	850	25.30
01/05/2018	GENS	66873	000686583927	MUTUAL OF OMAHA INSURANCE	LIFE & DIS INSURANCE BENEFITS LTD JAN	720-000	850	463.47
				CHECK GENS 66873 TOTAL FOR FUND 101:				655.15
01/26/2018	GENS	14(E)*#	HEALTH INS FEB 2018	WEST MICHIGAN HEALTH INSURANCE	HEALTH INSURANCE BENEFITS FEB	719-000	850	13,092.33
01/26/2018	GENS	66962*	WCV80042290801 10/17	ACCIDENT FUND OF MICHIGAN	WORKERS COMP INSURANCE 2018	717-000	850	2,488.00
01/26/2018	GENS	66972*	RIS0001729423	DELTA DENTAL	DENTAL INSURANCE BENEFITS FEB	721-000	850	1,214.89
01/26/2018	GENS	66972	RIS0001729423	DELTA DENTAL	MI CLAIMS TAX - DENTAL FEB	721-200	850	9.01
				CHECK GENS 66972 TOTAL FOR FUND 101:				1,223.90
Department: 901 CAPITAL OUTLAY				Total for department 850:				18,834.84
01/26/2018	GENS	66983*#	534099-0	KENTWOOD OFFICE FURNITURE	desk for stephanie	974-000	901	2,618.04
01/26/2018	GENS	66988*#	1074192332	RICOH USA INC	CAPITAL OUTLAY - FFE COPIER/PRINTER	970-000	901	9,816.00

01/29/2018	GENS	4380(A)*#	171103	FISHBECK THOMPSON CARR & HUBER	CAPITAL OUTLAY - BLDGIMP CASCADE HALL	975-000	901	21,814.80
01/29/2018	GENS	4380(A)	369561	FISHBECK THOMPSON CARR & HUBER	CAPITAL OUTLAY - BLDGIMP CASCADE HALL	975-000	901	1,825.20
				CHECK GENS 4380(A) TOTAL FOR FUND 101:				23,640.00
				Total for department 901:				36,074.04
Department: 965 TRANSFERS OUT								
01/11/2018	GENS	66892	1ST QRTR 2018	CASCADE CHARTER TOWNSHIP	TRANSFER TO DAM MAJOR REPAIR	999-005	965	10,000.00
				Total for department 965:				10,000.00
				Total for fund 101 GENERAL FUND				182,369.70
FUND 206 - FIRE FUND								
01/26/2018	GENS	14(E)*#	HEALTH INS FEB 2018	WEST MICHIGAN HEALTH INSURANCE	COBRA FEB	231-205	000	1,546.23
				Total for department 000:				1,546.23
Department: 336 FIRE DEPARTMENT								
01/05/2018	GENS	66847	EMT RENEWAL	KREIGH DEERING	FIRE MEMBERSHIP AND DUES KREIGH EMT	723-000	336	25.00
01/05/2018	GENS	66849*#	910020652699 12/2017	DTE ENERGY	FIRE HEATING/BUTTRICK DEC	923-002	336	561.01
01/05/2018	GENS	66872	99735184	MOORE MEDICAL, LLC	FIRE TRAINING QUIKCLOT TRAUMA TRAINER	726-000	336	293.00
01/05/2018	GENS	66875*#	0240-006875890	REPUBLIC SERVICES	FIRE STATION MAINT/BUTTRICK RECYCLE JAN	936-002	336	160.58
01/05/2018	GENS	66876	E77755	RHD TIRE INC.	FIRE EQUIPMENT MAINT TIRES	938-000	336	748.00
01/05/2018	GENS	66890	18-00201	WEST INVESTIGATIONS INC	FIRE OTHER EXP BACKGROUND CHECK AXELR	787-000	336	60.00
01/05/2018	GENS	66890	18-00001	WEST INVESTIGATIONS INC	FIRE OTHER EXP BACKGROUND CHECK MOJIC	787-000	336	60.00
				CHECK GENS 66890 TOTAL FOR FUND 206:				120.00
01/08/2018	GENS	4334(A)*#	CCT DEC 2017	CONSUMERS ENERGY	103023462197 2867 THORNHILLS AVE SE	921-002	336	25.86
01/08/2018	GENS	4334(A)	CCT DEC 2017	CONSUMERS ENERGY	100012762959 2990 BUTTRICK AVE SE	921-002	336	565.50
				CHECK GENS 4334(A) TOTAL FOR FUND 206:				591.36
01/08/2018	GENS	4337(A)	1736501	FUEL MANAGEMENT SYSTEM	FIRE FUELS	745-000	336	198.53
01/08/2018	GENS	4337(A)	1736501	FUEL MANAGEMENT SYSTEM	FIRE FUELS DISCOUNT	745-000	336	(3.48)
				CHECK GENS 4337(A) TOTAL FOR FUND 206:				195.05
01/11/2018	GENS	66894	5086-JAN 2018	COMCAST	FIRE PHONES/BUTTRICK	924-002	336	94.90
01/11/2018	GENS	66895	2017_7934	EMERGENCY REPORTING	FIRE CONTRACTUAL SERVICE- EMERGENCY RE	802-000	336	5,506.00
01/11/2018	GENS	66897	21850362	GREAT AMERICA FINANCIAL SERVICE	LEXMARK XC4150 11/07-12/06	939-000	336	180.24
01/11/2018	GENS	66897	21850362	GREAT AMERICA FINANCIAL SERVICE	LEMARK XC4150 10 11/07-12/06	939-000	336	1.05
				CHECK GENS 66897 TOTAL FOR FUND 206:				181.29
01/11/2018	GENS	66898	1672146-0	INTEGRITY BUSINESS SOLUTIONS, LLC	FIRE OFFICE SUPPLIES-INTEGRITY	727-000	336	131.09
01/11/2018	GENS	66906	4240	RIVERHOUSE	FIRE UNIFORMS CAPS	768-000	336	506.25
01/11/2018	GENS	66907*#	537540-0	SUPPLYGEEKS.BIZ	FIRE OFFICE SUPPLIES	727-000	336	35.16
01/11/2018	GENS	66907	537684-0	SUPPLYGEEKS.BIZ	FIRE OFFICE SUPPLIES	727-000	336	73.17
				CHECK GENS 66907 TOTAL FOR FUND 206:				108.33
01/11/2018	GENS	66916	28683945	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANIN	936-000	336	39.95
01/11/2018	GENS	66916	28689998	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANIN	936-000	336	39.95
01/11/2018	GENS	66916	28695194	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANIN	936-000	336	39.95

01/11/2018	GENS	66916	28700347	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANIN	936-000	336	39.95
				CHECK GENS 66916 TOTAL FOR FUND 206:				159.80
01/11/2018	GENS	66917*#	9798873459	VERIZON WIRELESS	FIRE PHONES DEC	924-000	336	112.84
01/19/2018	GENS	66923*#	301-02736 12/17	CINTAS CORP #301	2017 RUG CLEANING SERVICE S.C. DEC	936-000	336	25.64
01/19/2018	GENS	66923	301-02736 12/17	CINTAS CORP #301	D2017 RUG CLEANING FIRE DEC	936-000	336	115.63
01/19/2018	GENS	66923	301-02736 12/17	CINTAS CORP #301	2017 RUG CLEANING SERVICE FIRE DEC	936-000	336	25.37
				CHECK GENS 66923 TOTAL FOR FUND 206:				166.64
01/19/2018	GENS	66940	633622	NYE UNIFORM COMPANY	FIRE UNIFORMS R NORRIS	768-000	336	37.50
01/19/2018	GENS	66947*#	538138-0	SUPPLYGEEKS.BIZ	FIRE FUND OFFICE SUPPPPLIES	727-000	336	53.06
01/19/2018	GENS	66954	36431	TECH MASTER INC	FIRE EQUIPMENT MAINTAPPARATU8S REPAIR	938-000	336	236.88
01/19/2018	GENS	66958*#	9799106782	VERIZON WIRELESS	FIRE PHONES MODEMS DEC	924-000	336	118.60
01/19/2018	GENS	66958	9799094302	VERIZON WIRELESS	CELL PHONES/DATA-MODEMS	924-100	336	16.03
				CHECK GENS 66958 TOTAL FOR FUND 206:				134.63
01/22/2018	GENS	4367(A)	1530	FUEL MANAGEMENT SYSTEM	FIRE FUELS	745-000	336	136.53
01/22/2018	GENS	4367(A)	1530	FUEL MANAGEMENT SYSTEM	FIRE FUELS DISCOUNT	745-000	336	(4.30)
				CHECK GENS 4367(A) TOTAL FOR FUND 206:				132.23
01/22/2018	GENS	4368(A)*#	4324-435191	NAPA AUTO PARTS	FIRE EQUIPMENT MAINT WIPER BLADES	938-000	336	9.98
01/22/2018	GENS	4368(A)	4324-434849	NAPA AUTO PARTS	FIRE EQUIPMENT MAINT BLUE DEFROSTER	938-000	336	44.97
				CHECK GENS 4368(A) TOTAL FOR FUND 206:				54.95
01/22/2018	GENS	4369(A)	224706	OVERHEAD DOOR CO OF GR, INC	FIRE STATION MAINT/BUTTRICK ELEVATOR DC	936-002	336	243.79
01/26/2018	GENS	66969	07121799	CENTERS FOR EDUCATION &	FIRE PUBLICATIONS ED & EMPLOYMENT LAW	901-000	336	124.95
01/26/2018	GENS	66971*#	60804298	COMCAST	FIRE PHONES	924-000	336	59.19
01/26/2018	GENS	66971	60804298	COMCAST	FIRE PHONES/BUTTRICK	924-002	336	22.20
				CHECK GENS 66971 TOTAL FOR FUND 206:				81.39
01/26/2018	GENS	66973	43597	DINGES FIRE CO.	FIRE PROTECTIVE CLOTHING FF BOOTS	959-000	336	1,860.72
01/26/2018	GENS	66975*#	MAGERS/DEC 2017	FIRST BANKCARD	FIRE OTHER EXPENSES ACTIVE 9111	787-000	336	282.00
01/26/2018	GENS	66975	1/09/2018FIRE DEPT	FIRST BANKCARD	FIRE OTHER EXPENSES MAGER 1/07	787-000	336	197.90
01/26/2018	GENS	66975	MAGER	FIRST BANKCARD	FIRE OTHER EXPENSES NFPA MAGER	787-000	336	150.00
				CHECK GENS 66975 TOTAL FOR FUND 206:				629.90
01/26/2018	GENS	66980	5031	KENT COUNTY EMERGENCY	KCEMS ASSESMENT ANNUAL DUES JAN-MAR	802-000	336	275.08
01/26/2018	GENS	66981	MAGERS,ADAM 2018	KENT COUNTY FIRE CHIEFS ASSOC	FIRE MEMBERSHIP AND DUES MAGERS KCFCA	723-000	336	35.00
01/26/2018	GENS	66983*#	533522-1	KENTWOOD OFFICE FURNITURE	Replace Chairs at sta-2	936-002	336	1,023.30
01/26/2018	GENS	66984	XMAS DINNER 2017	KNOWLES, JEFF	FIRE OTHER EXP FIRE FIGHTER XMAS DINNER	787-000	336	75.00
01/26/2018	GENS	66986	05925464	POSITIVE PROMOTIONS, INC	FIRE PUBLIC RELATIONS PRESS SETUP CHARGE	887-000	336	378.08
01/26/2018	GENS	66987	CLOTH ALLOW 1/4	JEFF RASHID	FIRE UNIFORMS RASHID CLOTH ALLOW-BOOT	768-000	336	60.00
01/26/2018	GENS	66989	62123	RIVER CITY BUSINESS EQUIPMENT INC	FIRE STATION MAINT/BUTTRICK BROTHERS	936-002	336	164.00

01/26/2018	GENS	66992*#	538460-0	SUPPLYGEEKS.BIZ	FIRE FUND OFFICE SUPPLIES	727-000	336	16.43
01/26/2018	GENS	67002	9799655604	VERIZON WIRELESS	CELL PHONES/DATA-MODEMS	924-100	336	320.08
01/26/2018	GENS	67005*#	69680779	WINDSTREAM	FIRE PHONES JAN	924-000	336	66.70
01/26/2018	GENS	67005	69680779	WINDSTREAM	FIRE PHONES/BUTTRICK JAN	924-002	336	39.92
				CHECK GENS 67005 TOTAL FOR FUND 206:				106.62
01/29/2018	GENS	4382(A)*#	201019	KINGSLAND'S ACE HARDWARE	FIRE STATION MAINT CLEANING SUPPLIES	936-000	336	14.00
01/29/2018	GENS	4382(A)	201089	KINGSLAND'S ACE HARDWARE	FIRE STATION MAINT BATTERIES	936-000	336	32.88
01/29/2018	GENS	4382(A)	201086	KINGSLAND'S ACE HARDWARE	FIRE STATION MAINT TUBING	936-000	336	28.22
01/29/2018	GENS	4382(A)	201112	KINGSLAND'S ACE HARDWARE	FIRE STATION MAINT SMOKE ALARMS	936-000	336	19.98
01/29/2018	GENS	4382(A)	200998	KINGSLAND'S ACE HARDWARE	FIRE STATION MAINT BATTERIES	936-000	336	24.26
01/29/2018	GENS	4382(A)	201036	KINGSLAND'S ACE HARDWARE	FIRE STATION MAINT SUPPLIES	936-000	336	47.66
01/29/2018	GENS	4382(A)	200972	KINGSLAND'S ACE HARDWARE	FIRE EQUIPMENT MAINT SUPPLIES	938-000	336	66.55
01/29/2018	GENS	4382(A)	200930	KINGSLAND'S ACE HARDWARE	FIRE EQUIP MAINT EXTENSION CORD/CONN	938-000	336	39.57
				CHECK GENS 4382(A) TOTAL FOR FUND 206:				273.12
01/29/2018	GENS	4394(A)*#	52619433	WEX BANK	FIRE FUELS DEC	745-000	336	992.25
	Department: 850 BENEFITS/INSURANCE				Total for department 336:			16,970.10
01/05/2018	GENS	66848*	RIS0001697010	DELTA DENTAL	DENTAL INSURANCE BENEFITS JAN	721-000	850	1,842.15
01/05/2018	GENS	66848	RIS0001697010	DELTA DENTAL	MI CLAIMS TAX - DENTAL JAN	721-200	850	15.60
				CHECK GENS 66848 TOTAL FOR FUND 206:				1,857.75
01/05/2018	GENS	66851*	JAN 2018	FIDELITY SECURITY LIFE INS	VISION INSURANCE BENEFITS JAN	718-000	850	189.82
01/05/2018	GENS	66873*#	000686583927	MUTUAL OF OMAHA INSURANCE	LIFE & DISABILITY INSURANCE LTD JAN	720-000	850	465.88
01/05/2018	GENS	66873	000686583927	MUTUAL OF OMAHA INSURANCE	LIFE & DISABILITY INSURANCE AD&D JAN	720-000	850	29.19
01/05/2018	GENS	66873	000686583927	MUTUAL OF OMAHA INSURANCE	LIFE & DIS INSURANCE BENEFITS LIF JAN	720-000	850	192.00
				CHECK GENS 66873 TOTAL FOR FUND 206:				687.07
01/26/2018	GENS	14(E)*#	HEALTH INS FEB 2018	WEST MICHIGAN HEALTH INSURANCE	HEALTH INSURANCE BENEFITS FEB	719-000	850	12,575.94
01/26/2018	GENS	66962*	WCV80042290801 10/17	ACCIDENT FUND OF MICHIGAN	WORKERS COMP INSURANCE 2018	717-000	850	6,190.00
01/26/2018	GENS	66972*	RIS0001729423	DELTA DENTAL	DENTAL INSURANCE BENEFITS FEB	721-000	850	1,842.15
01/26/2018	GENS	66972	RIS0001729423	DELTA DENTAL	MI CLAIMS TAX - DENTAL FEB	721-200	850	15.10
				CHECK GENS 66972 TOTAL FOR FUND 206:				1,857.25
	Department: 901 CAPITAL OUTLAY				Total for department 850:			23,357.83
01/29/2018	GENS	4380(A)*#	171103	FISHBECK THOMPSON CARR & HUBER	CAPITAL OUTLAY - BLDGIMP CASCADE HALL	975-000	901	16,361.10
01/29/2018	GENS	4380(A)	369561	FISHBECK THOMPSON CARR & HUBER	CAPITAL OUTLAY - BLDGIMP CASCADE HALL	975-000	901	1,368.90
				CHECK GENS 4380(A) TOTAL FOR FUND 206:				17,730.00
				Total for department 901:				17,730.00
				Total for fund 206 FIRE FUND				59,604.16
FUND 207 - POLICE FUND								
01/29/2018	GENS	4381(A)	18011700105	KENT COUNTY TREASURER	SHERIFF PROTECTION DEC	801-000	301	85,174.05
					Total for department 301:			85,174.05
					Total for fund 207 POLICE FUND			85,174.05
FUND 208 - HAZMAT FUND								
01/11/2018	GENS	66901	RICHFIELD 450693	CITY OF KENTWOOD	Reimbursement for HazMat trailer	787-000	344	221.00
01/19/2018	GENS	66941	04138420	PREMIER SAFETY	Censors for RAE monitor (HazMat)	787-000	344	500.00

01/19/2018	GENS	66941	04138420	PREMIER SAFETY	HAZMAT EQUIPMENT REPAIRS FRT	787-000	344	12.46
				CHECK GENS 66941 TOTAL FOR FUND 208:				512.46
01/26/2018	GENS	66982	0000035578	CITY OF KENTWOOD	Parts for HazMat trailer	787-000	344	221.00
					Total for department 344:			954.46
					Total for fund 208 HAZMAT FUND			954.46
FUND 209 - CCT OPEN SPAC FUND								
01/08/2018	GENS	4334(A)*#	CCT DEC 2017	CONSUMERS ENERGY	100041772151 6803 BURTON ST SE	921-000	751	125.22
01/08/2018	GENS	4334(A)	CCT DEC 2017	CONSUMERS ENERGY	100061096465 6803 BURTON ST SE	921-000	751	23.42
				CHECK GENS 4334(A) TOTAL FOR FUND 209:				148.64
01/19/2018	GENS	66942	19515	ROOKS LANDSCAPING INC	PARK MAINT PEACE PARK BRUSH CLEARING	935-000	751	11,028.41
					Total for department 751:			11,177.05
					Total for fund 209 CCT OPEN SPACE			11,177.05
FUND 216 - PATHWAYS FUND								
01/19/2018	GENS	66928*#	170656	GODWIN HARDWARE & PLUMBING	MAINT & REPAIR SPRAY PAINT	931-000	758	16.47
01/19/2018	GENS	66928	170631	GODWIN HARDWARE & PLUMBING	MAINT & REPAIR SPRAY PAINT	931-000	758	19.56
				CHECK GENS 66928 TOTAL FOR FUND 216:				36.03
01/19/2018	GENS	66932	42295	KATERBERG VERHAGE	MAINT & REPAIR 2017 PATHWAYS REPAIRS	931-000	758	3,423.03
					Total for department 758:			3,459.06
					Total for fund 216 PATHWAYS FUND			3,459.06
FUND 246 - IRF FUND								
01/08/2018	GENS	4338(A)	APPL#5 THORN RIV	KAMMINGA AND ROODOVOETS INC	CAPITAL OUTLAY - LANDIMP APPL#5 THORN L	974-000	901	67,847.33
01/29/2018	GENS	4380(A)*#	150788	FISHBECK THOMPSON CARR & HUBER	CAPITAL OUTLAY - LANDIMP UTILITY EXT	974-000	901	1,424.55
					Total for department 901:			69,271.88
					Total for fund 246 IRF			69,271.88
FUND 248 - DDA FUND								
01/08/2018	GENS	4334(A)*#	CCT DEC 2017	CONSUMERS ENERGY	100063460503 5770 FOREMOST DR SE	921-000	170	165.13
01/08/2018	GENS	4334(A)	CCT DEC 2017	CONSUMERS ENERGY	100066874924 2990 LUCERNE DR SE	921-000	170	29.44
01/08/2018	GENS	4334(A)	CCT DEC 2017	CONSUMERS ENERGY	100054379084 5196 28TH ST SE	921-000	170	214.68
01/08/2018	GENS	4334(A)	CCT DEC 2017	CONSUMERS ENERGY	100054393572 5434 28TH ST SE	921-000	170	76.00
01/08/2018	GENS	4334(A)	CCT DEC 2017	CONSUMERS ENERGY	100041058650 6116 28TH ST SE	921-000	170	78.32
01/08/2018	GENS	4334(A)	CCT DEC 2017	CONSUMERS ENERGY	100041059278 5905 28TH ST SE	921-000	170	95.20
01/08/2018	GENS	4334(A)	CCT DEC 2017	CONSUMERS ENERGY	100012017115 6753 OLD 28TH ST	921-000	170	270.02
01/08/2018	GENS	4334(A)	CCT DEC 2017	CONSUMERS ENERGY	100012017305 6610 28TH ST SE	921-000	170	175.58
01/08/2018	GENS	4334(A)	CCT DEC 2017	CONSUMERS ENERGY	100012213862 6658 28TH ST SE	921-000	170	23.42
01/08/2018	GENS	4334(A)	CCT DEC 2017	CONSUMERS ENERGY	100011901541 6800 CASCADE RD SE DEC	921-000	170	384.31
01/08/2018	GENS	4334(A)	CCT DEC 2017	CONSUMERS ENERGY	100011901814 6811 CASCADE RD SE DEC	921-000	170	195.11
01/08/2018	GENS	4334(A)	CCT DEC 2017	CONSUMERS ENERGY	100041059393 6282 28TH ST SE	921-000	170	125.88
				CHECK GENS 4334(A) TOTAL FOR FUND 248:				1,833.09
01/08/2018	GENS	4341(A)*#	5259065	SNELLING STAFFING SERVICES	DDA MINUTES	787-000	170	0.00
01/08/2018	GENS	4346(A)	00321716	THE LIGHT BULB COMPANY	MAINT & REPAIR/IMPROVEMENTS ED-17	931-000	170	428.22
01/11/2018	GENS	66917*#	9798873459	VERIZON WIRELESS	DDA CELL PHONES DEC	924-100	170	50.20
01/19/2018	GENS	66921	141359	BUIST ELECTRIC INC	Repiar photo cell, fixture	931-000	170	621.00
01/19/2018	GENS	66927*#	2018 MEMBERSHIP	FOREST HILLS BUSINESS ASSOCIATION	DDA - MEMBERSHIP AND DUES FHBA KORHOF	723-000	170	50.00

