

GAINES CHARTER

TOWNSHIP

Board of Trustees Meeting
8555 Kalamazoo Ave., SE
Caledonia, MI 49316
Township Board Room
Monday, July 14, 2025 ~ Time: 6:00 PM

1. **Opening Prayer ~ Trustee VanderStel**
2. **Pledge of Allegiance**
3. **Call to Order and Attendance ~**
Supervisor Terpstra is absent with notice. Clerk, Michael A. Brew, will open the meeting. The Township Board will then nominate and vote on a substitute Chair for this meeting.
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. Gaines Charter Township Fire Department June 2025 Run Report
[2025_07_09_2025 June GTFD Monthly Report.pdf](#)
 - b. Community Policing Officer's June 2025 Report
[KCSO Township Monthly June 2025.pdf](#)
 - c. LGROW Seasonal Newsletter
[LGROWseasonalnewsletter.pdf](#)
 - d. Parks & Trails Meeting Minutes
[Parks & Trails Draft Minutes June 17 2025.pdf](#)
 - e. Building Department June 2025 Revenue Report
[Bldg Dept June 2025 Revenue Summary \(pg.1\) June 2025.pdf](#)
 - f. 2nd Qtr. Expenditure Reports
[101-General Fund 2nd qtr Rev&Exp.pdf](#)
[205-Public Safety RevandExp.pdf](#)
[549 Bldg Inspections 2nd Qtr Rev & Exp Report.pdf](#)
[590-591 Water & Sewer 2nd Qtr Rev&Exp.pdf](#)
8. **Scheduled Speakers**
 - a. KDL Annual Report to Board of Trustees

- b. Natural Resources Inventory Update
Digital Audio/Visual Presentation

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**

- a. Public Hearing ~ Authentix Gaines Planned Unit Development Rezoning
- b. Public Hearing ~ 1264 100th Street SE Rezoning

11. **Consent Agenda**

- a. Draft Minutes 06_09_2025 Board of Trustees Meeting
[Draft Minutes 06-09-2025.pdf](#)
- b. Treasurer's Financial Report
- c. June 2025 Check Registers

June 2025 General Ledger (101) Check Register	\$103,722.17
June 2025 Public Safety (205) Check Register	\$144,610.40
June 2025 Building Inspections (549) Check Register	\$ 20,241.04
June 2025 Water & Sewer (590&591) Check Registers	<u>\$899,557.76</u>

TOTAL **\$1,168,131.37**

[101 General Fund June 2025 Check Register.pdf](#)
[205-Public Safety June 2025 Check Registerxlsx.pdf](#)
[549-Building Inspections June 2025 Check register.pdf](#)
[590-591 - Water & Sewer June 2025 Check Register.pdf](#)

12. **New Business**

- a. Authentix Gaines PUD Rezoning
[Planning Gaines PUD Rezone and Site Plan Board Packet 07_14_25.pdf](#)
- b. Rezone 1264 100th Street
[Planning1264 100th St ARR to VR Rezone- 07_14_25 Board Packet.pdf](#)
- c. Preliminary Major Condo-Dutton Center Phase 2
[Planning Dutton Center Phase 2 Prelim Major Condo Packet.pdf](#)
- d. Zoning Ordinance Text Amendment - EMC Signs
[Planning 07_14_25- Ch 24.80 Text Amendment Board Memo.pdf](#)
- e. Code of Ordinances Text Amendment - Early Starts
[Memo - Early Start Provisions for Multi-Family Projects.pdf](#)
[Gaines Charter Twp - Infrastructure - Partial Completion Agreements \(outline\).pdf](#)

- f. Tentative Preliminary Plat-Hoffman Meadows Phase 3
[07_14_25- Hoffman Meadows Phs 3 TPP Board Packet.pdf](#)
- g. Prairie Wolf Station Water & Sewer Contract
[PrairieWolfStationWSContract.pdf](#)
- h. DNR Cooperative Mutual Aid Fire Control Agreement
[Memo - DNR Mutual Aid Agreement.pdf](#)
[2023 Mutual Aid agreement - PR4274 \(002\).pdf](#)
- i. Cummins Generator Maintenance Agreement
[Memo - Cummins Generator PM Agreement.pdf](#)
[Cummins - Generator Planned Maintenance Quote.pdf](#)
- j. Taste of Gaines - Funding Request
[MEMO Taste of Gaines Funding.pdf](#)
- k. Taste of Gaines Special Event Liquor Licenses
[Memo-Special Event Liquor Licenses for Taste of Gaines.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:

July 28, 2025 - 5:30 PM

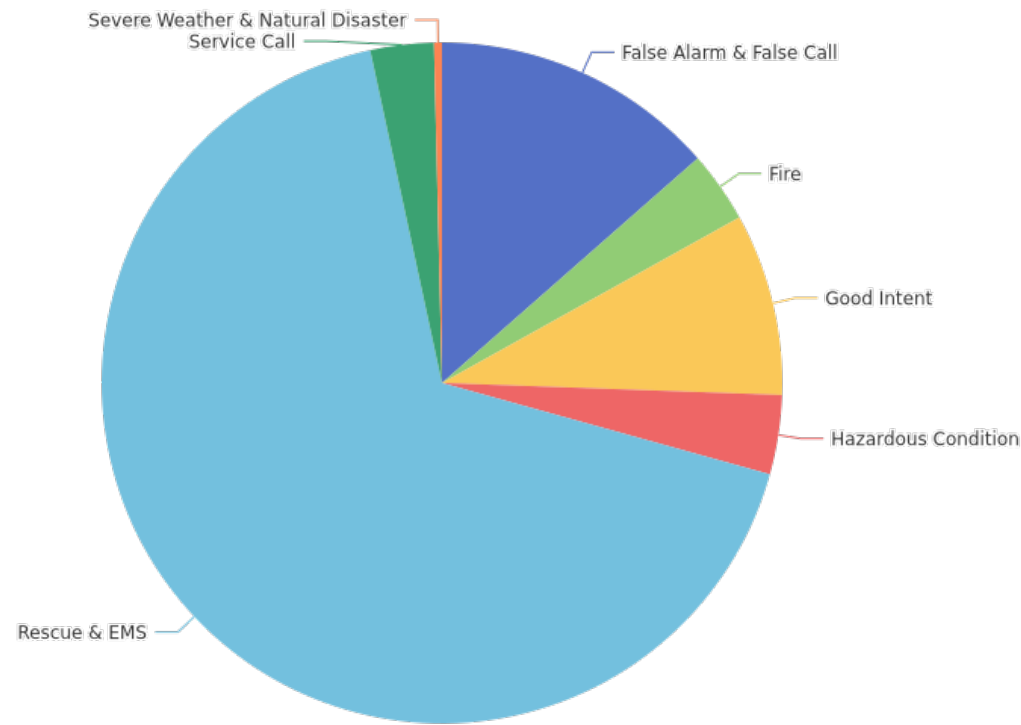
and August 11, 2025 - 6:00 PM

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****



Incident Type Summary - Monthly



Incident Type Summary - Monthly

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



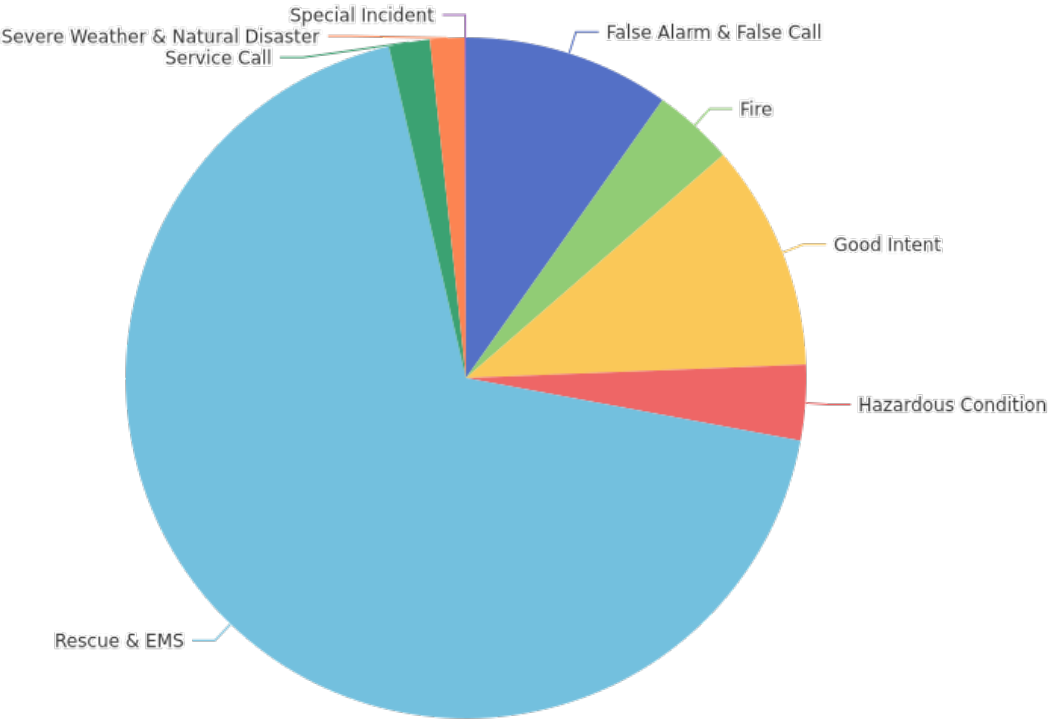
INCIDENT TYPE SERIES NAME	JUN 2025	TOTAL FOR MONTH	PERCENT
Rescue & EMS	179	179	67.29%
False Alarm & False Call	36	36	13.53%
Good Intent	23	23	8.65%
Hazardous Condition	10	10	3.76%
Fire	9	9	3.38%
Service Call	8	8	3.01%
Severe Weather & Natural Disaster	1	1	0.38%
Total	266	266	100.00%

Description: This report counts the number of incidents within each high-level NFIRS grouping. This report includes incidents for last month

Criteria: PSAP Call Date/Time between 2025-06-01 00:00:00 and 2025-06-30 00:00:00



Incident Type Summary YTD



Incident Type Summary YTD

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



INCIDENT TYPE SERIES NAME	JAN 2025	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUN 2025	TOTAL YTD	PERCENT
False Alarm & False Call	31	24	21	18	26	36	156	9.80%
Fire	8	7	12	13	12	9	61	3.83%
Good Intent	28	36	24	25	35	23	171	10.74%
Hazardous Condition	8	8	16	4	11	10	57	3.58%
Rescue & EMS	223	172	165	152	198	179	1089	68.40%
Service Call	5	1	4	4	9	8	31	1.95%
Severe Weather & Natural Disaster	1		9	1	14	1	26	1.63%
Special Incident	1						1	0.06%
Total	305	248	251	217	305	266	1592	100.00%

Description: This report counts the number of incidents within each high-level NFIRS grouping. This report includes incidents YTD

Criteria: PSAP Call Date/Time between 2025-01-01 00:00:00 and 2025-06-30 00:00:00



Response Zone Summary Report - Monthly

RESPONSE ZONE	JUN 2025	TOTAL	PERCENT OF TOTAL
Byron Township	83	83	31.20%
Zone 1U	61	61	22.93%
Zone 4U	43	43	16.17%
Zone 2S	20	20	7.52%
Zone 3S	15	15	5.64%
Zone 7S	12	12	4.51%
Zone 5S	11	11	4.14%
Zone 6R	6	6	2.26%
Zone 8R	3	3	1.13%
Zone 10R	3	3	1.13%
Kentwood FD	2	2	0.75%
Byron Township FD	2	2	0.75%
Zone 9R	2	2	0.75%
Leighton Twp FD	1	1	0.38%
Zone 12R	1	1	0.38%
Caledonia Twp FD	1	1	0.38%
Total	266	266	100.00%

Criteria: PSAP Call Date/Time between 2025-06-01 00:00:00 and 2025-06-30 00:00:00



Response Zone Summary Report -YTD

RESPONSE ZONE	JAN 2025	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUN 2025	TOTAL	PERCENT OF TOTAL
Byron Township		71	76	44	74	83	348	27.04%
Zone 1U		51	54	58	81	61	305	23.70%
Zone 4U		46	35	35	51	43	210	16.32%
Zone 2S		21	24	15	22	20	102	7.93%
Zone 3S		9	13	12	16	15	65	5.05%
Zone 7S		13	10	11	14	12	60	4.66%
Zone 5S		9	8	8	12	11	48	3.73%
Zone 10R		4	12	7	10	3	36	2.80%
Zone 6R		5	4	12	7	6	34	2.64%
Zone 12R		5		5	5	1	16	1.24%
Kentwood FD		6	1	1	6	2	16	1.24%
Zone 11R			7	4	2		13	1.01%
Zone 9R		4	2	1	2	2	11	0.85%
Zone 8R		2	1	1	1	3	8	0.62%
Byron Township FD		1	2	1	1	2	7	0.54%
Caledonia Twp FD		1	1	1		1	4	0.31%
Leighton Twp FD			1	1		1	3	0.23%
Wyoming FD					1		1	0.08%

Response Zone Summary Report -YTD

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

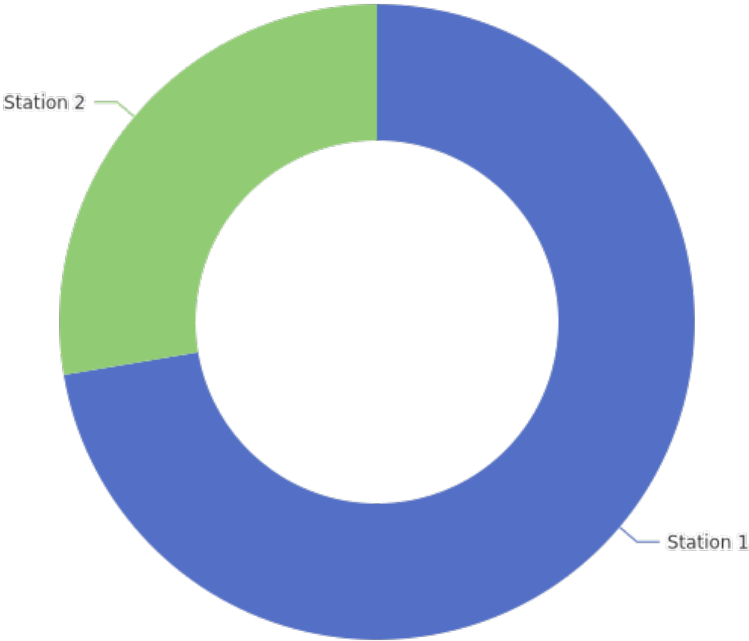


RESPONSE ZONE	JAN 2025	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUN 2025	TOTAL	PERCENT OF TOTAL
(NULL)	305							0.00%
Total	305	248	251	217	305	266	1287	100.00%

Criteria: PSAP Call Date/Time between 2025-01-01 00:00:00 and 2025-06-30 00:00:00



Incident Count by Station - YTD



Incident Count by Station - YTD

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

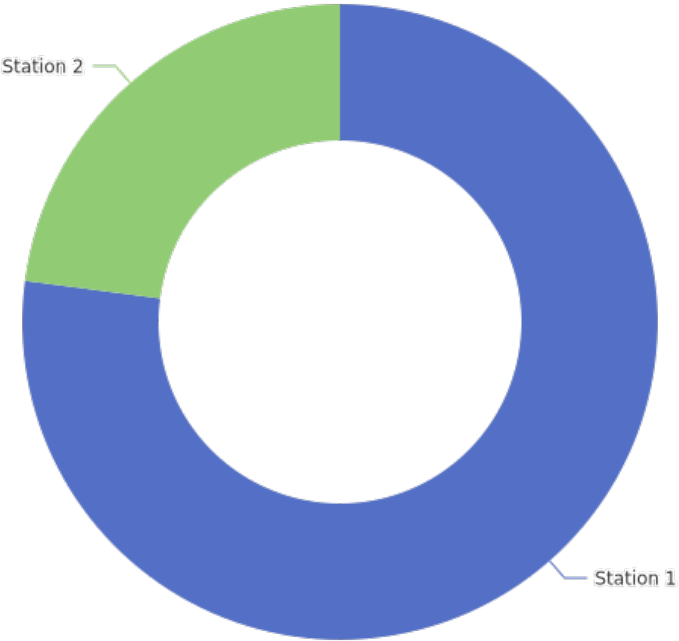


FIRE STATION	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUN 2025	INCIDENT COUNT	PERCENT OF TOTAL
Station 1	177	172	146	231	205	931	72.34%
Station 2	71	79	71	74	61	356	27.66%
Total	248	251	217	305	266	1287	100.00%

Criteria: PSAP Call Date/Time between 2025-02-01 00:00:00 and 2025-06-30 00:00:00



Incident Count by Station - Monthly



Incident Count by Station - Monthly

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

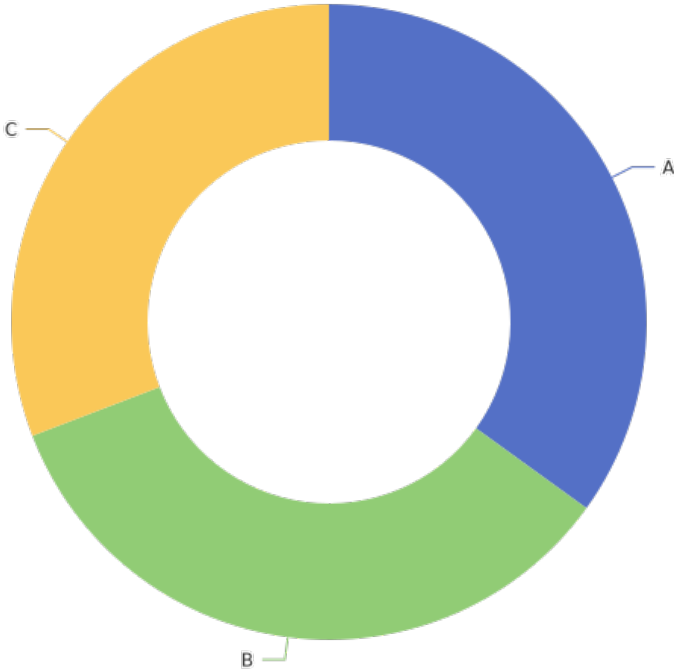


FIRE STATION	JUN 2025	INCIDENT COUNT	PERCENT OF TOTAL
Station 1	205	205	77.07%
Station 2	61	61	22.93%
Total	266	266	100.00%

Criteria: PSAP Call Date/Time between 2025-06-01 00:00:00 and 2025-06-30 00:00:00



Incident Count by Shift - Monthly



Incident Count by Shift - Monthly

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

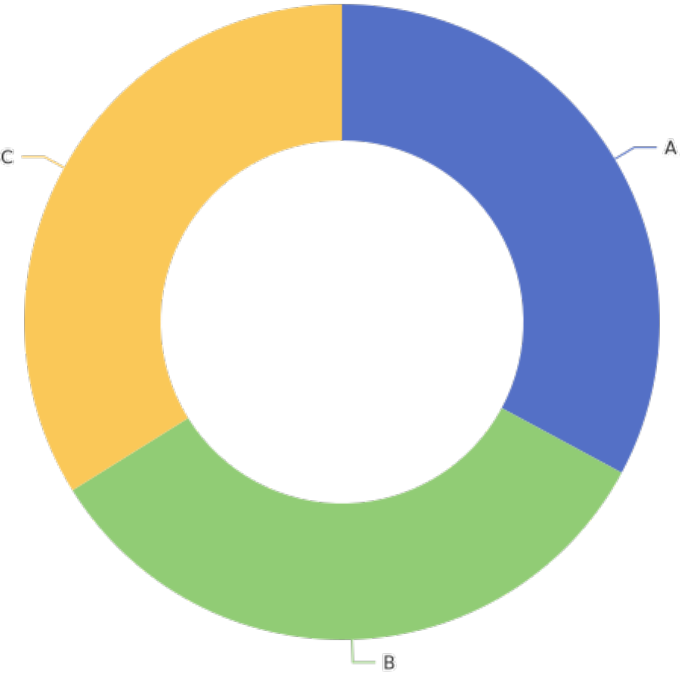


SHIFT NAME	JUN 2025	INCIDENT COUNT	PERCENT OF TOTAL
A	93	93	34.96%
B	91	91	34.21%
C	82	82	30.83%
Total	266	266	100.00%

Criteria: PSAP Call Date/Time between 2025-06-01 00:00:00 and 2025-06-30 00:00:00



Incident Count by Shift - YTD



Incident Count by Shift - YTD

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

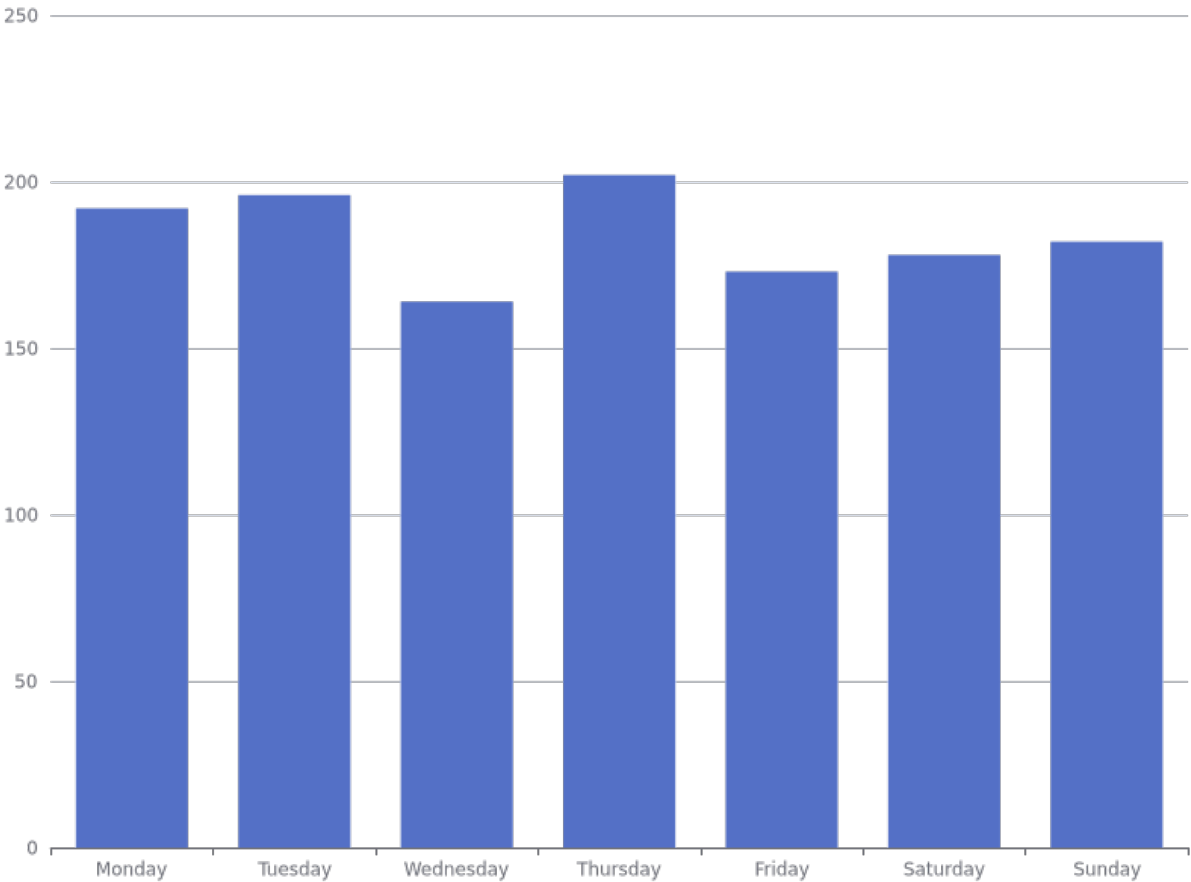


SHIFT NAME	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUN 2025	INCIDENT COUNT	PERCENT OF TOTAL
A	72	93	77	88	93	423	32.87%
B	95	72	71	99	91	428	33.26%
C	81	86	69	118	82	436	33.88%
Total	248	251	217	305	266	1287	100.00%

Criteria: PSAP Call Date/Time between 2025-02-01 00:00:00 and 2025-06-30 00:00:00



Count of Incidents by Day of Week - YTD



Count of Incidents by Day of Week - YTD

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

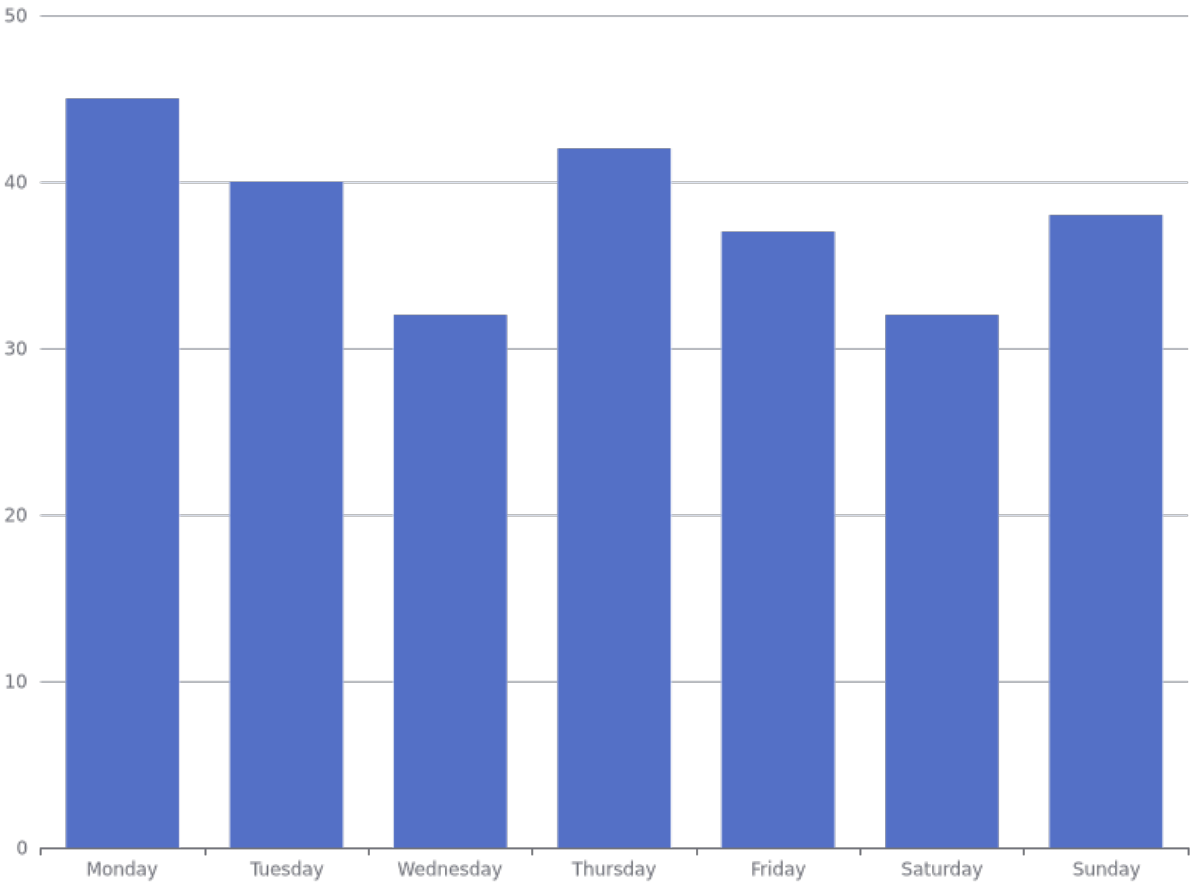


PSAP CALL DATE/TIME	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUN 2025	TOTAL
Monday	32	43	28	44	45	192
Tuesday	48	31	44	33	40	196
Wednesday	30	35	35	32	32	164
Thursday	39	34	26	61	42	202
Friday	40	20	27	49	37	173
Saturday	29	36	32	49	32	178
Sunday	30	52	25	37	38	182
Total	248	251	217	305	266	1287

Criteria: PSAP Call Date/Time between 2025-02-01 00:00:00 and 2025-06-30 00:00:00



Count of Incidents by Day of Week - Monthly



Count of Incidents by Day of Week - Monthly

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

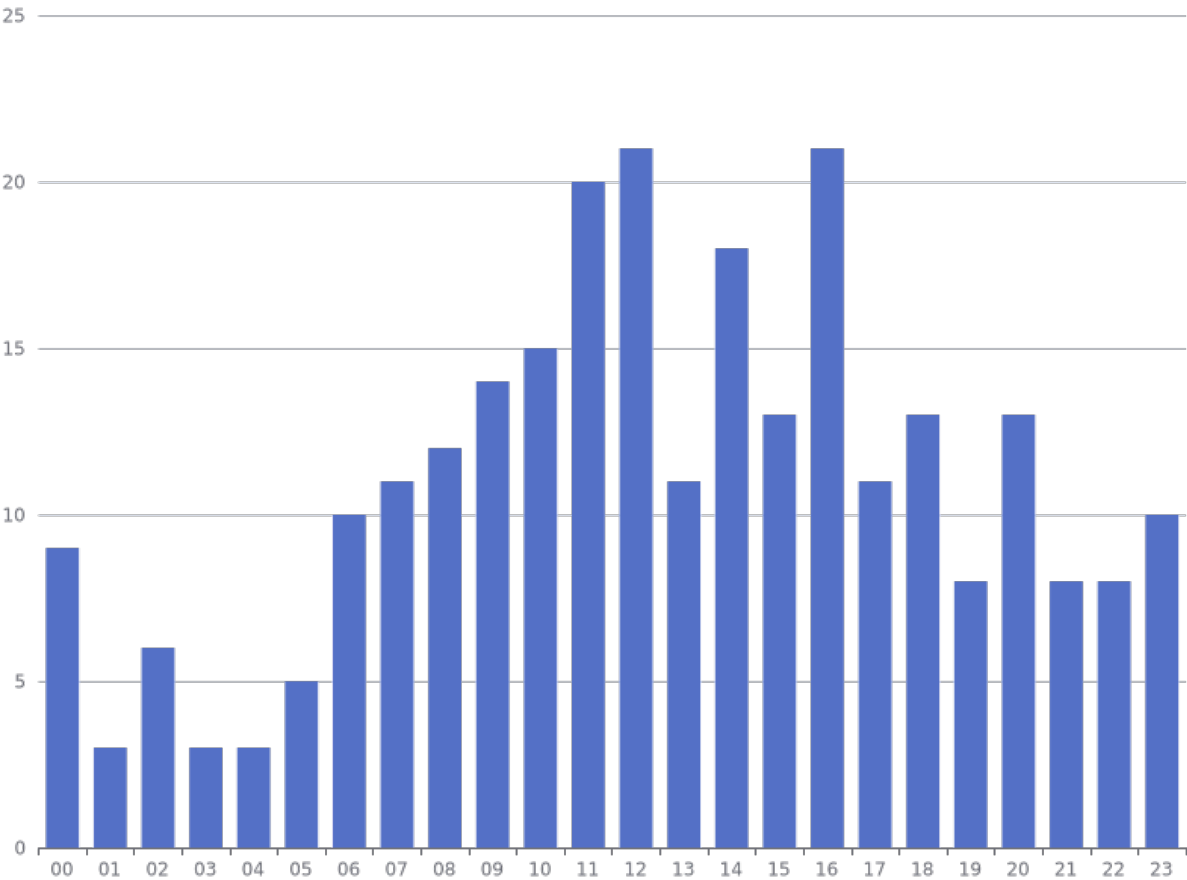


PSAP CALL DATE/TIME	JUN 2025	TOTAL
Monday	45	45
Tuesday	40	40
Wednesday	32	32
Thursday	42	42
Friday	37	37
Saturday	32	32
Sunday	38	38
Total	266	266

Criteria: PSAP Call Date/Time between 2025-06-01 00:00:00 and 2025-06-30 00:00:00



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



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

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



PSAP CALL DATE/TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	TOTAL
00	3		1		3		2	9
01					1	2		3
02	1			2	1	2		6
03		1			1		1	3
04				2			1	3
05		1		2	1		1	5
06	1	5	1	1	1		1	10
07	3	3	1		2	1	1	11
08	2	1	2		3	2	2	12
09	2	1	2	3	1	3	2	14
10	1	6		1	2	2	3	15
11	5	2	2	3	4		4	20
12	5	3	4	3		4	2	21
13	2	1	2	1	3	1	1	11
14	4	1	5	2	2	3	1	18
15	3	3	2	2	2		1	13
16	1	2	3	6	2	4	3	21
17	2	4	1	1		1	2	11
18	2	5	1	1	1	1	2	13
19	1		1	4	2			8

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

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

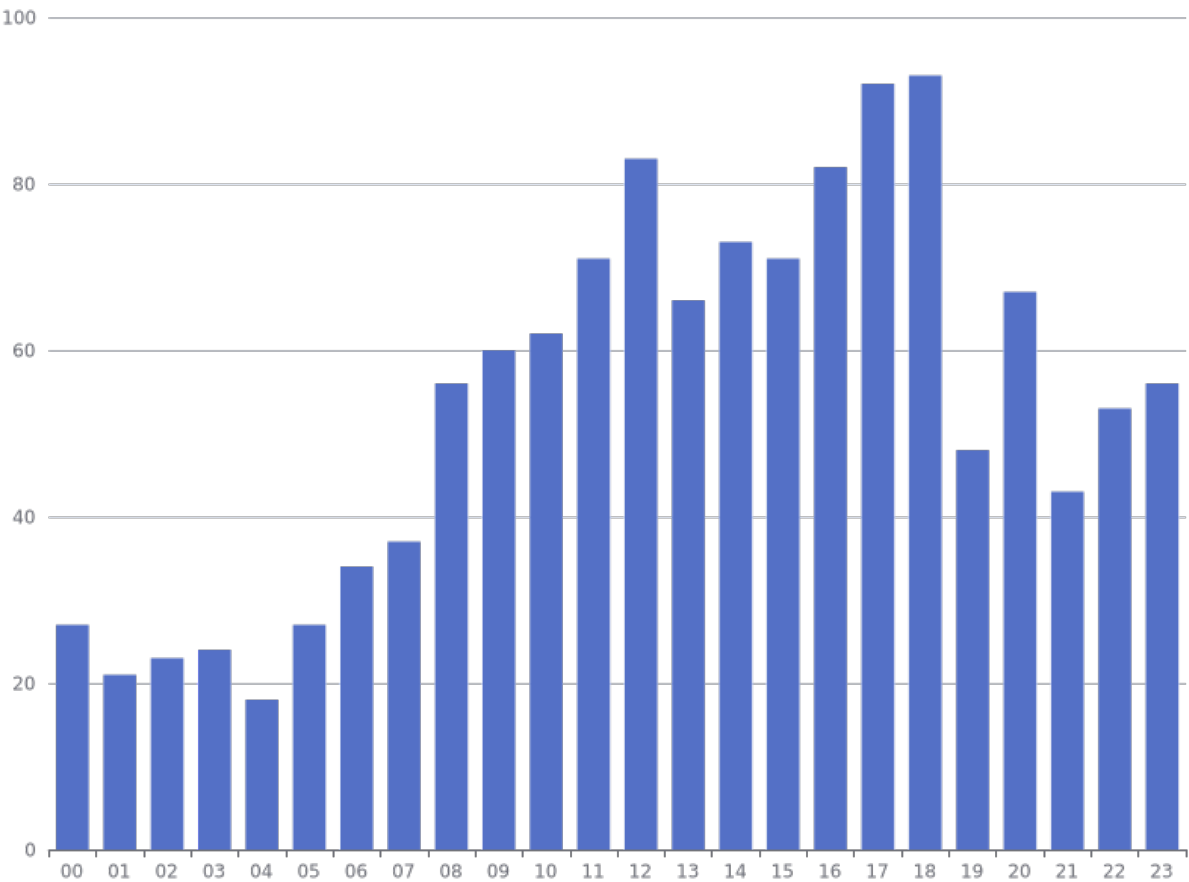


PSAP CALL DATE/TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	TOTAL
20			2	3	2	2	4	13
21	3			2	1	1	1	8
22	2	1	1		1	1	2	8
23	2		1	3	1	2	1	10
Total	45	40	32	42	37	32	38	266

