



Board of Trustees Meeting
8555 Kalamazoo Ave., SE
Caledonia, MI 49316
Township Board Room
Monday, April 13, 2026 ~ Time: 7:00 PM

1. **Opening Prayer ~ Trustee DeWard**
2. **Pledge of Allegiance**
3. **Call to Order and Attendance ~ Trustee Lemke absent with notice**
4. **Declaration of Conflict of Interest**
5. **Review of Consent Agenda ~ *items must be removed from the consent agenda in order to be discussed***
6. **Approval of Agenda**
7. **Communications ~ Informational items ~ *letters, reports, updates, etc.***
 - a. Kent County Administrator's Digest
[KentCtyAdminDigest.pdf](#)
 - b. Community Policing Officer's March 2026 Report
[KCSO CPO Township Monthly March 2026.pdf](#)
 - c. Community Policing Officers' 2026 1st Qtr. Report
[KCSO 1st Qtr 2026 Stats.docx](#)
 - d. Gaines Charter Township Fire Department March 2026 Run Report
[2026_04_06_March 2026 GTFD Monthly Report.pdf](#)
 - e. Building Inspections March 2026 Revenue Report
[Bldg Dept Revenue Breakdown March 2026.pdf](#)
 - f. Driftwood Acres Drain
[Driftwood Acres Drain.pdf](#)
 - g. Stevens Pointe Drain
[StevensPointeDrain.pdf](#)

- h. Stevens Pointe Drain 2
[StevensPointeDrain2.pdf](#)
- i. Parks and Trails Draft Minutes - March 18, 2026
[Parks&TrailsDraft Minutes March 18 2026.docx](#)
- j. Budget Reports
[101 1st Qtr Rev Exp Report.pdf](#)
[205 1st Qtr Rev Exp Report.pdf](#)
[549 1st Qtr Rev Exp Report.pdf](#)
[590 1st Qtr Rev Exp Report.pdf](#)
[591 1st Qtr Rev Exp Report.pdf](#)
- k. 2025 Treasurer's Annual Report
[Treasurer's 2025 Annual Report.pdf](#)

8. **Scheduled Speakers - NONE**

9. **Public Comments -** *Public may speak regarding anything on the agenda which is NOT scheduled for a public hearing (comments limited to 3 minutes per speaker)*

10. **Public Hearings - Dutton Center Phase I & II - Streetlighting Special Assessment District**

11. **Consent Agenda**

- a. Draft Minutes - Board of Trustees March 9, 2026 meeting
[Draft Minutes 03-09-2026.docx](#)
- b. Treasurer's February 2026 Financial Report
[TreasurersFebruary2026FinancialReport.pdf](#)
- c. March 2026 Check Registers:

101 General Fund March 2026 Check Register	\$ 137,771.46
205 Public Safety March 2026 Check Register	\$205,624.62
549 Building Inspections March 2026 Check Register	\$ 9,559.59
590 Sewer Fund March 2026 Check Register	\$ 381,571.18
591 Water Fund March 2026 Check Register	<u>\$701,009.59</u>

TOTAL **\$1,433,536.44**

[101GeneralFundMarch2026Checkregisterdocx.pdf](#)
[205PublicSafetyCheckDisbursementReport.pdf](#)
[549BldgInspectionsCheckDisbursementReport.pdf](#)
[W&SMarch 2026 check register.pdf](#)

12. **New Business**

- a. Rezoning 6875 Hammond Avenue SE from Suburban Residential to Village Residential
[6875 Hammond Board Packet 1st Read.pdf](#)

- b. Planning and Zoning 2025 Annual Report
[2025 Planning & Zoning Department Annual Report.docx](#)
- c. Dutton Center Development - Streetlighting Special Assessment
[MEMO Dutton Center SAD.docx](#)
[Dutton Center Street Lighting SAD Resolution Phase One.docx](#)
[Notice of Public Hearing - DuttonCenterPhases I&II.docx](#)
- d. FOIA Policy and Procedures
[Memo - FOIA Policy and Procedures and Guidelines Adherence.docx](#)
[FOIA Policy.pdf](#)
[Procedures and Guidelines 2022.pdf](#)
- e. Taste of Gaines 2026
[Memo - Taste of Gaines Funding Request.docx](#)
[Taste of Gaines 2026 Budget - Board.pdf](#)
- f. Fire Apparatus Replacement
[Memo - Fire Apparatus Replacement.docx](#)
[2025_02_13 GTFD Capital Replacement Plan 2025 minus T68 and R66 - Budget Calculations.pdf](#)
[Reliant Fire Apparatus Quote.pdf](#)
- g. Special Liquor License Request
[Memo SpecialLiquorLicenseRequest.docx](#)
[MrZaagmansRequest.docx](#)
[MapofProperty.png](#)
[EventLocationMap.png](#)
[LocalGovernmentApprovalDocument.pdf](#)
[StateofMIApplication.pdf](#)

13. **Public Comments** ~ *On any topic (comments limited to 3 minutes per speaker)*

14. **Manager's Comments**

15. **Supervisors Comments**

16. **Trustee Comments**

17. **Adjournment**

NEXT SCHEDULED BOARD OF TRUSTEES MEETING: May 11, 2025

ANY INTERESTED PERSONS ARE INVITED TO ATTEND AND PARTICIPATE IN ALL TOWNSHIP BOARD OF TRUSTEE MEETINGS. PERSONS WITH DISABILITIES NEEDING ANY SPECIAL ACCOMMODATIONS SHOULD CONTACT THE TOWNSHIP OFFICES ONE WEEK PRIOR TO THE MEETING TO REQUEST MOBILITY, VISUAL OR ANY OTHER ASSISTANCE.

****Preliminary Agenda - Subject to Change****



Kent County Administrator's Digest - March 30, 2026

Kent County, Michigan sent this bulletin at 03/30/2026 10:19 AM EDT

[View as Webpage](#)



**Administrator's
Digest**

March 30, 2026

A Note From The Administrator

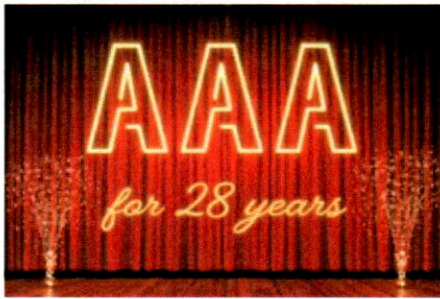
Spring is finally here, bringing warmer weather, blooming flowers, and longer days to enjoy the outdoors!

Whether you're hunting for Easter eggs, prepping for the big [U of M Final Four game](#), planning a Spring Break excursion, or simply enjoying quality time with loved ones this week, I hope everyone has a safe and joyful time in the sun.

As always, please [let us know](#) if you have articles, topics, or ideas that you would like to include in future newsletters.
- Al Vanderberg



Kent County's AAA Bond Rating Reaffirmed



We're pleased to share that our Aaa bond rating has been reaffirmed by [S&P](#) as part of our recent bond refinancing process.

This rating - the highest possible - reflects our strong financial management, stability, and long-term planning. We are grateful that this is our 28th consecutive year of achieving this rating.

Please join us in congratulating our [Fiscal Services](#) team for their continued leadership and stewardship in maintaining the County's strong financial position.

Designated Exchange Zones Provide Safe Meeting Spaces For Residents

Our [Sheriff's Office](#) has installed designated Exchange Zones at our locations to provide a safe place for community members to meet when completing online purchases or child custody exchanges.

These areas are under 24/7 video surveillance and offer a neutral location to help ensure exchanges happen safely.

Exchange Zones are currently available at all of our Sheriff's Office locations:

- [Grand Rapids \(Main Office\)](#)
- [Cedar Springs \(North Substation\)](#)
- [Caledonia \(South Substation\)](#)



Whether you're meeting someone from Facebook Marketplace, completing another online sale, or conducting a child custody exchange, these locations are available to help make those interactions safer for everyone.

County Quality Service Recognition Awards



Congratulations to Nathan Bednar, Andrew Fitzpatrick, Melissa Van Til, and Tamara Wright, from our [63rd District Court](#) - Civil Division, and Abigail Averill, from our [17th Circuit Court](#) - Family Division, on receiving County Quality Service Recognition Awards!

Your service goes far beyond the basics of your job - it's evident that you approach every interaction with a genuine desire to help and make a positive impact - efforts that help create a culture of servitude, respect, and excellence that inspires those around you.

We're proud to recognize these team members for consistently going above and beyond. Thank you for your exceptional contributions and for truly embodying the spirit of public service!

Kent Conservation District's Annual Dinner Celebrates 2025 Achievements and Awards Park Director



[Kent Conservation District's](#) Annual Dinner recently brought together community leaders and partners to celebrate the organization's impact and ongoing commitment to protecting Kent County's natural resources. Highlights from the past year included 100 agricultural land risk reductions, 561 invasive species projects, and more than 45 480 volunteer hours dedicated to



conservation efforts.

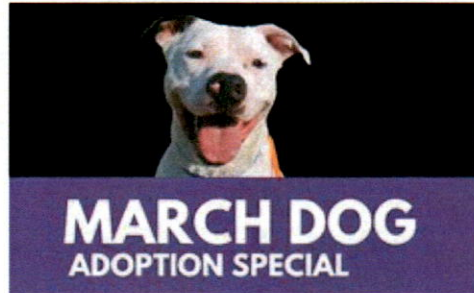
Congratulations to [Kent County Parks](#) Director Ben Swayze for being recognized as a Friend of the Kent Conservation District. This honor reflects his leadership in combating invasive species and his continued commitment to protecting natural areas across Kent County.

Also, don't miss the [Conservation Info Hour event](#) on Tuesday, March 31 (tomorrow), at the Byron Center Christian School, at 5pm to discuss conservation and funding opportunities for farmers. [To learn more, contact here.](#)

Last Chance For March Dog Madness!

Only two more days to take advantage of our [Animal Shelter's](#) March Dog Adoption Special!

It's game time at the shelter, and our starting lineup is ready to steal your heart. Don't miss your chance, through the end of March, all dog adoptions are just \$70! This includes spay/neuter, heartworm test, flea/tick preventative, age-appropriate vaccines, a microchip, and a dog license.



Your new MVP also comes with take-home goodies, including a free month of [Heartgard](#) and [Nexgard](#)!

Don't sit this season out - adopt your MVP today before the final buzzer! [View our adoptable pets here.](#)

Farming Forward In Kent County





Last week, about 30 farmers from Kent, Ottawa, and nearby counties braved a blustery morning at the historic [King Milling Company](#) in Lowell for their third annual workshop. Farmers got tips on succession planning, connecting retiring farmers with new producers through [MIFarmLink](#), protecting land with agricultural easements, and solving tricky conflicts with help from the [Dispute Resolution Center of West Michigan](#).

Hosted by the Kent-Ottawa Land Transfer Program and supported by [American Farmland Trust](#) and the [Natural Resources Conservation Service](#), the [Farming Forward](#) event focused on keeping our farmland protected and helping farms pass to the next generation.

By supporting these efforts, we're helping keep farming strong in our communities - now and for the future.

To learn more about Kent County's farmland preservation program, [visit here](#).

Kent County thanks Lowell's King Milling Co. for generously hosting this year's event, and presenters including Varnum LLP Attorney Dean Reisner, Dispute Resolution Center of West Michigan executive director Christine Gilman, and MIFarmLink Region 6 representative Paul Gross for sharing their expertise.

Employee Spotlight: Mary Brock



We're so grateful for Mary's work in our [Register of Deeds](#) office, where she helps manage and maintain the historical record of property ownership and related land documents.

"Our department is a library of property records that goes all the way back to the 1880s! The most rewarding part of the job is when we have successfully helped our customers find their property documents and they are able to print or download them from home."

[To read our full interview with Mary and learn more about the Register of Deeds department, please visit here.](#)

Transit Employee Appreciation

Our [Community Action](#) team celebrated National Transit Employee Appreciation Day on March 18 by highlighting the people who are often behind the scenes, or bus doors.

Our incredible transit team shows up every day with dedication, patience, and compassion to make sure members of our community can get where they need to go safely.



Last year alone, the [KCCA transit team](#) drove over 116,000 miles across Kent County, providing 12,253 rides for seniors and people with disabilities. Each trip represents more than transportation - it means access to medical appointments, groceries, community connections, and independence.



Through early mornings, busy roads, and unpredictable weather, our drivers continue to go above and beyond for the people we serve. Their kindness, professionalism, and commitment help make every ride a positive experience.

Please join us in thanking our amazing drivers for the difference they make in our community every single day!

Female Veterans Appreciation Banquet



Our [Veterans Services](#) hosted the 6th Annual Female Veterans Appreciation Banquet on March 19, in recognition of Women's History Month. The "sold out" event brought together 100 attendees for an evening of connection, gratitude, and celebration, featuring a shared meal and powerful remarks from local women veterans who shared their experiences in service. Held at [Watermark Country Club](#), the banquet honored the dedication and sacrifices of female veterans across the community and highlighted the important role they have played in serving our country.

Greater Grand Rapids Arts & Culture Strategy



The [Greater Grand Rapids Arts & Culture Strategy](#) is a community-driven effort, and we want your input!



Community members are invited to attend free community launch events this week, led by the [Arts and Culture Collective of Grand Rapids \(ACCGR\)](#), to help shape a shared vision for arts and culture in Kent County.

Event Details:

- [Monday, March 30 | 5:30 - 7:00 p.m. | Lowell Arts, 223 W Main St, Lowell, MI 49331](#)
- [Tuesday, March 30 | 5:30 - 7:00 p.m. | Center for Community Transformation, 1530 Madison Ave SE, Grand Rapids, MI 49507](#)

The Greater Grand Rapids Arts & Culture Strategy aims to:

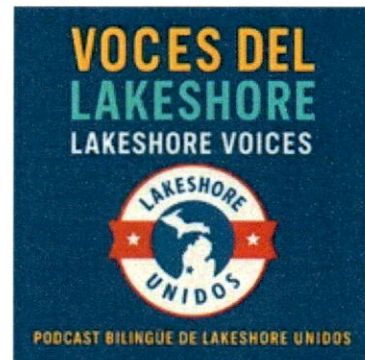
- Leverage the network of arts and cultural assets across Grand Rapids and Kent County
- Support arts and culture as a driver of a vibrant, inclusive, and thriving community
- Integrate arts and culture into regional economic development

Join us and help shape the creative future of Kent County! Register for the events and learn more [here](#).

Understanding Property Taxes: Insights from Local Treasurers

Learn more about how property taxes work by tuning in to this informative interview on [Voces Del Lakeshore](#), featuring Kent County Treasurer Pete MacGregor and Kentwood City Treasurer Laurie Sheldon.

In this conversation, they break down key topics including how property taxes are calculated, where your tax dollars go, and what residents should know when it comes to paying and managing their taxes. It's a helpful resource for anyone looking to better understand the process and stay informed [here](#).



Explore Rewarding Careers At Kent County Today

Working for the County, you will have the opportunity to serve the public and your community. We have employment opportunities in general government, health, public safety, judicial, recreational, and much more. To view our open positions and apply, visit kentcountymi.gov/jobs. To learn more about our employee value proposition, visit [here](#).



Kent County, Michigan
300 Monroe Avenue NW
Grand Rapids, Michigan 49503

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Michelle LaJoye-Young

SHERIFF

Bryan Muir

UNDERSHERIFF

MONTHLY REPORT FOR MARCH 2026

- Pine Rest de-escalation presentation for their security team.
- Neighbor dispute on Piedmont Drive.
- Neighbor complaints for suspicious behavior from a mentally ill subject leaving the home in Cooks Crossing. Contacted Adult Protective Services about incidents.
- False alarm at South Christian High School.
- Welfare check for homeless subjects living in a car in Woodfield Apartments parking lot.
- Assist Legacy Christian with safety school procedure.
- Larceny investigation on Avalon Drive.
- Suspicious subject within Pine Rest's campus.
- Gaines Chamber Luncheon.
- Handicap parking violations at South Christian High School.
- Contacted Southwood Village office about community incidents.
- Complaint regarding suspected drug activity within Woodfield.
- Suspicious complaint from subject with signs of dementia. Unfounded and APS contacted.
- Assisted deputy involved in a foot pursuit which resulted in arrest.
- Sex offender registry complaint on Division Avenue.
- Residential alarm in Crystal Springs.
- Suspicious incident at Brewer Park Circle.
- Followed up with subject that was served an emergency risk protection order about his mental health treatment.
- Received complaints about drivers violating school bus stop signs, patrolled area of 60th Street and Eastern Avenue.
- Assisted detectives with arrested suspect for aggravated stalking.
- Citizen assist report on Silver Springs Court.
- Contacted owner of Adult Foster Care home regarding fire incident.
- Attended Pine Rest's ribbon cutting ceremony for new juvenile center.
- Attempted to contact subject who had a mental health order for residing in mobile home with severe black mold contamination. The Health Department condemned home, and I worked with APS with locating subject. Subject was located and transported to hospital.



616.632.6100



701 Ball Ave NE, Grand Rapids, MI 49503



www.kentcountymi.gov/sheriff



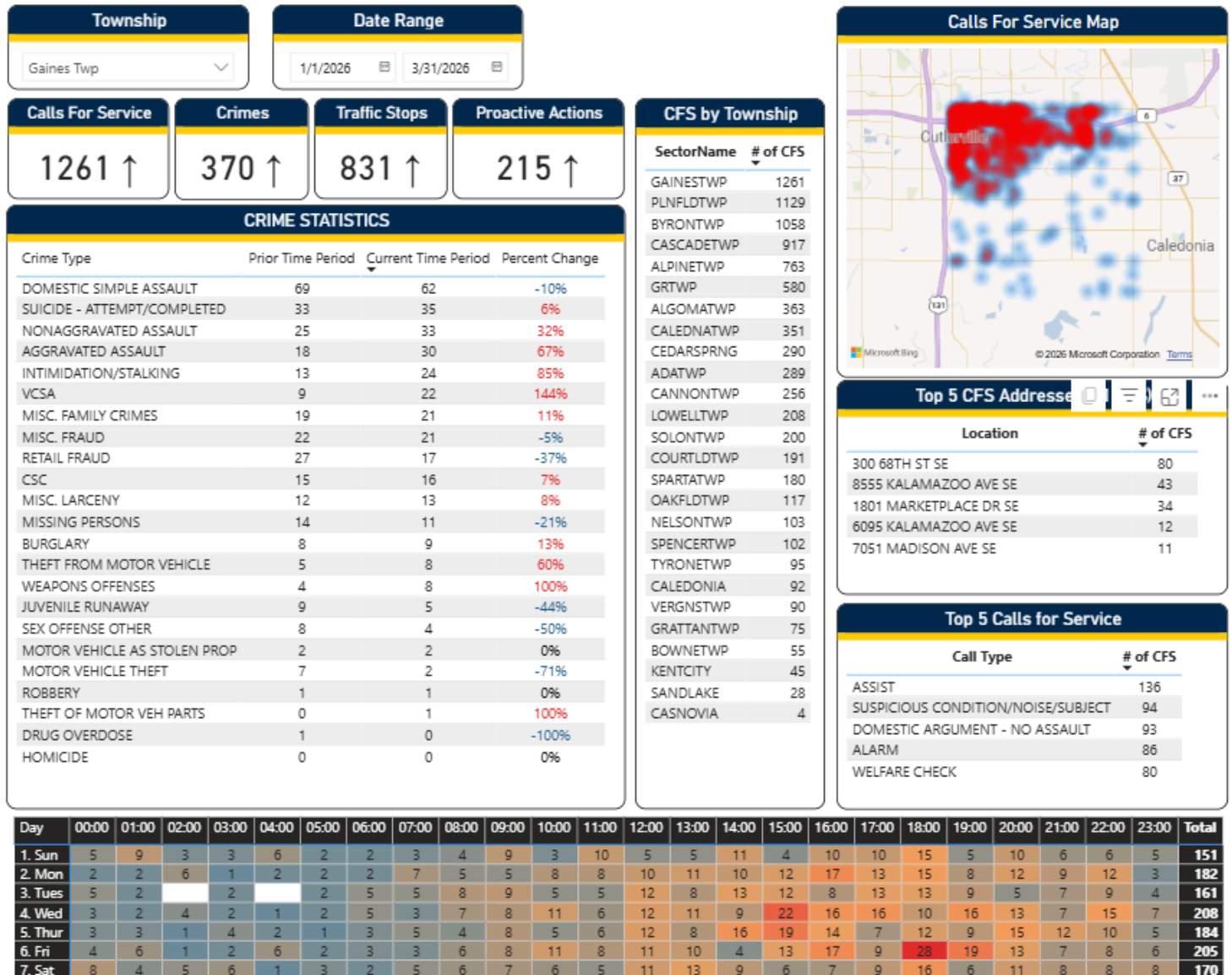
- Assisted KCSO detectives with several arrests related to a criminal enterprise investigation where the suspects worked at Amazon.
- Private property accident at Quality Car Wash.
- Illegal dumping complaint at Woodfield Apartments.
- Domestic assault investigation on Coleman Street.
- Lost cell phone located in Woodfield. The phone was returned to the owner.
- Disorderly neighbor on North Green Meadow Street.
- Attended Real Time Information Center presentation.
- Suspected homeless camps in the woods south of Pine Rest. Checked area and was unable to locate any camps.
- Assisted Fieldstone management with incidents KCSO responded to within community.
- Contacted resident regarding issues with neighbor's dog.
- Traffic enforcement.

Gaines Twp first quarter stats 2026



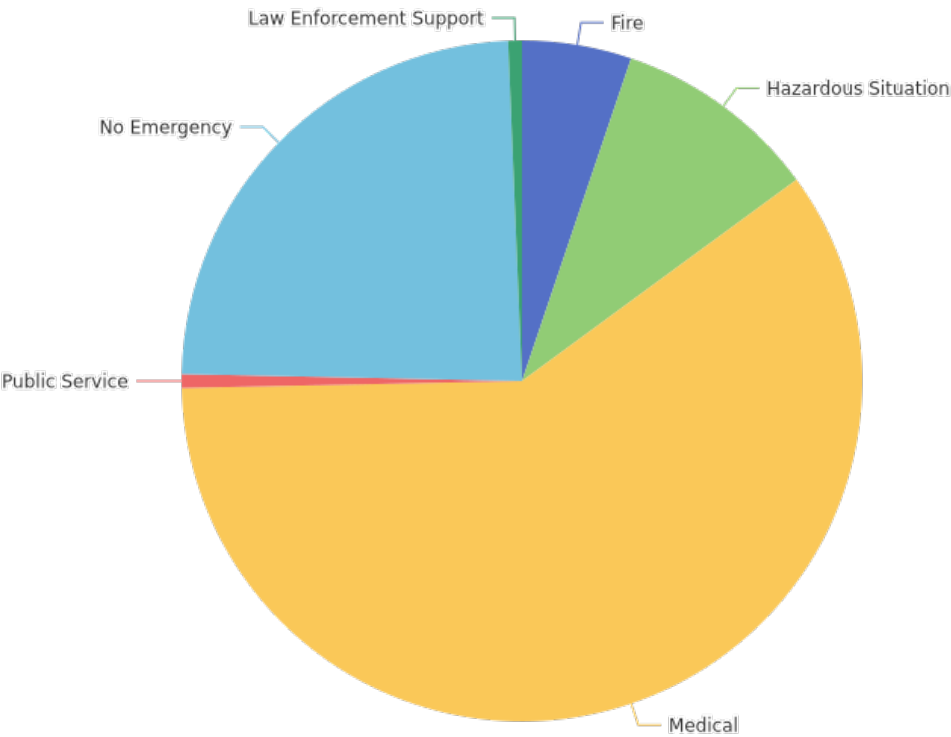
Michelle LaJoye-Young
SHERIFF

Bryan Muir
UNDERSHERIFF





NERIS Incident Type Summary Monthly



NERIS Incident Type Summary Monthly

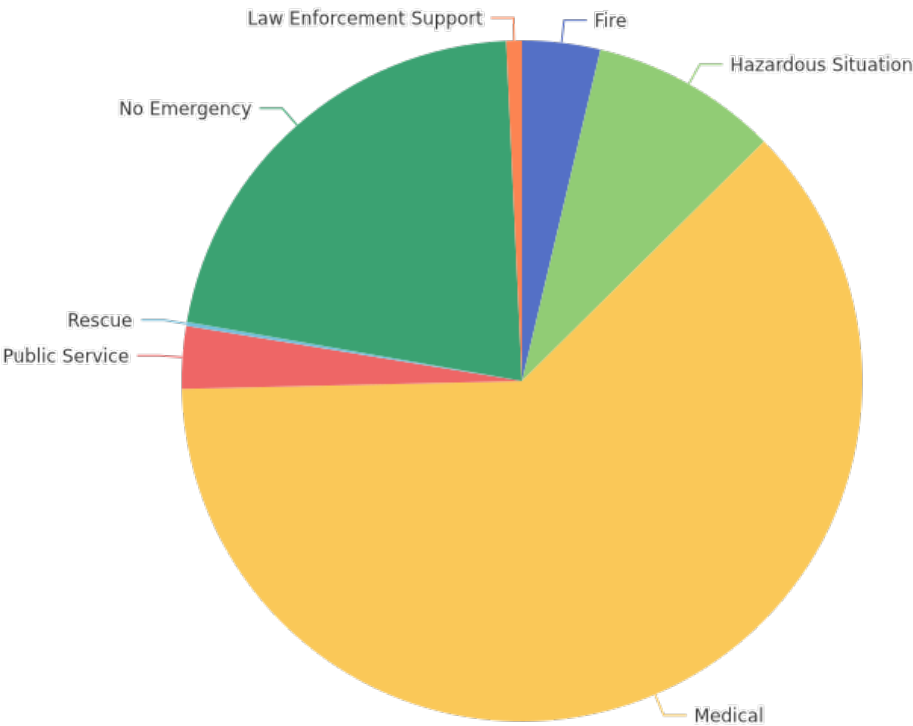
Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316



PRIMARY INCIDENT GROUP	MARCH	TOTAL	PERCENT OF TOTAL INCIDENTS YTD
Fire	8	8	5.19%
Hazardous Situation	15	15	9.74%
Medical	92	92	59.74%
Public Service	1	1	0.65%
No Emergency	37	37	24.03%
Law Enforcement Support	1	1	0.65%
Total	154	154	100.00%



NERIS Incident Type Summary YTD



NERIS Incident Type Summary YTD

Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316



PRIMARY INCIDENT GROUP	JANUARY	FEBRUARY	MARCH	TOTAL YTD	PERCENT OF TOTAL INCIDENTS YTD
Fire	7	5	8	20	3.70%
Hazardous Situation	19	14	15	48	8.89%
Medical	127	116	92	335	62.04%
Public Service	12	3	1	16	2.96%
Rescue	1			1	0.19%
No Emergency	39	40	37	116	21.48%
Law Enforcement Support		3	1	4	0.74%
Total	205	181	154	540	100.00%



NERIS Response Zone Summary - Monthly (with Date Filter)

RESPONSE ZONE	MAR 2026	TOTAL	PERCENT OF TOTAL
Zone 1U	46	46	29.87%
Zone 4U	35	35	22.73%
Zone 2S	23	23	14.94%
Zone 5S	12	12	7.79%
Zone 7S	9	9	5.84%
Zone 3S	9	9	5.84%
Zone 10R	4	4	2.60%
Zone 6R	4	4	2.60%
Byron Township FD	4	4	2.60%
Zone 8R	2	2	1.30%
Zone 12R	2	2	1.30%
Caledonia Twp FD	2	2	1.30%
Zone 11R	1	1	0.65%
Leighton Twp FD	1	1	0.65%
Total	154	154	100.00%



NERIS Response Zone Summary - YTD (with Date Filter)

RESPONSE ZONE	JAN 2026	FEB 2026	MAR 2026	TOTAL	PERCENT OF TOTAL
Zone 1U	76	62	46	184	34.07%
Zone 4U	35	37	35	107	19.81%
Zone 2S	35	26	23	84	15.56%
Zone 3S	16	15	9	40	7.41%
Zone 5S	4	10	12	26	4.81%
Zone 7S	8	9	9	26	4.81%
Zone 6R	6	9	4	19	3.52%
Zone 10R	9	5	4	18	3.33%
Byron Township FD	2	3	4	9	1.67%
Zone 12R	2	2	2	6	1.11%
Zone 8R	3	1	2	6	1.11%
Zone 11R	2	1	1	4	0.74%
Kentwood FD	3	1		4	0.74%
Caledonia Twp FD	1		2	3	0.56%
Wyoming FD	2			2	0.37%
Leighton Twp FD			1	1	0.19%
Cascade Twp FD	1			1	0.19%

NERIS Response Zone Summary - YTD (with Date Filter)

Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316



RESPONSE ZONE	JAN 2026	FEB 2026	MAR 2026	TOTAL	PERCENT OF TOTAL
Total	205	181	154	540	100.00%



NERIS Incident Count by Station - Monthly



NERIS Incident Count by Station - Monthly

Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316



FIRE STATION	MAR 2026	INCIDENT COUNT	PERCENT OF TOTAL INCIDENTS
Station 1	98	98	63.64%
Station 2	56	56	36.36%
Total	154	154	100.00%



NERIS Incident Count by Station - YTD (with Date Filter)



NERIS Incident Count by Station - YTD (with Date Filter)

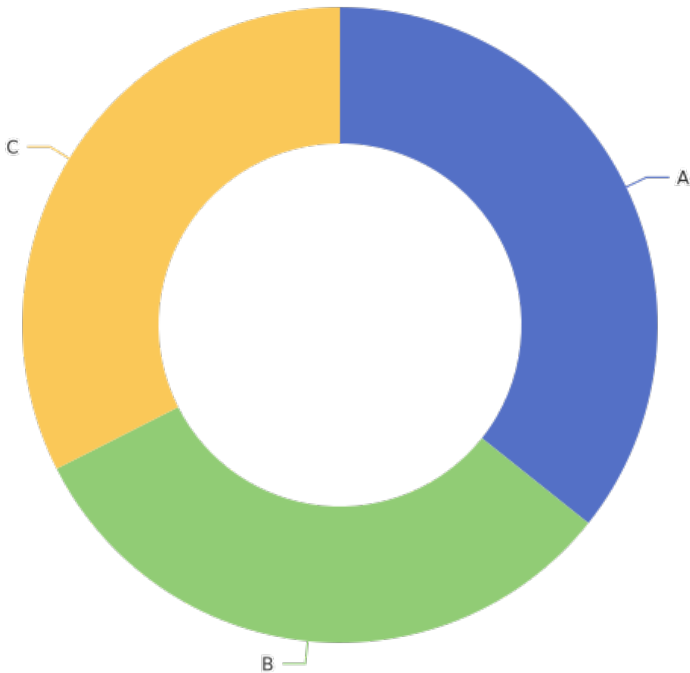
Gaines Charter TWP FD MI
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FIRE STATION	JAN 2026	FEB 2026	MAR 2026	INCIDENT COUNT	PERCENT OF TOTAL INCIDENTS
Station 1	132	116	98	346	64.07%
Station 2	73	65	56	194	35.93%
Total	205	181	154	540	100.00%



NERIS Incident Count by Shift - Monthly (with Date Filter)



NERIS Incident Count by Shift - Monthly (with Date Filter)

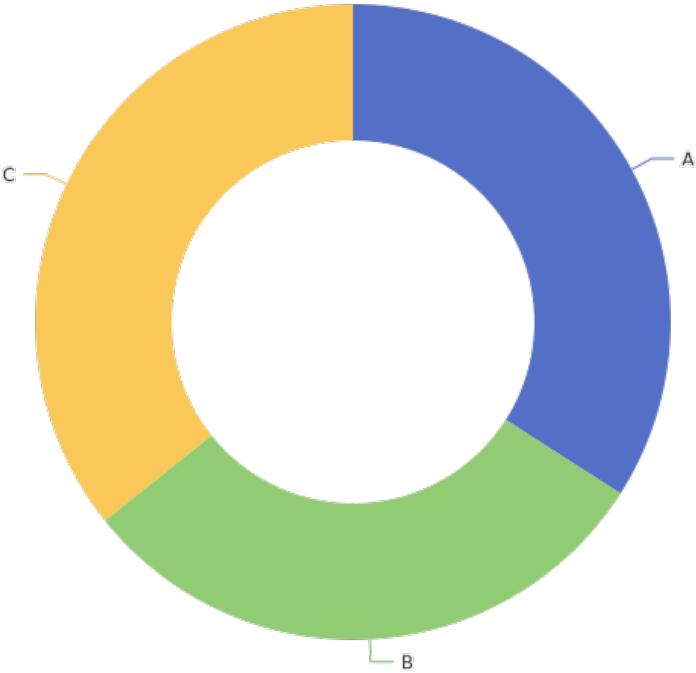
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IR SHIFT NAME	INCIDENT COUNT	PERCENT OF TOTAL
A	55	35.71%
B	49	31.82%
C	50	32.47%
Total	154	100.00%



NERIS Incident Count by Shift - YTD (with Date Filter)



NERIS Incident Count by Shift - YTD (with Date Filter)

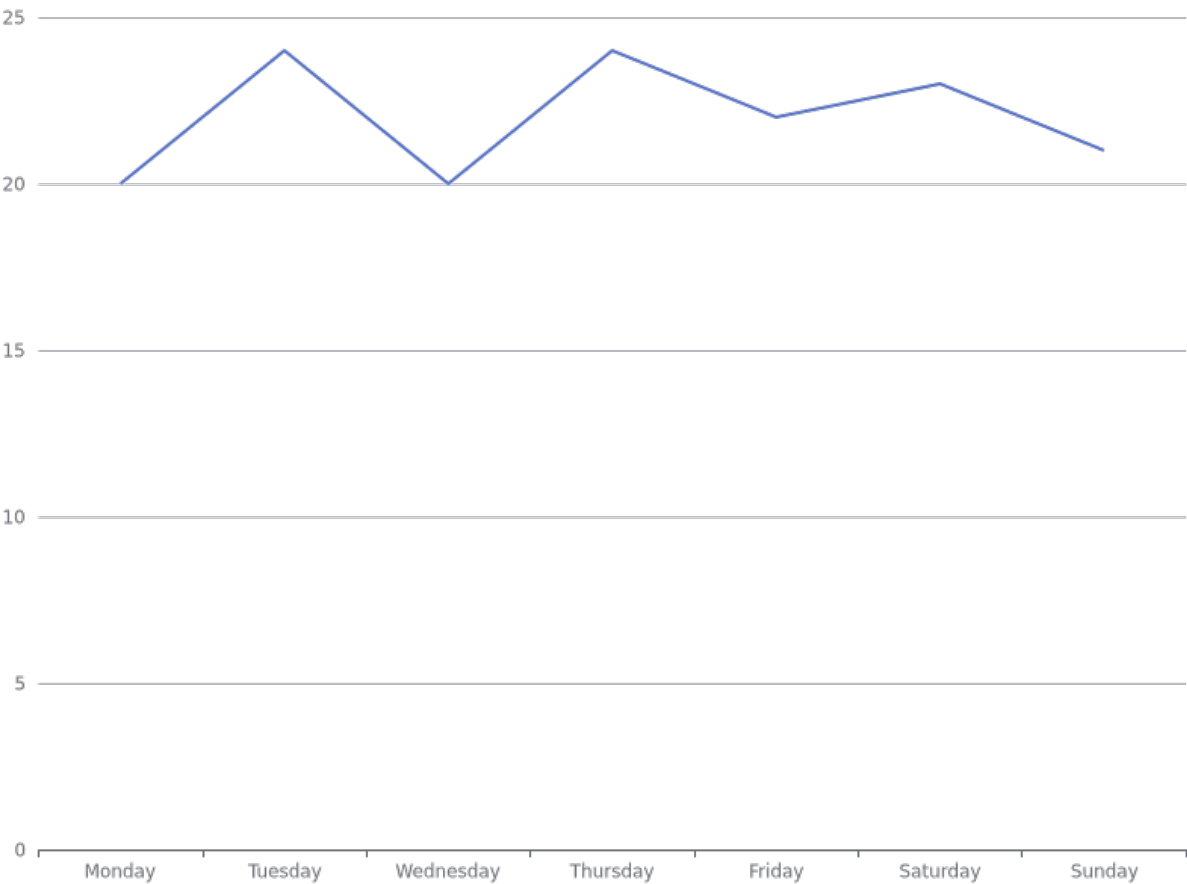
Gaines Charter TWP FD MI
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IR SHIFT NAME	JANUARY	FEBRUARY	MARCH	INCIDENT COUNT	PERCENT OF TOTAL
A	67	62	55	184	34.07%
B	61	53	49	163	30.19%
C	77	66	50	193	35.74%
Total	205	181	154	540	100.00%