01/19/2018	GENS	66958*#	9799094302	VERIZON WIRELESS	CELL PHONES	924-100	170	16.03
01/26/2018	GENS	66967	141608	BUIST ELECTRIC INC	OTHER EXPENSES LIGHT POLE SERVICES	787-000	170	13,214.00
01/26/2018	GENS	66977	170578	GODWIN HARDWARE & PLUMBING	MAINT & REPAIR/IMPROVEMENTS FOR XMAS	931-000	170	141.44
01/26/2018	GENS	66979*#	090479	INTERURBAN TRANSIT PARTNERSHIP	BUS SERVICE 28TH ST JAN	861-100	170	7,331.16
01/29/2018	GENS	4382(A)*#	201035	KINGSLAND'S ACE HARDWARE	MAINT & REPAIR/IMPROVEMENTS SUPPLIES	931-000	170	4.01
					Total for department 170:			23,689.15
					Total for fund 248 DDA			23,689.15
FUND 249 - BUILDING FUND								
01/05/2018	GENS	66843	MILG 12/18-12/29/201	BENOIT, BILL	MILEAGE - BENOIT 562 MILES	860-000	371	300.67
01/05/2018	GENS	66844	MILG 12/18-12/29	BIEGALLE, JEFFREY	MILEAGE- BIEGALLE, J 459 MILES	860-000	371	245.57
01/05/2018	GENS	66846	MILG 12/18-12/29/17	KEN DAVIS	MILEAGE DAVIS 480 MILES	860-000	371	256.80
01/05/2018	GENS	66852*#	10130	FIRST BANKCARD	DEPT HEAD, SUPV EXP MTG W/ MIKE DEVRIE	862-500	371	14.72
01/05/2018	GENS	66852	56436	FIRST BANKCARD	DEPT HEAD, SUPV EXP OTTEBOX DEFENDER	862-500	371	59.95
01/05/2018	GENS	66852	14071643	FIRST BANKCARD	FRIGIDAIRE REFRIGERATOR	967-000	371	699.00
01/05/2018	GENS	66852	14071643	FIRST BANKCARD	GE MICROWAVE	967-000	371	79.00
01/05/2018	GENS	66852	1141132261284259	FIRST BANKCARD	SMALL EQUIP/FURNITURE FLASH FURNITURE	981-000	371	158.01
					CHECK GENS 66852 TOTAL FOR FUND 249:			1,010.68
01/05/2018	GENS	66855	MILG 12/15-12/29	DANIEL L HEYER	MILEAGE HEYER 379 MILES	860-000	371	202.77
01/05/2018	GENS	66858	MILG 12/18-12/22/17	HUYSER, DANIEL A.	MILEAGE- HUYSER 315 MILES	860-000	371	168.53
01/05/2018	GENS	66861	533947-0	KENTWOOD OFFICE FURNITURE	SMALL EQUIPMENT/FURNITURE GUET CHAIR	981-000	371	60.00
01/05/2018	GENS	66862	MILG 12/20/2017	KLOOTE, DAVE	MILEAGE KLOOTE 47 MILES	860-000	371	25.15
01/05/2018	GENS	66863	9004167159	KONICA MINOLTA ALBIN	C454 COPIER/PRINTER	939-000	371	57.93
01/05/2018	GENS	66864	BLDG SUPPLIES	KUTCHINS, JULIE	OTHER EXPENSES SUPPLIES	787-000	371	291.60
01/05/2018	GENS	66868	MILG 12/19-12/29	VINCENT MILITO	MILEAGE MILITO- 454 MILES	860-000	371	242.89
01/05/2018	GENS	66874	MILG 12/18-12/29	REITSMA, RON	MILEAGE REITSMA 223 MILES	860-000	371	119.31
01/05/2018	GENS	66877	MILG 12/18-12/29	RON SABIN	MILEAGE SABIN 413 MILES	860-000	371	220.96
01/05/2018	GENS	66878*#	537052-0	SUPPLYGEEKS.BIZ	BUILDING FUND OFFICE SUPPLIES	727-000	371	8.69
01/05/2018	GENS	66878	531513-0	SUPPLYGEEKS.BIZ	OFFICE SUPPLIES	727-000	371	51.10
					CHECK GENS 66878 TOTAL FOR FUND 249:			59.79
01/05/2018	GENS	66891	MILG 12/18-12/22	BRIAN WILSON	MILEAGE WILSON 156 MILES	860-000	371	83.46
01/11/2018	GENS	66902	533826-0	KENTWOOD OFFICE FURNITURE	3 PERSON OFFICE	967-000	371	3,827.19
01/11/2018	GENS	66902	533826-0	KENTWOOD OFFICE FURNITURE	4 PERSON OFFICE	967-000	371	5,230.40
01/11/2018	GENS	66902	533826-0	KENTWOOD OFFICE FURNITURE	FRONT OFFICE	967-000	371	8,186.86

01/11/2018	GENS	66902	533826-0	KENTWOOD OFFICE FURNITURE	PVT OFFICE	967-000	371	851.93
01/11/2018	GENS	66902	533826-0	KENTWOOD OFFICE FURNITURE	DELIVERY	967-000	371	100.00
01/11/2018	GENS	66902	533826-0	KENTWOOD OFFICE FURNITURE	INSTALLATION	967-000	371	1,500.00
01/11/2018	GENS	66902	533826-0	KENTWOOD OFFICE FURNITURE	FREIGHT - INBOUND	967-000	371	66.86
				CHECK GENS 66902 TOTAL FOR FUND 249:				19,763.24
01/11/2018	GENS	66917*#	9798873459	VERIZON WIRELESS	CELL PHONES DEC	924-100	371	406.68
01/19/2018	GENS	66919	MILG 1/1-1/12/2018	BENOIT, BILL	MILEAGE - BENOIT 581 MILES	860-000	371	316.65
01/19/2018	GENS	66920	MILG 1/1-1/12	BIEGALLE, JEFFREY	MILEAGE- BIEGALLE, J 458 MILES	860-000	371	249.61
01/19/2018	GENS	66925	MILG 1/1-1/12/18	KEN DAVIS	MILEAGE DAVIS 478 MILD	860-000	371	260.51
01/19/2018	GENS	66929	MILG 1/1-1/12/2018	DANIEL L HEYER	MILEAGE HEYER 393 MILES	860-000	371	214.19
01/19/2018	GENS	66930*#	1030115	THE HOME DEPOT CREDIT SERVICES	BLDG - SPECIAL PROJECTS STORAGE CONTAIN	967-000	371	282.30
01/19/2018	GENS	66930	9051530	THE HOME DEPOT CREDIT SERVICES	BLDG - SPECIAL PROJECTS 2 VACUUMW	967-000	371	249.00
				CHECK GENS 66930 TOTAL FOR FUND 249:				531.30
01/19/2018	GENS	66931	MILG 1/1-1/12/2018	HUYSER, DANIEL A.	MILEAGE- HUYSER 515 MILES	860-000	371	280.68
01/19/2018	GENS	66938	MILG 1/01-1/12/2018	VINCENT MILITO	MILEAGE MILITO- 492 MILES	860-000	371	268.14
01/19/2018	GENS	66943	MILG 1/1-1/12	RON SABIN	MILEAGE SABIN 439 MILES	860-000	371	239.26
01/19/2018	GENS	66945	MILG 12/1-1/10/2018	JIM SPAAK	MILEAGE SPAAK 102 MILES	860-000	371	55.59
01/19/2018	GENS	66958*#	9799106782	VERIZON WIRELESS	CELL PHONES ROUTER/VOICE MAIL DEC	924-100	371	122.30
01/19/2018	GENS	66958	9799094302	VERIZON WIRELESS	CELL PHONES	924-100	371	128.26
01/19/2018	GENS	66958	9799094302	VERIZON WIRELESS	OFFICE EQUIP & COMPUTER REPAIR NEW BLD	932-000	371	5,839.92
				CHECK GENS 66958 TOTAL FOR FUND 249:				6,090.48
01/19/2018	GENS	66959	MILG 1/1-1/12/2018	BRIAN WILSON	MILEAGE WILSON 233 MILD	860-000	371	126.99
01/22/2018	GENS	66960	JAN/FEB 2018 LEASE	3040 CHARLEVOIX II, LLC	BUILDING RENTAL- 3040 CHARLEVOIX - JAN	940-000	371	4,934.25
01/22/2018	GENS	66960	JAN/FEB 2018 LEASE	3040 CHARLEVOIX II, LLC	BUILDING RENTAL- 3040 CHARLEVOIX- FEB	940-000	371	4,934.25
				CHECK GENS 66960 TOTAL FOR FUND 249:				9,868.50
01/26/2018	GENS	66961	52038	3040 CHARLEVOIX II, LLC	BUILDING RENTAL-LEASE- ELEC/GAS DEC	940-000	371	530.69
01/26/2018	GENS	66971*#	60804298	COMCAST	PHONES	924-000	371	51.80
01/26/2018	GENS	66975*#	9762593721	FIRST BANKCARD	SUPPLIES TONER	727-000	371	165.98
01/26/2018	GENS	66975	18491411	FIRST BANKCARD	OFFICE EQUIP & COMPUTER REPAIR SPECK CA	932-000	371	276.80
				CHECK GENS 66975 TOTAL FOR FUND 249:				442.78
01/26/2018	GENS	66983*#	534067-0	KENTWOOD OFFICE FURNITURE	TRAINING AREA TABLES AND CHAIRS	967-000	371	7,054.72
01/26/2018	GENS	66983	534067-0	KENTWOOD OFFICE FURNITURE	FILE ROOM STORAGE	967-000	371	2,165.15
01/26/2018	GENS	66983	534067-0	KENTWOOD OFFICE FURNITURE	FREIGHT AND DELIVERY	967-000	371	412.94
01/26/2018	GENS	66983	534027-0	KENTWOOD OFFICE FURNITURE	BLDG - SPECIAL PROJ INSTALLATION FURNITU	967-000	371	1,146.00
01/26/2018	GENS	66983	534027-1	KENTWOOD OFFICE FURNITURE	BLDG - SPECIAL PROJ INSTALLATION FURNITU	967-000	371	300.00
				CHECK GENS 66983 TOTAL FOR FUND 249:				11,078.81
01/26/2018	GENS	66988*#	1074192332	RICOH USA INC	BLDG - SPECIAL PROJECTS COPIER/PRINTER	967-000	371	7,317.00
01/26/2018	GENS	66992*#	538138-1	SUPPLYGEEKS.BIZ	BLDG OFFICE SUPPLIES	727-000	371	19.98

01/26/2018	GENS	67005*#	69680779	WINDSTREAM	PHONES JAN	924-000	371	26.61
						Total for department 371:		61,485.60
Department: 850 BENEFITS/INSURANCE								
01/05/2018	GENS	66848*	RIS0001697010	DELTA DENTAL	DENTAL INSURANCE BENEFITS JAN	721-000	850	701.40
01/05/2018	GENS	66848	RIS0001697010	DELTA DENTAL	MI CLAIMS TAX - DENTAL JAN	721-200	850	5.53
						CHECK GENS 66848 TOTAL FOR FUND 249:		706.93
01/05/2018	GENS	66851*	JAN 2018	FIDELITY SECURITY LIFE INS	VISION INSURANCE BENEFITS JAN	718-000	850	101.20
01/05/2018	GENS	66873*#	000686583927	MUTUAL OF OMAHA INSURANCE	LIFE & DISABILITY INSURANCE BENEFITS LIF	720-000	850	114.29
01/05/2018	GENS	66873	000686583927	MUTUAL OF OMAHA INSURANCE	LIFE & DISABILITY INSURANCE AD&D JAN	720-000	850	17.38
01/05/2018	GENS	66873	000686583927	MUTUAL OF OMAHA INSURANCE	LIFE & DISABILITY INSURANCE LTD JAN	720-000	850	310.08
						CHECK GENS 66873 TOTAL FOR FUND 249:		441.75
01/26/2018	GENS	14(E)*#	HEALTH INS FEB 2018	WEST MICHIGAN HEALTH INSURANCE	HEALTH INSURANCE BENEFITS FEB	719-000	850	8,871.98
01/26/2018	GENS	66962*	WCV80042290801 10/17	ACCIDENT FUND OF MICHIGAN	WORKERS COMP INSURANCE 2018	717-000	850	1,274.00
01/26/2018	GENS	66972*	RIS0001729423	DELTA DENTAL	DENTAL INSURANCE BENEFITS FEB	721-000	850	579.46
01/26/2018	GENS	66972	RIS0001729423	DELTA DENTAL	MI CLAIMS TAX - DENTAL FEB	721-200	850	5.35
						CHECK GENS 66972 TOTAL FOR FUND 249:		584.81
						Total for department 850:		11,980.67
Department: 901 CAPITAL OUTLAY								
01/29/2018	GENS	4380(A)*#	171103	FISHBECK THOMPSON CARR & HUBER	CAPITAL OUTLAY - BLDGIMP CASCADE HALL	975-000	901	16,361.10
01/29/2018	GENS	4380(A)	369561	FISHBECK THOMPSON CARR & HUBER	CAPITAL OUTLAY - BLDGIMP CASCADE HALL	975-000	901	1,368.90
						CHECK GENS 4380(A) TOTAL FOR FUND 249:		17,730.00
						Total for department 901:		17,730.00
Department: 964 PAYMENTS TO OTHER TOWNSHIPS								
01/05/2018	GENS	66841	DEC 2017 PERMITS	ADA TOWNSHIP	PERMITS DUE TO ADA TWP DEC	964-400	964	3,038.00
01/05/2018	GENS	66845	DEC 2017 PERMITS	CASCADE CHARTER TOWNSHIP	PERMITS DUE CASCADE TWP DEC	964-800	964	3,391.95
01/05/2018	GENS	66854	DEC 2017 PERMITS	GRAND RAPIDS CHARTER TOWNSHIP	PERMITS DUE TO GR TWP DEC	964-300	964	1,841.35
01/05/2018	GENS	66865	DEC 2017 PERMITS	LOWELL MI, CITY OF	PERMITS DUE CITY OF LOWELL DEC	964-700	964	360.00
01/05/2018	GENS	66888	DEC 2017 PERMITS	VERGENNES TOWNSHIP	PERMITS DUE TO VERGENNES TWP DEC	964-200	964	679.20
01/08/2018	GENS	4336(A)	DEC 2017 PERMITS	EAST GRAND RAPIDS/CITY OF	PERMITS DUE TO EAST GR DEC	964-500	964	1,472.20
01/08/2018	GENS	4339(A)	DEC 2017 PERMITS	LOWELL TOWNSHIP	PERMITS DUE TO LOWELL TWP DEC	964-100	964	805.40
01/08/2018	GENS	4340(A)	DEC 2017 PERMITS	PLAINFIELD CHARTER TOWNSHIP	PERMITS DUE PLAINFIELD DEC	964-600	964	4,331.15
						Total for department 964:		15,919.25
						Total for fund 249 BUILDING FUND		107,115.52
FUND 270 - LIBRARY FUND								
01/05/2018	GENS	66849*#	910020668166 12/17	DTE ENERGY	LIBRARY HEATING DEC	923-000	790	1,559.85
01/05/2018	GENS	66850	61484	ELEVATOR SERVICE INC	LIBRARY MAINTENANCE- ELEVATOR	931-000	790	129.60
01/05/2018	GENS	66875*#	0240-006875890	REPUBLIC SERVICES	LIBRARY MAINTENANCE RECYCLE JAN	931-000	790	490.56

01/08/2018	GENS	4334(A)*#	CCT DEC 2017	CONSUMERS ENERGY	100000284784 2870 JACKSMITH AVE DEC	921-000	790	3,734.17
01/12/2018	GENS	4352(A)	383-372734	BATTERIES PLUS - 383	LIBRARY MAINTENANCE-BATTERIES PLUS	931-000	790	123.60
01/12/2018	GENS	4353(A)*#	88861	ENVIRO-CLEAN	CLEANING LIBRARY DEC	802-200	790	2,244.35
01/12/2018	GENS	4353(A)	88861	ENVIRO-CLEAN	CLEANING WISNER DEC	802-200	790	458.67
01/12/2018	GENS	4353(A)	88861	ENVIRO-CLEAN	CLEANING LIBRARY (WEEKEND) DEC	802-200	790	272.58
				CHECK GENS 4353(A) TOTAL FOR FUND 270:				2,975.60
01/12/2018	GENS	4355(A)	210994	QUALITY AIR	LIBRARY MAINT REPLACE ACTUATOR	931-000	790	673.30
01/12/2018	GENS	4355(A)	210995	QUALITY AIR	LIBRARY MAINT REPLACE HUMIDIFIER	931-000	790	659.00
01/12/2018	GENS	4355(A)	210993	QUALITY AIR	LIBRARY MAINT REPLACE CAPACITOR	931-000	790	70.90
				CHECK GENS 4355(A) TOTAL FOR FUND 270:				1,403.20
01/19/2018	GENS	66923*#	301-02737 12/17	CINTAS CORP #301	2017 RUG CLEANING SERVICE LIBRARY DEC	931-000	790	1,026.72
01/19/2018	GENS	66930*#	9014087	THE HOME DEPOT CREDIT SERVICES	Plywood, drill bits, handvac, cordless vac	931-000	790	297.31
01/26/2018	GENS	66971*#	60804298	COMCAST	LIBRARY PHONES	924-000	790	22.20
01/26/2018	GENS	67005*#	69680779	WINDSTREAM	LIBRARY PHONES JAN	924-000	790	39.92
01/29/2018	GENS	4383(A)*#	211276	QUALITY AIR	LIBRARY MAINT HEAT AT WISNER	931-000	790	235.50
01/29/2018	GENS	4383(A)	211275	QUALITY AIR	snow melt voltage sensor library	931-000	790	1,069.00
				CHECK GENS 4383(A) TOTAL FOR FUND 270:				1,304.50
				Total for department 790:				13,107.23
				Total for fund 270 LIBRARY FUND				13,107.23
FUND 701 - TRUST AND AGENCY FUND								
01/26/2018	GENS	66968	REFUND 17-3413	CASCADE CHARTER TOWNSHIP	FIRST COMPANIES 17-3413 9/2017- UNREFUN 253-384	000		410.00
01/26/2018	GENS	66976	REFUND 17-3413	FIRST COMPANIES	FIRST COMPANIES 17-3413 9/2017- SITE PLA 253-384	000		90.00
				Total for department 000:				500.00
				Total for fund 701 TRUST AND AGENCY				500.00
FUND 703 - CURRENT TAX COLLECTION FUND								
01/05/2018	GENS	66869	RFD09226035	AMERICAN INTERNATIONAL FOODS	DUE TO 41-19-09-226-035	275-000	000	4,719.75
01/05/2018	GENS	66870	RFD04127016	LEE THOMAS & LEANNE	DUE TO 41-19-04-127-016	275-000	000	5,599.29
01/05/2018	GENS	66871	RFD09378011	TIDEY & FERRIE PROPERTIES	DUE TO 41-19-09-378-011	275-000	000	4,629.76
01/05/2018	GENS	66879	FIRE 1718	CASCADE CHARTER TOWNSHIP	CCT - FIRE	214-115	000	988,516.36
01/05/2018	GENS	66879	FIRE 1718	CASCADE CHARTER TOWNSHIP	CCT - FIRE PP	214-115	000	13,751.64
01/05/2018	GENS	66879	FIRE 1718	CASCADE CHARTER TOWNSHIP	CCT - IFT FIRE	214-215	000	326.31
				CHECK GENS 66879 TOTAL FOR FUND 703:				1,002,594.31
01/05/2018	GENS	66880	GF 1718	CASCADE CHARTER TWP	CCT - OPERATING TAXES	214-110	000	730,256.99
01/05/2018	GENS	66880	GF 1718	CASCADE CHARTER TWP	CCT - OPERATING TAXES PP	214-110	000	10,158.75
01/05/2018	GENS	66880	GF 1718	CASCADE CHARTER TWP	CCT - OVER/SHORT	214-112	000	2.43
01/05/2018	GENS	66880	GF 1718	CASCADE CHARTER TWP	CCT - PA 105 INTEREST	214-135	000	26.26
01/05/2018	GENS	66880	GF 1718	CASCADE CHARTER TWP	CCT - STREET LIGHTS	214-140	000	41,624.17
01/05/2018	GENS	66880	GF 1718	CASCADE CHARTER TWP	CCT - ADMIN	214-155	000	20,483.00
01/05/2018	GENS	66880	GF 1718	CASCADE CHARTER TWP	CCT - IFT OPERATING TAXES	214-210	000	241.06
				CHECK GENS 66880 TOTAL FOR FUND 703:				802,792.66

01/05/2018	GENS	66881	LIB 1718	LIBRARY FUND	CCT - LIBRARY	214-120	000	112,882.81
01/05/2018	GENS	66881	LIB 1718	LIBRARY FUND	CCT - LIBRARY PP	214-120	000	1,568.82
01/05/2018	GENS	66881	LIB 1718	LIBRARY FUND	CCT-IFT LIBRARY	214-220	000	37.21
CHECK GENS 66881 TOTAL FOR FUND 703:								114,488.84
01/05/2018	GENS	66882	OS 1718	CASCADE CHARTER TOWNSHIP	CCT OPEN SPACE PP	214-116	000	2,404.52
01/05/2018	GENS	66882	OS 1718	CASCADE CHARTER TOWNSHIP	CCT OPEN SPACE	214-116	000	172,851.15
01/05/2018	GENS	66882	OS 1718	CASCADE CHARTER TOWNSHIP	CCT OPEN SPACE IFT	214-216	000	57.06
CHECK GENS 66882 TOTAL FOR FUND 703:								175,312.73
01/05/2018	GENS	66883	PATH 1718	PATHWAYS FUND	CCT-PATHWAYS	214-100	000	299,499.66
01/05/2018	GENS	66883	PATH 1718	PATHWAYS FUND	CCT-PATHWAYS PP	214-100	000	4,166.20
01/05/2018	GENS	66883	PATH 1718	PATHWAYS FUND	CCT - IFT PATHWAYS	214-200	000	98.87
CHECK GENS 66883 TOTAL FOR FUND 703:								303,764.73
01/05/2018	GENS	66884	POL 1718	POLICE FUND	CCT-POLICE	214-105	000	345,048.61
01/05/2018	GENS	66884	POL 1718	POLICE FUND	CCT-POLICE PP	214-105	000	4,799.86
01/05/2018	GENS	66884	POL 1718	POLICE FUND	CCT - IFT POLICE	214-205	000	113.90
CHECK GENS 66884 TOTAL FOR FUND 703:								349,962.37
01/05/2018	GENS	66885	SA 1718	CASCADE CHARTER TOWNSHIP	CCT- SPECIAL ASSESSMENTS DELQ USE	214-135	000	1,099.59
01/05/2018	GENS	66885	SA 1718	CASCADE CHARTER TOWNSHIP	CCT- SPECIAL ASSESSMENTS OAK TERRACE	214-135	000	5,634.36
01/05/2018	GENS	66885	SA 1718	CASCADE CHARTER TOWNSHIP	CCT- SPECIAL ASSESSMENTS 14 SEWER	214-135	000	1,326.70
CHECK GENS 66885 TOTAL FOR FUND 703:								8,060.65
01/05/2018	GENS	66886	KDL 1718	KENT DISTRICT LIBRARY	KDL - TAXES	223-110	000	209,329.87
01/05/2018	GENS	66887	MI PRE 1718	STATE OF MICHIGAN	PA 105 MCCOY	214-135	000	3.75
01/08/2018	GENS	4342(A)	CAL 1718	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - OPERATING	225-410	000	71,338.23
01/08/2018	GENS	4342(A)	CAL 1718	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - INTEREST OPER	225-411	000	8.69
CHECK GENS 4342(A) TOTAL FOR FUND 703:								71,346.92
01/08/2018	GENS	4343(A)	CAL 1718	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - INTEREST	225-411	000	58.82
01/08/2018	GENS	4343(A)	CAL 1718	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - DEBT	225-420	000	44,301.31
CHECK GENS 4343(A) TOTAL FOR FUND 703:								44,360.13
01/08/2018	GENS	4344(A)	FHPS 1718	FOREST HILLS PUBLIC SCHOOLS	FHPS - OPERATING	225-110	000	142,304.77
01/08/2018	GENS	4344(A)	FHPS 1718	FOREST HILLS PUBLIC SCHOOLS	FHPS - INTEREST DEBT	225-111	000	326.39
01/08/2018	GENS	4344(A)	FHPS 1718	FOREST HILLS PUBLIC SCHOOLS	FHPS - INTEREST OPER	225-111	000	260.49
01/08/2018	GENS	4344(A)	FHPS 1718	FOREST HILLS PUBLIC SCHOOLS	FHPS - INTEREST REC	225-111	000	42.95
01/08/2018	GENS	4344(A)	FHPS 1718	FOREST HILLS PUBLIC SCHOOLS	FHPS - DEBT	225-120	000	578,411.58
01/08/2018	GENS	4344(A)	FHPS 1718	FOREST HILLS PUBLIC SCHOOLS	FHPS - RECREATION	225-130	000	76,103.89
CHECK GENS 4344(A) TOTAL FOR FUND 703:								797,450.07
01/08/2018	GENS	4345(A)	GRCC 1718	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - TAXES	235-110	000	4,646.29
01/08/2018	GENS	4345(A)	GRCC 1718	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - TAXES INTEREST	235-111	000	185.85
CHECK GENS 4345(A) TOTAL FOR FUND 703:								4,832.14
01/08/2018	GENS	4347(A)	KC 1718	KENT COUNTY TREASURER	PA 105 41-19-31-200-018	214-135	000	7.50
01/08/2018	GENS	4347(A)	KC 1718	KENT COUNTY TREASURER	KENT COUNTY - OPERATING	222-110	000	11,180.45
01/08/2018	GENS	4347(A)	KC 1718	KENT COUNTY TREASURER	KENT COUNTY - INTEREST	222-111	000	447.21
01/08/2018	GENS	4347(A)	KC 1718	KENT COUNTY TREASURER	KENT COUNTY - JAIL	222-160	000	128,785.20
01/08/2018	GENS	4347(A)	KC 1718	KENT COUNTY TREASURER	KENT COUNTY - ZOO/MUSEUM	222-165	000	71,789.34
01/08/2018	GENS	4347(A)	KC 1718	KENT COUNTY TREASURER	KENT COUNTY - SENIOR	222-170	000	81,572.70
01/08/2018	GENS	4347(A)	KC 1718	KENT COUNTY TREASURER	KENT COUNTY - VETERAN'S MILLAGE	222-172	000	8,140.29
CHECK GENS 4347(A) TOTAL FOR FUND 703:								301,922.69
01/08/2018	GENS	4348(A)	SET 1718	KENT COUNTY TREASURER-SET	KENT COUNTY - INTEREST CALEDONIA	222-111	000	100.85
01/08/2018	GENS	4348(A)	SET 1718	KENT COUNTY TREASURER-SET	KENT COUNTY - INTEREST FHPS	222-111	000	515.36
01/08/2018	GENS	4348(A)	SET 1718	KENT COUNTY TREASURER-SET	KENT COUNTY - INTEREST LOWELL	222-111	000	10.70
01/08/2018	GENS	4348(A)	SET 1718	KENT COUNTY TREASURER-SET	CALEDONIA SET & OPERATING TAX (COUNTY)	228-001	000	2,520.91
01/08/2018	GENS	4348(A)	SET 1718	KENT COUNTY TREASURER-SET	FHPS SET & OPERATING TAX (COUNTY)	228-001	000	12,884.17
01/08/2018	GENS	4348(A)	SET 1718	KENT COUNTY TREASURER-SET	LOWELL SET & OPERATING TAX (COUNTY)	228-001	000	267.44
CHECK GENS 4348(A) TOTAL FOR FUND 703:								16,299.43