Criteria: PSAP Call Date/Time between 2025-06-01 00:00:00 and 2025-06-30 00:00:00



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



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

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



PSAP CALL DATE/TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	TOTAL
00	5	2	4	5	5	2	4	27
01	2	1	1	2	4	7	4	21
02	1	5	3	3	4	3	4	23
03	3	5	2	4	2	3	5	24
04	1	5	3	4	4		1	18
05	7	4	4	3	4	3	2	27
06	5	8	2	5	7	2	5	34
07	5	9	6	7	5	3	2	37
08	10	12	7	5	8	8	6	56
09	7	12	8	9	5	7	12	60
10	8	15	8	11	5	9	6	62
11	14	6	8	12	8	8	15	71
12	13	11	12	14	10	13	10	83
13	13	13	10	5	11	10	4	66
14	13	11	10	7	10	14	8	73
15	17	9	8	6	9	12	10	71
16	14	14	11	19	9	12	3	82
17	11	16	8	15	12	12	18	92
18	12	17	14	8	9	9	24	93
19	6	1	9	10	8	8	6	48

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

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

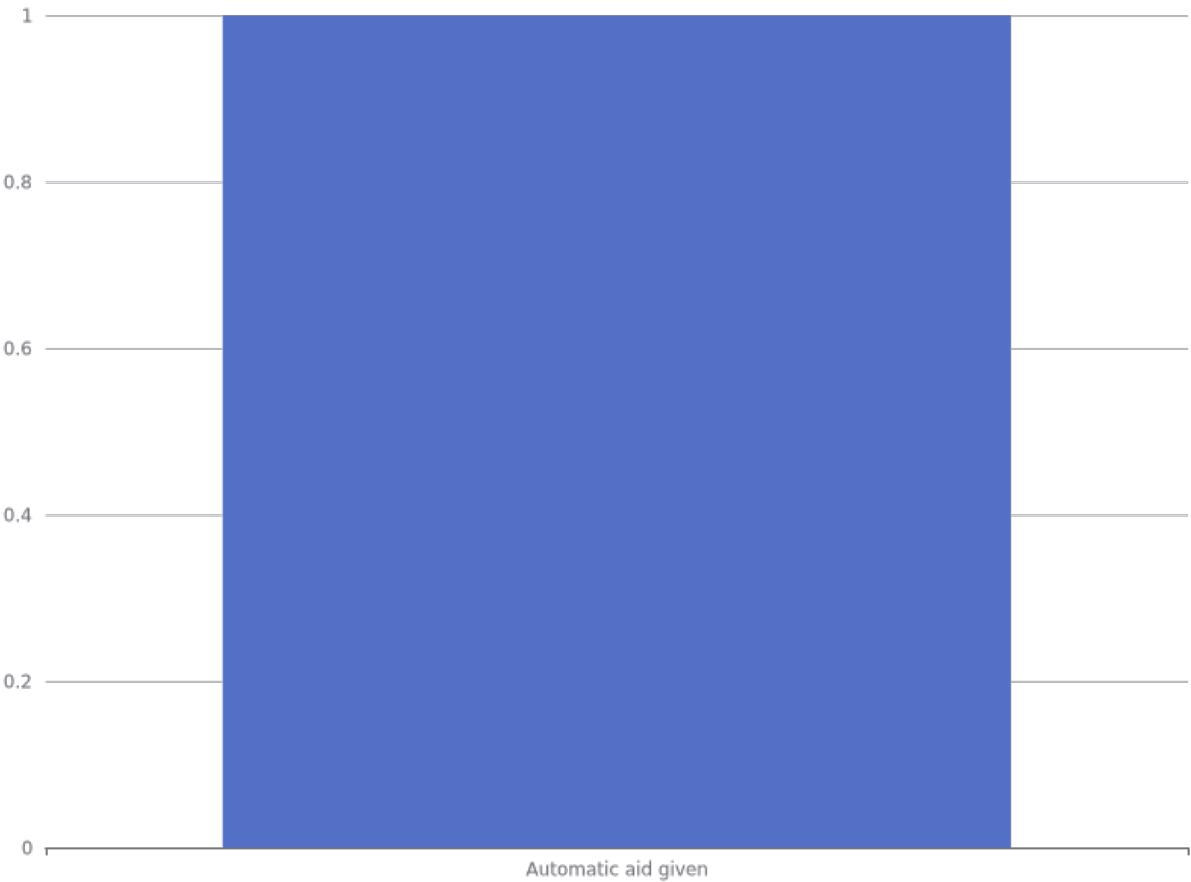


PSAP CALL DATE/TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	TOTAL
20	3	12	8	14	13	6	11	67
21	8	4	4	9	5	7	6	43
22	8	2	8	7	8	11	9	53
23	6	2	6	18	8	9	7	56
Total	192	196	164	202	173	178	182	1287

Criteria: PSAP Call Date/Time between 2025-02-01 00:00:00 and 2025-06-30 00:00:00



Aid Given (Auto/Mutual) - Monthly



Aid Given (Auto/Mutual) - Monthly

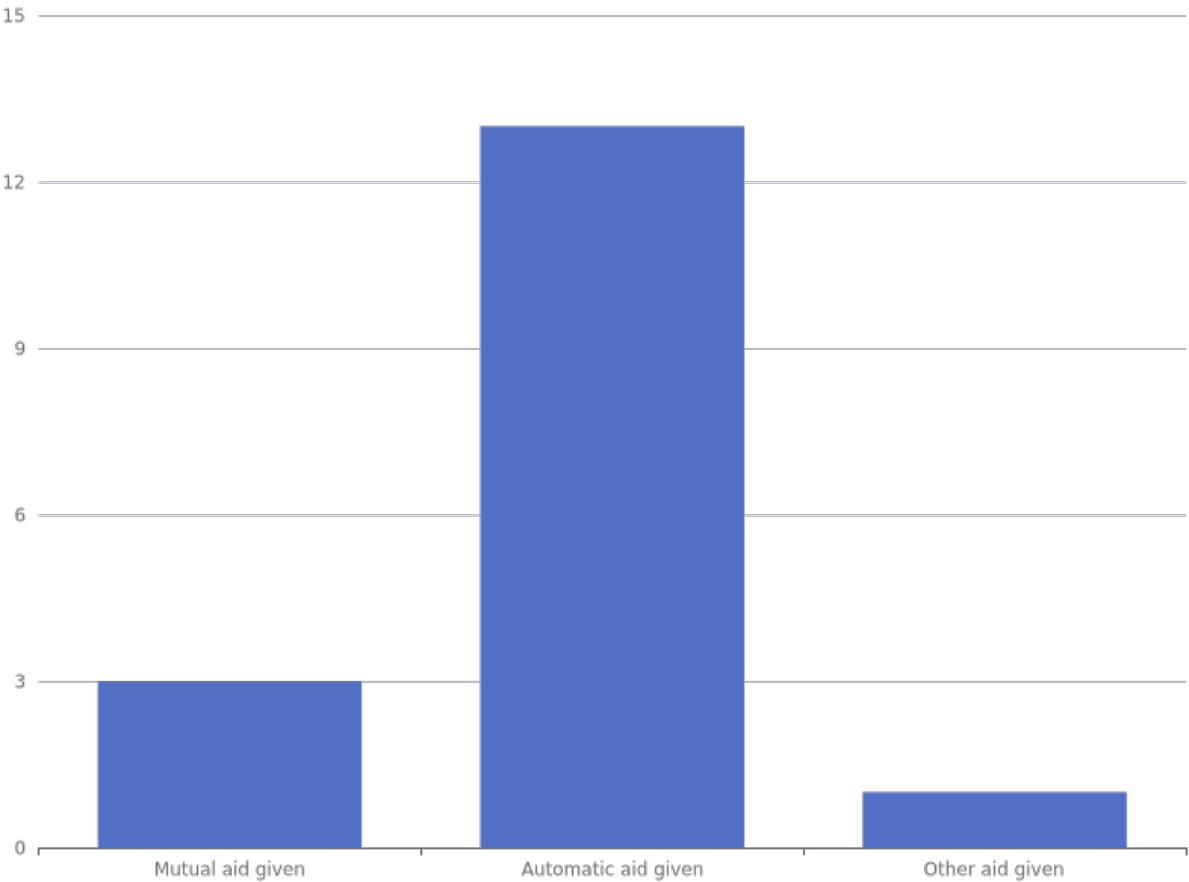
Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316



AID DEPARTMENT NAME	AUTOMATIC AID GIVEN	TOTAL
Caledonia FD	1	1
Total	1	1



Aid Given (Auto/Mutual) - YTD



Aid Given (Auto/Mutual) - YTD

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



AID DEPARTMENT NAME	MUTUAL AID GIVEN	AUTOMATIC AID GIVEN	OTHER AID GIVEN	TOTAL
Byron Twp FD		2	1	3
Caledonia FD	1	2		3
Kentwood FD	2	6		8
Leighton Twp FD		2		2
Wyoming FD		1		1
Total	3	13	1	17



Aid Given Detail Report - Monthly

Caledonia FD			
PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID TYPE
2025-06-10 05:19:38	111 - Building fire	Station 2	Automatic aid given



Aid Given Detail Report - YTD

Byron Twp FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID TYPE
2025-02-09 22:22:10	121 - Fire in mobile home used as fixed residence	Station 1	Automatic aid given
2025-03-03 12:27:24	445 - Arcing, shorted electrical equipment	Station 1	Automatic aid given

Caledonia FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID TYPE
2025-02-04 16:53:13	322 - Motor vehicle accident with injuries	Station 2	Mutual aid given
2025-03-13 18:42:03	651 - Smoke scare, odor of smoke	Station 2	Automatic aid given
2025-06-10 05:19:38	111 - Building fire	Station 2	Automatic aid given

Kentwood FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID TYPE
2025-02-01 17:45:50	651 - Smoke scare, odor of smoke	Station 1	Automatic aid given
2025-02-22 18:24:30	111 - Building fire	Station 1	Automatic aid given
2025-05-04 15:25:19	653 - Smoke from barbecue, tar kettle	Station 1	Automatic aid given
2025-05-11 20:23:31	651 - Smoke scare, odor of smoke	Station 2	Automatic aid given
2025-05-11 20:48:37	322 - Motor vehicle accident with injuries	Station 2	Mutual aid given
2025-05-18 18:07:22	322 - Motor vehicle accident with injuries	Station 1	Mutual aid given
2025-05-20 14:50:04	445 - Arcing, shorted electrical equipment	Station 2	Automatic aid given
2025-05-20 20:59:25	113 - Cooking fire, confined to container	Station 2	Automatic aid given

Leighton Twp FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID TYPE
2025-03-21 20:35:38	111 - Building fire	Station 2	Automatic aid given
2025-04-17 10:13:30	111 - Building fire	Station 2	Automatic aid given

Wyoming FD

Aid Given Detail Report - YTD

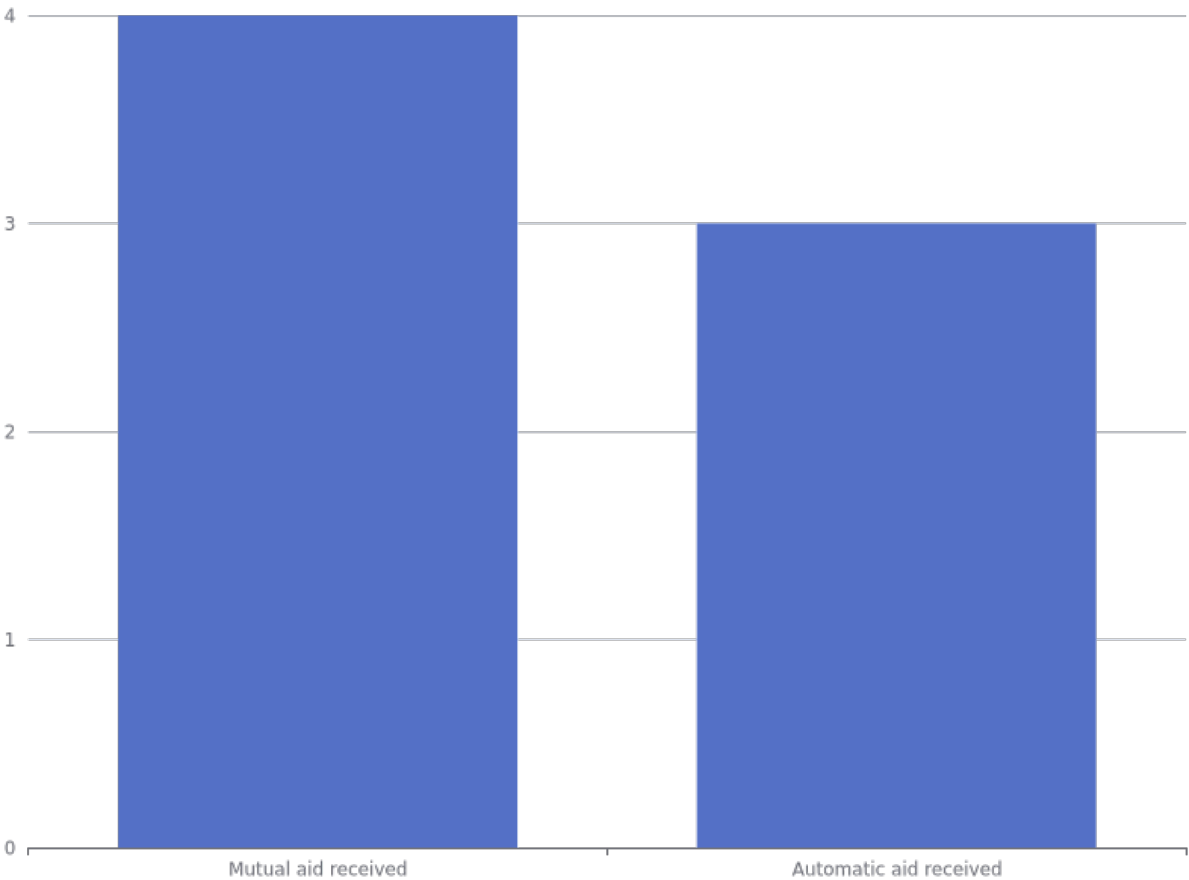
Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316



PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID TYPE
2025-05-12 05:40:42	324 - Motor vehicle accident with no injuries.	Station 1	Automatic aid given



Aid Received (Auto/Mutual) - Monthly



Aid Received (Auto/Mutual) - Monthly

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



AID RECEIVED DEPARTMENT NAME(S) LIST	MUTUAL AID RECEIVED	AUTOMATIC AID RECEIVED	TOTAL
Byron Twp FD	2		2
Caledonia FD	1		1
Kentwood FD	1	1	2
Kentwood FD, Wyoming FD		1	1
Wyoming FD		1	1
Total	4	3	7



Aid Received Detail Report - Monthly

Byron Twp FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID RECEIVED TYPE	TOTAL MUTUAL AID PERSONNEL
2025-06-01 08:15:15	714 - Central station, malicious false alarm	Station 1	Mutual aid received	3
2025-06-24 10:11:32	321 - EMS call, excluding vehicle accident with injury	Station 1	Mutual aid received	2

Caledonia FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID RECEIVED TYPE	TOTAL MUTUAL AID PERSONNEL
2025-06-09 12:27:29	322 - Motor vehicle accident with injuries	Station 2	Mutual aid received	4

Kentwood FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID RECEIVED TYPE	TOTAL MUTUAL AID PERSONNEL
2025-06-08 05:55:59	111 - Building fire	Station 1	Automatic aid received	4
2025-06-13 11:38:11	321 - EMS call, excluding vehicle accident with injury	Station 1	Mutual aid received	2

Kentwood FD, Wyoming FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID RECEIVED TYPE	TOTAL MUTUAL AID PERSONNEL
2025-06-17 22:18:11	442 - Overheated motor	Station 1	Automatic aid received	8

Wyoming FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID RECEIVED TYPE	TOTAL MUTUAL AID PERSONNEL
2025-06-15 16:51:20	324 - Motor vehicle accident with no injuries.	Station 1	Automatic aid received	3



Aid Received Detail Report - YTD

Byron Twp FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID RECEIVED TYPE	TOTAL MUTUAL AID PERSONNEL
2025-03-22 15:22:57	745 - Alarm system activation, no fire - unintentional	Station 1	Mutual aid received	2
2025-03-24 22:17:14	114 - Chimney or flue fire, confined to chimney or flue	Station 1	Automatic aid received	2
2025-03-26 10:16:37	745 - Alarm system activation, no fire - unintentional	Station 1	Mutual aid received	1
2025-04-07 12:16:07	324 - Motor vehicle accident with no injuries.	Station 1	Mutual aid received	2
2025-06-01 08:15:15	714 - Central station, malicious false alarm	Station 1	Mutual aid received	3
2025-06-24 10:11:32	321 - EMS call, excluding vehicle accident with injury	Station 1	Mutual aid received	2

Byron Twp FD, Kentwood FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID RECEIVED TYPE	TOTAL MUTUAL AID PERSONNEL
2025-02-05 17:07:32	121 - Fire in mobile home used as fixed residence	Station 1	Automatic aid received	8
2025-02-21 18:19:01	111 - Building fire	Station 1	Automatic aid received	8
2025-03-10 19:12:55	121 - Fire in mobile home used as fixed residence	Station 1	Automatic aid received	8
2025-04-16 05:32:02	111 - Building fire	Station 1	Automatic aid received	9

Byron Twp FD, Kentwood FD, Wyoming FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID RECEIVED TYPE	TOTAL MUTUAL AID PERSONNEL
2025-04-10 22:31:32	1112 - Building Fire Multi Family	Station 1	Automatic aid received	10

Caledonia FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID RECEIVED TYPE	TOTAL MUTUAL AID PERSONNEL
2025-03-05 08:12:09	541 - Animal problem	Station 2	Mutual aid received	4

Aid Received Detail Report - YTD

Gaines Charter TWP FD MI

Address: 3471 68th St SE, Caledonia, MI, 49316



2025-05-24 22:47:01	622 - No incident found on arrival at dispatch address	Station 2	Mutual aid received	2
2025-05-27 16:05:32	324 - Motor vehicle accident with no injuries.	Station 2	Mutual aid received	2
2025-06-09 12:27:29	322 - Motor vehicle accident with injuries	Station 2	Mutual aid received	4

Kentwood FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID RECEIVED TYPE	TOTAL MUTUAL AID PERSONNEL
2025-02-12 18:18:08	111 - Building fire	Station 2	Automatic aid received	4
2025-02-17 19:45:38	113 - Cooking fire, confined to container	Station 1	Automatic aid received	5
2025-02-18 06:57:33	622 - No incident found on arrival at dispatch address	Station 1	Automatic aid received	4
2025-02-25 03:51:54	441 - Heat from short circuit (wiring), defective/worn	Station 1	Automatic aid received	5
2025-03-09 18:16:58	111A - Building Fire Single Family	Station 1	Automatic aid received	5
2025-03-09 20:49:08	151 - Outside rubbish, trash or waste fire	Station 1	Automatic aid received	4
2025-03-10 18:04:38	1112 - Building Fire Multi Family	Station 1	Automatic aid received	5
2025-03-14 18:45:30	151 - Outside rubbish, trash or waste fire	Station 1	Automatic aid received	5
2025-03-14 18:45:30	121 - Fire in mobile home used as fixed residence	Station 1	Automatic aid received	5
2025-03-21 19:35:51	321 - EMS call, excluding vehicle accident with injury	Station 2	Mutual aid received	2
2025-03-24 06:52:47	161 - Outside storage fire	Station 1	Automatic aid received	5
2025-03-29 14:29:46	445 - Arcing, shorted electrical equipment	Station 1	Automatic aid received	3
2025-04-07 22:07:25	142 - Brush or brush-and-grass mixture fire	Station 1	Automatic aid received	5
2025-04-13 17:17:35	111 - Building fire	Station 2	Automatic aid received	4
2025-04-13 17:23:03	352 - Extrication of victim(s) from vehicle	Station 2	Mutual aid received	5
2025-04-18 12:27:11	322 - Motor vehicle accident with injuries	Station 2	Mutual aid received	1
2025-05-02 12:28:36	111 - Building fire	Station 1	Automatic aid received	4
2025-05-02 12:28:36	111 - Building fire	Station 1	Automatic aid received	4
2025-05-02 12:28:36	111 - Building fire	Station 1	Automatic aid received	4
2025-05-12 15:20:28	352 - Extrication of victim(s) from vehicle	Station 2	Mutual aid received	6
2025-06-08 05:55:59	111 - Building fire	Station 1	Automatic aid received	4
2025-06-13 11:38:11	321 - EMS call, excluding vehicle accident with injury	Station 1	Mutual aid received	2

Kentwood FD, Wyoming FD

Aid Received Detail Report - YTD

Gaines Charter TWP FD MI

Address: 3471 68th St SE, Caledonia, MI, 49316



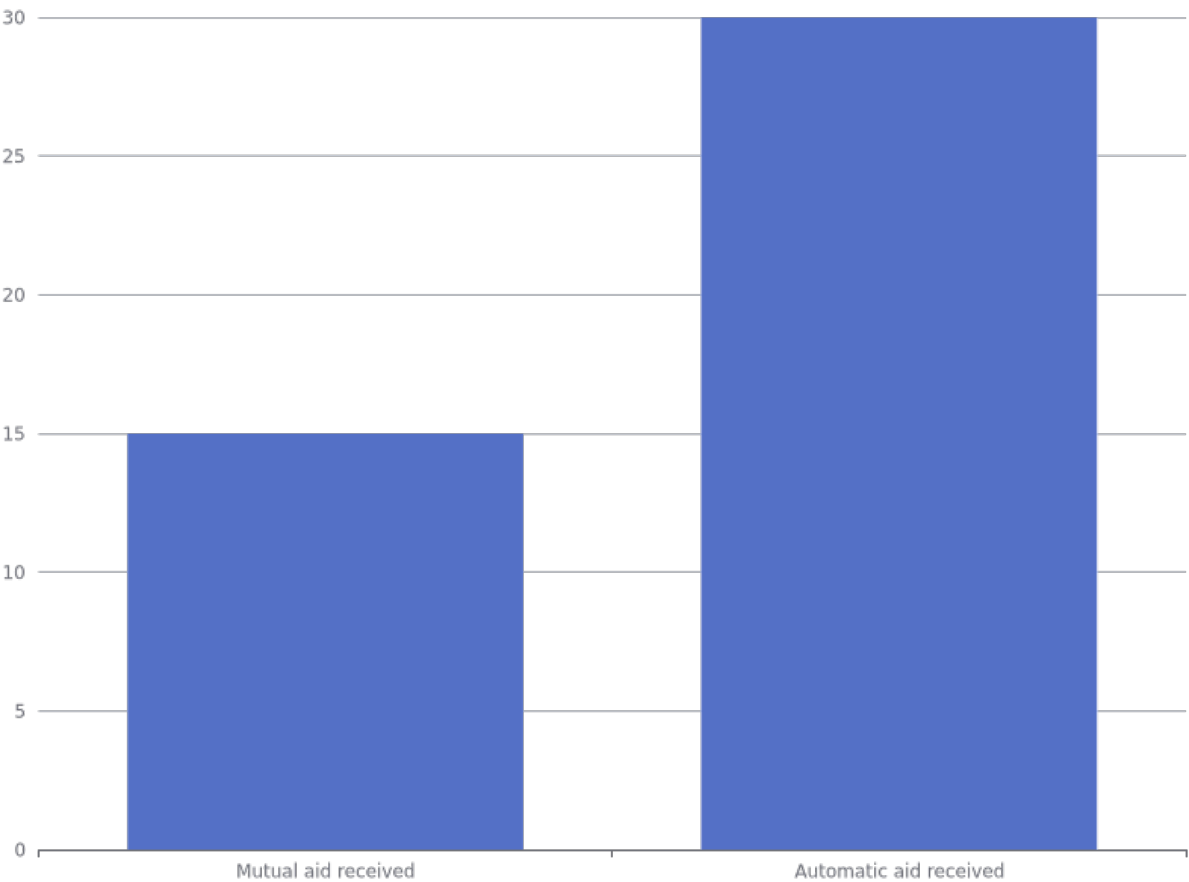
PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID RECEIVED TYPE	TOTAL MUTUAL AID PERSONNEL
2025-05-11 21:11:47	113 - Cooking fire, confined to container	Station 1	Automatic aid received	12
2025-05-26 14:53:04	111 - Building fire	Station 1	Mutual aid received	8
2025-06-17 22:18:11	442 - Overheated motor	Station 1	Automatic aid received	8

Wyoming FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID RECEIVED TYPE	TOTAL MUTUAL AID PERSONNEL
2025-02-13 12:12:02	324 - Motor vehicle accident with no injuries.	Station 1	Automatic aid received	3
2025-03-10 18:04:12	622 - No incident found on arrival at dispatch address	Station 1	Automatic aid received	3
2025-03-11 08:18:02	324 - Motor vehicle accident with no injuries.	Station 1	Automatic aid received	4
2025-04-13 22:48:34	324 - Motor vehicle accident with no injuries.	Station 1	Automatic aid received	3
2025-06-15 16:51:20	324 - Motor vehicle accident with no injuries.	Station 1	Automatic aid received	3



Aid Received (Auto/Mutual) - YTD



Aid Received (Auto/Mutual) - YTD

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



AID RECEIVED DEPARTMENT NAME(S) LIST	MUTUAL AID RECEIVED	AUTOMATIC AID RECEIVED	TOTAL
Byron Twp FD	5	1	6
Byron Twp FD, Kentwood FD		4	4
Byron Twp FD, Kentwood FD, Wyoming FD		1	1
Caledonia FD	4		4
Kentwood FD	5	17	22
Kentwood FD, Wyoming FD	1	2	3
Wyoming FD		5	5
Total	15	30	45

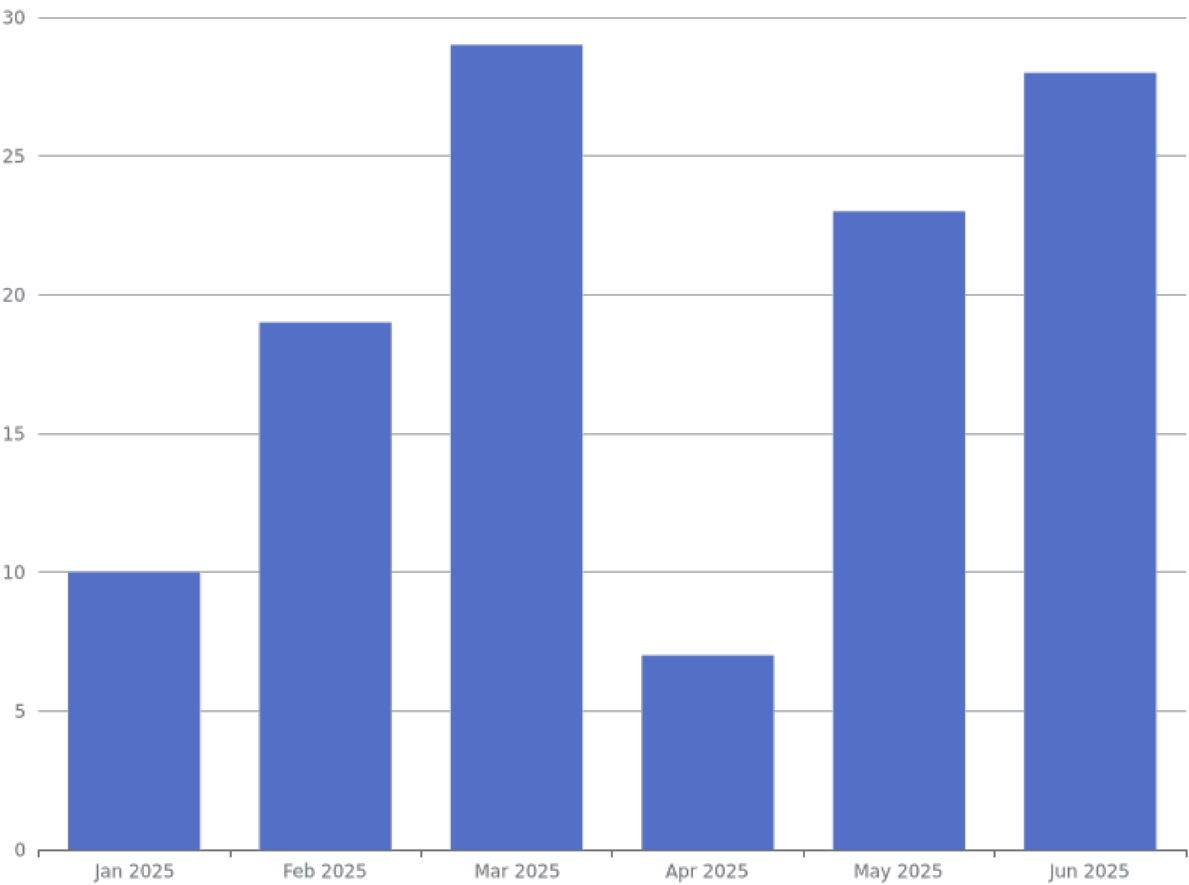


Inspection Report - Monthly

INSPECTION TYPE	JUN 2025	TOTAL
Certificate of Occupancy	1	1
Fire Sprinkler Hydrostatic Test	2	2
Fire Sprinkler-Final	1	1
Fire Sprinkler-Rough In	3	3
Kitchen Hood Suppression System Inspection	1	1
Plan Review-Fire Alarm Plan	12	12
Plan Review-Remodel of Existing Building	1	1
Plan Review-Site Plan	1	1
Walk Through	2	2
Plan Review-Sprinkler Plan	2	2
Clean Agent Acceptance Test	1	1
Fire Pump Acceptance Test	1	1
Total	28	28



Inspection/Plan Review Report - YTD



Inspection/Plan Review Report - YTD

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



INSPECTION TYPE	JAN 2025	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUN 2025	TOTAL YTD
Annual Fire Inspection			1				1
Certificate of Occupancy	1	1	3		1	1	7
Complaint		2					2
Fire Alarm System Final Acceptance		2	4	1	2		9
Fire Sprinkler Hydrostatic Test		1	5	1	3	2	12
Fire Sprinkler-Final		2	3		2	1	8
Fire Sprinkler-Rough In	3	1	5	2	2	3	16
Kitchen Hood Suppression System Inspection	1	2				1	4
Plan Review-Clean Agent System		5			1		6
Plan Review-Commercial Kitchen Suppression System	1		1		1		3
Plan Review-Fire Alarm Plan		1	1		4	12	18
Plan Review-Remodel of Existing Building			1			1	2
Plan Review-Site Plan	1		1	1	4	1	8
Walk Through		1	3	1	2	2	9
Plan Review-Sprinkler Plan	3	1		1	1	2	8

Inspection/Plan Review Report - YTD

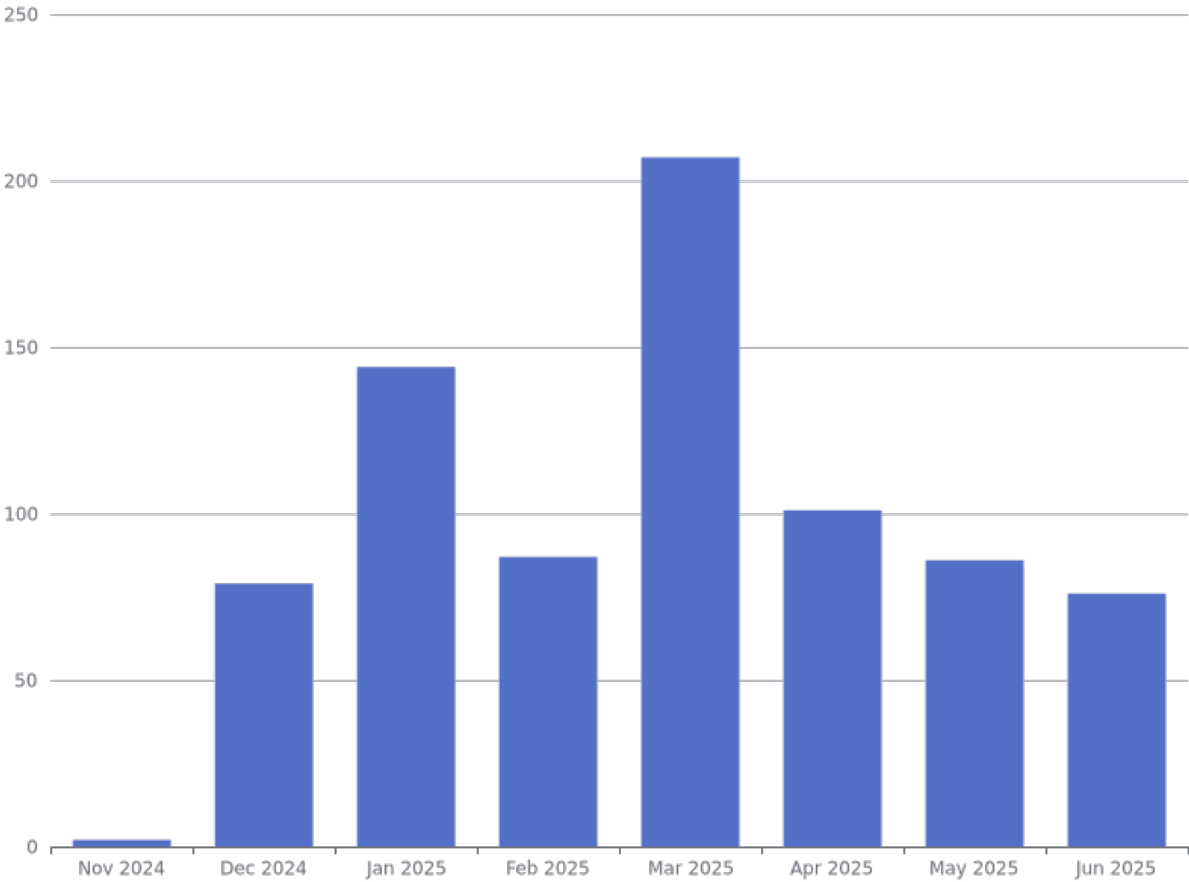
Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316



INSPECTION TYPE	JAN 2025	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUN 2025	TOTAL YTD
Clean Agent Acceptance Test						1	1
Fire Pump Acceptance Test						1	1
Fire Sprinkler- Air Test			1				1
Total	10	19	29	7	23	28	116



Pre Incident Pre Plan Completion Report



LAST PREPLAN COMPLETED AT	MONTH TOTAL
Nov 2024	2
Dec 2024	79
Jan 2025	144
Feb 2025	87
Mar 2025	207
Apr 2025	101
May 2025	86
Jun 2025	76
Total	782



Michelle LaJoye-Young

SHERIFF

Bryan Muir

UNDERSHERIFF

MONTHLY REPORT FOR JUNE 2025

- Domestic assault and bond conditional release violation – suspect arrested.
- StoneWater complaint about juveniles fishing on property. The juveniles were advised about complaint.
- Rapids Drive enforcement for no parking violations.
- Assist citizen with PPO information.
- Property damage accident on 84th Street.
- Gaines Chamber Luncheon.
- Citizen concern with accident that occurred at Hanna Lake / 108th Street.
- Met with adult foster care homeowner at 7174 Martin Avenue.
- Assisted homeless subject living in garage at Woodfield.
- Met with Crystal Springs HOA representative.
- Deployed Speed Trailer at several locations within township.
- South Christian High School complaint about athletic equipment missing.
- Mini-bike complaint near Eastern Avenue and 72nd Street.
- Management concerns at Brookshire Meadows.
- Met with April Moayyer for Taste of Gaines event.
- Contacted resident who continued to call dispatch for non-police related issues. We discussed when its appropriate to contact dispatch.
- Suspicious vehicle complaint in Crystal Springs.
- Jury Duty Scam.
- Domestic / mental incident where female was transported to hospital.
- Felonious assault in Crystal Springs where suspect chased victim out of the house while armed with a knife.