NERIS Count of Incidents by Day of Week - Monthly



NERIS Count of Incidents by Day of Week - Monthly

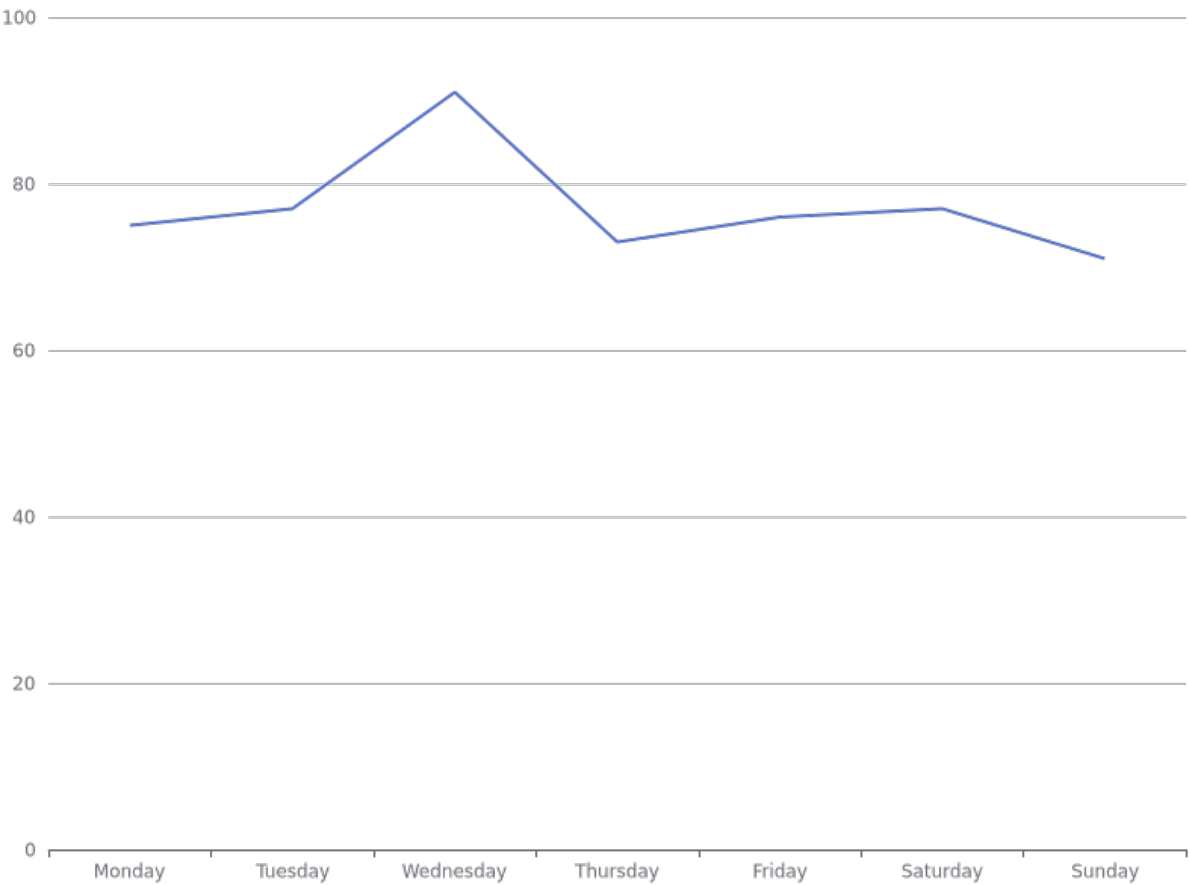
Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316



DISPATCH CALL CREATED	MAR 2026	TOTAL	PERCENTAGE OF TOTAL INCIDENTS
Monday	20	20	13%
Tuesday	24	24	16%
Wednesday	20	20	13%
Thursday	24	24	16%
Friday	22	22	14%
Saturday	23	23	15%
Sunday	21	21	14%
Total	154	154	100%



NERIS Count of Incidents by Day of Week -YTD



NERIS Count of Incidents by Day of Week -YTD

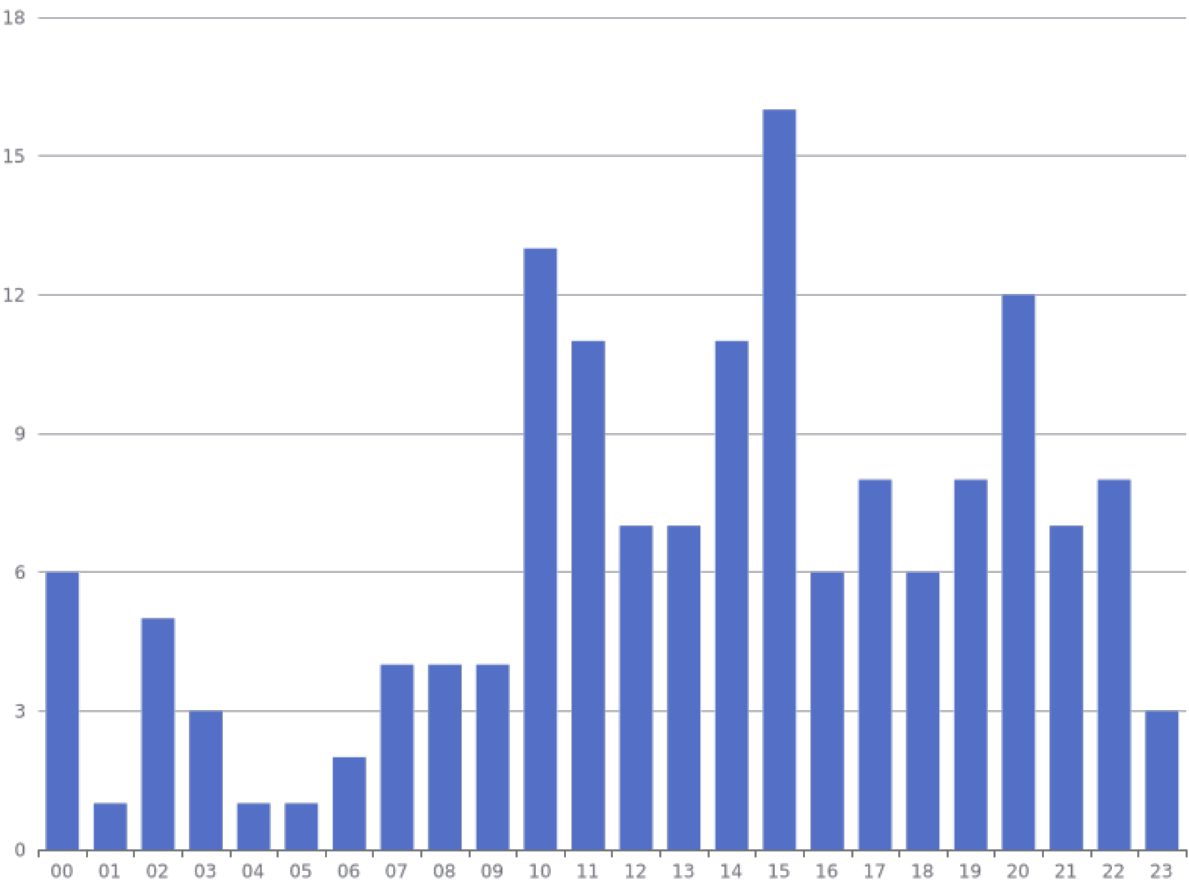
Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316



DISPATCH CALL CREATED	JAN 2026	FEB 2026	MAR 2026	TOTAL	PERCENTAGE OF TOTAL INCIDENTS
Monday	28	27	20	75	14%
Tuesday	24	29	24	77	14%
Wednesday	39	32	20	91	17%
Thursday	31	18	24	73	14%
Friday	32	22	22	76	14%
Saturday	28	26	23	77	14%
Sunday	23	27	21	71	13%
Total	205	181	154	540	100%



NERIS Count of Incidents by Hour of Day & Day of Week - Monthly



NERIS Count of Incidents by Hour of Day & Day of Week - Monthly

Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316



DISPATCH CALL CREATED	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	TOTAL
00	1	1			1	1	2	6
01	1							1
02		3		1	1			5
03				1		1	1	3
04						1		1
05				1				1
06	1	1						2
07		1		1	1	1		4
08	1					1	2	4
09					1		3	4
10	4	2		4	1	1	1	13
11	2	2	3	1		2	1	11
12			2	2	2	1		7
13	1	1	3	1	1			7
14		3	2		3	2	1	11
15	2	3	4	1	1	4	1	16
16		1		1	1	2	1	6
17		1	1	2	2		2	8
18	2		1	1	2			6

NERIS Count of Incidents by Hour of Day & Day of Week -
Monthly

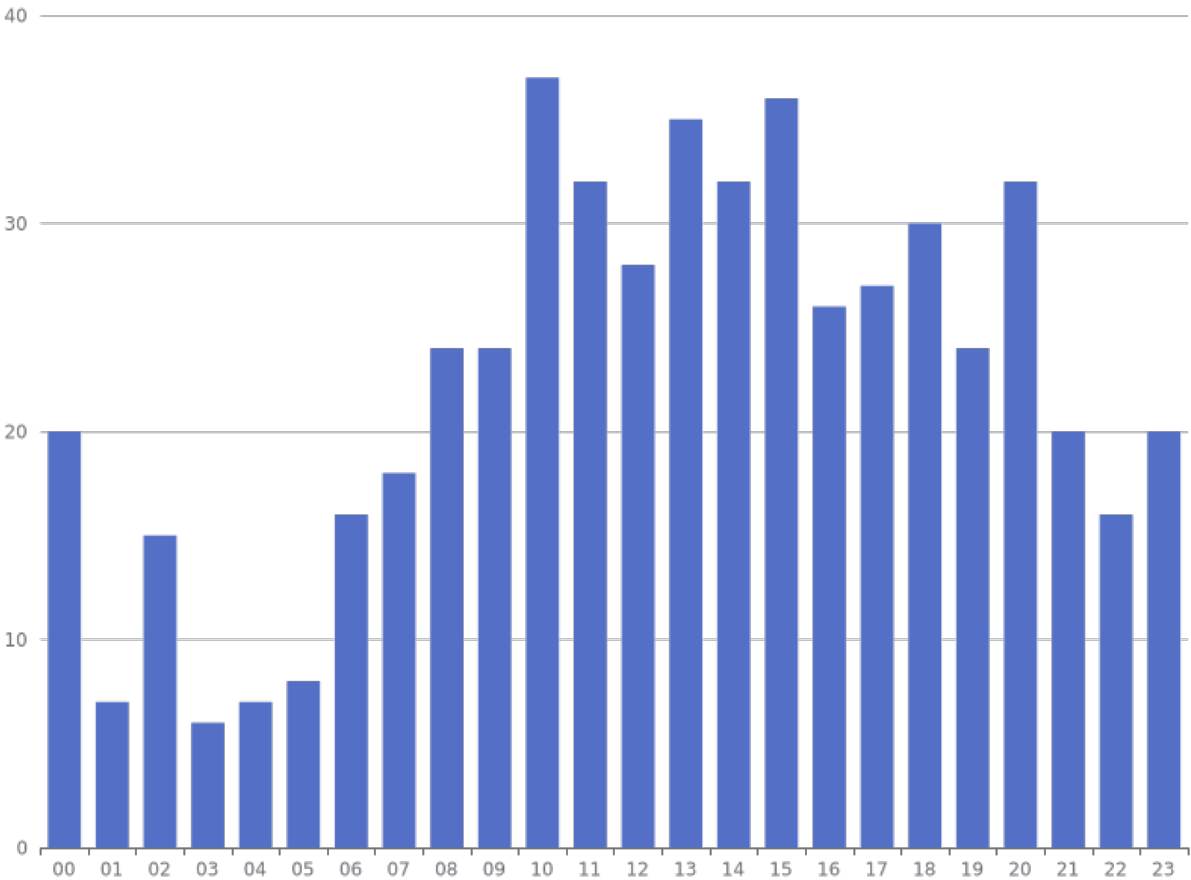
Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316



DISPATCH CALL CREATED	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	TOTAL
19		1	1	1	2	2	1	8
20	2	2	1	3	2		2	12
21	2			2	1	1	1	7
22	1	2	1	1		2	1	8
23			1			1	1	3
Total	20	24	20	24	22	23	21	154



NERIS Count of Incidents by Hour of Day & Day of Week - YTD



NERIS Count of Incidents by Hour of Day & Day of Week - YTD

Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316



DISPATCH CALL CREATED	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	TOTAL
00	2	2	1	2	7	2	4	20
01	1	1	1		1	1	2	7
02	3	3	2	3	3	1		15
03			1	1	1	2	1	6
04	1	2	1	1		2		7
05		1	1	2	1	1	2	8
06	6	1	3	4		1	1	16
07	2	3	2	4	3	2	2	18
08	3	2	8	2	4	2	3	24
09	2	4	8	2	3	2	3	24
10	6	6	6	8	4	3	4	37
11	6	4	4	2	7	4	5	32
12	3	2	8	2	5	6	2	28
13	1	6	10	4	4	4	6	35
14	4	6	4	5	6	5	2	32
15	5	6	5	5	3	9	3	36
16	4	4	4	3	5	4	2	26
17	2	4	3	3	5	2	8	27
18	6	3	5	2	2	6	6	30

NERIS Count of Incidents by Hour of Day & Day of Week - YTD

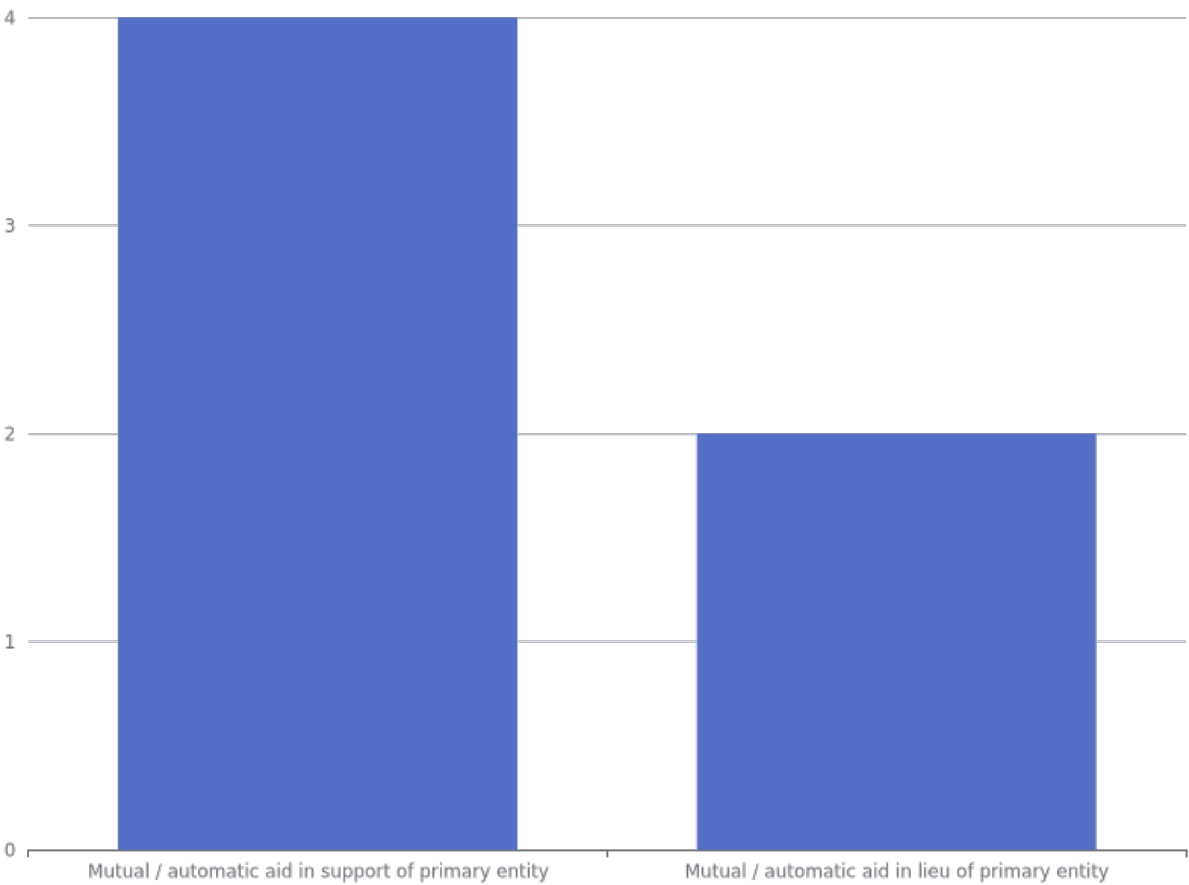
Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316



DISPATCH CALL CREATED	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	TOTAL
19	3	5	2	4	4	3	3	24
20	4	6	7	7	3	3	2	32
21	6	1	1	4	3	4	1	20
22	4	2	1	1	1	4	3	16
23	1	3	3	2	1	4	6	20
Total	75	77	91	73	76	77	71	540



NERIS Aid Given (Auto/Mutual) - Monthly



NERIS Aid Given (Auto/Mutual) - Monthly

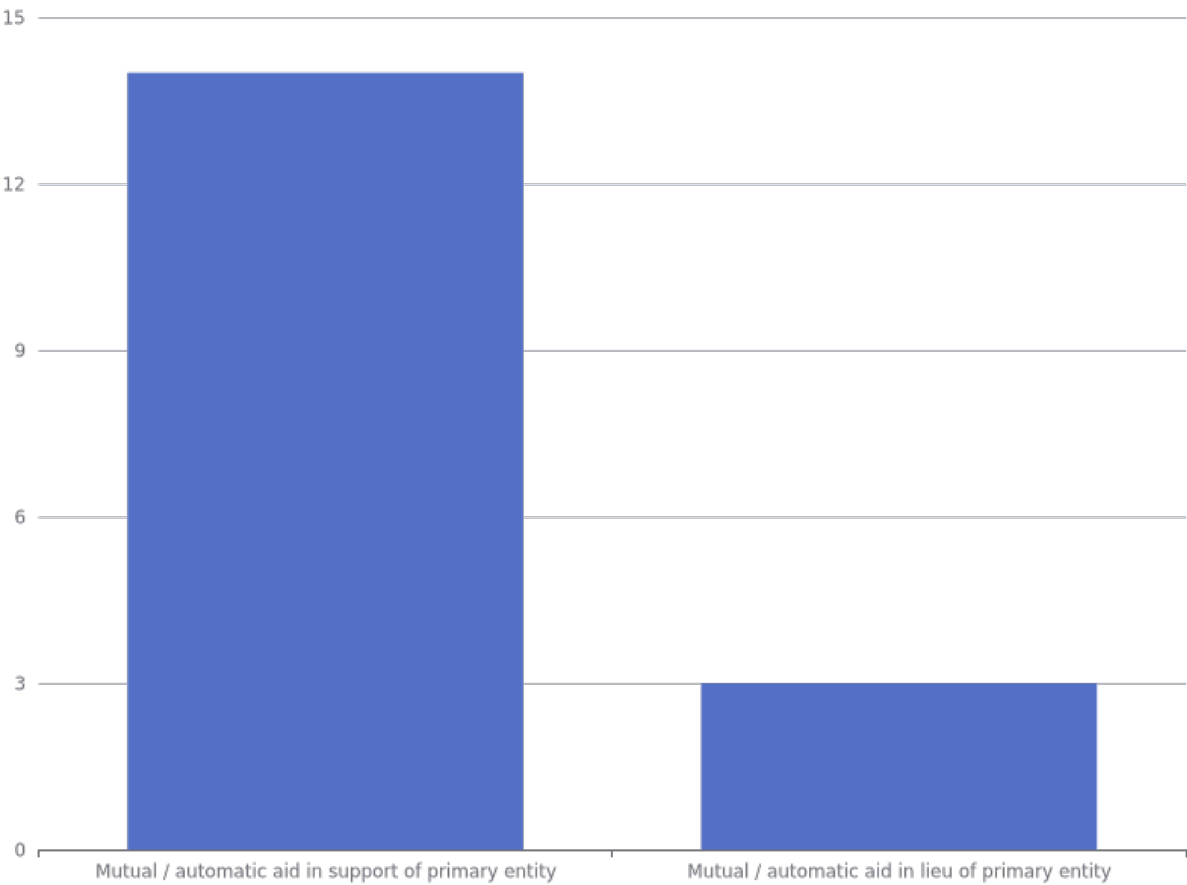
Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316



AID DEPARTMENT NAME	TOTAL
Byron Twp FD	3
Caledonia FD	2
Leighton Twp FD	1
Total	6



NERIS Aid Given (Auto/Mutual) - YTD



NERIS Aid Given (Auto/Mutual) - YTD

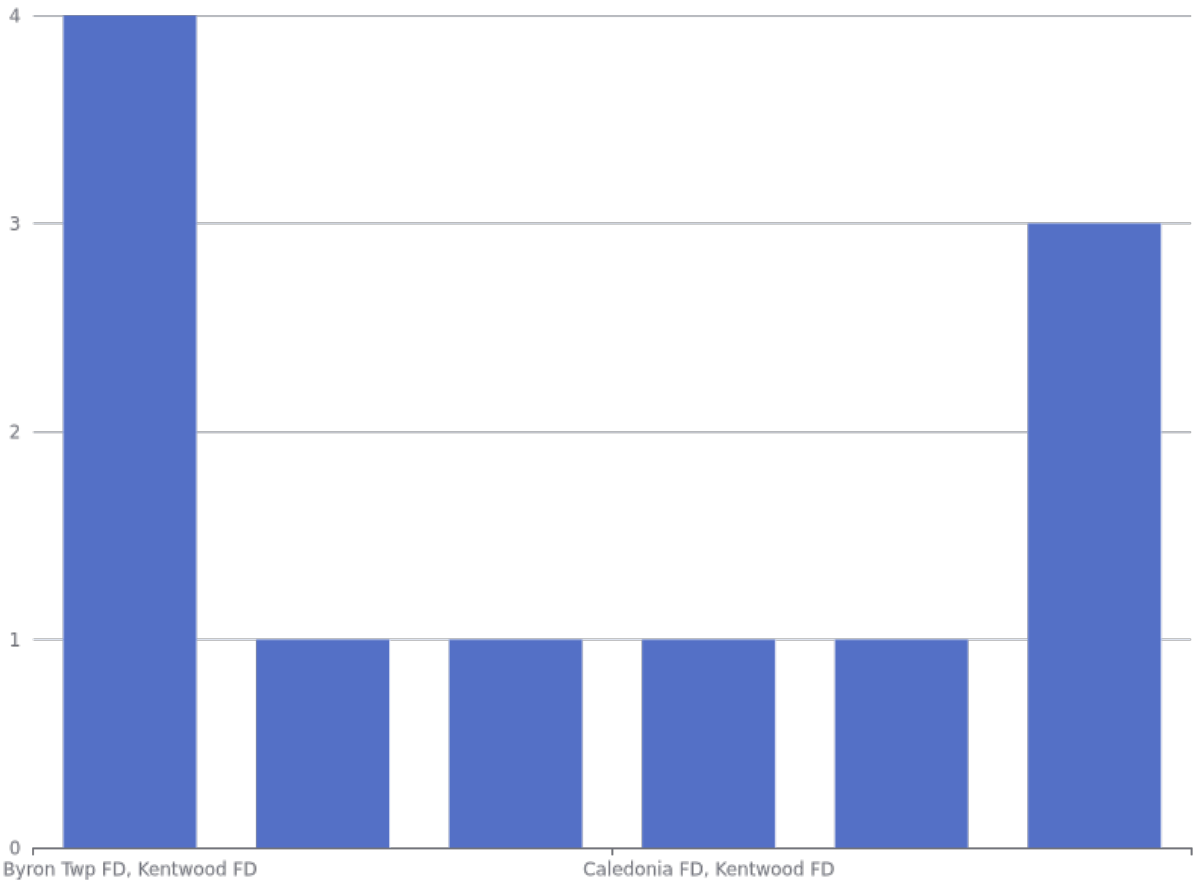
Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316



AID DEPARTMENT NAME	TOTAL
Byron Twp FD	7
Caledonia FD	2
Cascade Twp FD	1
Kentwood FD	4
Leighton Twp FD	1
Wyoming FD	2
Total	17



NERIS Aid Received (Auto/Mutual) - YTD



NERIS Aid Received (Auto/Mutual) - YTD

Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316



AID RECEIVED DEPARTMENT NAME(S) LIST	TOTAL
Byron Twp FD, Kentwood FD	4
Byron Twp FD, Kentwood FD, Wyoming FD	1
Caledonia FD, Cascade Twp FD, Kentwood FD	1
Caledonia FD, Kentwood FD	1
Cascade Twp FD	1
Kentwood FD	3
Total	11

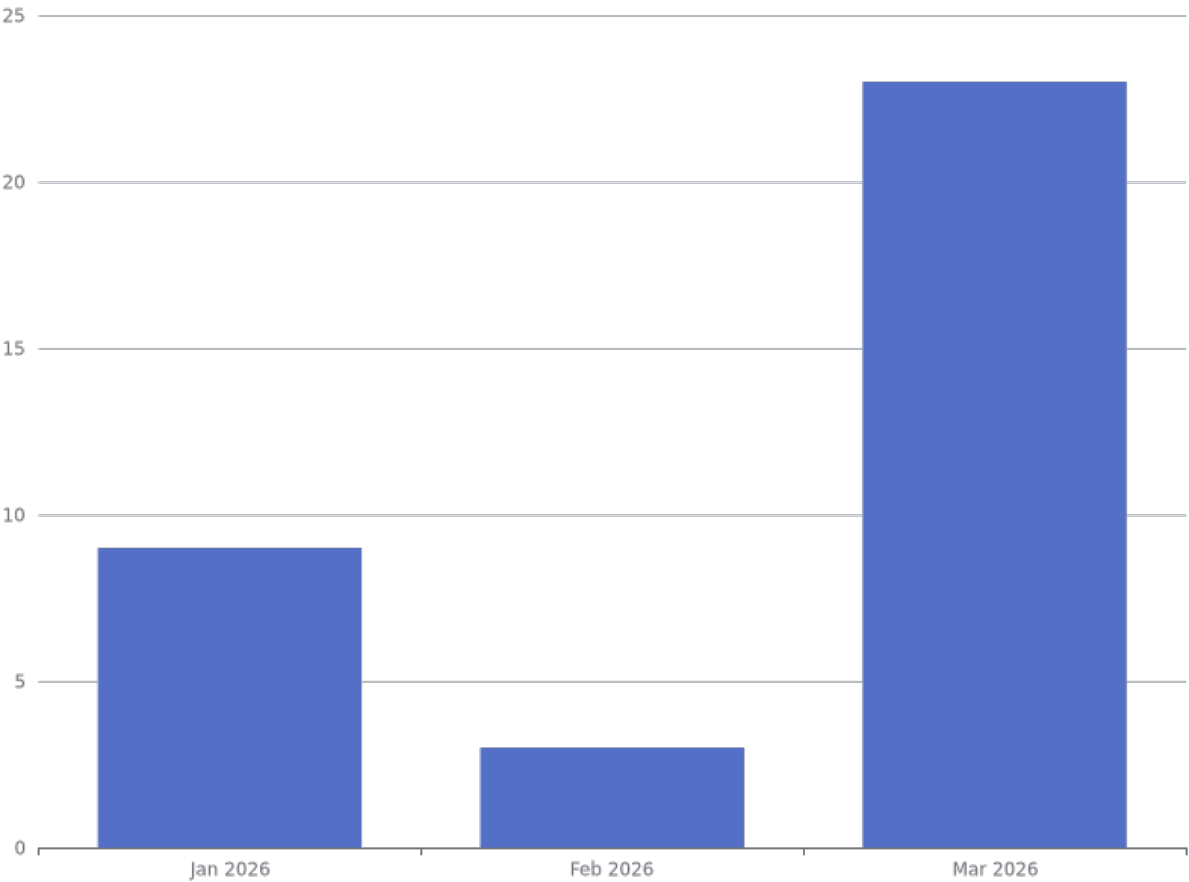


Inspection/Plan Review Report - YTD

INSPECTION TYPE	JAN 2026	FEB 2026	MAR 2026	TOTAL YTD
Annual Fire Inspection			4	4
Certificate of Occupancy	5	8	3	16
Fire Alarm System Final Acceptance	2	1		3
Fire Sprinkler Hydrostatic Test	2	1		3
Fire Sprinkler-Final	4	1	1	6
Fire Sprinkler-Rough In		3		3
Kitchen Hood Suppression System Inspection		3	1	4
Plan Review-Commercial Kitchen Suppression System	1			1
Plan Review-Fire Alarm Plan			2	2
Plan Review-Site Plan	1	1	1	3
Plan Review-Sprinkler Plan	1	11	8	20
Clean Agent Acceptance Test	1			1
Total	17	29	20	66



Pre Incident Pre Plan Completion Report



Pre Incident Pre Plan Completion Report

Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316
Date Range: 2025/12/31 - 2026/03/30



LAST PREPLAN COMPLETED AT	MONTH TOTAL
Jan 2026	9
Feb 2026	3
Mar 2026	23
Total	35

Revenue Breakdown Report Records from
3.1.2026 through 3.31.2026

Record Type: Permit	Records	Revenue
Building	24	\$21,373.00
Deck	1	\$189.00
Residential Roofing	7	\$630.00
Storm Drain	10	\$850.00
Swimming Pools	2	\$1,260.00
Electrical	39	\$21,711.00
Fire Suppression	1	\$234.50
Mechanical	37	\$10,330.00
Plumbing	28	\$5,814.00
Total:	149	\$62,391.50



OFFICE OF THE DRAIN COMMISSIONER

Kenneth J Yonker, Drain Commissioner

DRIFTWOOD ACRES DRAIN

GAINES TOWNSHIP, BOB TERPSTRA
8555 KALAMAZOO AVE SE
BYRON CENTER, MI 49316

Parcel
Number

Year(s) of
Assessment

2-year

Estimated
Apportionment %

Estimated Annual
Assessment

20.00%

\$1,859.67

Estimated Total Assessment

\$3,719.33

THIS IS NOT A BILL.

**Drain assessments will appear on winter tax statement*

Dear Property Owner,

You have received this notice because you own property within the Drainage District of the Driftwood Acres Drain. The Driftwood Acres Drain is a storm sewer system consisting of detention basin facilities, yard basins and storm sewer that serves properties by collecting the storm water runoff from properties and roads within the drainage district.

As Drain Commissioner, I am responsible to maintain this stormwater system for the public health, welfare, and convenience of the drainage district. Maintenance was completed in 2025 that removed woody debris and obstructions from around the inlet and outlets of the detention basin and excavated sediment from within the basin and outlet channel.

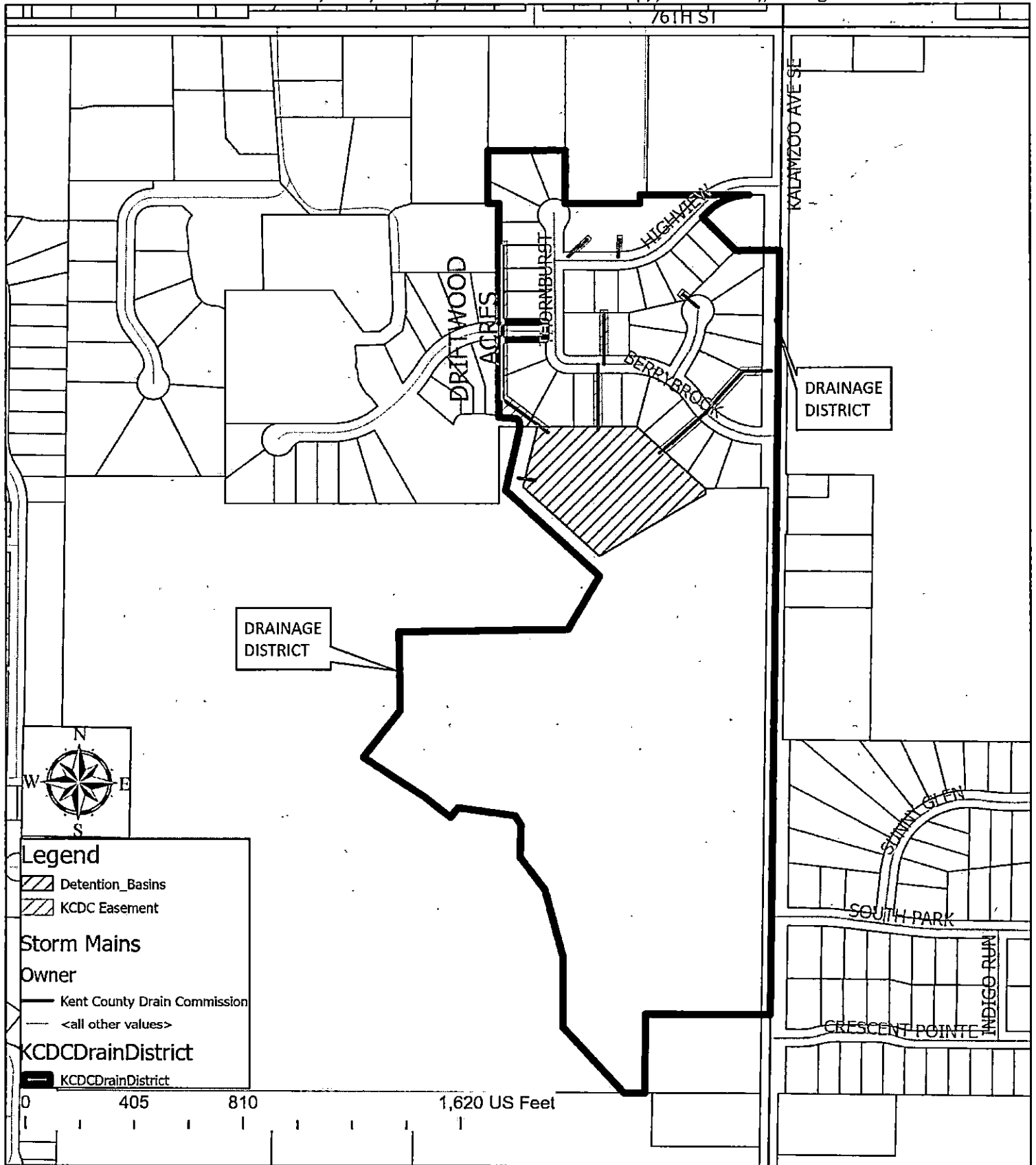
The Day of Review of Apportionment and Day of Review of Boundary is an opportunity for property owners within the district to review their apportionment of costs of the maintenance. Costs for maintenance are not provided by other means such as regular property taxes; we must assess the costs for maintenance to the property owners and governmental units within the District. At this time, please review your apportionment percentage and estimated assessment. The Special Assessment will be placed on your Winter Tax Bill starting in 2026 for 2-years.

Dated: April 3, 2026

Kenneth J. Yonker
Kent County Drain Commissioner

DRIFTWOOD ACRES DRAIN DRAINAGE DISTRICT

Section 17, T.5N., R.11W., Gaines Charter Township, , Kent County, Michigan



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

DATE: April 15, 2026
TIME: 8:30 a.m. – 4:30 p.m.
LOCATION: Office of the Kent County Drain Commissioner
775 Ball Ave NE, Grand Rapids, MI 49503
QUESTIONS: (616) 632-7910

The Day of Review is an opportunity to review the **Driftwood Acres Drain Drainage District** boundaries and apportionment of benefit with the Drain Commissioner or a staff member. A map depicting the proposed Drainage District boundary revisions can be found on the reverse side of this notice and on the Drain Commissioner's website at: <https://www.kentcountymi.gov/817/Drain-Commissioner> under Petition Projects & Notices.

YOU ARE NOT REQUIRED TO ATTEND THE DAY OF REVIEW. Prior to the Day of Review, you may contact the Drain Commissioner's Office at (616) 632-7910 or visit its website at <https://www.kentcountymi.gov/817/Drain-Commissioner> under Petition Projects & Notices heading to get information about your apportionment and assessment.

Prior to the Day of Review:

- **Website.** Please visit the Drain Commissioner's website at <https://www.kentcountymi.gov/817/Drain-Commissioner> under Petition Projects & Notices heading for more information regarding the Day of Review, including a map of the proposed Drainage District boundary revisions and proposed apportionment roll
- **Email.** If you would like to ask questions about your property or proposed apportionment prior to the Day of Review, please email drinfo@kentcountymi.gov and we will provide you information through email.
- **Telephone.** If you wish to speak with a staff member of the Drain Commissioner's Office about your property or the proposed apportionment, please call (616) 632-7912.
- **Special Access.** Persons with disabilities needing accommodations for effective participation in the Day of Review should contact the Drain Commissioner's Office at the number noted above (voice) or through the Michigan Relay Center at 7-1-1 (TDD) at least 24 hours in advance of the Day of Review to request mobility, visual, hearing or other assistance.

On the Day of Review:

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

After the Day of Review:

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



FAQs

FREQUENTLY ASKED QUESTIONS

Day of Review of Drainage District Boundaries and Review of Apportionments

What is a Drainage District?

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

What is a Day of Review of District Boundaries?

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

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

Why are the boundaries being revised?

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

What is a Day of Review of Apportionments?

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

Why are the apportionments being revised?

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

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

Why did I receive a notice?

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

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

When do I receive my drain assessment?

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

What is my assessment amount?

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

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

You are not required to attend the Day of Review.

How can I get more information?

Visit the Kent County Drain Commissioner's website at www.kentcountymi.gov/817/Drain-Commissioner or call (616) 632-7910.

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

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



OFFICE OF THE DRAIN COMMISSIONER

Kenneth J Yonker, Drain Commissioner

STEVENS POINTE DRAIN

GAINES CHARTER TOWNSHIP,
BOB TERPSTRA
8555 KALAMAZOO AVE SE
CALEDONIA, MI 49316

Parcel
Number

Year(s) of
Assessment

1-year

Estimated
Apportionment %

Estimated Annual
Assessment

20.00%

-

Estimated Total Assessment

\$1,734.20

THIS IS NOT A BILL.