01/08/2018	GENS	4349(A)	KISD 1718	KENT INTERMEDIATE SCHOOLS	KENT ISD - TAXES	234-110	000	14,808.94
01/08/2018	GENS	4349(A)	KISD 1718	KENT INTERMEDIATE SCHOOLS	KENT ISD - TAXES INTEREST	234-111	000	592.36
				CHECK GENS 4349(A) TOTAL FOR FUND 703:				15,401.30
01/08/2018	GENS	4350(A)	LOW 1718	LOWELL AREA SCHOOLS	LOWELL - OPERATING	226-110	000	279.33
01/08/2018	GENS	4350(A)	LOW 1718	LOWELL AREA SCHOOLS	LOWELL - INTEREST	226-111	000	7.12
01/08/2018	GENS	4350(A)	LOW 1718	LOWELL AREA SCHOOLS	LOWELL - DEBT	226-120	000	5,653.97
01/08/2018	GENS	4350(A)	LOW 1718	LOWELL AREA SCHOOLS	LOWELL BLDG/SITE	226-130	000	797.48
				CHECK GENS 4350(A) TOTAL FOR FUND 703:				6,737.90
01/11/2018	GENS	66904	RFD22126050	OWNER'S TITLE AGENCY, LLC	DUE TO 41-19-22-126-050	275-000	000	10.00
01/11/2018	GENS	66905	RFD021-657	GREAT LAKES COMPUTER	DUE TO 41-19-50-021-657	275-000	000	1,021.44
01/11/2018	GENS	66908	FIRE 1719	CASCADE CHARTER TOWNSHIP	CCT - FIRE	214-115	000	66,005.83
01/11/2018	GENS	66908	FIRE 1719	CASCADE CHARTER TOWNSHIP	CCT - FIRE PP	214-115	000	6,155.44
				CHECK GENS 66908 TOTAL FOR FUND 703:				72,161.27
01/11/2018	GENS	66909	GF 1719	CASCADE CHARTER TWP	CCT - OPERATING TAXES	214-110	000	48,761.36
01/11/2018	GENS	66909	GF 1719	CASCADE CHARTER TWP	CCT - OPERATING TAXES PP	214-110	000	4,547.28
01/11/2018	GENS	66909	GF 1719	CASCADE CHARTER TWP	CCT - OVER/SHORT	214-112	000	0.17
01/11/2018	GENS	66909	GF 1719	CASCADE CHARTER TWP	CCT - STREET LIGHTS	214-140	000	1,698.49
01/11/2018	GENS	66909	GF 1719	CASCADE CHARTER TWP	CCT - ADMIN	214-155	000	7,571.38
				CHECK GENS 66909 TOTAL FOR FUND 703:				62,578.68
01/11/2018	GENS	66910	LIB 1719	LIBRARY FUND	CCT - LIBRARY	214-120	000	7,527.09
01/11/2018	GENS	66910	LIB 1719	LIBRARY FUND	CCT - LIBRARY PP	214-120	000	702.01
				CHECK GENS 66910 TOTAL FOR FUND 703:				8,229.10
01/11/2018	GENS	66911	OS 1719	CASCADE CHARTER TOWNSHIP	CCT OPEN SPACE	214-116	000	11,542.04
01/11/2018	GENS	66911	OS 1719	CASCADE CHARTER TOWNSHIP	CCT OPEN SPACE PP	214-116	000	1,076.41
				CHECK GENS 66911 TOTAL FOR FUND 703:				12,618.45
01/11/2018	GENS	66912	PATH 1917	PATHWAYS FUND	CCT-PATHWAYS	214-100	000	19,998.72
01/11/2018	GENS	66912	PATH 1917	PATHWAYS FUND	CCT-PATHWAYS PP	214-100	000	1,865.02
				CHECK GENS 66912 TOTAL FOR FUND 703:				21,863.74
01/11/2018	GENS	66913	POL 1719	POLICE FUND	CCT-POLICE	214-105	000	23,040.06
01/11/2018	GENS	66913	POL 1719	POLICE FUND	CCT-POLICE PP	214-105	000	2,148.64
				CHECK GENS 66913 TOTAL FOR FUND 703:				25,188.70
01/11/2018	GENS	66914	SA 1719	CASCADE CHARTER TOWNSHIP	CCT- DELQ USE 41-19-09-127-029	214-135	000	51.22
01/11/2018	GENS	66915	KDL 1719	KENT DISTRICT LIBRARY	KDL - TAXES	223-110	000	70,087.24
01/12/2018	GENS	4357(A)	CAL 1719	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - OPERATING	225-410	000	56,497.49
01/12/2018	GENS	4358(A)	CALD 1719	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - DEBT	225-420	000	37,829.51
01/12/2018	GENS	4359(A)	FHPS 1719	FOREST HILLS PUBLIC SCHOOLS	FHPS - OPERATING	225-110	000	91,928.45
01/12/2018	GENS	4359(A)	FHPS 1719	FOREST HILLS PUBLIC SCHOOLS	FHPS - INTEREST DEBT	225-111	000	120.66
01/12/2018	GENS	4359(A)	FHPS 1719	FOREST HILLS PUBLIC SCHOOLS	FHPS - INTEREST OPER	225-111	000	17.03
01/12/2018	GENS	4359(A)	FHPS 1719	FOREST HILLS PUBLIC SCHOOLS	FHPS - INTEREST REC	225-111	000	15.88
01/12/2018	GENS	4359(A)	FHPS 1719	FOREST HILLS PUBLIC SCHOOLS	FHPS - DEBT	225-120	000	166,526.21
01/12/2018	GENS	4359(A)	FHPS 1719	FOREST HILLS PUBLIC SCHOOLS	FHPS - RECREATION	225-130	000	21,910.47
				CHECK GENS 4359(A) TOTAL FOR FUND 703:				280,518.70
01/12/2018	GENS	4360(A)	GRCC 1719	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - TAXES	235-110	000	1,544.80
01/12/2018	GENS	4360(A)	GRCC 1719	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - TAXES INTEREST	235-111	000	63.96
				CHECK GENS 4360(A) TOTAL FOR FUND 703:				1,608.76

01/12/2018	GENS	4361(A)	KC 1719	KENT COUNTY TREASURER	KENT COUNTY - OPERATING	222-110	000	3,717.25
01/12/2018	GENS	4361(A)	KC 1719	KENT COUNTY TREASURER	KENT COUNTY - INTEREST	222-111	000	153.90
01/12/2018	GENS	4361(A)	KC 1719	KENT COUNTY TREASURER	KENT COUNTY - JAIL	222-160	000	43,119.53
01/12/2018	GENS	4361(A)	KC 1719	KENT COUNTY TREASURER	KENT COUNTY - ZOO/MUSEUM	222-165	000	24,036.44
01/12/2018	GENS	4361(A)	KC 1719	KENT COUNTY TREASURER	KENT COUNTY - SENIOR	222-170	000	27,312.16
01/12/2018	GENS	4361(A)	KC 1719	KENT COUNTY TREASURER	KENT COUNTY - VETERAN'S MILLAGE	222-172	000	2,725.62
				CHECK GENS 4361(A) TOTAL FOR FUND 703:				101,064.90
01/12/2018	GENS	4362(A)	SET 1719	KENT COUNTY TREASURER-SET	KENT COUNTY - INTEREST FHPS	222-111	000	190.53
01/12/2018	GENS	4362(A)	SET 1719	KENT COUNTY TREASURER-SET	KENT COUNTY - INTEREST LOWELL	222-111	000	25.22
01/12/2018	GENS	4362(A)	SET 1719	KENT COUNTY TREASURER-SET	FHPS SET & OPERATING TAX (COUNTY)	228-001	000	4,706.42
01/12/2018	GENS	4362(A)	SET 1719	KENT COUNTY TREASURER-SET	LOWELL SET & OPERATING TAX (COUNTY)	228-001	000	504.32
				CHECK GENS 4362(A) TOTAL FOR FUND 703:				5,426.49
01/12/2018	GENS	4363(A)	KISD 1719	KENT INTERMEDIATE SCHOOLS	KENT ISD - TAXES	234-110	000	4,923.63
01/12/2018	GENS	4363(A)	KISD 1719	KENT INTERMEDIATE SCHOOLS	KENT ISD - TAXES INTEREST	234-111	000	203.84
				CHECK GENS 4363(A) TOTAL FOR FUND 703:				5,127.47
01/12/2018	GENS	4364(A)	LOW 1719	LOWELL AREA SCHOOLS	LOWELL - OPERATING	226-110	000	358.26
01/12/2018	GENS	4364(A)	LOW 1719	LOWELL AREA SCHOOLS	LOWELL - INTEREST	226-111	000	16.79
01/12/2018	GENS	4364(A)	LOW 1719	LOWELL AREA SCHOOLS	LOWELL - DEBT	226-120	000	3,868.01
01/12/2018	GENS	4364(A)	LOW 1719	LOWELL AREA SCHOOLS	LOWELL BLDG/SITE	226-130	000	545.55
				CHECK GENS 4364(A) TOTAL FOR FUND 703:				4,788.61
01/19/2018	GENS	66934	CASCT 2017 -QRT3	KENT COUNTY - HEALTH DEPT	KENT COUNTY - DOG LICENSE JULY-SEPT 2017	222-175	000	467.20
01/19/2018	GENS	66948	FIRE 1720	CASCADE CHARTER TOWNSHIP	CCT - FIRE	214-115	000	30,466.63
01/19/2018	GENS	66948	FIRE 1720	CASCADE CHARTER TOWNSHIP	CCT - FIRE PP	214-115	000	3,897.20
01/19/2018	GENS	66948	FIRE 1720	CASCADE CHARTER TOWNSHIP	CCT - IFT FIRE	214-215	000	163.40
				CHECK GENS 66948 TOTAL FOR FUND 703:				34,527.23
01/19/2018	GENS	66949	GF 1720	CASCADE CHARTER TWP	CCT - OPERATING TAXES	214-110	000	22,506.89
01/19/2018	GENS	66949	GF 1720	CASCADE CHARTER TWP	CCT - OPERATING TAXES PP	214-110	000	2,879.00
01/19/2018	GENS	66949	GF 1720	CASCADE CHARTER TWP	CCT - STREET LIGHTS	214-140	000	768.53
01/19/2018	GENS	66949	GF 1720	CASCADE CHARTER TWP	CCT - ADMIN	214-155	000	3,843.14
01/19/2018	GENS	66949	GF 1720	CASCADE CHARTER TWP	CCT - IFT OPERATING TAXES	214-210	000	120.71
				CHECK GENS 66949 TOTAL FOR FUND 703:				30,118.27
01/19/2018	GENS	66950	LIB 1720	LIBRARY FUND	CCT - LIBRARY PP	214-120	000	444.44
01/19/2018	GENS	66950	LIB 1720	LIBRARY FUND	CCT - LIBRARY	214-120	000	3,474.25
01/19/2018	GENS	66950	LIB 1720	LIBRARY FUND	CCT-IFT LIBRARY	214-220	000	18.63
				CHECK GENS 66950 TOTAL FOR FUND 703:				3,937.32
01/19/2018	GENS	66951	OS 1720	CASCADE CHARTER TOWNSHIP	CCT OPEN SPACE	214-116	000	5,327.46
01/19/2018	GENS	66951	OS 1720	CASCADE CHARTER TOWNSHIP	CCT OPEN SPACE PP	214-116	000	681.49
01/19/2018	GENS	66951	OS 1720	CASCADE CHARTER TOWNSHIP	CCT OPEN SPACE IFT	214-216	000	28.57
				CHECK GENS 66951 TOTAL FOR FUND 703:				6,037.52
01/19/2018	GENS	66952	PATH 1720	PATHWAYS FUND	CCT-PATHWAYS	214-100	000	9,230.83
01/19/2018	GENS	66952	PATH 1720	PATHWAYS FUND	CCT-PATHWAYS	214-100	000	1,180.76
01/19/2018	GENS	66952	PATH 1720	PATHWAYS FUND	CCT - IFT PATHWAYS	214-200	000	49.51
				CHECK GENS 66952 TOTAL FOR FUND 703:				10,461.10
01/19/2018	GENS	66953	POL 1720	POLICE FUND	CCT-POLICE	214-105	000	10,634.63
01/19/2018	GENS	66953	POL 1720	POLICE FUND	CCT-POLICE PP	214-105	000	1,360.36
01/19/2018	GENS	66953	POL 1720	POLICE FUND	CCT - IFT POLICE	214-205	000	57.03
				CHECK GENS 66953 TOTAL FOR FUND 703:				12,052.02
01/19/2018	GENS	66955	KDL 1720	KENT DISTRICT LIBRARY	KDL - TAXES	223-110	000	33,376.17
01/19/2018	GENS	66955	KDL 1720	KENT DISTRICT LIBRARY	KDL - IFT TAXES	223-210	000	158.71
				CHECK GENS 66955 TOTAL FOR FUND 703:				33,534.88
01/19/2018	GENS	66956	MI 1720	STATE OF MICHIGAN	IFT SET & OPER TAX FHPS OPER	228-201	000	643.49

01/22/2018	GENS	4370(A)	CAL 1720	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - OPERATING	225-410	000	18,903.78
01/22/2018	GENS	4371(A)	CALD 1720	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - INTEREST	225-411	000	31.45
01/22/2018	GENS	4371(A)	CALD 1720	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - DEBT	225-420	000	13,798.08
				CHECK GENS 4371(A) TOTAL FOR FUND 703:				13,829.53
01/22/2018	GENS	4372(A)	FHPS 1720	FOREST HILLS PUBLIC SCHOOLS	FHPS - OPERATING	225-110	000	58,248.97
01/22/2018	GENS	4372(A)	FHPS 1720	FOREST HILLS PUBLIC SCHOOLS	FHPS - INTEREST DEBT	225-111	000	132.69
01/22/2018	GENS	4372(A)	FHPS 1720	FOREST HILLS PUBLIC SCHOOLS	FHPS - INTEREST OPER	225-111	000	273.99
01/22/2018	GENS	4372(A)	FHPS 1720	FOREST HILLS PUBLIC SCHOOLS	FHPS - INTEREST REC	225-111	000	17.45
01/22/2018	GENS	4372(A)	FHPS 1720	FOREST HILLS PUBLIC SCHOOLS	FHPS - DEBT	225-120	000	90,460.88
01/22/2018	GENS	4372(A)	FHPS 1720	FOREST HILLS PUBLIC SCHOOLS	FHPS - RECREATION	225-130	000	11,902.36
01/22/2018	GENS	4372(A)	FHPS 1720	FOREST HILLS PUBLIC SCHOOLS	FHPS - IFT DEBT	225-220	000	472.14
01/22/2018	GENS	4372(A)	FHPS 1720	FOREST HILLS PUBLIC SCHOOLS	FHPS - IFT RECREATION	225-230	000	62.11
				CHECK GENS 4372(A) TOTAL FOR FUND 703:				161,570.59
01/22/2018	GENS	4373(A)	GRCC 1720	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - TAXES	235-110	000	1,561.75
01/22/2018	GENS	4373(A)	GRCC 1720	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - TAXES INTEREST	235-111	000	78.09
				CHECK GENS 4373(A) TOTAL FOR FUND 703:				1,639.84
01/22/2018	GENS	4374(A)	KC 1720	KENT COUNTY TREASURER	KENT COUNTY - OPERATING	222-110	000	3,758.03
01/22/2018	GENS	4374(A)	KC 1720	KENT COUNTY TREASURER	KENT COUNTY - INTEREST	222-111	000	187.90
01/22/2018	GENS	4374(A)	KC 1720	KENT COUNTY TREASURER	KENT COUNTY - JAIL	222-160	000	20,533.89
01/22/2018	GENS	4374(A)	KC 1720	KENT COUNTY TREASURER	KENT COUNTY - ZOO/MUSEUM	222-165	000	11,446.25
01/22/2018	GENS	4374(A)	KC 1720	KENT COUNTY TREASURER	KENT COUNTY - SENIOR	222-170	000	13,006.17
01/22/2018	GENS	4374(A)	KC 1720	KENT COUNTY TREASURER	KENT COUNTY - VETERAN'S MILLAGE	222-172	000	1,297.79
01/22/2018	GENS	4374(A)	KC 1720	KENT COUNTY TREASURER	KENT COUNTY - IFT JAIL	222-260	000	97.64
01/22/2018	GENS	4374(A)	KC 1720	KENT COUNTY TREASURER	KENT COUNTY - IFT ZOO/MUSEUM	222-265	000	54.42
01/22/2018	GENS	4374(A)	KC 1720	KENT COUNTY TREASURER	KENT COUNTY - IFT SENIOR	222-270	000	61.84
01/22/2018	GENS	4374(A)	KC 1720	KENT COUNTY TREASURER	KENT COUNTY - IFT VETERAN'S MILLAGE	222-272	000	6.17
				CHECK GENS 4374(A) TOTAL FOR FUND 703:				50,450.10
01/22/2018	GENS	4375(A)	SET 1720	KENT COUNTY TREASURER-SET	KENT COUNTY - INTEREST CALEDONIA	222-111	000	53.91
01/22/2018	GENS	4375(A)	SET 1720	KENT COUNTY TREASURER-SET	KENT COUNTY - INTEREST FHPS	222-111	000	209.49
01/22/2018	GENS	4375(A)	SET 1720	KENT COUNTY TREASURER-SET	CALEDONIA SET & OPERATING TAX (COUNTY)	228-001	000	1,078.21
01/22/2018	GENS	4375(A)	SET 1720	KENT COUNTY TREASURER-SET	FHPS SET & OPERATING TAX (COUNTY)	228-001	000	4,189.71
				CHECK GENS 4375(A) TOTAL FOR FUND 703:				5,531.32
01/22/2018	GENS	4376(A)	KISD 1720	KENT INTERMEDIATE SCHOOLS	KENT ISD - TAXES	234-110	000	4,977.66
01/22/2018	GENS	4376(A)	KISD 1720	KENT INTERMEDIATE SCHOOLS	KENT ISD - TAXES INTEREST	234-111	000	248.88
				CHECK GENS 4376(A) TOTAL FOR FUND 703:				5,226.54
01/22/2018	GENS	4377(A)	LOW 1720	LOWELL AREA SCHOOLS	LOWELL - DEBT	226-120	000	884.12
01/22/2018	GENS	4377(A)	LOW 1720	LOWELL AREA SCHOOLS	LOWELL BLDG/SITE	226-130	000	124.71
				CHECK GENS 4377(A) TOTAL FOR FUND 703:				1,008.83
01/26/2018	GENS	66993	FIRE 1721	CASCADE CHARTER TOWNSHIP	CCT - FIRE	214-115	000	44,031.18
01/26/2018	GENS	66993	FIRE 1721	CASCADE CHARTER TOWNSHIP	CCT - FIRE PP	214-115	000	6,107.27
01/26/2018	GENS	66993	FIRE 1721	CASCADE CHARTER TOWNSHIP	CCT - IFT FIRE	214-215	000	532.44
				CHECK GENS 66993 TOTAL FOR FUND 703:				50,670.89
01/26/2018	GENS	66994	GF 1721	CASCADE CHARTER TWP	CCT - OPERATING TAXES	214-110	000	32,527.71
01/26/2018	GENS	66994	GF 1721	CASCADE CHARTER TWP	CCT - OPERATING TAXES PP	214-110	000	4,511.70
01/26/2018	GENS	66994	GF 1721	CASCADE CHARTER TWP	CCT - STREET LIGHTS	214-140	000	619.46
01/26/2018	GENS	66994	GF 1721	CASCADE CHARTER TWP	CCT - ADMIN	214-155	000	6,359.36
01/26/2018	GENS	66994	GF 1721	CASCADE CHARTER TWP	CCT - IFT OPERATING TAXES	214-210	000	393.34
				CHECK GENS 66994 TOTAL FOR FUND 703:				44,411.57
01/26/2018	GENS	66995	LIB 1721	LIBRARY FUND	CCT - LIBRARY PP	214-120	000	696.49
01/26/2018	GENS	66995	LIB 1721	LIBRARY FUND	CCT - LIBRARY	214-120	000	5,021.22
01/26/2018	GENS	66995	LIB 1721	LIBRARY FUND	CCT-IFT LIBRARY	214-220	000	60.72
				CHECK GENS 66995 TOTAL FOR FUND 703:				5,778.43
01/26/2018	GENS	66996	OS 1721	CASCADE CHARTER TOWNSHIP	CCT OPEN SPACE	214-116	000	7,699.55