616.632.6100



701 Ball Ave NE, Grand Rapids, MI 49503



www.kentcountymi.gov/sheriff



- Mobile office trailer broken down and abandoned on private drive that blocked access to three homes. Trailer was removed and suspect was cited.
- Broken down semi-truck and trailer within the intersection of 68th / Hanna Lake.
- Child custody exchange at Dutton Elementary.
- Warrant arrest in Jets Pizza parking lot.
- Attended a dementia awareness training at Commonwealth Senior Living.
- Attended Streams community night with the TAC armored vehicle.
- S. Park and Crescent Pointe neighborhood meeting.
- Dutton URC Community Night.
- Contacted several businesses for National Night Out.
- Assisted Dan Wells with ordinance violations.
- Complaint of juveniles throwing rocks in Southwood Village.
- Pine Rest suicidal subject.
- Inoperable vehicle violations on Glen Creek and Wing.





Seasonal Newsletter

Summer 2025

~ 22nd Annual Spring Forum ~

LGROW celebrated its 22nd annual Grand River Spring Forum May 12-17, 2025. The Forum is an opportunity to celebrate the collaborative work being undertaken to protect the Lower Grand River. We kicked off this year's Spring Forum with four Grand River Walking Tours leading up to the kickoff party. The tours were an opportunity for community members to discover nature and history on guided tours with LGROW staff, and other river experts. The kickoff party at City Built Brewing Company was well attended, and attendees got an opportunity to learn more about LGROW, and submit raffle for amazing door prizes, kindly donated by our various sponsors.

The following day there was a MS4 Community Stormwater Meeting and a river cruise on the Grand Lady Riverboat. Various subwatershed groups were given an opportunity to present information from their organization during the river cruise. The last day of the Forum featured an exciting paddling event that explored Ottawa Sands County Park, and their new kayak launch. LGROW is incredibly grateful for the tremendous support we have received through sponsorships and by those who

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~ Exciting News! ~

West MI Healthy Climate Plan

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Please click the flyer image to take community input survey!



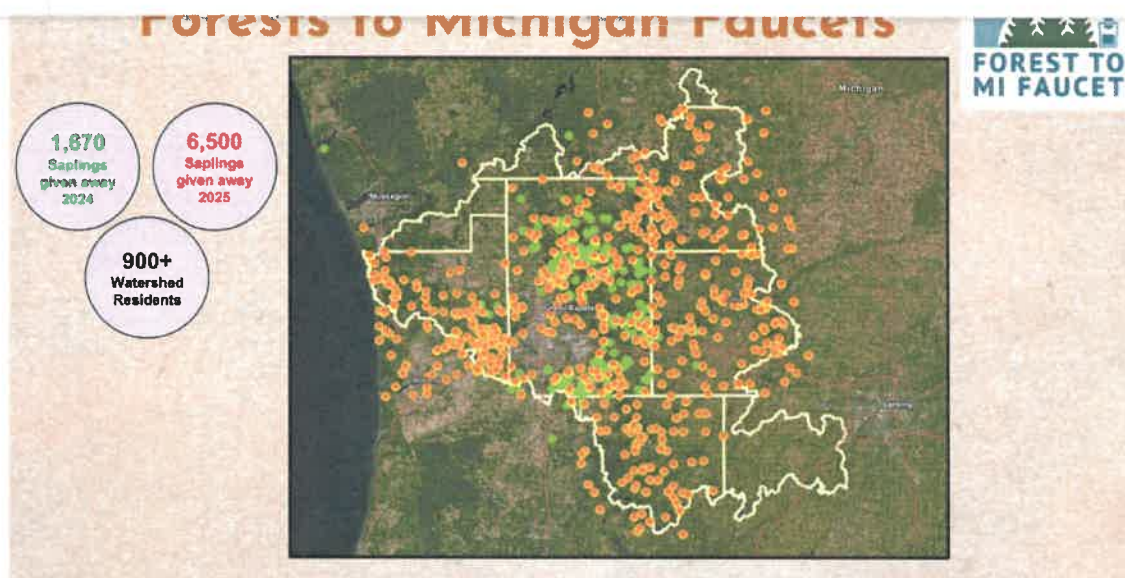
Community Ambassadors seeking public input

In April, our team at LGROW and GVMC used information collected from our focus groups and community organizations to create the [West MI Healthy Climate Plan Survey](#), so we can hear directly from residents in Kent, Ottawa, Montcalm, and Ionia counties. We're asking questions like: *How would you like to see tax dollars used in your community?* and *How do sustainable practices impact your daily life and public health?*

If you are a resident of one of these four counties, we'd love to hear from you in the survey. Your responses will help guide the final [West MI Healthy Climate Plan](#) to reflect the real priorities of West Michigan residents.

Forests to MI Faucets

Forests to Michigan Faucets is a Michigan Department of Natural Resources program supported by the U.S. Department of Agriculture (USDA) Forest Service to show the connections between healthy forests and clean drinking water. LGROW worked with partners throughout the watershed to distribute over 6,500 saplings to rural landowners this Spring. This brings the total number of saplings planted throughout the Lower Grand River Watershed to over 8,000 in two years. Our staff and partners are thankful to the USDA Forest Service, and Michigan DNR for this opportunity to showcase the importance of healthy forests to clean drinking water.

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Map showcasing the location of all 8,000+ saplings distributed throughout the LGRW. Green are saplings distributed in 2024. Red are saplings distributed in 2025.

Raingarden Update

LGROW is working in partnership with West Michigan Environmental Action Council (WMEAC) on an EGLE non-point source pollution grant to plant **8 new raingardens** in Grand Rapids in the Westside and Easttown neighborhoods this year. These curb-cut raingardens are built to infiltrate stormwater from roads and reduce sediment and pollution that would otherwise be carried down the storm drain to the Grand River. LGROW will also be offering a limited number of **free site assessments** later this summer once these raingardens have been completed.



Raingarden outside of 1st Microgreenery
in Grand Rapids



Garden Guru assisting in our newest
raingarden installation

Funding Education in Disadvantaged Communities

LGROW, was awarded ~ \$50,000 from the Great Lakes Fishery Trust (GLFT) to expand place-based stewardship education (PBSE) in the Watershed. PBSE has been a hallmark of LGROW's educational programming and will allow us to expand efforts with a project entitled "Living the Mission: Watershed Based Experiences and Stewardship."

"Living the Mission" focuses on schools in disadvantaged communities or that serve disadvantaged communities. Students will survey, research, and analyze two waterways – a waterway in their local community, and a reference waterway outside of their community. Students will then spend time comparing these waterways and ideating with mentors on how their local waterway can best be protected and improved. Finally, students will present their work to policymakers and be encouraged to take part in ongoing stewardship projects.

Ultimately, Living the Mission seeks to inspire and create the next generation of watershed stewards while addressing educational inequities.

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Great Lakes Fishery Trust



Capturing Flood Risk in Action

LGROW has partnered with the MI Resilient Watersheds Project and Central Michigan University to deploy **IFlood Gauges** in smaller streams across the Watershed. These simple tools collect important data that will help identify flood-prone areas and support smart solutions like green infrastructure. Beginning this summer, gauges have been placed in the **Buck, Plaster, and Rogue River subwatersheds**. If you spot a gauge while out in the watershed, you can participate by simply **scanning the QR code, snapping a photo, and answering a few short questions**. Check out this [link](#) to see a map of all locations and more IFlood information!



~ Watershed Tips ~

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Report Illicit Discharges

Help protect our waterways by reporting any unauthorized dumping or improper disposal into storm drains. Remember, only stormwater belongs in these drains – no chemicals, oils, detergents, or yard waste. Illicit discharges harm water quality in lakes, rivers, and streams. Let's maintain the beauty of our environment – report illicit discharges to your local community for inspection and cleanup.

REPORT

Learn where to report here:
www.lgrow.org/report

LGROW

The graphic features a blue megaphone in the top left, a red speech bubble with a white exclamation mark in the top right, and a blue mouse cursor pointing at the 'REPORT' button. The background is orange with abstract yellow and blue shapes.

~ Events ~



**8TH ANNUAL
GRAVEL BOTTOM
PADDLEFEST**

LOWELL TO ADA
ON THE GRAND
9 AM - 4 PM

**SUNDAY,
JULY 13TH
2025!**

Gravel Bottom
CRAFT BEERERY

Bill & Paul's
SPORTS

A FUNDRAISER FOR
LGROW

The graphic features a blue background with white and yellow splashes. It includes a white cooler with a handle, a person paddling a kayak, and logos for Gravel Bottom Craft Beerery, Bill & Paul's Sports, and LGROW.

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Lakes Great
and your
River Grand



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I. CALL TO ORDER AND ATTENDANCE

A. Call to Order

The meeting was called to order at 11:33 AM.

B. Attendance and Introduction of Guests

Committee members Lehmann, Diemer, Maier, Woltjers & VanderStel in attendance. Lemke absent with notice. Crumback absent. Township Supervisor Robert Terpstra and Dan Wells attended, but left at 12pm. Dakota Swan also in attendance.

C. Approval of Meeting Agenda

Motion to approve agenda: Maier

2nd: VanderStel

Discussion: none

Ayes: All

Nays: None

MOTION CARRIED

D. Approve Meeting Minutes from April 16, 2025

Motion to approve minutes: VanderStel

2nd: Maier

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**
- **2025 planned meeting dates:** Sept 17
- **Event Dates:** Movies in the Park August 22nd. Heritage Festival October 11th
- **Township Board Report** – Wells reported the Natural Resources Inventory is on schedule, as far as we know. He also reported on the Continental/Verduin development. Current plan is to have the option to accept the potential park property in a few years – when Continental begins leasing. Terpstra indicated the property would be park space; either Continental creates/manages it, or we accept it and manage it. Diemer expressed appreciation for Continental's offer, but the Township does not currently have the

resources to manage the property. Discussion clarified that the property would be a private park, unless the township accepts it/manages it.

- **Parks & Trails Budget** – On July 28th, the Township Board will be doing the 2026 budget.
- **Visioning Forward** -.Discussion on a Township Parks & Grounds Department versus bidding out the work. Diemer spoke eloquently on this topic, and Terpstra indicated he could not have said it better. Committee members commented on the efficiency of completing work via local companies, and that a Parks and Grounds manager could advise the township board on work needed, resultant bids, and could also schedule/follow up on jobs. One area mentioned specifically was cemetery management and maintenance. Lehmann stated that utilizing local companies has the added benefit of supporting local businesses. It was decided that a list of needs/work should be created. Discussion ensued on what we have to manage. Maintenance of trails with willow shoots was discussed. Lehmann asked about the willow shoots coming up on the trail from the township building to the apple orchard; as this is a trip hazard. Brian will contact Rod about this, and other trails that may need maintenance for willow shoots. Trail connections are a top priority. Diemer briefly described the Cleveland trail system, called the Emerald Necklace; encouraging members to see it. Terpstra asked the committee to be deciding what park activities should go where; for instance, what activities would be offered at Cody's Mill. Discussion around possible park-type property bordering Plaster Creek on 76th just west of Breton.

- **PARKS**

- **Prairie Seeding & Friends** - VanderStel stated they had seeded the NE section of the Prairie Establishment, and that spraying is needed in the lower section to combat the Canary Reed grass. She asked if Black River (Keith Kluting) had been contracted again for 2025. Discussion around what he had been contracted for, whether it was all completed, and what was needed for 2025. VanderStel will follow up with Kluting. VanderStel has already asked Lemke for payment to Black River and related info. Plans to meet Kluting in PWP to view needed work, and create plans for treatments/ timeline – basically develop a plan for controlling the invasive species (Canary Reed grass) until the native seeds take over. Committee agreed this work needs to continue, and recommends the Township Board continue with up to \$1500 for this effort. Maier asked if the loose siding on the large barn was going to be addressed soon. This has been reported to the township manager.
- **Signage in PWP:** Committee members reviewed the proposal from Spencer High at Querkus Creative Consulting, including the costs. Querkus would design the signs, and are suggesting a company to actually produce them. Committee discussed and agreed that the top priorities are the signs for Dana Slough, the Prairie Establishment, and the Park History/Trail map sign. Discussion about the Park History/Trail Map sign being placed at the entrance, and including the Trail Map with the history of all the historical names used in the park and township grounds. Second priorities are the Educational Grove, tree identification, and story walk signs. Lehmann will email the Committee

when the sign making quote is available. Lehmann will also follow up on obtaining original drafts of the Educational Tree Grove signs, in addition to creating a list of edits for the Trail map, to give to REGIS. Committee is agreed that creating this signage for PWP will bring great visibility, and accomplishes our three overarching goals of education, nature, and history. All info (with portfolio and proposal) should be presented to the Township board as soon as possible.

- **Additional Parks (Brewer, Creekside, Shadyside)** – Diemer asked about the development on Division and if the access drive to Brewer Park would finally be realized. Swan will email the committee with plans.
- **Other** - none
- **TRAILS**
- **Public Comment for items unrelated to the agenda** - none
- **Committee member comments** - none

III. ADJOURNMENT:

The meeting adjourned at 1PM.



Revenue Breakdown Report

Page: 1 of 26

07/01/2025

Filter: All Records, Transaction.DateToPostOn Between 6/1/2025 12:00:00 AM AND 6/30/2025 11:59:59 PM

Unit Totals

Unit Name	Records	Revenue
	196	51,125.20
TOTAL	196	51,125.20

Record Type Totals

Unit:	Records	Revenue
Name	1	20.00
Permit	195	51,105.20
UNIT TOTAL:	196	51,125.20

Record Type Breakdowns

Unit:	Records	Revenue
Record Type: Name		
	1	20.00
TOTAL:	1	20.00

Record Type: Permit	Records	Revenue
Air Conditioning Replacement	2	220.00
Building	36	22,954.00
Deck	2	260.00
Demolition	1	134.00
Electrical	41	9,088.00
FIRE SUPPRESSION	1	140.00
Irrigation Meter	3	280.00
Mechanical	53	9,507.20
Plumbing	30	6,117.00
Residential Roofing	21	1,890.00
Storm Drain	2	170.00
Swimming Pool	2	260.00
Water Heater Replacement	1	85.00
TOTAL:	195	51,105.20

07/07/2025 REVENUE AND EXPENDITURE REPORT FOR GAINES CHARTER TOWNSHIP
PERIOD ENDING 06/30/2025

General Fund Revenue and Expenditure Report - 2nd quarter 2025

		YTD BALANCE	ACTIVITY FOR	AVAILABLE	2025	
		06/30/2025	MONTH 06/30/2025	BALANCE	ORIGINAL	% BDGT
GL NUMBER	DESCRIPTION	NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BUDGET	USED
Fund 101 - GENERAL FUND						
Expenditures						
Dept 101.000 - TOWNSHIP BOARD						
101-101.000-715.000	SOCIAL SECURITY/MEDICARE	291.04	37.48	844.96	1,136.00	25.62
101-101.000-716.000	PENSION CONTRIBUTION	371.07	49.00	1,128.93	1,500.00	24.74
101-101.000-717.000	HEALTH & LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00
101-101.000-727.000	SUPPLIES	36.00	0.00	64.00	100.00	36.00
101-101.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00
101-101.000-802.000	LEGAL SERVICES	0.00	0.00	5,000.00	5,000.00	0.00
Total Dept 101.000 - TOWNSHIP BOARD		698.11	86.48	7,037.89	7,736.00	9.02
Dept 171.000 - SUPERVISOR						
101-171.000-715.000	SOCIAL SECURITY/MEDICARE	1,611.29	262.00	1,228.71	2,840.00	56.74
101-171.000-716.000	PENSION CONTRIBUTION	1,754.47	285.28	1,955.53	3,710.00	47.29
101-171.000-717.000	HEALTH & LIFE INSURANCE	682.01	0.00	(682.01)	0.00	100.00
101-171.000-727.000	SUPPLIES	449.07	0.00	50.93	500.00	89.81
101-171.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00
101-171.000-802.000	LEGAL SERVICES	0.00	0.00	500.00	500.00	0.00
101-171.000-832.000	DUES AND MEMBERSHIPS	0.00	0.00	125.00	125.00	0.00
101-171.000-853.000	TELECOMMUNICATIONS	125.00	25.00	175.00	300.00	41.67
101-171.000-963.001	MISCELLANEOUS	540.00	0.00	(440.00)	100.00	540.00
101-171.000-979.000	NEW FURNITURE & EQUIPMENT	0.00	0.00	500.00	500.00	0.00
Total Dept 171.000 - SUPERVISOR		5,161.84	572.28	3,413.16	8,575.00	60.20
Dept 172.000 - MANAGER						
101-172.000-715.000	SOCIAL SECURITY/MEDICARE	7,535.54	1,401.01	9,294.46	16,830.00	44.77
101-172.000-716.000	PENSION CONTRIBUTION	9,190.87	1,758.05	12,809.13	22,000.00	41.78
101-172.000-717.000	HEALTH & LIFE INSURANCE	1,453.62	0.00	8,546.38	10,000.00	14.54
101-172.000-727.000	SUPPLIES	45.00	0.00	955.00	1,000.00	4.50
101-172.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00
101-172.000-802.000	LEGAL SERVICES	0.00	0.00	1,000.00	1,000.00	0.00
101-172.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	41.40	0.00	4,458.60	4,500.00	0.92
101-172.000-832.000	DUES AND MEMBERSHIPS	425.00	0.00	350.00	775.00	54.84
101-172.000-853.000	TELECOMMUNICATIONS	225.00	50.00	275.00	500.00	45.00
101-172.000-963.001	MISCELLANEOUS	1,384.50	112.50	(1,134.50)	250.00	553.80
101-172.000-979.000	NEW FURNITURE & EQUIPMENT	17.99	0.00	1,982.01	2,000.00	0.90
Total Dept 172.000 - MANAGER		20,318.92	3,321.56	38,536.08	58,855.00	34.52

Dept 191.000 - ACCOUNTING

101-191.000-715.000	SOCIAL SECURITY/MEDICARE	179.28	14.36	738.72	918.00	19.53
101-191.000-716.000	PENSION CONTRIBUTION	232.84	19.40	967.16	1,200.00	19.40
101-191.000-717.000	HEALTH & LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00
101-191.000-832.000	DUES AND MEMBERSHIPS	0.00	0.00	500.00	500.00	0.00
Total Dept 191.000 - ACCOUNTING		412.12	33.76	2,205.88	2,618.00	15.74

Dept 215.000 - CLERK

101-215.000-715.000	SOCIAL SECURITY/MEDICARE	5,617.61	901.46	10,447.39	16,065.00	34.97
101-215.000-716.000	PENSION CONTRIBUTION	7,251.32	1,174.41	13,748.68	21,000.00	34.53
101-215.000-717.000	HEALTH & LIFE INSURANCE	11,962.07	0.00	18,037.93	30,000.00	39.87
101-215.000-727.000	SUPPLIES	701.92	6.65	2,798.08	3,500.00	20.05
101-215.000-801.001	FILING FEES/LEGAL	0.00	0.00	5,000.00	5,000.00	0.00
101-215.000-808.000	CONTRACTED SERVICES	0.00	0.00	3,000.00	3,000.00	0.00
101-215.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	3,302.80	0.00	4,697.20	8,000.00	41.29
101-215.000-832.000	DUES AND MEMBERSHIPS	455.00	0.00	1,045.00	1,500.00	30.33
101-215.000-853.000	TELECOMMUNICATIONS	324.00	64.80	876.00	1,200.00	27.00
101-215.000-932.000	EQUIPMENT MAINTENANCE	0.00	0.00	0.00	0.00	0.00
101-215.000-963.001	MISCELLANEOUS	652.50	0.00	(352.50)	300.00	217.50
101-215.000-979.000	NEW FURNITURE & EQUIPMENT	727.71	0.00	5,272.29	6,000.00	12.13
Total Dept 215.000 - CLERK		30,994.93	2,147.32	64,570.07	95,565.00	32.43

Dept 247.000 - BOARD OF REVIEW

101-247.000-715.000	SOCIAL SECURITY/MEDICARE	76.23	0.00	153.77	230.00	33.14
101-247.000-716.000	PENSION CONTRIBUTION	0.00	0.00	0.00	0.00	0.00
101-247.000-717.000	HEALTH & LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00
101-247.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00
Total Dept 247.000 - BOARD OF REVIEW		76.23	0.00	153.77	230.00	33.14

Dept 253.000 - TREASURER

101-253.000-715.000	SOCIAL SECURITY/MEDICARE	4,345.79	691.13	4,454.21	8,800.00	49.38
101-253.000-716.000	PENSION CONTRIBUTION	5,496.53	888.55	6,003.47	11,500.00	47.80
101-253.000-717.000	HEALTH & LIFE INSURANCE	3,982.01	0.00	6,017.99	10,000.00	39.82
101-253.000-727.000	SUPPLIES	442.01	55.99	57.99	500.00	88.40
101-253.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00
101-253.000-802.000	LEGAL SERVICES	0.00	0.00	250.00	250.00	0.00
101-253.000-808.000	CONTRACTED SERVICES	225.00	112.50	(225.00)	0.00	100.00
101-253.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	2,081.90	0.00	4,218.10	6,300.00	33.05
101-253.000-832.000	DUES AND MEMBERSHIPS	348.00	0.00	252.00	600.00	58.00
101-253.000-853.000	TELECOMMUNICATIONS	250.00	50.00	400.00	650.00	38.46
101-253.000-963.001	MISCELLANEOUS	0.00	0.00	200.00	200.00	0.00
101-253.000-979.000	NEW FURNITURE & EQUIPMENT	347.90	0.00	2,152.10	2,500.00	13.92
Total Dept 253.000 - TREASURER		17,519.14	1,798.17	23,780.86	41,300.00	42.42

Dept 257.000 - ASSESSOR

101-257.000-715.000	SOCIAL SECURITY/MEDICARE	6,366.07	1,017.68	8,933.93	15,300.00	41.61
101-257.000-716.000	PENSION CONTRIBUTION	8,775.69	1,412.04	11,224.31	20,000.00	43.88
101-257.000-717.000	HEALTH & LIFE INSURANCE	23,021.81	0.00	36,978.19	60,000.00	38.37
101-257.000-727.000	SUPPLIES	42.99	0.00	457.01	500.00	8.60
101-257.000-801.001	FILING FEES/LEGAL	0.00	0.00	100.00	100.00	0.00
101-257.000-802.000	LEGAL SERVICES	990.00	0.00	19,010.00	20,000.00	4.95
101-257.000-808.000	CONTRACTED SERVICES	0.00	0.00	500.00	500.00	0.00
101-257.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	2,261.00	0.00	6,739.00	9,000.00	25.12
101-257.000-832.000	DUES AND MEMBERSHIPS	360.00	0.00	640.00	1,000.00	36.00
101-257.000-853.000	TELECOMMUNICATIONS	210.00	42.00	490.00	700.00	30.00
101-257.000-963.001	MISCELLANEOUS	540.00	0.00	(240.00)	300.00	180.00
101-257.000-979.000	NEW FURNITURE & EQUIPMENT	219.00	0.00	1,781.00	2,000.00	10.95
Total Dept 257.000 - ASSESSOR		42,786.56	2,471.72	86,613.44	129,400.00	33.07
Dept 261.000 - GENERAL ADMINISTRATION						
101-261.000-715.000	SOCIAL SECURITY/MEDICARE	0.00	0.00	0.00	0.00	0.00
101-261.000-716.000	PENSION CONTRIBUTION	0.00	0.00	0.00	0.00	0.00
101-261.000-717.000	HEALTH & LIFE INSURANCE	20,248.25	2,646.36	7,251.75	27,500.00	73.63
101-261.000-719.000	WORKERS' COMPENSATION INSURANCE	9,906.90	0.00	20,093.10	30,000.00	33.02
101-261.000-727.000	SUPPLIES	3,384.65	99.77	5,615.35	9,000.00	37.61
101-261.000-801.000	ACCOUNTING SERVICES/AUDIT	19,750.00	0.00	(750.00)	19,000.00	103.95
101-261.000-801.001	FILING FEES/LEGAL	0.00	0.00	200.00	200.00	0.00
101-261.000-802.000	LEGAL SERVICES	1,928.50	0.00	13,071.50	15,000.00	12.86
101-261.000-808.000	CONTRACTED SERVICES	8,030.04	0.00	11,969.96	20,000.00	40.15
101-261.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	84,689.55	6,682.22	140,310.45	225,000.00	37.64
101-261.000-832.000	DUES AND MEMBERSHIPS	60,010.94	0.00	13,989.06	74,000.00	81.10
101-261.000-853.000	TELECOMMUNICATIONS	1,128.80	119.78	2,471.20	3,600.00	31.36
101-261.000-958.000	INSURANCE & BONDS	0.00	0.00	4,000.00	4,000.00	0.00
101-261.000-963.001	MISCELLANEOUS	6,922.49	475.00	(5,922.49)	1,000.00	692.25
Total Dept 261.000 - GENERAL ADMINISTRATION		216,000.12	10,023.13	212,299.88	428,300.00	50.43
Dept 262.000 - ELECTIONS						
101-262.000-715.000	SOCIAL SECURITY/MEDICARE	328.75	44.04	821.25	1,150.00	28.59
101-262.000-716.000	PENSION CONTRIBUTION	0.00	0.00	1,500.00	1,500.00	0.00
101-262.000-717.000	HEALTH & LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00
101-262.000-727.000	SUPPLIES	1,033.21	31.69	3,966.79	5,000.00	20.66
101-262.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00
101-262.000-802.000	LEGAL SERVICES	0.00	0.00	1,000.00	1,000.00	0.00
101-262.000-808.000	CONTRACTED SERVICES	20,286.30	0.00	34,713.70	55,000.00	36.88
101-262.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	236.00	0.00	41,764.00	42,000.00	0.56
101-262.000-853.000	TELECOMMUNICATIONS	0.00	0.00	0.00	0.00	0.00
101-262.000-963.001	MISCELLANEOUS	112.50	0.00	2,387.50	2,500.00	4.50
101-262.000-979.000	NEW FURNITURE & EQUIPMENT	9,852.74	0.00	(4,852.74)	5,000.00	197.05
Total Dept 262.000 - ELECTIONS		31,849.50	75.73	81,300.50	113,150.00	28.15

Dept 265.000 - TOWNSHIP HALL AND GROUNDS

101-265.000-715.000	SOCIAL SECURITY/MEDICARE	575.96	124.40	640.04	1,216.00	47.37
101-265.000-716.000	PENSION CONTRIBUTION	0.00	0.00	100.00	100.00	0.00
101-265.000-717.000	HEALTH & LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00
101-265.000-727.000	SUPPLIES	(41.34)	0.00	141.34	100.00	(41.34)
101-265.000-775.000	BUILDING REPAIR & MAINTENANCE SUPPLIES	371.83	357.00	2,128.17	2,500.00	14.87
101-265.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00
101-265.000-808.000	CONTRACTED SERVICES	7,030.23	2,934.79	7,969.77	15,000.00	46.87
101-265.000-822.000	TRASH REMOVAL	1,054.83	169.26	1,845.17	2,900.00	36.37
101-265.000-853.000	TELECOMMUNICATIONS	6,689.01	244.17	13,310.99	20,000.00	33.45
101-265.000-923.000	NATURAL GAS	9,458.28	0.00	6,541.72	16,000.00	59.11
101-265.000-924.000	WATER AND SEWER	839.90	0.00	760.10	1,600.00	52.49
101-265.000-932.000	EQUIPMENT MAINTENANCE	15,712.95	5,218.70	287.05	16,000.00	98.21
101-265.000-933.000	BUILDING MAINTENANCE	731.16	155.00	12,268.84	13,000.00	5.62
101-265.000-935.000	GROUPS MAINTENANCE	11,123.41	6,360.68	24,876.59	36,000.00	30.90
101-265.000-958.000	INSURANCE & BONDS	39,411.25	0.00	(4,411.25)	35,000.00	112.60
101-265.000-963.001	MISCELLANEOUS	1,272.55	200.00	1,227.45	2,500.00	50.90
101-265.000-973.000	GROUPS IMPROVEMENTS	0.00	0.00	5,000.00	5,000.00	0.00
101-265.000-979.000	NEW FURNITURE & EQUIPMENT	2,187.00	0.00	313.00	2,500.00	87.48
Total Dept 265.000 - TOWNSHIP HALL AND GROUNDS		96,417.02	15,764.00	72,998.98	169,416.00	56.91

Dept 445.000 - DRAINS

101-445.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00
101-445.000-808.000	CONTRACTED SERVICES	35,319.08	0.00	4,680.92	40,000.00	88.30
Total Dept 445.000 - DRAINS		35,319.08	0.00	4,680.92	40,000.00	88.30

Dept 446.000 - HIGHWAYS, STREETS & TRAILS

101-446.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00
101-446.000-808.000	CONTRACTED SERVICES	10,285.72	0.00	14,714.28	25,000.00	41.14
Total Dept 446.000 - HIGHWAYS, STREETS & TRAILS		10,285.72	0.00	14,714.28	25,000.00	41.14

Dept 448.000 - STREET LIGHTING

101-448.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00
101-448.000-802.000	LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00
Total Dept 448.000 - STREET LIGHTING		0.00	0.00	0.00	0.00	0.00

Dept 567.000 - CEMETERY

101-567.000-715.000	SOCIAL SECURITY/MEDICARE	2,053.33	320.89	321.67	2,375.00	86.46
101-567.000-716.000	PENSION CONTRIBUTION	0.00	0.00	3,100.00	3,100.00	0.00
101-567.000-717.000	HEALTH & LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00
101-567.000-727.000	SUPPLIES	35.78	0.00	214.22	250.00	14.31
101-567.000-740.000	OPERATING SUPPLIES	2,798.47	189.42	201.53	3,000.00	93.28
101-567.000-741.000	FUEL	660.12	495.40	1,339.88	2,000.00	33.01
101-567.000-775.000	BUILDING REPAIR & MAINTENANCE SUPPLIES	0.00	0.00	5,000.00	5,000.00	0.00
101-567.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00
101-567.000-802.000	LEGAL SERVICES	0.00	0.00	500.00	500.00	0.00
101-567.000-808.000	CONTRACTED SERVICES	5,691.75	0.00	(3,691.75)	2,000.00	284.59
101-567.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	723.00	0.00	677.00	1,400.00	51.64
101-567.000-822.000	TRASH REMOVAL	334.60	66.92	315.40	650.00	51.48
101-567.000-853.000	TELECOMMUNICATIONS	0.00	0.00	0.00	0.00	0.00
101-567.000-932.000	EQUIPMENT MAINTENANCE	0.00	0.00	3,000.00	3,000.00	0.00
101-567.000-963.001	MISCELLANEOUS	0.00	0.00	500.00	500.00	0.00
101-567.000-973.000	GROUNDS IMPROVEMENTS	11,236.80	7,324.50	38,763.20	50,000.00	22.47
101-567.000-979.000	NEW FURNITURE & EQUIPMENT	0.00	0.00	50,000.00	50,000.00	0.00
Total Dept 567.000 - CEMETERY		23,533.85	8,397.13	100,241.15	123,775.00	19.01

Dept 701.000 - PLANNING AND ZONING

101-701.000-715.000	SOCIAL SECURITY/MEDICARE	6,002.44	952.13	6,622.56	12,625.00	47.54
101-701.000-716.000	PENSION CONTRIBUTION	7,287.58	1,170.62	9,212.42	16,500.00	44.17
101-701.000-717.000	HEALTH & LIFE INSURANCE	11,696.03	0.00	18,303.97	30,000.00	38.99
101-701.000-727.000	SUPPLIES	37.37	0.00	662.63	700.00	5.34
101-701.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00
101-701.000-802.000	LEGAL SERVICES	6,257.50	2,436.50	13,742.50	20,000.00	31.29
101-701.000-808.000	CONTRACTED SERVICES	18,417.25	8,104.00	26,582.75	45,000.00	40.93
101-701.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	754.00	0.00	2,246.00	3,000.00	25.13
101-701.000-832.000	DUES AND MEMBERSHIPS	30.00	0.00	470.00	500.00	6.00
101-701.000-853.000	TELECOMMUNICATIONS	250.00	50.00	350.00	600.00	41.67
101-701.000-963.001	MISCELLANEOUS	540.00	0.00	(40.00)	500.00	108.00
101-701.000-979.000	NEW FURNITURE & EQUIPMENT	0.00	0.00	1,000.00	1,000.00	0.00
Total Dept 701.000 - PLANNING AND ZONING		51,272.17	12,713.25	79,152.83	130,425.00	39.31

Dept 751.000 - PARKS AND RECREATION

101-751.000-715.000	SOCIAL SECURITY/MEDICARE	78.04	8.41	111.96	190.00	41.07
101-751.000-716.000	PENSION CONTRIBUTION	23.00	11.00	27.00	50.00	46.00
101-751.000-727.000	SUPPLIES	0.00	0.00	100.00	100.00	0.00
101-751.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00
101-751.000-808.000	CONTRACTED SERVICES	3,166.18	897.76	21,833.82	25,000.00	12.66
101-751.000-963.001	MISCELLANEOUS	0.00	0.00	250.00	250.00	0.00
101-751.000-973.000	GROUNDS IMPROVEMENTS	728.48	166.97	4,271.52	5,000.00	14.57
Total Dept 751.000 - PARKS AND RECREATION		3,995.70	1,084.14	26,594.30	30,590.00	13.06

Dept 790.000 - LIBRARY					
101-790.000-727.000	SUPPLIES	0.00	0.00	0.00	0.00
101-790.000-775.000	BUILDING REPAIR & MAINTENANCE SUPPLIES	5.99	5.99	494.01	500.00
101-790.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00
101-790.000-808.000	CONTRACTED SERVICES	1,041.00	800.00	959.00	2,000.00
101-790.000-822.000	TRASH REMOVAL	424.80	84.96	575.20	1,000.00
101-790.000-923.000	NATURAL GAS	2,478.49	0.00	2,521.51	5,000.00
101-790.000-924.000	WATER AND SEWER	269.94	0.00	530.06	800.00
101-790.000-932.000	EQUIPMENT MAINTENANCE	569.90	569.90	4,430.10	5,000.00
101-790.000-933.000	BUILDING MAINTENANCE	2,296.39	267.63	4,703.61	7,000.00
101-790.000-935.000	GROUNDS MAINTENANCE	1,239.37	702.11	7,260.63	8,500.00
101-790.000-958.000	INSURANCE & BONDS	2,108.00	0.00	2,892.00	5,000.00
101-790.000-963.001	MISCELLANEOUS	0.00	0.00	100.00	100.00
101-790.000-973.000	GROUNDS IMPROVEMENTS	0.00	0.00	8,000.00	8,000.00
101-790.000-979.000	NEW FURNITURE & EQUIPMENT	4,060.74	0.00	939.26	5,000.00
Total Dept 790.000 - LIBRARY		14,494.62	2,430.59	33,405.38	47,900.00
TOTAL EXPENDITURES		601,135.63	60,919.26	851,699.37	1,452,835.00
Fund 101 - GENERAL FUND:					
TOTAL REVENUES		0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		601,135.63	60,919.26	851,699.37	1,452,835.00
NET OF REVENUES & EXPENDITURES		(601,135.63)	(60,919.26)	(851,699.37)	(1,452,835.00)