**Drain assessments will appear on winter tax statement*

Dear Property Owner,

You have received this notice because you own property within the Drainage District of the **Stevens Pointe Drain**. The Stevens Pointe Drain is a storm sewer system consisting of several detention basin facilities, yard basins and storm sewer that serves properties by collecting the storm water runoff from properties and roads within the drainage district.

As Drain Commissioner, I am responsible to maintain this stormwater system for the public health, welfare, and convenience of the drainage district. Maintenance was completed in 2024 and 2025 that removed woody debris and obstructions from around the inlet and outlets of the detention basins and excavated sediment from within basins.

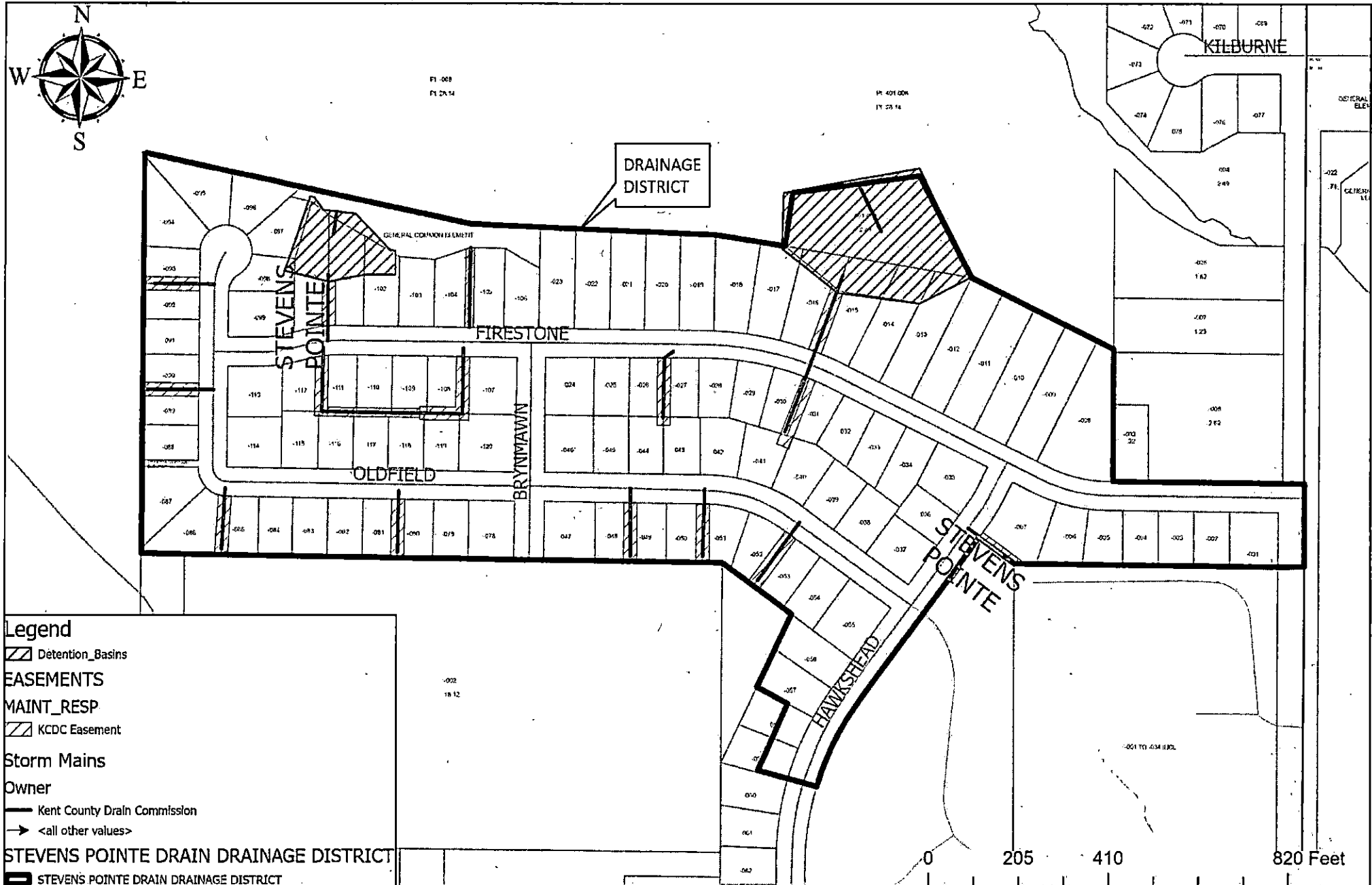
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Dated: April 3, 2026

Kenneth J. Yonker
Kent County Drain Commissioner

STEVENS POINTE DRAIN DRAINAGE DISTRICT

Section 18, T.5N., R.11W., Gaines Charter Township, Kent County, Michigan



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

DATE: April 15, 2026
TIME: 8:30 a.m. – 4:30 p.m.
LOCATION: Office of the Kent County Drain Commissioner
775 Ball Ave NE, Grand Rapids, MI 49503
QUESTIONS: (616) 632-7910

The Day of Review is an opportunity to review the **Stevens Pointe Drain Drainage District** boundaries and apportionment of benefit with the Drain Commissioner or a staff member. A map depicting the proposed Drainage District boundary revisions can be found on the reverse side of this notice and on the Drain Commissioner's website at: <https://www.kentcountymi.gov/817/Drain-Commissioner> under Petition Projects & Notices.

YOU ARE NOT REQUIRED TO ATTEND THE DAY OF REVIEW. Prior to the Day of Review, you may contact the Drain Commissioner's Office at (616) 632-7910 or visit its website at <https://www.kentcountymi.gov/817/Drain-Commissioner> under Petition Projects & Notices heading to get information about your apportionment and assessment.

Prior to the Day of Review:

- **Website.** Please visit the Drain Commissioner's website at <https://www.kentcountymi.gov/817/Drain-Commissioner> under Petition Projects & Notices heading for more information regarding the Day of Review, including a map of the proposed Drainage District boundary revisions and proposed apportionment roll.
- **Email.** If you would like to ask questions about your property or proposed apportionment prior to the Day of Review, please email drinfo@kentcountymi.gov and we will provide you information through email.
- **Telephone.** If you wish to speak with a staff member of the Drain Commissioner's Office about your property or the proposed apportionment, please call (616) 632-7912.
- **Special Access.** Persons with disabilities needing accommodations for effective participation in the Day of Review should contact the Drain Commissioner's Office at the number noted above (voice) or through the Michigan Relay Center at 7-1-1 (TDD) at least 24 hours in advance of the Day of Review to request mobility, visual, hearing or other assistance.

On the Day of Review:

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

After the Day of Review:

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



FAQs

FREQUENTLY ASKED QUESTIONS

Day of Review of Drainage District Boundaries and Review of Apportionments

What is a Drainage District?

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

What is a Day of Review of District Boundaries?

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

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

Why are the boundaries being revised?

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

What is a Day of Review of Apportionments?

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

Why are the apportionments being revised?

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

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

Why did I receive a notice?

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

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

When do I receive my drain assessment?

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

What is my assessment amount?

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

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

You are not required to attend the Day of Review.

How can I get more information?

Visit the Kent County Drain Commissioner's website at www.kentcountymi.gov/817/Drain-Commissioner or call (616) 632-7910.

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

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OFFICE OF THE DRAIN COMMISSIONER

Kenneth J Yonker, Drain Commissioner

S P DRAIN

**GAINES CHARTER TOWNSHIP,
BOB TERPSTRA
8555 KALAMAZOO AVE SE
CALEDONIA, MI 49316**

Parcel
Number

Year(s) of
Assessment

1-year

Estimated
Apportionment %

Estimated Annual
Assessment

20.00%

-

Estimated Total Assessment

\$1,071.40

THIS IS NOT A BILL.

**Drain assessments will appear on winter tax statement*

Dear Property Owner,

You have received this notice because you own property within the Drainage District of the **S P Drain**. The S P Drain is a storm sewer system consisting of a detention basin facility, yard basins and storm sewer that serves properties by collecting the storm water runoff from properties and roads within the drainage district.

As Drain Commissioner, I am responsible to maintain this stormwater system for the public health, welfare, and convenience of the drainage district. Maintenance was completed in 2024 that removed woody debris and obstructions from around the inlet and outlet of the detention basin and excavated sediment from within the basin.

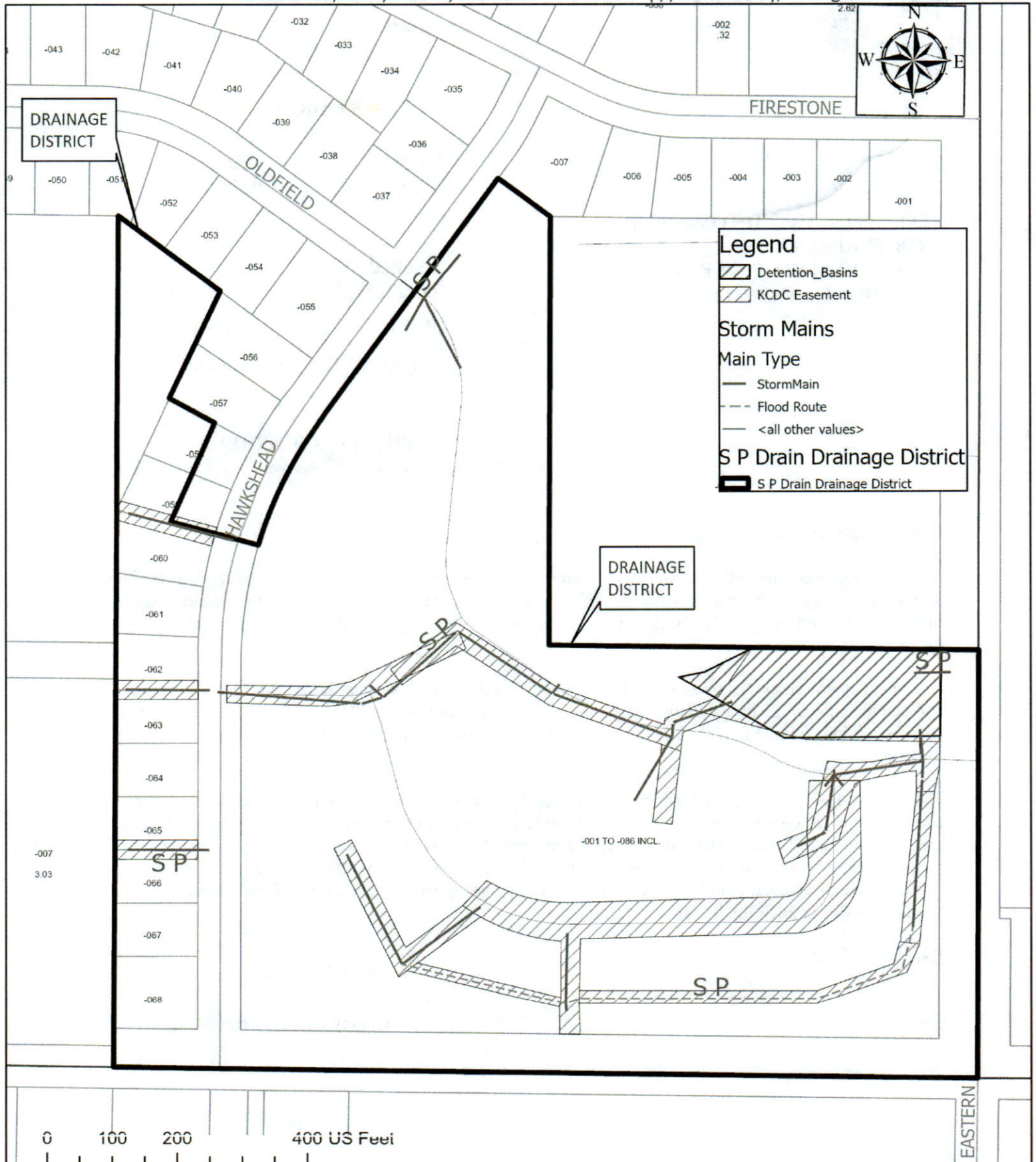
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Dated: April 3, 2026

Kenneth J. Yonker
Kent County Drain Commissioner

S P DRAIN DRAINAGE DISTRICT

Section 18, T.5N., R.11W., Gaines Charter Township, , Kent County, Michigan



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

DATE: April 15, 2026
TIME: 8:30 a.m. – 4:30 p.m.
LOCATION: Office of the Kent County Drain Commissioner
775 Ball Ave NE, Grand Rapids, MI 49503
QUESTIONS: (616) 632-7910

The Day of Review is an opportunity to review the **S P Drain Drainage District** boundaries and apportionment of benefit with the Drain Commissioner or a staff member. A map depicting the proposed Drainage District boundary revisions can be found on the reverse side of this notice and on the Drain Commissioner's website at: <https://www.kentcountymi.gov/817/Drain-Commissioner> under Petition Projects & Notices.

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FAQs

FREQUENTLY ASKED QUESTIONS

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Why are the boundaries being revised?

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Why did I receive a notice?

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

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How can I get more information?

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

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

I. CALL TO ORDER AND ATTENDANCE

A. Call to Order

The meeting was called to order at 3:04pm

B. Attendance and Introduction of Guests

Committee members: Lehmann, Diemer, Woltjers, Crumback, Maier, Lemke, Steffes, & VanderStel in attendance.

Also in attendance: Township Supervisor Robert Terpstra, Manager Rod Weersing, staff members Dan Wells & Dakota Swan.

C. Approval of Meeting Agenda

Motion to approve agenda: VanderStel

2nd: Phillip

Discussion: none

Ayes: All

Nays: None

MOTION CARRIED

D. Approve Meeting Minutes from January 14, 2026

Motion to approve minutes: VanderStel

2nd: Diemer

Discussion: None

Ayes: All

Nays: None

MOTION CARRIED

E. Declaration of conflict of interest

None.

F. Public comments on agenda items

None.

II. REGULAR BUSINESS

• **Committee Business**

• **2026 planned meeting dates:** April 15th, June 17th, Sept 16th.

• **PWP Work Days (tentative):** May 2nd & Dec 5th (9a-noon)

• **Event Dates:** Public Input Open house: February 2-5 & 9-12 (~8:30a-5p). Taste of Gaines: Sept 19th.
Heritage Festival 2026: October 10th. Movies in the Park: August 28th.

- **Township:** Weersing asked for Committee input on a proposal from Everett's to clean up the area (in PWP) around the old foundation; across from the big barn. Lemke asked about cleaning up the PWP area near the porta john. Discussion ensued about plants around the old foundation. Diemer would like to keep the Quince plant, and perhaps daffodils. Lehmann asked if we wanted to recommend to the township board that the proposal be adopted. All in favor of this action.
- **Natural Resources Inventory:** Wells will briefly report on this issue in April. Lehmann asked for Committee members to consider properties for EnviroScience to assess, and bring their suggestions to our April meeting. Currently, the MDOT property south off 76th is on the list. Discussion ensued about the Kent County Road Commission property (70 acres) south of 110th and east of Eastern.
- **Visioning Forward:** Terpstra reported on the results of the public input from the February open houses and other sources. He has created a spreadsheet for each of the 5 initiatives with public comments and other considerations. This will aid the Committee in making choices of what is next, based on all of the information. Terpstra will also be working on funding sources. He asked for the Committee to study these options and build consensus on direction for the township board.
- **PARKS**
 - Friends of PWP – Lehmann asked about the work with Black River. VanderStel and Maier reported on Kluting's work to cut the woody plants in the NE corner of Gull Prairie. He sent a proposal for seeding the area with a grain drill (~ \$1000), which was approved by the township board. VanderStel is hoping this can be completed soon. For the May workday, VanderStel says we will focus on pulling Garlic Mustard, and possibly some trimming. Members also discussed tree transplanting (possibly better in fall d/t less watering needs). Lehmann asked Maier about the NE corner of Gull Prairie, near Sharp's Creek, as he has previously reported this area may need additional drainage. Diemer and Maier discussed the pros and cons of this area and whether drainage would help. Final outcome was that this area will be evaluated on May 2nd, during the work day.
 - PWP Signage: Lehmann reported that Diemer and Maier are finalizing the list of trees that will receive tree ID signs. Lehmann will then get this to Spencer High of Querkus Creative. Spencer is a new dad, but expects to work on the designs soon. Lehmann will also get the history of park names and the Wolf story to Spencer. Diemer will tidy up info for the Quiggs story, so it is ready for Spencer.
 - Interactive Map Update: Steffes shared analytics on numbers of people accessing the map over the period of Feb 14 –March 17 this year. He will continue to bring this info to the Committee. He also recommends we consider posting on social media. He has been hired by Lowell to create an interactive map for them. They asked that he add aspects of a special event to their map; possibly a couple weeks prior to and after their event. Steffes asked if similar work would be good for the PWP

map around the fall events, like Taste of Gaines, and possibly the Heritage Festival. This idea was well received by the Committee. Terpstra asked about adding historical photos to the map – like the Schoen house and the Dodge house. Steffes also asked that members send him spring photos of the park for addition to the map. Steffes and Terpstra will get together on printing new copies of the interactive map for the two trailhead signs.

- Brewer, Creekside, Shadyside: – *not covered*
- Other

➤ **TRAILS** : (Brewer, Steven's Point, Dutton) – *not covered*

- Public comments unrelated to the agenda
- Committee member comments

III. ADJOURNMENT

The meeting adjourned at 4:35 PM.

REVENUE AND EXPENDITURE REPORT FOR GAINES CHARTER TOWNSHIP

Balance As of 12/31/2026

GL Number	Description	2026 Amended Budget	YTD Balance 12/31/2026 Normal (Abnormal)	Activity For 12/31/2026 Increase (Decrease)	Available Balance 12/31/2026 Normal (Abnormal)	% Bdg Used
Fund: 101 GENERAL FUND						
Account Category: Revenues						
Department: 000.000						
101-000.000-404.000	GENERAL PROPERTY TAXES	1,050,000.00	1,035,472.76	0.00	14,527.24	98.62
101-000.000-411.000	DELINQUENT REAL TAXES	10,000.00	0.00	0.00	10,000.00	0.00
101-000.000-412.000	DELINQUENT PERSONAL TAXES	500.00	0.00	0.00	500.00	0.00
101-000.000-432.001	PAYMENT IN LIEU OF TAXES	25,000.00	44,700.48	0.00	(19,700.48)	178.80
101-000.000-434.000	MOBILE HOME TAX	9,500.00	2,363.50	0.00	7,136.50	24.88
101-000.000-437.000	IND/COMM FACILITIES TAXES	35,000.00	29,162.92	0.00	5,837.08	83.32
101-000.000-445.000	INTEREST/PENALTIES ON TAXES	20,000.00	17,827.33	0.00	2,172.67	89.14
101-000.000-447.000	ADMINISTRATION FEE	440,000.00	130,111.44	0.00	309,888.56	29.57
101-000.000-451.000	STREET LIGHTING SPEC ASSESSMENT	175,000.00	179,085.75	0.00	(4,085.75)	102.33
101-000.000-477.000	CABLEVISION FEES	220,000.00	0.00	0.00	220,000.00	0.00
101-000.000-569.000	STATE GRANTS - OTHER	0.00	45,794.51	0.00	(45,794.51)	100.00
101-000.000-573.000	LOCAL COMMUNITY STABILIZATION	25,000.00	5,450.66	0.00	19,549.34	21.80
101-000.000-574.000	REVENUE SHARING	3,203,601.00	0.00	0.00	3,203,601.00	0.00
101-000.000-615.000	SUMMER TAX COLLECTION FEES	36,000.00	0.00	0.00	36,000.00	0.00
101-000.000-626.000	PLANNING AND ZONING FEES	18,000.00	3,650.00	0.00	14,350.00	20.28
101-000.000-634.000	CEMETERY OPEN/CLOSE FEES	32,500.00	8,000.00	0.00	24,500.00	24.62
101-000.000-642.002	SALE OF PRINTED MATERIALS	20.00	0.00	0.00	20.00	0.00
101-000.000-642.003	SALE OF CEMETERY LOTS	25,000.00	13,400.00	0.00	11,600.00	53.60
101-000.000-651.000	RIGHT OF WAY/EASEMENTS	500.00	0.00	0.00	500.00	0.00
101-000.000-657.000	ORDINANCE FINES	50.00	62.70	0.00	(12.70)	125.40
101-000.000-665.001	INTEREST ON INVESTMENTS	200,000.00	43,508.17	0.00	156,491.83	21.75
101-000.000-665.002	INTEREST ON INVESTMENTS/TAXES	4,000.00	0.00	0.00	4,000.00	0.00
101-000.000-667.000	LIBRARY ROOM RENTAL	250.00	240.00	0.00	10.00	96.00
101-000.000-667.003	RENTAL OF COMMUNITY ROOM	6,000.00	2,210.00	0.00	3,790.00	36.83
101-000.000-667.004	LIBRARY RENT	17,300.00	4,630.00	0.00	12,670.00	26.76
101-000.000-671.000	SHERIFF'S LEASE	33,000.00	13,988.96	0.00	19,011.04	42.39
101-000.000-671.001	AIR TOUCH LEASE PAYMENTS	3,400.00	0.00	0.00	3,400.00	0.00
101-000.000-678.000	MISC REVENUE	2,000.00	292.00	0.00	1,708.00	14.60
101-000.000-687.001	WATER/SEWER AND BUILDING FUND REIMB	83,000.00	0.00	0.00	83,000.00	0.00
101-000.000-699.000	TRANSFER IN	2,292,171.00	0.00	0.00	2,292,171.00	0.00
Total Dept 000.000		7,966,792.00	1,579,951.18	0.00	6,386,840.82	19.83
Revenues		7,966,792.00	1,579,951.18	0.00	6,386,840.82	19.83
Account Category: Expenditures						
Department: 101.000 TOWNSHIP BOARD						
101-101.000-702.001	SALARIES & WAGES	15,000.00	1,370.00	0.00	13,630.00	9.13
101-101.000-715.000	SOCIAL SECURITY/MEDICARE	1,140.00	104.81	0.00	1,035.19	9.19
101-101.000-716.000	PENSION CONTRIBUTION	1,500.00	137.00	0.00	1,363.00	9.13
101-101.000-727.000	SUPPLIES	100.00	0.00	0.00	100.00	0.00
101-101.000-802.000	LEGAL SERVICES	5,000.00	0.00	0.00	5,000.00	0.00
101-101.000-812.000	LUNCHES/DINNERS/MEETINGS	1,500.00	0.00	0.00	1,500.00	0.00
101-101.000-817.000	MILEAGE REIMBURSEMENT	400.00	0.00	0.00	400.00	0.00
101-101.000-831.000	SEMINARS/CONTINUING EDUCATION	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 101.000 - TOWNSHIP BOARD		26,140.00	1,611.81	0.00	24,528.19	6.17
Department: 171.000 SUPERVISOR						
101-171.000-702.001	SALARIES & WAGES	38,578.00	9,199.38	0.00	29,378.62	23.85
101-171.000-715.000	SOCIAL SECURITY/MEDICARE	2,951.00	703.76	0.00	2,247.24	23.85
101-171.000-716.000	PENSION CONTRIBUTION	3,858.00	919.96	0.00	2,938.04	23.85

REVENUE AND EXPENDITURE REPORT FOR GAINES CHARTER TOWNSHIP

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Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 171.000 SUPERVISOR						
101-171.000-727.000	SUPPLIES	750.00	120.00	0.00	630.00	16.00
101-171.000-802.000	LEGAL SERVICES	500.00	0.00	0.00	500.00	0.00
101-171.000-812.000	LUNCHES/DINNERS/MEETINGS	500.00	310.40	0.00	189.60	62.08
101-171.000-817.000	MILEAGE REIMBURSEMENT	900.00	0.00	0.00	900.00	0.00
101-171.000-831.000	SEMINARS/CONTINUING EDUCATION	2,000.00	0.00	0.00	2,000.00	0.00
101-171.000-832.000	DUES AND MEMBERSHIPS	150.00	0.00	0.00	150.00	0.00
101-171.000-853.000	TELECOMMUNICATIONS	500.00	0.00	0.00	500.00	0.00
101-171.000-963.001	MISCELLANEOUS	250.00	0.00	0.00	250.00	0.00
101-171.000-965.000	POSTAGE	150.00	0.00	0.00	150.00	0.00
101-171.000-979.000	NEW FURNITURE & EQUIPMENT	500.00	0.00	0.00	500.00	0.00
Total Dept 171.000 - SUPERVISOR		51,587.00	11,253.50	0.00	40,333.50	21.81
Department: 172.000 MANAGER						
101-172.000-702.001	SALARIES & WAGES	261,000.00	50,340.03	0.00	210,659.97	19.29
101-172.000-702.011	PAYMENT IN LIEU OF HEALTH INSU	18,200.00	4,166.41	0.00	14,033.59	22.89
101-172.000-715.000	SOCIAL SECURITY/MEDICARE	14,000.00	4,169.73	0.00	9,830.27	29.78
101-172.000-716.000	PENSION CONTRIBUTION	26,100.00	5,025.56	0.00	21,074.44	19.26
101-172.000-717.000	HEALTH & LIFE INSURANCE	5,000.00	557.94	0.00	4,442.06	11.16
101-172.000-727.000	SUPPLIES	1,000.00	360.00	0.00	640.00	36.00
101-172.000-802.000	LEGAL SERVICES	1,000.00	0.00	0.00	1,000.00	0.00
101-172.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	4,000.00	0.00	0.00	4,000.00	0.00
101-172.000-812.000	LUNCHES/DINNERS/MEETINGS	500.00	0.00	0.00	500.00	0.00
101-172.000-817.000	MILEAGE REIMBURSEMENT	1,500.00	34.66	0.00	1,465.34	2.31
101-172.000-831.000	SEMINARS/CONTINUING EDUCATION	4,000.00	1,011.10	0.00	2,988.90	25.28
101-172.000-832.000	DUES AND MEMBERSHIPS	775.00	200.00	0.00	575.00	25.81
101-172.000-853.000	TELECOMMUNICATIONS	650.00	75.00	0.00	575.00	11.54
101-172.000-963.001	MISCELLANEOUS	500.00	0.00	0.00	500.00	0.00
101-172.000-965.000	POSTAGE	100.00	0.00	0.00	100.00	0.00
101-172.000-979.000	NEW FURNITURE & EQUIPMENT	2,000.00	94.77	0.00	1,905.23	4.74
Total Dept 172.000 - MANAGER		340,325.00	66,035.20	0.00	274,289.80	19.40
Department: 191.000 ACCOUNTING						
101-191.000-702.001	SALARIES & WAGES	10,000.00	3,574.93	0.00	6,425.07	35.75
101-191.000-715.000	SOCIAL SECURITY/MEDICARE	765.00	271.64	0.00	493.36	35.51
101-191.000-716.000	PENSION CONTRIBUTION	1,000.00	33.15	0.00	966.85	3.32
101-191.000-717.000	HEALTH & LIFE INSURANCE	0.00	33.57	0.00	(33.57)	100.00
101-191.000-831.000	SEMINARS/CONTINUING EDUCATION	500.00	0.00	0.00	500.00	0.00
101-191.000-832.000	DUES AND MEMBERSHIPS	500.00	0.00	0.00	500.00	0.00
Total Dept 191.000 - ACCOUNTING		12,765.00	3,913.29	0.00	8,851.71	30.66
Department: 215.000 CLERK						
101-215.000-702.001	SALARIES & WAGES	226,000.00	49,762.64	0.00	176,237.36	22.02
101-215.000-702.011	PAYMENT IN LIEU OF HEALTH INSU	10,400.00	2,306.41	0.00	8,093.59	22.18
101-215.000-715.000	SOCIAL SECURITY/MEDICARE	16,800.00	3,900.97	0.00	12,899.03	23.22
101-215.000-716.000	PENSION CONTRIBUTION	22,600.00	4,976.25	0.00	17,623.75	22.02
101-215.000-717.000	HEALTH & LIFE INSURANCE	30,000.00	6,842.17	0.00	23,157.83	22.81
101-215.000-727.000	SUPPLIES	4,000.00	845.96	0.00	3,154.04	21.15
101-215.000-801.001	FILING FEES/LEGAL	5,000.00	0.00	0.00	5,000.00	0.00
101-215.000-808.000	CONTRACTED SERVICES	3,000.00	0.00	0.00	3,000.00	0.00
101-215.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	24,000.00	0.00	0.00	24,000.00	0.00

REVENUE AND EXPENDITURE REPORT FOR GAINES CHARTER TOWNSHIP

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Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 215.000 CLERK						
101-215.000-812.000	LUNCHES/DINNERS/MEETINGS	1,500.00	195.26	0.00	1,304.74	13.02
101-215.000-817.000	MILEAGE REIMBURSEMENT	3,000.00	291.91	0.00	2,708.09	9.73
101-215.000-831.000	SEMINARS/CONTINUING EDUCATION	16,000.00	0.00	0.00	16,000.00	0.00
101-215.000-832.000	DUES AND MEMBERSHIPS	2,000.00	585.00	0.00	1,415.00	29.25
101-215.000-853.000	TELECOMMUNICATIONS	1,200.00	150.00	0.00	1,050.00	12.50
101-215.000-900.000	PRINTING	500.00	0.00	0.00	500.00	0.00
101-215.000-901.000	PUBLISHING	1,500.00	108.00	0.00	1,392.00	7.20
101-215.000-963.001	MISCELLANEOUS	300.00	0.00	0.00	300.00	0.00
101-215.000-965.000	POSTAGE	5,000.00	66.50	0.00	4,933.50	1.33
101-215.000-979.000	NEW FURNITURE & EQUIPMENT	6,000.00	468.10	0.00	5,531.90	7.80
Total Dept 215.000 - CLERK		378,800.00	70,499.17	0.00	308,300.83	18.61
Department: 247.000 BOARD OF REVIEW						
101-247.000-702.001	SALARIES & WAGES	3,000.00	1,140.00	0.00	1,860.00	38.00
101-247.000-715.000	SOCIAL SECURITY/MEDICARE	230.00	87.21	0.00	142.79	37.92
101-247.000-812.000	LUNCHES/DINNERS/MEETINGS	300.00	0.00	0.00	300.00	0.00
101-247.000-831.000	SEMINARS/CONTINUING EDUCATION	350.00	0.00	0.00	350.00	0.00
101-247.000-901.000	PUBLISHING	240.00	0.00	0.00	240.00	0.00
Total Dept 247.000 - BOARD OF REVIEW		4,120.00	1,227.21	0.00	2,892.79	29.79
Department: 253.000 TREASURER						
101-253.000-702.001	SALARIES & WAGES	120,000.00	29,170.93	0.00	90,829.07	24.31
101-253.000-702.011	PAYMENT IN LIEU OF HEALTH INS	5,200.00	1,240.00	0.00	3,960.00	23.85
101-253.000-715.000	SOCIAL SECURITY/MEDICARE	9,200.00	2,270.99	0.00	6,929.01	24.68
101-253.000-716.000	PENSION CONTRIBUTION	12,000.00	2,914.89	0.00	9,085.11	24.29
101-253.000-717.000	HEALTH & LIFE INSURANCE	10,000.00	2,257.44	0.00	7,742.56	22.57
101-253.000-727.000	SUPPLIES	600.00	351.11	0.00	248.89	58.52
101-253.000-802.000	LEGAL SERVICES	150.00	0.00	0.00	150.00	0.00
101-253.000-808.000	CONTRACTED SERVICES	500.00	100.00	0.00	400.00	20.00
101-253.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	8,000.00	0.00	0.00	8,000.00	0.00
101-253.000-812.000	LUNCHES/DINNERS/MEETINGS	425.00	50.00	0.00	375.00	11.76
101-253.000-817.000	MILEAGE REIMBURSEMENT	2,000.00	346.88	0.00	1,653.12	17.34
101-253.000-831.000	SEMINARS/CONTINUING EDUCATION	4,000.00	2,001.00	0.00	1,999.00	50.03
101-253.000-832.000	DUES AND MEMBERSHIPS	650.00	248.00	0.00	402.00	38.15
101-253.000-853.000	TELECOMMUNICATIONS	675.00	152.98	0.00	522.02	22.66
101-253.000-900.000	PRINTING	4,500.00	0.00	0.00	4,500.00	0.00
101-253.000-903.000	PROPERTY TAX NOTIFICATIONS	1,300.00	0.00	0.00	1,300.00	0.00
101-253.000-963.001	MISCELLANEOUS	250.00	13.64	0.00	236.36	5.46
101-253.000-965.000	POSTAGE	11,000.00	0.00	0.00	11,000.00	0.00
101-253.000-979.000	NEW FURNITURE & EQUIPMENT	2,500.00	0.00	0.00	2,500.00	0.00
Total Dept 253.000 - TREASURER		192,950.00	41,117.86	0.00	151,832.14	21.31
Department: 257.000 ASSESSOR						
101-257.000-702.001	SALARIES & WAGES	205,000.00	46,914.09	0.00	158,085.91	22.88
101-257.000-715.000	SOCIAL SECURITY/MEDICARE	15,100.00	3,397.42	0.00	11,702.58	22.50
101-257.000-716.000	PENSION CONTRIBUTION	20,500.00	4,691.44	0.00	15,808.56	22.89
101-257.000-717.000	HEALTH & LIFE INSURANCE	60,000.00	12,402.39	0.00	47,597.61	20.67
101-257.000-727.000	SUPPLIES	500.00	557.27	0.00	(57.27)	111.45
101-257.000-802.000	LEGAL SERVICES	15,000.00	5,125.50	0.00	9,874.50	34.17
101-257.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	13,000.00	0.00	0.00	13,000.00	0.00

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Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 257.000 ASSESSOR						
101-257.000-812.000	LUNCHES/DINNERS/MEETINGS	550.00	0.00	0.00	550.00	0.00
101-257.000-817.000	MILEAGE REIMBURSEMENT	1,750.00	50.40	0.00	1,699.60	2.88
101-257.000-831.000	SEMINARS/CONTINUING EDUCATION	9,500.00	0.00	0.00	9,500.00	0.00
101-257.000-832.000	DUES AND MEMBERSHIPS	1,000.00	347.14	0.00	652.86	34.71
101-257.000-853.000	TELECOMMUNICATIONS	700.00	84.00	0.00	616.00	12.00
101-257.000-901.000	PUBLISHING	600.00	2,512.64	0.00	(1,912.64)	418.77
101-257.000-903.000	PROPERTY TAX NOTIFICATIONS	2,000.00	499.48	0.00	1,500.52	24.97
101-257.000-963.001	MISCELLANEOUS	500.00	0.00	0.00	500.00	0.00
101-257.000-965.000	POSTAGE	6,500.00	4,980.49	0.00	1,519.51	76.62
101-257.000-979.000	NEW FURNITURE & EQUIPMENT	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 257.000 - ASSESSOR		354,200.00	81,562.26	0.00	272,637.74	23.03
Department: 261.000 GENERAL ADMINISTRATION						
101-261.000-717.000	HEALTH & LIFE INSURANCE	35,000.00	15,150.91	0.00	19,849.09	43.29
101-261.000-719.000	WORKERS' COMPENSATION INSURANCE	45,000.00	9,948.72	0.00	35,051.28	22.11
101-261.000-727.000	SUPPLIES	9,000.00	1,665.21	0.00	7,334.79	18.50
101-261.000-801.000	ACCOUNTING SERVICES/AUDIT	20,000.00	960.00	0.00	19,040.00	4.80
101-261.000-801.001	FILING FEES/LEGAL	200.00	0.00	0.00	200.00	0.00
101-261.000-802.000	LEGAL SERVICES	15,000.00	1,695.50	0.00	13,304.50	11.30
101-261.000-803.000	ENGINEERING	10,000.00	0.00	0.00	10,000.00	0.00
101-261.000-805.000	EQUIPMENT RENTAL/SERVICE	500.00	0.00	0.00	500.00	0.00
101-261.000-808.000	CONTRACTED SERVICES	20,000.00	3,607.84	0.00	16,392.16	18.04
101-261.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	225,000.00	30,302.43	0.00	194,697.57	13.47
101-261.000-812.000	LUNCHES/DINNERS/MEETINGS	500.00	0.00	0.00	500.00	0.00
101-261.000-831.000	SEMINARS/CONTINUING EDUCATION	1,000.00	765.00	0.00	235.00	76.50
101-261.000-832.000	DUES AND MEMBERSHIPS	80,000.00	47,449.28	0.00	32,550.72	59.31
101-261.000-853.000	TELECOMMUNICATIONS	4,000.00	1,193.23	0.00	2,806.77	29.83
101-261.000-901.000	PUBLISHING	5,000.00	732.00	0.00	4,268.00	14.64
101-261.000-902.000	TOWNSHIP NEWSLETTER	3,200.00	0.00	0.00	3,200.00	0.00
101-261.000-958.000	INSURANCE & BONDS	4,000.00	0.00	0.00	4,000.00	0.00
101-261.000-961.001	MAPPING & AERIAL PHOTO	4,000.00	0.00	0.00	4,000.00	0.00
101-261.000-963.001	MISCELLANEOUS	5,000.00	0.00	0.00	5,000.00	0.00
101-261.000-964.000	TAX/PERMIT FEES REFUND	5,000.00	0.00	0.00	5,000.00	0.00
101-261.000-965.000	POSTAGE	9,000.00	6,000.00	0.00	3,000.00	66.67
101-261.000-969.002	ADMINISTRATION FEES	200.00	0.00	0.00	200.00	0.00
101-261.000-975.000	PEG FUND COMMITMENT	40,000.00	0.00	0.00	40,000.00	0.00
Total Dept 261.000 - GENERAL ADMINISTRATION		540,600.00	119,470.12	0.00	421,129.88	22.10
Department: 262.000 ELECTIONS						
101-262.000-702.001	SALARIES & WAGES	25,000.00	6,534.93	0.00	18,465.07	26.14
101-262.000-715.000	SOCIAL SECURITY/MEDICARE	3,000.00	499.92	0.00	2,500.08	16.66
101-262.000-716.000	PENSION CONTRIBUTION	2,500.00	0.00	0.00	2,500.00	0.00
101-262.000-727.000	SUPPLIES	7,500.00	2,306.56	0.00	5,193.44	30.75
101-262.000-802.000	LEGAL SERVICES	1,500.00	0.00	0.00	1,500.00	0.00
101-262.000-808.000	CONTRACTED SERVICES	100,000.00	10,605.00	0.00	89,395.00	10.61
101-262.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	50,000.00	0.00	0.00	50,000.00	0.00
101-262.000-812.000	LUNCHES/DINNERS/MEETINGS	15,000.00	0.00	0.00	15,000.00	0.00
101-262.000-817.000	MILEAGE REIMBURSEMENT	2,500.00	16.89	0.00	2,483.11	0.68
101-262.000-900.000	PRINTING	15,000.00	290.00	0.00	14,710.00	1.93
101-262.000-901.000	PUBLISHING	5,000.00	0.00	0.00	5,000.00	0.00