01/26/2018	GENS	66996	OS 1721	CASCADE CHARTER TOWNSHIP	CCT OPEN SPACE PP	214-116	000	1,067.93
01/26/2018	GENS	66996	OS 1721	CASCADE CHARTER TOWNSHIP	CCT OPEN SPACE IFT	214-216	000	93.11
				CHECK GENS 66996 TOTAL FOR FUND 703:				8,860.59
01/26/2018	GENS	66997	PATH 1721	PATHWAYS FUND	CCT-PATHWAYS	214-100	000	13,340.76
01/26/2018	GENS	66997	PATH 1721	PATHWAYS FUND	CCT-PATHWAYS PP	214-100	000	1,850.37
01/26/2018	GENS	66997	PATH 1721	PATHWAYS FUND	CCT - IFT PATHWAYS	214-200	000	161.32
				CHECK GENS 66997 TOTAL FOR FUND 703:				15,352.45
01/26/2018	GENS	66998	POL 1721	POLICE FUND	CCT-POLICE	214-105	000	15,369.59
01/26/2018	GENS	66998	POL 1721	POLICE FUND	CCT-POLICE PP	214-105	000	2,131.80
01/26/2018	GENS	66998	POL 1721	POLICE FUND	CCT - IFT POLICE	214-205	000	185.86
				CHECK GENS 66998 TOTAL FOR FUND 703:				17,687.25
01/26/2018	GENS	66999	SA 1721	CASCADE CHARTER TOWNSHIP	08 WATER 41-19-04-250-023	214-135	000	815.67
01/26/2018	GENS	67000	KDL 1721	KENT DISTRICT LIBRARY	KDL - TAXES	223-110	000	48,697.36
01/26/2018	GENS	67000	KDL 1721	KENT DISTRICT LIBRARY	KDL - IFT TAXES	223-210	000	517.14
				CHECK GENS 67000 TOTAL FOR FUND 703:				49,214.50
01/26/2018	GENS	67001	MI 1721	STATE OF MICHIGAN	IFT SET & OPER TAX CALED OPER	228-201	000	3,643.56
01/29/2018	GENS	4386(A)	CAL 1721	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - OPERATING	225-410	000	27,218.45
01/29/2018	GENS	4387(A)	CALD 1721	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - DEBT	225-420	000	20,047.29
01/29/2018	GENS	4387(A)	CALD 1721	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - IFT DEBT	225-520	000	1,416.94
				CHECK GENS 4387(A) TOTAL FOR FUND 703:				21,464.23
01/29/2018	GENS	4388(A)	FHPS 1721	FOREST HILLS PUBLIC SCHOOLS	FHPS - OPERATING	225-110	000	161,991.04
01/29/2018	GENS	4388(A)	FHPS 1721	FOREST HILLS PUBLIC SCHOOLS	FHPS - INTEREST DEBT	225-111	000	211.45
01/29/2018	GENS	4388(A)	FHPS 1721	FOREST HILLS PUBLIC SCHOOLS	FHPS - INTEREST REC	225-111	000	27.83
01/29/2018	GENS	4388(A)	FHPS 1721	FOREST HILLS PUBLIC SCHOOLS	FHPS - DEBT	225-120	000	125,157.41
01/29/2018	GENS	4388(A)	FHPS 1721	FOREST HILLS PUBLIC SCHOOLS	FHPS - RECREATION	225-130	000	16,467.62
				CHECK GENS 4388(A) TOTAL FOR FUND 703:				303,855.35
01/29/2018	GENS	4389(A)	GRCC 1721	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - TAXES	235-110	000	2,173.35
01/29/2018	GENS	4389(A)	GRCC 1721	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - TAXES INTEREST	235-111	000	98.99
				CHECK GENS 4389(A) TOTAL FOR FUND 703:				2,272.34
01/29/2018	GENS	4390(A)	KC 1721	KENT COUNTY TREASURER	KENT COUNTY - OPERATING	222-110	000	5,229.75
01/29/2018	GENS	4390(A)	KC 1721	KENT COUNTY TREASURER	KENT COUNTY - INTEREST	222-111	000	238.19
01/29/2018	GENS	4390(A)	KC 1721	KENT COUNTY TREASURER	KENT COUNTY - JAIL	222-160	000	29,959.97
01/29/2018	GENS	4390(A)	KC 1721	KENT COUNTY TREASURER	KENT COUNTY - ZOO/MUSEUM	222-165	000	16,700.81
01/29/2018	GENS	4390(A)	KC 1721	KENT COUNTY TREASURER	KENT COUNTY - SENIOR	222-170	000	18,976.78
01/29/2018	GENS	4390(A)	KC 1721	KENT COUNTY TREASURER	KENT COUNTY - VETERAN'S MILLAGE	222-172	000	1,893.83
01/29/2018	GENS	4390(A)	KC 1721	KENT COUNTY TREASURER	KENT COUNTY - IFT JAIL	222-260	000	318.16
01/29/2018	GENS	4390(A)	KC 1721	KENT COUNTY TREASURER	KENT COUNTY - IFT ZOO/MUSEUM	222-265	000	177.36
01/29/2018	GENS	4390(A)	KC 1721	KENT COUNTY TREASURER	KENT COUNTY - IFT SENIOR	222-270	000	201.52
01/29/2018	GENS	4390(A)	KC 1721	KENT COUNTY TREASURER	KENT COUNTY - IFT VETERAN'S MILLAGE	222-272	000	20.12
				CHECK GENS 4390(A) TOTAL FOR FUND 703:				73,716.49
01/29/2018	GENS	4391(A)	SET 1721	KENT COUNTY TREASURER-SET	KENT COUNTY - INTEREST FHPS	222-111	000	333.90
01/29/2018	GENS	4391(A)	SET 1721	KENT COUNTY TREASURER-SET	FHPS SET & OPERATING TAX (COUNTY)	228-001	000	7,330.93
				CHECK GENS 4391(A) TOTAL FOR FUND 703:				7,664.83
01/29/2018	GENS	4392(A)	KISD 1721	KENT INTERMEDIATE SCHOOLS	KENT ISD - TAXES	234-110	000	6,926.99
01/29/2018	GENS	4392(A)	KISD 1721	KENT INTERMEDIATE SCHOOLS	KENT ISD - TAXES INTEREST	234-111	000	315.49
				CHECK GENS 4392(A) TOTAL FOR FUND 703:				7,242.48
01/29/2018	GENS	4393(A)	LOW 1721	LOWELL AREA SCHOOLS	LOWELL - OPERATING	226-110	000	1,020.61
01/29/2018	GENS	4393(A)	LOW 1721	LOWELL AREA SCHOOLS	LOWELL - DEBT	226-120	000	2,382.13
01/29/2018	GENS	4393(A)	LOW 1721	LOWELL AREA SCHOOLS	LOWELL BLDG/SITE	226-130	000	336.00
				CHECK GENS 4393(A) TOTAL FOR FUND 703:				3,738.74
				Total for department 000:				6,039,828.44

TOTAL - ALL FUNDS

Total for fund 703 CURRENT TAX COLLECTION FUND

6,039,828.44
6,596,250.70

**-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

#-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

Transactions Log for Payroll Deductions
MONTH ENDING: JANUARY 2018

Direct Deposit

Date Submitted	<u>1.09.18</u>	Transaction#	<u>4046724943</u>	Amount	<u>68,805.97</u>
Date Submitted	<u>1.23.18</u>	Transaction#	<u>2028815641</u>	Amount	<u>76,288.02</u>
Date Submitted	_____	Transaction#	_____	Amount	_____

Deferred Comp

Date Submitted	<u>1.9.18</u>	Transaction#	<u>1</u>	Amount	<u>1243.51</u>
Date Submitted	<u>1.24.18</u>	Transaction#	_____	Amount	<u>1243.51</u>
Date Submitted	_____	Transaction#	_____	Amount	_____

Payroll Taxes

Date Submitted	<u>1.9.18</u>	Transaction#	<u>04942175</u>	Amount	<u>31,194.47</u>
Date Submitted	<u>1.23.18</u>	Transaction#	<u>75552015</u>	Amount	<u>33,486.98</u>
Date Submitted	_____	Transaction#	_____	Amount	_____

HSA

Date Submitted	<u>1.9.18</u>	Transaction#	<u>2487554304</u>	Amount	<u>2593.00</u>
Date Submitted	<u>1.23.18</u>	Transaction#	<u>2646572418</u>	Amount	<u>2593.00</u>
Date Submitted	_____	Transaction#	_____	Amount	_____

ICMA RC

Date Submitted	<u>1.9.18</u>	Transaction#	<u>69388563</u>	Amount	<u>541.00</u>
Date Submitted	<u>1.23.18</u>	Transaction#	<u>2011530819</u>	Amount	<u>541.00</u>
Date Submitted	_____	Transaction#	_____	Amount	_____

MERS

Date Submitted	<u>2.1.18</u>	Transaction#	<u>00078610-2</u>	Amount	<u>34,844.84</u>
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Monthly Check Register - Gross

Date Submitted	<u>2.1.18</u>	Amount	<u>370,987.87</u>
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Clerk's Office

Date 2.1.18

MEMORANDUM

To: Cascade Charter Township Board
From: Steve Peterson, Community Development Director
Subject: Cascade Recreation Park
Meeting Date: February 28, 2018

We have received two bids to convert two of our existing tennis courts into six pickleball courts at Cascade Recreation Park.

Pittman Asphalt	\$33,585
Racquet Sports	\$32,800

Last year we temporarily set up pickleball courts and it was very well received. Based on the level of interest the Parks Committee recommends that we hire Racquet Sports to convert the two eastern courts for pickleball. You approved \$40,000 in the budget this year for this project.

MEMORANDUM

To: Cascade Charter Township Board
From: Steve Peterson, Community Development Director
Subject: Cascade Burton Park building
Meeting Date: February 28, 2018

We have received two bids for the interior work at the storage building at Burton Park.

Blackstar	\$103,460
Dan Vos Construction	\$127,255

We have used Dan Vos Construction on many township projects. Blackstar is affiliated with Wolverine construction. We have not used them before. The 2018 budget had \$100,000 for this project and the roof. We will need to amend the budget to add about \$30,000 to accommodate the roof and interior work.

After review of the bids we felt that both contractors were covering everything that was called out on the plans. While we have not used Blackstar before we found no reason to not go with the lower bid.

TOWNSHIP BOARD MEMORANDUM

To: Cascade Charter Township Board

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

Subject: Consider Approval of Resolution for the Saladin Shriners Grand Rapids to close public streets for a Parade on September 22, 2108

Meeting Date: February 28, 2018

The Great Lakes Shrine Association are holding their annual fall ceremonial session at the Crowne Plaza in Cascade from September 19-23, 2018. One of their activities during the week is a parade. They would like to hold the parade in Cascade Township, which will bring people into the community as well as highlight the community and businesses.

Tom and Marie Russell are putting together the festivities for the week. They met with township staff as well as Tim Haagsma from the Kent County Road Commission and Ryan Roe from the Sheriff Department to discuss the parade route.

The parade will be held on Saturday, September 22, 2018 and begins at 10:00 a.m. It will follow the same route as the 4th of July parade, which runs from the intersection of Burton St./Cascade Rd. It will travel east (south) on Cascade Rd. and turn west onto 28th St. It will end at Thornhills Ave.

The parade lasts approximately 2 hours, depending on the number of participants. Generally, there are about 300 participants in the parade.

Attached is a resolution for a road closures for the above-mentioned route from 9:45 a.m. – 1:00 p.m.

A representative will be at the meeting to answer questions.

Cascade Charter Township
Kent County, Michigan
Resolution # of 2018

The Cascade Charter Township Board Hereby Resolves:

Whereas, the Saladin Shriners of Grand Rapids would like to hold a parade on Saturday, September 22, 2018; and

Whereas, they will need to close Cascade Rd, beginning at the intersection of Burton Street and Cascade Rd. to 28th St. and 28th St from Cascade Rd. to Thornhills Ave from approximately 9:45 a.m. – 1:00 p.m.; and

Whereas, both Cascade Rd. and 28th Street are primary streets; and

Whereas, the Saladin Shriners are working with the Kent County Road Commission and Kent County Sheriff Department regarding this request.

Therefore Be It Resolved, the Cascade Charter Township Board hereby approves the request for the street closure on September 22, 2018 from 9:45 a.m. – 1:00 p.m.

Be It Further Resolved, that the Cascade Township Board hereby directs the Clerk to forward this request to the Kent County Road Commission for the necessary permit.

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

YEAS:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED.

Susan B. Slater
Township Clerk

CERTIFICATION

I hereby certify the above to a true copy of a resolution adopted by the Cascade Charter Township Board at a regular meeting held at the Wisner Center on the 28th day of February, 2018, at 7:00 p.m., pursuant to the required statutory procedures.

February 28, 2018

By _____
Susan B. Slater
Township Clerk

TOWNSHIP BOARD MEMORANDUM

To: Cascade Charter Township Board

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

Subject: Consider Approval of Resolution Declaring Intent to work Toward Implementation of Recommendations Necessary to Receive Redevelopment Ready Communities (RRC) Certification

Meeting Date: February 28, 2018

If you recall, Ryan Kilpatrick, a Michigan Economic Development Corporation (MEDC) CATeam Specialist, attended a board meeting to discuss the Redevelopment Ready Communities certification program.

Redevelopment Ready Communities (RRC) is a state-wide certification program that allows communities to become Redevelopment Ready. RRC is a voluntary, no cost certification program promoting effective redevelopment strategies through a set of best practices. The program measures and then certifies communities that integrate transparency, predictability and efficiency into their daily development practices.

The RRC program enhances opportunities for municipalities to encourage business attraction and retention, offer superior customer service, and have a streamlined development approval process.

The foundation of the program is the RRC Best Practices. Each best practice must be evaluated and then the community must explain how it is being met or how it will be met to achieve certification. The best practices are as follows:

- Community Plans and Public Outreach
- Zoning Regulations
- Development Review Process
- Recruitment and Education
- Redevelopment Ready Sites
- Community Prosperity

In order to begin the formal evaluation process, the Township Board must pass a resolution stating our intent to work towards implementation of the recommendations.

Staff recommends approval of the attached resolution stating the Township Board approves and supports our application for the Michigan Economic Development Corporation's Redevelopment Ready Communities Certification. Upon approval, staff will forward the resolution along with the Best Practices checklist to the MEDC so they can begin their formal evaluation process.

Cascade Charter Township
Kent County Michigan
Resolution # of 2018

RESOLUTION OF INTENT TO WORK TOWARD IMPLEMENTATION OF
RECOMMENDATIONS NECESSARY TO RECEIVE
REDEVELOPMENT READY COMMUNITIES (RRC) CERTIFICATION

Whereas, the Michigan Economic Development Corporation (MEDC) has created the Redevelopment Ready Communities Initiative (RRC) to encourage municipalities to measure and improve local development processes; and

Whereas, RRC is a program that provides technical assistance to and certifies Michigan communities who actively engage stakeholders and plan deliberate, fair and consistent processes, and

Whereas, Cascade Charter Township recognizes the value of the RRC Program and seeks to improve its development readiness via a detailed review of its development processes, including its Comprehensive Plan, Downtown Development Plan, Zoning Ordinance and Capital Improvements Plan; and

Whereas, the RRC Certification is a multi-year process. The pace of the adoption of best practices will be based on the Township's capacity and therefore no deadline is established.

Now Therefore Be It Resolved that the Cascade Charter Township Board supports the RRC initiative and will begin work towards completing the evaluation process and improving our procedures in order to gain RRC certification.

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

YEAS:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED.

Susan B. Slater
Township Clerk

CERTIFICATION

I hereby certify the above to a true copy of a resolution adopted by the Cascade Charter Township Board at a regular meeting held at the Cascade Library Wisner Center on the 28th day of February, 2018, at 7:00 p.m., pursuant to the required statutory procedures.

February 28, 2018

By _____
Susan B. Slater
Township Clerk

SELF-EVALUATION FORMS



A tool for Michigan communities
seeking RRC certification

RRC SELF-EVALUATION FORMS

The Redevelopment Ready Communities* (RRC) best practices self-evaluations are a tool for communities seeking RRC certification. Any community looking to formally engage in the program must completely fill out¹ all six of the self-evaluations to demonstrate that they are taking proactive steps to achieve certification. Communities who do not plan to pursue RRC certification can also use the self-evaluation documents as a guide to measure and improve local development processes.

This tool should be used to determine which of the [RRC best practices](#) are being met, and those that are not. It can act as a guide to identify action items, and as a work plan to assign tasks and deadlines to accomplish evaluation criteria. Though the self-evaluation guide does assist communities to measure themselves to the RRC best practices, a community can only receive RRC certification through a formal evaluation by RRC staff.

Ideally, the self-evaluation is completed with input from all parties involved in development. A successful approach often involves an internal team including the manager or supervisor and staff from the planning, building, zoning, and economic development departments.

The following are instructions for completing the self-evaluations;

- Collaborate with all necessary departments to ensure the self-evaluation process goes smoothly.
- Review each criteria and check the box designating completion.
- Add a description in the comment box explaining how the criteria is being met, or if it is not, how the community plans to meet it.
- For completed tasks, provide a link and/or documentation of the work in the comments section. Attaching documents to an email is also acceptable.
- Identify next steps, key stakeholders and timelines to complete missing criteria.

The self-evaluation guide is broken up for each of the six best practices. Please refer to the [RRC best practices](#) document and follow along for maximum efficiency. If during the self-evaluation process something is unclear or a question arises, contact your [CA Team specialist](#).

Guide to Resources:

[Capital Improvements Plan Guide](#)

[Master Plan Update Guide](#)

[Guide to Development](#)

[Economic Development Strategy Guide](#)

[Marketing and Branding Strategy Guide](#)

[Public Participation Strategy Guide](#)

¹Self-evaluations should be thoroughly completed and as detailed as possible. Completing a self-evaluation indicates that the community has filled out all sections in the self-evaluation. It does not mean that the community has to meet all of the criteria prior to formal engagement in the program.

BEST PRACTICE ONE: Community plans and public outreach

Community name:			
Name of person completing self-evaluation:			
MASTER PLAN			
1	Date master plan last updated:		
2	Master plan web link:		
3	Does the master plan include the following components?		
		Additional comments/info/links	
		<i>Example: The Bridge Street Corridor is listed as a priority subarea for further evaluation. Corridor specific plan RFP scheduled for spring 2017.</i>	
	Redevelopment strategy		Yes <input type="checkbox"/> No <input type="checkbox"/>
	Zoning plan		Yes <input type="checkbox"/> No <input type="checkbox"/>
	Complete streets		Yes <input type="checkbox"/> No <input type="checkbox"/>
	Implementation table with priorities, responsible parties, time lines		Yes <input type="checkbox"/> No <input type="checkbox"/>
4	Does the master plan include priority redevelopment sites?		
	If yes, briefly describe their location and redevelopment goals:		
	Location	Description	
	<i>Example: Former GM site at 123 Main Street</i>	<i>Example: We have taken the first steps of evaluating the GM site but need to follow up with a more detailed action plan.</i>	
	If no, what are your plans for identifying and planning priority redevelopment sites?		
5	Do you annually report on the master plan's progress to the governing body?		Yes <input type="checkbox"/> No <input type="checkbox"/>
6	In conclusion, what are key next steps to make sure your master plan meets the best practice criteria?		
7	Key stakeholders for master plan update:		
8	Timeframe for master plan update:		



BEST PRACTICE ONE: Community plans and public outreach

DOWNTOWN PLAN AND CORRIDOR PLAN (if applicable)					
		Downtown plan		Corridor plan	
9	Is the plan included in the master plan?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
10	What are the development area boundaries?				
11	Does it identify projects and include estimated project costs and a time line for completion?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
12	Does it include mixed-use development elements?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
13	Does it include pedestrian oriented development elements?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
14	Does it address transit oriented development, if applicable?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
15	How does it coordinate with the master plan and capital improvements plan?				
16	Downtown plan web link:				
17	Corridor plan web link:				
18	In conclusion, what are key next steps to make sure your downtown and/or corridor plans meet the criteria?				
19	Key stakeholders for downtown plan update:				
20	Timeframe for downtown plan update:				
21	Key stakeholders for corridor plan update:				
22	Timeframe for corridor plan update:				

CAPITAL IMPROVEMENTS PLAN					
23	Has the governing body adopted a capital improvements plan detailing a minimum of six years of projects and improvements?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
24	Is the CIP reviewed annually? When?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
25	CIP web link:				
26	How are projects coordinated to minimize construction costs and impacts?				