07/07/2025 REVENUE AND EXPENDITURE REPORT FOR GAINES CHARTER TOWNSHIP
PERIOD ENDING 06/30/2025

Revenue and Expenditures - first two quarters of 2025

GL NUMBER	DESCRIPTION	YTD BALANCE	ACTIVITY FOR	AVAILABLE	2025	% BDGT
		06/30/2025	MONTH 06/30/2025	BALANCE	ORIGINAL	
		NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BUDGET	USED
Fund 205 - PUBLIC SAFETY SAD						
Expenditures						
Dept 336.003 - GAINES FIRE DEPARTMENT						
205-336.003-715.000	SOCIAL SECURITY/MEDICARE	53,730.60	9,151.06	77,269.40	131,000.00	41.02
205-336.003-716.000	PENSION CONTRIBUTION	55,401.68	9,340.75	74,598.32	130,000.00	42.62
205-336.003-717.000	HEALTH & LIFE INSURANCE	123,881.05	0.00	176,118.95	300,000.00	41.29
205-336.003-719.000	WORKER'S COMPENSATION INSURANCE	31,371.85	0.00	48,628.15	80,000.00	39.21
205-336.003-727.000	SUPPLIES	2,345.48	244.78	12,654.52	15,000.00	15.64
205-336.003-740.000	OPERATING SUPPLIES	5,477.24	342.75	19,022.76	24,500.00	22.36
205-336.003-741.000	FUEL	12,782.48	1,076.75	22,217.52	35,000.00	36.52
205-336.003-775.000	BUILDING REPAIR & MAINTENANCE SUPPLIES	0.00	0.00	0.00	0.00	0.00
205-336.003-776.000	UNIFORMS	8,711.77	178.50	8,288.23	17,000.00	51.25
205-336.003-776.001	TURN OUT GEAR	54,464.20	270.00	37,035.80	91,500.00	59.52
205-336.003-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00
205-336.003-802.000	LEGAL SERVICES	1,123.00	414.00	8,877.00	10,000.00	11.23
205-336.003-808.000	CONTRACTED SERVICES	15,880.80	1,607.65	49,119.20	65,000.00	24.43
205-336.003-809.000	PROGRAMMING/SOFTWARE/NETWORK	48,651.60	1,584.82	11,348.40	60,000.00	81.09
205-336.003-810.000	INSPECTIONS	0.00	0.00	0.00	0.00	0.00
205-336.003-810.001	FIRE PREVENTION EDUCATION	81.91	0.00	3,718.09	3,800.00	2.16
205-336.003-810.002	HAZMAT ASSESSMENT	0.00	0.00	2,000.00	2,000.00	0.00
205-336.003-811.000	TRAINING	4,837.74	1,550.00	10,162.26	15,000.00	32.25
205-336.003-816.000	KENT COUNTY EMS ASSESSMENT	521.28	0.00	978.72	1,500.00	34.75
205-336.003-816.001	BYRON TWP ASSESSMENT	0.00	0.00	0.00	0.00	0.00
205-336.003-816.002	KENT CO FIRE ASSESSMENT	0.00	0.00	0.00	0.00	0.00
205-336.003-822.000	TRASH REMOVAL	958.35	191.67	1,541.65	2,500.00	38.33
205-336.003-832.000	DUES AND MEMBERSHIPS	100.00	0.00	1,200.00	1,300.00	7.69
205-336.003-835.000	PHYSICAL EXAMINATIONS	0.00	0.00	20,500.00	20,500.00	0.00
205-336.003-853.000	TELECOMMUNICATIONS	8,058.21	926.10	9,941.79	18,000.00	44.77
205-336.003-923.000	NATURAL GAS	8,707.30	0.00	9,292.70	18,000.00	48.37
205-336.003-924.000	WATER AND SEWER	648.96	211.02	1,351.04	2,000.00	32.45
205-336.003-932.000	EQUIPMENT MAINTENANCE	4,114.25	160.88	16,885.75	21,000.00	19.59
205-336.003-933.000	BUILDING MAINTENANCE	6,568.62	59.94	14,431.38	21,000.00	31.28
205-336.003-935.000	GROUPS MAINTENANCE	2,273.68	0.00	1,726.32	4,000.00	56.84
205-336.003-956.000	FOOD ALLOWANCE	1,500.00	0.00	0.00	1,500.00	100.00
205-336.003-958.000	INSURANCE & BONDS	59,501.00	0.00	499.00	60,000.00	99.17
205-336.003-963.001	MISCELLANEOUS	2,045.04	17.51	1,954.96	4,000.00	51.13
205-336.003-973.000	GROUPS IMPROVEMENTS	0.00	0.00	3,000.00	3,000.00	0.00
205-336.003-979.000	NEW FURNITURE & EQUIPMENT	4,570.63	211.59	15,429.37	20,000.00	22.85
Total Dept 336.003 - GAINES FIRE DEPARTMENT		518,308.72	27,539.77	659,791.28	1,178,100.00	44.00
TOTAL EXPENDITURES		518,308.72	27,539.77	659,791.28	1,178,100.00	44.00
Fund 205 - PUBLIC SAFETY SAD:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		518,308.72	27,539.77	659,791.28	1,178,100.00	44.00
NET OF REVENUES & EXPENDITURES		(518,308.72)	(27,539.77)	(659,791.28)	(1,178,100.00)	44.00

07/07/2025 REVENUE AND EXPENDITURE REPORT FOR GAINES CHARTER TOWNSHIP
PERIOD ENDING 06/30/2025

549-Bldg Inspections 2025 2nd Qtr Revenue & Expenditure Report

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	2025 ORIGINAL BUDGET	% BDGT USED
Fund 549 - BUILDING INSPECTIONS DEPT						
Expenditures						
Dept 371.000 - BUILDING/MECHANICAL INSPECTION						
549-371.000-715.000	SOCIAL SECURITY/MEDICARE	8,953.34	1,453.59	12,046.66	21,000.00	42.63
549-371.000-716.000	PENSION CONTRIBUTION	9,916.41	1,644.52	12,583.59	22,500.00	44.07
549-371.000-717.000	HEALTH & LIFE INSURANCE	20,624.07	0.00	39,375.93	60,000.00	34.37
549-371.000-719.000	WORKERS' COMPENSATION INSURANCE	0.00	0.00	0.00	0.00	0.00
549-371.000-727.000	SUPPLIES	1,762.47	7.99	2,237.53	4,000.00	44.06
549-371.000-741.000	FUEL	77.49	0.00	(77.49)	0.00	100.00
549-371.000-775.000	BUILDING REPAIR & MAINTENANCE SUPPLIES	0.00	0.00	0.00	0.00	0.00
549-371.000-776.000	UNIFORMS	0.00	0.00	200.00	200.00	0.00
549-371.000-801.000	ACCOUNTING SERVICES/AUDIT	0.00	0.00	0.00	0.00	0.00
549-371.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00
549-371.000-808.000	CONTRACTED SERVICES	91,580.75	19,683.25	158,419.25	250,000.00	36.63
549-371.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	1,768.00	0.00	4,232.00	6,000.00	29.47
549-371.000-822.000	TRASH REMOVAL	0.00	0.00	0.00	0.00	0.00
549-371.000-832.000	DUES AND MEMBERSHIPS	240.00	0.00	1,760.00	2,000.00	12.00
549-371.000-853.000	TELECOMMUNICATIONS	250.00	50.00	750.00	1,000.00	25.00
549-371.000-923.000	NATURAL GAS	0.00	0.00	0.00	0.00	0.00
549-371.000-924.000	WATER AND SEWER	0.00	0.00	0.00	0.00	0.00
549-371.000-932.000	EQUIPMENT MAINTENANCE	0.00	0.00	0.00	0.00	0.00
549-371.000-933.000	BUILDING MAINTENANCE	0.00	0.00	0.00	0.00	0.00
549-371.000-935.000	GROUNDS MAINTENANCE	0.00	0.00	0.00	0.00	0.00
549-371.000-958.000	INSURANCE & BONDS	0.00	0.00	0.00	0.00	0.00
549-371.000-963.001	MISCELLANEOUS	540.00	0.00	460.00	1,000.00	54.00
549-371.000-979.000	NEW FURNITURE & EQUIPMENT	9,286.06	133.00	(6,186.06)	3,100.00	299.55
Total Dept 371.000 - BUILDING/MECHANICAL INSPECTION		144,998.59	22,972.35	225,801.41	370,800.00	39.10
TOTAL EXPENDITURES		144,998.59	22,972.35	225,801.41	370,800.00	39.10
Fund 549 - BUILDING INSPECTIONS DEPT:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		144,998.59	22,972.35	225,801.41	370,800.00	39.10
NET OF REVENUES & EXPENDITURES		(144,998.59)	(22,972.35)	(225,801.41)	(370,800.00)	39.10

PERIOD ENDING 06/30/2025

		YTD BALANCE		AVAILABLE	
		2025	06/30/2025	BALANCE	% BDGT
GL NUMBER	DESCRIPTION	AMENDED BUDGET	ORMAL (ABNORMAL) ORMAL	(ABNORMAL)	USED
Fund 590 - SEWER FUND					
Revenues					
Dept 536.000 - SEWER					
590-536.000-496.000	CONNECTION INSPECTION PERMITS	15,000.00	14,785.00	215.00	98.57
590-536.000-628.000	TRUNKAGE FEES	200,000.00	214,057.00	(14,057.00)	107.03
590-536.000-629.000	AVAILABILITY/LATERALS	75,000.00	(4,179.74)	79,179.74	(5.57)
590-536.000-633.000	USAGE SERVICE CHARGES	2,150,000.00	1,094,518.67	1,055,481.33	50.91
590-536.000-633.001	READY TO SERVE CHARGES	545,000.00	325,760.20	219,239.80	59.77
590-536.000-635.000	MISCELLANEOUS FEES	200.00	87.50	112.50	43.75
590-536.000-658.000	PENALTIES	35,000.00	19,095.91	15,904.09	54.56
590-536.000-665.005	INTEREST ON PAYMENT PLANS-TRKG	6,500.00	0.00	6,500.00	0.00
590-536.000-665.006	INTEREST ON INVESTMENTS-OPER	80,000.00	6,044.12	73,955.88	7.56
590-536.000-665.009	INTEREST ON INVESTMENTS-TRKG	200,000.00	23,584.65	176,415.35	11.79
590-536.000-675.000	SPECIAL ASSESSMENT REVENUE	40,000.00	0.00	40,000.00	0.00
Total Dept 536.000 - SEWER		3,346,700.00	1,693,753.31	1,652,946.69	50.61
TOTAL REVENUES		3,346,700.00	1,693,753.31	1,652,946.69	50.61
Expenditures					
Dept 530.000 - W/S - WAGES					
590-530.000-702.001	SALARIES & WAGES	70,000.00	33,121.35	36,878.65	47.32
590-530.000-715.000	SOCIAL SECURITY/MEDICARE	5,355.00	2,501.27	2,853.73	46.71
590-530.000-716.000	PENSION CONTRIBUTION	7,000.00	3,276.12	3,723.88	46.80
590-530.000-717.000	HEALTH & LIFE INSURANCE	11,000.00	1,024.32	9,975.68	9.31
Total Dept 530.000 - W/S - WAGES		93,355.00	39,923.06	53,431.94	42.76
Dept 536.000 - SEWER					
590-536.000-727.000	SUPPLIES	250.00	29.00	221.00	11.60
590-536.000-802.000	LEGAL SERVICES	500.00	397.00	103.00	79.40
590-536.000-803.000	CONTRACT ENGINEERING	30,000.00	22,516.70	7,483.30	75.06
590-536.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	4,000.00	2,221.33	1,778.67	55.53
590-536.000-817.000	MILEAGE REIMBURSEMENT	100.00	0.00	100.00	0.00
590-536.000-830.000	BGUA OPERATING & PAYROLL	600,000.00	199,577.45	400,422.55	33.26
590-536.000-830.CAP	AUTHORITY CAPITAL EXPENSES	61,000.00	1,554.47	59,445.53	2.55
590-536.000-831.000	SEMINARS/CONTINUING EDUCATION	0.00	420.00	(420.00)	100.00
590-536.000-900.000	PRINTING	150.00	0.00	150.00	0.00
590-536.000-905.000	WATER & SEWER BILL OUTSOURCING	14,000.00	7,028.07	6,971.93	50.20
590-536.000-921.000	CITY OF G.R.MONTHLY SEWER USAGE	160,000.00	211,072.75	(51,072.75)	131.92
590-536.000-922.001	WYOMING SEWER USAGE-CAP & COMM	2,000,000.00	449,290.78	1,550,709.22	22.46
590-536.000-962.000	INTERFUND REIMB WITH GEN	26,000.00	0.00	26,000.00	0.00
590-536.000-965.000	POSTAGE	1,100.00	127.81	972.19	11.62
590-536.000-968.000	DEPRECIATION	1,110,000.00	0.00	1,110,000.00	0.00
590-536.000-979.000	NEW FURNITURE & EQUIPMENT	1,250.00	1,073.50	176.50	85.88
Total Dept 536.000 - SEWER		4,008,350.00	895,308.86	3,113,041.14	22.34
TOTAL EXPENDITURES		4,101,705.00	935,231.92	3,166,473.08	22.80
Fund 590 - SEWER FUND:					
TOTAL REVENUES		3,346,700.00	1,693,753.31	1,652,946.69	50.61
TOTAL EXPENDITURES		4,101,705.00	935,231.92	3,166,473.08	22.80
NET OF REVENUES & EXPENDITURES		(755,005.00)	758,521.39	(1,513,526.39)	100.47

PERIOD ENDING 06/30/2025

GL NUMBER	DESCRIPTION	YTD BALANCE		AVAILABLE BALANCE	% BDGT USED
		2025 AMENDED BUDGET	06/30/2025 ORMAL (ABNORMAL) ORMAL		
Fund 591 - WATER FUND					
Revenues					
Dept 537.000 - WATER					
591-537.000-496.000	CONNECTION INSPECTION PERMITS	20,000.00	22,385.00	(2,385.00)	111.93
591-537.000-614.000	ANNUAL HYDRANT FEES	14,500.00	0.00	14,500.00	0.00
591-537.000-628.000	TRUNKAGE FEES	200,000.00	144,933.60	55,066.40	72.47
591-537.000-630.000	AVAILABILITY/SERVICES	55,000.00	21,925.38	33,074.62	39.86
591-537.000-631.000	FIRE PROTECTION SERVICE	31,000.00	16,264.16	14,735.84	52.47
591-537.000-632.000	CAPITAL METER FEES	110,000.00	86,103.00	23,897.00	78.28
591-537.000-633.000	USAGE SERVICE CHARGES	2,100,000.00	959,901.07	1,140,098.93	45.71
591-537.000-633.001	READY TO SERVE CHARGES	645,000.00	339,760.02	305,239.98	52.68
591-537.000-633.004	IRRIGATION	250,000.00	51,823.20	198,176.80	20.73
591-537.000-633.006	RES CONSTRUCTION WATER USE FEE	2,500.00	1,200.00	1,300.00	48.00
591-537.000-635.000	MISCELLANEOUS FEES	1,000.00	10,412.50	(9,412.50)	1,041.25
591-537.000-658.000	PENALTIES	40,000.00	19,990.36	20,009.64	49.98
591-537.000-658.002	ASSESSMENT PENALTIES	100.00	0.00	100.00	0.00
591-537.000-665.005	INTEREST ON PAYMENT PLANS-TRKG	4,500.00	0.00	4,500.00	0.00
591-537.000-665.006	INTEREST ON INVESTMENTS-OPER	50,000.00	3,008.26	46,991.74	6.02
591-537.000-665.009	INTEREST ON INVESTMENTS-TRKG	70,000.00	9,508.70	60,491.30	13.58
591-537.000-675.000	SPECIAL ASSESSMENT REVENUE	20,000.00	0.00	20,000.00	0.00
Total Dept 537.000 - WATER		3,613,600.00	1,687,215.25	1,926,384.75	46.69
TOTAL REVENUES		3,613,600.00	1,687,215.25	1,926,384.75	46.69
Expenditures					
Dept 530.000 - W/S - WAGES					
591-530.000-702.001	SALARIES & WAGES	70,000.00	33,119.57	36,880.43	47.31
591-530.000-715.000	SOCIAL SECURITY/MEDICARE	5,355.00	2,500.63	2,854.37	46.70
591-530.000-716.000	PENSION CONTRIBUTION	7,000.00	3,275.93	3,724.07	46.80
591-530.000-717.000	HEALTH & LIFE INSURANCE	11,000.00	1,024.32	9,975.68	9.31
Total Dept 530.000 - W/S - WAGES		93,355.00	39,920.45	53,434.55	42.76
Dept 537.000 - WATER					
591-537.000-727.000	SUPPLIES	250.00	28.99	221.01	11.60
591-537.000-802.000	LEGAL SERVICES	500.00	397.00	103.00	79.40
591-537.000-803.000	CONTRACT ENGINEERING	40,000.00	26,569.94	13,430.06	66.42
591-537.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	4,000.00	2,221.32	1,778.68	55.53
591-537.000-817.000	MILEAGE REIMBURSEMENT	100.00	0.00	100.00	0.00
591-537.000-830.000	BGUA OPERATING & PAYROLL	550,000.00	225,854.58	324,145.42	41.06
591-537.000-830.001	CAPITAL METER EXPENSE	150,000.00	189,036.22	(39,036.22)	126.02
591-537.000-830.CAP	AUTHORITY CAPITAL EXPENSES	61,000.00	1,554.47	59,445.53	2.55
591-537.000-831.000	SEMINARS/CONTINUING EDUCATION	0.00	420.00	(420.00)	100.00
591-537.000-900.000	PRINTING	150.00	0.00	150.00	0.00
591-537.000-904.000	WATER QUALITY REPORT	2,500.00	751.07	1,748.93	30.04
591-537.000-905.000	WATER & SEWER BILL OUTSOURCING	14,000.00	7,028.05	6,971.95	50.20
591-537.000-922.000	WYOMING USAGE BILL	1,850,000.00	410,057.92	1,439,942.08	22.17
591-537.000-934.000	SENSUS MAINTENANCE	3,500.00	4,000.00	(500.00)	114.29
591-537.000-962.000	INTERFUND REIMB WITH GEN	26,000.00	0.00	26,000.00	0.00
591-537.000-965.000	POSTAGE	1,100.00	127.80	972.20	11.62
591-537.000-968.000	DEPRECIATION	850,000.00	0.00	850,000.00	0.00
591-537.000-969.001	PARTICIPATION FEES LEAD/COPPER TESTING	250.00	200.00	50.00	80.00
591-537.000-979.000	NEW FURNITURE & EQUIPMENT	1,250.00	1,073.49	176.51	85.88
Total Dept 537.000 - WATER		3,554,600.00	869,320.85	2,685,279.15	24.46
TOTAL EXPENDITURES		3,647,955.00	909,241.30	2,738,713.70	24.92
Fund 591 - WATER FUND:					
TOTAL REVENUES		3,613,600.00	1,687,215.25	1,926,384.75	46.69
TOTAL EXPENDITURES		3,647,955.00	909,241.30	2,738,713.70	24.92
NET OF REVENUES & EXPENDITURES		(34,355.00)	777,973.95	(812,328.95)	2,264.51
TOTAL REVENUES - ALL FUNDS					
TOTAL REVENUES - ALL FUNDS		6,960,300.00	3,380,968.56	3,579,331.44	48.58
TOTAL EXPENDITURES - ALL FUNDS		7,749,660.00	1,844,473.22	5,905,186.78	23.80
NET OF REVENUES & EXPENDITURES		(789,360.00)	1,536,495.34	(2,325,855.34)	194.65



Kent
District
Library



2024

Community Report

We exist to further all people.

A Year of Growth and Service..... 4-5

A Year of Honor and Giving..... 6-7

2024, Month by Month..... 8-19

Return on Investment..... 20

System-Wide Statistics 21-23

Branch Statistics 24-45

Talking Book and Braille Center Statistics 46

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Peer Comparison..... 51-53

On the cover: A community art project with local artist Rhiannan Sibbald and Lions & Rabbits Center for the Arts brought dozens of people from the community together to create a mural at the Comstock Park Branch. See the entire mural on the back cover.

Kent District Library is a public library system operating 20 branch libraries, an Express Library and a Bookmobile that serves more than 439,000 residents of 27 different municipalities throughout Kent County. KDL enriches lives by providing information, ideas and excitement. It is an IRS-designated 501(c)(3) nonprofit supported by millage dollars and private donations. KDL is a member of the Lakeland Library Cooperative. For more information, visit kdl.org.

As I reflect on the past year, I am filled with gratitude and pride. Kent District Library has always been more than just a place to borrow books; it is a cornerstone of community, a hub for learning and connection, and a place where everyone is welcome. This year, more than ever, we have focused on strengthening the relationships that make us a family and creating a space where every person feels they belong.

The heart of our mission is to bring people together. Whether through storytimes, book clubs or community events like our On the Same Page Author Visit, we strive to be a space that inspires connection. It has been heartwarming to see how our community has rallied around the library, showing their support in so many ways. I am especially moved every time I see an “I Love My Library” sign proudly displayed throughout the county. It’s a reminder that KDL is not just 20 buildings – the library is a reflection of the people who believe in what we do.

This past year has been about showing up – not just waving the flag of what libraries stand for but doing the hard work to make a difference. We’ve expanded programs to meet the needs of our patrons, tried new approaches to engage our community and worked smarter to ensure we are using our resources effectively. We want to be a part of people’s lives, a source of calm and inspiration in an often-chaotic world, and a place where no one gets left behind.

But none of this would have been possible without you. Your support, whether through your visits, participation, advocacy or donations, has been instrumental. When challenges arose, our community stepped up, reinforcing the vital role the library plays in our lives. For that, I am so thankful.

Thank you for making KDL the vibrant, welcoming place it is. Together, we are building something extraordinary. Here’s to another year of growth, connection and inspiration.

With gratitude,

Lance Werner
Executive Director



A Year of Growth and Service

Circulation

Total circulation includes physical and digital materials plus Talking Book and Braille Center resources. For a breakdown of this data by branch, see pages 24-45.



Visits

Visits to the library continue to climb. This data does not include outreach visits. For a breakdown of this data by branch, see pages 24-45.



2020 – 2022 includes curbside visits

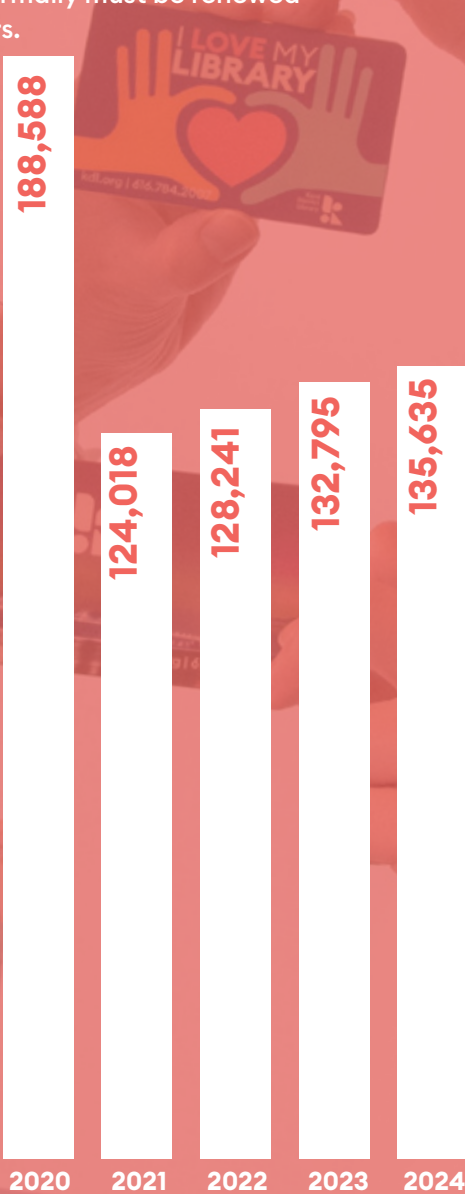
Program Attendance

In-person attendance at library programs has rebounded from the COVID-19 era to reach an all-time high, climbing 19% since 2023. For a breakdown of this data by branch, see pages 24-45.



Library Cards

Library cards normally must be renewed every three years. Expirations were suspended in 2020 due to the pandemic. After the pandemic, cards that would have expired were cleared from the system.





A Year of Honor and Giving

2024 brought several honors to Kent District Library, its staff and the community. These awards stem from partnerships with individuals, municipalities, legislators and service organizations, united in a common mission to further all people.

The Institute of Museum and Library Services awarded Kent District Library the 2024 National Medal for Museum and Library Service, the nation's highest honor given for making significant and exceptional contributions to their communities. KDL Executive Director Lance Werner and Friends of the Byron Township Branch President Linda Grit traveled to Washington, D.C. to receive the honor. (A)

The Michigan Library Association recognized Kent District Library with the 2024 Intellectual Freedom Award. This award recognizes a library for the Board's and Staff's outstanding work to protect and promote the principles of intellectual freedom and the right to read. (B)

KDL staff members Jaci Cooper and Lulu Brown were named as *40 Under 40* honorees by Crain's Grand Rapids Business Journal for their accomplishments in community service (photo on page 16).

The KDL Board of Trustees and Leadership chose to give the \$250,000 from the 2023 Jerry Kline Award for Community Impact back to the community. This included giving \$50,000 each to the City of Walker (C), City of Rockford (D), Grattan Township (E) and Tyrone Township (F) for library expansion projects. The remaining \$50,000 was used to start a new scholarship program.

KDL also named two teachers and an organization that operates a book club for incarcerated individuals as Literacy Champions. See page 15 for details.



2024, Month by Month

JANUARY

Libby/OverDrive circulation reached 1.7 million in 2023 and total digital checkouts in 2024 hit 2.6 million. This milestone illustrates the continued growth and importance of library lending of ebooks, audiobooks and other digital content, as well as the library’s success in serving all members of the community.

KDL kicked off a week-long celebration honoring the life and legacy of Dr. Martin Luther King Jr. with an event featuring Documentary Film Producer and University of Kansas Professor Dr. Randal Jelks, who provided a moving narrative on the highlights from his book, *Letters to Martin* (A). At the event, KDL received a proclamation, signed by State Representative Kristian C. Grant, State Senator Winnie Brinks, Lieutenant Governor Garlin Gilchrist II and Governor Gretchen Whitmer, honoring the library’s efforts during its MLK Week of Action (B and C).

FEBRUARY

Preschool Booster Packs were introduced! These collections of fun-filled games, activities and books help kids with pre-literacy skills. Already available for grades K-3, KDL began providing them for preschool learners as well. The new Preschool Booster Packs focus on the concepts of letters, numbers, shapes, colors, opposites, patterns, size and sequencing. They come in both English and Spanish (D).

KDL began accepting entries to the annual Write Michigan Teen Poetry Contest, open to teens in grades 6-12 living or attending school in Kent County. This is a great opportunity for teens to share their writing and win a cool prize.



Preschool Booster Packs were introduced in 2024 as a new and fun way for families to help children develop an early love of reading.



KDL wrapped up the annual Let It Snow Reading program with 2,818 completers. Each earned a Let It Snow mug, and 1,452 power readers were entered into a prize drawing for an Amazon Kindle Scribe.

Over 1,150 writers from across the state entered the 12th annual Write Michigan Short Story Contest, with winners announced in February. Winners were chosen by public voting for a \$250 Readers' Choice award and by a panel of judges for the \$500 Judges' Choice and \$250 Judges' Choice Runner-up awards. An awards ceremony took place in March to celebrate the winners.

MARCH

Registration opened for KDL's first On the Same Page Author Visit featuring Ann Patchett and Kevin Wilson, with all 1,200 free tickets being claimed in less than 24 hours!

This strategic initiative has the goal of bringing people together from across the community through the shared experience of reading.

APRIL

A full crowd enjoyed the keynote event for On the Same Page at the Calvin University Covenant Fine Arts Center. (photos on opposite page)

KDL also hosted programs connected to the themes of Ann Patchett's *Tom Lake*, the featured title for On the Same Page. Programs included Baking with Michigan Cherries, Pressed Flower Prints and Intro to Canning.

Winners of the Teen Poetry Contest were announced. KDL received 143 entries and poets were invited to share their work at a Poetry Slam for teens.

“Writing can help individuals sort through and make sense of what they are thinking and feeling, helping them gain clarity about their emotions. This can aid in lessening feelings of depression and anxiety.”

Evelyn Kamradt, Wedgwood Christian Services



MAY

The Institute of Museum and Library Services announced that Kent District Library received the **2024 National Medal for Museum and Library Service**, the nation’s highest honor given for making significant and exceptional contributions to their communities. Kent District Library was one of five public library award recipients, representing institutions that provide dynamic programming and services that exceed expected levels of service. Through their community outreach, these institutions bring about change that touches the lives of individuals and helps communities thrive.

The Bookmobile turned five! The Bookmobile has been working with communities to find relevant and inclusive ways to bring library services to them. In the last five years of work, we have celebrated more than 1,300 visits, events and partnerships. We are so honored to be trusted with the privilege of driving this amazing vehicle and cannot overstate the joy it brings to get to know our patrons and partners. (photo below)

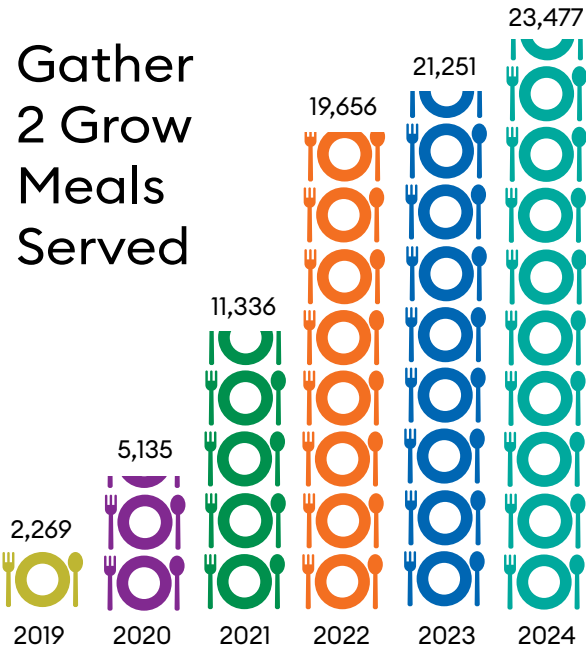


JUNE

Summer Wonder kicked off a journey of reading, learning and experiencing! The challenge is designed for multiple learning styles to keep families engaged and inspired. Summer Wonder offered a spectacular summer of outdoor discovery, scavenger hunts, reading, STEAM activities and lots of fun for everyone.

As part of the Summer Wonder program, KDL teamed up with Kent County Parks to present “Find Curi!” Families were invited to go on an outdoor scavenger hunt through local parks to find Curi, KDL’s Summer Wonder mascot. It was a fun opportunity to get outdoors, explore and learn! (photo on opposite page)

Gather 2 Grow’s summertime student lunches returned and served a record 23,477 meals! For the past six years, KDL has partnered with Feeding America West Michigan to provide no-cost lunches for youth ages 2-18 and adults with disabilities through age 26. The meals were available on summer weekdays.





Above: A new fountain in Friendship Park, which is next to the Cascade Township Branch, was donated by the family of Jack and Helen Lewis. Jack served in Cascade Township government for 39 years, helped found the Cascade Community Foundation and was a member of the Cascade Historical Society. Shown here are Jeff and Susie, children of Jack and Helen Lewis.

Right: Lulu Brown, Regional Manager I for the Cascade Township Branch, welcomed the community at the opening of Friendship Park.



The 3.5-acre property beside the Cascade Twp. Branch was transformed into a stunning new multiuse community hub. Friendship Park was created with the generous support of the Friends of the Cascade Library, Cascade Township and many donors.

KDL Vibes added 26 new artists and 195 new tracks, bringing the total to 115 artists and 1,077 songs. KDL Vibes is an online streaming collection that showcases and shares current local music for free. Musicians that were selected received an honorarium of \$250 for sharing their music through Vibes.

JULY

The American Heart Association partnered with KDL to launch a Libraries with Heart program to support area residents in monitoring their own blood pressure numbers. The new program, supported by the Michigan Health Endowment Fund, provides self-monitoring blood pressure kits for library patrons to check out.

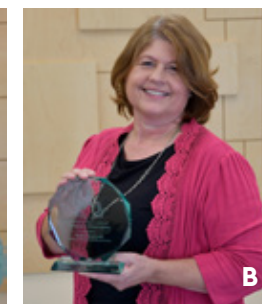
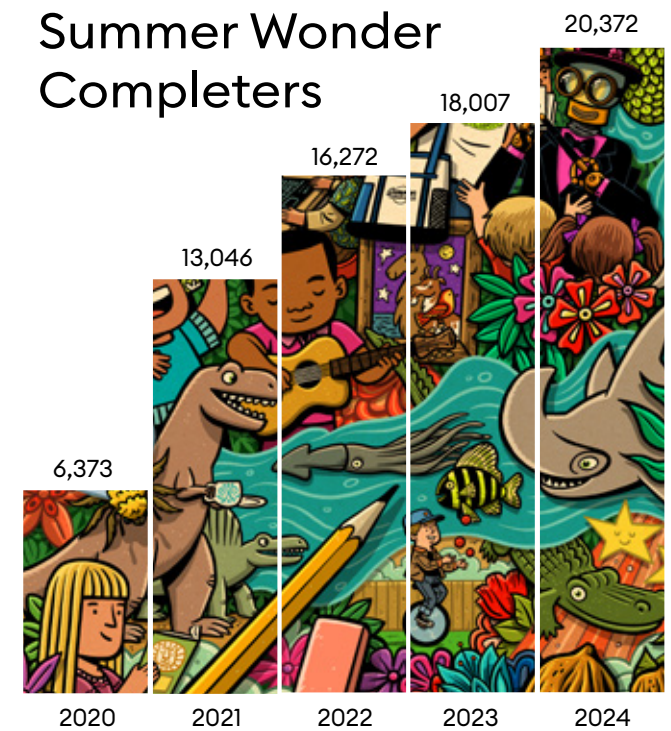
AUGUST

Over 20,000 people completed Summer Wonder, and over 5,500 people became All-Star Readers!

Vibes Fest celebrated favorite West Michigan artists and took place inside the Cascade Twp. Branch and outside at Friendship Park. Vibes Fest included daily concerts throughout the week and culminated with an all-day music extravaganza.

Patrons showed overwhelming support in passing KDL's gap millage.