REVENUE AND EXPENDITURE REPORT FOR GAINES CHARTER TOWNSHIP

Balance As of 12/31/2026

GL Number	Description	2026 Amended Budget	YTD Balance 12/31/2026 Normal (Abnormal)	Activity For 12/31/2026 Increase (Decrease)	Available Balance 12/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 262.000 ELECTIONS						
101-262.000-963.001	MISCELLANEOUS	2,500.00	0.00	0.00	2,500.00	0.00
101-262.000-965.000	POSTAGE	30,000.00	1,426.03	0.00	28,573.97	4.75
101-262.000-979.000	NEW FURNITURE & EQUIPMENT	7,000.00	0.00	0.00	7,000.00	0.00
Total Dept 262.000 - ELECTIONS		266,500.00	21,679.33	0.00	244,820.67	8.13
Department: 265.000 TOWNSHIP HALL AND GROUNDS						
101-265.000-702.001	SALARIES & WAGES	18,000.00	1,670.04	0.00	16,329.96	9.28
101-265.000-715.000	SOCIAL SECURITY/MEDICARE	1,380.00	154.52	0.00	1,225.48	11.20
101-265.000-716.000	PENSION CONTRIBUTION	0.00	15.00	0.00	(15.00)	100.00
101-265.000-727.000	SUPPLIES	100.00	0.00	0.00	100.00	0.00
101-265.000-775.000	BUILDING REPAIR & MAINTENANCE SUPPLI	2,500.00	0.00	0.00	2,500.00	0.00
101-265.000-805.000	EQUIPMENT RENTAL/SERVICE	1,700.00	190.89	0.00	1,509.11	11.23
101-265.000-808.000	CONTRACTED SERVICES	17,000.00	10,243.72	0.00	6,756.28	60.26
101-265.000-815.000	MOSQUITO/LEAF COLLECTION	25,000.00	0.00	0.00	25,000.00	0.00
101-265.000-819.000	SNOW PLOWING/REMOVAL	20,600.00	10,807.26	0.00	9,792.74	52.46
101-265.000-821.000	CLEANING BUILDING	22,660.00	4,619.41	0.00	18,040.59	20.39
101-265.000-822.000	TRASH REMOVAL	2,987.00	667.82	0.00	2,319.18	22.36
101-265.000-853.000	TELECOMMUNICATIONS	20,000.00	5,336.72	0.00	14,663.28	26.68
101-265.000-920.000	ELECTRIC	50,000.00	9,746.06	0.00	40,253.94	19.49
101-265.000-923.000	NATURAL GAS	22,000.00	8,091.30	0.00	13,908.70	36.78
101-265.000-924.000	WATER AND SEWER	1,800.00	298.31	0.00	1,501.69	16.57
101-265.000-932.000	EQUIPMENT MAINTENANCE	30,000.00	1,459.95	0.00	28,540.05	4.87
101-265.000-933.000	BUILDING MAINTENANCE	13,000.00	6,060.66	0.00	6,939.34	46.62
101-265.000-935.000	GROUNDS MAINTENANCE	36,000.00	0.00	0.00	36,000.00	0.00
101-265.000-936.000	BUILDING IMPROVEMENTS (NON-CAPITAL)	0.00	4,515.00	0.00	(4,515.00)	100.00
101-265.000-940.000	FLEET VEHICLE RENT	500.00	0.00	0.00	500.00	0.00
101-265.000-958.000	INSURANCE & BONDS	45,000.00	46,336.38	0.00	(1,336.38)	102.97
101-265.000-963.001	MISCELLANEOUS	3,000.00	350.00	0.00	2,650.00	11.67
101-265.000-972.000	CAPITAL OUTLAY	25,000.00	30,560.00	0.00	(5,560.00)	122.24
101-265.000-973.000	GROUNDS IMPROVEMENTS	5,000.00	0.00	0.00	5,000.00	0.00
101-265.000-979.000	NEW FURNITURE & EQUIPMENT	2,500.00	0.00	0.00	2,500.00	0.00
Total Dept 265.000 - TOWNSHIP HALL AND GROUNDS		365,727.00	141,123.04	0.00	224,603.96	38.59
Department: 371.000 BUILDING/MECHANICAL INSPECTION						
101-371.000-702.001	SALARIES & WAGES	0.00	1,892.84	0.00	(1,892.84)	100.00
101-371.000-715.000	SOCIAL SECURITY/MEDICARE	0.00	144.79	0.00	(144.79)	100.00
101-371.000-716.000	PENSION CONTRIBUTION	0.00	189.14	0.00	(189.14)	100.00
Total Dept 371.000 - BUILDING/MECHANICAL INSPECTION		0.00	2,226.77	0.00	(2,226.77)	100.00
Department: 443.000 WATER & SEWER						
101-443.000-717.000	HEALTH & LIFE INSURANCE	0.00	3,332.30	0.00	(3,332.30)	100.00
101-443.000-853.000	TELECOMMUNICATIONS	0.00	50.00	0.00	(50.00)	100.00
101-443.000-926.000	HYDRANT RENTAL	15,000.00	0.00	0.00	15,000.00	0.00
Total Dept 443.000 - WATER & SEWER		15,000.00	3,382.30	0.00	11,617.70	22.55
Department: 445.000 DRAINS						
101-445.000-808.000	CONTRACTED SERVICES	350,000.00	0.00	0.00	350,000.00	0.00
Total Dept 445.000 - DRAINS		350,000.00	0.00	0.00	350,000.00	0.00
Department: 446.000 HIGHWAYS, STREETS & TRAILS						
101-446.000-808.000	CONTRACTED SERVICES	25,000.00	7,928.61	0.00	17,071.39	31.71

REVENUE AND EXPENDITURE REPORT FOR GAINES CHARTER TOWNSHIP

Balance As of 12/31/2026

GL Number	Description	2026 Amended Budget	YTD Balance 12/31/2026 Normal (Abnormal)	Activity For 12/31/2026 Increase (Decrease)	Available Balance 12/31/2026 Normal (Abnormal)	% Bdg Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 446.000 HIGHWAYS, STREETS & TRAILS						
101-446.000-960.000	ROAD CONSTRUCTION	500,000.00	0.00	0.00	500,000.00	0.00
101-446.000-960.002	TRAIL CONSTRUCTION & MAINTENANCE	15,000.00	0.00	0.00	15,000.00	0.00
101-446.000-972.000	CAPITAL OUTLAY	20,000.00	25,529.22	0.00	(5,529.22)	127.65
101-446.000-973.001	DIVISION AVE MAINTENANCE	10,000.00	2,559.49	0.00	7,440.51	25.59
Total Dept 446.000 - HIGHWAYS, STREETS & TRAILS		570,000.00	36,017.32	0.00	533,982.68	6.32
Department: 448.000 STREET LIGHTING						
101-448.000-901.000	PUBLISHING	500.00	0.00	0.00	500.00	0.00
101-448.000-920.000	ELECTRIC	210,000.00	15,990.01	0.00	194,009.99	7.61
101-448.000-920.001	DIVISION AVE	7,000.00	1,094.66	0.00	5,905.34	15.64
101-448.000-920.002	INTERSECTION LIGHTS/INSTALL/OPER	200.00	0.00	0.00	200.00	0.00
Total Dept 448.000 - STREET LIGHTING		217,700.00	17,084.67	0.00	200,615.33	7.85
Department: 567.000 CEMETERY						
101-567.000-702.001	SALARIES & WAGES	32,550.00	7,639.81	0.00	24,910.19	23.47
101-567.000-702.002	SALARY - DEPUTY/ASSISTANT	30,000.00	5,244.99	0.00	24,755.01	17.48
101-567.000-715.000	SOCIAL SECURITY/MEDICARE	4,500.00	985.68	0.00	3,514.32	21.90
101-567.000-716.000	PENSION CONTRIBUTION	6,255.00	0.00	0.00	6,255.00	0.00
101-567.000-727.000	SUPPLIES	250.00	6.98	0.00	243.02	2.79
101-567.000-740.000	OPERATING SUPPLIES	10,000.00	1,242.75	0.00	8,757.25	12.43
101-567.000-741.000	FUEL	2,500.00	30.32	0.00	2,469.68	1.21
101-567.000-775.000	BUILDING REPAIR & MAINTENANCE SUPPLI	5,000.00	0.00	0.00	5,000.00	0.00
101-567.000-802.000	LEGAL SERVICES	500.00	0.00	0.00	500.00	0.00
101-567.000-803.000	ENGINEERING	10,000.00	0.00	0.00	10,000.00	0.00
101-567.000-808.000	CONTRACTED SERVICES	2,000.00	600.00	0.00	1,400.00	30.00
101-567.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	2,000.00	743.00	0.00	1,257.00	37.15
101-567.000-817.000	MILEAGE REIMBURSEMENT	150.00	40.17	0.00	109.83	26.78
101-567.000-819.000	SNOW PLOWING/REMOVAL	6,000.00	1,946.58	0.00	4,053.42	32.44
101-567.000-822.000	TRASH REMOVAL	800.00	214.14	0.00	585.86	26.77
101-567.000-920.000	ELECTRIC	1,600.00	194.11	0.00	1,405.89	12.13
101-567.000-932.000	EQUIPMENT MAINTENANCE	5,000.00	3,176.31	0.00	1,823.69	63.53
101-567.000-963.001	MISCELLANEOUS	500.00	0.00	0.00	500.00	0.00
101-567.000-972.000	CAPITAL OUTLAY	80,000.00	0.00	0.00	80,000.00	0.00
101-567.000-973.000	GROUPS IMPROVEMENTS	50,000.00	4,790.36	0.00	45,209.64	9.58
101-567.000-979.000	NEW FURNITURE & EQUIPMENT	52,000.00	0.00	0.00	52,000.00	0.00
Total Dept 567.000 - CEMETERY		301,605.00	26,855.20	0.00	274,749.80	8.90
Department: 596.000 PUBLIC TRANSPORTATION						
101-596.000-860.000	INTERURBAN TRANSIT AUTHORITY	58,000.00	12,535.76	0.00	45,464.24	21.61
Total Dept 596.000 - PUBLIC TRANSPORTATION		58,000.00	12,535.76	0.00	45,464.24	21.61
Department: 701.000 PLANNING AND ZONING						
101-701.000-702.001	SALARIES & WAGES	165,000.00	39,192.49	0.00	125,807.51	23.75
101-701.000-702.006	SALARY - BOARDS/COMMISSIONS	9,500.00	1,380.00	0.00	8,120.00	14.53
101-701.000-702.011	PAYMENT IN LIEU OF HEALTH INS	5,200.00	1,240.00	0.00	3,960.00	23.85
101-701.000-715.000	SOCIAL SECURITY/MEDICARE	12,625.00	3,198.68	0.00	9,426.32	25.34
101-701.000-716.000	PENSION CONTRIBUTION	16,500.00	3,965.02	0.00	12,534.98	24.03
101-701.000-717.000	HEALTH & LIFE INSURANCE	31,500.00	6,296.37	0.00	25,203.63	19.99
101-701.000-727.000	SUPPLIES	400.00	257.20	0.00	142.80	64.30
101-701.000-727.001	REFERENCE MATERIALS	200.00	0.00	0.00	200.00	0.00

REVENUE AND EXPENDITURE REPORT FOR GAINES CHARTER TOWNSHIP

Balance As of 12/31/2026

GL Number	Description	2026 Amended Budget	YTD Balance 12/31/2026 Normal (Abnormal)	Activity For 12/31/2026 Increase (Decrease)	Available Balance 12/31/2026 Normal (Abnormal)	% Bdg Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 701.000 PLANNING AND ZONING						
101-701.000-727.002	MUNICODE UPDATES	8,000.00	1,030.29	0.00	6,969.71	12.88
101-701.000-802.000	LEGAL SERVICES	20,000.00	5,295.50	0.00	14,704.50	26.48
101-701.000-808.000	CONTRACTED SERVICES	48,000.00	1,617.25	0.00	46,382.75	3.37
101-701.000-808.001	ENGINEERING CONTRACTED SERVICES	25,000.00	6,742.53	0.00	18,257.47	26.97
101-701.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	3,000.00	0.00	0.00	3,000.00	0.00
101-701.000-812.000	LUNCHES/DINNERS/MEETINGS	400.00	0.00	0.00	400.00	0.00
101-701.000-817.000	MILEAGE REIMBURSEMENT	500.00	169.30	0.00	330.70	33.86
101-701.000-831.000	SEMINARS/CONTINUING EDUCATION	2,000.00	792.56	0.00	1,207.44	39.63
101-701.000-832.000	DUES AND MEMBERSHIPS	500.00	0.00	0.00	500.00	0.00
101-701.000-853.000	TELECOMMUNICATIONS	600.00	100.00	0.00	500.00	16.67
101-701.000-900.000	PRINTING	500.00	0.00	0.00	500.00	0.00
101-701.000-901.000	PUBLISHING	5,000.00	868.00	0.00	4,132.00	17.36
101-701.000-963.001	MISCELLANEOUS	500.00	0.00	0.00	500.00	0.00
101-701.000-965.000	POSTAGE	4,000.00	0.00	0.00	4,000.00	0.00
101-701.000-979.000	NEW FURNITURE & EQUIPMENT	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 701.000 - PLANNING AND ZONING		359,925.00	72,145.19	0.00	287,779.81	20.04
Department: 751.000 PARKS AND RECREATION						
101-751.000-702.006	SALARY - BOARDS/COMMISSIONS	2,500.00	369.95	0.00	2,130.05	14.80
101-751.000-715.000	SOCIAL SECURITY/MEDICARE	190.00	28.27	0.00	161.73	14.88
101-751.000-716.000	PENSION CONTRIBUTION	50.00	7.20	0.00	42.80	14.40
101-751.000-727.000	SUPPLIES	100.00	43.99	0.00	56.01	43.99
101-751.000-808.000	CONTRACTED SERVICES	25,000.00	597.00	0.00	24,403.00	2.39
101-751.000-812.000	LUNCHES/DINNERS/MEETINGS	600.00	118.71	0.00	481.29	19.79
101-751.000-880.000	COMMUNITY PROMOTIONS	5,000.00	150.00	0.00	4,850.00	3.00
101-751.000-900.000	PRINTING	600.00	0.00	0.00	600.00	0.00
101-751.000-901.000	PUBLISHING	200.00	0.00	0.00	200.00	0.00
101-751.000-963.001	MISCELLANEOUS	250.00	0.00	0.00	250.00	0.00
101-751.000-965.000	POSTAGE	100.00	0.00	0.00	100.00	0.00
101-751.000-973.000	GROUNDS IMPROVEMENTS	25,000.00	0.00	0.00	25,000.00	0.00
Total Dept 751.000 - PARKS AND RECREATION		59,590.00	1,315.12	0.00	58,274.88	2.21
Department: 790.000 LIBRARY						
101-790.000-775.000	BUILDING REPAIR & MAINTENANCE SUPPLI	500.00	0.00	0.00	500.00	0.00
101-790.000-805.000	EQUIPMENT RENTAL/SERVICE	2,000.00	419.22	0.00	1,580.78	20.96
101-790.000-808.000	CONTRACTED SERVICES	2,000.00	241.00	0.00	1,759.00	12.05
101-790.000-819.000	SNOW PLOWING/REMOVAL	8,500.00	3,344.55	0.00	5,155.45	39.35
101-790.000-821.000	CLEANING BUILDING	23,000.00	4,505.85	0.00	18,494.15	19.59
101-790.000-822.000	TRASH REMOVAL	1,200.00	272.46	0.00	927.54	22.71
101-790.000-920.000	ELECTRIC	13,000.00	1,933.64	0.00	11,066.36	14.87
101-790.000-923.000	NATURAL GAS	7,000.00	2,068.43	0.00	4,931.57	29.55
101-790.000-924.000	WATER AND SEWER	1,500.00	114.68	0.00	1,385.32	7.65
101-790.000-932.000	EQUIPMENT MAINTENANCE	5,000.00	447.82	0.00	4,552.18	8.96
101-790.000-933.000	BUILDING MAINTENANCE	7,000.00	81.00	0.00	6,919.00	1.16
101-790.000-935.000	GROUNDS MAINTENANCE	8,500.00	0.00	0.00	8,500.00	0.00
101-790.000-958.000	INSURANCE & BONDS	5,000.00	3,037.00	0.00	1,963.00	60.74
101-790.000-963.001	MISCELLANEOUS	100.00	0.00	0.00	100.00	0.00
101-790.000-973.000	GROUNDS IMPROVEMENTS	8,000.00	0.00	0.00	8,000.00	0.00
101-790.000-979.000	NEW FURNITURE & EQUIPMENT	5,000.00	0.00	0.00	5,000.00	0.00

REVENUE AND EXPENDITURE REPORT FOR GAINES CHARTER TOWNSHIP

Balance As of 12/31/2026

GL Number	Description	2026 Amended Budget	YTD Balance 12/31/2026 Normal (Abnormal)	Activity For 12/31/2026 Increase (Decrease)	Available Balance 12/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 790.000 LIBRARY						
	Total Dept 790.000 - LIBRARY	97,300.00	16,465.65	0.00	80,834.35	16.92
Department: 990.000 TRANSFER OUT						
	101-990.000-995.000 TRANSFER OUT	3,403,958.00	0.00	0.00	3,403,958.00	0.00
	Total Dept 990.000 - TRANSFER OUT	3,403,958.00	0.00	0.00	3,403,958.00	0.00
	Expenditures	7,966,792.00	747,520.77	0.00	7,219,271.23	9.38
Fund 101 - GENERAL FUND:						
	TOTAL REVENUES	7,966,792.00	1,579,951.18	0.00	6,386,840.82	19.83
	TOTAL EXPENDITURES	7,966,792.00	747,520.77	0.00	7,219,271.23	9.38
	NET OF REVENUES & EXPENDITURES:	0.00	832,430.41	0.00	(832,430.41)	

REVENUE AND EXPENDITURE REPORT FOR GAINES CHARTER TOWNSHIP

Balance As of 12/31/2026

GL Number	Description	2026 Amended Budget	YTD Balance 12/31/2026 (Normal) (Abnormal)	Activity For 12/31/2026 Increase (Decrease)	Available Balance 12/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 205 PUBLIC SAFETY SAD						
Account Category: Revenues						
Department: 000.000						
205-000.000-452.000	PUBLIC SAFETY SAD REVENUE	2,230,457.00	1,968,061.98	0.00	262,395.02	88.24
205-000.000-543.000	STATE GRANTS - PUBLIC SAFETY	80,885.00	0.00	0.00	80,885.00	0.00
205-000.000-687.002	FIRE DEPT REVENUES/REIMBURSEMENT	0.00	27,800.00	0.00	(27,800.00)	100.00
205-000.000-699.000	TRANSFER IN	2,903,958.00	0.00	0.00	2,903,958.00	0.00
Total Dept 000.000		5,215,300.00	1,995,861.98	0.00	3,219,438.02	38.27
Revenues		5,215,300.00	1,995,861.98	0.00	3,219,438.02	38.27
Account Category: Expenditures						
Department: 301.000 LAW ENFORCEMENT						
205-301.000-727.000	SUPPLIES	500.00	0.00	0.00	500.00	0.00
205-301.000-820.000	KENT COUNTY SHERIFF PATROL	1,475,000.00	372,561.72	0.00	1,102,438.28	25.26
Total Dept 301.000 - LAW ENFORCEMENT		1,475,500.00	372,561.72	0.00	1,102,938.28	25.25
Department: 336.003 GAINES FIRE DEPARTMENT						
205-336.003-702.001	SALARIES & WAGES	108,000.00	22,747.25	0.00	85,252.75	21.06
205-336.003-702.002	SALARY - DEPUTY/ASSISTANT	1,425,000.00	245,891.54	0.00	1,179,108.46	17.26
205-336.003-702.003	FILL IN FOR FULL TIME	0.00	112.40	0.00	(112.40)	100.00
205-336.003-702.005	SALARIES - POC FIRE FIGHTERS	50,000.00	7,896.50	0.00	42,103.50	15.79
205-336.003-702.008	OFFICER STIPENDS	10,000.00	1,136.31	0.00	8,863.69	11.36
205-336.003-702.010	SALARY -PART TIME STAFFING	90,000.00	24,173.11	0.00	65,826.89	26.86
205-336.003-702.011	PAYMENT IN LIEU OF HEALTH INSU	10,000.00	2,393.19	0.00	7,606.81	23.93
205-336.003-702.013	OVERTIME	100,000.00	27,833.28	0.00	72,166.72	27.83
205-336.003-702.014	OVERTIME - FLSA	130,000.00	27,525.11	0.00	102,474.89	21.17
205-336.003-702.015	ELECTRICAL/FIRE INSPECTOR	55,000.00	12,568.79	0.00	42,431.21	22.85
205-336.003-702.778	TRAINING PAY	30,000.00	8,160.51	0.00	21,839.49	27.20
205-336.003-715.000	SOCIAL SECURITY/MEDICARE	155,000.00	28,334.75	0.00	126,665.25	18.28
205-336.003-716.000	PENSION CONTRIBUTION	150,000.00	28,139.27	0.00	121,860.73	18.76
205-336.003-717.000	HEALTH & LIFE INSURANCE	300,000.00	62,843.55	0.00	237,156.45	20.95
205-336.003-719.000	WORKER'S COMPENSATION INSURANCE	120,000.00	31,504.28	0.00	88,495.72	26.25
205-336.003-727.000	SUPPLIES	15,000.00	990.07	0.00	14,009.93	6.60
205-336.003-740.000	OPERATING SUPPLIES	24,500.00	4,107.60	0.00	20,392.40	16.77
205-336.003-741.000	FUEL	35,000.00	3,897.33	0.00	31,102.67	11.14
205-336.003-776.000	UNIFORMS	20,000.00	1,893.12	0.00	18,106.88	9.47
205-336.003-776.001	TURN OUT GEAR	40,000.00	60.00	0.00	39,940.00	0.15
205-336.003-802.000	LEGAL SERVICES	5,000.00	408.00	0.00	4,592.00	8.16
205-336.003-808.000	CONTRACTED SERVICES	55,000.00	15,953.14	0.00	39,046.86	29.01
205-336.003-809.000	PROGRAMMING/SOFTWARE/NETWORK	65,000.00	37,111.88	0.00	27,888.12	57.10
205-336.003-810.001	FIRE PREVENTION EDUCATION	3,800.00	3,452.00	0.00	348.00	90.84
205-336.003-810.002	HAZMAT ASSESSMENT	2,000.00	0.00	0.00	2,000.00	0.00
205-336.003-811.000	TRAINING	15,000.00	889.85	0.00	14,110.15	5.93
205-336.003-816.000	KENT COUNTY EMS ASSESSMENT	1,500.00	280.85	0.00	1,219.15	18.72
205-336.003-817.000	MILEAGE REIMBURSEMENT	500.00	0.00	0.00	500.00	0.00
205-336.003-819.000	SNOW PLOWING/REMOVAL	15,000.00	6,689.10	0.00	8,310.90	44.59
205-336.003-822.000	TRASH REMOVAL	2,750.00	627.27	0.00	2,122.73	22.81
205-336.003-831.000	SEMINARS/CONTINUING EDUCATION	11,500.00	4,240.00	0.00	7,260.00	36.87
205-336.003-832.000	DUES AND MEMBERSHIPS	1,500.00	140.00	0.00	1,360.00	9.33
205-336.003-835.000	PHYSICAL EXAMINATIONS	20,500.00	0.00	0.00	20,500.00	0.00
205-336.003-853.000	TELECOMMUNICATIONS	18,000.00	5,686.98	0.00	12,313.02	31.59
205-336.003-920.000	ELECTRIC	32,500.00	4,984.59	0.00	27,515.41	15.34

REVENUE AND EXPENDITURE REPORT FOR GAINES CHARTER TOWNSHIP

Balance As of 12/31/2026

GL Number	Description	2026 Amended Budget	YTD Balance 12/31/2026 Normal (Abnormal)	Activity For 12/31/2026 Increase (Decrease)	Available Balance 12/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 205 PUBLIC SAFETY SAD						
Account Category: Expenditures						
Department: 336.003 GAINES FIRE DEPARTMENT						
205-336.003-923.000	NATURAL GAS	20,000.00	7,350.17	0.00	12,649.83	36.75
205-336.003-924.000	WATER AND SEWER	2,000.00	420.78	0.00	1,579.22	21.04
205-336.003-931.000	VEHICLE MAINTENANCE	85,000.00	9,737.40	0.00	75,262.60	11.46
205-336.003-932.000	EQUIPMENT MAINTENANCE	21,000.00	2,692.28	0.00	18,307.72	12.82
205-336.003-933.000	BUILDING MAINTENANCE	21,000.00	3,535.76	0.00	17,464.24	16.84
205-336.003-935.000	GROUNDS MAINTENANCE	4,000.00	1,001.61	0.00	2,998.39	25.04
205-336.003-956.000	FOOD ALLOWANCE	3,750.00	0.00	0.00	3,750.00	0.00
205-336.003-958.000	INSURANCE & BONDS	62,500.00	40,393.00	0.00	22,107.00	64.63
205-336.003-963.001	MISCELLANEOUS	4,000.00	416.94	0.00	3,583.06	10.42
205-336.003-972.000	CAPITAL OUTLAY	376,500.00	56,772.04	0.00	319,727.96	15.08
205-336.003-973.000	GROUNDS IMPROVEMENTS	3,000.00	0.00	0.00	3,000.00	0.00
205-336.003-979.000	NEW FURNITURE & EQUIPMENT	20,000.00	5,885.18	0.00	14,114.82	29.43
Total Dept 336.003 - GAINES FIRE DEPARTMENT		3,739,800.00	750,876.78	0.00	2,988,923.22	20.08
Expenditures		5,215,300.00	1,123,438.50	0.00	4,091,861.50	21.54
Fund 205 - PUBLIC SAFETY SAD:						
TOTAL REVENUES		5,215,300.00	1,995,861.98	0.00	3,219,438.02	38.27
TOTAL EXPENDITURES		5,215,300.00	1,123,438.50	0.00	4,091,861.50	21.54
NET OF REVENUES & EXPENDITURES:		0.00	872,423.48	0.00	(872,423.48)	

REVENUE AND EXPENDITURE REPORT FOR GAINES CHARTER TOWNSHIP

Balance As of 12/31/2026

GL Number	Description	2026 Amended Budget	YTD Balance 12/31/2026 (Abnormal)	Activity For 12/31/2026 Increase (Decrease)	Balance Normal	Available 12/31/2026 (Abnormal)	% Bdg Used
Fund: 549 BUILDING INSPECTIONS DEPT							
Account Category: Revenues							
Department: 000.000							
549-000.000-490.000	BUILDING PERMITS	475,000.00	117,996.00	0.00	357,004.00		24.84
549-000.000-491.000	MECHANICAL PERMITS	190,000.00	27,290.40	0.00	162,709.60		14.36
549-000.000-492.000	PLUMBING PERMITS	120,000.00	13,696.00	0.00	106,304.00		11.41
549-000.000-493.000	ELECTRICAL PERMITS	165,000.00	28,780.00	0.00	136,220.00		17.44
549-000.000-494.000	REGISTRATIONS FROM BLDG DEPT	1,500.00	415.00	0.00	1,085.00		27.67
Total Dept 000.000		951,500.00	188,177.40	0.00	763,322.60		19.78
Revenues		951,500.00	188,177.40	0.00	763,322.60		19.78
Account Category: Expenditures							
Department: 371.000 BUILDING/MECHANICAL INSPECTION							
549-371.000-702.001	SALARIES & WAGES	315,000.00	54,186.05	0.00	260,813.95		17.20
549-371.000-702.015	ELECTRICAL/FIRE INSPECTOR	55,000.00	12,569.30	0.00	42,430.70		22.85
549-371.000-715.000	SOCIAL SECURITY/MEDICARE	24,000.00	4,953.57	0.00	19,046.43		20.64
549-371.000-716.000	PENSION CONTRIBUTION	23,500.00	5,958.35	0.00	17,541.65		25.35
549-371.000-717.000	HEALTH & LIFE INSURANCE	90,000.00	11,633.89	0.00	78,366.11		12.93
549-371.000-727.000	SUPPLIES	5,000.00	547.99	0.00	4,452.01		10.96
549-371.000-741.000	FUEL	2,400.00	0.00	0.00	2,400.00		0.00
549-371.000-776.000	UNIFORMS	250.00	0.00	0.00	250.00		0.00
549-371.000-808.000	CONTRACTED SERVICES	300,000.00	14,789.40	0.00	285,210.60		4.93
549-371.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	13,000.00	498.36	0.00	12,501.64		3.83
549-371.000-812.000	LUNCHES/DINNERS/MEETINGS	200.00	65.17	0.00	134.83		32.59
549-371.000-817.000	MILEAGE REIMBURSEMENT	4,500.00	114.55	0.00	4,385.45		2.55
549-371.000-831.000	SEMINARS/CONTINUING EDUCATION	3,000.00	319.02	0.00	2,680.98		10.63
549-371.000-832.000	DUES AND MEMBERSHIPS	2,000.00	135.00	0.00	1,865.00		6.75
549-371.000-853.000	TELECOMMUNICATIONS	1,000.00	100.00	0.00	900.00		10.00
549-371.000-900.000	PRINTING	600.00	0.00	0.00	600.00		0.00
549-371.000-932.000	EQUIPMENT MAINTENANCE	2,500.00	0.00	0.00	2,500.00		0.00
549-371.000-962.000	INTERFUND REIMB WITH GEN	40,000.00	0.00	0.00	40,000.00		0.00
549-371.000-963.001	MISCELLANEOUS	1,000.00	170.00	0.00	830.00		17.00
549-371.000-964.000	TAX/PERMIT FEES REFUND	500.00	0.00	0.00	500.00		0.00
549-371.000-965.000	POSTAGE	500.00	0.00	0.00	500.00		0.00
549-371.000-972.000	CAPITAL OUTLAY	45,000.00	0.00	0.00	45,000.00		0.00
549-371.000-979.000	NEW FURNITURE & EQUIPMENT	7,000.00	219.99	0.00	6,780.01		3.14
Total Dept 371.000 - BUILDING/MECHANICAL INSPECTION		935,950.00	106,260.64	0.00	829,689.36		11.35
Expenditures		935,950.00	106,260.64	0.00	829,689.36		11.35
Fund 549 - BUILDING INSPECTIONS DEPT:							
TOTAL REVENUES		951,500.00	188,177.40	0.00	763,322.60		19.78
TOTAL EXPENDITURES		935,950.00	106,260.64	0.00	829,689.36		11.35
NET OF REVENUES & EXPENDITURES:		15,550.00	81,916.76	0.00	(66,366.76)		

REVENUE AND EXPENDITURE REPORT FOR GAINES CHARTER TOWNSHIP

Balance As of 12/31/2026

GL Number	Description	2026 Amended Budget	YTD Balance 12/31/2026 (Abnormal)	Activity For 12/31/2026 Increase (Decrease)	Available Balance 12/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 590 SEWER FUND						
Account Category: Revenues						
Department: 536.000 SEWER						
590-536.000-496.000	CONNECTION INSPECTION PERMITS	20,000.00	1,800.00	0.00	18,200.00	9.00
590-536.000-628.000	TRUNKAGE FEES	300,000.00	22,010.00	0.00	277,990.00	7.34
590-536.000-629.000	AVAILABILITY/LATERALS	75,000.00	0.00	0.00	75,000.00	0.00
590-536.000-633.000	USAGE SERVICE CHARGES	2,275,000.00	569,849.54	0.00	1,705,150.46	25.05
590-536.000-633.001	READY TO SERVE CHARGES	670,000.00	171,572.16	0.00	498,427.84	25.61
590-536.000-635.000	MISCELLANEOUS FEES	200.00	112.50	0.00	87.50	56.25
590-536.000-658.000	PENALTIES	35,000.00	10,015.72	0.00	24,984.28	28.62
590-536.000-665.005	INTEREST ON PAYMENT PLANS-TRKG	11,000.00	0.00	0.00	11,000.00	0.00
590-536.000-665.006	INTEREST ON INVESTMENTS-OPER	80,000.00	1,328.74	0.00	78,671.26	1.66
590-536.000-665.009	INTEREST ON INVESTMENTS-TRKG	200,000.00	7,121.33	0.00	192,878.67	3.56
590-536.000-675.000	SPECIAL ASSESSMENT REVENUE	40,000.00	0.00	0.00	40,000.00	0.00
Total Dept 536.000 - SEWER		3,706,200.00	783,809.99	0.00	2,922,390.01	21.15
Revenues		3,706,200.00	783,809.99	0.00	2,922,390.01	21.15
Account Category: Expenditures						
Department: 530.000 w/s - WAGES						
590-530.000-702.001	SALARIES & WAGES	75,000.00	21,432.23	0.00	53,567.77	28.58
590-530.000-715.000	SOCIAL SECURITY/MEDICARE	5,545.00	1,629.61	0.00	3,915.39	29.39
590-530.000-716.000	PENSION CONTRIBUTION	7,500.00	2,041.77	0.00	5,458.23	27.22
590-530.000-717.000	HEALTH & LIFE INSURANCE	11,000.00	1,008.22	0.00	9,991.78	9.17
Total Dept 530.000 - w/s - WAGES		99,045.00	26,111.83	0.00	72,933.17	26.36
Department: 536.000 SEWER						
590-536.000-727.000	SUPPLIES	250.00	0.00	0.00	250.00	0.00
590-536.000-802.000	LEGAL SERVICES	500.00	0.00	0.00	500.00	0.00
590-536.000-803.000	CONTRACT ENGINEERING	35,000.00	(14,962.41)	0.00	49,962.41	(42.75)
590-536.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	10,000.00	0.00	0.00	10,000.00	0.00
590-536.000-817.000	MILEAGE REIMBURSEMENT	100.00	0.00	0.00	100.00	0.00
590-536.000-830.000	BGUA OPERATING & PAYROLL	600,000.00	18,977.22	0.00	581,022.78	3.16
590-536.000-830.CAP	AUTHORITY CAPITAL EXPENSES	65,000.00	0.00	0.00	65,000.00	0.00
590-536.000-831.000	SEMINARS/CONTINUING EDUCATION	500.00	387.50	0.00	112.50	77.50
590-536.000-853.000	TELECOMMUNICATIONS	150.00	0.00	0.00	150.00	0.00
590-536.000-900.000	PRINTING	150.00	0.00	0.00	150.00	0.00
590-536.000-905.000	WATER & SEWER BILL OUTSOURCING	14,500.00	5,216.13	0.00	9,283.87	35.97
590-536.000-921.000	CITY OF G.R.MONTHLY SEWER USAGE	180,000.00	0.00	0.00	180,000.00	0.00
590-536.000-922.001	WYOMING SEWER USAGE-CAP & COMM	2,000,000.00	0.00	0.00	2,000,000.00	0.00
590-536.000-962.000	INTERFUND REIMB WITH GEN	25,000.00	0.00	0.00	25,000.00	0.00
590-536.000-965.000	POSTAGE	500.00	0.00	0.00	500.00	0.00
590-536.000-968.000	DEPRECIATION	1,200,000.00	0.00	0.00	1,200,000.00	0.00
590-536.000-979.000	NEW FURNITURE & EQUIPMENT	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 536.000 - SEWER		4,133,150.00	9,618.44	0.00	4,123,531.56	0.23
Expenditures		4,232,195.00	35,730.27	0.00	4,196,464.73	0.84
Fund 590 - SEWER FUND:						
TOTAL REVENUES		3,706,200.00	783,809.99	0.00	2,922,390.01	21.15
TOTAL EXPENDITURES		4,232,195.00	35,730.27	0.00	4,196,464.73	0.84
NET OF REVENUES & EXPENDITURES:		(525,995.00)	748,079.72	0.00	(1,274,074.72)	