BEST PRACTICE ONE: Community plans and public outreach

27	How does the capital improvements plan coordinate with the master plan and budget?
28	In conclusion, what are key next steps to make sure your capital improvements plan meets the best practice criteria?
29	Key stakeholders for capital improvements plan:
30	Timeframe for capital improvements plan update:

PUBLIC PARTICIPATION

31	Does the community have a public participation strategy for engaging a diverse set of community stakeholders?	Yes	No																					
32	Does the strategy identify key stakeholders, including those not normally at the visioning table?	Yes	No																					
33	Does the strategy describe different public engagement methods and when to use each one?	Yes	No																					
34	Are third party consultants required to follow the public participation strategy?	Yes	No																					
	What basic and proactive community engagement methods has your community used?																							
35	<p>Basic methods</p> <table style="width: 100%; border: none;"> <tr> <td><input type="checkbox"/> Open Meetings Act</td> <td><input type="checkbox"/> Local cable notification</td> <td><input type="checkbox"/> Flier posting on community hall door</td> </tr> <tr> <td><input type="checkbox"/> Newspaper posting</td> <td><input type="checkbox"/> Postcard mailings</td> <td><input type="checkbox"/> Announcements at governing body meetings</td> </tr> <tr> <td><input type="checkbox"/> Website posting</td> <td><input type="checkbox"/> Attachments to water bills</td> <td></td> </tr> </table> <p>Proactive methods</p> <table style="width: 100%; border: none;"> <tr> <td><input type="checkbox"/> Individual mailings</td> <td><input type="checkbox"/> Focus groups</td> <td><input type="checkbox"/> One-on-one interviews</td> </tr> <tr> <td><input type="checkbox"/> Charrettes</td> <td><input type="checkbox"/> Social networking</td> <td><input type="checkbox"/> Crowdsourcing</td> </tr> <tr> <td><input type="checkbox"/> Community workshops</td> <td><input type="checkbox"/> Canvassing</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Other</td> <td></td> <td></td> </tr> </table>			<input type="checkbox"/> Open Meetings Act	<input type="checkbox"/> Local cable notification	<input type="checkbox"/> Flier posting on community hall door	<input type="checkbox"/> Newspaper posting	<input type="checkbox"/> Postcard mailings	<input type="checkbox"/> Announcements at governing body meetings	<input type="checkbox"/> Website posting	<input type="checkbox"/> Attachments to water bills		<input type="checkbox"/> Individual mailings	<input type="checkbox"/> Focus groups	<input type="checkbox"/> One-on-one interviews	<input type="checkbox"/> Charrettes	<input type="checkbox"/> Social networking	<input type="checkbox"/> Crowdsourcing	<input type="checkbox"/> Community workshops	<input type="checkbox"/> Canvassing		<input type="checkbox"/> Other		
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<input type="checkbox"/> Community workshops	<input type="checkbox"/> Canvassing																							
<input type="checkbox"/> Other																								
36	How does the community track the success of community engagement efforts?																							
37	How does the community share outcomes of public participation processes?																							
38	In conclusion, what are key next steps to make sure your public participation process meets the best practice criteria?																							
39	Key stakeholders for public participation:																							



BEST PRACTICE ONE: Community plans and public outreach

40	Timeframe to complete public participation plan:
41	Additional explanation/comments:



RRC SELF-EVALUATION FORMS

BEST PRACTICE TWO: Zoning regulations

Community name:				
Name of person completing self-evaluation:				
1	Date zoning ordinance last updated:			
2	Goal for next update:			
3	Zoning ordinance web link:			
RELATIONSHIP TO MASTER PLAN				
4	Does the adopted zoning ordinance align with the goals of the master plan?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
5	Has the community reviewed the master plan's zoning plan to determine if changes to the zoning map or ordinance text are necessary to implement master plan vision?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
6	Has the community reviewed the zoning district intent statements to ensure they reflect master plan land-use recommendations?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
MIXED-USE				
		Section reference		
7	Does the zoning ordinance provide for areas of concentrated development and encourage the type and form of development desired?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
8	Does the community allow mixed use in areas of concentrated development by right? What districts?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
9	Does the ordinance include form-based code elements?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
10	Does the ordinance provide standards for flexible development and preservation of sensitive historic and environmental features? What tools are included?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
11	Are special land use and conditional zoning approval procedures and requirements clearly defined?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
12	Do commercial and industrial districts permit compatible uses that serve new economy-type businesses?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
13	Which of the following placemaking elements are included in the zoning ordinance? <input type="checkbox"/> Build-to lines <input type="checkbox"/> Ground floor transparency requirements <input type="checkbox"/> Streetscape elements <input type="checkbox"/> Outdoor dining <input type="checkbox"/> Open store fronts			
14	Does the zoning ordinance allow for these forms of non-traditional housing types? Check all that apply. <input type="checkbox"/> Stacked flats <input type="checkbox"/> Attached single-family units <input type="checkbox"/> Accessory dwelling units <input type="checkbox"/> Live/work <input type="checkbox"/> Corporate temporary housing <input type="checkbox"/> Residential units above non-residential uses <input type="checkbox"/> Co-housing <input type="checkbox"/> Cluster housing <input type="checkbox"/> Micro units			



RRC SELF-EVALUATION FORMS

BEST PRACTICE TWO: Zoning regulations

TRANSPORTATION					
		Section reference			
15	Does the zoning ordinance include standards to improve non-motorized transportation?		Yes <input type="checkbox"/>	No <input type="checkbox"/>	
16	Does the ordinance includes requirements that encourage pedestrian activity in and around development?		Yes <input type="checkbox"/>	No <input type="checkbox"/>	
17	Does the ordinance address any of these walkable and transit oriented development standards? <input type="checkbox"/> Bicycle parking <input type="checkbox"/> Traffic calming <input type="checkbox"/> Pedestrian lighting <input type="checkbox"/> Public realm standards				
18	Does the zoning ordinance include any of these flexible parking standards? <input type="checkbox"/> Reduction or elimination of required parking when on street and public parking is available <input type="checkbox"/> Connections between parking lots <input type="checkbox"/> Shared parking agreements <input type="checkbox"/> Parking maximums <input type="checkbox"/> Parking waivers <input type="checkbox"/> Electric vehicle charging stations <input type="checkbox"/> Bicycle parking <input type="checkbox"/> Payment in lieu of parking <input type="checkbox"/> Reduction of required parking for complementary mixed-uses				
GREEN INFRASTRUCTURE					
19	Does the ordinance include any of these green infrastructure standards? <input type="checkbox"/> Rain gardens, bioswales and other low-impact development techniques <input type="checkbox"/> Green roofs <input type="checkbox"/> Pervious pavement <input type="checkbox"/> Native, non-invasive landscaping <input type="checkbox"/> Preservation of existing trees				
		Section reference			
20	Does the ordinance addresses street trees and parking lot landscaping to mitigate the impacts of heat island effects?		Yes <input type="checkbox"/>	No <input type="checkbox"/>	
USER-FRIENDLY					
21	Is the zoning ordinance user friendly, portraying clear definitions and requirements?			Yes <input type="checkbox"/>	No <input type="checkbox"/>
22	Is the zoning ordinance available in electronic format at no cost and accessible online?			Yes <input type="checkbox"/>	No <input type="checkbox"/>
23	Is the zoning ordinance available in hard copies at convenient locations?			Yes <input type="checkbox"/>	No <input type="checkbox"/>
24	In conclusion, what are key next steps to make sure your zoning ordinance meets the best practice criteria?				
25	Key stakeholders for zoning ordinance update:				
26	Timeframe for zoning ordinance update:				
27	Additional explanation/comments:				

BEST PRACTICE THREE: Development review process

Community name:		
Name of person completing self-evaluation:		
3.1 DEVELOPMENT REVIEW PROCESS		
1	What sections of the zoning ordinance articulate the site plan review process?	
2	What sections of the zoning ordinance outline responsibilities of the governing body, staff, zoning board of appeals, planning commission, and other reviewing bodies?	
3	How are internal development review roles, responsibilities and timelines documented?	
4	What departments/representatives engage in joint site plan reviews? <input type="checkbox"/> Planning department <input type="checkbox"/> Building department <input type="checkbox"/> Police <input type="checkbox"/> County <input type="checkbox"/> Community manager or supervisor <input type="checkbox"/> Economic development <input type="checkbox"/> Department of Public Works <input type="checkbox"/> Fire <input type="checkbox"/> Transportation <input type="checkbox"/> Assessor <input type="checkbox"/> Historic District Commission	
5	Does the community define and offer conceptual site plan review meetings for applicants? Where is this outlined?	Yes <input type="checkbox"/> <input type="checkbox"/> No
6	Does the community have clearly defined expectations posted online, and an internal requirements checklist to be reviewed at conceptual meetings?	Yes <input type="checkbox"/> <input type="checkbox"/> No
7	Does the community encourage a developer to seek input from neighboring residents and businesses at the onset of the application process?	Yes <input type="checkbox"/> <input type="checkbox"/> No
8	How does the community assist the developer in soliciting input on a proposal before site plan approval?	
9	Site plans for permitted uses are approved: <input type="checkbox"/> administratively or by the <input type="checkbox"/> planning commission? Please explain:	
10	How does community development staff coordinate with permitting and inspections staff to ensure a smooth and timely development process?	
11	What kind of tracking mechanism does the community use for development projects during the site plan review process and permitting/inspections process?	
12	Does the community annually review the successes and challenges with the site plan review process and approval procedures?	Yes <input type="checkbox"/> <input type="checkbox"/> No
13	Does the community obtain customer feedback on the site plan approval and permitting and inspections process and integrates changes where applicable?	Yes <input type="checkbox"/> <input type="checkbox"/> No



BEST PRACTICE THREE: Development review process

14	Does the joint site plan review team, including permitting and inspections meet to capture lessons learned and amend the process if necessary?	Yes <input type="checkbox"/>	No <input type="checkbox"/>																
15	Who has your community identified and trained as the project point person and performs intake responsibilities? <i>Responsibilities include: receiving and processing applications and site plans; maintaining contact with the applicant; facilitating meetings; processing applications after approval; and coordinating projects with permitting and inspections staff</i>																		
16	How does staff demonstrate excellent customer service?																		
3.2 GUIDE TO DEVELOPMENT																			
17	How are development review standards clearly articulated? <i>Provide section reference.</i>																		
18	Does the community follow its documented development review procedures and timelines? How?																		
19	Does the community have flowcharts of the development process that include timelines?																		
20	Does the community maintain an online guide to development that explains policies, procedures, and steps to obtain approvals?	Yes <input type="checkbox"/>	No <input type="checkbox"/>																
21	Does the online guide to development include the following: <table border="0" style="width: 100%;"> <tr> <td><input type="checkbox"/> Relevant contact information</td> <td><input type="checkbox"/> Rezoning request process and application</td> </tr> <tr> <td><input type="checkbox"/> Relevant meeting schedules</td> <td><input type="checkbox"/> Variance request process and application</td> </tr> <tr> <td><input type="checkbox"/> Easy-to-follow step-by-step flowcharts of development processes, including timelines</td> <td><input type="checkbox"/> Special land use request process and application</td> </tr> <tr> <td><input type="checkbox"/> Conceptual meeting procedures</td> <td><input type="checkbox"/> Fee schedule</td> </tr> <tr> <td><input type="checkbox"/> Relevant ordinances to review prior to site plan submission</td> <td><input type="checkbox"/> Special meeting procedures</td> </tr> <tr> <td><input type="checkbox"/> Site plan review requirements and application</td> <td><input type="checkbox"/> Financial assistance tools</td> </tr> <tr> <td><input type="checkbox"/> Clear explanation for site plans that can be approved administratively</td> <td><input type="checkbox"/> Design guidelines and related processes</td> </tr> <tr> <td></td> <td><input type="checkbox"/> Building permit requirements and applications</td> </tr> </table>			<input type="checkbox"/> Relevant contact information	<input type="checkbox"/> Rezoning request process and application	<input type="checkbox"/> Relevant meeting schedules	<input type="checkbox"/> Variance request process and application	<input type="checkbox"/> Easy-to-follow step-by-step flowcharts of development processes, including timelines	<input type="checkbox"/> Special land use request process and application	<input type="checkbox"/> Conceptual meeting procedures	<input type="checkbox"/> Fee schedule	<input type="checkbox"/> Relevant ordinances to review prior to site plan submission	<input type="checkbox"/> Special meeting procedures	<input type="checkbox"/> Site plan review requirements and application	<input type="checkbox"/> Financial assistance tools	<input type="checkbox"/> Clear explanation for site plans that can be approved administratively	<input type="checkbox"/> Design guidelines and related processes		<input type="checkbox"/> Building permit requirements and applications
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<input type="checkbox"/> Site plan review requirements and application	<input type="checkbox"/> Financial assistance tools																		
<input type="checkbox"/> Clear explanation for site plans that can be approved administratively	<input type="checkbox"/> Design guidelines and related processes																		
	<input type="checkbox"/> Building permit requirements and applications																		
Fee schedule																			
22	Does the community annually review the fee schedule?	Yes <input type="checkbox"/>	No <input type="checkbox"/>																
23	Is the fee schedule updated to cover the community's true cost to provide services?	Yes <input type="checkbox"/>	No <input type="checkbox"/>																
24	Does the community accept credit card payment for fees?	Yes <input type="checkbox"/>	No <input type="checkbox"/>																
25	In conclusion, what are key next steps to make sure your development review process meets the best practice criteria?																		



BEST PRACTICE THREE: Development review process

26	Key players for development review process updates:
27	Timeframe for updates to development review process:
28	Additional explanation/comments:



RRC SELF-EVALUATION FORMS

BEST PRACTICE FOUR: Recruitment and education

Community name:			
Name of person completing self-evaluation:			
NEW APPOINTED/ELECTED OFFICIALS			
1	Does the community outline expectations and desired skill sets for open board and commission seats?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2	Are the applications for board and commission positions accessible online? Provide link:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
3	Does the community provide orientation packets to all appointed and elected members of development related boards and commissions?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4	What information is included in the orientation packets?		
TRAINING			
5	Does the community have an annual training budget allocated for elected and appointed officials and staff?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
6	How does the community track attendance of the governing body, boards, commissions and staff?		
7	How does the community identify training needs and trainings that assist in accomplishing stated goals and objectives?		
8	How does the community encourage elected and appointed officials and staff to attend trainings?		
COLLABORATION			
9	How does the community share information between elected and appointed officials and staff?		
10	Does the community conduct collaborative work sessions and joint trainings on development topics?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
11	How is information shared with those not in attendance?		
12	Does the planning commission prepare an annual report for the governing body?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
13	In conclusion, what are key next steps to make sure your recruitment and education process meets the best practice criteria?		
14	Key stakeholders for recruitment/education:		
15	Timeframe for updates to recruitment/education policies and information:		
16	Additional explanation/comments:		

RRC SELF-EVALUATION FORMS

BEST PRACTICE FIVE: Redevelopment Ready Sites®

Community name:			
Name of person completing evaluation:			
REDEVELOPMENT READY SITES®			
1	Does the community maintain an updated list of priority sites to be redeveloped?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2	Does the community gather basic information for prioritized redevelopment sites, as found in the best practices?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
3	Has the community developed a vision for the priority redevelopment sites that include outcomes and specific development criteria?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4	Has the community identified champions for the redevelopment site?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
5	Has the community deemed their priority redevelopment sites controversial? If so, how has the community required or provided additional public engagement?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
6	Has the community identified negotiable development tools, resources and financial incentives for prioritized redevelopment sites?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
7	Has the community assembled a "Property Information Package" for at least one of the priority sites that includes or identifies the criteria listed in the Best Practices?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
8	How is the property information package(s) actively marketed?		
9	Is the property information package(s) accessible online?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
10	In conclusion, what are key next steps to make sure your Redevelopment Ready Sites® meet the best practice criteria?		
11	Key stakeholders for RRsites:		
12	Timeframe to complete a property information package for at least one RRSite:		
13	Additional explanation/comments:		



RRC SELF-EVALUATION FORMS

BEST PRACTICE SIX: Community prosperity

Community name:			
Name of person completing evaluation:			
ECONOMIC DEVELOPMENT STRATEGY			
1	Does the community have an approved economic development strategy? If yes, is it: <input type="checkbox"/> A stand-alone document <input type="checkbox"/> Part of the master plan <input type="checkbox"/> Part of the annual budget	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2	How does the economic development strategy coordinate with the master plan and capital improvements plan?		
3	What economic opportunities and challenges are identified?		
4	Does the economic development strategy incorporate recommendations for implementation, including goals, actions, timelines and responsible parties?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
5	How does the economic development strategy coordinate with a regional economic development strategy?		
6	Is the economic development strategy accessible online? If yes, provide link:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
7	Does the community annually report progress made on the economic development strategy to the governing body?		
8	In conclusion, what are key next steps to make sure your economic development strategy meets the Best Practice criteria?		
9	Key stakeholders for economic development:		
10	Timeframe for economic development:		
11	Additional explanation/comments:		
MARKETING AND PROMOTION			
12	Has the community developed a marketing strategy? If yes, please provide link:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
13	What marketing opportunities and specific strategies to attract businesses, consumers, and real estate development to the community have been identified?		
14	How does the marketing strategy create or strengthen an image for the community?		
15	What approaches have been identified to market priority development sites?		



RRC SELF-EVALUATION FORMS

BEST PRACTICE SIX: Community prosperity

16	How does the community coordinate marketing efforts with local, regional, and state partners?														
17	Is the community's municipal website updated regularly and easy to navigate?	Yes <input type="checkbox"/>	No <input type="checkbox"/>												
18	<p>Does the community's website contain or link to the following planning, zoning and development information?</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;"><input type="checkbox"/> Master plan and amendments</td> <td style="width: 33%;"><input type="checkbox"/> Zoning ordinance</td> <td style="width: 33%;"><input type="checkbox"/> Board and commission applications</td> </tr> <tr> <td><input type="checkbox"/> Downtown plan</td> <td><input type="checkbox"/> Guide to development</td> <td><input type="checkbox"/> Property information packages</td> </tr> <tr> <td><input type="checkbox"/> Corridor plan</td> <td><input type="checkbox"/> Online payment option</td> <td><input type="checkbox"/> Economic development strategy</td> </tr> <tr> <td><input type="checkbox"/> Capital improvements plan</td> <td><input type="checkbox"/> Partner organizations</td> <td></td> </tr> </table>			<input type="checkbox"/> Master plan and amendments	<input type="checkbox"/> Zoning ordinance	<input type="checkbox"/> Board and commission applications	<input type="checkbox"/> Downtown plan	<input type="checkbox"/> Guide to development	<input type="checkbox"/> Property information packages	<input type="checkbox"/> Corridor plan	<input type="checkbox"/> Online payment option	<input type="checkbox"/> Economic development strategy	<input type="checkbox"/> Capital improvements plan	<input type="checkbox"/> Partner organizations	
<input type="checkbox"/> Master plan and amendments	<input type="checkbox"/> Zoning ordinance	<input type="checkbox"/> Board and commission applications													
<input type="checkbox"/> Downtown plan	<input type="checkbox"/> Guide to development	<input type="checkbox"/> Property information packages													
<input type="checkbox"/> Corridor plan	<input type="checkbox"/> Online payment option	<input type="checkbox"/> Economic development strategy													
<input type="checkbox"/> Capital improvements plan	<input type="checkbox"/> Partner organizations														
19	In conclusion, what are key next steps to make sure your marketing and promotional strategy meet the best practice criteria?														
20	Key stakeholders for marketing/promotion:														
21	Timeframe for marketing/promotion:														
22	Additional explanation/comments:														



RRC SELF-EVALUATION FORMS

I certify that the RRC self- evaluations have been completed accurately.

Signature

Now that you have completed all six of the RRC self-evaluations, here are the next steps to become formally engaged in the program:

- Representative from your community attends all six of the RRC best practice training series sessions.
- Email this completed form to your CATeam specialist.
- Governing body adopts a resolution of intent to participate in the RRC program.



CASCADE CHARTER TOWNSHIP
2865 Thornhills SE Grand Rapids, Michigan 49546-7140

Date: February 28, 2018
To: Supervisor Beahan and Township Board Members
From: Ben Swayze, Township Manager
Ken Peirce, Township Treasurer
Oxana Sourine, Deputy Treasurer
Subject: Request for Proposal for Banking Services

FACTS:

Cascade Charter Township currently banks with Chemical Bank, a relationship that was established through a 2010 RFP for banking services. Given the length of time since the last banking RFP was issued, as well as technological changes since that time, the Treasurer's Department is recommending that the Township consider issuing an RFP for banking services.

The Treasurer's Department is recommending an RFP process similar to the one that was let in 2010. Responses to the RFP will have the following requirements:

- Financial Services Overview
- General Banking Information
- Depository and Collection Services
- Treasury Management Services
- Investment Services
- Pricing Proposal

If approved by the Township Board for letting, the proposed RFP schedule is:

- March 1 – RFP distributed to banks
- April 1 – Proposals due from banks
- Week of April 16 – Bank Interviews (Personnel & Finance Committee)
- May 9 - Recommendation to Township Board

The RFP is proposed to be an open bid, with all federally or State of Michigan chartered banking institutions with a presence in Kent County eligible to respond. However, the finance team has developed a list of banking institutions with a physical presence in Cascade Township that will be sent an RFP directly. Attached for your review are:

- Proposed Request for Proposal for Banking Services
- List of banking institutions RFP will be sent to.

ANALYSIS & CONCLUSIONS:

Bidding service contracts from time-to-time is always a matter of good policy. Additionally, changes to the banking industry, especially in terms of technology, since 2010 make it an opportune time to explore what firms may have to offer.

The RFP clearly states that the Township is interested in selecting the bank that will provide the best overall value on a long-term relationship rather than simply selecting the “low bidder.” The RFP identifies the following factors that will be considered in order to select the most qualified bank:

- Net overall cost comprised of four components:
 - Treasury Management service fees
 - Earnings Credit Rate
 - Investment/Sweep Yield
 - Availability schedule applied to deposited items
- Financial Strength
- Ability of bank representatives to serve the needs of Cascade Charter Township
- Preferred location within Cascade Charter Township
- Commitment to implementing new technologies, and providing data security.

The Personnel and Finance Committee reviewed the RFP for Banking Services at their February 15 meeting and have recommended that the Township Board approve the letting of the RFP.

FINANCIAL CONSIDERATIONS:

The issuance of the RFP has no financial impact on the Township, other than the staff time utilized to oversee the process and negligible administration costs. Banking services typically come with a fee schedule for different services, however most fees are offset by earnings credits. Fee schedule and earnings credit rates are to be considered in the selection criteria.

RECOMMENDED ACTION:

Approve the letting of the Request for Proposals for Banking Services

CASCADE CHARTER TOWNSHIP

REQUEST FOR PROPOSAL FOR BANKING SERVICES

INTRODUCTION

A. PURPOSE AND SCOPE

Cascade Charter Township is seeking proposals from qualified banking institutions to provide various banking services, as described herein. The objective is to identify the banking institution(s) that can offer the most comprehensive services at the most competitive rates.

The proposal has been divided into the following sections:

1. Financial Services Overview
2. General Banking Information
3. Depository and Collection Services
4. Treasury Management Services
5. Investment Services
6. Pricing Proposal

B. ELIGIBLE BANKS

A proposer must be a federally or State of Michigan chartered banking institution with offices located in Kent County.

C. ACCOUNT COMPLIANCE

All accounts proposed by the banking institutions must be in compliance with Michigan Act 20 PA 1943, as amended, and the Cascade Charter Township's Investment Policy.

D. PROPOSAL FORMAT

A proposer must follow the attached format in submitting a proposal. The proposal must be completed in its entirety. Any relevant supplemental information should be included as attachments. If a bank cannot meet a service requirement, the bank should enter "No Proposal" for that specific requirement.

E. TIMELINE (subject to change)

RFP distributed to banks	March 1, 2018
Proposals due from banks	April 1, 2018
Interviews of top banks	Week of April 16, 2018
Recommendation to board	May 9, 2018

F. RESPONSE DATE

Two copies of your proposal must be received by Cascade Charter Township no later than 12:00 noontime on April 1, 2018. Proposals must be clearly marked "Banking Services Proposal." Mail or deliver responses to:

Kenneth B. Peirce, Treasurer
Cascade Charter Township
2865 Thornhills SE
Grand Rapids, MI 49546

Late proposals will not be considered. Amendments to proposals will be considered only if they are received by the above deadline. A corporate official, legally authorized to bind the bank, must sign the proposal.

G. QUESTIONS

Questions regarding the bid process or specific aspects of the RFP should be mailed, e-mailed, or sent by facsimile transmission to:

Kenneth B. Peirce, Treasurer
Email: kpeirce@cascadetwp.com
Facsimile: (616) 285-6747

or

Oxana Sourine, Deputy Treasurer
oxana@cascadetwp.com

Questions and answers will be consolidated and provided via (mail, fax, email) to all banks on record as having received the RFP.

H. SELECTION CRITERION

It is Cascade Charter Township's desire to select the bank that will provide the best overall value on a longterm relationship rather than simply selecting "low bidder". Accordingly, the following factors will be considered in order to select the most qualified bank to serve our banking needs:

- Net overall cost comprised of four components:
 1. Treasury Management service fees
 2. Earnings Credit Rate
 3. Investment/Sweep Yield
 4. Availability schedule applied to deposited items
- Financial Strength
- Ability of bank representatives to serve the needs of Cascade Charter Township
- Preferred location within Cascade Charter Township
- Commitment to implementing new technologies, and providing data security.

I. TERM OF BANKING SERVICES AGREEMENT

Cascade Charter Township is proposing a contractual agreement of three years.

J. RIGHT TO REJECT PROPOSALS

Cascade Charter Township reserves the right to waive any informalities or irregularities in any proposal and to reject any or all proposals.