We were pleased to award Kristy McPherson-Leitz (A), Robin Trocinski (B) and Life Change Book Club (C) with the 2024 Literacy Champion Awards. McPherson-Leitz, a high school teacher at Kenowa Hills High School, and Trocinski, a preschool teacher at Duncan Lake Early Childhood Center, each received an individual award due to a tie vote. Life Change Book Club received the organization award. They all received a cash prize to further their literacy efforts and a crystal trophy.



SEPTEMBER

All 20 KDL branches collected packages of diapers to support the Kent County Great Start Parent Coalition Diaper Drive. This is part of the KDL Gives Back effort that takes place four times per year, raising donations for partner organizations.

Legendary Readers launched as a simple and fun reading program designed to help children develop a lifelong love of reading and learning. Participants in grades K-5 are asked to read, write or visit the library for 100 days throughout the school year, outside of the classroom. Legendary Readers has a cryptid theme, and completers win a cool Nessie bookmark and are entered to win the grand prize of one of ten \$100 gift cards to Schuler Books.

OCTOBER

We partnered with World Affairs Council of Western Michigan to present a three-part series on Bridging Political Divides: Exploring the Radical Middle for the nearly 85% of people who are dissatisfied with government and politics.

“We realized that libraries, especially KDL, have a unique ability to reach a wide audience across different demographics. Together, we’ve been able to bring these crucial topics to new audiences who may not typically engage with global issues.”

Erica Kubik, director of programming for World Affairs Council



Regional Manager Lulu Brown and Director of Projects and Planning Jaci Cooper (shown above) were selected to join Crain’s 40 Under 40 class of 2024. These annual awards celebrate 40 emerging business leaders who are making a difference in West Michigan.

Kent District Library hosted the Next Nexus Summit: AI for Business, where the brightest local minds in artificial intelligence, technology, innovation and legal considerations came together to explore the future of artificial intelligence and its impact on our world and business.

We invited teens to enter the Teen Photo Challenge. They composed their best snapshots of subjects that fell into three categories: Exploration of Texture, Household Objects and Beautiful Decay. Winners received a \$25 Meijer gift card. There were 159 amazing photos submitted to this year’s Teen Photo Challenge.

“Decades of research shows that outside, independent choice reading supports not only reading comprehension and vocabulary but also general knowledge, grammar, cultural awareness and even empathy. Legendary Readers helps kids develop the habit of reading for enjoyment, which is critical for long-term success.”

Bridget Rieth, literacy coach with Kent Intermediate School District



More than 233,300 people enjoyed in-person programs in 2024, with the majority of them being school-age kids. Youth programs are designed to help with early literacy and STEAM-based learning.



The Michigan Library Association honored Kent District Library with the 2024 Intellectual Freedom Award. Established in 2023, the MLA Intellectual Freedom Award recognizes a library for the Board's and Staff's outstanding work to protect and promote the principles of intellectual freedom and the right to read.

NOVEMBER

Kent District Library and the KDL Board of Trustees were proud to launch a \$5,000 KDL Community Impact Scholarship to recognize high school seniors and adults returning to school who have worked hard to improve their communities and show potential to make long-term impact. Both trade-bound and college-bound students were eligible to apply. Strong candidates were students who are passionate about making a difference, champions for inclusivity, innovators at heart and lifelong learners with a love for the library.

KDL announced the titles for the second annual On the Same Page program, *Wandering Stars* by Tommy Orange and *Martyr!* by Kaveh Akbar, with details at kdl.org/samepage.

The Walker Branch broke ground on an extreme makeover! The library will more than double in size and is expected to open in late 2026. (A)

DECEMBER

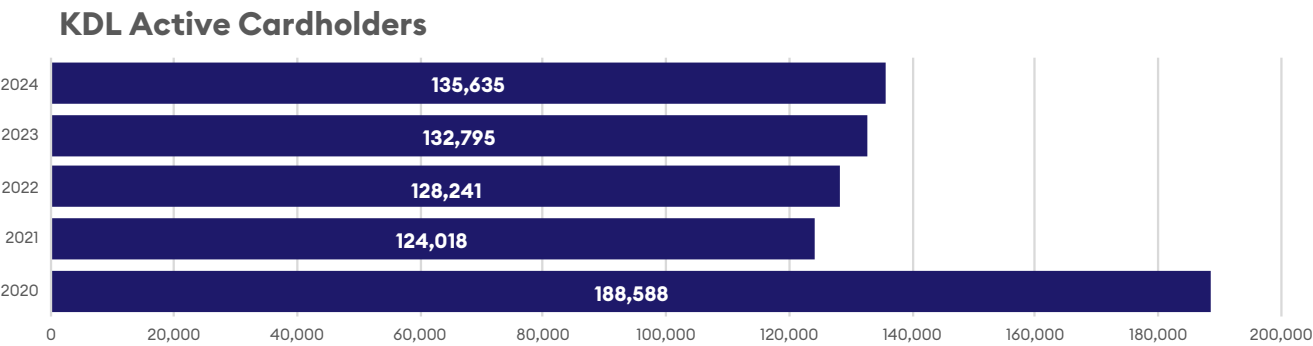
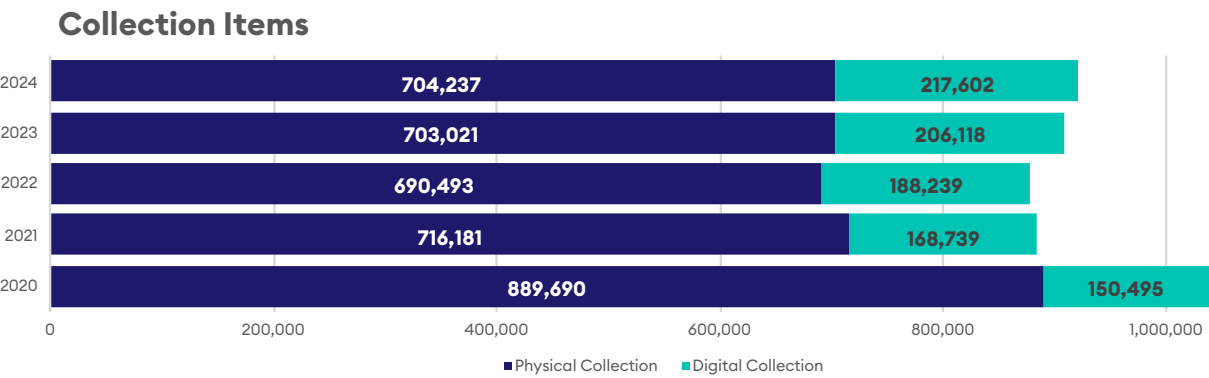
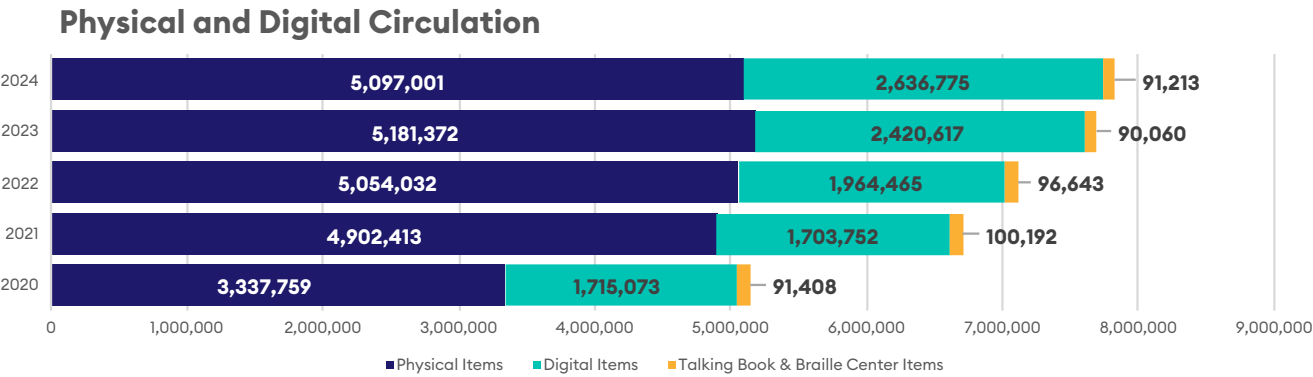
The Let It Snow reading program returned! Adults and teens (age 11+) who read or listen to six books from the Let It Snow reading categories between December 1 and February 28 earn a collectible Let It Snow mug. Those who read four more titles – for a total of 10 books – are entered into a drawing to win an Amazon Kindle Scribe. (B)

Return on Investment

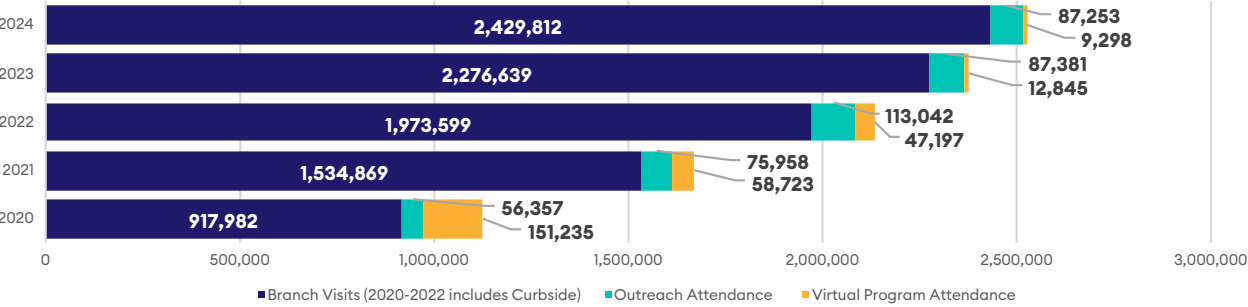
Library users saved \$98,873,347 in 2024 by checking out physical materials and digital items. The return on investment for taxpayers is much greater when you add the value derived from using computers, printers, study rooms, programs, outreach services, online databases and the personal service of library staff.

	2023	2024
Physical Items Checked Out (does not include renewals)	2,801,914	2,769,864
Total Estimated Value of Physical Items Checked Out	\$55,377,873	\$56,328,452
Users Who Checked Out Physical Items	79,226	82,156
Average Value per User for Physical Items	\$699	\$686
Digital Items Checked Out	2,420,617	2,636,775
Total Estimated Value of Digital Items Checked Out	\$37,073,483	\$42,544,895
Users Who Checked Out Digital Items	53,651	60,878
Average Value per User for Digital Items	\$691	\$699
Total Average Value per User for Physical and Digital Items	\$1,390	\$1,385

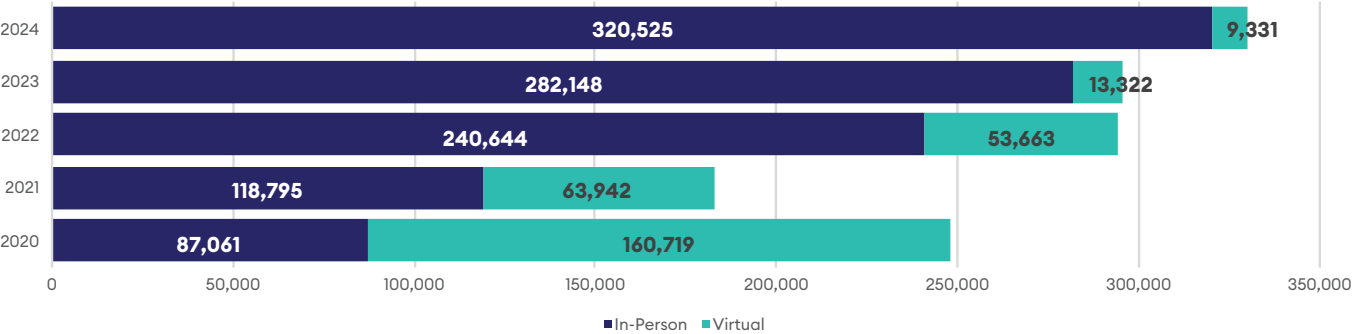
System-Wide Statistics



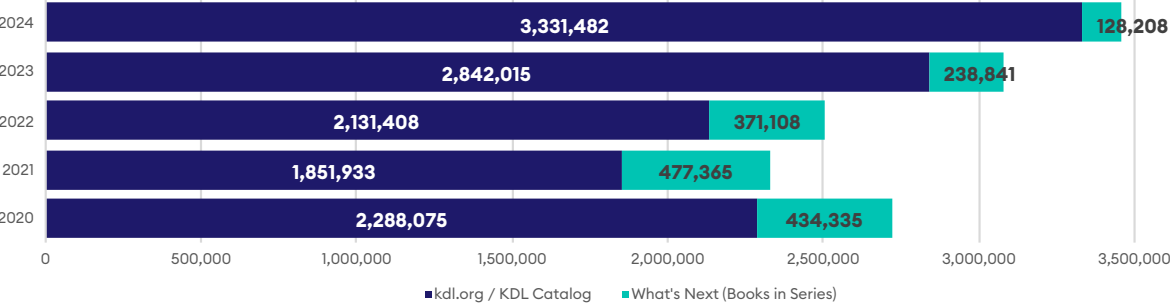
People Served



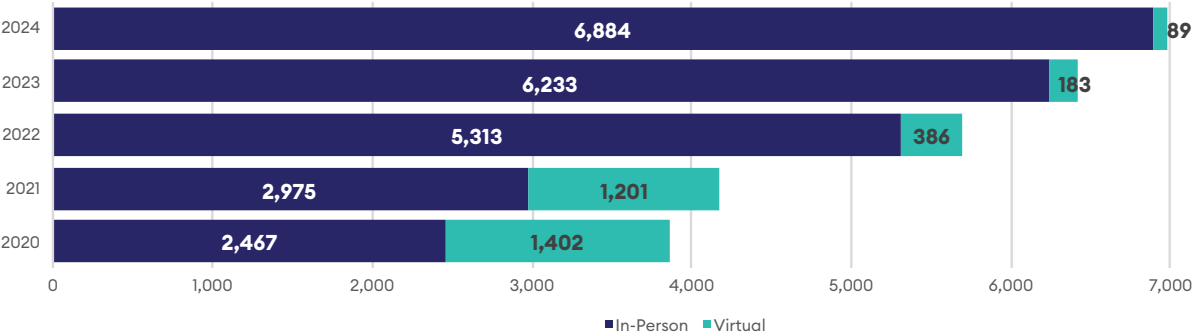
Program and Outreach Attendance



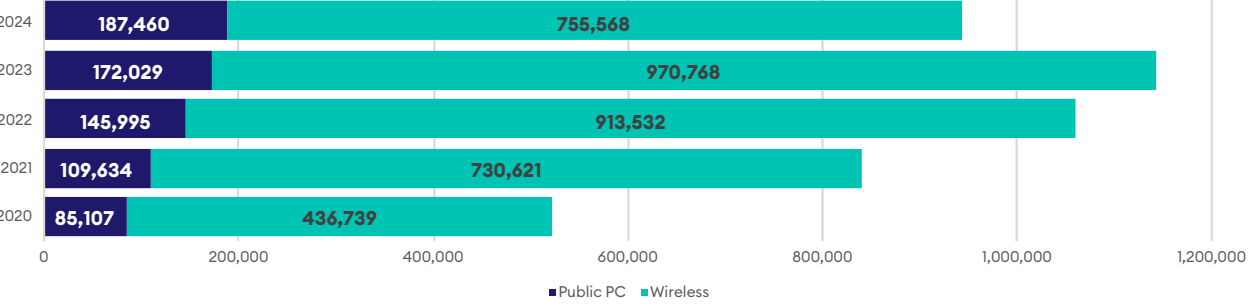
Online Visits



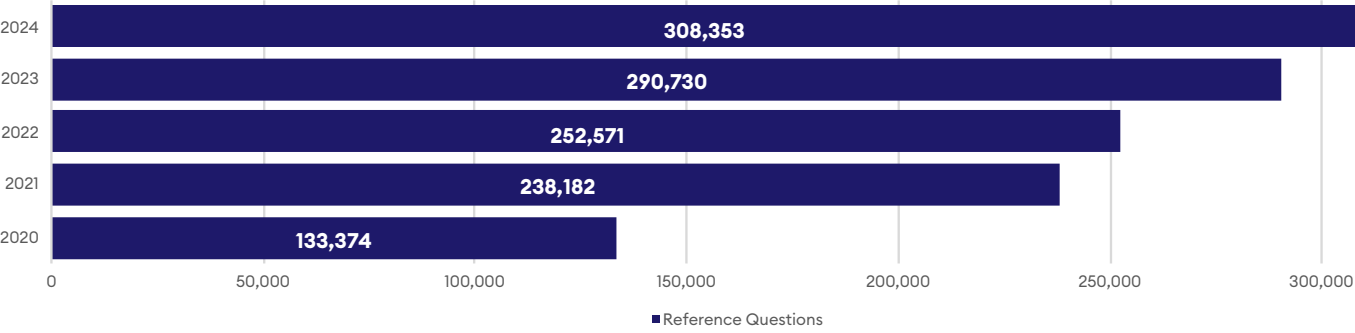
Program and Outreach Events



Computer Log-Ins

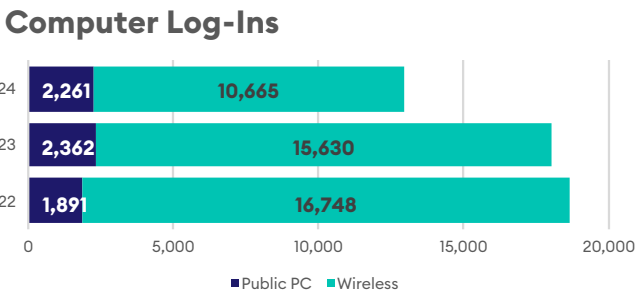
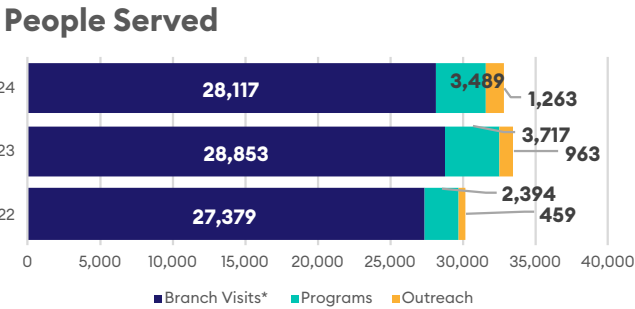
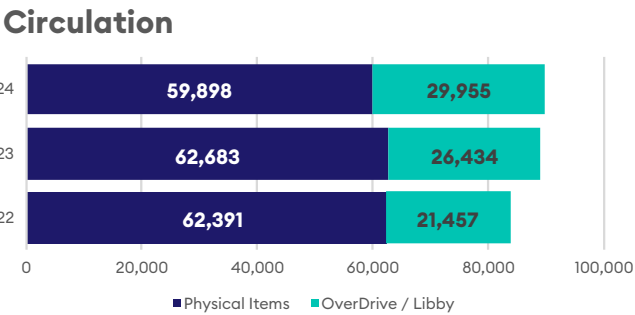


Reference Questions



Alpine Township Branch Statistics

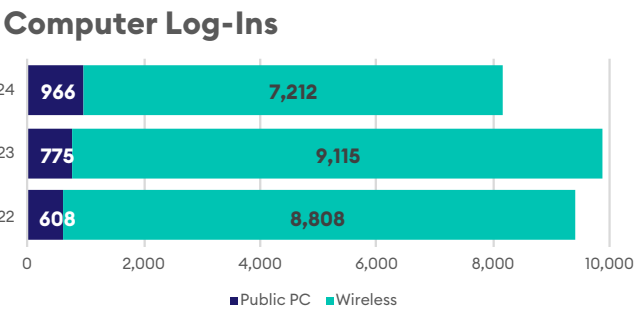
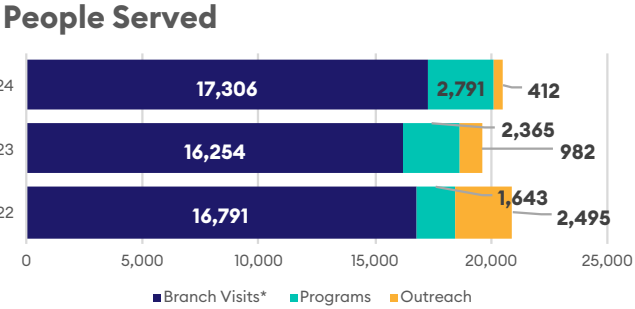
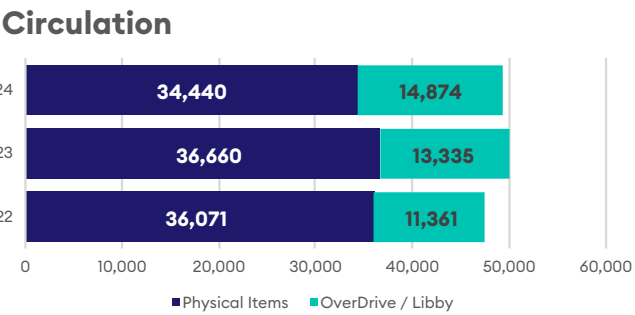
Regional Manager I:Liz Knapp
Regional Manager II:Joyanne Huston-Swanson
Physical Collection Size:9,830 (1.4% of total)
Building Size:4,862 sq ft
Public Computers:5
Staff:4.5 FTEs
Open Hours:40 hrs/wk



* 2022 includes curbside visits

Alto Branch Statistics

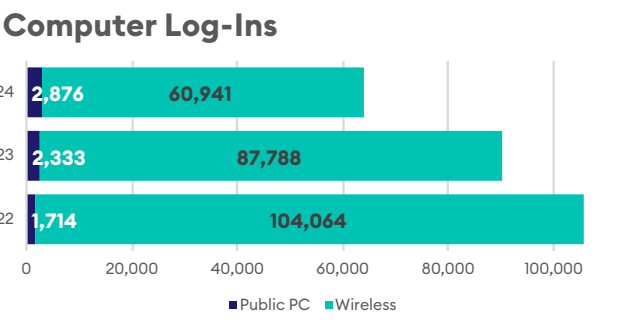
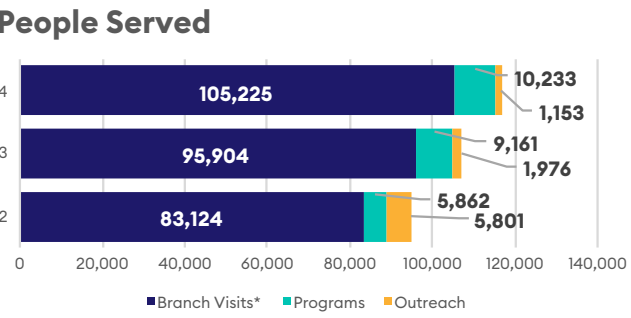
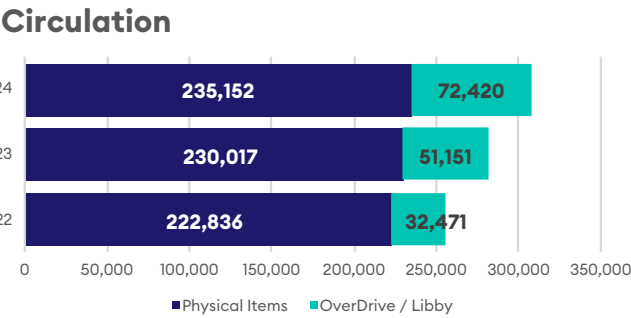
Regional Manager I:Kurt Lardie
Regional Manager II:Dave Palma
Physical Collection Size:10,772 (1.5% of total)
Building Size:5,795 sq ft
Public Computers:3
Staff:3.4 FTEs
Open Hours:39 hrs/wk



* 2022 includes curbside visits

Amy Van Andel Library Statistics

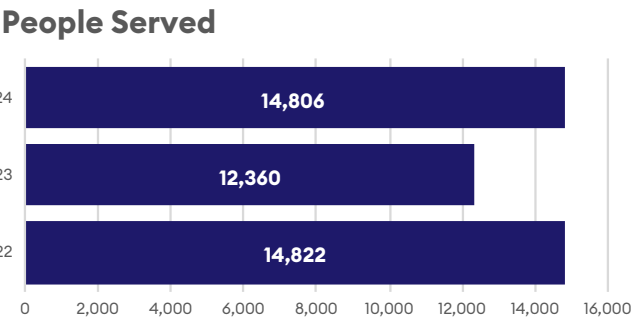
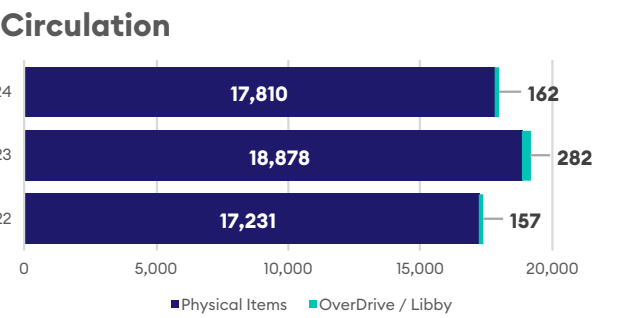
Regional Manager I:Scott Ninemeier
Regional Manager II:Shaunna Martz
Physical Collection Size:25,230 (3.6% of total)
Building Size:25,786 sq ft
Public Computers:4
Staff:8.9 FTEs
Open Hours:49 hrs/wk



* 2022 includes curbside visits

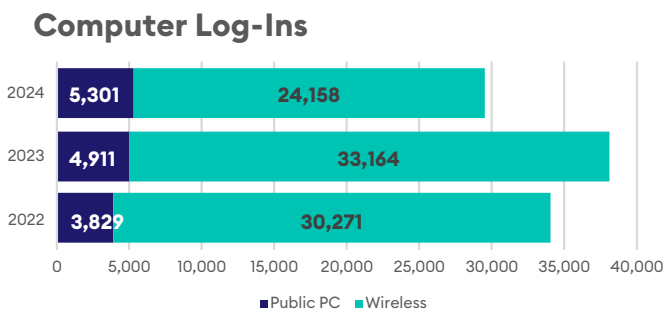
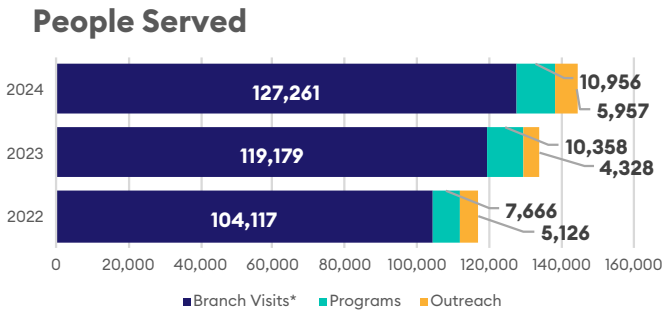
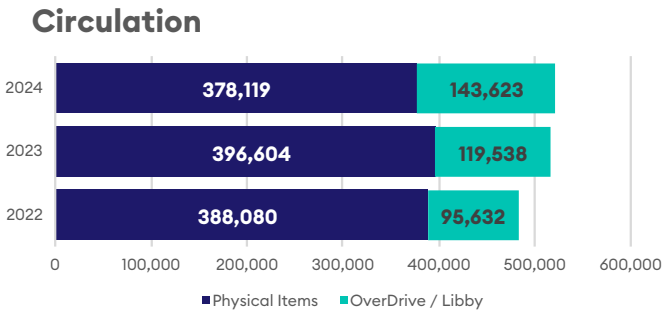
Bookmobile Statistics

Community Engagement
Manager:Criag Buno
Physical Collection Size:5,521 (0.8% of total)
Vehicle Size:306 sq ft
Public Computers:N/A
Staff:3 FTEs
Open Hours:Varies



Byron Township Branch Statistics

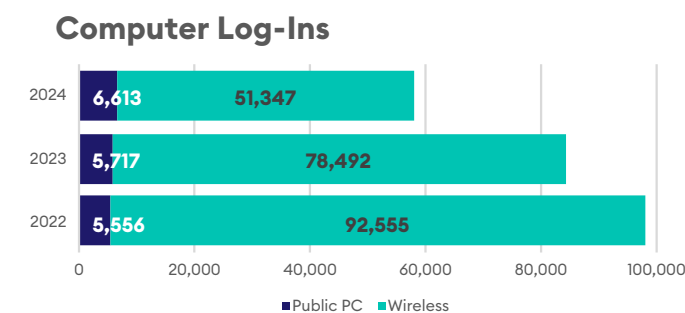
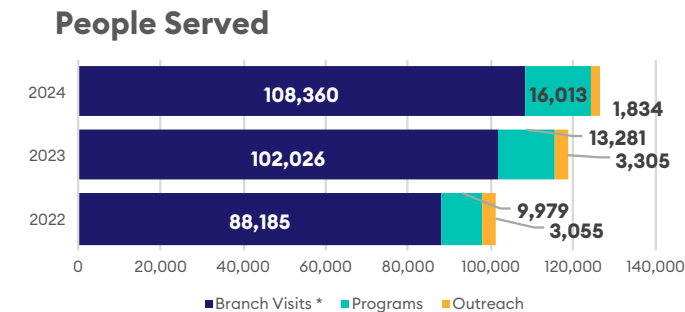
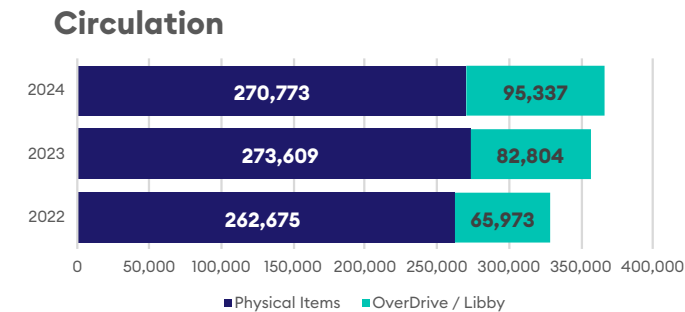
Regional Manager I:Josh Bernstein
Regional Manager II:Eric DeHaan
Physical Collection Size:44,384 (6.3% of total)
Building Size:13,600 sq ft
Public Computers:5
Staff:8.7 FTEs
Open Hours:54.5 hrs/wk



* 2022 includes curbside visits

Caledonia Township Branch Statistics

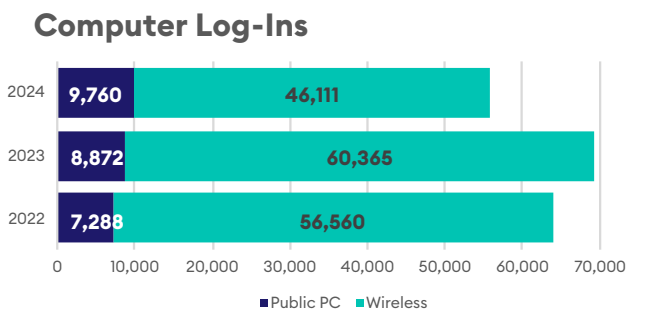
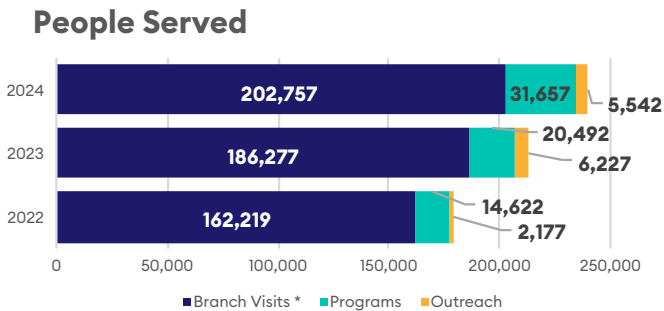
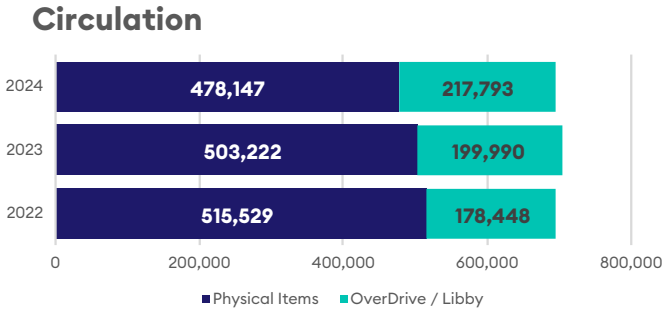
Regional Manager I:Lulu Brown
Regional Manager II:Ashley Smolinski
Physical Collection Size:29,861 (4.2% of total)
Building Size:15,464 sq ft
Public Computers:10
Staff:7.4 FTEs
Open Hours:49 hrs/wk



* 2022 includes curbside visits

Cascade Township Branch Statistics

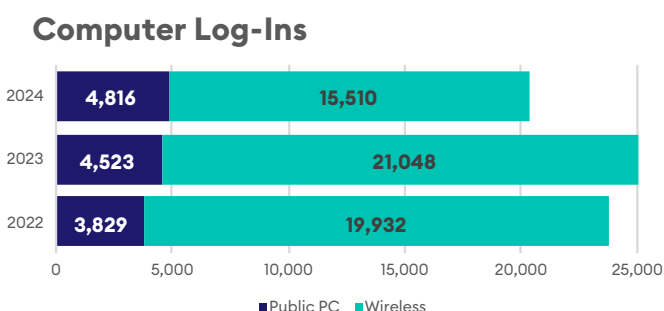
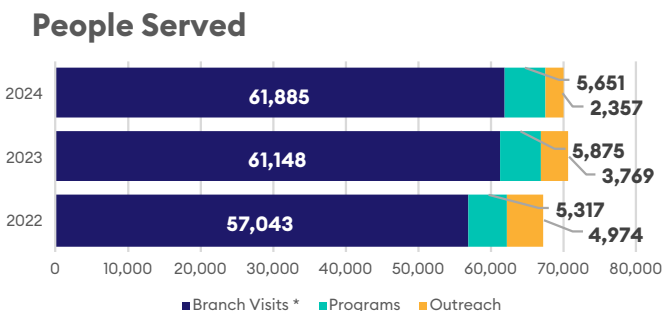
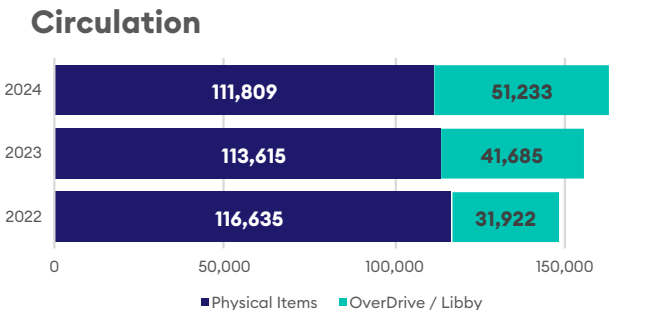
Regional Manager I:Lulu Brown
Regional Manager II:Ashley Smolinski
Physical Collection Size:62,693 (8.9% of total)
Building Size:30,400 sq ft
Public Computers:8
Staff:15.4 FTEs
Open Hours:62 hrs/wk