REVENUE AND EXPENDITURE REPORT FOR GAINES CHARTER TOWNSHIP

Balance As of 12/31/2026

GL Number	Description	2026 Amended Budget	YTD Balance 12/31/2026 (Abnormal)	Activity For 12/31/2026 Increase (Decrease)	Available Balance 12/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 591 WATER FUND						
Account Category: Revenues						
Department: 537.000 WATER						
591-537.000-496.000	CONNECTION INSPECTION PERMITS	25,000.00	3,300.00	0.00	21,700.00	13.20
591-537.000-614.000	ANNUAL HYDRANT FEES	14,500.00	0.00	0.00	14,500.00	0.00
591-537.000-628.000	TRUNKAGE FEES	300,000.00	18,635.00	0.00	281,365.00	6.21
591-537.000-630.000	AVAILABILITY/SERVICES	55,000.00	41,214.50	0.00	13,785.50	74.94
591-537.000-631.000	FIRE PROTECTION SERVICE	35,000.00	8,325.69	0.00	26,674.31	23.79
591-537.000-632.000	CAPITAL METER FEES	175,000.00	23,511.13	0.00	151,488.87	13.43
591-537.000-633.000	USAGE SERVICE CHARGES	2,350,000.00	533,576.13	0.00	1,816,423.87	22.71
591-537.000-633.001	READY TO SERVE CHARGES	700,000.00	178,095.35	0.00	521,904.65	25.44
591-537.000-633.004	IRRIGATION	300,000.00	45,662.62	0.00	254,337.38	15.22
591-537.000-633.006	RES CONSTRUCTION WATER USE FEE	2,500.00	525.00	0.00	1,975.00	21.00
591-537.000-635.000	MISCELLANEOUS FEES	1,500.00	1,687.50	0.00	(187.50)	112.50
591-537.000-658.000	PENALTIES	45,000.00	10,958.90	0.00	34,041.10	24.35
591-537.000-658.002	ASSESSMENT PENALTIES	100.00	0.00	0.00	100.00	0.00
591-537.000-665.005	INTEREST ON PAYMENT PLANS-TRKG	4,500.00	0.00	0.00	4,500.00	0.00
591-537.000-665.006	INTEREST ON INVESTMENTS-OPER	50,000.00	1,328.74	0.00	48,671.26	2.66
591-537.000-665.009	INTEREST ON INVESTMENTS-TRKG	70,000.00	7,121.33	0.00	62,878.67	10.17
591-537.000-675.000	SPECIAL ASSESSMENT REVENUE	10,000.00	0.00	0.00	10,000.00	0.00
Total Dept 537.000 - WATER		4,138,100.00	873,941.89	0.00	3,264,158.11	21.12
Revenues		4,138,100.00	873,941.89	0.00	3,264,158.11	21.12
Account Category: Expenditures						
Department: 530.000 w/s - WAGES						
591-530.000-702.001	SALARIES & WAGES	75,000.00	21,431.25	0.00	53,568.75	28.58
591-530.000-715.000	SOCIAL SECURITY/MEDICARE	5,545.00	1,629.21	0.00	3,915.79	29.38
591-530.000-716.000	PENSION CONTRIBUTION	7,500.00	2,041.65	0.00	5,458.35	27.22
591-530.000-717.000	HEALTH & LIFE INSURANCE	11,000.00	1,008.21	0.00	9,991.79	9.17
Total Dept 530.000 - w/s - WAGES		99,045.00	26,110.32	0.00	72,934.68	26.36
Department: 537.000 WATER						
591-537.000-727.000	SUPPLIES	250.00	0.00	0.00	250.00	0.00
591-537.000-802.000	LEGAL SERVICES	500.00	0.00	0.00	500.00	0.00
591-537.000-803.000	CONTRACT ENGINEERING	55,000.00	0.00	0.00	55,000.00	0.00
591-537.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	10,000.00	0.00	0.00	10,000.00	0.00
591-537.000-817.000	MILEAGE REIMBURSEMENT	100.00	0.00	0.00	100.00	0.00
591-537.000-830.000	BGUA OPERATING & PAYROLL	575,000.00	28,588.65	0.00	546,411.35	4.97
591-537.000-830.001	CAPITAL METER EXPENSE	375,000.00	0.00	0.00	375,000.00	0.00
591-537.000-830.CAP	AUTHORITY CAPITAL EXPENSES	65,000.00	0.00	0.00	65,000.00	0.00
591-537.000-831.000	SEMINARS/CONTINUING EDUCATION	500.00	387.50	0.00	112.50	77.50
591-537.000-853.000	TELECOMMUNICATIONS	150.00	0.00	0.00	150.00	0.00
591-537.000-900.000	PRINTING	150.00	0.00	0.00	150.00	0.00
591-537.000-904.000	WATER QUALITY REPORT	2,500.00	0.00	0.00	2,500.00	0.00
591-537.000-905.000	WATER & SEWER BILL OUTSOURCING	14,000.00	5,216.13	0.00	8,783.87	37.26
591-537.000-922.000	WYOMING USAGE BILL	1,850,000.00	0.00	0.00	1,850,000.00	0.00
591-537.000-934.000	SENSUS MAINTENANCE	4,000.00	0.00	0.00	4,000.00	0.00
591-537.000-962.000	INTERFUND REIMB WITH GEN	25,000.00	0.00	0.00	25,000.00	0.00
591-537.000-965.000	POSTAGE	500.00	0.00	0.00	500.00	0.00
591-537.000-968.000	DEPRECIATION	1,000,000.00	0.00	0.00	1,000,000.00	0.00
591-537.000-979.000	NEW FURNITURE & EQUIPMENT	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 537.000 - WATER		3,979,150.00	34,192.28	0.00	3,944,957.72	0.86

REVENUE AND EXPENDITURE REPORT FOR GAINES CHARTER TOWNSHIP

Balance As of 12/31/2026

GL Number	Description	2026 Amended Budget	YTD Balance 12/31/2026 Normal (Abnormal)	Activity For 12/31/2026 Increase (Decrease)	Available Balance 12/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 591 WATER FUND						
Account Category: Expenditures						
Expenditures		4,078,195.00	60,302.60	0.00	4,017,892.40	1.48
Fund 591 - WATER FUND:						
TOTAL REVENUES		4,138,100.00	873,941.89	0.00	3,264,158.11	21.12
TOTAL EXPENDITURES		4,078,195.00	60,302.60	0.00	4,017,892.40	1.48
NET OF REVENUES & EXPENDITURES:		59,905.00	813,639.29	0.00	(753,734.29)	

2025 Treasurer's Annual Report

Laurie J. Lemke, Treasurer

Chris Holwerda, Deputy Treasurer

Services Provided by the Treasurer

Office Hours:

- Counter Service: **Monday - Friday, 8:30 AM - 5:00 PM**

Core Responsibilities:

- Prepare the annual **summer & winter tax rolls** and balance with the assessor
- **Printed and sent 19,612 summer and winter tax bills**
- Collect Payment in Lieu of Taxes
- Collect Industrial Facilities Taxes
- Disbursed tax funds to all taxing authorities
- Collected Special Assessments, Public Safety, Streetlights and Drains
- Mailed various mortgage companies for tax escrow payments
- Mailed annual tax collection letter
- **Processed 16,750 tax payments totaling \$ 52,442,403.87**
- Refund duplicate and overpayments to taxpayers
- Annual Tax Year End settlement with the Kent County Treasurer
- Assist residents with property tax questions
- Publish Summer Tax Deferral Notice
- Mail and actively collect delinquent personal property taxes
- Collect Utility payments and prepare deposits

Tax Distribution Partners:

- Kent County
 - Kent District Library
 - Kentwood School District
 - Caledonia Community Schools
 - Byron Center Public Schools
 - Grand Rapids Community College
 - Kent Intermediate School District
 - State of Michigan
 - Gaines Charter Township
 - Division Ave. Corridor Improvement Authority
-



Treasurer's Calendar



Daily Tasks

- Balance Cash Drawer
- Update and monitor all township banking accounts
- Prepare Utility Deposit and reports
- Print Credit Card payments report
- Print and post Building Department Payments
- Collect and process Planning Department Payments
- Collect and maintain Developers Escrows
- Collect & disburse Mobile Home Taxes
- Collect Pool Deposits
- Monitor and collect NSF Checks

Monthly Tasks

- Print and reconcile all Bank Statements:
 - General Fund
 - Trust and Agency
 - Water & Sewer Fund
 - General Fund Savings
 - Michigan Class Investments
 - Kent County Pool Investments
- Maintain Division Ave. Corridor Improvement account
- Monitor Bank Ratings
- Prepare Bank Interest Journal Entries
- Prepare Monthly Board Finance Report
- Complete State tax revenue reports
- Sign and review:
 - All township accounts payable disbursements
 - Township payroll checks

Annual Tasks

- Prepare regulatory filings:
 - State Tax Collections
 - ARPA Funds Reporting
 - Unclaimed Property
 - IFT Report
- Collect Waste Hauler Ordinance Fees
- Prepare Treasurer's Office annual budget
- Prepare estimated annual revenues
- Complete GASBY 77 reports

 2025 Investment Interest Earned

- **General Fund:** \$ 310,036.65
- **ARPA Funds:** \$ 80,536.19
- **Utility Investments** \$ 1,199,211.89

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 7:00 PM MEETING
March 09, 2026**

Present: Supervisor Terpstra, Clerk Brew, Treasurer Lemke, Trustees: DeWard, Fryling, Haagsma, Vander Stel
Staff: Manager Weersing, Community Development Director Wells

Absent: None

Opening prayer was given by Board Member Haagsma and the Pledge of Allegiance was recited.

1. The meeting was called to order at 07:03 p.m. by Board Member Terpstra.

2. Question of Conflict of Interest

None

3. Review of the Consent Agenda.

No items were removed for in-depth discussion

4. Meeting Agenda

Motion by Board Member Haagsma and supported by Board Member Vander Stel to approve the published agenda.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

5. Communications ~ Non-action Informational Items

- a) February 2026 Gaines Charter Township Fire Dept. Run Report
- b) February 2026 Community Policing Officers' Report
- c) Building Department February 2026 Revenue Report
- d) Voting Equipment Update
- e) Push-in Ceremony ~ Email from guest
- f) Service Recognition ~ Stephen Downing

6. Scheduled Speakers

None.

7. Recognition of Individuals and/or Delegations for agenda and non-agenda items.

No one spoke.

8. Public Hearings

- A. 8390 Eastern Avenue – Conditional Rezone Reversion

Motion by Board Member Haagsma and seconded by Board Member Fryling to open the public hearing for the reversion of the conditional rezone for 8390 Eastern Avenue.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

No one spoke

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to close the public hearing for the reversion of the conditional rezone for 8390 Eastern Avenue.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

B. 8390 Eastern Avenue – Rezone to Neighborhood Commercial (NC)

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to open a public hearing to change the zoning of 8390 Eastern Avenue to Neighborhood Commercial (NC).

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

No one spoke

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to close the public hearing to change the zoning of 8390 Eastern Avenue to Neighborhood Commercial (NC).

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

9. Approval of the Consent Agenda

Motion by Board Member Lemke and supported by Board Member Vander Stel to approve the Consent Agenda including the February 09, 2026 draft minutes; the Treasurer's Financial Report; General fund expenditures from 02/01/2026 through 02/28/2026 totaling \$92,604.53; Public Safety Special Assessment District expenditures totaling \$166,883.84; Building inspections totaling \$14,141.33 and Water and Sewer expenditures totaling \$3,128.06.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Vander Stel - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Haagsma - yes. Motion carried by roll call vote.

10. New Business

A. Reversion of Conditional Rezone - 8390 Eastern Avenue

Motion by Board Member Haagsma and supported by Board Member Vander Stel approve the recommendation of the planning commission to revert the conditional rezoning of 8390 Eastern Avenue.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Vander Stel - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Lemke - yes, Board Member Terpstra - yes. Motion carried by roll call vote.

B. Rezone 8390 Eastern Avenue to Neighborhood Commercial (NC)

Motion by Board Member Lemke and supported by Board Member Haagsma to approve the rezone of 8390 Eastern Avenue property to Neighborhood Commercial per their request.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Haagsma - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Terpstra - yes, Board Member Vander Stel - yes. Motion carried by roll call vote.

C. Hoffman Estates Phase 3 Final Preliminary Plat Approval

Motion by Board Member Haagsma and supported by Board Member Vander Stel to approve the final preliminary plat for Hoffman Estates phase 3.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Vander Stel - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Lemke - yes, Board Member Terpstra - yes, Board Member Brew - yes. Motion carried by roll call vote.

D. Recognition of Service ~ Stephen Downing

Motion by Board Member Haagsma and supported by Board Member Lemke to approve the resolution recognizing Stephen Dowling.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Lemke - yes, Board Member Fryling - yes, Board Member Terpstra - yes, Board Member Vander Stel - yes, Board Member Brew - yes, Board Member DeWard - yes. Motion carried by roll call vote.

E. Liquor License Renewals

Motion by Board Member Haagsma and supported by Board Member Lemke to approve the liquor licenses for Peppinos, Applebees, Stone Water FireRock Grill, Briarwood. Grinning Mitten Railtown, and Celebration Cinema.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Lemke - yes, Board Member Terpstra - yes, Board Member Vander Stel - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes. Motion carried by roll call vote.

F. Dutton Station 2 Roof Replacement

Motion by Board Member Haagsma and supported by Board Member Fryling to approve the staff's recommendation to accept Tyco Roofing updated bid of \$61,600 and authorize another \$1,500 in discretionary funds for any added expenses.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Lemke - yes, Board Member Terpstra - yes, Board Member Vander Stel - yes, Board Member Brew - yes. Motion carried by roll call vote.

G. Appointment to Parks and Trails Committee

Motion by Board Member Vander Stel and supported by Board Member Lemke to approve Phil Steffes for appointment to the Parks and Trails Committee.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

H. Building Department Vehicle

Motion by Board Member Haagsma and supported by Board Member Vander Stel to approve the purchase of the building official's vehicle as presented.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Vander Stel - yes, Board Member Lemke - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes. Motion carried by roll call vote.

I. Gaines Charter Township Fire Department ~ Replace Car 1

Motion by Board Member Haagsma and supported by Board Member Vander Stel to approve the recommendation of staff to purchase a replacement vehicle.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Vander Stel - yes, Board Member Lemke - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - no. Motion carried by roll call vote.

J. Dutton Center ~ Streetlight Special Assessment District

Motion by Board Member Lemke and supported by Board Member Haagsma to set a public hearing for the next meeting, April 13, 2026.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

K. Kent County Sheriff's Office Drone Docking Station

Motion by Board Member Vander Stel and supported by Board Member Lemke to approve the permanent drone docking station at Gaines Charter Township Fire Department Station One.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

11. Public Comments

Three residents spoke in opposition to data centers being built in Gaines Charter Township near neighborhoods and Caledonia's new elementary school.

A candidate for the 20th district state senate seat introduced himself to the board.

12. Manager's comments

The planning commission meeting to rezone the Steelcase property is Wednesday, April 15, 2026 at 6:00 pm at South Christian High School auditorium. If the planning commission were to approve the request, the board would consider the request in late April and the middle of May as a second monthly meeting due to the interest of the public in the rezoning.

Three employment posting are on the township website; 3 full time fire fighters, a full time building inspector, a part-time electrical inspector.

13. Supervisor's comments.

The push in ceremony for the new fire engine went very well.

Condolences extended to Board Member Vander Stel and her family in the passing of her father.

14. Trustees comments

Board Member Lemke put in formal notice to miss the April 13, 2026 township board meeting.

15. Adjournment

Meeting adjourned at 8:08 p.m.

Michael Alex Brew, Clerk

Robert Terpstra, Supervisor

GAINES CHARTER TOWNSHIP
LAURIE J LEMKE, TREASURER
CASH, INVESTMENTS; CD'S , MM AND POOL ACCOUNTS
FEBRUARY OF 2026

Bank	Type	Amount	APR	Term	Maturity Date
Macatawa Checking	Ckg	\$ 6,274,389.82			
Opioid Settlement	Assigned	\$ 3,590.05			
Sidewalk & Trails	Assigned	\$ 15,765.75			
CFD - Truck Fund	Assigned	\$ -			
Cemetery	Assigned	\$ 10,000.00			
Township Hall & Grounds	Assigned	\$ 10,981.00			
Division Ave. Improvements	Assigned	\$ 24,000.69			
Total General Fund Checking		\$ 6,338,727.31	4.07%		
Macatawa MM Savings					
Building Dept Reserves	Restricted	\$ 2,985,748.00			
Streetlights	Restricted	\$ 202,015.00			
	Non-restricted	\$ 250,000.00			
Interest Paid to Date		\$ 179,019.39			
	127409	\$ 3,616,782.39	4.07%		
Investments					
Michigan Class	Pooled	\$ 1,975,656.95	3.94%		

GENERAL FUND TOTAL \$ 11,914,797.35

Kent Co. Pool - ARPA Funds	Pooled	\$ 45.19	4.35%
DIVISION AVE CORRIDOR		\$ 49,562.00	
TRUST & AGENCY		\$ 76,059.90	
TAX FUND		\$ 892,341.40	
PETTY CASH		\$ 409.01	

WATER & SEWER

Bank		Amount	APY	Term	Maturity Date
Macatawa Bank	Checking	\$ 5,291,233.27	4.07%		
Macatawa Bank	HY SAVE	\$ 5,687,143.33	3.95%		
Michigan Class	Pooled	\$ 4,385,032.68	3.95%		
Consumers Credit Union	Share	\$ 27.74			
Michigan First CU	CD/Share	\$ 790,528.82	4.10%	12 Months	3.21.2026
Choice One Bank	CD	\$ 801,343.60	4.13%	12 Months	4.10.2026
Flagstar Bank	CD	\$ 1,165,228.79	3.99%	204 Days	4.15.2025
Horizon Bank	CD	\$ 645,314.55	3.85%	12 Months	5.13.2026
Union Bank	CD	\$ 875,219.60	5.15%	12 Months	5.22.2026
Choice One Bank	CD	\$ 1,108,212.44	4.13%	12 Months	6.1.2026
West MI Community Bank	CD	\$ 560,121.03	4.36%	365 Days	6.17.2026
First National Bank of A	CD	\$ 569,700.84	4.10%	18 Months	6.17.2026
Macatawa Bank	CD	\$ 1,045,591.55	4.31%	12 Months	7.21.2026
Consumers Credit Union	CD	\$ 961,222.25	4.75%	24 Months	8.1.2026
CIBC USA Bank	CD	\$ 1,120,931.68	4.92%	364 Days	8.8.2026
Independent Bank	CD	\$ 1,000,000.00	3.35%	330 Days	9.18.2026
Mercantile Bank of MI	CD	\$ 1,162,072.32	4.00%	365 Days	10.25.2025
Flagstar Bank	CD	\$ 1,127,938.94	3.70%	364 Days	11.6.2026
West MI Community Bank	CD	\$ 840,175.16	3.75%	365 Days	12.15.2026
Horizon Bank	CD	\$ 1,197,509.76	2.97%	365 Days	1.26.2027

Restricted W&S Fees Committed **\$ 30,334,548.35**

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE 03/01/2026 - 03/31/2026

- CHECK SOURCE: COMPUTER GENERATED CHECKS FUNDS: 101 - GENERAL FUND

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
03/05/2026	GEN 2	35908	123.NET	TELECOMMUNICATIONS	853.000	265.000	250.00
03/05/2026	GEN 2	35909	AMAZON CAPITAL SERVICES	SUPPLIES	727.000	262.000	31.64
				SUPPLIES	727.000	262.000	153.24
		Check GEN 2 35909 Total for Fund 101 GENERAL FUND					184.88
03/05/2026	GEN 2	35910	CHRIS HOLWERDA	MILEAGE REIMBURSEMENT	817.000	253.000	10.59
				TELECOMMUNICATIONS	853.000	253.000	25.00
		Check GEN 2 35910 Total for Fund 101 GENERAL FUND					35.59
03/05/2026	GEN 2	35912	CONSUMERS ENERGY	ELECTRIC	920.000	567.000	37.66
				ELECTRIC	920.000	567.000	29.50
		Check GEN 2 35912 Total for Fund 101 GENERAL FUND					67.16
03/05/2026	GEN 2	35913	DAKOTA J. SWAN	MILEAGE REIMBURSEMENT	817.000	701.000	169.30
03/05/2026	GEN 2	35914#	FNBO	SUPPLIES	727.000	215.000	(14.82)
				SUPPLIES	727.000	262.000	99.10
				POSTAGE	965.000	215.000	66.50
		Check GEN 2 35914 Total for Fund 101 GENERAL FUND					150.78
03/05/2026	GEN 2	35915	FNBO	MISCELLANEOUS	963.001	253.000	13.64
				TELECOMMUNICATIONS	853.000	253.000	52.98
				SEMINARS/CONTINUING EDUCATION	831.000	253.000	1,902.00
		Check GEN 2 35915 Total for Fund 101 GENERAL FUND					1,968.62
03/05/2026	GEN 2	35916#	FNBO	DUES AND MEMBERSHIPS	832.000	257.000	55.00
				SEMINARS/CONTINUING EDUCATION	831.000	701.000	217.56
		Check GEN 2 35916 Total for Fund 101 GENERAL FUND					272.56
03/05/2026	GEN 2	35920#	JACK'S LAWN & SNOWPLOWING, INC	SNOW PLOWING/REMOVAL	819.000	567.000	324.43
				SNOW PLOWING/REMOVAL	819.000	567.000	324.43
				SNOW PLOWING/REMOVAL	819.000	265.000	1,037.42
				SNOW PLOWING/REMOVAL	819.000	790.000	1,114.85
				SNOW PLOWING/REMOVAL	819.000	265.000	2,450.00
		Check GEN 2 35920 Total for Fund 101 GENERAL FUND					5,251.13
03/05/2026	GEN 2	35921	JND SNOWPLOWING INC	CONTRACTED SERVICES	808.000	446.000	2,642.87
				CONTRACTED SERVICES	808.000	446.000	2,642.87
		Check GEN 2 35921 Total for Fund 101 GENERAL FUND					5,285.74
03/05/2026	GEN 2	35923	LAMPHEAR SERVICE COMPANY INC	EQUIPMENT MAINTENANCE	932.000	265.000	247.25
				CONTRACTED SERVICES	808.000	265.000	1,619.00
		Check GEN 2 35923 Total for Fund 101 GENERAL FUND					1,866.25
03/05/2026	GEN 2	35924	LAURIE LEMKE	SUPPLIES	727.000	253.000	7.55
				MILEAGE REIMBURSEMENT	817.000	253.000	190.68
		Check GEN 2 35924 Total for Fund 101 GENERAL FUND					198.23
03/05/2026	GEN 2	35926	MCDONALD PLUMBING	BUILDING MAINTENANCE	933.000	265.000	989.00
03/05/2026	GEN 2	35929#	MEYERS CLEANING SERVICE INC	CLEANING BUILDING	821.000	790.000	1,281.00
				CLEANING BUILDING	821.000	265.000	1,293.50
		Check GEN 2 35929 Total for Fund 101 GENERAL FUND					2,574.50

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE 03/01/2026 - 03/31/2026

- CHECK SOURCE: COMPUTER GENERATED CHECKS FUNDS: 101 - GENERAL FUND

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
03/05/2026	GEN 2	35930	MICHAEL BREW	MILEAGE REIMBURSEMENT	817.000	215.000	97.15
				LUNCHES/DINNERS/MEETINGS	812.000	215.000	11.56
			Check GEN 2 35930 Total for Fund 101 GENERAL FUND				108.71
03/05/2026	GEN 2	35931	PITNEY BOWES GLOBAL FINANCIAL	CONTRACTED SERVICES	808.000	261.000	484.23
03/05/2026	GEN 2	35932	PREIN & NEWHOF, P.C.	WATER AND SEWER	924.000	265.000	70.00
03/05/2026	GEN 2	35933	REVIZE LLC	PROGRAMMING/SOFTWARE/NETWORK	809.000	261.000	6,075.00
03/05/2026	GEN 2	35935#	T-MOBILE	TELECOMMUNICATIONS	853.000	701.000	50.00
				TELECOMMUNICATIONS	853.000	443.000	25.00
				TELECOMMUNICATIONS	853.000	261.000	134.76
				TELECOMMUNICATIONS	853.000	257.000	42.00
				TELECOMMUNICATIONS	853.000	253.000	25.00
				TELECOMMUNICATIONS	853.000	215.000	75.00
			Check GEN 2 35935 Total for Fund 101 GENERAL FUND				351.76
03/05/2026	GEN 2	35937	VRIESMAN & KORHORN LLC	ENGINEERING CONTRACTED SERVICES	808.001	701.000	2,028.75
				ENGINEERING CONTRACTED SERVICES	808.001	701.000	1,242.60
				ENGINEERING CONTRACTED SERVICES	808.001	701.000	564.95
			Check GEN 2 35937 Total for Fund 101 GENERAL FUND				3,836.30
03/12/2026	GEN 2	35940#	AMAZON CAPITAL SERVICES	SUPPLIES	727.000	262.000	23.99
				SUPPLIES	727.000	261.000	197.75
			Check GEN 2 35940 Total for Fund 101 GENERAL FUND				221.74
03/12/2026	GEN 2	35942#	ARROWASTE INC	TRASH REMOVAL	822.000	790.000	90.82
				TRASH REMOVAL	822.000	265.000	180.94
				TRASH REMOVAL	822.000	567.000	71.38
			Check GEN 2 35942 Total for Fund 101 GENERAL FUND				343.14
03/12/2026	GEN 2	35944	BLUE CROSS HSA	HEALTH & LIFE INSURANCE	717.000	261.000	290.20
03/12/2026	GEN 2	35945#	BUIST ELECTRIC INC	BUILDING MAINTENANCE	933.000	265.000	467.86
				DIVISION AVE MAINTENANCE	973.001	446.000	1,562.50
			Check GEN 2 35945 Total for Fund 101 GENERAL FUND				2,030.36
03/12/2026	GEN 2	35946	CENTEC CAST METAL PRODUCTS	OPERATING SUPPLIES	740.000	567.000	1,145.15
03/12/2026	GEN 2	35947	CINTAS	EQUIPMENT RENTAL/SERVICE	805.000	265.000	63.63
03/12/2026	GEN 2	35948	CONSUMERS ENERGY	ELECTRIC	920.000	448.000	217.57
				ELECTRIC	920.000	448.000	902.34
				DIVISION AVE	920.001	448.000	144.60
				DIVISION AVE	920.001	448.000	135.03
				DIVISION AVE	920.001	448.000	127.28
			Check GEN 2 35948 Total for Fund 101 GENERAL FUND				1,526.82
03/12/2026	GEN 2	35949	CONTROL LOGIC OF MICHIGAN	CONTRACTED SERVICES	808.000	265.000	7,170.00
03/12/2026	GEN 2	35951	GREATAMERICA FINANCIAL SERVICES	CONTRACTED SERVICES	808.000	261.000	1,332.98
03/12/2026	GEN 2	35952	HORIZON COMMUNITY PLANNING LLC	CONTRACTED SERVICES	808.000	701.000	210.00
03/12/2026	GEN 2	35953	INTERURBAN TRANSIT PARTNERSHIP	INTERURBAN TRANSIT AUTHORITY	860.000	596.000	742.68

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE 03/01/2026 - 03/31/2026

- CHECK SOURCE: COMPUTER GENERATED CHECKS FUNDS: 101 - GENERAL FUND

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				INTERURBAN TRANSIT AUTHORITY	860.000	596.000	3,626.20
			Check GEN 2 35953 Total for Fund 101 GENERAL FUND				4,368.88
03/12/2026	GEN 2	35954	KIM TRIPLETT	TELECOMMUNICATIONS	853.000	172.000	25.00
				MILEAGE REIMBURSEMENT	817.000	172.000	30.60
			Check GEN 2 35954 Total for Fund 101 GENERAL FUND				55.60
03/12/2026	GEN 2	35955	MEDMUTUAL LIFE	HEALTH & LIFE INSURANCE	717.000	261.000	210.00
03/12/2026	GEN 2	35956	MODEL COVERALL SERVICE	EQUIPMENT RENTAL/SERVICE	805.000	790.000	69.87
03/12/2026	GEN 2	35958	PLUMMERS DISPOSAL SERVICE	CONTRACTED SERVICES	808.000	751.000	199.00
03/12/2026	GEN 2	35959	TOTAL FIRE PROTECTION	CONTRACTED SERVICES	808.000	265.000	540.00
				CAPITAL OUTLAY	972.000	265.000	24,000.00
			Check GEN 2 35959 Total for Fund 101 GENERAL FUND				24,540.00
03/12/2026	GEN 2	35960#	VIEW NEWSPAPER GROUP	PUBLISHING	901.000	261.000	438.00
				PUBLISHING	901.000	257.000	834.00
				PUBLISHING	901.000	701.000	438.00
				PUBLISHING	901.000	215.000	54.00
			Check GEN 2 35960 Total for Fund 101 GENERAL FUND				1,764.00
03/19/2026	GEN 2	35964#	AMAZON CAPITAL SERVICES	NEW FURNITURE & EQUIPMENT	979.000	172.000	57.98
				SUPPLIES	727.000	215.000	54.06
				NEW FURNITURE & EQUIPMENT	979.000	215.000	194.94
				NEW FURNITURE & EQUIPMENT	979.000	215.000	42.73
				NEW FURNITURE & EQUIPMENT	979.000	215.000	85.46
				NEW FURNITURE & EQUIPMENT	979.000	215.000	14.99
				SUPPLIES	727.000	215.000	42.73
			Check GEN 2 35964 Total for Fund 101 GENERAL FUND				492.89
03/19/2026	GEN 2	35965#	BLOOM SLUGGETT	LEGAL SERVICES	802.000	701.000	2,677.50
				LEGAL SERVICES	802.000	261.000	1,231.00
				LEGAL SERVICES	802.000	257.000	1,301.00
			Check GEN 2 35965 Total for Fund 101 GENERAL FUND				5,209.50
03/19/2026	GEN 2	35967	ENCOVA INSURANCE	WORKERS' COMPENSATION INSURANCE	719.000	261.000	2,642.64
03/19/2026	GEN 2	35969	FIRST UNUM LIFE INSURANCE COMPANY	HEALTH & LIFE INSURANCE	717.000	261.000	1,956.16
				HEALTH & LIFE INSURANCE	717.000	261.000	377.10
			Check GEN 2 35969 Total for Fund 101 GENERAL FUND				2,333.26
03/19/2026	GEN 2	35970	GORDON WATER	CONTRACTED SERVICES	808.000	265.000	35.14
03/19/2026	GEN 2	35973	LAWN RX	GROUNDS IMPROVEMENTS	973.000	567.000	2,193.00
03/19/2026	GEN 2	35974	MEDMUTUAL LIFE	HEALTH & LIFE INSURANCE	717.000	261.000	531.93
03/19/2026	GEN 2	35976	MINER SUPPLY COMPANY	CLEANING BUILDING	821.000	265.000	353.81
03/19/2026	GEN 2	35978	OCEAN INC.	BUILDING MAINTENANCE	933.000	265.000	235.99
03/19/2026	GEN 2	35979	PREFERRED CYBERSECURITY SOLUTIONS	PROGRAMMING/SOFTWARE/NETWORK	809.000	261.000	5,233.64
				PROGRAMMING/SOFTWARE/NETWORK	809.000	261.000	823.66
				PROGRAMMING/SOFTWARE/NETWORK	809.000	261.000	1,094.61

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE 03/01/2026 - 03/31/2026

- CHECK SOURCE: COMPUTER GENERATED CHECKS FUNDS: 101 - GENERAL FUND

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
			Check GEN 2 35979	Total for Fund 101 GENERAL FUND			7,151.91
03/19/2026	GEN 2	35983	STARR LAWN AND GARDEN CENTER	EQUIPMENT MAINTENANCE	932.000	567.000	3,176.31
03/19/2026	GEN 2	35984	TECHMODE TELECOMMUNICATIONS AND	TELECOMMUNICATIONS	853.000	261.000	923.71
03/26/2026	GEN 2	35987	ADOBE INC	PROGRAMMING/SOFTWARE/NETWORK	809.000	261.000	6,736.08
03/26/2026	GEN 2	35988#	AMAZON CAPITAL SERVICES	SUPPLIES	727.000	701.000	6.21
				SUPPLIES	727.000	257.000	50.00
				SUPPLIES	727.000	751.000	43.99
				SUPPLIES	727.000	261.000	101.67
				SUPPLIES	727.000	257.000	142.29
				SUPPLIES	727.000	261.000	176.22
			Check GEN 2 35988	Total for Fund 101 GENERAL FUND			520.38
03/26/2026	GEN 2	35989	CONSUMERS ENERGY	ELECTRIC	920.000	265.000	11,460.00
03/26/2026	GEN 2	35990#	DTE ENERGY	NATURAL GAS	923.000	265.000	2,144.08
				NATURAL GAS	923.000	790.000	553.52
			Check GEN 2 35990	Total for Fund 101 GENERAL FUND			2,697.60
03/26/2026	GEN 2	35991	GREATAMERICA FINANCIAL SERVICES	CONTRACTED SERVICES	808.000	261.000	140.00
03/26/2026	GEN 2	35992#	IPM SERVICES	BUILDING MAINTENANCE	933.000	265.000	45.00
				BUILDING MAINTENANCE	933.000	790.000	28.00
			Check GEN 2 35992	Total for Fund 101 GENERAL FUND			73.00
03/26/2026	GEN 2	35993#	JADI DUFFIELD	MILEAGE REIMBURSEMENT	817.000	215.000	33.05
				MILEAGE REIMBURSEMENT	817.000	567.000	3.92
				MILEAGE REIMBURSEMENT	817.000	262.000	4.50
			Check GEN 2 35993	Total for Fund 101 GENERAL FUND			41.47
03/26/2026	GEN 2	35994	JND SNOWPLOWING INC	CONTRACTED SERVICES	808.000	446.000	2,642.87
03/26/2026	GEN 2	35995	KENT COMMUNICATIONS INC	SUPPLIES	727.000	262.000	1,692.00
03/26/2026	GEN 2	35997	MAYNARDS WATER CONDITIONING LLC	EQUIPMENT MAINTENANCE	932.000	265.000	220.85
03/26/2026	GEN 2	35998#	MICHAEL BREW	MILEAGE REIMBURSEMENT	817.000	262.000	10.14
				MILEAGE REIMBURSEMENT	817.000	567.000	13.05
				MILEAGE REIMBURSEMENT	817.000	215.000	42.06
			Check GEN 2 35998	Total for Fund 101 GENERAL FUND			65.25
03/26/2026	GEN 2	35999	MINER SUPPLY COMPANY	CLEANING BUILDING	821.000	790.000	115.29
03/26/2026	GEN 2	36000	MODEL COVERALL SERVICE	EQUIPMENT RENTAL/SERVICE	805.000	790.000	69.87
03/26/2026	GEN 2	36001	O'NEIL TREE SERVICE	GROUNDS IMPROVEMENTS	973.000	567.000	650.00
03/26/2026	GEN 2	36002	THE BDI TEAM	SEMINARS/CONTINUING EDUCATION	831.000	261.000	765.00
03/26/2026	GEN 2	36003	TOTAL FIRE PROTECTION	CAPITAL OUTLAY	972.000	265.000	6,200.00
03/26/2026	GEN 2	36004	VRIESMAN & KORHORN LLC	ENGINEERING CONTRACTED SERVICES	808.001	701.000	274.50
				ENGINEERING CONTRACTED SERVICES	808.001	701.000	978.75
				ENGINEERING CONTRACTED SERVICES	808.001	701.000	1,374.85

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE 03/01/2026 - 03/31/2026

- CHECK SOURCE: COMPUTER GENERATED CHECKS FUNDS: 101 - GENERAL FUND

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
			Check GEN 2 36004 Total for Fund 101 GENERAL FUND				2,628.10
03/26/2026	GEN 2	36005	WEST MICHIGAN DOCUMENT SHREDDING	CONTRACTED SERVICES	808.000	261.000	42.50
Total For Fund: 101							137,771.46
Report Total:							137,771.46