SECTION 1 – FINANCIAL SERVICES OVERVIEW

I. CURRENT & PROPOSED ACCOUNT STRUCTURES / DIAGRAMS

Below is the current account structure for Cascade Charter Township:

<i>NAME</i>	<i>AVERAGE MONTHLY BALANCE</i>
• <u>General Fund</u>	<u>\$1,500,000</u>
• <u>Building Inspections</u>	<u>\$ 200,000</u>
• <u>Improvement Revolving</u>	<u>\$ 200,000</u>
• <u>Fire</u>	<u>\$ 250,000</u>
• <u>DDA</u>	<u>\$ 250,000</u>
• <u>Property Tax</u>	<u>\$ 800,000</u>
• <u>Delinquent Tax</u>	<u>\$ 15,000</u>
• <u>Wire Transfer</u>	<u>\$ 1</u>
• <u>ACH Receiving</u>	<u>\$ 1</u>

II. VOLUMES & BALANCES

Below are the current average account monthly volumes for Cascade Charter Township:

<i>Item</i>	<i>General</i>	<i>Building</i>	<i>Fire</i>	<i>DDA</i>	<i>IRF</i>	<i>Property Tax</i>	<i>Delinquent Tax</i>
<i>Deposit Tickets</i>	22	22	2	1	2	20	4
<i>Deposited Items</i>	80	350	3	1	2	900	10
<i>Checks</i>	180						
<i>ACH Debit</i>	1					1	
<i>ACH Credit</i>	10						
<i>ACH Items</i>	300						
<i>Currency</i>	100	100				250	10
<i>Wires In</i>	1						
<i>Wires Out</i>	1						
<i>Transfers</i>	20	4	4	1	1	3	1

III. SERVICES REQUESTED

In addition to the standard bank services, Cascade Charter Township is interested in the following services:

- Internet Banking – Including balance reporting, ACH transmissions, stop payments, transfers, and statements
- Account Reconciliation / Positive Pay
- Check Imaging
- Wire transfer
- Sweep Accounts

SECTION 2 – GENERAL BANKING INFORMATION

I. FINANCIAL STRENGTH

A. SAFETY AND SOUNDNESS

Identify key measures of the bank's financial strength, (e.g. capital ratios, market capitalization, total assets, total deposits).

B. CREDIT RATINGS

Provide ratings for the bank and/or subsidiary bank from the following agencies: Standard & Poor's, Moody's, Bauer Financial Rating System . Include ratings for Bank Financial Strength, Bank Deposits and Issuer Rating.

C. FINANCIAL STATEMENTS

Each proposer must submit with their proposals copies of their annual financial reports for the past year.

II. ACCOUNT SERVICING

A. BANK CONTACTS

List names, titles, telephone and fax numbers, and e-mail addresses for key bank contact personnel. Also, provide a brief resume for each contact.

B. REFERENCES

Each proposal should include five references of Public Funds customers who have used or are currently using services similar to those included in this request. Please provide name, address, telephone number, and a contact person for each reference.

C. COMPETITIVE POSITION AND FUTURE COMMITMENT

1. What differentiates your products / services from other providers?
-

-
2. What new services or features does the bank plan to offer, and within what time frame?
 3. Provide any additional information, which you believe to be relevant to this RFP, and your capabilities to provide the services requested, e.g., product brochures, and articles in trade journals.

D. CYBER SECURITY

1. Risk Management
2. Controls, and control monitoring
3. Do you use external help? If yes, name the provider.

E. DISASTER RECOVERY

Provide an overview of the bank's disaster recovery plan.

F. IMPLEMENTATION

1. What is the average lead-time required for implementation, including but not limited to the following services?
 - Account opening
 - Deposit ticket orders and endorsement stamps
 - Information reporting
 - Other

SECTION 3 – DEPOSITORY AND COLLECTION SERVICES

BASIC INFORMATION

Cascade Charter Township currently has one main depository account, five subsidiary depository accounts. Average daily available balances are approximately \$2,500,000.

A. PROCESSING

What is the cut-off time to ensure same day ledger credit?

B. BANK COMPENSATION

1. How do you determine and calculate availability of deposited items?
2. Provide your bank's availability schedule.
3. Can we compensate your bank for services by explicit fees, compensating balances, or a combination of the two?
4. How are your bank's monthly earnings credit rates calculated?
5. Provide historical rates for the last year.

C. RETURNED ITEMS

1. Describe your procedure for handling non-sufficient funds checks deposited into a Cascade Charter Township account.
2. Can return items be automatically redeposited? If so, how many times?

D. STOP PAYMENTS

1. Can stop payments be placed manually? On-line?
2. Can you request stop payments for a range of checks? What is the limit of the range?

E. WIRES

1. What methods of initiation does the bank offer?
2. What are the opening hours and the cut-off times in Eastern Standard Time for initiating wire transfers to ensure same-day execution?
3. What is the cut-off time for incoming domestic wire transfers to receive same day credit?
4. Does the bank's wire transfer system have the capability of warehousing instructions for future dated wire transactions?

SECTION 4 – TREASURY MANAGEMENT SERVICES

I. ACCOUNT RECONCILIATION SERVICES

1. Provide a brief description of each account reconciliation service that the bank offers.
2. Please provide sample reports.
3. Please indicate how much history you retain – and at what cost.

II. POSITIVE PAY

1. Provide a brief description of each positive pay service that the bank offers. Please provide sample reports.
2. Describe the products features including but not limited to:
 - a) Data transmission methods
 - b) File transmission time windows
 - c) Notification report delivery methods
 - d) Notification transmission time windows/response deadlines
 - e) Control options – default, dollar threshold, etc.
 - f) Imaging capabilities

III. INFORMATION REPORTING SERVICES

1. Provide a brief description of the information reporting services that the bank offers. We expect a “test drive” of internet banking application from the finalists.
2. Describe the products features including but not limited to:
 - a) Applications/modules available within the service
 - b) Hours of access/Time windows
 - c) Level of detail provided for prior day and for intraday information
 - d) History retention
 - e) Export capabilities
 - f) Internal control options/security features
 - g) Imaging capabilities
 - h) Technical capabilities

IV. ACH PROCESSING

Cascade Charter Township currently uses ACH processing for Payroll, Federal Taxes, Payables, and Tax Collection, etc.

1. Describe the service delivery method (direct transmission, PC-based system, web-based) that you recommend based upon the information outlined for our organization.
 - a) Is this the same system used for Account Reconciliation Services?

-
- b) Is this the same system used for Information Reporting?
2. Describe the products features including but not limited to:
 - a) Transmission procedures
 - b) Transmission time windows/ACH hours of operation
 - c) Process for reversing/deleting files
 - d) Electronic reporting capabilities
 - e) Security features

V. DISBURSEMENT SERVICES

1. Describe the bank's disbursement services (controlled disbursement, PC-based system, web-based) that you recommend based upon the information outlined for our organization.
 - a) Is this the same system used for Account Reconciliation Services?
 - b) Is this the same system used for Information Reporting?
 - c) Is this the same system used for ACH Processing?
2. Describe the products features including but not limited to:
 - a) Endpoint locations
 - b) Notification methods
 - c) Notification time windows
 - d) Electronic reporting capabilities
 - e) Funding options
 - f) Security features
 - g) System requirements

SECTION 5 – INVESTMENT SERVICES

BASIC INFORMATION

Cascade Charter Township is permitted by law and board policy to invest surplus funds in accordance with Public Act 20. Cascade Charter Township's investment policy is attached as Exhibit A. The Cascade Charter Township investment portfolio currently averages approximately \$3,000,000.

1. What investments can your bank offer to Cascade Charter Township?
2. What methods are available for settlement of investment transactions?
3. Does your bank offer automatic sweep of available balances into money market or other investments? Please describe. Please provide monthly average yields for the last twelve months on the sweep vehicle recommended in this proposal.
4. How soon after a deposit is made to a checking account are funds swept to the investment vehicle?

-
5. For this section, please describe any products or services not specifically mentioned here, which your bank offers, and which you believe would be beneficial to Cascade Charter Township.
 6. Please indicate any costs or fees associated with the services described in this section.

SECTION 6 – PRICING PROPOSAL

To access pricing, double click on icon below and enter required data. The spreadsheet will automatically calculate the extended price.



Microsoft Excel
Worksheet

This is a firm and irrevocable offer for ninety days.

Non-Discrimination

Upon submission of this proposal, the Financial Institution agrees that he/she will comply with the Federal Civil Rights Act of 1964 as amended; the Federal Civil Rights Act of 1991 as amended; the Americans With Disabilities Act of 1990 as amended; the Elliott-Larsen Civil Rights Act, Article 2, Act No. 453, Public Act of 1976 as amended; the Michigan Handicapper's Civil Rights Act, Article 2, Act No. 220; Public Act of 1976 as amended, and all other applicable Federal, State, and Local laws and regulations. Specifically, providers are required not to discriminate against any employee or applicant for employment with respect to such person's hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment because of such person's race, color, religion, national origin, ancestry, age, sex, or disability, as defined by law. Breach of this covenant may be regarded as a material breach of the contract or purchase agreement and may be processed as provided under the State of Michigan laws.

Official Submitting Proposal

Name:

Title

Phone

Date:

Signature: _____

From: [Oxana Sourine](#)
To: [Ben Swayze](#)
Subject: Banking RFP
Date: Wednesday, February 07, 2018 2:11:57 PM
Attachments: [Bank RFP 2018.doc](#)

Ben,

Please see attached updated RFP for Banking Services for Financial Committee review.
We recommend to send the RFP to the following banks:

5/3 Bank
Chase
PNC
Chemical
Comerica
Flagstar
Horizon
Huntington
Independent
Macatawa
Mercantille
United
LMCU

Thank you

Oxana Sourine
Cascade Charter Township
Deputy Treasurer
(616) 949-6944



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

Date: February 28, 2018
To: Supervisor Beahan and Township Board Members
From: Ben Swayze, Township Manager
Brian Wilson, Director of Inspections
Subject: Construction Board of Appeals Agreement

FACTS:

Cascade Charter Township provides Building Inspection Services, by contract, to sever other Kent County municipalities (Cities of Lowell and East Grand Rapids; Townships of Ada, Grand Rapids, Plainfield, Lowell and Vergennes.) As part of the State Construction Code Act, municipalities are required to maintain a Construction Board of Appeals to enforce the state construction code when disagreements on code interpretation arise.

Cascade Township maintains a Construction Board of Appeals. Several of our customer communities have expressed an interest in utilizing our Construction Board of Appeals rather than maintaining their own separate Board. Our Township legal counsel has developed an agreement that will allow those customer communities to utilize the Cascade Township Construction Board of Appeals to hear cases for their respective communities.

Attached for your review are:

- Proposed Construction Board of Appeals Agreement

ANALYSIS & CONCLUSIONS:

From a standardization standpoint, utilizing one Construction Board of Appeals for all eight communities our department serves makes sense. The standardization will ensure that the State Code is being interpreted the same for all customer communities whether by the Inspectors, Building Official or CBOA.

The agreement calls for CBOA application fees (\$200 per application) to be shared with customer communities on the same formula as all other revenue is shared (20% goes back to the customer community). Cascade Township will retain the authority to appoint Construction Board of Appeals members, but may choose to appoint members from the customer communities if they choose.

The proposed agreement has been drafted by Township legal counsel and approved by the Cascade Township Manager and Director of Inspections. Grand Rapids Township has already approved the agreement and East Grand Rapids is in the approval process. All other communities are currently considering the agreement.

FINANCIAL CONSIDERATIONS:

Construction Board of Appeals applications have a \$200 fee, and will be shared with the customer communities on the current revenue sharing model of 20% to the customer community and 80% to the department. CBOA meetings are rare, Cascade Township currently averages less than 1 per year.

RECOMMENDED ACTION:

Approve the *Construction Board of Appeals Agreement* with the all Building Department Customer Communities, subject to their approval.

CONSTRUCTION BOARD OF APPEALS AGREEMENT

THIS CONSTRUCTION BOARD OF APPEALS AGREEMENT (this "Agreement") is made this 6th day of February, 2018 by and between **CASCADE CHARTER TOWNSHIP**, 2865 Thornhills SE, Grand Rapids, Michigan 49546 ("Cascade"), and **GRAND RAPIDS CHARTER TOWNSHIP**, 1836 E. Beltline NE, Grand Rapids, Michigan 49525 ("Grand Rapids Township").

Background

- A. Grand Rapids Township is desirous of contracting with Cascade for the use of Cascade's Construction Board of Appeals (the "Board") established pursuant to Section 14 (MCL 125.1514) of the Stille-Derosset-Hale Single State Construction Code Act (the "Act").
- B. Cascade is agreeable to providing the services of the Board to Grand Rapids Township on the terms and conditions hereinafter set forth.
- C. Accordingly, the parties are entering into this Agreement.

Agreement

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

1. Cascade shall provide and otherwise make available to Grand Rapids Township the services of the Board for the purposes of enforcing, rendering decisions, and hearing appeals relating to the State of Michigan construction code within the corporate limits of Grand Rapids Township. All actions performed by the Board shall be done in compliance with the Act.
2. As consideration for the foregoing, Cascade shall be entitled to collect a fee as per their fee schedule and return twenty percent (20%) of the costs and fees established by the Act and Cascade's ordinances for each use of the Board by Grand Rapids Township to Grand Rapids Township.
3. The appointment of Board members, the standards of performance, and other matters incident to the Board and the performance of its services shall remain with Cascade. Cascade may, but shall not be required to, appoint Board members that reside in Grand Rapids Township. Grand Rapids Township shall be entitled to use the Board by providing written notice to Cascade, and Cascade shall make the Board available to Grand Rapids Township within seven (7) business days after receipt of such notice. Each party shall make reasonable good faith efforts to accommodate the scheduling requests and conflicts of the other.

4. Grand Rapids Township shall not be liable for the direct payment of any salaries, wages, benefits or other compensation to employees or agents of Cascade for services performed under this Agreement.

5. In providing the services of the Board pursuant to this Agreement, Grand Rapids Township acknowledges that Cascade is performing a valuable and essential governmental function for and on behalf of Grand Rapids Township.

6. Neither party, its officers, employees or agents shall be liable for intentional or negligent acts of the other party, its officers, employees and agents and each party shall indemnify and hold harmless the other party for such acts.

7. The parties are authorized to enter into this Agreement by virtue of the provisions of Act 35 of the Michigan Public Acts of 1951, as amended, being MCL 124.1 et seq.

8. This agreement shall commence on the date first written above and continue until terminated by either party providing the other party with forty five (45) days prior written notice of intention to terminate.

[Signatures are located on the following page.]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officers on the date first above written.

GRAND RAPIDS CHARTER TOWNSHIP

By: Michael J. DeVries
Name: Michael J. DeVries
Its: Supervisor

CASCADE CHARTER TOWNSHIP

By: _____
Name: _____
Its: _____

12692333_1



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

Date: February 28, 2018
To: Supervisor Beahan and Township Board Members
From: Ben Swayze, Township Manager
Subject: Copier Purchases for Township Hall

FACTS:

As part of the 2018 General Fund Budget, the Township has budgeted to replace the Township Hall copiers, including the general workroom copier, Treasurer Department copier and Community Development Department copier (former Building Department copier). Typically these copiers are scheduled to be replaced every 5 years, though the Treasurer Department copier is over 10 years old and the general workroom copier was purchased in 2010. As part of the process, Front Desk Clerk Cindy Holzhei put together bids from four local companies to supply copiers. The bids are detailed in the attached sheet, and summarized below:

<u>Copier Make</u>	<u>Large Copier</u>	<u>Small Copier (x2)</u>	<u>Total</u>
Ricoh	\$9,817	\$7,464	\$24,745
Konica	\$7,887	\$4,242	\$16,371
Xerox	\$7,712	\$7,645	\$23,002
Cannon	\$15,800	\$8,385	\$32,570

Attached for your review are:

- Summary sheet of compiled bids
- Bid documents from Konica Minolta

ANALYSIS & CONCLUSIONS:

The copiers are in need of replacement. Reoccurring issues have led to significant downtime and the cost of service has increased substantially. In addition, none of the existing copiers have any trade-in value due to their age. The company has offered to remove the existing copiers free of charge, a service that will save the Township approximately \$400.

The Township has had success with Konica Minolta, as they supplied our current workroom copier. By having three copiers with the same company, the Township can avoid multiple service contracts which are in place now. After review, Township staff is recommending the Township purchase one large and two small copiers from Konica Minolta.

FINANCIAL CONSIDERATIONS:

The Township has budgeted \$18,000 for this purchase. The bid from Konica Minolta, at \$16,371, is below the budgeted amount. In addition, the Township can save \$325 by removing the fax kit from one of the two small copiers.

The Township will also save money on the quarterly service cost for the copiers. Currently, the Township pays \$.01370 per black and white copy and \$.07986 per color copy. Based on our average usage, the Township pays \$521.91 per month for service. With a new service cost of \$.0071 for Black and white copies and \$.0459 for color copies, the Township will pay \$296.86 per month. This represents a first year savings of \$2,736

RECOMMENDED ACTION:

Approve the purchase of three copiers from Konica Minolta at a cost not to exceed \$16,371

<u>LARGE COPIER PPM</u>		<u>SMALL COPIER PPM</u>
RICOH	60	30 (add \$452.00 for Fax per small machine)
	\$9,817.00 +	\$7,464.00 w/fax +
Konica	55	30
	\$7,887.00 +	\$4,242.00 +
XEROX	45 (Same ppm as we have now & add \$67.52 per month for booklet maker)	35
	\$7,712.52 w/booklet +	\$7,645.00 +
CANNON	40 (Slower ppm & no booklet maker)	30
	\$13,945.00 +	\$8,385.00 +
	50 (if wish to upgrade)	
	\$15,800.00 +	

All are Michigan Municipal Leases

Note:

- ~ Main Copier we have now (Konica).... 45ppm.
- ~ Will have to keep in mind scheduling I.T. Right when ready to install Copiers down load Fax printer driver.
- ~ Main Copy Room – We will need to schedule phone company to move our existing Fax line to the new Machine.
- ~ All companies will take old equipment off premises at no charge
- ~ All companies will make multiple training times as we need to train the departments.



KONICA MINOLTA

TECHNOLOGY

Konica Minolta Office MFP Solutions. Innovation You Can Count On.

office



Giving Shape to Ideas

Innovation. With Konica Minolta, you'll have innovative MFP solutions that give shape to ideas. Every Konica Minolta Office MFP and desktop printer/copier benefits from a design philosophy that puts more power in less space, with simple control and plug-and-play integration of software solutions. You'll have a wide range of choices in color and B&W, all with high-tech features and workhorse reliability – qualities that make Konica Minolta today's first choice in office productivity.



High-Volume Color
bizhub C754e
bizhub C354e

High-Volume B&W
bizhub 958
bizhub 808
bizhub 654e

Mid-Volume Color
bizhub C658
bizhub C558
bizhub C458
bizhub C368
bizhub C308
bizhub C258
bizhub C227
bizhub C287

Mid-Volume B&W
bizhub 550
bizhub 458
bizhub 368
bizhub 308
bizhub 287
bizhub 227

Compact MFP
bizhub C3851FS
bizhub C3351
bizhub 4750
bizhub 4050
bizhub 25e

AIO
bizhub C3110
bizhub 4020
bizhub 3320

Single Function
bizhub C3100P
bizhub 4700P
bizhub 4000P
bizhub 3301P

High-Volume.

Built for speed and workflow efficiency, high-volume bizhub® MFP models deliver B&W prints and copies at up to 95 ppm, with standard dual scanning at up to 210 originals per minute. Fast color scanning brings color originals into your workflow for easier saving and sharing. Color models can produce color prints as fast as 65 ppm – and integrated software gives you more power to meet changing document demands. For self-service, central reproduction departments (CRDs) and back-office operators, these high-speed bizhub print/copy/scan solutions are unsurpassed.

Mid-Volume.

Flexible solutions for every business need. With print/copy/output speeds of 65 ppm, 55 ppm, 45 ppm, 36 ppm, 30 ppm, 28 ppm and 22 ppm, mid-volume bizhub MFPs give you powerful, integrated solutions to meet wide-ranging business needs – an essential resource for workgroups, branch offices and small businesses with expanding ambitions. Right-size scalability means you can choose the speed, productivity and options you need – no compromise, no underutilized capacity.

Light-Volume.

Retire legacy laser printers and fax machines. Today's networked workflow demands more – increased efficiency, wide-ranging flexibility and reduced cost, plus greater accuracy and accountability. With network connectivity, high-resolution imaging and expandable paper capacity, these light-volume Konica Minolta color and B&W solutions are a perfect fit for mixed MFP and desktop environments.



Satisfaction.

Nobody does it better. With innovative technologies and plug-and-play software solutions, bizhub Office MFPs drive business goals. Recognized by Buyers Laboratory LLC (BLI) for an unprecedented four consecutive years as the winner of the "AS MFP Line of the Year" award and by Brand Keys for eight straight years as the #1 Brand for Customer Loyalty in the MFP Office Copier Market, Konica Minolta Business Solutions is a proven leader.





Customization.

Fast access to the features you use most. Every company or organization has its own unique ways of working – and not all MFP functions are equally valuable. The bizhub MFP user interface can be customized to suit individual needs in a number of ways. And your free bizhub MarketPlace account gives you access to tools you can use to streamline your workflow and customize the user interface with company colors, images and logos, or even share personalized screens with other bizhub MarketPlace users.



Solutions.

They begin at your MFP's control panel. With bizhub Extended Solution Technology (BEST) you'll have "solutions at the machine," saving time and money by integrating with industry-standard software on your bizhub touchscreen panel. Distribute and print documents and images, authenticate and track usage by department, user and account, securely release and print documents from centralized servers, even from cloud-based repositories – all accessible via intuitive menus that give everyone a touch of genius.

Simplicity.

A touchscreen as easy as a tablet. The latest evolution of our MFD-Palette design lets you drag, drop, pinch in and pinch out, rotate images and more. With a quick flick of your finger, you can bring up the menu you want. Most models let you preview documents before you print, reducing errors that waste time and paper.

Technology.

What makes Konica Minolta your best choice for managing content, increasing efficiency, improving productivity, managing and recovering costs? It starts with bizhub technology, today's benchmark in fast, cost-efficient digital document delivery. Then we add cool new features, functions and solutions to speed your workflow and set you free – touchscreen control, effortless mobility and solutions at your control panel. For MFPs that work the way you do, bizhub performance is unsurpassed.



MarketPlace

Applications.

Go shopping on the bizhub MarketPlace. Simple workflow and communication apps run inside your bizhub and are accessible from the touchscreen control panel to provide immediate productivity benefits. Apps like Google Mail and Drive, Connect to Microsoft SharePoint, Connect to FileNexus and even more support scanning to and printing from these cloud-based and on-premises document repositories. Announcements, Clear Panel, Page Templates and more can even help speed work and make administrative tasks easier. For information, please visit bizhubmarketplace.com.



Access.

Helping everyone reach full potential. At Konica Minolta, we develop products from the ground up for Section 508 compliance: accessibility for everyone, regardless of age, gender, stature or special needs. Touchscreen control panels tilt for greater visibility. Control LEDs and icons are brighter and easier to understand. Paper drawers open from the front with smooth-sliding action.

Mobility.

An essential advantage for today's mobile workforce. Our mobility solutions and All Covered IT services from Konica Minolta can provide you with mobility strategies that will empower your workforce. The PageScope® Mobile app lets you print or scan documents on networked bizhub MFPs from iPad, iPod, iPhone or Android devices. With Apple's AirPrint Wireless Printing, you'll have quick and efficient printing on iOS devices. We also provide mobile printing capability through Google Cloud Print, Near Field Communication (NFC), and Bluetooth Low Energy (BLE). Wireless printing is available on all bizhub MFPs, - and Konica Minolta is on the board of the iMopria Alliance, a non-profit industry initiative dedicated to simplifying the process of wireless printing with common standards and transparent interoperability.



i-Options.

Special tools for demanding applications. Innovative i-Option capabilities for your bizhub MFP include Internet access from your bizhub touchscreen, PDF/A formatting and linearized PDF support, Advanced PDF encryption for secure scanning applications, Searchable PDF conversion, specialized barcode printing support and more. There's also an i-Option for Voice Guidance operation for the vision-impaired.





Controlling Costs.

Keep track of your workflow. PageScope Enterprise Suite provides multiple accounting and cost control benefits – tracking your MFP copy, print, scan and fax activities, tracking usage by users or departments, creating reports to allocate costs. It also enables you to authenticate users, restrict or limit access to specific MFP functions, even release prints from anywhere on your network.