* 2022 includes curbside visits

Comstock Park Branch Statistics

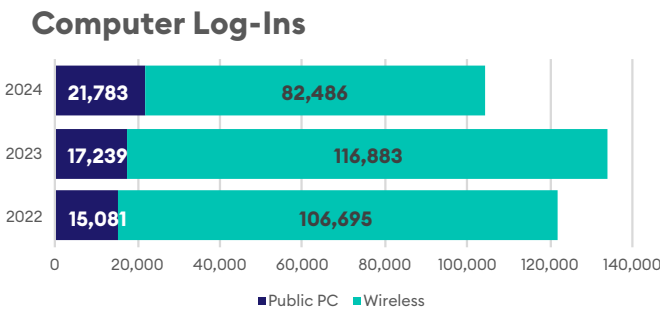
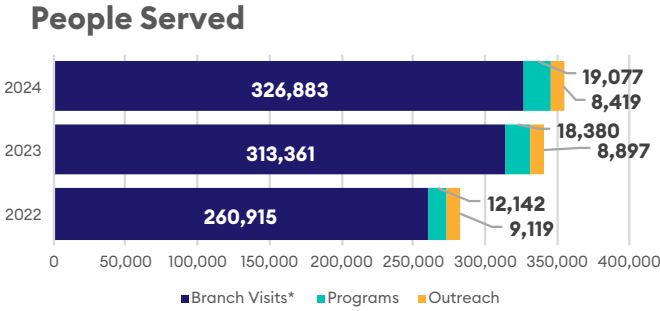
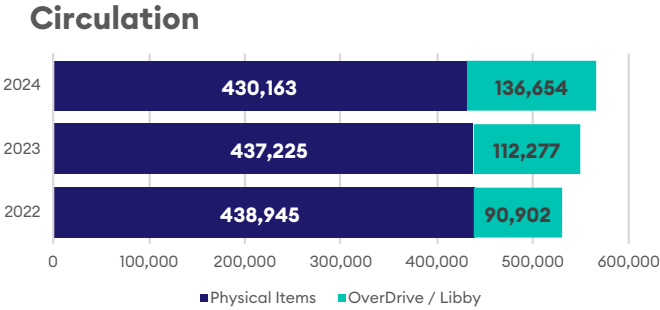
Regional Manager I:Penni Zurgable
Regional Manager II:Tricia Hetrick
Physical Collection Size:14,789 (2.1% of total)
Building Size:4,095 sq ft
Public Computers:6
Staff:6.7 FTEs
Open Hours:45.5 hrs/wk



* 2022 includes curbside visits

East Grand Rapids Branch Statistics

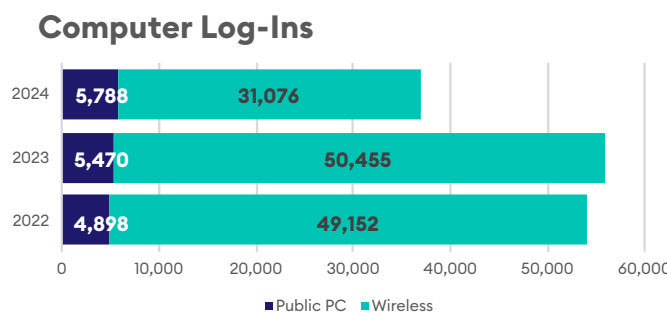
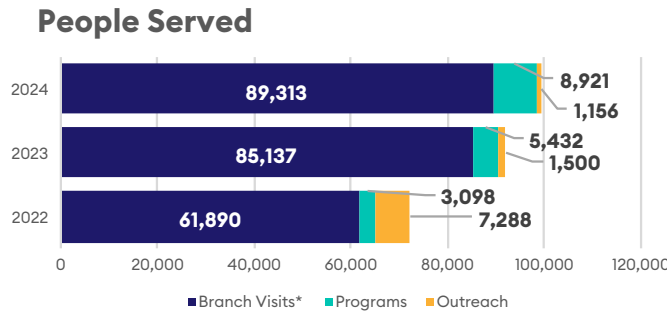
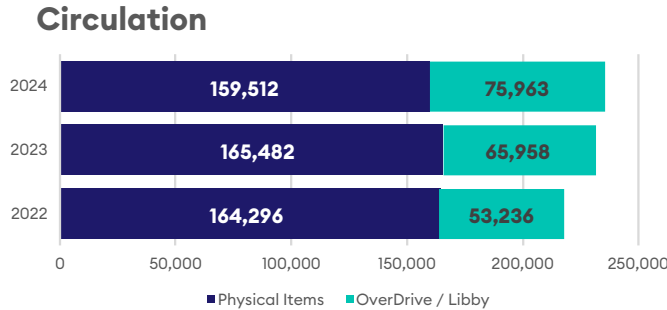
Regional Manager I:Scott Ninemeier
Regional Manager II:Shaunna Martz
Physical Collection Size:51,231 (7.3% of total)
Building Size:26,950 sq ft
Public Computers:19
Staff:14.2 FTEs
Open Hours:62 hrs/wk



* 2022 includes curbside visits

Englehardt (Lowell) Branch Statistics

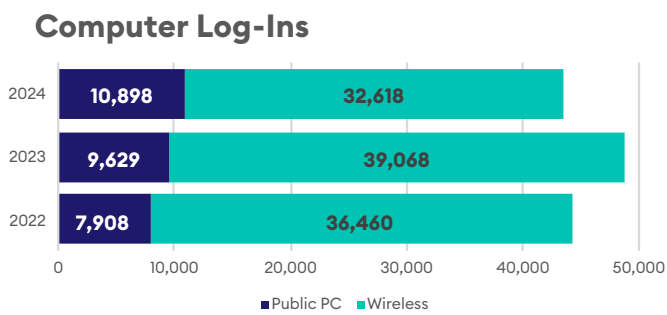
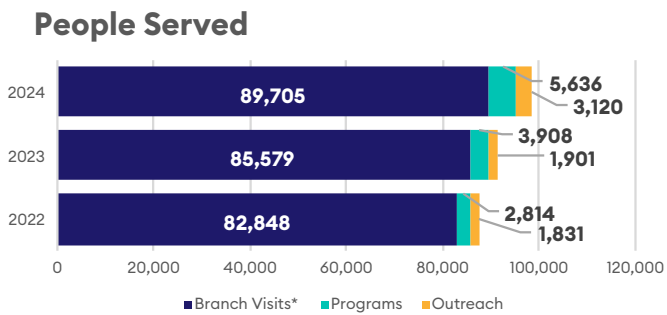
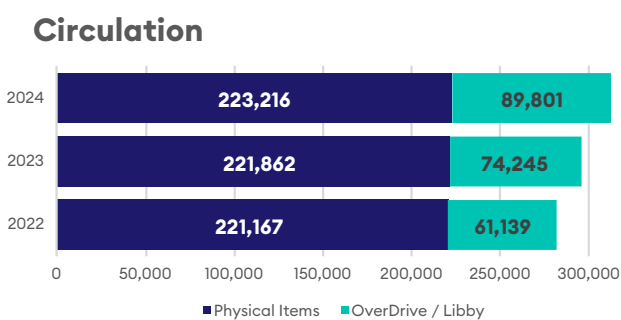
Regional Manager I:Kurt Lardie
Regional Manager II:Dave Palma
Physical Collection Size:23,139 (3.3% of total)
Building Size:8,771 sq ft
Public Computers:9
Staff:7.8 FTEs
Open Hours:46.5 hrs/wk



* 2022 includes curbside visits

Gaines Township Branch Statistics

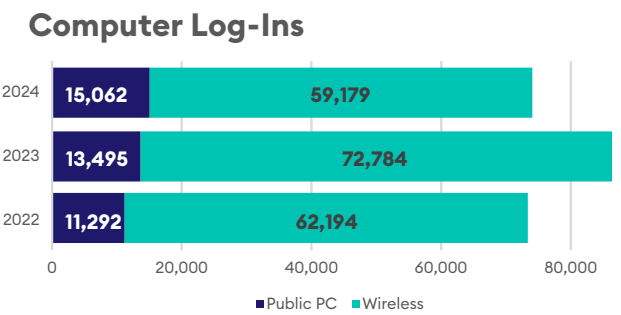
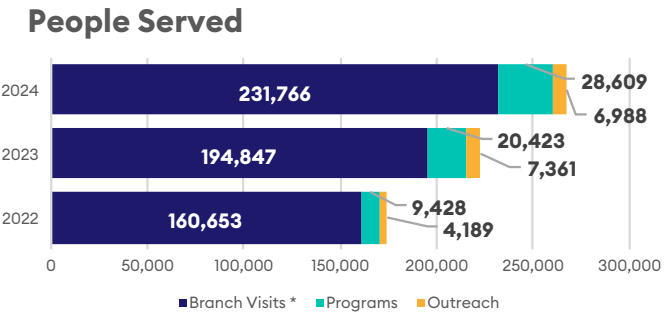
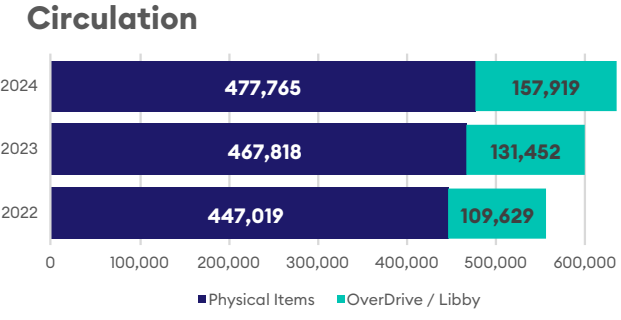
Regional Manager I:Kiosha Jeltema
Regional Manager II:Angela Culp
Physical Collection Size:37,184 (5.3% of total)
Building Size:10,400 sq ft
Public Computers:15
Staff:8.3 FTEs
Open Hours:54 hrs/wk



* 2022 includes curbside visits

Grandville Branch Statistics

Regional Manager I:Josh Bernstein
Regional Manager II:Eric DeHaan
Physical Collection Size:61,746 (8.8% of total)
Building Size:26,535 sq ft
Public Computers:12
Staff:13.1 FTEs
Open Hours:62 hrs/wk



* 2022 includes curbside visits

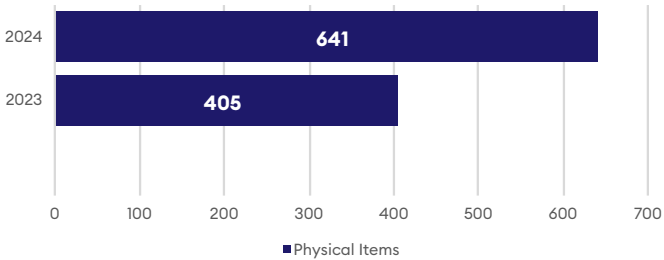
Grattan Township Express Library

The Grattan Township Express Library opened in May 2023.

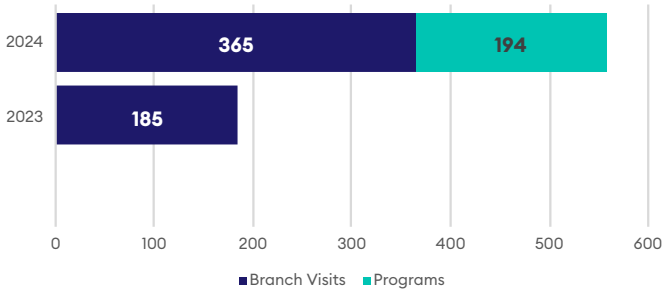
Regional Manager I:Kurt Lardie
Regional Manager II:Dave Palma
Physical Collection Size:500 (0.07% of total)
Building Size:N/A
Public Computers:N/A
Open Hours:28 hrs/wk



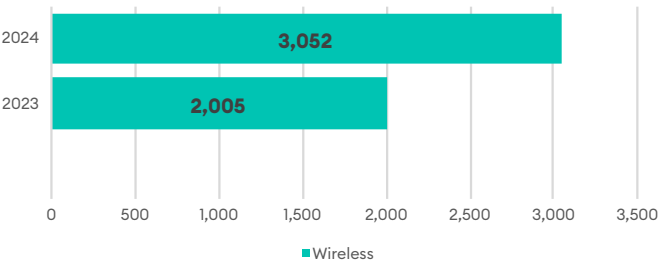
Circulation



People Served



Computer Log-Ins

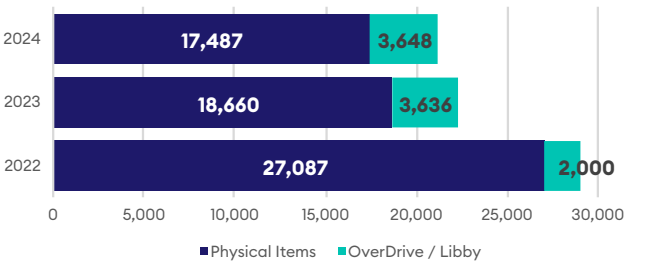


Kelloggsville Branch Statistics

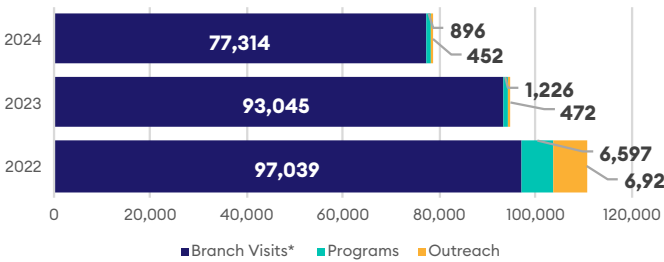
Regional Manager I:Anjie Christiansen
Regional Manager II:Karen Small
Physical Collection Size:7,828 (1.1% of total)
Building Size:6,500 sq ft
Public Computers:6
Staff:2.9 FTEs
Open Hours, School Year:14.5 hrs/wk
Open Hours, Summer:31 hrs/wk



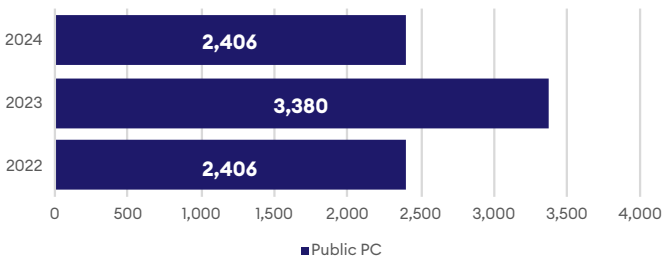
Circulation



People Served



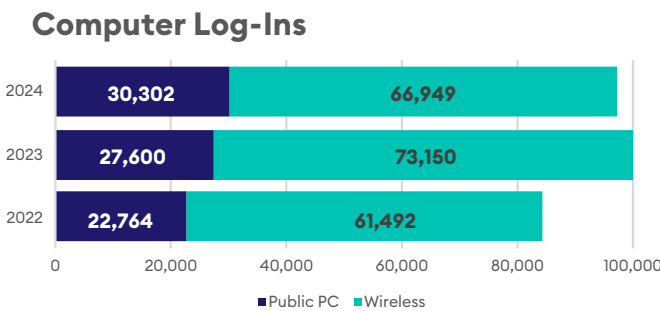
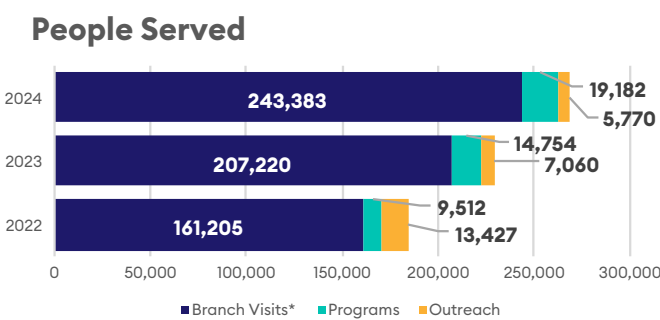
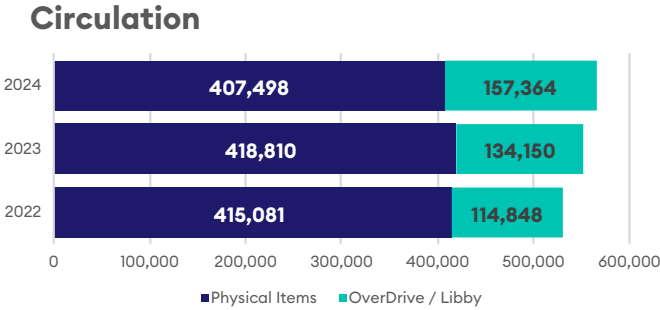
Computer Log-Ins



* 2022 includes curbside visits

Kentwood (Richard L. Root) Branch Statistics

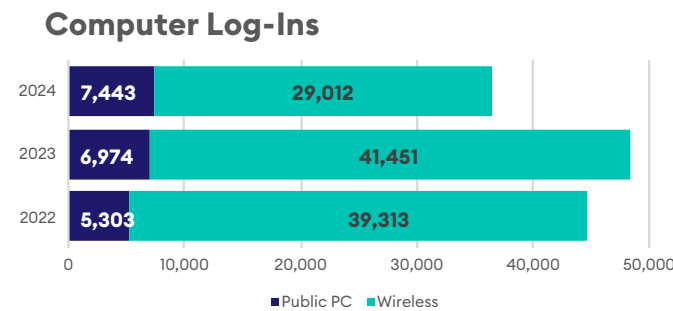
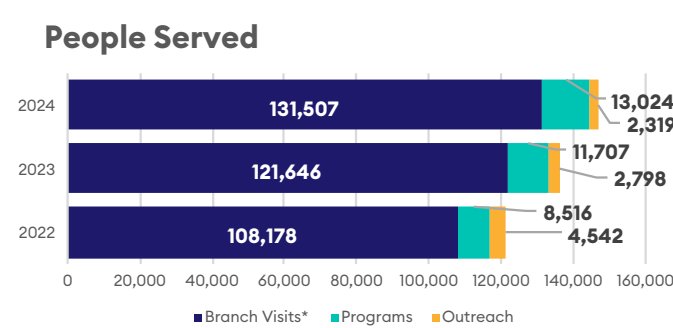
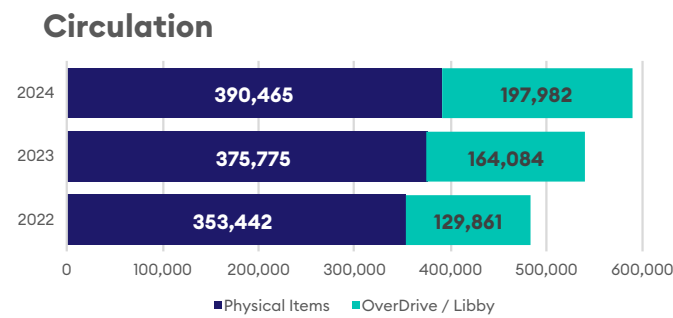
Regional Manager I:Kiosha Jeltema
Regional Manager II:Angela Culp
Physical Collection Size:64,881 (9.2% of total)
Building Size:45,489 sq ft
Public Computers:34
Staff:16.8 FTEs
Open Hours:62 hrs/wk



* 2022 includes curbside visits

Krause Memorial (Rockford) Branch Statistics

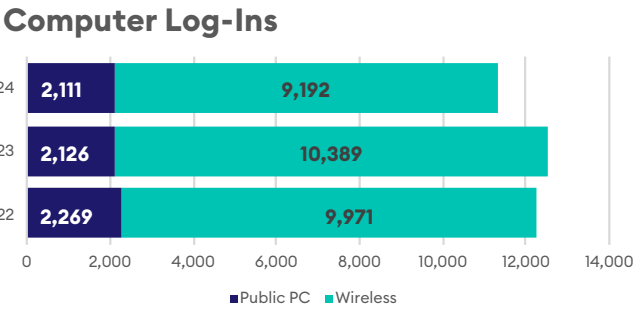
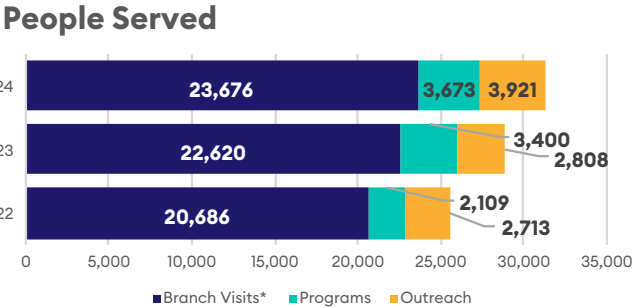
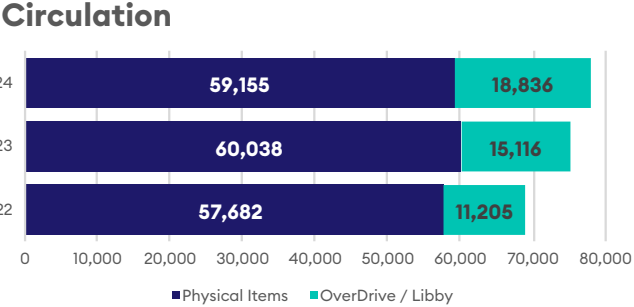
Regional Manager I:Jennifer German
Regional Manager II:Laura Youells
Physical Collection Size:46,084 (6.5% of total)
Building Size:9,500 sq ft
Public Computers:8
Staff:10.1 FTEs
Open Hours:54.5 hrs/wk



* 2022 includes curbside visits

Nelson Township Branch Statistics

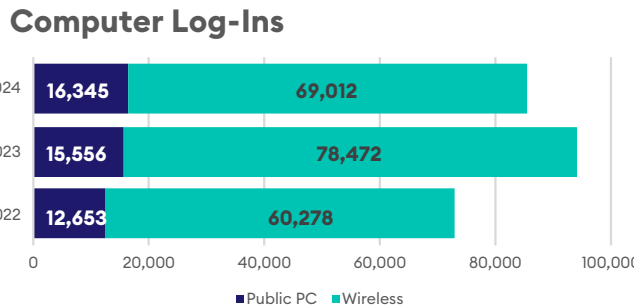
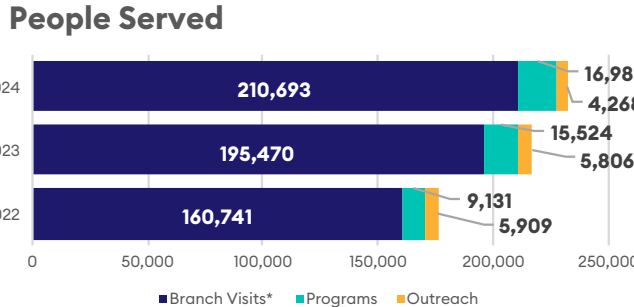
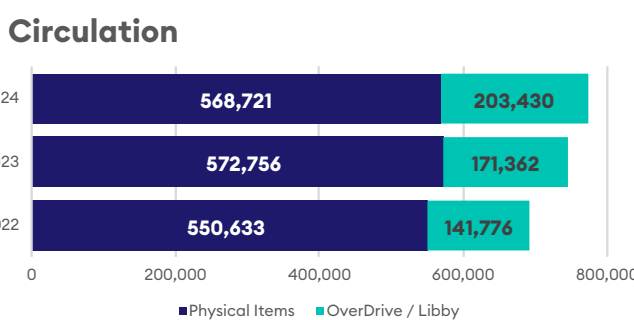
Regional Manager I:Jennifer German
Regional Manager II:Laura Youells
Physical Collection Size:14,864 (2.1% of total)
Building Size:8,736 sq ft
Public Computers:9
Staff:4.6 FTEs
Open Hours:42 hrs/wk



* 2022 includes curbside visits

Plainfield Township Branch Statistics

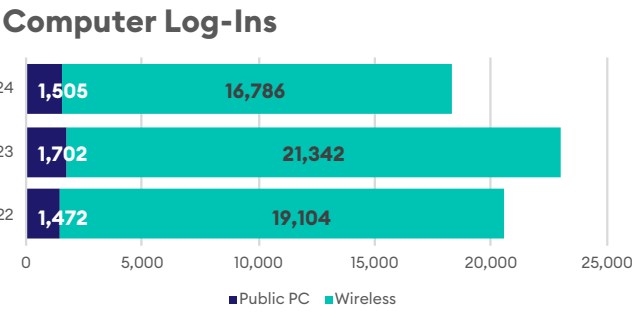
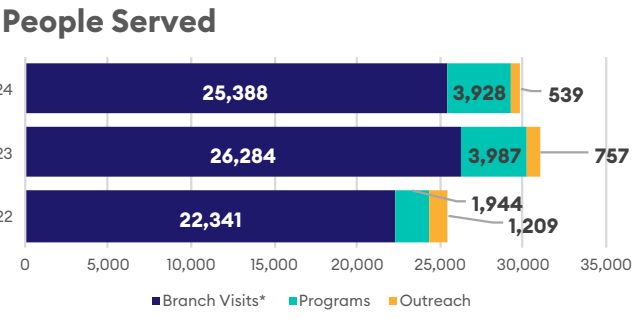
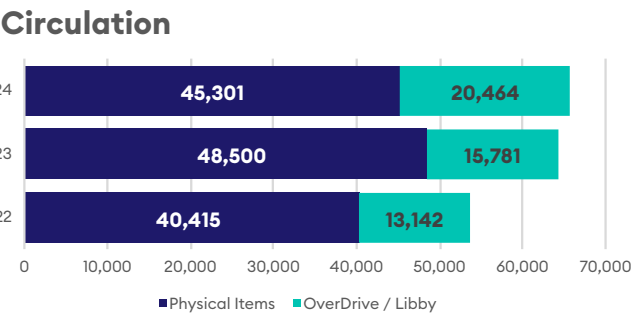
Regional Manager I:Penni Zurgable
Regional Manager II:Tricia Hetrick
Physical Collection Size:69,744 (9.9% of total)
Building Size:26,420 sq ft
Public Computers:18
Staff:14.4 FTEs
Open Hours:62 hrs/wk



* 2022 includes curbside visits

Spencer Township Branch Statistics

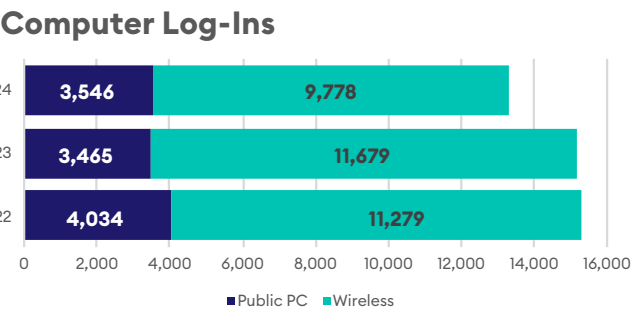
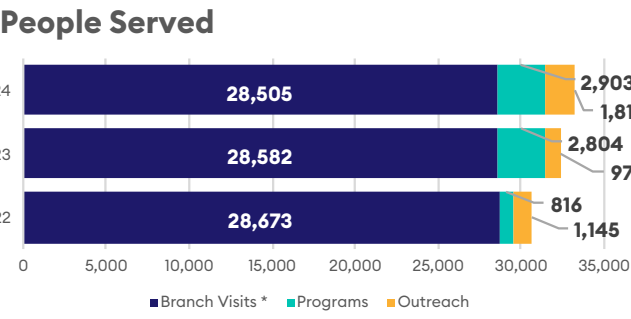
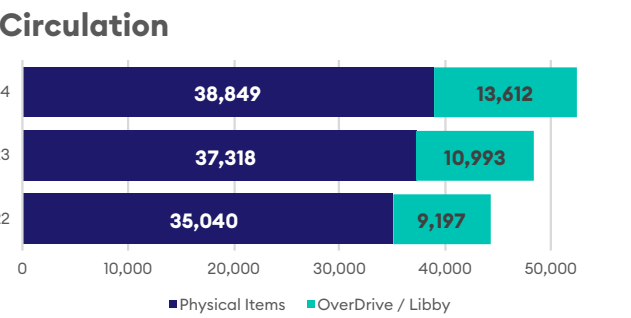
Regional Manager I:Jennifer German
Regional Manager II:Laura Youells
Physical Collection Size:10,677 (1.5% of total)
Building Size:2,000 sq ft
Public Computers:5
Staff:4 FTEs
Open Hours:40 hrs/wk



* 2022 includes curbside visits

Tyrone Township Branch Statistics

Regional Manager I:Liz Knapp
Regional Manager II:Joyanne Huston-Swanson
Physical Collection Size:9,180 (1.3% of total)
Building Size:4,239 sq ft
Public Computers:7
Staff:4.2 FTEs
Open Hours:36.5 hrs/wk

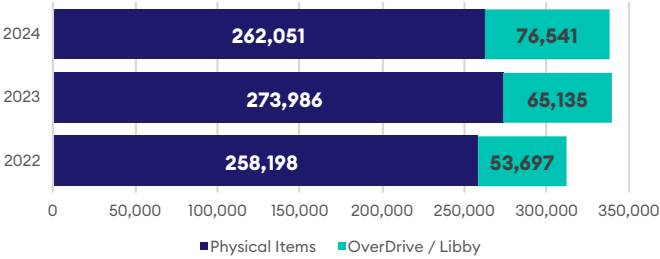


* 2022 includes curbside visits

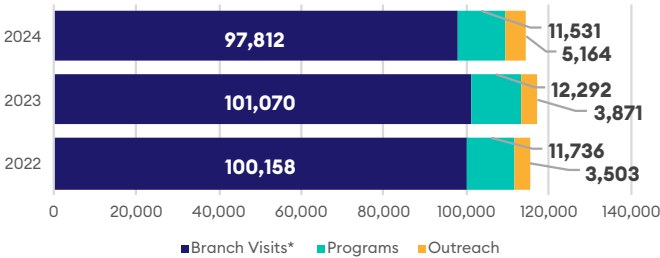
Walker Branch Statistics

Regional Manager I:Liz Knapp
Regional Manager II:Joyanne Huston-Swanson
Physical Collection Size:32,564 (4.6% of total)
Building Size:8,898 sq ft
Public Computers:9
Staff:7.8 FTEs
Open Hours:57 hrs/wk

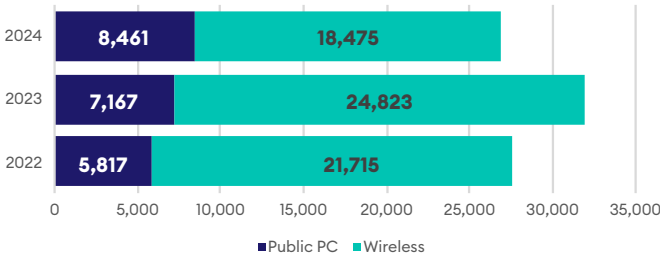
Circulation



People Served



Computer Log-Ins



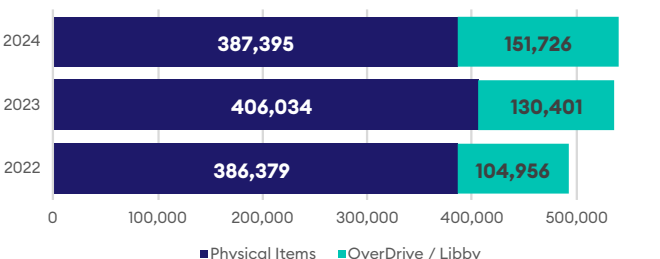
* 2022 includes curbside visits



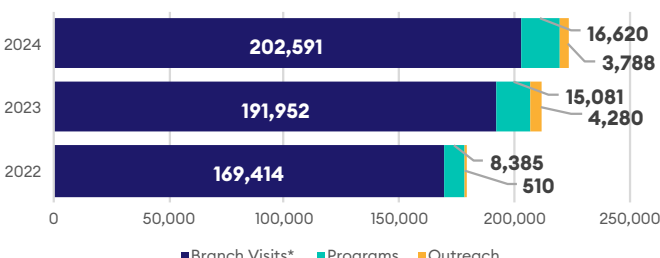
Wyoming Branch Statistics

Regional Manager I:Anjie Christiansen
Regional Manager II:Karen Small
Physical Collection Size:65,351 (9.3% of total)
Building Size:48,950 sq ft
Public Computers:19
Staff:16.2 FTEs
Open Hours:62 hrs/wk

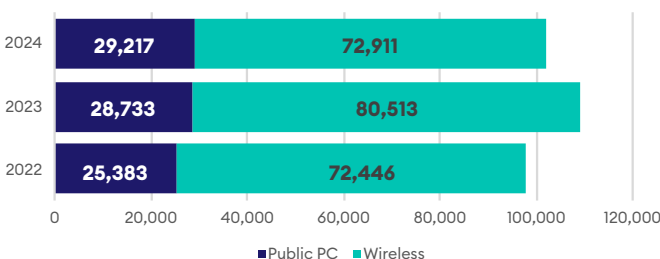
Circulation



People Served



Computer Log-Ins



* 2022 includes curbside visits

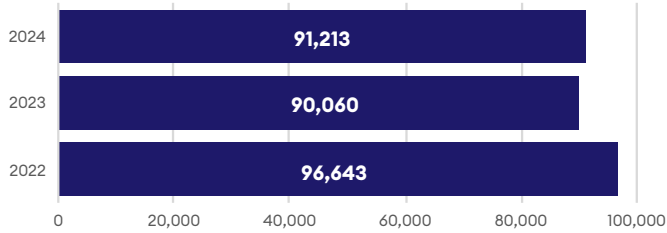


Talking Book and Braille Center

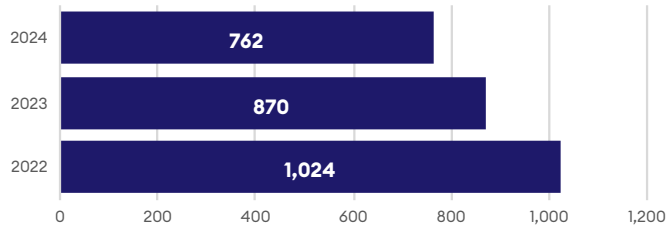
Accessibility and Inclusion Specialist:
Shelley Roossien

The Talking Book & Braille Center (TBBC) is a national program that provides accessible reading material to anyone who cannot read standard print because of a visual or physical impairment. Kent District Library’s TBBC serves Kent, Ionia and Montcalm counties under the direction of the Bureau of Services for Blind Persons Braille & Talking Book Library. In addition to providing Braille and audio materials (including audiobooks, described movies and audio magazines) to TBBC patrons, KDL has a suite of adaptive technology that includes a CCTV, a Braille embosser, a text-to-speech scanner and an accessible computer equipped with a large print keyboard, screen reading and Braille translation software packages.