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP

CHECK DATE 03/01/2026 - 03/31/2026

- CHECK SOURCE: COMPUTER GENERATED CHECKS FUNDS: 205 - PUBLIC SAFETY SAD

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 205 PUBLIC SAFETY SAD							
03/05/2026	GEN 2	35909	AMAZON CAPITAL SERVICES	SUPPLIES	727.000	336.003	43.65
03/05/2026	GEN 2	35911	COMCAST	TELECOMMUNICATIONS	853.000	336.003	278.97
03/05/2026	GEN 2	35917	FORGE SAFETY	VEHICLE MAINTENANCE	931.000	336.003	648.00
03/05/2026	GEN 2	35918	GAINES WATER & SEWER FUND	WATER AND SEWER	924.000	336.003	193.86
03/05/2026	GEN 2	35919	GORDON WATER	CONTRACTED SERVICES	808.000	336.003	84.49
03/05/2026	GEN 2	35920	JACK'S LAWN & SNOWPLOWING, INC	SNOW PLOWING/REMOVAL	819.000	336.003	1,114.85
				SNOW PLOWING/REMOVAL	819.000	336.003	1,114.85
	Check	GEN 2 35920	Total for Fund 205 PUBLIC SAFETY SAD				2,229.70
03/05/2026	GEN 2	35922	KLEYN MOBILE REPAIR LLC	VEHICLE MAINTENANCE	931.000	336.003	143.03
03/05/2026	GEN 2	35925	LAWN RX	GROUNDS MAINTENANCE	935.000	336.003	814.68
				GROUNDS MAINTENANCE	935.000	336.003	186.93
	Check	GEN 2 35925	Total for Fund 205 PUBLIC SAFETY SAD				1,001.61
03/05/2026	GEN 2	35927	MENARDS- WYOMING	TRAINING	811.000	336.003	34.44
03/05/2026	GEN 2	35928	MES SERVICE COMPANY LLC	TRAINING	811.000	336.003	300.00
03/05/2026	GEN 2	35935	T-MOBILE	TELECOMMUNICATIONS	853.000	336.003	181.02
				TELECOMMUNICATIONS	853.000	336.003	295.35
	Check	GEN 2 35935	Total for Fund 205 PUBLIC SAFETY SAD				476.37
03/05/2026	GEN 2	35936	THE BDI TEAM	SEMINARS/CONTINUING EDUCATION	831.000	336.003	500.00
03/05/2026	GEN 2	35938	WEX BANK	FUEL	741.000	336.003	1,858.91
03/05/2026	GEN 2	35939	ZYLSTRA DOOR INC	BUILDING MAINTENANCE	933.000	336.003	2,180.00
03/12/2026	GEN 2	35942	ARROWASTE INC	TRASH REMOVAL	822.000	336.003	60.90
				TRASH REMOVAL	822.000	336.003	148.19
	Check	GEN 2 35942	Total for Fund 205 PUBLIC SAFETY SAD				209.09
03/12/2026	GEN 2	35943	BERGER	CAPITAL OUTLAY	972.000	336.003	53,466.00
03/12/2026	GEN 2	35948	CONSUMERS ENERGY	ELECTRIC	920.000	336.003	1,272.56
03/12/2026	GEN 2	35950	FNBO	TURN OUT GEAR	776.001	336.003	60.00
				MISCELLANEOUS	963.001	336.003	132.00
				VEHICLE MAINTENANCE	931.000	336.003	739.46
	Check	GEN 2 35950	Total for Fund 205 PUBLIC SAFETY SAD				931.46
03/12/2026	GEN 2	35951	GREATAMERICA FINANCIAL SERVICES	CONTRACTED SERVICES	808.000	336.003	187.47
03/12/2026	GEN 2	35957	NOORDYK BUSINESS EQUIPMENT	CONTRACTED SERVICES	808.000	336.003	42.13
03/12/2026	GEN 2	35959	TOTAL FIRE PROTECTION	CONTRACTED SERVICES	808.000	336.003	540.00
03/19/2026	GEN 2	35964	AMAZON CAPITAL SERVICES	SUPPLIES	727.000	336.003	7.97
				SUPPLIES	727.000	336.003	31.28
				OPERATING SUPPLIES	740.000	336.003	7.99
				MISCELLANEOUS	963.001	336.003	2.99
				MISCELLANEOUS	963.001	336.003	(3.63)

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP

CHECK DATE 03/01/2026 - 03/31/2026

- CHECK SOURCE: COMPUTER GENERATED CHECKS FUNDS: 205 - PUBLIC SAFETY SAD

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 205 PUBLIC SAFETY SAD							
				OPERATING SUPPLIES	740.000	336.003	104.06
				SUPPLIES	727.000	336.003	174.33
				OPERATING SUPPLIES	740.000	336.003	99.98
		Check GEN 2 35964	Total for Fund 205 PUBLIC SAFETY SAD				424.97
03/19/2026	GEN 2	35966	COMCAST	TELECOMMUNICATIONS	853.000	336.003	450.47
03/19/2026	GEN 2	35967	ENCOVA INSURANCE	WORKER'S COMPENSATION INSURANCE	719.000	336.003	8,368.36
03/19/2026	GEN 2	35968	ENDEAVOR GROUP	FIRE PREVENTION EDUCATION	810.001	336.003	3,452.00
03/19/2026	GEN 2	35970	GORDON WATER	CONTRACTED SERVICES	808.000	336.003	10.79
03/19/2026	GEN 2	35971	IPM SERVICES	BUILDING MAINTENANCE	933.000	336.003	28.00
03/19/2026	GEN 2	35972	KENT COUNTY TREASURER	KENT COUNTY SHERIFF PATROL	820.000	301.000	117,679.90
03/19/2026	GEN 2	35975	MENARDS- WYOMING	OPERATING SUPPLIES	740.000	336.003	12.59
03/19/2026	GEN 2	35977	NYE UNIFORM COMPANY	UNIFORMS	776.000	336.003	72.00
				UNIFORMS	776.000	336.003	563.50
				UNIFORMS	776.000	336.003	166.50
				UNIFORMS	776.000	336.003	180.50
		Check GEN 2 35977	Total for Fund 205 PUBLIC SAFETY SAD				982.50
03/19/2026	GEN 2	35979	PREFERRED CYBERSECURITY SOLUTIONS	PROGRAMMING/SOFTWARE/NETWORK	809.000	336.003	1,347.25
03/19/2026	GEN 2	35981	PURITY CYLINDER GASES INC	OPERATING SUPPLIES	740.000	336.003	21.60
03/19/2026	GEN 2	35982	STAPLES TECHNOLOGY SOLUTIONS	NEW FURNITURE & EQUIPMENT	979.000	336.003	1,451.57
03/19/2026	GEN 2	35984	TECHMODE TELECOMMUNICATIONS AND CO	TELECOMMUNICATIONS	853.000	336.003	719.31
03/19/2026	GEN 2	35985	TOTAL FIRE PROTECTION	CONTRACTED SERVICES	808.000	336.003	879.20
03/19/2026	GEN 2	35986	TURNOUT MANAGEMENT	EQUIPMENT MAINTENANCE	932.000	336.003	131.50
03/26/2026	GEN 2	35990	DTE ENERGY	NATURAL GAS	923.000	336.003	844.31
				NATURAL GAS	923.000	336.003	979.56
		Check GEN 2 35990	Total for Fund 205 PUBLIC SAFETY SAD				1,823.87
03/26/2026	GEN 2	35996	LAMPHEAR SERVICE COMPANY INC	CONTRACTED SERVICES	808.000	336.003	1,219.00
Total For Fund: 205							205,624.62
Report Total:							205,624.62

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP

CHECK DATE 03/01/2026 - 03/31/2026

- CHECK SOURCE: COMPUTER GENERATED CHECKS FUNDS: 549 - BUILDING INSPECTIONS DEPT

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 549 BUILDING INSPECTIONS DEPT							
03/05/2026	GEN 2	35909	AMAZON CAPITAL SERVICES	SUPPLIES	727.000	371.000	16.49
03/05/2026	GEN 2	35934	ROGER STERK	MILEAGE REIMBURSEMENT	817.000	371.000	114.55
03/05/2026	GEN 2	35935	T-MOBILE	TELECOMMUNICATIONS	853.000	371.000	50.00
03/12/2026	GEN 2	35941	APPLIED INNOVATION	CONTRACTED SERVICES	808.000	371.000	59.80
03/19/2026	GEN 2	35980	PROFESSIONAL CODE INSPECTIONS INC	CONTRACTED SERVICES	808.000	371.000	9,318.75
Total For Fund: 549							9,559.59
Report Total:							9,559.59

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP

CHECK NUMBER 5960 - 5963

BANK CODE: WSCK2 - WATER/SEWER CHECKING

Check Date	Bank Account	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 590 SEWER FUND								
03/31/2026	WSCK2	5960*#	3077565	APPLIED INNOVATION	TRACY EQUIP MAINT CONTRACT 2/22/2	809.000	536.000	113.03
03/31/2026	WSCK2	5961*#	7861	BYRON GAINES UTILITY AUTHORITY	CITY OF GR JAN 2026	921.000	536.000	11,175.06
			7863		CITY OF WYOMING W/S JAN 2026	922.001	536.000	152,894.50
			7866		OP EXP PAYROLL, INSP FEB 26	830.000	536.000	17,535.28
			7868		OP EXP, METERS JAN 26	830.000	536.000	22,870.22
			7889		GR SEWER FEB 2026	921.000	536.000	14,994.80
			7891		WYOMING W&S FEB 2026	922.001	536.000	144,821.78
		Check WSCK2 5961 Total for Fund 590 SEWER FUND						364,291.64
03/31/2026	WSCK2	5962*#	0515019	EXTEND YOUR REACH	FEB 2026 BILLING	905.000	536.000	219.21
			0515160		MARCH 2026 BILLING	905.000	536.000	225.68
		Check WSCK2 5962 Total for Fund 590 SEWER FUND						444.89
03/31/2026	WSCK2	5963*#	17811	VRIESMAN & KORHORN	MISC SEWER SYS	803.000	536.000	430.35
			17812		GPS UTILITY PICKUP	803.000	536.000	13.88
			17814		RATE STUDY	803.000	536.000	343.13
			17816		ALEXANDER TRAILS LS	033.005	000.000	595.50
			17817		AMAZON DELIVERY STATION	033.005	000.000	324.60
			17820		WATER/SEWER ADMIN	803.000	536.000	337.30
			17821		PWS CONTRACT 2	033.005	000.000	306.00
			17822		PRAIRIE WOLF LANDING CONDO	033.005	000.000	1,312.90
			17823		PWS SENIOR LIVING FACILITY	033.005	000.000	366.00
			17835		DUTTON CHRISTIAN MIDDLE SCHOOL	033.005	000.000	514.98
			17938		MISC SEWER SYS	803.000	536.000	2,618.60
			17939		GPS UTILITY PICKUP	803.000	536.000	114.75
			17940		WATER & SEWER SYS	803.000	536.000	210.00
			17943		ALEXANDER TRAILS LS	033.005	000.000	2,750.25
			17944		AMAZON DELIVERY STATION	033.005	000.000	3,617.58
			17947		KPS SOUTHWOOD ELEM	033.005	000.000	274.50
			17948		ALEXANDER TRAILS PLAT PH 1	033.005	000.000	370.23
			17949		PLASTER CREEK BANK RESTORATION	803.000	536.000	803.25
			17950		PWS SENIOR LIVING FACILITY	033.005	000.000	587.25
			17952		DUTTON AVE WATERMAIN	033.005	000.000	497.25
			17946		W/S ADMIN	803.000	536.000	333.32
		Check WSCK2 5963 Total for Fund 590 SEWER FUND						16,721.62
Total For Fund: 590								381,571.18
Fund: 591 WATER FUND								
03/31/2026	WSCK2	5960*#	3077565	APPLIED INNOVATION	TRACY EQUIP MAINT CONTRACT 2/22/2	809.000	537.000	113.02
03/31/2026	WSCK2	5961*#	7863	BYRON GAINES UTILITY AUTHORITY	CITY OF WYOMING W/S JAN 2026	922.000	537.000	137,963.95
			7866		OP EXP PAYROLL, INSP FEB 26	830.000	537.000	23,477.23
			7868		OP EXP, METERS JAN 26	830.000	537.000	23,688.71
			7868		OP EXP, METERS JAN 26	830.001	537.000	420.00
			7891		WYOMING W&S FEB 2026	922.000	537.000	134,647.01
		Check WSCK2 5961 Total for Fund 591 WATER FUND						320,196.90
03/31/2026	WSCK2	5962*#	0515019	EXTEND YOUR REACH	FEB 2026 BILLING	905.000	537.000	219.20
			0515160		MARCH 2026 BILLING	905.000	537.000	225.68
		Check WSCK2 5962 Total for Fund 591 WATER FUND						444.88

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP

CHECK NUMBER 5960 - 5963

BANK CODE: WSK2 - WATER/SEWER CHECKING

Check Date	Bank Account	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 591 WATER FUND								
03/31/2026	WSCK2	5963*#	17810	VRIESMAN & KORHORN	MISC WATER SYS	803.000	537.000	771.98
			17812		GPS UTILITY PICKUP	803.000	537.000	13.87
			17814		RATE STUDY	803.000	537.000	343.12
			17815		STORAGE TANK	803.000	537.000	571.75
			17818		2ND WATER SYS	803.000	537.000	344.25
			17820		WATER/SEWER ADMIN	803.000	537.000	337.30
			17937		MISC WATER SYS	803.000	537.000	2,803.28
			17939		GPS UTILITY PICKUP	803.000	537.000	114.75
			17940		WATER & SEWER SYS	803.000	537.000	210.00
			17942		STORAGE TANK	803.000	537.000	650.25
			17945		2ND WATER SYSTEM	803.000	537.000	1,189.75
			17946		W/S ADMIN	803.000	537.000	333.31

Check WSK2 5963 Total for Fund 591 WATER FUND

7,683.61

Total For Fund: 591

328,438.41

Report Total:

710,009.59

'*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT



www.gainestownship.org

Staff Communication

RE: Rezoning 6875 Hammond Avenue SE from Suburban Residential to Village Residential

The applicant is requesting to rezone the subject parcel from Suburban Residential (SR) to Village Residential (VR). A single-family detached home and an accessory building currently exist on the property. The parcel has frontage on both Hammond Avenue and Dutton Avenue; Hammond is currently used for primary access. The applicant intends to divide the parcel in half and sell the property after rezoning.



FINANCIAL IMPACT

None.

BUDGET ACTION REQUIRED

None.

REVIEW

The request for site plan review is subject to review against standards outlined in Section 31.40.A of the Gaines Charter Township Zoning Ordinance (GCTZO) – “Zoning Map Amendment Approval Standards”. The Planning Commission has reviewed all details of the application and submittal to satisfy the requirements outlined in Section 31.40.

1. The request is consistent with the recommendations of the Township Master Plan and the Future Land Use Map.

Meets standard. The Future Land Use Map designates this parcel as Village Residential. The proposed rezoning from Suburban Residential to Village Residential would be in line with the prescribed use identified in the 2023 Master Plan.

2. The rezoning of land will not negatively impact adjacent and nearby property:

a. The allowable land uses within the proposed zoning district are compatible with nearby land uses and zoning districts.

Meets standard. The SR and VR zoning districts prescribe single family residential uses, with limited opportunities for civic and recreational uses. The size of the parcel reduces the opportunity for non-residential uses to exist on the parcel. Staff finds that Village Residential zoning would be harmonious with nearby land uses and zoning districts.

b. There will be no adverse physical impact on surrounding properties.

Meets standard. The Village Residential zoning district calls for uses which are compatible with the surrounding neighborhood. The largest impact on neighboring properties would be visual, and staff does not find that the visual impact of any development permitted under VR on this size lot would adversely affect the surrounding area.

c. There will be no adverse effect on property values in the adjacent area.

Meets standard. Staff does not anticipate property values in the adjacent area to be negatively impacted by the proposed rezoning.

d. It will not create a deterrent to the improvement or development of adjacent property in accordance with existing regulations.

Meets standard. Staff does not anticipate that the rezoning will have any bearing on the future development of neighboring properties.

3. The site is adequately served by streets and public utilities, and the rezoning will not impact the delivery of public services.

Meets standard. The current home on the parcel is served by public sewer and water. The Township is in the process of connecting water line stubs to the north and south on Dutton Avenue and that work should be done by late fall of 2026. At that time, the parcel could be divided and new parcel will have public water available. The proposed rezoning will have no bearing on delivery of public services to the subject property or adjacent properties.

4. There are no natural constraints to the development of land in accordance with the desired zoning district, and the zoning map amendment will not impact sensitive natural resources.

Meets standard. The subject parcel does not exhibit any extreme topographic features, and the parcel is level and well drained.

5. The rezoning will not grant a special privilege to an individual property owner when contrasted with other property owners in the area or general public (i.e. will rezoning result in spot zoning).

Meets standard. Surrounding properties currently zoned Suburban Residential are similarly future zoned for Village Residential use. Staff finds that the request for a rezoning from SR to VR is consistent with what the 2023 Master Plan calls for in the Dutton area and will not result in spot zoning.

6. There are substantial reasons why the property cannot be used in accordance with its present zoning classifications.

Meets standard. The subject parcel is currently used residentially; existing structures include one single-family detached home and one accessory building. The property is currently suitable for residential use and is not anticipated to be used for anything else (e.g. institutional use).

STAFF RECOMMENDATION

The Planning Commission made a positive recommendation for the rezoning request based on satisfaction of the standards of review outlined in Section 31.40.A of the Gaines Charter Township Zoning Ordinance.

Staff recommends the Board of Trustees set a public hearing for the proposed rezone.

CHARTER TOWNSHIP OF GAINES
COUNTY OF KENT, MICHIGAN

RESOLUTION NO. 2026- _____
A RESOLUTION TO AMEND THE GAINES CHARTER TOWNSHIP ZONING
ORDINANCE AS PROVIDED FOR IN CHAPTER 31 THEREOF BY AMENDING
SECTION 2.20 AND THE TOWNSHIP ZONING MAP

The following Resolution was offered and adopted by the Gaines Charter Township Board of Trustees at a regular meeting held on _____, 2026 at the Gaines Charter Township Offices, 8555 Kalamazoo Avenue, Caledonia, Michigan.

Members Present: _____

Member Absent: _____

The following Resolution was offered for adoption by Board Member _____ and supported by Board Member _____ to document the findings and the approval by the Gaines Charter Township Board of Trustees ("Township Board") regarding a request made by Brett and Cindy Elder to consider the rezoning of land from the Suburban Residential zoning district to Village Residential.

STATEMENT OF FINDINGS

SECTION I. GENERAL BACKGROUND:

1. The Township Board is authorized to review, approve, and amend requests for zoning map amendments.
2. The property at 6875 Hammond is legally described as:

PART OF LOT 19 COM AT MOST NLY COR OF SD LOT TH SWLY ON NWLY LOT LINE 330 FT TO MOST WLY COR SD LOT TH SELY ON SWLY LOT LINE 66 FT TH NELY PAR NWLY LOT LINE 330 FT TO NELY LOT LINE TH NWLY 66 FT TO BEG * VILLAGE OF HAMMOND STATION

3. Applicant has opted to rezone from Suburban Residential to Village Residential as permitted under Section 1.30.D of the Zoning Ordinance, effective April 26th, 2025. The zoning map amendment standards were evaluated under Section 31.40 of the Zoning Ordinance effective April 26th, 2025.
4. The Planning Commission held a public hearing on the proposed zoning map amendment on March 26th, 2026.

5. On March 26th, 2026, the Planning Commission recommended the Board's final approval of the proposed zoning map amendment.

SECTION II. FINDINGS:

Based on the material and plans submitted, a review of the relevant portions of the Gaines Charter Township Zoning Ordinance ("the Zoning Ordinance"), the applicant's presentations at the public hearing, and Township Staff's recommendation, and other factors, the Planning Commission and the Township Board of Trustees hereby adopts the following findings:

ZONING MAP AMENDMENT STANDARDS (SECTION 31.40)

1. The request is consistent with the recommendations of the Township Master Plan and the Future Land Use Map.

Meets standard. The Future Land Use Map designates this parcel as Village Residential. The proposed rezoning from Suburban Residential to Village Residential would be in line with the prescribed use identified in the 2023 Master Plan.

2. The rezoning of land will not negatively impact adjacent and nearby property:

a. The allowable land uses within the proposed zoning district are compatible with nearby land uses and zoning districts.

Meets standard. The SR and VR zoning districts prescribe single family residential uses, with limited opportunities for civic and recreational uses. The size of the parcel reduces the opportunity for non-residential uses to exist on the parcel. Village Residential zoning would be harmonious with nearby land uses and zoning districts.

b. There will be no adverse physical impact on surrounding properties.

Meets standard. The Village Residential zoning district calls for uses which are compatible with the surrounding neighborhood. The largest impact on neighboring properties would be visual, and the visual impact of any development permitted under VR on this size lot would not adversely affect the surrounding area.

c. There will be no adverse effect on property values in the adjacent area.

Meets standard. Property values in the adjacent area will not be negatively impacted by the proposed rezoning.

d. It will not create a deterrent to the improvement or development of adjacent property in accordance with existing regulations.

Meets standard. The rezoning will not have any bearing on the future development of neighboring properties.

3. The site is adequately served by streets and public utilities, and the rezoning will not impact the delivery of public services.

Meets standard. The current home on the parcel is served by public sewer and water. The Township is in the process of connecting water line stubs to the north and south on Dutton Avenue and that work should be done by late fall of 2026. At that time, the parcel could be divided and new parcel will have public water available. The proposed rezoning will have no bearing on delivery of public services to the subject property or adjacent properties.

4. There are no natural constraints to the development of land in accordance with the desired zoning district, and the zoning map amendment will not impact sensitive natural resources.

Meets standard. The subject parcel does not exhibit any extreme topographic features, and the parcel is level and well drained.

5. The rezoning will not grant a special privilege to an individual property owner when contrasted with other property owners in the area or general public (i.e. will rezoning result in spot zoning).

Meets standard. Surrounding properties currently zoned Suburban Residential are similarly future zoned for Village Residential use. The request for a rezoning from SR to VR is consistent with what the 2023 Master Plan calls for in the Dutton area and will not result in spot zoning.

6. There are substantial reasons why the property cannot be used in accordance with its present zoning classifications.

Meets standard. The subject parcel is currently used residentially; existing structures include one single-family detached home and one accessory building. The property is currently suitable for residential use and is not anticipated to be used for anything else (e.g. institutional use).

SECTION III. TOWNSHIP BOARD ACTION

The Gaines Charter Township Board of Trustees has determined that the preceding findings and conditions are reasonable considerations for approval of the request for a zoning map amendment. Based on the above findings and conclusions, the Township Board approves Resolution 2026-_____, granting approval of a request made by Brett and Cindy Elder.

The vote on the Motion to Adopt this Resolution was as follows:

YES: _____

NO: _____

RESOLUTION DECLARED ADOPTED

Township Board Resolution No. 2026-_____
Zoning Map Amendment – 6875 Hammond Avenue
_____, 2026

CERTIFICATION

I hereby certify that the above is a true copy of a resolution adopted by the Gaines Charter Township Board of Trustees at a regular meeting held on _____, 2026.

Respectfully submitted,

Robert Terpstra, Supervisor
Charter Township of Gaines

Michael Brew, Clerk
Charter Township of Gaines

Dated: _____, 2026



PLANNING & ZONING DEPARTMENT 2025 ANNUAL REPORT



TABLE OF CONTENTS

EXECUTIVE SUMMARY1

CURRENT PLANNING DIVISION2

LONG-RANGE PLANNING DIVISION9

CODE ENFORCEMENT DIVISION11

DEPARTMENT ADMINISTRATION12

Executive Summary

Section 19(2) of the Michigan Planning Enabling Act (Public Act 33 of 2008) requires the Planning Commission to “make an annual written report to the legislative body concerning its operation and the status of planning activities, including recommendations regarding actions by the legislative body related to planning and development.”

The 2025 Planning & Zoning Department Annual Report provides the Planning Commission and Township Board with the following information:

- An update on development activities within the Township
- The meeting activity of both the Planning Commission and the Zoning Board of Appeals
- Code enforcement activities
- Internal department activities
- A review of Master Plan implementation actions

The Annual Report offers information that is intended to be relevant to the Planning Commission, Township Board, Zoning Board of Appeals, Township staff, and the public. The work program will help guide the department’s actions throughout the upcoming year and serve as a benchmark when preparing the subsequent year’s Annual Report.

The following statement serves as the Department’s vision:

In our capacity as Planning and Zoning Department staff, we are committed to providing the Planning Commission, Zoning Board of Appeals, and Township Board with professional assistance so that together we may work towards the vision created in the Township Master Plan. As staff, we see ourselves as the facilitators between the many various stakeholders within the Township and strive to develop consensus on the multitude of land use issues that come before the Township. As always, our goal is to provide for the health, safety, and general welfare of the community as a whole. We take seriously this obligation and strive to accomplish this goal in every facet of our department’s actions.

Current Planning Division

RESIDENTIAL BUILDING PERMITS

Table 1 details the number of new dwelling units per year over the last 10 years from 2014 to 2024. This includes single-family dwellings as well as attached units and apartments/condos.

	Apartments/ Multi-Unit Condos	Duplexes	Single Family Homes/Condos/ Mobile Homes	Total Units
2025	144	0	102	246
2024	244	0	61	305
2023	205	16	85	306
2022	48	4	192	244
2021	23	7	94	124
2020	10	2	77	89
2019	121	4	88	213
2018	61	0	94	161
2017	66	0	76	142
2016	154	0	82	236
2015	8	0	60	68
2014	11	1	42	54

TABLE 1

In lieu of recent changes to the Zoning Ordinance, staff reimagined how the Township tracks long-term housing supply data. **Table 2** arranges housing supply data using an updated method that provides more consistency with objectives outlined in the Zoning Ordinance and Master Plan.

Table 2: Building Permits Issued in 2024, New Categorizations

	Apartments	Single Family Attached	Single Family Detached	Mobile Homes	Total Units
2025	60	84	85	17	246
2024	136	108	48	13	305

HOUSING APPROVALS

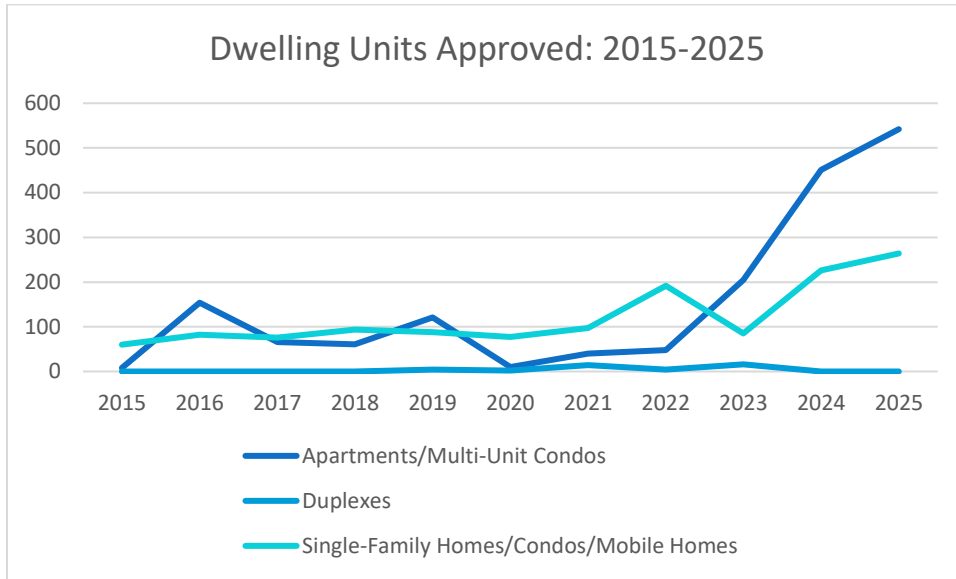


EXHIBIT 1

Similarly to data provided on building permits issued, staff has decided to additionally restructure the way in which dwelling unit approvals are tracked over time. The same categories from Table 2 have been applied to the housing approval data outlined in Exhibit 2. Since only two years worth of data is available using the new categorizations, a pie chart is used, however, in future years, the data will be presented using a line graph similarly to Exhibit 1. Staff has included a line graph as well which will build and become more cohesive over time as data gets added.

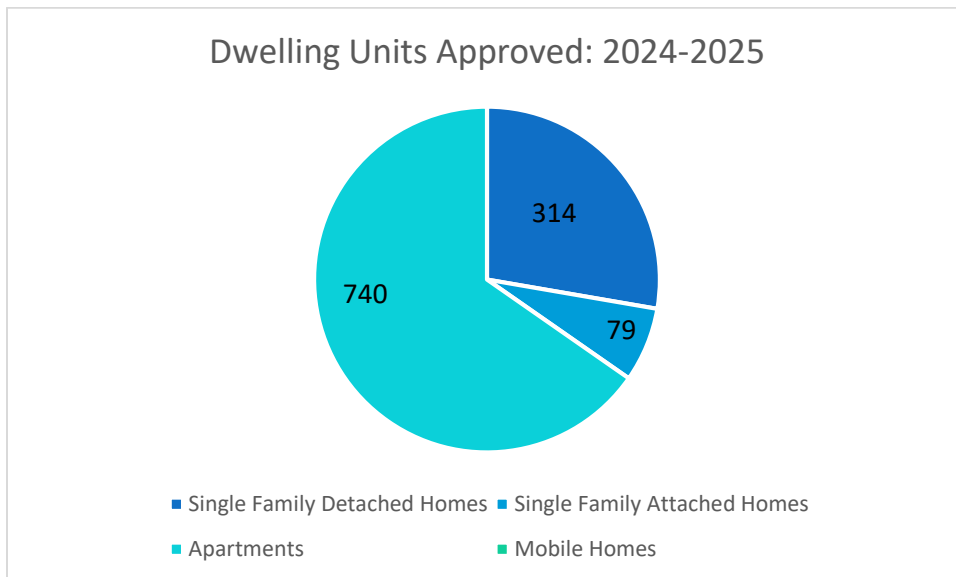


EXHIBIT 2

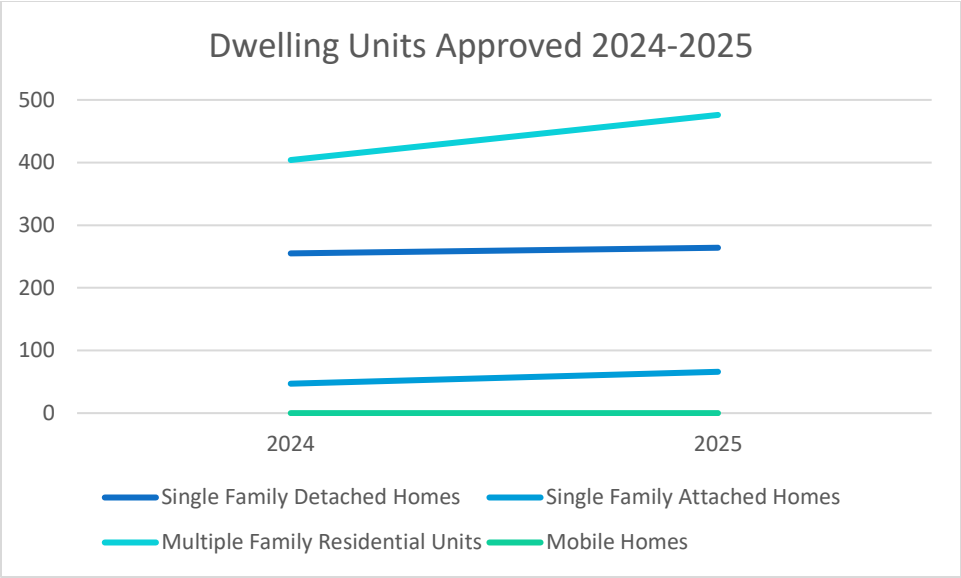


EXHIBIT 3

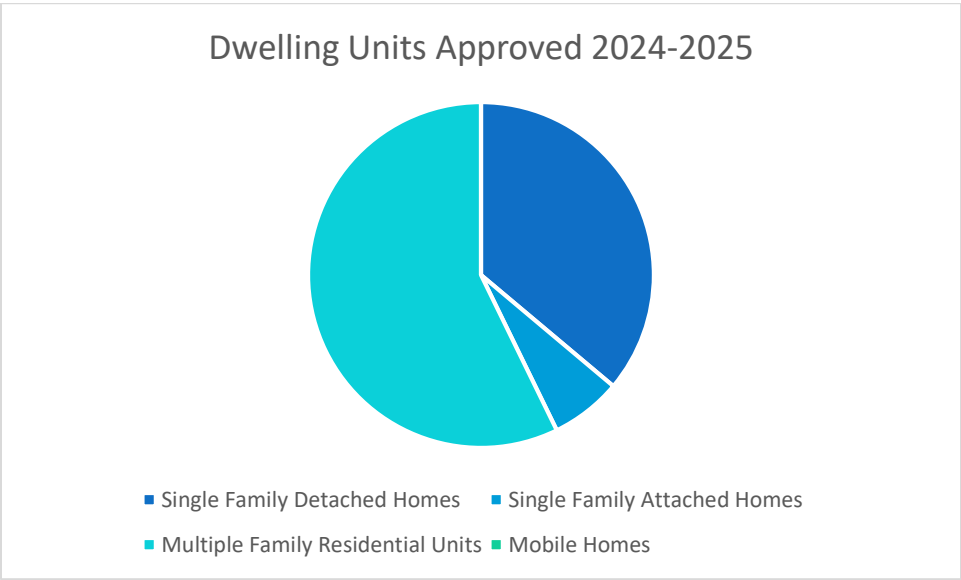


EXHIBIT 4

POPULATION DATA

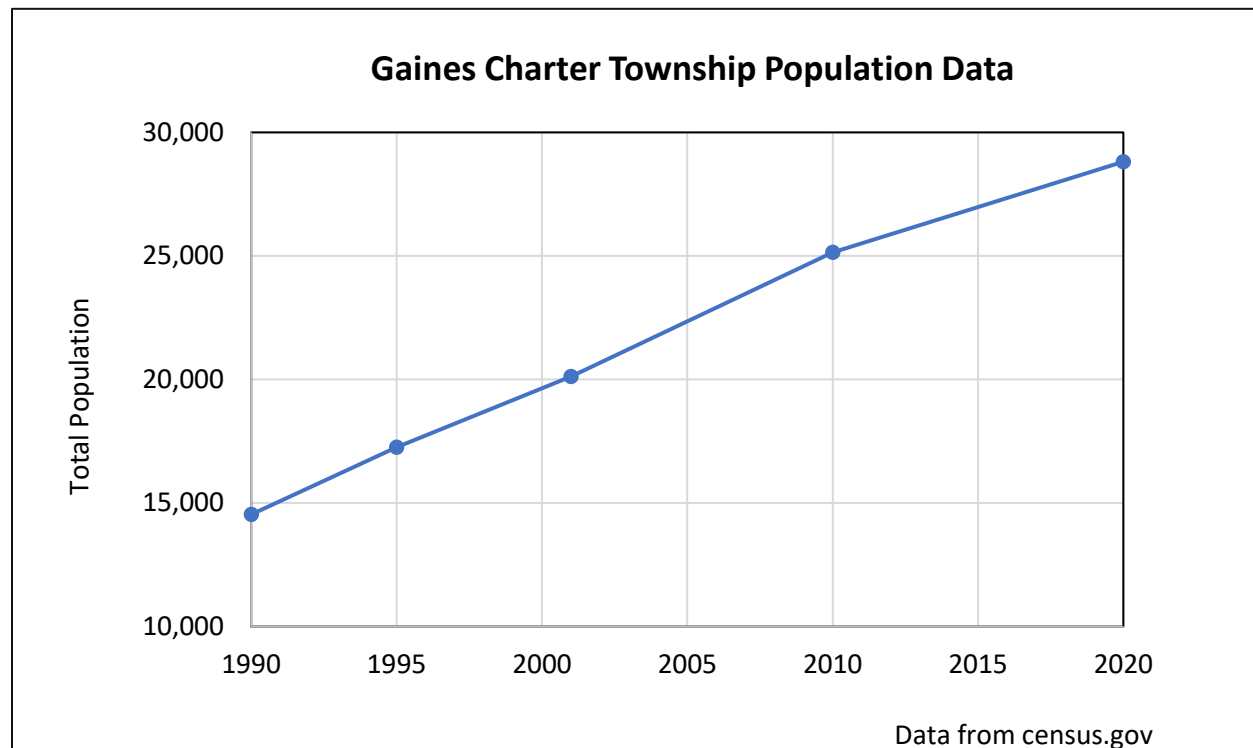


EXHIBIT 5

PROJECT REVIEWS

Table 3.

Summary of 25 application reviews completed by the Planning Commission, and subsequent Township Board action if applicable. The items are listed by the order in which they were considered.