Enterprise Print Management Services.

Manage your printing. Right-size your fleet. Konica Minolta's Managed Print Services program, named Optimized Print Services (OPS) program, can boost your efficiency, lower your costs, even assist you in modifying employee behavior to increase document productivity. Konica Minolta's unique approach to your fleet, security and workflow starts with advanced assessment processes and metrics to evaluate your current print environment – and pays off in measurable results.

Expertise. How can Konica Minolta help your business move forward – and keep ahead of the competition? By understanding the real-world needs that drive gains in performance and productivity: enhanced security, cost controls, print management and accounting, and efficient business processes. With proven expertise in creating adaptable, customizable systems that achieve specific productivity and cost-saving goals for general business as well as legal, educational, healthcare, financial, manufacturing and other specialized industries. Through years of experience, we've learned to listen. That's why you can count on Konica Minolta.



Security.

More ways to safeguard your data. The latest bizhub MFPs have been certified to meet strict ISO 15408, IEEE 2600.1 and FIPS 140-2 standards. Along with encrypted HDD, hard drive encryption, automatic document overwrite, IP filtering, Copy Guard and a comprehensive array of standard safeguards, Konica Minolta offers advanced authentication options like Biometric Authentication – as well as options to support popular card-based security systems for HID Proximity Cards, HID iClass Cards, Magnetic Stripe Cards and CAC/PIV Card systems in use by the U.S. Federal Government (including the Department of Defense).



bizhub SECURE.

Powerful lock-down protection. Your Konica Minolta service provider can activate the built-in security-based features of your bizhub MFP by enabling bizhub SECURE, setting a secure administrative password, HDD encryption and HDD password lock temporary data overwrite after each job and auto deletion of User Box data after a specified time.

Device Automation.

Keeping you up and running. Konica Minolta's bizhub iCare program can increase your productivity by maximizing your uptime. With automated meter reads and monitoring of toner levels, scheduled service calls, proactive routine maintenance and fast emergency response, iCare, a Microsoft Certified Green technology, can make all the difference when it counts.



Administration.

Get it done without leaving your desk. PageScope Device Manager allows users or administrators to check MFP operating status from their browser. Administrators can also configure, monitor and manage bizhub devices remotely from a centralized web-browser-based console.





Environment. At Konica Minolta protecting the planet is a top priority. As part of our worldwide Corporate Citizenship program, we pursue a broad array of environmental initiatives – eliminating pollutants, reducing energy consumption, and creating products and solutions that help our customers realize their own sustainability goals.

Clean Planet.

Recycling made easier. Konica Minolta's Clean Planet program provides cost-free recycling for all our consumables, including toner cartridges and bottles, imaging units, developer and drums – with prepaid shipping labels and cost-free packaging. We can even arrange pickup from high-volume users.

Impact.

Brilliant, vivid color images. Color bizhub MFPs produce superb images with Simtri HD toner – our exclusive toner formulation with smaller, more uniform particles for high-resolution text and detail. Simtri toner uses plant-based biomass material to reduce environmental impact – and also fuses to paper at lower temperatures, saving energy as it improves your image.

Eco Vision 2020.

A vision for the future. At Konica Minolta, we're committed to a mid-century goal of reducing CO₂ emissions by 20% over 2005 levels, minimizing greenhouse gases that may contribute to global warming. We pursue that goal every day – minimizing energy consumption, cutting pollution and using recycled materials in construction.

Sustainability.

Steps to reduce our eco-footprint. The latest bizhub models are EPEAT-Gold Certified and achieve among the lowest power consumption rates of any MFPs in their class. Energy saving modes reduce power consumption while maintaining fast first-copy output – and a unique Eco-Indicator helps you monitor paper, toner and energy usage.

Partnership.

Konica Minolta can help give shape to your ideas and partner with you to achieve your corporate objectives. Contact us to realize opportunities in:

Information Management

- Enterprise Content Management (ECM)
- Document Management
- Automated Workflow Solutions
- Business Process Automation
- Security and Compliance
- Mobility
- eDiscovery Services

IT Services

- Application Services
- Cloud Services
- IT Security
- Managed IT Services
- IT Consulting & Projects

Technology

- Office Multifunction Business Solutions
- Commercial and Production Printers
- 3D Printers
- Wide Format Printers
- Laptops, Desktops and Computer Hardware
- Servers and Networking Equipment
- Managed Print Services (MPS)
- Managed Enterprise Services

For a complete list of services and solutions, visit www.konica-minolta.com or contact us at CountOnKonicaMinolta.com

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KONICA MINOLTA

KONICA MINOLTA BUSINESS SOLUTIONS U.S.A., INC.
100 Williams Drive, Ramsey, New Jersey 07446

CountOnKonicaMinolta.com



Item #: MFPBRO
3/17 - S

A Proposal For Cascade Charter Township



Office Printing Systems

**Presented By:
Lisa Schneider**



**A Proposal By:
KONICA MINOLTA BUSINESS SOLUTIONS, USA
201 Front SW, Suite 102, Grand Rapids, MI 49504**



February 14th, 2018

Cascade Charter Township
2865 THORNHILLS AVE SE
Grand Rapids, MI 49546

Attn: Cindy Holzhei

RE: Request for Proposal

Cindy,

Thank you for allowing Konica Minolta the opportunity to propose a solution to your document imaging needs. We are pleased to respond to your request, and proud to offer a proposal that combines our innovative product line of multifunctional digital copier equipment with our world class service program, both recognized by many as the most comprehensive and advanced in the imaging industry.

After having discussed your needs and analyzing your current work flow, Konica Minolta has proposed a program that we feel will enhance your productivity, streamline your print workflow and management, and reduce the cost of your current document production. I have included the options we discussed with a 48 month fair market value lease, and I've also included a purchase price if you'd rather go that route.

Thanks again for considering Konica Minolta Business Solutions for your next copier acquisition. I am looking forward to working with you and Cascade Charter Township. Please do not hesitate to call me if you have questions about this proposal.

Sincerely,

Lisa Schneider

Recommended Equipment:
(Main Copy Room)
Current Equipment

 Konica Minolta C452- 45ppm
 Serial # A0P2011008549

Proposed Equipment

 KM bizhub C558 – 55 ppm Color Print/Copy/Scan/Fax
 Dual Scan Document Feeder
 (4) 500 Sheet Paper Drawers
 Folding Stapling Finisher with 2/3 hold punch
 Fax kit with Fax from computer capability
 Standard - Print Controller for Network Print/Scan
 Bizhub SECURE
 Vcare


Option 1 NJPA Contract

48 Month FMV Lease: \$ 260.18
48 Month \$1 buyout lease: \$ 275.98
Purchase Price: \$10,533.60

Includes Delivery and basic network service.

Service Pricing

Monthly Volume: Black- 6,248, Color- 5,501

 Current: B/W - \$.01370 (\$ 85.60), Color - \$.07986 (\$ 439.31) **Total: \$ 524.91**

 Proposed: B/W - \$.0071 (\$ 44.36), Color - \$.0459 (\$ 242.50) **Total: \$ 296.86**
- \$ 228.05 monthly savings

Option 2 State of Michigan MIDeal Contract

48 Month Lease: \$489.24 which includes all your service* ← Includes No overage costs
Purchase Price: \$7,887 Locked in for 10 yrs.

 (+) Service Pricing for purchase

 \$97.50/month for 19,500 black copies. CPC overage .00508
 Color is .04502 cpc

This would save you approximately \$68 a month over the NJPA 48 month FMV lease. You wouldn't pay any overages unless you did more than 48,000 black or 12,000 color in a month. (overages charge at B .0068 and C .05)

In summary, you can upgrade and get everything we talked about (4 drawers, stapling finisher with a 2/3 hole punch and booklet maker, a fax kit and a higher speed with a dual scan document feeder for approximately what you are paying for just maintenance currently.
Your old C452 is owned, so if you want to move it to a different location, we can keep the same maintenance contract in place that you currently have with it and nothing will change.

Includes all parts, labor, service calls, and toner supplies. Billed Quarterly.

Recommended Equipment:

*planning & financing
 Quote - 1 machine
 Double price for (2.)*

Proposed Equipment

KM bizhub C308 – 30 ppm Color Print/Copy/Scan/Fax
 Dual Scan Document Feeder
 (3) 500 Sheet Paper Drawers
 Internal Stapling Finisher
 Fax kit with Fax from computer capability
 Standard - Print Controller for Network Print/Scan
 Bizhub SECURE
 Vcare


Option 1 NJPA Contract

48 Month FMV Lease: \$ 133.39
48 Month \$1 buyout lease: \$ 141.49
Purchase Price: \$5,400.32

Service Pricing

Black .008 Color .0510

Option 2 State of Michigan Contract

48 Month Lease: \$232.49 which includes all your service*

You wouldn't pay overages unless you did more than 12,000 black or 3,000 color copies in a month.
 (Overages billed at B .0075 and C .05)

Purchase Price: \$4,242

Service Pricing for Purchase

\$30/month for 6,000 black copies. Black overage .00523
 Color cpc is .04595

Includes Delivery and basic network service.

- see last page if you wish to deduct the price of Fax. 950 a month

Reception

From: Lisa Schneider <lschneider@kmbs.konicaminolta.us>
Sent: Thursday, February 15, 2018 11:06 AM
To: Reception
Subject: Fax kit

Cindy,

The cost of the fax kit for the C308 is \$325 (purchase) or \$8.68 off the 48 month lease.

Let me know if you have any other questions!!

Lisa

Sincerely,



LISA M. SCHNEIDER
Named Account Executive

Konica Minolta Business Solutions U.S.A., Inc.
201 Front Avenue SW, Suite 102 Grand Rapids, MI 49504
Office: [616-608-1504](tel:616-608-1504)

Visit us: [Count on Konica Minolta](#)



[Disclaimer](#)





CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

Date: February 28, 2018
To: Supervisor Beahan & Cascade Township Board
From: Ben Swayze, Township Manager
Subject: MERS Defined Contribution Plan Agreement

FACTS

During 2017, the Cascade Township Personnel & Finance Committee began exploration of closing the MERS Defined Benefit retirement program for new employees and putting all new employees into a MERS Defined Contribution retirement program. This would essentially move new employees out of a tradition pension program and place them in a 401(k) style program.

Currently, employees of Cascade Township are placed into the MERS DB program upon hire. The MERS DB Plan is designed so that the Township contributes 10% of wages to the plan, and the employees are responsible for making the remaining contributions. Beginning in 2013 the required employees contributions began to rise substantially from the 5.04% level. In 2013 and 2014, the Township made lump sum contributions to the MERS DB Plan in order to hold contribution levels steady. Without those contributions, the employee rates would have been 6.416% in 2014 and 7.992% in 2015. The increased contributions were due to the plan performing poorer than expected. At the time the plan required an average 8% return on investment per year.

In 2016 as part of its 5 year review process, MERS significantly changed its actuarial assumptions. Changes to the assumptions included:

- Mortality rate was adjusted to reflect longer lifetimes
- Assumed rate of return lowered to 7.75%
- Asset smoothing changed from 10 years to 5 years
- Amortization Period for unfunded liability became fixed at 15 years (previously a rolling 30 years)

Because of the changes in the actuarial assumptions, an additional \$1.2 million dollars was added to the Township unfunded liability. Because the Township policy calls for the Township contributions to remain at 10%, the change would have increased the employee contributions to 12.133% (not accounting for Township lump sum contributions). These changes prompted the Personnel & Finance Committee to explore alternative retirement arrangements, which they studied for approximately 8 months.

At the Township Board 2018 Budget work session, the retirement system recommendations we made to the full board. A summary of the recommendations is:

- All new Township employees will be placed in a MERS DC retirement program.

- Current employees will have three options:
 - Stay in the now closed DB Plan (employee contributions will climb to a fixed rate of 10% over a period of two years)
 - Freeze current DB Plan and enroll in the DC Plan going forward
 - Enroll in the DC Plan and fully convert their DB Plan into a DC Plan lump sum contribution

The first step in this process will be to adopt a DC Plan agreement with MERS to open the new DC Plan. Attached you will find the proposed DC Plan adoption agreement. Items of note:

- Employees will have until 6/30/18 to decide from the options outlined above.
- First 3 months of initial employment (probationary period) and Temporary Employees of less than 12 months are excluded from the program.
- Vesting of Township contributions according to the following schedule:
 - 20% after 1 year of service
 - 40% after 2 years of service
 - 60% after 3 years of service
 - 80% after 4 years of service
 - 100% after 5 years of service
- Elapsed time method for vesting
- Bi-weekly contributions
- Contributions levels:
 - Existing Employees – 6% contribution with an additional 6% match opportunity
 - New Employees – 5 % contribution with an additional 5% match opportunity
- Compensation defined as Medicare Taxable Wages
- Loans shall be permitted

Attached for your review is:

- Proposed MERS Defined Contribution Plan Adoption Agreement
- MERS Retirement Plan Options Study

Analysis and Conclusion

The proposed retirement program for current and new employees has been carefully studied by the Personnel & Finance Committee and was presented to the full Board during the FY18 Budget workshop. While the plan may not provide financial relief to the Township for quite a while, it does set in motion the eventual complete closure of the Defined Benefit Plan and replace it with a Defined Contribution Plan where costs are set and paid in real time, as opposed to variable and in the future. Among considerations:

- Township will still provide a robust retirement plan to new employees that compares to those offered by other similar organizations.
- Current employees have several considerations for their retirement, including staying in the current retirement plan with a fixed, instead of variable, contribution rate.
- Township will be able to begin to tackle the unfunded liability of the plan knowing that the plan will be eventually fully closed.

As mentioned earlier, this is the first step of what will be a four-month process. Once the DC Plan is adopted for new employees, it will trigger a 4 month process for current employees to determine what retirement plan they would like to have going forward. The next steps in the process include:

- Employee incentive calculations: The Township has committed to offering a conversion incentive to those employees that choose to convert their existing DB Plan into a DC Plan lump sum contribution. This conversion will be calculated as:
 - Career Earnings * (15% + 1% for each year of service)
 - Part of the value of this contribution will come from the MERS DB Plan, the rest will be made up by the Township
- Employee education opportunities – MERS staff have committed to educating employees about the MERS DC Plan and their opportunities

Employees will have until June 30, 2018 to make their decision, however we will encourage employees to make their decision by the beginning of June. Employees that choose to remain in the DB Plan will see their contributions change to 7.5 % the first pay check after 6/30/18. Contributions will then be scheduled to increase to 10% on 7/1/2019.

The Personnel and Finance Committee has recommended that the Township Board approve the MERS Defined Contribution Plan Adoption Agreement as presented.

Financial Considerations

The financial impacts of the proposed retirement plan conversion process are vast and complicated. I have provided a study that was completed by the MERS Actuarial team when this process was completed. The true financial impact of the plan will not be known until the employee decisions are made. The Personnel & Finance Committee studied many different possible scenarios, including all employees converting and no employees converting, and were comfortable with the scenarios in order to close the program.

Recommendation

Approve the MERS Defined Contribution Plan Adoption Agreement and authorize the Township Manager to execute it on behalf of the Township.

MERS Defined Contribution Plan Adoption Agreement



1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711

www.mersofmich.com

The Employer, a participating municipality or court within the state of Michigan that has adopted MERS coverage, hereby establishes the following Defined Contribution Plan provided by MERS of Michigan, as authorized by 1996 PA 220 in accordance with the MERS Plan Document.

I. Employer Name Cascade Township Municipality #: 4110

If new to MERS, provide your municipality's/court's fiscal year: _____ through _____
(Month) (Month)

II. Effective Date

Check one:

A. If this is the **initial** Adoption Agreement for this group, the effective date shall be the first day of March, 2018.

This municipality or division is new to MERS, so vesting credit prior to the **initial** MERS effective date by each eligible participant shall be credited as follows (choose one):

Vesting credit from date of hire No vesting credit

This division is for new hires, rehires, and transfers of current Defined Benefit* division # 01 and/or current Hybrid division # N/A

Closing this division will change future invoices to a flat dollar amount instead of a percentage of payroll, as provided in your most recent annual actuarial valuation. (The amount may be adjusted for any benefit modifications that may have taken place since then.)

Current active (defined benefit or hybrid) employees (select one of the following and see [Plan Document, Section 64](#) for more information):

Will have a one-time opportunity to convert the value of their current defined benefit from the existing defined benefit or hybrid plan into the new Defined Contribution Plan as a lump sum, or continue accruing service in the Defined Benefit. (Complete *MERS Defined Contribution Conversion Addendum*.)

Both conversion & optional freeze

Will have a one-time opportunity to cease service accrual in the current plan and transfer to the new Defined Contribution plan for future service accrual, or continue accruing service in the Defined Benefit. The deadline for participants to make their election is: 06 / 30 / 2018

Will be required to cease service accrual in Defined Benefit and will transfer to Defined Contribution for future service accrual.

** By completing the section above, the Employer acknowledges receiving Projection Study results and understands the municipality's obligation to continue funding the liability associated with the closed Defined Benefit division.*

B. If this is an **amendment** of an existing Adoption Agreement (existing division number _____), the effective date shall be the first day of _____, 20____.

Note: You only need to mark **changes** to your plan throughout the remainder of this Agreement.

MERS Defined Contribution Plan Adoption Agreement

- C. If this is to **separate employees from an existing Defined Contribution division** (existing division number(s) _____) into a new division, the effective date shall be the first day of _____, 20____.
- D. If this is to **merge division(s)** _____ into division(s) _____, the effective date shall be the first of _____, 20____.

III. Eligible Employees

Only those Employees eligible for MERS membership may participate in the MERS Defined Contribution Plan. A copy of ALL employee enrollment forms must be submitted to MERS. The following groups of employees are eligible to participate:

[i.e. General hired after 3/1/18]

(Name of Defined Contribution division – e.g. All Full Time Employees, or General After 7/01/13)

To further define eligibility, (check all that apply):

- Probationary periods** are allowed in one-month increments, no longer than 12 months. During this introductory period the Employer will not report or make contributions for this period, including retroactively. Service will begin after the probationary period has been satisfied. The probationary period will be 3 month(s).
- Temporary employees** in a position normally requiring less than a total of 12 whole months of work in the position may be *excluded* from membership. These employees must be notified in writing by the participating municipality that they are excluded from membership within 10 business days of date of hire or execution of this Agreement. The temporary exclusion period will be 12 month(s).

MERS Defined Contribution Plan Adoption Agreement

IV. Provisions

1. Vesting (Check one):

- Immediate
- Cliff Vesting (fully vested after below number years of service)
 - 1 year 2 years 3 years 4 years 5 years
- Graded Vesting
 - 20 % after 1 year of service
 - 40 % after 2 years of service
 - 60 % after 3 years of service (min 25%)
 - 80 % after 4 years of service (min 50%)
 - 100 % after 5 years of service (min 75%)
 - % after 6 years of service (min 100%)

Vesting will be credited using (check one):

- Elapsed time method – Participants will be credited with one vesting year for each 12 months of continuous employment from the date of hire.
- Hours reported method – Participants will be credited with one vesting year for each calendar year in which _____ hours are worked

In the event of disability or death, a participant's (or his/her beneficiary's) entire employer contribution account shall be 100% vested, to the extent that the balance of such account has not previously been forfeited.

Normal Retirement Age (presumed to be age 60 unless otherwise specified) 55

If an employee is still employed with the municipality at the age specified here, their entire employer contribution balance will become 100% vested regardless of years of service.

2. Contributions

a. Will be remitted (check one):

- Weekly
- Bi-Weekly (every other week)
- Semi-Monthly (twice each month)
- Monthly
- Other (must specify) _____

b. Employee/Employer contribution structure (subject to limitations of Section 415(c) of the Internal Revenue Code)

	Enter % or \$ for contribution amounts						
Employee Contribution	*						
Employer Contribution	*						

Direct mandatory employee contributions as pre-tax

c. Voluntary employee contributions may be made after-tax, subject to the Section 415(c) limitations of the Internal Revenue Code

* For DB Employees who convert or freeze their DB, the Employer will contribute 6% and match up to an additional 6% (so employees will contribute 0 to 6%, Employer would contribute 6 to 12%).
For new hires, Employees will contribute 0 to 5% and Employer would contribute 5 to 10% (match up to 10%).

MERS Defined Contribution Plan Adoption Agreement

3. Compensation:

Employers may designate the definition of compensation per division participating in Defined Contribution pursuant to section 49 of the MERS Plan Document (check one):

- Medicare taxable wages reported in Box 5 of Form W-2
- All income subject to income tax reported in Box 1 of Form W-2, plus elective deferrals
- Compensation, for retirement purposes, is defined as base wages. Any of the following may be included:
 - Longevity pay
 - Overtime pay
 - Shift differentials
 - Pay for periods of absence from work by reason of vacation, holiday, and sickness
 - Workers' compensation weekly benefits (if reported and are higher than regular earnings)
 - A member's pre-tax contributions to a plan established under Section 125 of the IRC
 - Transcript fees paid to a court reporter
 - A taxable car allowance
 - Short term or long term disability payments
 - Payments for achievement of established annual (or similar period) performance goals
 - Payment for attainment of educational degrees from accredited colleges, universities, or for acquisition of job-related certifications
 - Lump sum payments attributable to the member's personal service rendered during the FAC period
 - Other: _____
 - Other 2: _____

NOTE: In either of the above elections, an employee's compensation shall not exceed the annual limit under section 401(a)(17) of the Internal Revenue Code.

4. **Loans:** shall be permitted shall not be permitted
If Loans are elected, please complete and attach the *MERS Defined Contribution Loan Addendum*.
5. Rollovers from qualified plans are permitted and the plan will account separately for pre-tax and post-tax contributions and earnings thereon.

V. Appointing MERS as the Plan Administrator

The Employer hereby agrees to the provisions of this *MERS Defined Contribution Plan Adoption Agreement* and appoints MERS as the Plan Administrator pursuant to the terms and conditions of the Plan. The Employer also agrees that in the event of any conflict between the MERS Plan Document and the MERS Defined Contribution Plan Adoption Agreement, the provisions of the Plan Document control.

Vi. Modification of the terms of the Adoption Agreement

If the Employer desires to amend any of its elections contained in this Adoption Agreement, including attachments, the Governing Body or Chief Judge, by resolution or official action accepted by MERS, must adopt a new Adoption Agreement. The amendment of the new Agreement is not effective until approved by MERS.

MERS Defined Contribution Plan Adoption Agreement

VII. Enforcement

1. The Employer acknowledges that the Michigan Constitution of 1963, Article 9, Section 24, provides that accrued financial benefits arising under a public Employer's retirement plan are a contractual obligation of the Employer that may not be diminished or impaired.
2. The Employer agrees that, pursuant to the Michigan Constitution, its obligations to pay required contributions are contractual obligations to its employees and to MERS and may be enforced in a court of competent jurisdiction;
3. The Employer acknowledges that employee contributions (if any) and employer contributions must be submitted in accordance with the *MERS Reporting and Contribution Enforcement Policy*, the terms of which are incorporated herein by reference;
4. The Employer acknowledges that late or missed contributions will be required to be made up, including any applicable gains, pursuant to the Internal Revenue Code;
5. Should the Employer fail to make its required contribution(s) when due, MERS may implement any applicable interest charges and penalties pursuant to the *MERS Reporting and Contribution Enforcement Policy* and Plan Document Section 79, and take any appropriate legal action, including but not limited to filing a lawsuit and reporting the entity to the Treasurer of the State of Michigan in accordance with MCL 141.1544(d), Section 44 of PA 436 of 2012, as may be amended.
6. It is expressly agreed and understood as an integral and non-severable part of this Agreement that Section 43 of the Plan Document shall not apply to this Agreement and its administration or interpretation. In the event any alteration of the terms or conditions of this Agreement is made or occurs, under Section 43 or other plan provision or law, MERS and the Retirement Board, as sole trustee and fiduciary of the MERS plan and its trust reserves, and whose authority is non-delegable, shall have no obligation or duty to administer (or to have administered) the MERS Defined Contribution Plan, to authorize the transfer of any defined benefit assets to the MERS Defined Contribution Plan, or to continue administration by MERS or any third-party administrator of the MERS Defined Contribution Plan.