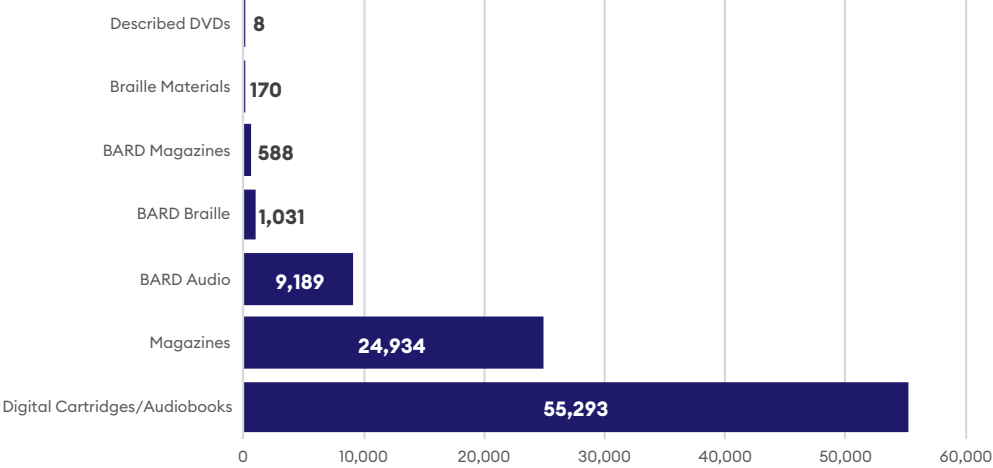
Circulation



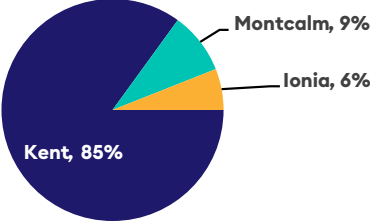
Active Borrowers



Circulation by Item Type

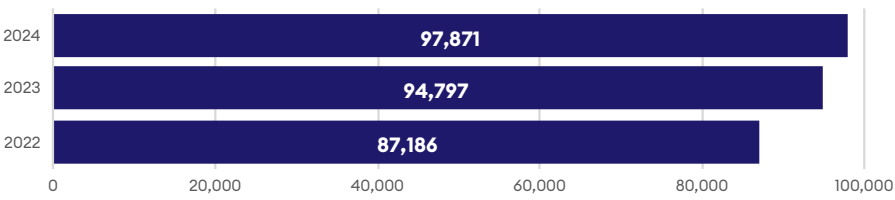


Borrowers by County

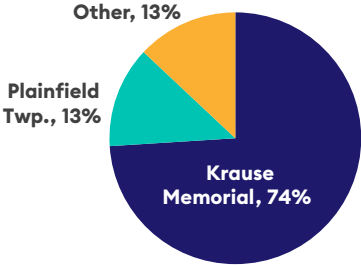


Municipalities in the Kent District Service Area

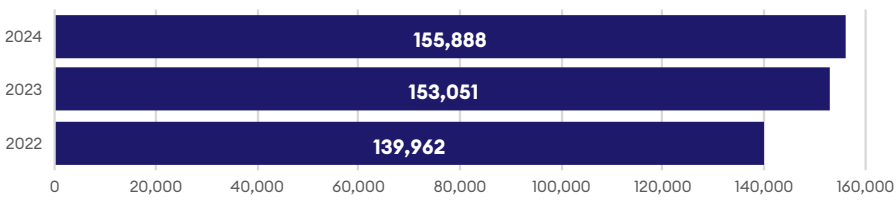
Circulation by Algoma Township Residents



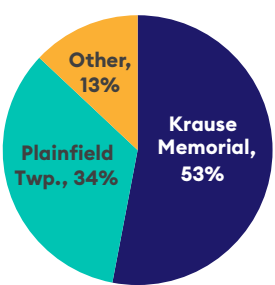
Preferred KDL Location



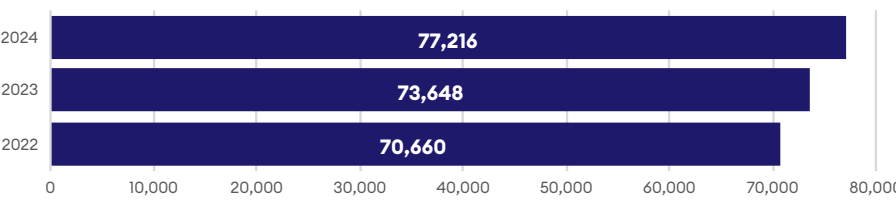
Circulation by Cannon Township Residents



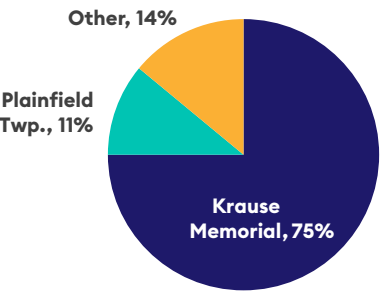
Preferred KDL Location



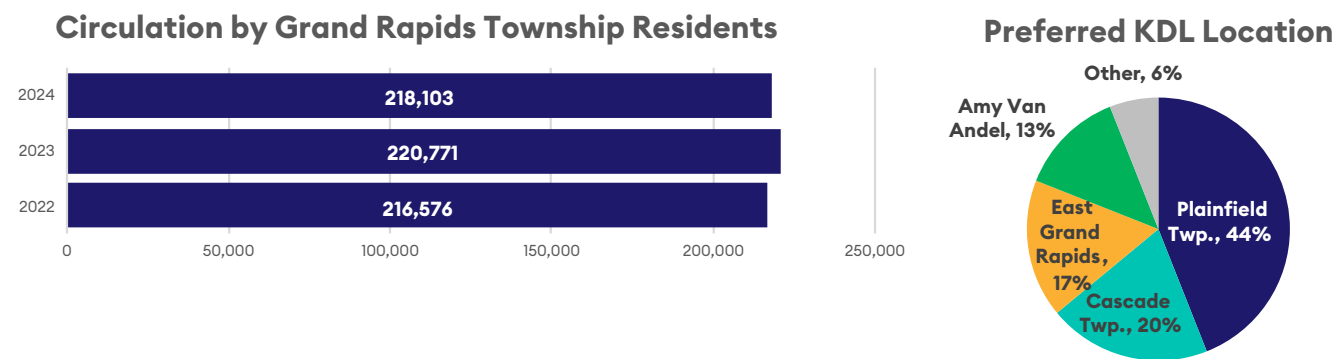
Circulation by Courtland Township Residents



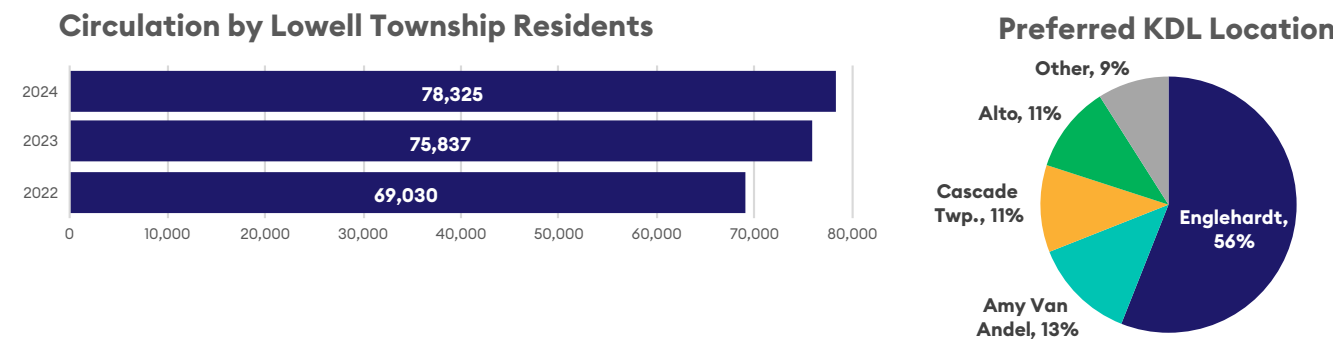
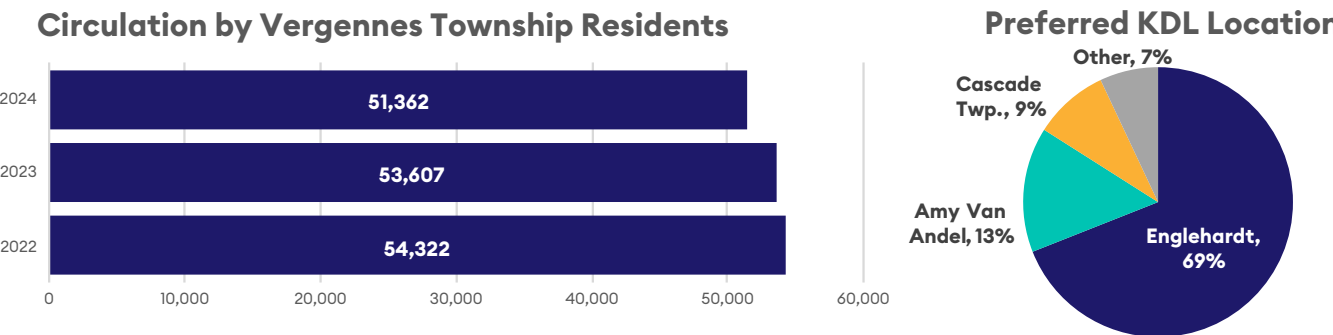
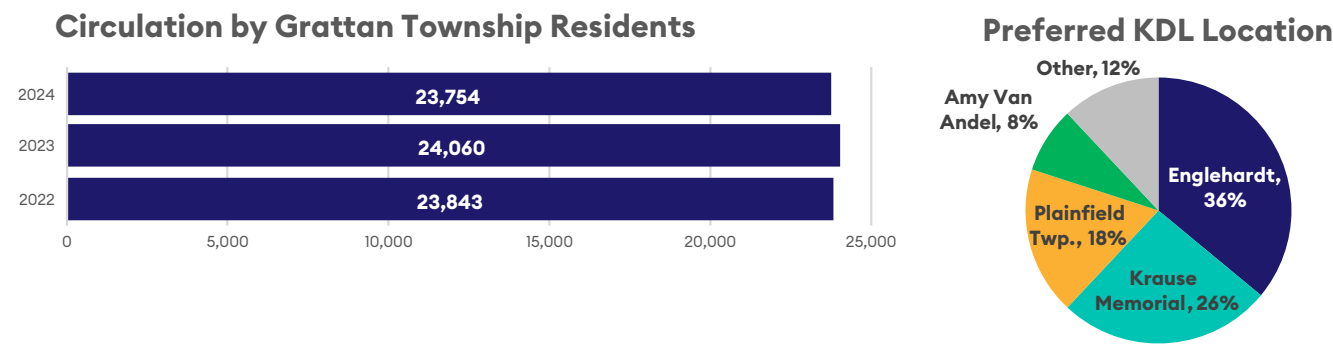
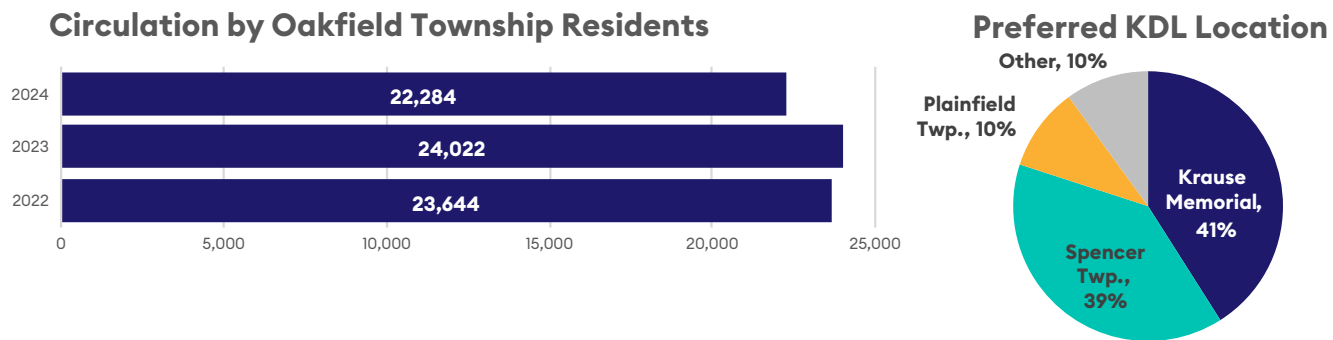
Preferred KDL Location



Municipalities in the Kent District Service Area

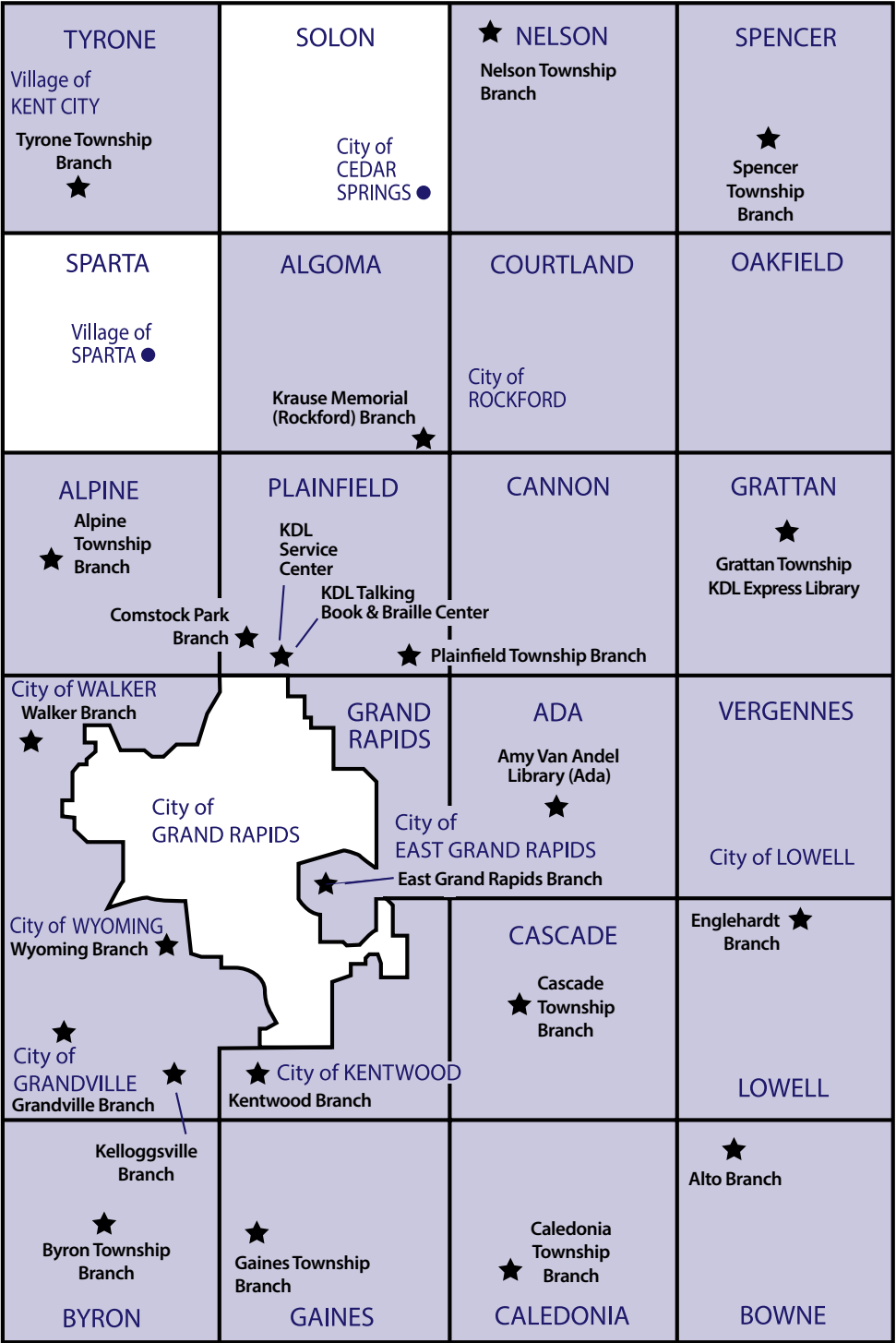


Municipalities in the Kent District Service Area



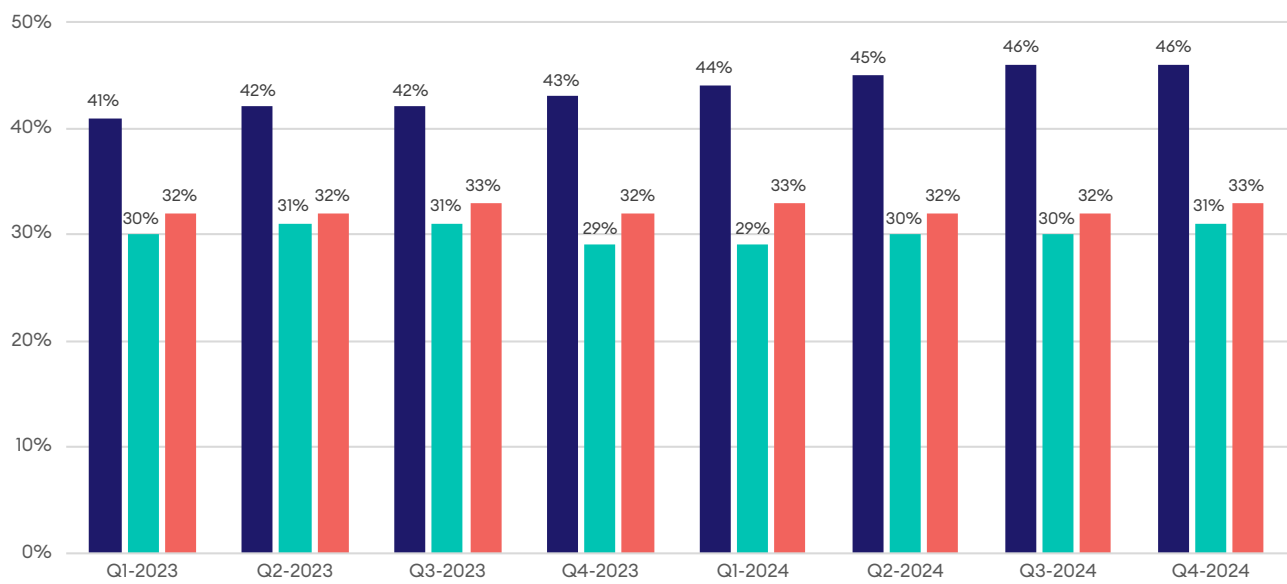
Kent District Library Service Area

The KDL service area includes all of Kent County except for the City of Grand Rapids, City of Cedar Springs, Solon Township, Sparta Township, the Village of Sparta and the portion of Bowne and Caledonia Townships within the Thornapple Kellogg school district.

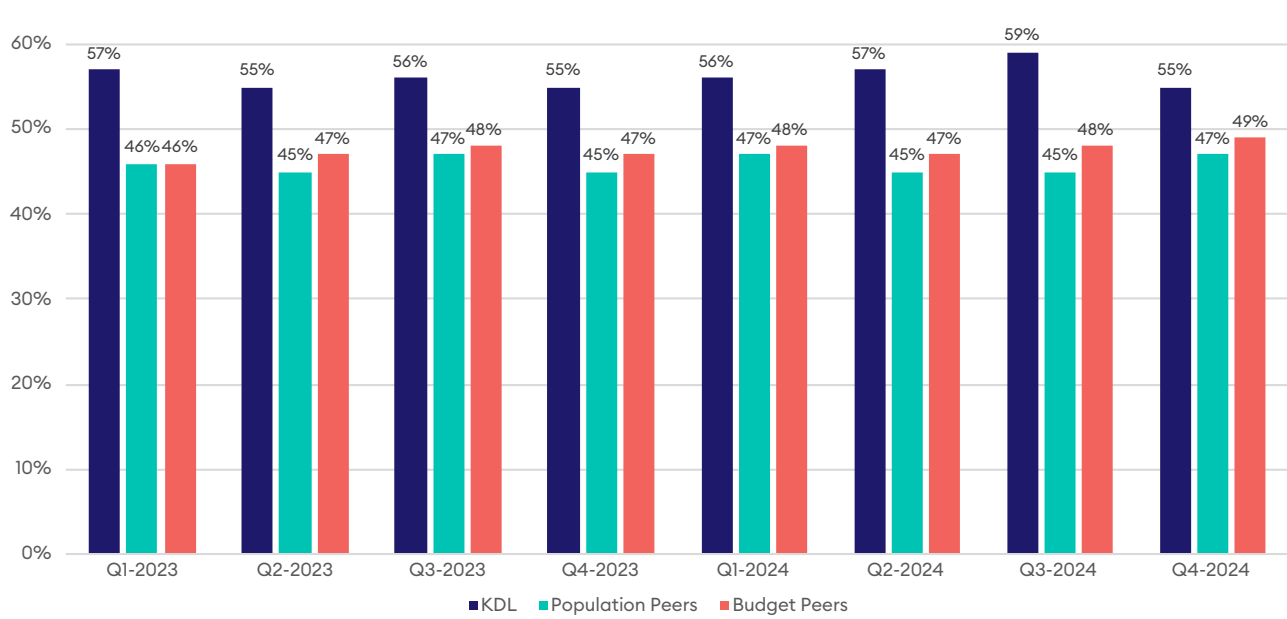


Peer Comparison – National (2023-2024 OrangeBoy Savannah Data)

Market Share:
Households in the library’s service area with library cards that have been used within the past 12 months.



New Cardholder Retention:
New library cards that remain active after the first year of being issued.



Peer Comparison – National (2022 Institute of Museum and Library Services data)

Kent District Library ranks in the top 3 for program attendance, library visits, and physical and electronic circulation per capita compared to population and budget peer libraries.					Per Capita Data								
					Operating Expenditures	Physical Circulation	Circulation of Electronic Material	Library Visits	Program Attendance	Public Internet Users	Wi-Fi Sessions	Books	Collection Expense
Library	City	ST	Population of Legal Service Area	Total Operating Expenditures (millions)									
Kent District Library	Comstock Park	MI	439,194	\$27.1	\$62	11.2	3.3	3.4	0.4	0.2	1.7	1.3	\$10
Population (+/- 25,000)			KDL Rank >	7th	7th	2nd	3rd	3rd	1st	8th	4th	11th	5th
Long Beach Public Library	Long Beach	CA	460,682	\$17.3	\$38	1.6	0.6	1.3	0.0	0.1	0.2	1.4	\$3
Pinal County Library District	Florence	AZ	453,924	\$2.2	\$5	0.4	0.1	0.1	0.0	0.0	0.0	0.1	\$1
Virginia Beach Public Library	Virginia Beach	VA	452,643	\$18.4	\$41	3.8	0.8	1.7	0.1	0.1	0.0	0.9	\$5
Dayton Metro Library	Dayton	OH	452,238	\$36.3	\$80	6.5	9.5	3.3	0.1	0.6	1.6	1.7	\$11
East Baton Rouge Parish Library	Baton Rouge	LA	450,544	\$44.5	\$99	3.3	2.4	3.4	0.2	0.6	2.1	2.7	\$11
Oakland Public Library	Oakland	CA	447,938	\$40.9	\$91	5.0	1.8	2.2	0.1	0.2	0.1	2.2	\$6
Santa Clara County Library	Campbell	CA	447,541	\$55.9	\$125	17.5	6.0	3.3	0.2	0.3	1.7	3.3	\$19
Dakota County Library	Eagan	MN	442,038	\$14.3	\$32	8.9	2.7	2.6	0.1	0.3	1.1	1.3	\$5
Sarasota County Public Libraries	Sarasota	FL	441,508	\$13.2	\$30	4.3	1.2	2.8	0.1	0.2	0.4	1.9	\$3
Greensboro Public Library	Greensboro	NC	430,004	\$9.8	\$23	2.4	1.7	1.8	0.1	0.2	0.0	1.2	\$2
Toledo-Lucas County Public Library	Toledo	OH	428,505	\$40.7	\$95	6.1	3.2	4.0	0.2	0.8	2.5	2.9	\$11
Live Oak Public Libraries	Savannah	GA	427,095	\$11.3	\$26	1.6	0.3	1.2	0.1	0.2	1.1	1.0	\$2
Jefferson Parish Library	Metairie	LA	425,884	\$20.1	\$47	2.0	0.6	2.3	0.1	0.3	0.7	1.6	\$6
Monmouth County Library	Manalapan	NJ	425,110	\$14.5	\$34	4.2	1.3	1.6	0.1	0.1	0.2	3.4	\$5
Solano County Library	Fiarfield	CA	420,585	\$22.4	\$53	3.6	0.8	1.3	0.1	0.2	0.1	0.8	\$4
Richland County Public Library	Columbia	SC	416,147	\$33.5	\$80	3.8	3.2	2.0	0.2	0.5	0.3	1.5	\$9
Budget (+/- \$1,000,000)			KDL Rank >	5th	5th	3rd	2nd	2nd	2nd	5th	2nd	6th	2nd
Charleston County Public Library System	Charleston	SC	408,235	\$28.0	\$69	3.8	2.6	2.0	0.1	0.3	0.4	1.6	\$9
Akron-Summit County Public Library	Akron	OH	381,648	\$27.7	\$73	9.1	1.9	3.3	0.3	0.4	0.7	2.0	\$10
Fulton County Library System	Atlanta	GA	1,105,574	\$27.7	\$25	2.1	1.2	1.6	0.1	0.4	0.0	1.1	\$3
Detroit Public Library	Detroit	MI	639,111	\$27.5	\$43	0.1	0.3	0.2	0.0	0.1	0.1	3.7	\$2
Wake County Public Libraries	Raleigh	NC	1,150,722	\$27.1	\$24	6.7	1.8	1.7	0.1	0.1	0.2	1.5	\$4
Howard County Library System	Ellicott City	MD	325,690	\$26.4	\$81	12.6	2.6	3.2	0.5	1.0	0.4	2.2	\$5
Douglas County Libraries	Castle Rock	CO	369,287	\$26.1	\$71	11.3	4.2	3.6	0.4	0.2	1.9	1.1	\$11

State Comparison (2022-2023 Michigan Public Library Statistics for 12 largest libraries)

Library	Physical Collection Turnover*	Number of Registered Borrowers	% of Operating Expenditures On Materials	Total Annual Visits	Physical Circulation	Circulation of Electronic Materials	Total Operating Expenditures	Total Operating Income	Total Program Attendance (in-person and virtual)	Public PC Sessions	Wi-Fi Sessions
Kent District Library	7.3	128,241	16.0%	1,959,251	5,054,032	1,680,078	\$28,413,362	\$28,194,652	294,307	145,995	913,532
KDL Michigan Ranking >											
Ann Arbor District Library	9.9	58,971	10.2%	1,252,762	4,762,804	706,862	\$16,393,566	\$19,851,776	90,932	64,296	511,000
Capital Area District Libraries	2.9	90,474	15.2%	675,466	1,517,696	646,122	\$12,558,702	\$12,882,202	47,759	78,028	63,200
Clinton-Macomb Public Library	3.4	157,867	15.5%	351,327	1,253,031	178,901	\$6,609,559	\$9,130,313	51,551	38,389	65,964
Detroit Public Library	0.1	131,711	2.7%	259,414	145,660	200,357	\$35,529,371	\$37,859,591	75,787	82,616	45,656
Genesee District Library	1.2	117,869	18.0%	527,996	643,752	437,016	\$9,026,508	\$10,396,800	61,496	71,676	36,392
Grand Rapids Public Library	0.9	44,577	12.9%	423,829	770,950	528,421	\$12,185,582	\$13,211,515	20,564	73,647	165,982
Jackson District Library	3.0	49,353	13.3%	347,809	1,208,515	226,776	\$8,939,720	\$9,856,086	38,258	41,754	39,213
Monroe County Library System	2.1	18,124	9.8%	399,048	625,185	161,915	\$7,615,537	\$7,967,736	144,078	45,898	31,827
Saint Clair County Library System	1.2	49,694	11.5%	223,314	526,070	151,072	\$4,892,751	\$5,414,984	14,137	25,956	14,704
Sterling Heights Public Library	1.8	63,861	10.6%	162,525	345,773	112,027	\$2,872,608	\$2,872,609	12,321	27,675	27,675
Warren Public Library	1.7	58,644	10.8%	194,838	506,720	42,635	\$4,919,653	\$5,974,110	20,600	22,848	99,767

*Collection turnover indicates how often items in the collection are borrowed. It's calculated by dividing the total circulation by the total number of items. Higher collection turnover indicates a more healthy and robust use of the collection.



Kent
District
Library



814 W. River Center Dr. NE, Comstock Park, MI 49321 // kdl.org

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 6:00 PM MEETING
June 09, 2025**

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

Absent with notice: Haagsma with notice

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

1. The meeting was called to order at 06:03 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 Lemke and seconded by Board Member Vander Stel to approve the published agenda.

VOICE VOTE: 6 Aye. 0 Nay. Motion carried on voice vote.

5. Communications ~ Non-action Informational Items

- a) **May 2025 Gaines Charter Township Fire Department Run Report**
- b) **Building Department May 2025 Revenue Report**
- c) **May 2025 Community Policing Officers' Report**
- d) **Treasurer's Annual Report**

6. Scheduled Speakers

Dan Veldhuizen, Sigfried and Crandall, annual audit report to the Gaines Charter Township Board

J. R. Kendal, Kendal Property Group, on changing the ordinance on multi-family dwelling building permit availability.

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

Steve Zaagran for a Renaissance fair to serve alcohol to benefit Grand Rapids Original Swing Dance Society.

8. Public Hearings

No public hearings scheduled

9. Approval of the Consent Agenda

Motion by Board Member Lemke and seconded by Board Member Vander Stel to approve the Consent Agenda including the May 12, 2025 draft meeting minutes; Treasurer's April 2025 Financial Report; General fund expenditures from 05/01/2025 through 05/31/2025 totaling \$138,721.75; Public Safety Special Assessment District expenditures totaling \$159,396.56; and Building inspections totaling \$23,500.52.

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

10. New Business

A. Koetje Builders – Rezoning Request

Motion by Board Member Lemke and seconded by Board Member Vander Stel to set a public hearing for July 14, 2025 for the Koetje Builders Rezoning Request.

VOICE VOTE: 6 Aye. 0 Nay. Motion carried on voice vote.

B. Continental Properties – Rezoning Request

Motion by Board Member Lemke and seconded by Board Member Vander Stel to set a public hearing for July 14, 2025 for the Continental Properties Rezoning Request.

VOICE VOTE: 6 Aye. 0 Nay. Motion carried on voice vote.

C. Prairie Wolf Station – Contract 2

Motion by Board Member Lemke and seconded by Board Member Vander Stel to approve the Prairie Wolf Station Water and Sewer contract #2.

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

D. Modus Elections Software

Motion by Board Member Vander Stel and seconded by Board Member Fryling to approve the Modus Election Software contract.

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

E. Establish September 19, 2025 as Prisoner of War / Missing In Action Recognition Day

Motion by Board Member Vander Stel and seconded by Board Member Lemke to designate September 19, 2025 as Prisoner of War / Missing in Action Recognition Day.

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

F. Assessor – IAAO Conference

Motion by Board Member Vander Stel and seconded by Board Member Brew to approve the assessor request to attend the IAAO conference.

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

G. Gaines Charter Township Fire Department Conference Request

Motion by Board Member Lemke and seconded by Board Member Vander Stel to approve the Gaines Charter Fire Department Fire Chief request to attend the First Due Conference.

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

H. Special Event Liquor License Request

Motion by Board Member Lemke and seconded by Board Member Fryling to approve a special liquor license for Grand Rapids Swing Dance INC fundraiser for September 6, 2025 pending meeting all the requirements of the township planning department.

VOICE VOTE: 6 Aye. 0 Nay. Motion carried on voice vote.

I. Building / Electrical Inspector Position

Motion by Board Member Vander Stel and seconded by Board Member DeWard to allow staff to advertise a building – electrical inspector additional position.

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

J. Re-branding Financial Request

Motion by Board Member Vander Stel and seconded by Board Member Lemke to hire a graphic design firm or individual to rebrand Gaines Charter Township not to exceed \$20,000.

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

K. Closed Session – Notice Posted 05-27-2025

The Gaines Charter Township Board of Trustees will meet in closed session, June 9, 2025 during its regularly scheduled meeting, pursuant to the Open Meetings Act, being MCL 15.268 *et seq.*,. This meeting is to address a periodic personnel evaluation, which the employee has requested be discussed in closed session.

Motion by Board Member Lemke and seconded by Board Member Vander Stel to enter closed session at 7:48 pm.

VOICE VOTE: 6 Aye. 0 Nay. Motion carried on voice vote.

Motion by Board Member Lemke and seconded by Board Member Vander Stel to enter open session at 8:24 pm.

VOICE VOTE: 6 Aye. 0 Nay. Motion carried on voice vote.

L. Personnel Committee Manager Contract Extension, Severance Expansion, and Pay Raise

Motion by Board Member Vander Stel and seconded by Board Member Lemke to approve the Gaines Charter Township Personnel Committee recommendation to move township manager, Rod Weersing contract to a rolling 1 year contract, to add 1 year of severance to a maximum of 12 months for each year of service being retroactive to the first year of service, and to raise the level of pay by 5% retroactive to February 27, 2025.

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

11. Public Comments

Community Policing Officer Jeff Bylsma reported on an event that he held with Streams of Hope and South Christian High School collecting over 5,500 diapers.

12. Manager's comments

Comment on how the diaper drive was very positive for the township and the community.

13. Supervisor's comments.

There will be a very important second meeting on July 28, 2025 to discuss the budget.

Comment on the 48 hours spent with the fire department.

5 letters were received from Legacy Christian schools with items the township should consider.

14. Trustees comments

Board Member Fryling inquired about the Kent County deer study mentioned in a previous meeting.

Board Member Fryling inquired about the cemetery monument restoration at Blain cemetery.

Board Member Brew commented about the replacement of election equipment by February 28, 2027.

15. Adjournment

Supervisor Terpstra adjourned the meeting at 08:44 p.m.