Development Name/Address	Request Type	Description	Planning Commission Action	Township Board Action
6326, 6330, and 6338 Hanna Lake Avenue	PUD Rezone and Site Plan Review	Authentix Gaines PUD – 336 multifamily units with amenities and parking	Approved; two public hearings	Approved
1230 76 th Street SE	Special Use Permit	Keeping of chickens in the SR zoning district.	Approved	N/A
1718 68 th Street SE	Special Use Permit	To allow a 1,600 SF accessory building in the SR zoning district.	Approved	N/A
1184 60 th Street SE	Site Plan Amendment	Site Plan Amendment for Eden Forest Phase 1	Approved	N/A
9744 Meadow Valley SE	Special Use Permit	To allow a 3,200 SF accessory building in the ARR zoning district.	Approved	N/A

Development Name/Address	Request Type	Description	Planning Commission Action	Township Board Action
1856 100 th Street SE	Annual Review/ Operating Plan	Stoneco annual review and 2025 operating plan.	Approved	N/A
10505 Hanna Lake Avenue	4 to 1 Ratio Wavier	Granting relief from the 4 to 1 ratio for two proposed parcels in a land division yielding five parcels total.	Approved	N/A
6207 East Paris Avenue	Site Plan Review	To allow a 82,880 SF industrial building in the LI zoning district.	Approved	N/A
2319 Crystal Meadows Street SE	Tentative Preliminary Plat	Phase III of the Hoffman Meadows Plat – 50 single family detached homes, 20.19 acres.	Approved	Approved
3316 68 th Street SE	Preliminary Major Condominium	Phase II of Dutton Center PUD – 51 single family homes, switching land division method from plat to condominium	Approved	Approved
1264 100 th Street SE	Preliminary Major Condominium	Stoneworks; 53 single family detached homes, 32 single-family attached homes, 6 parcels with frontage on Pease	Approved	Approved
3316 68 th Street SE	Final Site Plan Review	Phase I of Dutton Center PUD; 37 for-rent townhomes, 14 for-sale veranda homes, retention basin	Approved	N/A
8460 Kalamazoo Avenue SE & 1920 84 th Street SE	PUD Site Plan Amendment	Prairie Wolf Station PUD; reduction from 515 to 497 dwelling units, reconfiguration of site layout.	Approved	Approved
4645 100 th Street SE	Revocation of Special Use Permit	To allow a vehicle repair as a home occupation in a residential accessory building in the A-R zoning district.	Approved	N/A
4495 68 th Street SE	Site Plan Review	216,018 SF warehouse building within the Amazon campus in the LI zoning district.	Approved	N/A

Development Name/Address	Request Type	Description	Planning Commission Action	Township Board Action
3316 68 th Street SE	Final Major Condominium	Phase II of Dutton Center PUD, 51 single-family homes.	Approved	N/A
1920 84 th Street SE	Preliminary Major Condominium	Phase I of Prairie Wolf Station PUD, 28 single-family detached units.	Approved	Approved
1920 84 th Street SE	Preliminary Major Condominium	Phase II of Prairie Wolf Station PUD; 14 detached condos, 32 veranda homes, 34 townhouse units.	Approved	Approved
All Parcels	Zoning Ordinance Text Amendment	Request to allow ECM signs for institutional users in the SR zoning district with issuance of a special use permit.	Approved	Approved
2844 100 th Street	Special Use Permit	8,880 SF ground mounted solar array in the ARR zoning district.	Approved	N/A
8460 Kalamazoo Ave SE	Site Plan Review	Senior living facility in the Prairie Wolf Station PUD.	Approved	N/A
6100 East Paris Avenue SE	Site Plan Extension	1-year site plan approval extension for an electrical substation on the Switch campus.	Approved	N/A
6925 Dutton Industrial Drive	Site Plan Review	1-year site plan approval extension for an electrical substation on the Switch campus.	Approved	N/A
8136 Breton Avenue SE	4 to 1 Ratio Wavier	Granting relief from the 4 to 1 ratio for two proposed parcels in a land division yielding four parcels total.	Approved	N/A
8610 Kalamazoo Avenue SE	Special Use Permit	4,800 square-foot residential accessory building in the ARR zoning district.	Approved	N/A

Table 4 provides a summary of three application reviews completed by Township staff as administrative approvals.

Development Name/Address	Request Type	Description	Planning Staff Action
6100 East Paris	Parking Modification	Switch Phase II	Approved
4510 100 th Street	Authorization Request	Cell Tower Maintenance	Approved
3555 68 th Street	Temporary Event	Railtown Trunk or Treat	Approved

VARIANCES

Table 5 provides a summary of the six variance requests heard by the ZBA in 2025.

Address	Variance Type	Description	Staff Recommendation	Action
4422 76 th Street	Dimensional	Reduce rear yard setback from 100 feet to 50 feet to construct a single-family dwelling in the ARR zoning district.	Approve	Approve
10676 Eastern Avenue	Dimensional	Reduce front yard setback from 60 feet to 15 feet to construct a 1,040 SF residential accessory building.	Approve	Approve
1095 68 th Street	Dimensional	Increase square footage of a free-standing ground sign from 32 SF to 48 SF.	Deny	Deny
7761 Hanna Lake Avenue	Dimensional	Reduce street side yard setback for a residential dwelling from 60 feet to 7.2 feet in the ARR zoning district.	Deny	Postpone
9720 Hanna Lake Avenue	Dimensional	Reduce street side yard setback from 60 feet to 20 feet for a residential accessory building in the ARR zoning district.	Deny	Deny
440 72 nd Street	Dimensional	Increase maximum square footage of an interior site sign from 8 SF to 49.97 SF in the OS zoning district.	Deny	Deny

ORDINANCE UPDATES

Over the last three years, substantial efforts to overhaul and update the Zoning Ordinance have been underway; the updated ordinance was approved by both the Township Board of Trustees and the Planning Commission and adopted in April of 2025. Efforts to update the ordinance were largely spearheaded by Community Development Director Dan Wells, in collaboration with Planning Consultant David Jirousek, AICP. The Zoning Ordinance Steering Committee also provided valuable feedback and thoughts on proposed updates, helping to ensure that the updates were user friendly and in alignment with the goals and objectives of the Master Plan.

Since adoption in April of 2025, department staff has executed several project reviews using the new Zoning Ordinance which has proved to be far more effective, efficient and organized; staff also notes that residents and applicants have had an easier time navigating the document than before. The implementation of new processes and omission of redundant or arbitrary requirements in the Zoning Ordinance have optimized both review and application processes in the Planning Department. The Zoning Ordinance has since been amended through December of 2025 to address clerical concerns and resolve minor issues including typos and numbering errors.

REZONINGS

Table 6 provides information on the two rezoning applications received in 2025. Although four applications were received, only two were granted approval.

Development Name/Address	Description	Planning Commission Action	Township Board Action
7147 Patterson	Rezone from Steelcase PUD to LI (Light Industrial)	Postpone	N/A
1264 100 th Street	Rezone from Agricultural/Rural Residential (ARR) to Village Residential (VR)	Approve	Approve
6326, 6330, and 6338 Hanna Lake Avenue	PUD rezoning from Suburban Residential (SR) to Authentix Residential PUD	Approve	Approve
7147 Patterson	Rezone from Steelcase PUD to LI (Light Industrial)	Postpone	N/A

Long-Range Planning Division

MASTER PLAN IMPLEMENTATION

As a part of the 2002 Master Plan, an Implementation chapter was prepared to help guide future planning activities.

Table 7 lists the proposed implementation tasks and their current status.

Task	Status	Comments
Evaluate and Revise the Zoning Ordinance	Positive Action	The updated Zoning Ordinance was approved by the Planning Commission and Township Board and adopted in April of 2025.
Inventory Key Natural and Cultural Features	Continued Action	The Township accepted a bid from EnviroScience, based in Stow, Ohio, to complete a Natural Features Inventory for the Township to assess geographical assets and environmentally sensitive areas. This will assist in guiding development objectives during the next Master Plan update.
Develop A Program for Natural Buffers and Scenic Easements	Continued Action	
Develop Performance Standards for the PUD District	Positive Action	The 2025 Zoning Ordinance update refined standards and parameters for establishing new Planned Unit Developments.
Improve Non-Motorized Transportation Network	Positive Action	Staff and the Planning Commission worked with developers on specific projects to enhance the non-motorized transportation network throughout the township.

PARKS & RECREATION

In 2022, Township Planning Staff in conjunction with the Parks and Trails Committee and MCSA Group, Inc., made major progress to update the Gaines Charter Township Parks & Trails Plan. The five-year plan is completed and was approved by the Township Board of Trustees in January of 2023. The committee continues to focus on the management of Prairie Wolf Park.

Township Supervisor Bob Terpstra initiated discussion among the Parks and Trails Committee regarding long-term goals and objectives pertaining to the future of parks and green space in the Township. Terpstra engaged the Committee through an exercise called “forced prioritization”, in which Committee members identified goals and objectives, and then ranked initiatives based on what is most important to each member. Insight gained from these sessions will be used for an open house in early 2026 to gain feedback from residents on what initiatives are of high priority to them and why. The five initiatives presented to the public will include:

1. Trail Connectivity
2. Land Acquisition
3. Prairie Wolf Park Upgrades
4. Development of Cody’s Mill
5. Education Center at Prairie Wolf Park

Code Enforcement Division

The Planning Department continued to use BS&A software to register and track code enforcement cases in 2025. Filed cases are those where a complaint has been received and registered in the software, and staff has completed a physical inspection of the property and contacted the property owner regarding a potential violation. Warning letters are sent and followed up with a second letter or Sherriff’s Deputy site visit. Complaints that have no corresponding enforceable ordinance are not included (e.g., high grass or weeds).

Table 8 is a summary of the enforcement cases undertaken by planning staff.

Address	Category	Date Filed	Status
1541 Fairwood Court	Building Violation	05/29/2025	Case Closed
1664 Crescent Pointe	Keeping of Chickens	10/13/2025	Case Closed
3127 84 th Street	Keeping of Chickens	06/09/2025	Case Closed
6527 College	Keeping of Chickens	06/30/2025	Cased Closed
6684 Vantage	Illegal Buildings	04/02/2025	Case Closed
6535 Creekside	Illegal Sign	08/25/2025	Civil Infraction Issued
6984 Terra Cotta	Illegal Use	12/29/2025	2 nd Warning Issued
60 79 th Street	Inoperable Vehicles	05/08/2025	2nd Warning Issued
416 60 th Street	Inoperable Vehicles	07/02/2025	Case Closed
483 Kenton	Inoperable Vehicles	08/20/2025	Case Closed
690 68 th Street	Inoperable Vehicles	01/03/2025	Case Closed
1080 68 th Street	Inoperable Vehicles	09/03/2025	Warning Issued
3083 Glencreek Court	Inoperable Vehicles	05/08/2025	2 nd Warning Issued
3131 84 th Street	Inoperable Vehicles	06/17/2025	Case Closed
6135 Campus Park	Inoperable Vehicles	03/25/2025	Case Closed
6472 Avalon	Inoperable Vehicles	08/20/2025	Case Closed
6488 Sunny Spot Court	Inoperable Vehicles	10/21/2025	Case Closed
6730 Vantage	Inoperable Vehicles	06/30/2025	Case Closed
6860 Sienna	Inoperable Vehicles	09/23/2025	Case Closed
6935 Deer Cove	Inoperable Vehicles	03/25/2025	Case Closed

6984 Terra Cotta	Inoperable Vehicles	02/27/2025	Case Closed
7040 Division	Inoperable Vehicles	07/17/2025	Case Closed
6816 Linden	Inoperable Vehicles	01/03/2025	Case Closed
4645 100 th Street	Inoperable Vehicles	06/03/2025	Case Closed
2269 Vantage Court	Nuisance Parking	07/07/2025	Case Closed
6460 Vantage	Nuisance Parking	05/29/2025	Case Closed
439 68 th Street	Rubbish	02/26/2025	Case Closed
600 76 th Street	Rubbish	07/23/2025	Case Closed
1346 100 th Street	Rubbish	11/24/2025	1 st Warning Issued
6488 Sugarmill Court	Rubbish	08/06/2025	Case Closed
6491 Bintree	Rubbish	08/20/2025	Case Closed
6755 Crystal Downes	Rubbish	10/13/2025	Case Closed
7243 Sundale	Rubbish	07/03/2025	Citation Issued
7320 Hanna Lake	Rubbish	11/25/2025	Case Closed
Summer Shores Condos	Rubbish	09/15/2025	Case Closed
7655 Hanna Lake	Rubbish	11/11/2024	Case Closed
6132 Division	Sidewalk Displacement	06/06/2025	Case Closed
1164 Brownell	Sidewalk Obstruction	08/27/2025	Case Closed
2297 68 th Street	Sidewalk Obstruction	06/26/2025	Case Closed
Division Corridor	Sidewalk Obstructions	01/28/2025	Case Closed
6568 Division	Illegal Sign	05/13/2025	Case Closed
10650 Eastern	Short Term Rental	09/12/2025	Case Closed
2637 100 th Street	Zoning Violation	06/26/2025	Case Closed
6896 Madison	Zoning Violation	07/07/2025	Case Closed
7769 Jonagold	Zoning Violation	10/13/2025	Case Closed

Department Administration

PLANNING COMMISSION

Table 9 lists the members of the Planning Commission during 2025.

Member	3-Year Term Ends	Member Since	Officers
Connie Giarmo	December 2024	2008 (1991 – 2000)	Chairperson
Ronnie Rober	December 2023	2002	Vice-Chairperson
Lani Thomas	December 2025	2006	Secretary
Tim Haagsma	Township Trustee	2002 (1992 – 1997)	Member
Ryan Wiersema	December 2024	2022	Member
Talimma Billips	December 2025	2017	Member
Brad Waayenberg	December 2023	2018	Member

Table 10 illustrates the attendance at Planning Commission Meetings in 2025.

2025 Meeting Attendance							
	Billips	Wiersema	Haagsma	Giarmo	Rober	Thomas	Waayenberg
January	X	X	Absent	X	X	X	X
February	X	X	X	X	X	X	X
February Special Meeting	X	X	X	X	X	X	X
March	X	X	X	X	X	Absent	X
April	Absent	X	X	X	X	X	X
May	X	Absent	X	X	X	X	X
June	X	X	Absent	X	X	X	X
July	X	X	Absent	X	X	X	X
August	Absent	X	Absent	X	X	X	X
September	X	Absent	X	X	X	X	X
October	X	X	X	X	X	Absent	X
November	X	Absent	X	X	X	X	Absent
December	X	X	X	X	X	X	X
Absences	2	3	4	0	0	2	1

ZONING BOARD OF APPEALS

The Zoning Board of Appeals met on three occasions in 2025.

Table 11 lists the members of the Zoning Board of Appeals in 2025.

Member	3-Year Term Ends	Member Since	Officers
Ruth Ringnald	December 2024	2002	Chair
Don Hilton	December 2025	2018	Secretary
Ryan Wiersema	December 2025	2022	Member (PC Liaison)
Matt Kooiman	December 2023	2022	Secretary
James Peacock	December 2025	2022	Member
Mark Krier	December 2027	2024	Alternate Member
Rob DeWard	December 2027	2024	Alternate Member

Table 12 lists the meeting dates of the ZBA in 2025.

	Ringnald	Kooiman	Hilton	Peacock	Wiersema	DeWard	Krier
March	X	X	X	X	X	N/A	N/A
April	X	Absent	X	X	X	N/A	X
May	X	X	X	X	X	N/A	N/A
August	X	Absent	X	X	Absent	X	N/A
December	X	Absent	X	X	X	N/A	X
No. of Absences	0	3	0	0	1	N/A	N/A

DEPARTMENT PERSONNEL

Community Development Director Dan Wells has led planning efforts for the Township since taking office in March 2020. The Planning Department hired a full-time Assistant Planner, Dakota Swan, in January of 2024 who assists with plan reviews, zoning enforcement, and larger projects on an as-needed basis. Planning Consultant David Jirousek, AICP continues to assist with plan reviews and has contributed largely to the Zoning Ordinance overhaul. Jeff Gritter of Vriesman & Korhorn Civil Engineering continued to provide support and guidance to the Planning Department.

BUDGET

The Department is committed to providing work in the most efficient and cost-effective manner. The following Tables represent information related to recent and historical Department budgets.

Table 13 lists the adopted budgets for the Planning and Zoning Department for fiscal years 2016-2023 and also shows the Department's Budget as a percentage of the overall General Fund Budget.

	2018	2019	2020	2021	2022	2023	2024	2025
P&Z Budget	\$222,837	\$219,223	\$236,439	\$219,031	\$339,256	\$416,706	\$356,450	\$356,525
% of Gen. Fund	5.9%	5.2%	4.5%	4.4%	7.2%	7.89%	6.12%	5.7%

Table 14 presents the actual dollar amount spent in the fiscal years 2016 – 2023 and is also expressed as a percentage of the approved Planning and Zoning Department's Budget.

	2018	2019	2020	2021	2022	2023	2024	2025
Actual Expenditures	\$189,710	\$204,153	\$198,665	\$156,395	\$261,558	\$274,784	\$276,489	\$306,341
% of Budget	85.1%	93.1%	84%	71.4%	77.1%	57.5%	77.6%	85.9%



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MEMO

Staff Communication

DATE: April 6, 2026
TO: Gaines Charter Township Board of Trustees
FROM: Rod Weersing, Township Manager
RE: Dutton Center Phases I and II Special Assessment Street Light District

SUMMARY:

As reviewed at the March 9th meeting, Ryan Leary, of Green Development Ventures, LLC, has requested a Special Assessment Streetlighting District be created for phases one and two of the Dutton Center development.

Based on the pole/head/bulb Mr. Leary has chosen, the estimated cost for the poles/heads/bulbs is \$11,400.00. As the developer, Green Development Ventures, acknowledges they will be responsible for the cost of the poles and the installation.

The public hearing to approve the establishment of the district was held at the beginning of the April 13, 2026 meeting. The action of approving the district also approves the roll as it consists of the one lot currently designated as the Dutton Center Development.

FINANCIAL IMPACT: NONE

BUDGET ACTION REQUIRED: NONE

STAFF RECOMMENDATION:

Staff recommends the Board of Trustees approves the establishment of the Dutton Center Phases I & II Streetlighting Special Assessment District.



**CHARTER TOWNSHIP OF GAINES
COUNTY OF KENT, MICHIGAN**

**DUTTON CENTER PHASES 1 & II STREET LIGHTING
STREETLIGHTING SPECIAL ASSESSMENT DISTRICT
RESOLUTION NO. 2026 ____**

**DETERMINATION TO PUBLIC IMPROVEMENTS; SUFFICIENCY OF PETITIONS; APPROVAL OF PLANS AND
SPECIFICATIONS; FINAL DETERMINATION OF SPECIAL ASSESSMENT DISTRICT; CONFIRMATION OF
SPECIAL ASSESSMENT ROLL; LIEN, PAYMENT, AND COLLECTION OF SPECIAL ASSESSMENT**

Minutes of regular meeting of the Township Board of the Charter Township of Gaines, Kent County, Michigan, held at the Township office April 13, 2026 at 7:00PM local time there were:

PRESENT:

ABSENT:

The following resolution was offered by Member _____ and supported by member _____:

WHEREAS, the Township Board, pursuant to Act 188 of the Public Acts of Michigan of 1954, as amended, ("Act 188") has tentatively declared its intention to proceed on petitions filed to make certain public improvements consisting of the installing, operating, and maintaining street lighting within Dutton Center Phases I and II, in the Township (the "improvements"); and

WHEREAS, after notice duly given by publication in the Sun and News March 28, 2026, and by first class certified mail on March 26, 2026, and pursuant to Act 188, the Township Board held a public hearing on April 13, 2026, at the Township Hall to hear and consider objections to the petitions filed, to the proposed improvements, to approve the roll, and to the special assessment district which has been tentatively designated, and to all other matters relating to said improvements; and

WHEREAS, the Township Supervisor has made and certified a special assessment roll for the parcels benefited by said improvements and contained in the special assessment district determined for said improvements, and, in addition, the Township Supervisor has reported said roll to the Township Board; and

WHEREAS, after hearing all persons interested therein, giving due consideration to any written objections to said special assessment roll filed with the Township Clerk and after reviewing said special assessment roll, the Township Board deems said special assessment roll, as amended, to be fair, just, and equitable, and that each of the assessments contained therein is relative to the benefits to be delivered by the parcel of land assessed.

NOW, THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

1. That the Township Board hereby determines that it is necessary and in the best interests of the Township to make and complete the Improvements, and that the petitions filed with the Township are sufficient for purposes of Act 188.
2. That the special assessment district known as Dutton Center Phase I and Phase II Street Lighting Special Assessment District (the “District”) is hereby determined to consist of the parcels of land designated herein
3. That the District shall remain in existence for as long as street lighting is provided in the District.
4. That the plans for the improvements and the estimates of cost are hereby approved as originally presented.
5. That all or part of the total estimated cost shall be paid by special assessments assessed within the District against the property located in the District and benefited by the proposed Improvements.
6. That the special assessment roll prepared by the Township Supervisor and reported to the Township Board, a copy of which roll is attached hereto as Exhibit A, is hereby confirmed, and shall be known and designated for the District as Special Assessment Roll Number 1 (the “Roll”).
7. That the Township Clerk shall endorse on the Roll the date of this meeting as the date of confirmation of said Roll.
8. That the special assessments contained in the Roll shall be due and payable annually, beginning on or before February 14, 2027, and all subsequent installments shall be due and payable on or before February 14 of each year thereafter.
9. That the nature of the improvements is such that periodic redetermination of cost may be required without a change in the boundaries of the District, and the Township Board shall annually consider and make such redetermination, if necessary, at its regular July meeting, commencing July, 2026, or at such time to which the matter shall be adjourned at said meeting.
10. That the special assessment made in the Roll is hereby ordered and directed to be collected and the Township Clerk shall deliver the Roll to the Township Treasurer with his/her warrant attached thereto, which said warrant shall command the Township Treasurer to collect the special assessments in the Roll in accordance with the direction of the Township Board in respect thereto and which warrant shall further required the Township Treasurer to include as a delinquent tax any unpaid special assessment which is delinquent on the last day of February in the delinquent taxes returned to the County Treasurer the next day pursuant to Section 55 of the General Property Tax act, MCL 211.55. The form of said warrant is attached hereto as Exhibit B.
11. That upon receiving the Roll and Warrant the Township Treasurer shall proceed to collect the amounts assessed therein as the same shall become due.
12. That the Township Clerk shall, as soon as possible but in no event more than five (5) days after confirmation of the Roll, send notice of the special assessment, in the form attached hereto on Exhibit C, to the person responsible for payment of the ad valorem property taxes on, the record owner of, or party in interest in, each parcel of land assessed, at the address shown for such persons upon the last township tax assessment roll for ad valorem tax purposes which was reviewed by the Township Board of Review, subject to any subsequent changes in the names and address of the owners of parties listed thereon.
13. That all actions heretofore taken by Township officials, employees, and agents with respect to the improvements and proceedings under Act 188 are hereby ratified and confirmed.

14. That all resolutions or parts of resolutions in conflict herewith shall be the same and are hereby rescinded.

Upon a Roll Call Vote for the adoption of said resolution, the vote was:

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

Michael Alex Brew, Clerk
Charter Township of Gaines

Certification:

To the undersigned, being duly qualified and acting Clerk for the Charter Township of Gaines, Kent County, Michigan, I certify that the foregoing is a true and complete copy of a resolution duly adopted by the Board of Trustees of the Charter Township of Gaines at a regular meeting of said Board of Trustees held on April 13, 2026 at which meeting a quorum was present and remained throughout, and that the original of said resolution is on file in the records of said Township. I hereby further certify that the meeting was conducted and a public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 267 of the Michigan Public Acts of 1976, including the case of a special or rescheduled meeting, notice by posting at least 18 hours prior to the time set for said meeting.

IN WITNESS WHEREOF, I have affixed my official signature this 13th day of April, 2026.

Michael Alex Brew, Clerk
Charter Township of Gaines

SUPERVISOR’S CERTIFICATE

I, Bob Terpstra, Supervisor of the Charter Township of Gaines, hereby state that the attached Special Assessment Roll of Dutton Center Phases I and II, Street Lighting Special Assessment District was made pursuant to a resolution of the Township Board adopted on April 13, 2026, and in making such Special Assessment Roll, I have, according to my best judgement, conformed in all respects to the directions contained in such resolution and the statues of the State of Michigan.

Date: April 13, 2026

Bob Terpstra, Supervisor
Charter Township of Gaines

CERTIFICATE OF CONFIRMATION

I hereby certify that the above Special Assessment Roll was confirmed on April 13, 2026, by resolution of the Township Board of the Charter Township of Gaines.

Date: April 13, 2026

Michael Alex Brew, Clerk
Charter Township of Gaines

STATE OF MICHIGAN)
) ss
COUNTY OF KENT)

EXHIBIT A

DUTTON CENTER PHASES I AND II
SPECIAL ASSESSMENT DISTRICT

ROLL NO. 1

PPN	ADDRESS	OWNER	ASSESSED VALUE
41-22-11-101-017	3316 68 th Street	Green Development Ventures, LLC	\$462,300

EXHIBIT B

I, Michael Alex Brew, The Township Clerk of the Charter Township of Gaines, Kent County, Michigan, hereby direct and command you, Laurie Lemke, Township Treasurer, to collect the assessments set forth on the attached assessments set for on the attached Dutton Center Phases I and II Streetlighting Special Assessment District, Roll No. 1, in accordance with the directions of the Township Board in respect thereto set forth in a Resolution adopted by the Township Board on April 13, 2026, confirming such special assessment roll on the Township. In particular, you shall include as a delinquent tax any unpaid special assessment which is delinquent on the last day of February in the delinquent taxes returned to the County Treasurer the next day, pursuant to section 55 of the General Property Tax Act, MCL 211.55.

DATED: April 13, 2026

Michael Alex Brew, Clerk
Charter Township of Gaines

EXHIBIT C

TO ALL PROPERTY OWNERS OR PARTIES IN INTEREST IN DUTTON CENTER PHASES I AND II, STREET LIGHTING SPECIAL ASSESSMENT DISTRICT (the "District"):

Following a public hearing to consider the special assessment roll, the Township Board confirmed the special assessment roll for the District on April 13, 2026. A copy of the Roll is enclosed.

A PROPERTY OWNER OR ANY PERSON HAVING ANY INTEREST IN THE REAL PROPERTY ASSESSED ON THE SPECIAL ASSESSMENT ROLL CONFIRMED BY THE TOWNSHIP BOARD ON April 13, 2026 MAY FILE A WRITTEN APPEAL OF THE SPECIAL ASSESSMENT WITH THE MICHIGAN TAX TRIBUNAL WITHIN 30 DAYS AFTER CONFIRMATION OF THE SPECIAL ASSESSMENT WAS PROTESTED AT THE HEARING ON THE CONFIRMATION OF THE SPECIAL ASSESSMENT ROLL.

Special assessments shall be due and payable annually, on or before February 14, commencing February 14, 2027.

Because the nature of the improvement is such that periodic redetermination of assessment may be required without a change in the special assessment district boundaries, such redetermination may be made at the Township Board's regular meeting each July hereafter, without further notice.

CHARTER TOWNSHIP OF GAINES



COUNTY OF KENT, MICHIGAN
STREETLIGHTING SPECIAL ASSESSMENT DISTRICT
DUTTON CENTER PHASES I & II

NOTICE IS HEREBY GIVEN that the Township Board of the Charter Township of Gaines, Kent County, Michigan, having received a request to make certain public improvements consisting of installation, operation, and maintenance of street lighting within the development of Dutton Center. The record owner of land has resolved its intention to proceed on the request and, pursuant to Act 188 of the Public Acts of Michigan of 1954, as amended, to make said improvements in the Township.

The Township Board has tentatively determined that the cost of said improvements shall be specially assessed against each of the following described lot and parcel of land which are benefited by the improvements, and which together comprise the following proposed special assessment district:

412211101017 PART OF NW 1/4 COM 610.50 FT N 89D 52M 09S E ALONG N SEC LINE FROM NW COR OF SEC TH S 0D 09M 34S E 165.0 FT TH S 89D 52M 04S W 610.50 FT TO W SEC LINE TH S 0D 09M 34S E ALONG W SEC LINE 643.41 FT TH N 89D 52M 04S E 660.0 FT TH S 0D 09M 34S E 682.44 FT TH N 89D 50M 26S E 162.77 FT TH S 77D 36M 32S E 72.12 FT TH N 89D 24M 24S E 226.47 FT TH N 89D 51M 03S E 66.0 FT TH N 0D 08M 57S W 70.38 FT TH N 89D 24M 24S E 130.0 FT TO SW COR OF C H DEMING'S ADD TH N 0D 08M 57S W ALONG W LINE OF SD PLAT 1010.85 FT TO CL OF DUTTON AVE TH N 36D 22M 34S W ALONG SD CL 523.59 FT TO N SEC LINE TH S 89D 52M 04S W ALONG N SEC LINE 395.97 FT TO BEG * SEC 11 T5N R11W 30.82 A. SPLIT/COMBINED ON 02/22/2024 FROM 41-22-11-101-012, 41-22-11-176-002;

TAKE NOTICE THAT THE Township Board of the Charter Township of Gaines will hold a public hearing on April 13, 2026 at the Township Offices, 8555 Kalamazoo Avenue, SE, within the Township to hear and consider any objections to the petitions filed, consider comments and objections to the Special Assessment Roll.

Persons with disabilities needing special accommodations should contact Kim Triplett at 616-504-4332 one week prior to the meeting to request mobility, visual, or any other assistance.

Dutton Center Phases I & II

SPECIAL ASSESSMENT DISTRICT

ROLL NO. 1

PARCEL #	ADDRESS	OWNER
41-22-11-101-017	3316 68 th Street	Green Development Ventures LLC



www.gainestownship.org

MEMO

Staff Communication

DATE: April 6, 2026
TO: Gaines Charter Township Board of Trustees
FROM: Rod Weersing, Township Manager
RE: Freedom of Information Act (FOIA) Policy and Procedures and Guidelines Adherence

SUMMARY:

Due to the increasing costs associated with fulfilling Freedom of Information Act (FOIA) requests, the Township Attorney's office recommends that the Township Board approve the strict adherence to the Township's FOIA Policy and Procedures and Guidelines documents. Under the approved Procedures and Guidelines, the Township does not charge a fee for FOIA requests that are estimated to require 15 minutes or less to fulfill. For requests requiring more than 15 minutes to fulfill, the Township will determine an estimated time to complete the request and calculate any applicable charges, including costs for copies or other methods of providing records. This cost estimate will be provided to the requestor, who may then decide whether to proceed with the request as outlined in the Procedures and Guidelines.

FINANCIAL IMPACT:

None

BUDGET ACTION REQUIRED:

None

STAFF RECOMMENDATION:

Staff recommends the Board approve the strict adherence to the FOIA Policy and the Procedures and Guidelines as previously established.

FOIA Policy- Gaines Charter Township

1. Policy

The Charter Township of Gaines will ensure that all persons are granted full and complete information regarding the affairs of the Township as provided by the Michigan Freedom of Information Act (FOIA).

2. Principles

2a. The Board of Trustees of Gaines Charter Township may establish a policy for implementation of the FOIA pursuant to the MCLA 13.231 et seq. and in accordance with its general power under MCLA 46.11(m) to establish rules and regulations in reference to the management and best interest of the Township

3. Operational Guidelines

3a. Coordinator: In accordance with the FOIA, the Gaines Charter Township Clerk will be designated FOIA Coordinator for Gaines Township.

3b. Procedures: All requests made to Gaines Charter Township under the FOIA Act shall be filled in accordance with the FOIA Act and the procedures approved by the Township FOIA Coordinator.

4. Fees: Gaines Charter Township shall charge fees for public records in accordance with the MCLA 15.234 and the procedures approved pursuant to this Policy.

5. Periodic Review: The Gaines Charter Township FOIA Coordinator shall review this policy at least every two years or following amendments to the FOIA, whichever occurs first, and will make recommendations for changes to the Township Board

Gaines Charter Township

Public Summary of FOIA Procedures and Guidelines

**It is the public policy of this state that all persons
(except those persons incarcerated in state or local correctional facilities)
are entitled to full and complete information regarding the affairs of government and
the official acts of those who represent them as public officials and public employees.**

The people shall be informed so that they may fully participate in the democratic process.

Consistent with the Michigan Freedom of Information Act (FOIA), Public Act 442 of 1976, the following is the Written Public Summary of the Township's FOIA Procedures and Guidelines relevant to the general public.

This is only a summary of the Township's FOIA Procedures and Guidelines. For more details and information, copies of the Township's FOIA Procedures and Guidelines are available at no charge at any Township office and on the Township's website: www.gainestownship.org

1. How do I submit a FOIA request to the Township?

- A request must sufficiently describe a public record so as to enable the Township to find it.
- Please include the words "FOIA" or "FOIA Request" in the request to assist the Township in providing a prompt response.
- Requests to inspect or obtain copies of public records prepared, owned, used, possessed or retained by the Township may be submitted on the Township's FOIA Request Form, in any other form of writing (letter, fax, email, etc.), or by verbal request.
 - Any verbal request will be documented by the Township on the Township's FOIA Request Form.
 - No specific form to submit a written request is required. However a FOIA Request Form and other FOIA-related forms are available for your use and convenience on the Township's website at www.gainestownship.org, and at 8555 Kalamazoo Ave SE Clerk's Office.
- Written requests may be delivered to the Township Hall in person or by mail: 8555 Kalamazoo Ave SE Caledonia Michigan
- Requests may be faxed to: 616.698.2490 To ensure a prompt response, faxed requests should contain the term "FOIA" or "FOIA Request" on the first/cover page.
- Requests may be emailed to: michael.brew@gainestownship.org To ensure a prompt response, email requests should contain the term "FOIA" or "FOIA Request" in the subject line.

2. What kind of response can I expect to my request?

- Within 5 business days after receiving a FOIA request the Township will issue a response. If a request is received by fax or email, the request is deemed to have been received on the following business day. The Township will respond to your request in one of the following ways:
 - - Grant the request,
 - Issue a written notice denying the request,
 - Grant the request in part and issue a written notice denying in part the request,
 - Issue a notice indicating that due to the nature of the request the Township needs an additional 10 business days to respond, or
 - Issue a written notice indicating that the public record requested is available at no charge on the Township's website
- If the request is granted, or granted in part, the Township will ask that payment be made for the allowable fees associated with responding to the request before the public record is made available.
- If the cost of processing the request is expected to exceed \$50, or if you have not paid for a previously granted request, the Township will require a deposit before processing the request.

3. What are the Township's deposit requirements?

- If the Township has made a good faith calculation that the total fee for processing the request will exceed \$50.00, the Township will require that you provide a deposit in the amount of 50% of the total estimated fee. When the Township requests the deposit, it will provide you a non-binding best efforts estimate of how long it will take to process the request after you have paid your deposit.
- If the Township receives a request from a person who has not paid the Township for copies of public records made in fulfillment of a previously granted written request, the Township will require a deposit of 100% of the estimated processing fee before it begins to search for the public record for any subsequent written request when **all** of the following conditions exist:
 - The final fee for the prior written request is not more than 105% of the estimated fee;
 - The public records made available contained the information sought in the prior written request and remain in the Township's possession;
 - The public records were made available to the individual, subject to payment, within the best effort time frame estimated by the Township to provide the records;
 - Ninety (90) days have passed since the Township notified the individual in writing that the public records were available for pickup or mailing;
 - The individual is unable to show proof of prior payment to the Township; and
 - The Township has calculated an estimated detailed itemization that is the basis for the current written request's increased fee deposit.

- The Township will not require the 100% estimated fee deposit if any of the following apply:
 - The person making the request is able to show proof of prior payment in full to the Township;
 - The Township is subsequently paid in full for all applicable prior written requests; or
 - Three hundred sixty five (365) days have passed since the person made the request for which full payment was not remitted to the Township.

4. How does the Township calculate FOIA processing fees?

The Michigan FOIA statute permits the Township to charge for the following costs associated with processing a request:

- Labor costs associated with copying or duplication, which includes making paper copies, making digital copies, or transferring digital public records to non-paper physical media or through the Internet.
- Labor costs associated with searching for, locating and examining a requested public record, when failure to charge a fee will result in unreasonably high costs to the Township.
- Labor costs associated with a review of a record to separate and delete information exempt from disclosure, when failure to charge a fee will result in unreasonably high costs to the Township.
- The cost of copying or duplication, not including labor, of paper copies of public records. This may include the cost for copies of records already on the township's website if you ask for the township to make copies.
- The cost of computer discs, computer tapes or other digital or similar media when the requester asks for records in non-paper physical media. This may include the cost for copies of records already on the township's website if you ask for the township to make copies.
- The cost to mail or send a public record to a requestor.

Labor Costs

- All labor costs will be estimated and charged in 15-minute increments, with all partial time increments rounded down. If the time involved is less than 15 minutes, there will be no charge.
- Labor costs will be charged at the hourly wage of the lowest-paid Township employee capable of doing the work in the specific fee category, regardless of who actually performs work.
- Labor costs will also include a charge to cover or partially cover the cost of fringe benefits. Township may add up to 50% to the applicable labor charge amount to cover or partially cover the cost of fringe benefits, but in no case may it exceed the actual cost of fringe benefits.

- Overtime wages will not be included in labor costs unless agreed to by the requestor; overtime costs will not be used to calculate the fringe benefit cost.
- Contracted labor costs will be charged at the hourly rate of \$52 (6 times the state minimum hourly wage)

A labor cost will not be charged for the search, examination, review and the deletion and separation of exempt from nonexempt information unless failure to charge a fee would result in unreasonably high costs to the Township. Costs are unreasonably high when they are excessive and beyond the normal or usual amount for those services compared to the Township's usual FOIA requests, because of the nature of the request in the particular instance. The Township must specifically identify the nature of the unreasonably high costs in writing.

Copying and Duplication

The Township must use the most economical method for making copies of public records, including using double-sided printing, if cost-saving and available.

Non-paper Copies on Physical Media

- The cost for records provided on non-paper physical media, such as computer discs, computer tapes or other digital or similar media will be at the actual and most reasonably economical cost for the non-paper media.
- This cost will be charged only if the Township has the technological capability necessary to provide the public record in the requested non-paper physical media format.

Paper Copies

- Paper copies of public records made on standard letter (8 ½ x 11) or legal (8 ½ x 14) sized paper will not exceed \$.10 per sheet of paper.
- Copies for non-standard sized sheets will reflect the actual cost of reproduction.