VIII. Execution

Authorized Designee of Governing Body of Municipality or Chief Judge of Court

The foregoing Adoption Agreement is hereby approved by _____ on
the ____ day of _____, 20____. (Name of Approving Employer)

Authorized signature: _____

Title: _____

Witness signature: _____

Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: _____, 20____ Signature: _____
(Authorized MERS Signatory)



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CBIZ Benefits & Insurance Services, Inc.
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Livonia, MI 48152
<http://retirement.cbiz.com>

Municipal Employees' Retirement System of Michigan

Cascade Chtr Twp (4110)
Division 01
Retirement Plan Options



December 21, 2016

In care of:
Municipal Employees' Retirement
System of Michigan
1134 Municipal Way
Lansing, Michigan 48917

The purpose of this report is to show the financial implications to the employer of different retirement plan design options for Cascade Chtr Twp (4110) – Division 01. The report consists of separate sections that correspond to the different plan options under consideration. In addition, there is an executive summary at the beginning of the report that summarizes all the options under consideration and shows the results for each option in graphical form, if multiple options are requested. Each section contains the following additional detail:

- An executive summary that describes the plan provisions and provides a brief explanation of the results.
- An exhibit showing the short-term impact of the proposed benefit change – that is, the impact on next year's contribution (this exhibit is only shown for supplemental valuations and supplemental valuations with bridge benefits).
- An exhibit showing the long term contribution impact of the proposed benefit change (i.e. a projection of the Actuarial Accrued Liabilities, Valuation Assets, funded ratio, and employer contributions under both the current and proposed plans).
- A graph showing the projected funded ratio and employer contribution under both the current and proposed plans.

This report should not be relied upon for any other purpose. Reliance on information contained in this report by anyone for anything other than the intended purpose could be misleading.

The information in this report is purely actuarial in nature. It is not intended to serve as a substitute for legal, accounting, and investment advice.

This report was prepared at the request of MERS and the municipality and may be provided only in its entirety by the municipality to other interested parties. CBIZ Retirement Plan Services is not responsible for the consequences of any unauthorized use.

The proposed plan changes illustrated in this report are valued as if they occur on the valuation date (December 31, 2015). Therefore the results in this report should not be used for short-term budgeting purposes. These projections illustrate the long term pattern of employer contributions for the purpose of comparing the financial implications of each plan design.

Please see the Comments on Asset Smoothing in the annual valuation report.



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Please refer to the following sections of this report for additional information:

- Risk Characteristics of Defined Benefit Plans
- Important Comments
- Miscellaneous and Technical Assumptions

The undersigned are members of the American Academy of Actuaries (MAAA) and meet the Qualification Standards of the American Academy of Actuaries to render the actuarial opinion contained herein.

If you need further information to make an informed decision, please contact MERS at (800) 767-6377 for assistance.

Sincerely,


Cathy Nagy, FSA, MAAA
Actuary


Curt Powell, EA, MAAA
Senior Analyst



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Options 1 and 2
Changing from a Defined Benefit to a Defined Contribution Plan – No
Conversions



Executive Summary

The purpose of this report is to show the impact on the liabilities and contributions if Cascade Chtr Twp (4110) closes the Defined Benefit plan to new entrants and adopts a Defined Contribution (DC) plan for new hires.

The following proposed benefit changes have been considered:

Division	Change in Benefits
General (01)	Closed DB plan DC plan – 10% of pay employer contributions New Hires only covered by DC plan

The results of our calculations are shown as follows:

- **Baseline 1:** this is the current open DB plan
- **Option 1:** this is the closed DB plan and the new DC plan
- **Baseline 2:** this is the current open DB plan including an additional employer contribution of \$2,258,231 made on or before 1/31/2017.
- **Option 2:** this is the closed DB plan including an additional employer contribution of \$2,258,231 made on or before 1/31/2017 and the new DC plan
- In order to illustrate the impact of the proposed benefit change, we are showing projections under both the current and the proposed benefits. The projection results are illustrated both in tabular and graphical form.

Please note the following regarding these calculations:

- To compare the long term cost of the various plans, the reader should compare the following (see table below):
 - **Current Plan - open DB plan** - the employer normal cost represents the long term annual cost of the benefits. This is the amount the employer is expected to pay once the unfunded accrued liability is paid off.
 - **Proposed Plan – DC plan** – the proposed employer contribution rate to the DC plan

Division	Current Plan			Proposed Plan
	Total Normal Cost	Employee Contributions	Employer Normal Cost	Employer Contribution to the DC Plan
01	12.27%	5.04%	7.23%	10.00%



- The proposed plan changes illustrated in this report are valued as if they occur on the valuation date (December 31, 2015). Therefore the results in this report should not be used for short-term budgeting purposes. These projections illustrate the long term pattern of employer contributions for the purpose of comparing the financial implications of each plan design.
- Please note the following regarding divisions that become closed to new hires (with new hires entering the DC plan):
 - The division will remain on the current amortization schedule (23 years in the December 31, 2015 annual valuation decreasing by one until the initial UAL is paid off). This is the default amortization policy unless the actuaries to the plan determine that accelerating the amortization payments is necessary for the benefit security of the plan members.
 - This funding policy was adopted by the MERS Retirement Board with the goal of accumulating enough assets to pay the benefits promised.
 - **Assets cannot be shared between the closed DB division and the DC plan, even if the employees are part of the same employee classification (bargaining unit).** This is because in a DC plan, the assets represent individual account balances and are only payable to that member or the beneficiary. In comparison, in a DB plan the assets are comingled and can be used to pay the benefits for any member in that division, with the exception of member account balances. Member account balances can only be paid to the member or the beneficiary.
 - The short term cost of the DB plan will likely decrease, compared to the short term cost if the DB plan remained open because the normal cost component of the contribution is expected to be lower as fewer active members accrue benefits in the DB plan.
 - In the long term, the total cost for the division that is closed to new hires is lower than if the division remains open because fewer employees are expected to receive benefits from the existing DB plan.
 - In order to make a valid comparison of the current and proposed plans, the employer cost of benefits for new employees must be added to the cost from the closed DB division.



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Municipal Employees Retirement System of Michigan
 Cascade Chtr Twp (4110) Division 01 - General
 10 Year Projections of Employer Contributions and Funded Ratios

Valuation Year Ending December 31,	Fiscal Year Beginning January 1	Baseline 1					Option 1 - DB plan is closed to new hires; new hires in a 10% of pay DC Plan						
		Actuarial Accrued Liability	Valuation Assets	Funded Ratio	Total Employer Contribution Inflated Dollars	Total Employer Contribution Current Dollars	Actuarial Accrued Liability	Valuation Assets	DB Plan Funded Ratio	Employer Contributions		Total Employer Contribution Inflated Dollars	Total Employer Contribution Current Dollars
										For Existing DB Plan	For New Hires to DC		
2015	2017	9,911,000	7,653,000	77%	337,000	337,000	9,911,000	7,653,000	77%	315,000	33,000	348,000	348,000
2016	2018	10,395,000	7,979,000	76%	365,000	352,000	10,542,000	7,926,000	75%	329,000	53,000	382,000	368,000
2017	2019	11,218,000	8,361,000	75%	396,000	368,000	11,161,000	8,268,000	74%	347,000	71,000	418,000	388,000
2018	2020	11,906,000	8,746,000	73%	431,000	386,000	11,777,000	8,581,000	73%	368,000	90,000	458,000	410,000
2019	2021	12,616,000	9,127,000	72%	470,000	406,000	12,387,000	8,867,000	72%	393,000	111,000	504,000	435,000
2020	2022	13,345,000	9,782,000	73%	491,000	408,000	12,984,000	9,391,000	72%	398,000	132,000	530,000	441,000
2021	2023	14,075,000	10,447,000	74%	514,000	412,000	13,545,000	9,891,000	73%	406,000	153,000	559,000	448,000
2022	2024	14,810,000	11,191,000	76%	539,000	412,000	14,071,000	10,424,000	74%	410,000	173,000	583,000	451,000
2023	2025	15,561,000	11,966,000	77%	553,000	412,000	14,569,000	10,948,000	75%	414,000	196,000	610,000	454,000
2024	2026	16,326,000	12,769,000	78%	574,000	412,000	15,036,000	11,454,000	76%	417,000	221,000	638,000	458,000
2025	2027	17,102,000	13,596,000	80%	595,000	412,000	15,463,000	11,934,000	77%	421,000	245,000	666,000	461,000

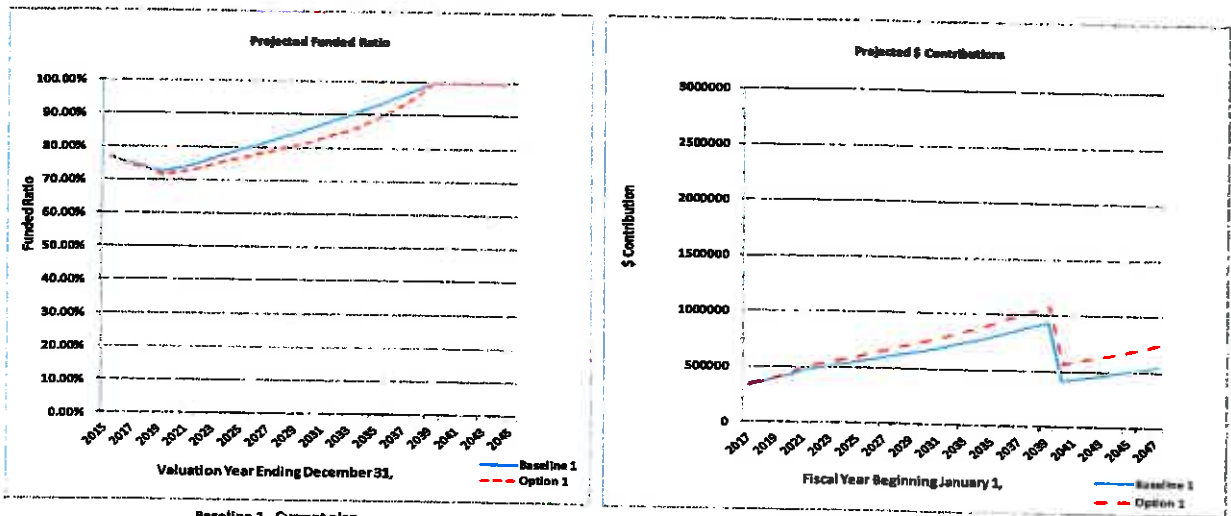
Notes:

- (1) The Actuarial Accrued Liability, Valuation Assets, and Funded Ratio are calculated as of December 31.
- (2) Contributions are calculated for the applicable fiscal year.
- (3) Employer contribution to the DC plan was based on a contribution rate of 10% of pay.
- (4) The impact of the assumptions change is phased-in over a 5 year period. This phase-in is not reflected in either the Baseline 1 or Option 1.



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**Municipal Employees' Retirement System of Michigan
 Cascade Cntr Twp (4110) Division 01 - General**



Baseline 1 - Current plan
 Option 1 - DB plan is closed to new hires; new hires in a 10% of pay DC Plan

Comments:

In the long run, the employer contribution will trend towards the long term cost of the different benefit structures. The long term cost of the various benefit structures expressed as a percent of pay is shown in the table below:

	Baseline 1	Option 1
Total long term cost	12.27%	10.00%
Employee contribution	5.04%	0.00%
Employer long term cost	7.23%	10.00%

Under Option 1 the above graph shows the total employer contribution to the closed DB plan and the DC plan for new hires.

CBIZ Retirement Plan Services is a trade name under which certain subsidiaries of CBIZ, Inc. market investment advisory, third party administration, actuarial and other corporate retirement plan services.



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Municipal Employees Retirement System of Michigan
 Cascade Chtr Twp (4110) Division 01 - General
 10 Year Projections of Employer Contributions and Funded Ratios

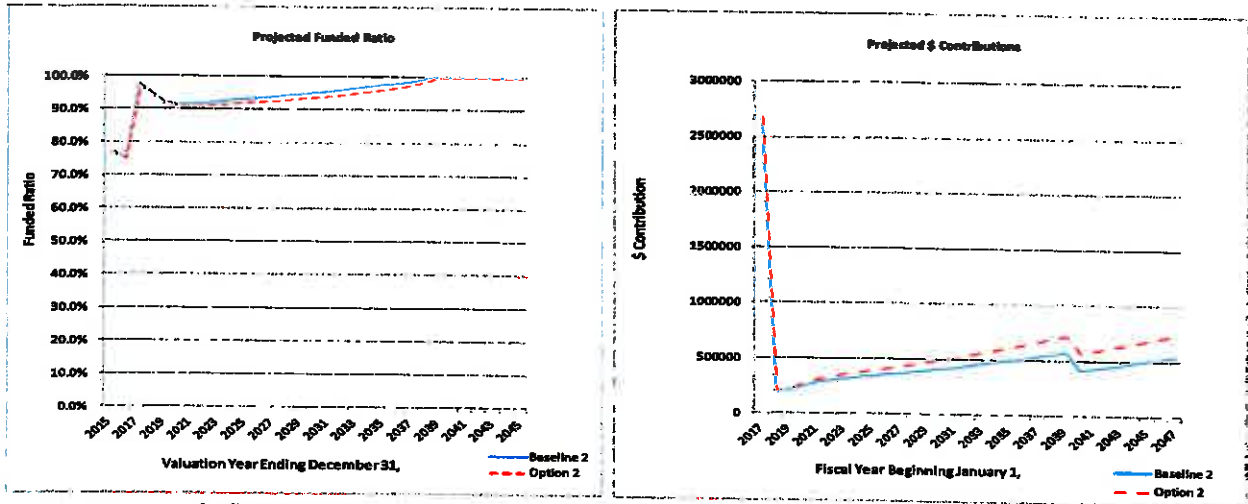
Valuation Year Ending December 31,	Fiscal Year Beginning January 1,	Baseline 2				Option 2 - DB plan is closed to new hires; new hires in a 36% of pay DC Plan; lump sum contribution of \$1,358,233							
		Actuarial Accrued Liability	Valuation Assets	Funded Ratio	Total Employer Contribution Inflation Dollars	Total Employer Contribution Current Dollars	Actuarial Accrued Liability	Valuation Assets	DB Plan Funded Ratio	Employer Contributions		Total Employer Contribution Inflation Dollars	Total Employer Contribution Current Dollars
									For Existing DB Plan	For New Hires to DC			
2015	2017	9,911,000	7,653,000	77%	2,666,000	2,666,000	9,911,000	7,653,000	77%	2,644,000	33,000	2,677,000	2,677,000
2016	2018	10,555,000	7,973,000	76%	200,000	193,000	10,542,000	7,926,000	75%	164,000	53,000	217,000	209,000
2017	2019	11,218,000	10,962,000	98%	210,000	195,000	11,183,000	10,870,000	97%	162,000	71,000	233,000	216,000
2018	2020	11,906,000	13,287,000	95%	246,000	220,000	11,777,000	11,123,000	94%	184,000	90,000	274,000	245,000
2019	2021	12,616,000	11,586,000	92%	286,000	247,000	12,387,000	11,326,000	91%	208,000	111,000	319,000	275,000
2020	2022	13,345,000	12,227,000	92%	300,000	250,000	12,984,000	11,835,000	91%	208,000	132,000	340,000	283,000
2021	2023	14,075,000	12,873,000	91%	318,000	255,000	13,545,000	12,315,000	91%	210,000	153,000	363,000	291,000
2022	2024	14,810,000	13,607,000	92%	330,000	256,000	14,071,000	12,840,000	91%	207,000	173,000	380,000	294,000
2023	2025	15,561,000	14,365,000	92%	342,000	255,000	14,568,000	13,347,000	92%	203,000	196,000	399,000	297,000
2024	2026	16,326,000	15,143,000	93%	355,000	255,000	15,036,000	13,828,000	92%	196,000	221,000	419,000	301,000
2025	2027	17,102,000	15,937,000	93%	368,000	255,000	15,463,000	14,272,000	92%	194,000	245,000	439,000	304,000

Notes:

- (1) The Actuarial Accrued Liability, Valuation Assets, and Funded Ratio are calculated as of December 31.
- (2) Contributions are calculated for the applicable fiscal year.
- (3) Employer contribution to the DC plan was based on a contribution rate of 10% of pay.
- (4) The impact of the assumptions change is phased-in over a 5 year period. This phase-in is not reflected in either the Baseline 2 or Option 2.



Municipal Employees' Retirement System of Michigan
Cascade Chtr Twp (4110) Division 01 - General



Baseline 2 - Current plan with lump sum contribution of \$2,258,231
 Option 2 - DB plan is closed to new hires; new hires in a 10% of pay DC Plan; lump sum contribution of \$2,258,231

Comments:

-In the long run, the employer contribution will trend towards the long term cost of the different benefit structures. The long term cost of the various benefit structures expressed as a percent of pay is shown in the table below:

	Baseline 2	Option 2
Total long term cost	12.27%	10.00%
Employee contribution	5.04%	0.00%
Employer long term cost	7.23%	10.00%

-Under Option 2 the above graph shows the total employer contribution to the closed DB plan and the DC plan for new hires.



Risk Characteristics of Defined Benefit Plans

It is important to understand that retirement plans, by their nature, are exposed to certain risks. While risks cannot be eliminated entirely, they can be mitigated through various strategies. Below are a few examples of risk (this is not an all-inclusive list):

- Economic - investment return, wage inflation, etc.
- Demographic - longevity, disability, retirement, etc.
- Plan Sponsor and Employees - contribution volatility, attract/retain employees, etc.

The MERS Retirement Board adopts certain assumptions and methods to mitigate the economic and demographic risks, and the contribution volatility risks. For example, the investment risk is the largest economic risk and is mitigated by having a balanced portfolio and a clearly defined investment strategy. Demographic risks vary based on the age of the workforce and are mitigated by preparing special studies called experience studies on a regular basis to determine if the assumptions used are reasonable compared to the experience. Risk may be mitigated through a plan design that provides benefits that are sustainable in the long run. An Experience Study is completed every five years to review the assumptions and methods. The next Experience Study will be completed in 2020.



Important Comments

1. The results are based on information provided by the municipality and MERS. The actuary is unaware of any additional information that would impact these results.
2. This report describes the financial effect of the proposed benefit plan. No statement contained within is a recommendation in favor of or in opposition to the proposed benefit plan.
3. The reader of this report should keep in mind that actuarial calculation are mathematical estimates based on current data and assumptions of future events (which may or may not materialize). As a result, actuarial calculations can and do vary from one valuation year to the next, sometimes significantly if the group valued is very small (less than 30 lives). The cost impact of a benefit change may fluctuate over time, as the demographics of the group changes.
4. The calculations in this report were prepared based on December 31, 2015, demographic and financial information unless noted elsewhere in the report.
5. The valuation date is December 31, 2015.
6. Please note, the assumptions and methods used in these calculations are consistent with those used in the December 31 2015, Annual Actuarial Valuation (except where noted otherwise) and are summarized in an Appendix. This Appendix is located on the MERS website at www.mersofmich.com.
7. In the event that more than one plan change is being considered, the user of this report should remember that the results of separate actuarial valuations cannot be added together. The total can be considerably greater than the sum of the parts due to the interaction of various plan provisions with each other and with the assumptions used.
8. Retirement benefits and employer contributions are based on a percentage of members' reported pay for open divisions. If actual reported payroll differs substantially from payroll used in this report, the dollar contribution should be adjusted proportionately.



9. The following information, assumptions and funding methods were used in the projections under the various options:
 - a. Demographic, financial information and benefit provisions provided by MERS for the December 31, 2015 annual valuation.
 - b. The assumptions and methods used in the December 31, 2015 annual valuation, except where noted otherwise.
 - c. All demographic assumptions will be met during the projection period.
 - d. The active population is assumed to remain stable during the projection period.
 - e. Demographic assumptions under the DC plan are unchanged from those of the DB plan.
 - f. The Market Value of Assets will earn the assumed investment return each year during the projection period.
 - g. There will be no benefit changes during the projection period.
 - h. The employer contributions through December 31, 2016 are not affected, and are based on previous annual actuarial valuations.

10. The results do not show the potential impact on other post-employment benefits (such as retiree health care insurance) or ancillary benefits (such as life insurance).

11. If the user of this report is not sure how to interpret certain results in the report or how to read the report, they should contact the MERS at (800) 767-6377 before relying on the results of this report.

12. Additional disclosures required by Actuarial Standard of Practice:
 - All actuarial calculations have been prepared in conformity with generally accepted actuarial principles and practices and with the Actuarial Standards of Practice issued by the Actuarial Standards Board.
 - The valuation was based upon information furnished by the municipality and MERS staff. We checked for internal and year to year consistency, but did not otherwise audit the data. CBIZ Retirement Plan Services is not responsible for the accuracy or completeness of the information provided for the preparation of these calculations.



Miscellaneous and Technical Assumptions

1. The results in this report are based on the assumptions used in the December 31, 2015 annual valuation. Please see the 2015 report Appendix for a description of the assumptions and methods that were used in the 2015 valuation report.
2. The investment return on the market value of assets for each year during the projection period was assumed to be 7.75% per year.
3. FAC Load – 1.00%
4. Withdrawal Scaling Factor – 1.00

Resolution Adopting the MERS Defined Contribution Plan



1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711

www.mersofmich.com

This Resolution is entered into under the provisions of 1996 PA 220 and the Municipal Employees' Retirement System of Michigan ("MERS") Plan Document, as each may be amended.

WHEREAS, the participating entity desires to adopt the MERS Defined Contribution Plan for its designated employees;

WHEREAS, the participating entity has furnished MERS with required data regarding each eligible employee and retiree;

WHEREAS, as a condition of MERS membership, and pursuant to the MERS Retirement Board's power as plan administrator and trustee under Plan Document Section 71 and MCL 38.1536, as each may be amended, it is appropriate and necessary to enter into a binding agreement providing for the administration of the Defined Contribution Plan, the reporting of wages, and the payment of the required contributions of a participating entity and withholding of employee contributions; now, therefore,

IT IS HEREBY RESOLVED:

1. On behalf of the participating entity, the governing body of _____ adopts the MERS Defined Contribution Plan in accordance with Plan Section 4 for its eligible employees as described in the MERS Defined Contribution Adoption Agreement, subject to the MERS Plan Document and as authorized by 1996 PA 220, as both may be amended;
2. The governing body agrees to the terms of and authorizes (title) _____ to execute the initial MERS Defined Contribution Adoption Agreement, a copy of which is attached hereto and which is hereby incorporated by reference; and

I hereby certify that the above is a true copy of the Defined Contribution Resolution adopted at the official meeting held by the governing body of this municipality:

Dated: _____, 20____. _____ (Signature of Authorized Official)

This Resolution shall have no legal effect under the MERS Plan Document until a certified copy of this adopting Resolution is filed with MERS, MERS determines that all necessary requirements under the Plan Document, the Adoption Agreement, and this Resolution have been met, and MERS certifies the Resolution below.

Received and Approved by the Municipal Employees' Retirement System of Michigan:

Dated: _____, 20____. _____ (Authorized MERS Signatory)