Mailing Costs

- The cost to mail public records will use a reasonably economical and justified means.
- The Township may charge for the least expensive form of postal delivery confirmation.
- No cost will be made for expedited shipping or insurance unless you request it.

Waiver of Fees

The cost of the search for and copying of a public record may be waived or reduced if in the sole judgment of the FOIA Coordinator a waiver or reduced fee is in the public interest because it can be considered as primarily benefitting the general public. The township board may identify specific records or types of records it deems should be made available for no charge or at a reduced cost.

5. How do I qualify for an indigence discount on the fee?

The Township will discount the first \$20.00 of fees for a request if you submit an affidavit stating that you are:

- Indigent and receiving specific public assistance; or
- If not receiving public assistance, stating facts demonstrating an inability to pay because of indigence.

You are **not** eligible to receive the \$20.00 discount if you:

- Have previously received discounted copies of public records from the Township twice during the calendar year; or
- Are requesting information on behalf of other persons who are offering or providing payment to you to make the request.

An affidavit is sworn statement. For your convenience, the Township has provided an Affidavit of Indigence for the waiver of FOIA fees on the back of the Township FOIA Request Form, which is available on the Township's website: www.gainestownship.org

6. May a nonprofit organization receive a discount on the fee?

A nonprofit organization advocating for developmentally disabled or mentally ill individuals that is formally designated by the state to carry out activities under subtitle C of the federal developmental disabilities assistance and bill of rights act of 2000, Public Law 106-402, and the protection and advocacy for individuals with mental illness act, Public Law 99-319, may receive a \$20.00 discount if the request meets all of the following requirements in the Act:

- Is made directly on behalf of the organization or its clients.
- Is made for a reason wholly consistent with the mission and provisions of those laws under section 931 of the mental health code, 1974 PA 258, MCL 330.1931.
- Is accompanied by documentation of its designation by the state, if requested by the public body.

6. How may I challenge the denial of a public record or an excessive fee?

Appeal of a Denial of a Public Record

If you believe that all or a portion of a public record has not been disclosed or has been improperly exempted from disclosure, you may appeal to the Township Board by filing a written appeal of the denial with the office of the Township Supervisor (or “*clerk*” or “*FOIA Coordinator*,” etc.).

The appeal must be in writing, specifically state the word “appeal,” and identify the reason or reasons you are seeking a reversal of the denial. You may use the Township FOIA Appeal Form (To Appeal a Denial of Records), which is available on the Township’s website: www.gainestownship.org.

The Township Board is not considered to have received a written appeal until the first regularly scheduled Township Board meeting following submission of the written appeal. Within 10 business days of receiving the appeal the Township Board will respond in writing by:

- Reversing the disclosure denial;
- Upholding the disclosure denial; or
- Reverse the disclosure denial in part and uphold the disclosure denial in part.

Whether or not you submitted an appeal of a denial to the Township Board, you may file a civil action in Kent County Circuit Court within 180 days after the Township’s final determination to deny your request. If you prevail in the civil action the court will award you reasonable attorneys’ fees, costs and disbursements. If the court determines that the Township acted arbitrarily and capriciously in refusing to disclose or provide a public record, the court shall award you damages in the amount of \$1,000.

Appeal of an Excess FOIA Processing Fee

If you believe that the fee charged by the Township to process your FOIA request exceeds the amount permitted by state law, you must first appeal to the Township Board by filing a written appeal for a fee reduction to the office of the Township Supervisor (or “*clerk*” or “*FOIA Coordinator*,” etc.).

The appeal must specifically state the word “appeal” and identify how the required fee exceeds the amount permitted. You may use the Township FOIA Appeal Form (To Appeal an Excess Fee), which is available at the Township Hall and on the Township’s website: www.gainestownship.org

The Township Board is not considered to have received a written appeal until the first regularly scheduled Township Board meeting following submission of the written appeal. Within 10 business days after receiving the appeal, the Township Board will respond in writing by:

- Waiving the fee;
- Reducing the fee and issue a written determination indicating the specific basis that supports the remaining fee;
- Upholding the fee and issue a written determination indicating the specific basis that supports the required fee; or
- Issuing a notice detailing the reason or reasons for extending for not more than 10 business days the period during which the Township Board will respond to the written appeal.

Within 45 days after receiving notice of the Township Board’s determination of the processing fee appeal, you may commence a civil action in Kent County Circuit Court for a fee reduction. If you prevail in the civil action by receiving a reduction of 50% or more of the total fee, the court may award all or appropriate amount of reasonable attorneys’ fees, costs and disbursements. If the court determines that the Township acted arbitrarily and capriciously by charging an excessive fee, court may also award you punitive damages in the amount of \$500.



www.gainestownship.org

MEMO

Staff Communication

DATE: April 6, 2026
TO: Gaines Charter Township Board of Trustees
FROM: Rod Weersing, Township Manager
RE: Tastes of Gaines Funding Request

SUMMARY:

Following a highly successful inaugural event, planning for the 2026 Taste of Gaines (ToG) event is well underway. The Taste of Gaines Committee has prepared a budget and is requesting authorization from the Township Board to allocate \$20,000 for event-related deposits. These funds will be fully reimbursed to the Township through event-generated revenue.

The 2026 Taste of Gaines event will be modestly expanded to accommodate more vendors as well as anticipated increased attendance. In response to participant feedback and last year's strong turnout, the event will be held on Saturday, September 19, starting earlier in the day and running a few hours longer than in 2025.

Based on last year's momentum and enhanced event planning, projected revenues for the 2026 Taste of Gaines event total \$54,600. Corresponding expenses are also projected at \$54,600, reflecting a significant increase in contributions to the charitable organizations that will benefit from this event.

FINANCIAL IMPACT:

None

BUDGET ACTION REQUIRED:

None

STAFF RECOMMENDATION:

Staff recommends that the Township Board approve the \$20,000 for the event deposits.

[illegible]

2025		2026	
Actual	EXPENDURES	Budget	Actual
\$ 5,419.53	Custom Engraving	\$ 6,000.00	
\$ 3,000.00	TDR Balloon Co	\$ 6,000.00	
\$ 12,997.03	Tents & Inflatables	\$ 15,000.00	
\$ 1,847.00	Prime Edge Video	\$ 2,000.00	
\$ 340.00	Dumpster Rental	\$ 350.00	
\$ 200.00	Light Bright Signs	\$ 250.00	
\$ 3,996.00	Restrooms & Hand Stations	\$ 5,000.00	
\$ 641.30	Beer Tent	\$ 1,000.00	
\$ 500.00	Insurance	\$ 500.00	
\$ 850.00	Legal Fees		
\$ 450.00	DJ	\$ 500.00	
\$ -	Other Expenses	\$ 2,000.00	
	Coordination Fee	\$ 5,000.00	
	Charity Contributions		
\$ 1,500.00	Community Food Basket	\$ 5,500.00	
\$ 1,500.00	Streams of Hope	\$ 5,500.00	
\$ 33,240.86		\$ 54,600.00	



www.gainestownship.org

MEMO

Staff Communication

DATE: April 7, 2026
TO: Gaines Charter Township Board of Trustees
FROM: Rod Weersing, Township Manager
RE: GCTFD Apparatus Replacement

SUMMARY:

The Township staff and committee leadership are actively engaged in long-term planning and vision setting for the Township. A significant component of this planning effort involves the Gaines Charter Township Fire Department (GCTFD). As you are aware from the recent purchase of the new platform truck, delivery lead times for fire apparatus have increased considerably. In preparation for future needs, the Fire Chief has been working with Reliant Fire Apparatus to review and forecast upcoming apparatus replacements. Current delivery estimates for new engines are approximately 47.5 to 50.5 months, which places the ordering timeline squarely within the planned replacement windows for Engine 69 and Engine 36.

As part of the GCTFD's long-term operational strategy, staff has planned to combine Tender 68 with Engine 69 when Engine 69 is replaced. The replacement unit would be a "Tengine," a combined engine and tender apparatus with an 1,800-gallon water capacity. This approach removes Tender 68 from the future replacement schedule while simultaneously increasing operational flexibility and water-carrying capability through a single, multi-purpose unit.

Currently, Engine 69 and Engine 36 are scheduled for replacement in 2029 and 2030, respectively. Tender 68 was due to be replaced in 2025. As is typical with aging apparatus, both units have experienced steadily increasing maintenance and repair costs. It is anticipated that these costs will continue to rise as the vehicles approach the end of their service life, further reinforcing the importance of timely planning and procurement.

With the Sourcewell discount that the Township qualifies for, the replacement cost for Engine 69 would be \$1,262,503.56, and the replacement cost for Engine 36 would be \$1,253,514.12. With an additional multiple unit discount of \$36,999.20, the net price for both apparatuses would be \$2,479,018.48. By approving this purchase now, and signing the contract, the Township will lock in this pricing that will not be due until delivery. Based on the Capital Replacement Plan, with a continued contribution of \$500,000 per year, this purchase would lead to a deficit of around \$530,000

in 2030 when delivery would be anticipated. That would give the Township four years to create a plan to overcome that deficit.

FINANCIAL IMPACT:

None

BUDGET ACTION REQUIRED:

None

STAFF RECOMMENDATION:

Staff recommends the Board approve the purchase of these two pieces of equipment with an anticipated delivery time of 48 months.

	In Service Year	Useful Life Years	Scheduled Repalcement	2025 Replacement Cost (8% Price Increase/Yr)	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038
Engine 35 - PIERCE	2021	10 Frontline / 5 Reserve	2036	\$ 800,000.00	\$ -										\$ 1,504,000.00		
Engine 36 - SPARTAN/SPENCER	2015	10 Frontline / 5 Reserve	2030	\$ 900,000.00	\$ -				\$ 1,253,514.00								
Platform 65	2026	20	2046	\$ 1,710,000.00	\$ -												
Car 2	2017	5	2027	\$ 80,000.00	\$ -	\$ 89,600.00											
SCBA	2017/2018	15	2032	\$ 500,000.00	\$ -						\$ 675,000.00						
Extrication Tools	2015/2021	10	2025 & 2031	\$ 46,000.00	\$ -												
Building Maint	Ongoing	Ongoing															
Engine 67	2023	10 Frontline/5 Reserve	2038	\$ 890,000.00	\$ -												\$ 1,815,600.00
Tender 68	2005	20	2025	\$ 1,000,000.00	\$ -												
(Tender 68 to be combined with Engine 69)																	
Engine 69	2009	10 Frontline / 5 Reserve	2029	\$ 890,000.00	\$ -			\$ 1,262,504.00									
Car 4	2024	6	2029	\$ 80,000.00	\$ -				\$ 104,000.00								
Brush 64	1998	20	2018	\$ 200,000.00	\$ -	\$ 232,000.00											
(Repl current Brush)																	
Rescue 66	2018	10	Remove	\$ 130,000.00	\$ -												
Car1	2026	6	2025	\$ 80,000.00	\$ 88,000.00						\$ 108,800.00						
Extrication Tools	2018 & 2023	10	2018 &2033		\$ -												
Building Maint	Ongoing	Ongoing			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
				Annual Spend	\$ 88,000.00	\$ 321,600.00		\$ 1,262,504.00	\$ 1,357,514.00		\$ 783,800.00			\$ -	\$ 1,504,000.00		\$ 1,815,600.00
				Total Spend	\$ 88,000.00	\$ 409,600.00	\$ 409,600.00	\$ 1,672,104.00	\$ 3,029,618.00	\$ 3,029,618.00	\$ 3,813,418.00	\$ 3,813,418.00	\$ 3,813,418.00	\$ 3,813,418.00	\$ 5,317,418.00	\$ 5,317,418.00	\$ 7,133,018.00

				Budget	\$400,000.00	\$400,000.00	\$400,000.00	\$400,000.00	\$400,000.00	\$400,000.00	\$400,000.00	\$400,000.00	\$400,000.00	\$400,000.00	\$400,000.00	\$400,000.00	\$400,000.00
				Reserve	\$312,000.00	\$390,400.00	\$790,400.00	(\$72,104.00)	(\$1,029,618.00)	(\$629,618.00)	(\$1,013,418.00)	(\$613,418.00)	(\$213,418.00)	\$186,582.00	(\$917,418.00)	(\$517,418.00)	(\$1,933,018.00)
				Budget	\$450,000.00	\$450,000.00	\$450,000.00	\$450,000.00	\$450,000.00	\$450,000.00	\$450,000.00	\$450,000.00	\$450,000.00	\$450,000.00	\$450,000.00	\$450,000.00	\$450,000.00
				Reserve	\$362,000.00	\$490,400.00	\$940,400.00	\$127,896.00	(\$779,618.00)	(\$329,618.00)	(\$663,418.00)	(\$213,418.00)	\$236,582.00	\$686,582.00	(\$367,418.00)	\$82,582.00	(\$1,283,018.00)
				Budget	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00
				Reserve	\$412,000.00	\$590,400.00	\$1,090,400.00	\$327,896.00	(\$529,618.00)	(\$29,618.00)	(\$313,418.00)	\$186,582.00	\$686,582.00	\$1,186,582.00	\$182,582.00	\$682,582.00	(\$633,018.00)

RELIANT FIRE APPARATUS, INC.

P.O. BOX 470 • SLINGER, WISCONSIN 53086 • PHONE (262) 297-5020



January 26, 2026

Gaines Charter Township Fire Department
3471 68th Street SE
Caledonia, Michigan 49316

Proposal Detail: Reliant Fire Apparatus Proposal #1434 dated January 26, 2026, for 1- Pierce 1000/2000gpm 189" Enforcer PUC Pumper, and Reliant Fire Apparatus Proposal #1460 dated January 26, 2026, for one (1) Pierce 1600/2000gpm 214" Enforcer PUC Tender.

Dear Chief Van Hall,

Thank you for the opportunity to present this Proposal Detail to the Gaines Charter Township Fire Department. Attached you will find the completed proposals and option lists for the apparatus to be furnished. The pricing information for the Proposal Detail is as follows:

Pricing Summary:

Base Unit Price Prior to Payment Discount Options Detailed Below:

Bid #1434, 189 PUC	\$1,326,469.97
Sourcewell discount	<u>(72,955.85)</u>
Contract price	\$1,253,514.12
 Bid #1460, 214 PUC	 \$1,335,982.60
Sourcewell discount	<u>(73,479.04)</u>
Contract price	\$1,262,503.56

Net price for each apparatus if purchased on separate contracts: **\$2,516,017.68**

Multiple Unit Discount:

Should Gaines Charter Township elect to contract for the purchase of both proposed apparatus at the same time, we are offering an additional multi-unit discount in the amount of:

\$2,516,017.68
\$36,999.20

Net Price for both apparatus if purchased together: **\$2,479,018.48**

100% Prepayment Option:

Should Gaines Charter Township elect to make 100% payment at contract execution an advanced payment discount can be subtracted from the Base Unit Price, resulting in the following contract amount:

Base Unit Price Prior to Payment Discount:	#1434 Enforcer 189PUC	\$1,253,514.12
	Less Prepay Discount	<u>165,512.12</u>
	Net Contract Price	\$1,088,002.00
Base Unit Price Prior to Payment Discount	#1460 Enforcer 214PUC	\$1,262,503.56
	Less Prepay Discount	<u>164,916.01</u>
	Net Contract Price	\$1,097,587.55

Other Payment Discount Options:

The above prepayment options are the most commonly taken. However, custom prepayment options are available on any funds prepaid prior to their due dates. Should the opportunity exist to have other prepayment amounts or intervals other than the proposed above, please provide and a custom prepayment option quote can be calculated for your review.

100% Performance Bond:

Should Gaines Charter Township elect to have Performance Bond provided 0.245% of the contract cost will need to be added to the above pricing detail.

Terms and Conditions:

Pricing Validity – Proposal pricing is valid for 60 calendar days.

Delivery – Unit(s) to be completed and prepared for final inspection within approximately 47.5-50.5 months from receipt and acceptance of contract or purchase order. Delivery lead time is based on current lead time at time of proposal. Lead time will be determined at time of contract/purchase order award.

Product Specification and Availability:

The product quoted is specified according to the fire department's requirements communicated. Reliant offers a range of alternative options for this product, which are subject to variations in both lead time and complexity. These alternatives include but are not limited to 1. Instantly Available Stock Unit Programs: Products available for the shortest lead times. 2. Dealer Allocated Stock (DAS) and Build My Pierce (BMP) Build Slots: Products with intermediate lead times. 3. Complex Build-to-Order Configurations: Products with the longest lead times and highest complexity. The final decision on the specific build configuration and associated lead time rests solely with the Fire Department.

Basis of Quoted Pricing:

The price quoted is based strictly on the current component pricing, EPA compliance pricing, and NFPA standards compliance pricing effective at the date of this quotation letter. This quoted price is unique to this transaction and shall not be compared to any previous price levels, historical purchase records, or pricing data from prior transactions or factors of similar nature. Such historical data is considered irrelevant for comparative purposes, as changes in material costs, regulatory mandates (EPA and NFPA), supply chain dynamics, and component technology render past pricing factors non-analogous to the current basis of calculation. The quoted price reflects the cost to fulfill the order under the prevailing economic and regulatory conditions at the time of quotation.

Taxes – Any State, Federal, or local taxes are not included. If subject to taxes the amount will be added to the final invoice amount. For a tax-exempt purchase, the purchasing entity's tax-exempt form is required.

Freight – Delivery shall be F.O.B. Kalamazoo, MI

Payment Form – Payment to be made in the form of ACH payment or check.

Payment Terms:

Base Option:

Payment is due in full to Reliant Fire Apparatus, Inc. N10 days prior to final inspection at the Pierce Manufacturing, Inc. Appleton, WI.

100% Prepayment Option:

Payment due in full at time of receipt and acceptance of contract or purchase order.

Said apparatus and equipment are to be built and shipped in accordance with the proposal hereto attached. Delays due to strikes, war, conflicts, pandemics, supply chain issues, or other causes beyond our control, could alter the delivery schedule.

The proposal herein contained shall form part of the final contract and are subject to changes as desired by the purchaser, provided such changes are acknowledged and agreed to in writing by the purchaser.

This proposal for fire apparatus conforms with all National Fire Protection Association (NFPA) Guidelines for Automotive Fire Apparatus as published at the time of proposal, except for any items deemed to be "non-compliant" by the purchaser. All "non-compliant" items are detailed on the NFPA Statement of Exceptions included with the proposal.

We thank the Gaines Charter Township Fire Department for the opportunity to submit Reliant Fire Apparatus proposals #1434 and #1460 to you. Should you have any questions or require any additional information, please do not hesitate to contact me, or contact Reliant Fire Apparatus directly at (262) 297-5020.

Respectfully,

Ted Lilley

Ted Lilley
RELIANT FIRE APPARATUS, INC.
248.830.8893
TLilley@ReliantFire.com



www.gainestownship.org

MEMO

Staff Communication

DATE: April 6, 2026
TO: Gaines Charter Township Board of Trustees
FROM: Rod Weersing, Township Manager
RE: Grand Rapids Swing Dance INC (501c3) Fundraiser – request of a special event Liquor License

SUMMARY:

Grand Rapids Swing Dance, INC., a local 501c3 organization is requesting approval for a special liquor license for a fundraising event.

Resident Steve Zaagman is proposing to hold a night, renaissance themed Fantasy Faire fundraiser at 8647 Trail Blazer Dr., Byron Center, MI 49315 (maps are attached). Beer, Wine, and Spirits would be sold at the event.

The planned date is August 15, 2026 (August 22nd reserved for rain date), between the hours of 4PM and 11PM.

The State Liquor Commission will issue the license once they receive approval from the Kent County Sheriff's Department, who requires local governing body approval before they make their determination.

FINANCIAL IMPACT: NONE

BUDGET ACTION REQUIRED: NONE

STAFF RECOMMENDATION: Staff recommends that the Board approve this special event liquor license request.

Dear Gaines Township Board,

I am writing to formally request approval for a liquor license permit for the Enchanted Woods Fantasy Ren Faire, to be held on **Saturday, August 15, 2026**, at **8647 Trail Blazer Dr, Byron Center, MI 49315**. We would also like to include **Saturday, August 22, 2026**, as a rain backup date in the event of inclement weather.

This event is being held for the benefit of **Grand Rapids Swing Dance Inc.**, a **501(c)(3) nonprofit organization**. The Enchanted Woods Fantasy Ren Faire is planned as a community event for **up to 400 attendees**, featuring knight battles, live performers, dancing, and an enchanted evening of entertainment.

This event was approved last year, and it was carried out successfully with no issues related to alcohol service, parking, or general event operations. Based on that positive experience, we are respectfully seeking approval again for this year's event. If you would like to get a taste for what the event is like. Here is a video -

<https://youtu.be/DunbVByB6-I>

Enclosed are site maps and partially completed state forms for your review as part of this request.

We are requesting approval to serve alcohol in accordance with all applicable local and state regulations. We are committed to operating the event responsibly and will comply with all permit requirements, safety protocols, and licensing conditions.

Please let us know what additional forms, documentation, or information may be needed to complete this request. We appreciate your time and consideration and look forward to your guidance on the next steps.

Sincerely,

--

Steve Zaagman
616-617-4842







Michelle LaJoye-Young
SHERIFF

Bryan Muir
UNDERSHERIFF

**LOCAL GOVERNING BODY
RECOMMENDATION FOR SPECIAL LICENSE**

Applicant Name: Steven Zaagman Grand Rapids Swing Dance Inc.
Address: 6735 Woodspointe Ct Byron Center MI 49315
To be held at: 8647 Trail Blazer Dr Byron Center, MI 49315
Date: August 15 and Rain Date Option of August 22 2026
For the sale of: Beer. Wine, Spirits

To the Sheriff of Kent County:

As the governing body of _____,

it is our opinion the issuing of this license would not conflict with any local ordinance and
hereby request your approval.

Signed: _____

Title: _____

Date: _____

cs 01/2024



Special License Application

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is strongly recommended that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

Part 1 - Applicant Organization Information

Applicant organization name: Grand Rapids Swing Dance Inc, (501 c3)		
Applicant address: 6735 Woodspointe Ct		
City: Byron Center		Zip Code: 49315
Contact name: Steven Zaagman	Phone: 6166174842	Email: szaagman@gmail.com
Alternate contact name:	Phone:	Email:
1. Has the applicant organization previously received a Special License? ☒ Yes ☐ No <i>Michigan organizations must provide current articles of incorporation filed with Michigan Corporations Division. Out-of-state organizations must provide: (a) current articles of incorporation from state of issuance; (b) current certificate of good standing from state of incorporation; and (c) current Certificate of Authority to Transact Business in Michigan issued by the Michigan Corporations Division.</i>		Leave Blank - MLCC Use Only
2. Has the applicant organization been established for one (1) year or longer? ☒ Yes ☐ No Date the applicant organization was established (month/day/year): _____		
3. Is the applicant organization a municipality? ☐ Yes ☒ No		

Part 2 - Event Information - For requests at more than one location, submit separate forms for each location.

Address of event location: 8647 Trail Blazer Dr.	
City, township, or village where event will be held: Gaines Townships	County: Kent
1. Will you submit your completed application at least ten (10) business days before your event? <i>It is strongly recommended that you submit the application as soon as you know the date of your event(s).</i> ☒ Yes ☐ No	
2. Do you have permission from the property owner of the location listed above to hold your event(s) on the date(s) listed below (see pages 2-3) at this location? ☒ Yes ☐ No	
3. Has the local law enforcement agency with primary jurisdiction over the event location approved this application for a Special License? (See Part 5 on Page 5) ☐ Yes ☐ No	
4. Is the event location within 500 feet of a church or school? If Yes, the church or school must consent to the event(s). (See Part 6 on Page 5) ☐ Yes ☒ No	
5. Is the event location outdoors or partially outdoors? ☒ Yes ☐ No If Yes, list the exact dimensions of the outdoor area: Submit a clear diagram of the outdoor service area with your application form. 65 feet X 100 feet = 6,500 square feet Width Length Describe type and height of the barrier that will be used to enclose the outdoor area: The area is surrounded by woods with security checkpoints and 3 foot fencing and tape	
6. Describe type of security that will be used for event(s) and how it will be utilized to secure and monitor to prevent sales to minors and visibly intoxicated persons: We have security checkpoints at bar area to check ids and had out wristbands for 21 and up. We have the licensed bar tenders checking wristbands. We have security who are instructed to look for intoxication etc.	

7. Is the event location situated in or on state owned land, such as a state park or National Guard armory? ☐ Yes ☒ No
If Yes, attach a copy of your documentary proof of approval to use the state owned land.

8. Is there an existing liquor licensee issued at the event location, such as a Class C or Club license? ☐ Yes ☒ No
If Yes, the existing licensee must request to place its license in escrow during the event(s). (See Part 7 on Page 5)

9. Will the event(s) involve an auction of donated wine? ☐ Yes ☒ No
If Yes, please check "Wine Auction" for the applicable event date(s) on pages 2-3. Only donated wine may be auctioned under a Special License; beer and spirits cannot be auctioned. If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.

10. Will marijuana be sold and consumed under a Temporary Marihuana Event License issued by the Cannabis Regulatory Agency (CRA) within the proposed event area where alcoholic liquor will be sold and consumed? ☐ Yes ☒ No

11. Is the event location within the commons area of a Social District? ☐ Yes ☒ No
If Yes, you must obtain written documentation from the local governmental unit, including a clear diagram, that delineates the part of the commons area of the Social District to be used exclusively for your event and the part to be used exclusively by the Social District permittees during the time period for your event pursuant to [MCL 436.1551\(3\)](#). Submit the documentation and the diagram with this application.

12. The applicant organization may request up to twelve (12) Special Licenses total (one Special License per day) in a calendar year. Please complete the information below **for each individual date** for which you are requesting a Special License at this location. **If you are requesting Special Licenses for consecutive days, completely fill out a separate box for each date. If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.**

1	8/15/2026		Describe event being held: This is a Fantasy Renaissance Faire and dance. People are encouraged to dress up as fairys, wizards, knights watch performances. We will have a bar.
	Date		
	6pm	11pm	Special License will be used for: ☐ Beer & Wine Service ☒ Beer, Wine, & Spirit Service ☐ Wine Auction
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☒ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☒ No

2	8/22/2026		Describe event being held: A RAIN DATE: This is a Fantasy Renaissance Faire and dance. People are encouraged to dress up as fairys, wizards, knights watch performances. We will have a bar.
	Date		
	6pm	11pm	Special License will be used for: ☐ Beer & Wine Service ☒ Beer, Wine, & Spirit Service ☐ Wine Auction
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☒ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☒ No

3			Describe event being held:
	Date		
			Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No

4			Describe event being held:
	Date		
			Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No

5			Describe event being held:
	Date		
			Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No

6			Describe event being held:
	Date		
			Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No

12. Special license date information Continued from Page 2.

7			Describe event being held:
	Date		Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No

8			Describe event being held:
	Date		Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No

LCC-110 (01-23)

9			Describe event being held:
	Date		Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No

10			Describe event being held:
	Date		Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No

11			Describe event being held:
	Date		Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No

12			Describe event being held:
	Date		Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is strongly recommended that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

Part 3 - Special License Fees - Complete the Special License fee calculation on Page 4

For Organizations established less than one year or are municipalities - a \$50.00 Special License base fee for each separate, consecutive day of the event is required. If the event is held on a Sunday and spirits will be served after 12:00 Noon, an additional \$7.50 Sunday Sales Permit (P.M.) fee is required. In addition, if any alcoholic beverages, including beer, wine, and spirits, will be served between 7:00AM and 12:00 Noon, an additional \$160.00 Sunday Sales Permit (A.M.) fee is required. Sunday Sales Permit (A.M.) and/or Sunday Sales Permit (P.M.) fees will be required for each date that is a Sunday. **If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.**

For Organizations established one year or more - a \$25.00 Special License base fee for each separate, consecutive day of the event is required. If the event is held on a Sunday and spirits will be served after 12:00 Noon, an additional \$3.75 Sunday Sales Permit (P.M.) fee is required. In addition, if any alcoholic beverages, including beer, wine, and spirits, will be served between 7:00AM and 12:00 Noon, an additional \$160.00 Sunday Sales Permit (A.M.) fee is required. Sunday Sales Permit (A.M.) and/or Sunday Sales Permit (P.M.) fees will be required for each date that is a Sunday. **If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.**

The fees must be paid by check, bank or postal money order, or by credit card, using the attached Credit Card Authorization Form (LCC-300). Checks and money orders should be made payable to **State of Michigan**.

Part 3 Continued - Special License Fees Calculation

Special License Base Fee: <i>(per Special License requested)</i>	\$25.00	If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses. Make checks payable to: State of Michigan	<i>Leave Blank - MLCC Use Only</i>
x Number of Special Licenses:	2		
= Special License Fees: <i>MLCC Fee Code: 4008</i>	\$50.00		
+ Sunday Sales Permit (P.M.) Fees: <i>MLCC Fee Code: 4032</i>			
+ Sunday Sales Permit (A.M.) Fee: <i>MLCC Fee Code: 4033</i>			
= TOTAL FEES DUE:	\$50.00		

Part 4 - Signatures of Applicant Organization's Officers, Witnesses, and Notary

Pursuant to administrative rule R 436.575, the president and secretary of the organization making application shall sign the application and the signatures shall be notarized. Political candidates only need to sign the president section and have it notarized.

By signing below the applicant organization's officers attest that:

We certify that all profits from the sale of beer, wine and/or spirits or from a wine auction will go to the applicant organization and not to any individual. We further certify that any license issued by the Michigan Liquor Control Commission is a contract subject to suspension or revocation by the Commission, that there shall be no liability on the part of the State of Michigan, the Commission, or any of its officers or employees by reason of such suspension or revocation, and that the granting of the license does not create a vested right.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this license for the sale of alcoholic liquor on the licensed premises.

We certify that the information contained in this form is true and accurate to the best of our knowledge and belief. We agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. We also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is strongly recommended that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

Print Name and <u>Phone Number</u> of President	Signature of President	Date
Print Name of Notary	Signature of Notary	Date
Notary Public, State of Michigan, County of	Acting in the County of	
My commission expires		

Print Name and <u>Phone Number</u> of Secretary	Signature of Secretary	Date
Print Name of Notary	Signature of Notary	Date
Notary Public, State of Michigan, County of	Acting in the County of	
My commission expires		

Part 5 - Local Law Enforcement Approval*

The local law enforcement agency with primary jurisdiction over the event location must complete this section.

Name of law enforcement agency:	
Name & title of reviewing officer:	
Phone number of officer:	Email of officer:
If event will be held on a Sunday, is the sale of alcohol from 7:00am to 12:00 Noon on Sunday allowed in this local governmental unit? ☐ Yes ☐ No	
If the event will be held on a Sunday, is the sale of alcohol after 12:00 Noon on Sunday allowed in this local governmental unit? ☐ Yes ☐ No	
I certify that I have reviewed the application of the applicant organization for a Special License and approve the issuance of a Special License by the Michigan Liquor Control Commission at the proposed event location.	
Signature of Reviewing Officer Date	

Part 6 - Church/School Consent (If Applicable)*

If the event location is located within 500 feet of a church or school, the applicant organization must obtain the consent of the church or school. A church or school within 500 feet of the event location may object based on such the sale of alcohol at the location adversely affecting the church or school's operations. If a proper objection is filed, the Commission shall hold a hearing to determine whether the granting of the application will adversely affect the operation of the church or school.

Name of church or school:	
Address of church or school:	
City:	Zip Code:
Phone number:	Email:
Name of clergy member or superintendent:	
I, the authorized representative of the above named church or school, state that the church or school has no objection to the issuance of a Special License to the applicant organization at its proposed event location.	
Signature of Clergy Member or Superintendent Date	

****Please note: the Commission has the sole and only right to approve or deny this request for a Special License.***

Part 7 - Existing On-Premises Licensee Escrow Request (If Applicable)

If the event location is currently licensed with an on-premises license, the licensee must request that its license be placed into escrow for the date(s) and time(s) of the Special Licenses issued for use at the event location requested on this application. If the existing license would prefer to temporarily drop space from its licensed premises, it must submit a letter to the Commission requesting to drop space temporarily from its licensed premises during the event date(s) and time(s), accompanied by a diagram showing the area where the license will temporarily drop space from its licensed premises to accommodate the applicant organization.

Name of licensee:	Business ID Number:
Type of license held at this location (e.g. Class C, Club, Tavern, etc.):	
Phone number:	Email:
Name of authorized signer for licensee:	
I, the authorized signer, for the above named on-premises licensee, request that the licensee's licenses at this location be placed into escrow during the date(s) and time(s) specified for the Special Licenses issued for use at this location.	
Signature of Authorized Signer for Licensee Date	



Certified Resolution of the Membership or Board of Directors Authorizing the Application for Special License

(Required under Administrative Rule R 436.576 - Not Required for Candidate Committee)

At a ☐ Regular ☐ Special meeting of the ☐ Membership ☐ Board of Directors

called to order by _____ on _____ at _____
(Date) (Time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from _____
(Name of Organization)

for a Special License to serve alcohol on _____
(Event Date or Dates)

to be located at _____
(Physical Address - Include Location Name, Street Address, City, State, & Zip Code)

It is the consensus of this body that the application be _____ for issuance.
(Recommended or Not Recommended)

Approval Vote Tally

Yeas: _____

Nays: _____

Absent: _____

Certification by Authorized Officer of Organization:

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the

☐ Membership ☐ Board of Directors at a ☐ Regular ☐ Special meeting held on _____
(Date)

Print Name & Title of Authorized Officer

Signature of Authorized Officer

Date



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Mailing Address: P.O. Box 30005, Lansing, MI 48909
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
Request ID: _____
(For MLCC Use Only)

Wine Auction Special License Wine Donation Record

List the name and address of each person that has donated wine to the applicant organization for the wine auction and list the brand(s) and quantity donated. The applicant organization shall not accept donations of wine from a business licensed by the Michigan Liquor Control Commission. An authorized officer of the applicant organization must sign this donation record form.

Applicant organization:			Wine auction date:
Donor Name	Donor Address	Wine Brand(s) Donated	Quantity Donated

Signature of Authorized Officer

I hereby certify that all persons listed above have donated wine to the applicant organization listed above for this wine auction, to be conducted pursuant to the Michigan Liquor Control Code, MCL 436.1527. The persons listed above have donated wine to the applicant organization as individuals and not for or on behalf of any retail or nonretail business licensed by the Michigan Liquor Control Commission.

Print Name of Authorized Officer Signature of Authorized Officer Date



Michigan Department of Licensing and Regulatory Affairs
Finance and Administrative Services
Revenue Services

LARA Revenue Services **is not** a part of
the Michigan Liquor Control
Commission (see note below).

Credit Card Authorization Form

**** FAX COMPLETED FORM TO SECURE FAX LINE: 517-284-8557 ****

**** DO NOT EMAIL OR MAIL THIS FORM ****

Requests with credit card payments that are not faxed to the above secure fax line will be destroyed along with the credit card authorization in order to ensure the security of applicants' personal credit card numbers.

****IF YOU ARE NOT SUBMITTING AN APPLICATION FORM WITH THIS CREDIT CARD AUTHORIZATION, YOU MUST PROVIDE AN ITEMIZATION OF THE FEES FOR WHICH YOU ARE SUBMITTING PAYMENT OR YOUR PAYMENT WILL NOT BE PROCESSED****

Name on Card: _____

Payment Amount: _____

Billing Address: _____

Card Number: _____

City: _____ State: _____ Zip Code: _____

Check One:

Phone: _____

☐ MasterCard ☐ Visa ☐ Discover ☐ American Express

Email: _____

Security Code/CVV Code: _____

Applicant/Licensee Name: _____ Request or Business ID #: _____

Expiration Date: _____

Payment is for: _____

Signature _____

IF YOU ARE NOT SUBMITTING AN APPLICATION FORM WITH THIS CREDIT CARD AUTHORIZATION, YOU MUST PROVIDE AN ITEMIZATION OF THE FEES FOR WHICH YOU ARE SUBMITTING PAYMENT OR YOUR PAYMENT WILL NOT BE PROCESSED.

Credit Card Payment Itemization:

Fee Type	Fee Amount	MLCC Fee Code
☐ Inspection Fee(s):	_____	4036
☐ Special License Fee(s):	_____	4008
☐ Temporary Authorization Fee:	_____	4037
☐ License Renewal Fee(s):	_____	4004
☐ Manufacturer License(s):	_____	4038
☐ Wholesaler License(s):	_____	4085
☐ New Retailer License(s):	_____	4012
☐ Transfer Retailer License(s):	_____	4034
☐ Conditional License	_____	4012
☐ New Add Bar ☐ Transfer Add Bar:	_____	4012/4034
☐ Sunday Sales Permit (AM):	_____	4033
☐ Sunday Sales Permit (PM):	_____	4032
☐ Catering Permit:	_____	4031

LARA Revenue Services **is not** a part of the Michigan Liquor Control Commission (MLCC). Receipt of payment and application forms by LARA Revenue Services does not constitute receipt of an application by the MLCC. **Applications submitted through LARA Revenue Services may take up to two (2) additional business days to be received by the MLCC after receipt by LARA Revenue Services.**

For requests that require a timely receipt of an application by the MLCC to be processed, such as Special Licenses and temporary requests, please ensure that your application will be received in adequate time to be processed by the MLCC after the payment is received and processed by LARA Revenue Services.