Michael Alex Brew, Clerk

Robert Terpstra, Supervisor

06/30/2025

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 06/01/2025 - 06/30/2025

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
06/01/2025	GEN 2	34872#	BLOOM SLUGGETT	ESTA, LAND DIVISION, ZBZ, PRIVATE ROAD	802.000	261.000	1,099.50
06/01/2025	GEN 2	34872	BLOOM SLUGGETT	ESTA, LAND DIVISION, ZBZ, PRIVATE ROAD	802.000	701.000	3,224.00
				CHECK GEN 2 34872 TOTAL FOR FUND 101:			4,323.50
06/01/2025	GEN 2	34873	CHARTER COMMUNICATIONS	TWP OFFICE	853.000	265.000	264.99
06/01/2025	GEN 2	34874	CHRIS HOLWERDA	CONF MEALS, CELL PHONE, MILEAGE	812.000	253.000	31.80
06/01/2025	GEN 2	34874	CHRIS HOLWERDA	CONF MEALS, CELL PHONE, MILEAGE	817.000	253.000	103.39
06/01/2025	GEN 2	34874	CHRIS HOLWERDA	CONF MEALS, CELL PHONE, MILEAGE	853.000	253.000	25.00
				CHECK GEN 2 34874 TOTAL FOR FUND 101:			160.19
06/01/2025	GEN 2	34876#	CONSUMERS ENERGY	TWP OFFICE	920.000	265.000	5,315.32
06/01/2025	GEN 2	34876	CONSUMERS ENERGY	TRAFFIC CIRCLE	920.000	448.000	89.38
06/01/2025	GEN 2	34876	CONSUMERS ENERGY	DIVISION STREET LIGHTS	920.001	448.000	82.80
06/01/2025	GEN 2	34876	CONSUMERS ENERGY	DUTTON CEMETERY	920.000	567.000	28.69
06/01/2025	GEN 2	34876	CONSUMERS ENERGY	OLIBRARY	920.000	790.000	963.75
				CHECK GEN 2 34876 TOTAL FOR FUND 101:			6,479.94
06/01/2025	GEN 2	34877	FNBO	TWP OFFICE POSTER PUTTY, POST-IT NOTES,BOARD I	727.000	261.000	39.67
06/01/2025	GEN 2	34877	FNBO	TWP OFFICE POSTER PUTTY, POST-IT NOTES,BOARD I	812.000	261.000	329.80
				CHECK GEN 2 34877 TOTAL FOR FUND 101:			369.47
06/01/2025	GEN 2	34878#	FNBO	ELECTION FOOD, ELECTION RUBBER HAMMERS, EXTI	812.000	215.000	34.68
06/01/2025	GEN 2	34878	FNBO	ELECTION FOOD, ELECTION RUBBER HAMMERS, EXTI	831.000	215.000	85.82
06/01/2025	GEN 2	34878	FNBO	ELECTION FOOD, ELECTION RUBBER HAMMERS, EXTI	727.000	262.000	31.69
06/01/2025	GEN 2	34878	FNBO	ELECTION FOOD, ELECTION RUBBER HAMMERS, EXTI	812.000	262.000	2,431.13
				CHECK GEN 2 34878 TOTAL FOR FUND 101:			2,583.32

06/01/2025	GEN 2	34879#	FNBO	CEMETERY FUEL, GATOR FUEL, LIBRARY LANDSCAPE 741.000	567.000	50.00
06/01/2025	GEN 2	34879	FNBO	CEMETERY FUEL, GATOR FUEL, LIBRARY LANDSCAPE 973.000	751.000	166.97
06/01/2025	GEN 2	34879	FNBO	CEMETERY FUEL, GATOR FUEL, LIBRARY LANDSCAPE 775.000	790.000	5.99
06/01/2025	GEN 2	34879	FNBO	CEMETERY FUEL, GATOR FUEL, LIBRARY LANDSCAPE 935.000	790.000	25.38
				CHECK GEN 2 34879 TOTAL FOR FUND 101:		248.34
06/01/2025	GEN 2	34880	FNBO	CEMETERY FUEL, TOP SOIL, TRAILER HITCH, EQUIPMI 740.000	567.000	189.42
06/01/2025	GEN 2	34880	FNBO	CEMETERY FUEL, TOP SOIL, TRAILER HITCH, EQUIPMI 741.000	567.000	445.40
06/01/2025	GEN 2	34880	FNBO	CEMETERY FUEL, TOP SOIL, TRAILER HITCH, EQUIPMI 973.000	567.000	154.50
				CHECK GEN 2 34880 TOTAL FOR FUND 101:		789.32
06/01/2025	GEN 2	34881#	FNBO	ASSESSOR CONF, PHOTOGRAPHER FOR BOARD MEE 831.000	257.000	263.25
06/01/2025	GEN 2	34881	FNBO	ASSESSOR CONF, PHOTOGRAPHER FOR BOARD MEE 963.001	261.000	475.00
				CHECK GEN 2 34881 TOTAL FOR FUND 101:		738.25
06/01/2025	GEN 2	34882#	FNBO	KCTA MEAL, LODGING FOR CONF, MOVIE RENTAL FO 812.000	253.000	19.37
06/01/2025	GEN 2	34882	FNBO	KCTA MEAL, LODGING FOR CONF, MOVIE RENTAL FO 831.000	253.000	227.50
06/01/2025	GEN 2	34882	FNBO	KCTA MEAL, LODGING FOR CONF, MOVIE RENTAL FO 880.000	751.000	565.00
				CHECK GEN 2 34882 TOTAL FOR FUND 101:		811.87
06/01/2025	GEN 2	34884	GORDON WATER	TWP OFFICE	808.000	265.000
						** VOIDED **
06/01/2025	GEN 2	34885	GREATAMERICA FINANCIAL SERVICES	COPIER RENTAL	808.000	261.000
						140.00
06/01/2025	GEN 2	34886	IPM SERVICES	TWP OFFICE PEST CONTROL	933.000	265.000
						42.00
06/01/2025	GEN 2	34887	KENT COMMUNICATIONS INC	SUMMER TAX BILL POSTAGE	965.000	253.000
						4,000.00
06/01/2025	GEN 2	34890	LAMPHEAR SERVICE COMPANY INC	SHERIFF OFFICE, AIR HANDLER RATTLE AND SMOKE 932.000	265.000	248.50

06/01/2025	GEN 2	34891	MAYNARDS WATER CONDITIONING LLC	TWP OFFICE RED SALT	932.000	265.000	189.60
06/01/2025	GEN 2	34893	MINER SUPPLY COMPANY	TWP OFFICE CLEANING SUPPLIES	821.000	265.000	316.80
06/01/2025	GEN 2	34894	MODEL COVERALL SERVICE	LIBRARY BLACK MATS	805.000	790.000	68.50
06/01/2025	GEN 2	34896	STAR 2 STAR COMMUNICATIONS	TWP OFFICE	853.000	265.000	931.68
06/01/2025	GEN 2	34897#	T-MOBILE	TELEPHONES	853.000	171.000	25.00
06/01/2025	GEN 2	34897	T-MOBILE	TELEPHONES	853.000	215.000	64.80
06/01/2025	GEN 2	34897	T-MOBILE	TELEPHONES	853.000	253.000	25.00
06/01/2025	GEN 2	34897	T-MOBILE	TELEPHONES	853.000	257.000	42.00
06/01/2025	GEN 2	34897	T-MOBILE	TELEPHONES	853.000	261.000	119.78
06/01/2025	GEN 2	34897	T-MOBILE	TELEPHONES	853.000	443.000	25.00
06/01/2025	GEN 2	34897	T-MOBILE	TELEPHONES	853.000	701.000	50.00
				CHECK GEN 2 34897 TOTAL FOR FUND 101:			351.58
06/01/2025	GEN 2	34899	TOTAL FIRE PROTECTION	REPLACE FIRE SUPPRESSION IN IT CLOSET	932.000	265.000	3,427.00
06/01/2025	GEN 2	34901#	VRIESMAN & KORHORN LLC	MISCELLANEOUS ENGINEERING	803.000	261.000	132.75
06/01/2025	GEN 2	34901	VRIESMAN & KORHORN LLC	GAINES TOWNSHIP BLDG RENO	803.000	261.000	593.75
06/01/2025	GEN 2	34901	VRIESMAN & KORHORN LLC	BLAIN CEMETERY EXPANSION	803.000	567.000	89.17
06/01/2025	GEN 2	34901	VRIESMAN & KORHORN LLC	DUTTON CEMETERY	803.000	567.000	306.04
06/01/2025	GEN 2	34901	VRIESMAN & KORHORN LLC	MISCELLANEOUS ENGINEERING	808.001	701.000	356.28
06/01/2025	GEN 2	34901	VRIESMAN & KORHORN LLC	92 ND STREET PRIVATE ROAD	808.001	701.000	444.75
				CHECK GEN 2 34901 TOTAL FOR FUND 101:			1,922.74
06/01/2025	GEN 2	34903	WEST MICHIGAN DOCUMENT SHREDDING LL	SHREDDING	808.000	261.000	40.00
06/06/2025	GEN 2	34906	AMAZON CAPITAL SERVICES	TWP OFFICE AND BUILDING DEPT - PENS, WIRELESS I	727.000	261.000	56.79

06/06/2025	GEN 2	34907#	ARROWASTE INC	TWP OFFICE	822.000	265.000	169.26
06/06/2025	GEN 2	34907	ARROWASTE INC	BLAIN CEMETERY	822.000	567.000	66.92
06/06/2025	GEN 2	34907	ARROWASTE INC	LIBRARY	822.000	790.000	84.96
				CHECK GEN 2 34907 TOTAL FOR FUND 101:			321.14
06/06/2025	GEN 2	34908	BUIST ELECTRIC INC	LIBRARY - REPLACE MOTION SENSOR SWITCHES AND	933.000	790.000	267.63
06/06/2025	GEN 2	34909	CINTAS	TWP HALL FLOOR MATS	805.000	265.000	63.63
06/06/2025	GEN 2	34910#	CONSUMERS ENERGY	STREET LIGHTS	920.000	448.000	9,518.44
06/06/2025	GEN 2	34910	CONSUMERS ENERGY	LED LIGHTS	920.000	448.000	5,703.91
06/06/2025	GEN 2	34910	CONSUMERS ENERGY	DIVISION STREET LIGHTS	920.001	448.000	92.88
06/06/2025	GEN 2	34910	CONSUMERS ENERGY	DIVISION STREET LIGHTS	920.001	448.000	99.98
06/06/2025	GEN 2	34910	CONSUMERS ENERGY	DIVISION STREET LIGHTS	920.001	448.000	97.78
06/06/2025	GEN 2	34910	CONSUMERS ENERGY	BLAIN CEMETERY	920.000	567.000	31.50
06/06/2025	GEN 2	34910	CONSUMERS ENERGY	BLAIN CEMETERY	920.000	567.000	45.13
				CHECK GEN 2 34910 TOTAL FOR FUND 101:			15,589.62
06/06/2025	GEN 2	34911#	EVERETT'S LANDSCAPE MANAGEMENT INC	APRAY TRAILS FOR WILLOW SHOOTS AND BIKE PATH	960.002	446.000	165.00
06/06/2025	GEN 2	34911	EVERETT'S LANDSCAPE MANAGEMENT INC	LAWN MAINTENANCE PRARIE WOLF PARK	808.000	751.000	459.76
06/06/2025	GEN 2	34911	EVERETT'S LANDSCAPE MANAGEMENT INC	APRAY TRAILS FOR WILLOW SHOOTS AND BIKE PATH	808.000	751.000	40.00
				CHECK GEN 2 34911 TOTAL FOR FUND 101:			664.76
06/06/2025	GEN 2	34912	KIM TRIPLETT	CELL PHONE AND MILEAGE	817.000	172.000	35.56
06/06/2025	GEN 2	34912	KIM TRIPLETT	CELL PHONE AND MILEAGE	853.000	172.000	50.00
				CHECK GEN 2 34912 TOTAL FOR FUND 101:			85.56
06/06/2025	GEN 2	34914	O'NEIL TREE SERVICE	BLAIN CEMETERY STORM DAMAGE	973.000	567.000	5,070.00
06/06/2025	GEN 2	34914	O'NEIL TREE SERVICE	SOUTH GAINES CEMETERY STORM DAMAGE	973.000	567.000	1,450.00
				CHECK GEN 2 34914 TOTAL FOR FUND 101:			6,520.00
06/06/2025	GEN 2	34916	THE LIGHT BULB CO	OFFICE LIGHT BULBS	775.000	265.000	357.00

06/06/2025	GEN 2	34917#	VIEW NEWSPAPER GROUP	PUBLIC HEARINGS, MINUTES, MEMORIAL DAY	901.000	215.000	85.40
06/06/2025	GEN 2	34917	VIEW NEWSPAPER GROUP	PUBLIC HEARINGS, MINUTES, MEMORIAL DAY	901.000	261.000	177.00
06/06/2025	GEN 2	34917	VIEW NEWSPAPER GROUP	PUBLIC HEARINGS, MINUTES, MEMORIAL DAY	901.000	701.000	568.00
				CHECK GEN 2 34917 TOTAL FOR FUND 101:			830.40
06/13/2025	GEN 2	34918	123.NET	INTERNET SERVICES	853.000	265.000	244.17
06/13/2025	GEN 2	34919#	AMAZON CAPITAL SERVICES	TREASURER TONER CARTRIDGE	727.000	253.000	55.99
06/13/2025	GEN 2	34919	AMAZON CAPITAL SERVICES	REPLACEMENT REMOTE	727.000	261.000	16.19
				CHECK GEN 2 34919 TOTAL FOR FUND 101:			72.18
06/13/2025	GEN 2	34921	BLUE CROSS HSA	VISION	717.000	261.000	365.34
06/13/2025	GEN 2	34922	BUIST ELECTRIC INC	LENS COVER IN MENS RESTROOM REPLACEMENT	933.000	265.000	155.00
06/13/2025	GEN 2	34923	BUSINESS SYSTEM SOLUTIONS, INC	NEW WIFI ACCESS POINTS INSTALLED	809.000	261.000	1,768.85
06/13/2025	GEN 2	34923	BUSINESS SYSTEM SOLUTIONS, INC	ANNUAL SUBSCRIPTION	809.000	261.000	4,913.37
				CHECK GEN 2 34923 TOTAL FOR FUND 101:			6,682.22
06/13/2025	GEN 2	34925#	DJ'S LANDSCAPE MANAGEMENT	TWP OFFICE	935.000	265.000	2,295.63
06/13/2025	GEN 2	34925	DJ'S LANDSCAPE MANAGEMENT	LIBRARY	935.000	790.000	192.63
				CHECK GEN 2 34925 TOTAL FOR FUND 101:			2,488.26
06/13/2025	GEN 2	34927	GREATAMERICA FINANCIAL SERVICES	TWP OFFICE COPIERS	808.000	265.000	1,140.75
06/13/2025	GEN 2	34928	HORIZON COMMUNITY PLANNING LLC	CONSULTATIONS AND PLAN REVIEWS	808.000	701.000	405.00
06/13/2025	GEN 2	34929	HUIZINGA LAWN SPRINKLING INC	LIBRARY ZONE 9 VALVE PROBLEM WITH TREE ROOTS	932.000	790.000	569.90

06/13/2025	GEN 2	34930	INTERURBAN TRANSIT PARTNERSHIP	RUAL GO BUS SERVICE	860.000	596.000	736.52
06/13/2025	GEN 2	34930	INTERURBAN TRANSIT PARTNERSHIP	RUAL LINEHAUL SERVICE	860.000	596.000	3,596.24
				CHECK GEN 2 34930 TOTAL FOR FUND 101:			4,332.76
06/13/2025	GEN 2	34931#	JACK'S LAWN & SNOWPLOWING, INC	FRENCH DRAINS ALONG VETERENS MEMORIAL	935.000	265.000	2,125.00
06/13/2025	GEN 2	34931	JACK'S LAWN & SNOWPLOWING, INC	TWP OFFICE LANDSCAPRE CONTRACT	935.000	265.000	1,940.05
06/13/2025	GEN 2	34931	JACK'S LAWN & SNOWPLOWING, INC	LIBRARY LANDSCAPE CONTRACT	935.000	790.000	484.10
				CHECK GEN 2 34931 TOTAL FOR FUND 101:			4,549.15
06/13/2025	GEN 2	34932	KENT COUNTY TREASURER	MI TAX TRIBUNAL REFUND	964.000	261.000	1,387.22
06/13/2025	GEN 2	34933#	LAMPHEAR SERVICE COMPANY INC	ANNUAKL MAINTENANCE	808.000	265.000	1,819.00
06/13/2025	GEN 2	34933	LAMPHEAR SERVICE COMPANY INC	CONDENSATION LEAK IN WOMEN'S RESTROOM TWP	932.000	265.000	1,037.70
06/13/2025	GEN 2	34933	LAMPHEAR SERVICE COMPANY INC	BMS CONTROL PROBLEM - SERVICE INVESTIGATION	932.000	265.000	313.00
06/13/2025	GEN 2	34933	LAMPHEAR SERVICE COMPANY INC	COMPLETED BLOWER MOTOR REPACEMENT	932.000	265.000	3,868.00
06/13/2025	GEN 2	34933	LAMPHEAR SERVICE COMPANY INC	LIBRARY ANNUAL MAINTENANCE	808.000	790.000	800.00
				CHECK GEN 2 34933 TOTAL FOR FUND 101:			7,837.70
06/13/2025	GEN 2	34935	MEDMUTUAL LIFE	LIFE	717.000	261.000	471.85
06/13/2025	GEN 2	34936	MEDMUTUAL LIFE	ELECTED OFFICIALS LIFE	717.000	261.000	210.00
06/13/2025	GEN 2	34938#	MEYERS CLEANING SERVICE INC	TWP OFFICE AND LIBRARY BUILDING CLEAN AND SUF	821.000	265.000	1,337.85
06/13/2025	GEN 2	34938	MEYERS CLEANING SERVICE INC	TWP OFFICE AND LIBRARY BUILDING CLEAN AND SUF	821.000	790.000	1,261.00
				CHECK GEN 2 34938 TOTAL FOR FUND 101:			2,598.85
06/13/2025	GEN 2	34939	MICHIGAN TOWNSHIP ASSOCIATION	2025 ESTA AND CEMETERY WORKSHOP	831.000	215.000	125.00
06/13/2025	GEN 2	34940	MODEL COVERALL SERVICE	LIBRARY MATS	805.000	790.000	68.50
06/13/2025	GEN 2	34941#	NOORDYK BUSINESS EQUIPMENT	TREASURER AND EXECUTIVE SEC PRINTERS	963.001	172.000	112.50

06/13/2025	GEN 2	34941	NOORDYK BUSINESS EQUIPMENT	TREASURER AND EXECUTIVE SEC PRINTERS	808.000	253.000	112.50
				CHECK GEN 2 34941 TOTAL FOR FUND 101:			225.00
06/13/2025	GEN 2	34942	O'NEIL TREE SERVICE	CLEAN UP LARGE BROKEN TOP FROM MAPLE TREE	973.000	567.000	650.00
06/13/2025	GEN 2	34943	PLUMMERS DISPOSAL SERVICE	PRARIE WOLF PARK PT	808.000	751.000	398.00
06/13/2025	GEN 2	34948#	VRIESMAN & KORHORN LLC	GAINES TOWNSHIP BLDG RENO	803.000	261.000	223.50
06/13/2025	GEN 2	34948	VRIESMAN & KORHORN LLC	92ND STREET PRIVATE ROAD	808.001	701.000	1,017.75
06/13/2025	GEN 2	34948	VRIESMAN & KORHORN LLC	MISCELLANEOUS ENGINEERING	808.001	701.000	2,083.85
				CHECK GEN 2 34948 TOTAL FOR FUND 101:			3,325.10
06/19/2025	GEN 2	34950#	AMAZON CAPITAL SERVICES	SIGN STANDS	727.000	215.000	6.65
06/19/2025	GEN 2	34950	AMAZON CAPITAL SERVICES	TWP OFFICE - IBUPROFEN TABLETS, PENS	727.000	261.000	22.81
				CHECK GEN 2 34950 TOTAL FOR FUND 101:			29.46
06/19/2025	GEN 2	34951	BLOOM SLUGGETT	TOWNSHIP AND FIRE DEPARTMENT LEGAL MATTERS	802.000	701.000	2,436.50
06/19/2025	GEN 2	34952	ENVIROSCIENCE, INC.	NATURAL RESOURCE INVENTORY	808.000	701.000	7,699.00
06/19/2025	GEN 2	34953	FIRST UNUM LIFE INSURANCE COMPANY	SHORT AND LONG TERM DISABILITY	717.000	261.000	1,599.17
06/19/2025	GEN 2	34954	GORDON WATER	TWP OFFICE	808.000	265.000	10.11
06/19/2025	GEN 2	34954	GORDON WATER	STN 2 DRINKING WATER	808.000	265.000	23.58
				CHECK GEN 2 34954 TOTAL FOR FUND 101:			33.69
06/19/2025	GEN 2	34955	INTEGRITY OFFICE	LARGE BINDER CLIPS	727.000	261.000	3.98
06/19/2025	GEN 2	34956#	MICHAEL BREW	ELECTION AUDIT AND MAMC CONF	812.000	215.000	120.59
06/19/2025	GEN 2	34956	MICHAEL BREW	ELECTION AUDIT AND MAMC CONF	817.000	215.000	88.20

06/19/2025	GEN 2	34956	MICHAEL BREW	ELECTION AUDIT AND MAMC CONF	817.000	262.000	21.70
				CHECK GEN 2 34956 TOTAL FOR FUND 101:			230.49
06/19/2025	GEN 2	34957	MINER SUPPLY COMPANY	LIBRARY CLEANING SUPPLIRS	821.000	790.000	183.81
				Total for fund 101 GENERAL FUND			103,722.17
#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT							

07/01/2025 CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 06/01/2025 - 06/30/2025

205-PublicSafety

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
06/01/2025	GEN 2	34871	AMAZON CAPITAL SERVICES	STN 1 TP	727.000	336.003	24.18
06/01/2025	GEN 2	34871	AMAZON CAPITAL SERVICES	STN 1 RIVOT TOOL SET, TIDE, AAAA BATTERIES	727.000	336.003	46.79
06/01/2025	GEN 2	34871	AMAZON CAPITAL SERVICES	STN 1 PAINT TRAY LINERS, TEEL CLEANER, TRAFFIC PAINT, TEST LIGHT, WASH MIT, FOOD CHOPPER, FENDER WASH	727.000	336.003	58.08
06/01/2025	GEN 2	34871	AMAZON CAPITAL SERVICES	STN 1 NOTEPADS, DISHWASHER PODS, PAPER TOWELS, LAMINATING SUPPLIES	727.000	336.003	95.68
06/01/2025	GEN 2	34871	AMAZON CAPITAL SERVICES	STN 1 COFFEE	727.000	336.003	60.14
06/01/2025	GEN 2	34871	AMAZON CAPITAL SERVICES	STN 1 RIVOT TOOL SET, TIDE, AAAA BATTERIES	740.000	336.003	20.89
06/01/2025	GEN 2	34871	AMAZON CAPITAL SERVICES	STN 1 PAINT TRAY LINERS, TEEL CLEANER, TRAFFIC PAINT, TEST LIGHT, WASH MIT, FOOD CHOPPER, FENDER WASH	740.000	336.003	49.83
06/01/2025	GEN 2	34871	AMAZON CAPITAL SERVICES	STN 1, MESH SCREENING, METAL SCREWS, TRAFFIC PAINT, LOCKING HOLE PLUGS,	740.000	336.003	39.87
06/01/2025	GEN 2	34871	AMAZON CAPITAL SERVICES	STN 1, MESH SCREENING, METAL SCREWS, TRAFFIC PAINT, LOCKING HOLE PLUGS,	811.000	336.003	15.97
06/01/2025	GEN 2	34871	AMAZON CAPITAL SERVICES	STN 1 PAINT TRAY LINERS, TEEL CLEANER, TRAFFIC PAINT, TEST LIGHT, WASH MIT, FOOD CHOPPER, FENDER WASH	935.000	336.003	39.99
06/01/2025	GEN 2	34871	AMAZON CAPITAL SERVICES	STN 1, MESH SCREENING, METAL SCREWS, TRAFFIC PAINT, LOCKING HOLE PLUGS,	935.000	336.003	34.29
				CHECK GEN 2 34871 TOTAL FOR FUND 205:			485.71
06/01/2025	GEN 2	34875	COMCAST	STN 2	853.000	336.003	274.96
06/01/2025	GEN 2	34876	CONSUMERS ENERGY	STN 2	920.000	336.003	1,058.54
06/01/2025	GEN 2	34883	FNBO	SHIPPING FOR TURN OUT GEAR REPAIR	963.001	336.003	17.51
06/01/2025	GEN 2	34884	GORDON WATER	STN 2 WATER	808.000	336.003	** VOIDED **
06/01/2025	GEN 2	34886	IPM SERVICES	STN 2 PEST CONTROL	933.000	336.003	25.00
06/01/2025	GEN 2	34888	KENT COUNTY TREASURER	MAY 2025 CP OFFICER AND TOWNSHIP LAW	820.000	301.000	118,946.22

06/01/2025	GEN 2	34889	KLEYN MOBILE REPAIR LLC	STN 2 LIGHTING ISSUE ON PLATFORM 37	931.000	336.003	93.71
06/01/2025	GEN 2	34889	KLEYN MOBILE REPAIR LLC	STN 1 COMPARTMENT LIGHT ISSUE ON ENGINE 36	931.000	336.003	1,354.26
				CHECK GEN 2 34889 TOTAL FOR FUND 205:			1,447.97
06/01/2025	GEN 2	34892	MCDONALD PLUMBING INC	STN 2 BACKFLOW TEST	933.000	336.003	119.00
06/01/2025	GEN 2	34895	PHOENIX SAFETY OUTFITTERS	STN 2 PANTS	776.000	336.003	250.71
06/01/2025	GEN 2	34895	PHOENIX SAFETY OUTFITTERS	STN 2 TURNOUT GEAR	776.001	336.003	7,425.60
				CHECK GEN 2 34895 TOTAL FOR FUND 205:			7,676.31
06/01/2025	GEN 2	34896	STAR 2 STAR COMMUNICATIONS	STN 2	853.000	336.003	470.06
06/01/2025	GEN 2	34897	T-MOBILE	TELEPHONES	853.000	336.003	295.35
06/01/2025	GEN 2	34897	T-MOBILE	TELEPHONES	853.000	336.003	181.02
				CHECK GEN 2 34897 TOTAL FOR FUND 205:			476.37
06/01/2025	GEN 2	34898	THE BDI TEAM	STN 2 TRAINING	811.000	336.003	1,200.00
06/01/2025	GEN 2	34900	TURNOUT MANAGEMENT	STN 2	932.000	336.003	112.43
06/01/2025	GEN 2	34902	W L CONSTRUCTION SUPPLY, INC	STN 2 BLUE RESCUE MASTER DIAMOND BLADE	932.000	336.003	420.00
06/01/2025	GEN 2	34904	WEX BANK	STN 2	741.000	336.003	1,857.00
06/01/2025	GEN 2	34905	WONDERLAND TIRE COMPANY	ENGINE 69 TIRE REPAIR	931.000	336.003	75.12
06/06/2025	GEN 2	34906	AMAZON CAPITAL SERVICES	STN 1 - CARBURETOR ADJUSTMENT TOOL, TP	727.000	336.003	33.88
06/06/2025	GEN 2	34906	AMAZON CAPITAL SERVICES	STN 2 - GENERAL CLEANER	727.000	336.003	25.64
06/06/2025	GEN 2	34906	AMAZON CAPITAL SERVICES	STN 2 - GARDEN HOSE REPAIR, DEGREASER	727.000	336.003	72.00
06/06/2025	GEN 2	34906	AMAZON CAPITAL SERVICES	STN 2 - GARDEN HOSE REPAIR, DEGREASER	740.000	336.003	5.99
06/06/2025	GEN 2	34906	AMAZON CAPITAL SERVICES	STN 1 - CARBURETOR ADJUSTMENT TOOL, TP	932.000	336.003	17.88
				CHECK GEN 2 34906 TOTAL FOR FUND 205:			155.39
06/06/2025	GEN 2	34907	ARROWASTE INC	STN 2	822.000	336.003	56.64
06/06/2025	GEN 2	34907	ARROWASTE INC	STN 1	822.000	336.003	135.03
				CHECK GEN 2 34907 TOTAL FOR FUND 205:			191.67

06/06/2025	GEN 2	34910	CONSUMERS ENERGY	STN 1	920.000	336.003	1,260.72
06/06/2025	GEN 2	34913	KLEYN MOBILE REPAIR LLC	STN 2 - CAR 4 ANNUAL INSPECTION	931.000	336.003	122.61
06/06/2025	GEN 2	34915	PHOENIX SAFETY OUTFITTERS	RENTAL OF EQUIPMENT	776.001	336.003	270.00
06/13/2025	GEN 2	34919	AMAZON CAPITAL SERVICES	STN 1 - DISHWASHER PODS, RASH BAGS, SHOP TOWELS	727.000	336.003	75.84
06/13/2025	GEN 2	34919	AMAZON CAPITAL SERVICES	STN 1 - EXAM GLOVES	740.000	336.003	216.34
06/13/2025	GEN 2	34919	AMAZON CAPITAL SERVICES	STATUIB 2 - SURFACE LAPTOP CAR CHARGER	979.000	336.003	49.99
				CHECK GEN 2 34919 TOTAL FOR FUND 205:			342.17
06/13/2025	GEN 2	34923	BUSINESS SYSTEM SOLUTIONS, INC	ANNUAL SUBSCRIPTION	809.000	336.003	1,584.82
06/13/2025	GEN 2	34924	COMCAST	STN 1 TELECOMMUNICATION	853.000	336.003	449.73
06/13/2025	GEN 2	34926	GAINES WATER & SEWER FUND	STN 2	924.000	336.003	211.02
06/13/2025	GEN 2	34927	GREATAMERICA FINANCIAL SERVICES	STN 2 COPIERS	808.000	336.003	183.64
06/13/2025	GEN 2	34934	MACQUEEN EMERGENCY	SHIRT AND BADGE	776.000	336.003	178.50
06/13/2025	GEN 2	34937	MENARDS- WYOMING	GCTFD - DARK CORK TYLE	933.000	336.003	59.94
06/13/2025	GEN 2	34941	NOORDYK BUSINESS EQUIPMENT	STN 1 COPIER	808.000	336.003	38.30
06/13/2025	GEN 2	34944	PURITY CYLINDER GASES INC	STN 1 - MEDICAL PORTABLE OXY	740.000	336.003	15.73
06/13/2025	GEN 2	34946	STAPLES	FLOOR CHAIRMAT	727.000	336.003	37.42
06/13/2025	GEN 2	34946	STAPLES	STN 1 - GLS MAG BRD 4X3	740.000	336.003	104.69
06/13/2025	GEN 2	34946	STAPLES	STN 1 - MANAGER'S CHAIR	979.000	336.003	161.60
				CHECK GEN 2 34946 TOTAL FOR FUND 205:			303.71

06/13/2025	GEN 2	34947	TURNOUT MANAGEMENT	STN 2 - REPAIR	932.000	336.003	143.00
06/13/2025	GEN 2	34949	WEX BANK	STN 1 - FUEL	741.000	336.003	1,076.75
06/19/2025	GEN 2	34951	BLOOM SLUGGETT	TOWNSHIP AND FIRE DEPARTMENT LEGAL MATTERS	802.000	336.003	414.00
06/19/2025	GEN 2	34959	STRYKER	LUCUS DEVICE REPAIR FOR STN 2	808.000	336.003	1,396.50
06/19/2025	GEN 2	34960	THORNAPPLE TOWNSHIP FIRE	EMS TRAINING	811.000	336.003	1,550.00
				Total for fund 205 PUBLIC SAFETY SAD			144,610.40

07/01/2025

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP

CHECK DATE FROM 06/01/2025 - 06/30/2025

549-Building Inspections

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
06/01/2025	GEN 2	34897	T-MOBILE	TELEPHONES	853.000	371.000	50.00
06/06/2025	GEN 2	34906	AMAZON CAPITAL SERVICES	TWP OFFICE AND BUILDING DEPT - PENS, WIRELESS I	727.000	371.000	7.99
06/06/2025	GEN 2	34906	AMAZON CAPITAL SERVICES	TWP OFFICE AND BUILDING DEPT - PENS, WIRELESS I	979.000	371.000	133.00
				CHECK GEN 2 34906 TOTAL FOR FUND 549:			140.99
06/13/2025	GEN 2	34920	APPLIED INNOVATION	BLDG CONTRACT	808.000	371.000	52.00
06/13/2025	GEN 2	34945	ROGER STERK	LECTRICAL INSPECTION MILEAGE	817.000	371.000	177.10
06/13/2025	GEN 2	34945	ROGER STERK	APRIL 2025 ELECTRICAL INSPECTION MILEAGE	817.000	371.000	189.70
				CHECK GEN 2 34945 TOTAL FOR FUND 549:			366.80
06/19/2025	GEN 2	34958	PROFESSIONAL CODE INSPECTIONS INC	INSPECTIONS AND MECHNICAL AND PLUMBING PERI	808.000	371.000	19,631.25
				Total for fund 549 BUILDING INSPECTIONS DEPT			20,241.04

Check Date	Check	Vendor Name	Description	Amount
Bank WSCK2 WATER/SEWER CHECKING				
06/26/2025	5885	ALBERTA, SARAH	UB refund for account: BENL-006685-0000- Void Reason: Voided Check Range Void Utility	74.47 V
06/26/2025	5886	BYRON GAINES UTILITY AUTHORITY	BGUA OP EXP, METERS	160,708.59 V
			Void Reason: Voided Check Range Void Utility	
			WYOMING WS MARCH 25	269,911.73 V
			Void Reason: Voided Check Range Void Utility	
			APRIL OP EXP, CAP EXP, METERS	45,814.51 V
			Void Reason: Voided Check Range Void Utility	
			GR SEWER MAY 25	13,392.10 V
			Void Reason: Voided Check Range Void Utility	
			MAY PAYROLL	45,158.31 V
			Void Reason: Voided Check Range Void Utility	
			APRIL GR SEWER	33,225.44 V
			Void Reason: Voided Check Range Void Utility	
			WYOMING WS APRIL 25	247,393.05 V
			Void Reason: Voided Check Range Void Utility	
			APRIL PAYROLL	64,635.52 V
			Void Reason: Voided Check Range Void Utility	
				880,239.25
06/26/2025	5887	EXTEND YOUR REACH	WATER QUALITY REPORT POSTCARDS	751.07
			MAY BILLING	439.16
				1,190.23
06/26/2025	5888	HELMHOLDT, ROD	UB refund for account: SUNV-000559-0000-	4.56
06/26/2025	5889	LOPEZ, JENNIFER	UB refund for account: COLA-006527-0000-	1,413.03
06/26/2025	5890	MISHAL, A. ALLY	UB refund for account: CVDR-006931-0000-	23.75
06/26/2025	5891	SKINNER, EMILY	UB refund for account: MISD-007402-0000-	120.65
06/26/2025	5892	SNYDER, JOAN C	UB refund for account: KALA-008310-0000-	88.58
06/26/2025	5893	VILLAS OF CREEKSIDE	UB refund for account: CREV-006654-6656-	150.77
06/26/2025	5894	VRIESMAN & KORHORN	CONTINENTAL PROPERTIES	472.75
			ALEXANDER TRAILS PH 2	132.75
			ALEXANDER TRAILS PH 1	370.25
			PWS CONTRACT 3	370.25
			KPS MULTIPURPOSE BLDG	4,423.83
			WATER/SEWER ADMIN	765.00
			STORAGE TANK	3,645.25
			GPS UTILITY PICKUP	1,394.25
			MISC SEWER SYS	2,554.04
			MISC WATER SYS	2,124.10
				16,252.47
06/26/2025	5895	ALBERTA, SARAH	UB refund for account: BENL-006685-0000-	74.47
06/26/2025	5896	BYRON GAINES UTILITY AUTHORITY	BGUA OP EXP, METERS	160,708.59
			WYOMING WS MARCH 25	269,911.73
			APRIL OP EXP, CAP EXP, METERS	45,814.51
			GR SEWER MAY 25	13,392.10
			MAY PAYROLL	45,158.31
			APRIL GR SEWER	33,225.44
			WYOMING WS APRIL 25	247,393.05

Check Date	Check	Vendor Name	Description	Amount
APRIL PAYROLL				64,635.52
				880,239.25
WSCK2 TOTALS:				
Total of 12 Checks:				1,779,871.48
Less 2 Void Checks:				880,313.72
Total of 10 Disbursements:				899,557.76

MEMO

Staff Communication

DATE: July 14th, 2025

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: Authentix Gaines PUD Rezoning of 6326-6338 Hanna Lake Avenue and Final Site Plan

SUMMARY OF TOPIC

The applicant requests approval of a PUD rezoning and Final Site Plan for an apartment development on Hanna Lake and adjacent to M-6. The Final PUD Site Plan dated April 23rd, 2025, and Landscape Plan dated May 14th, 2025, includes 14 two-story, twenty-four-unit apartment buildings. Amenities include a club house, public park facing Hanna Lake with 28 dedicated parking spaces, fitness center, pool, community garden, pet playground, pergola and fire pit. A total of 336 apartments will be built with associated surface and covered parking.

The site plan meets all standards for Multi-Family Residential except for the following requested PUD modifications:

Z.O. Reference	Standard	Requested
7.20.E Maximum Number of Units	16 Units	24 units
7.20.E (and by reference 3.20.D) Minimum Dwelling Unit Area	720 Square Feet	544 Square Feet
19.20.F.2 Parking Lots	Mounting: Lights to illuminate parking lots shall not be attached to any building except for illuminating parking spaces that are within 10 feet of building walls.	Proposed wall-mounted lights are being used to illuminate areas of the building not adjacent to parking. Additionally, proposed wall-mounted lights are being used to illuminate parking stalls located more than 10 feet from the building wall.

Z.O. Reference	Standard	Requested
20.50.D Minimum Number of Spaces	2.25 spaces per unit in MFR	1.8 spaces per unit in MFR
20.60 Reduced, Shared, and Deferred Parking	756 spaces for 336 units	626 spaces for 336 units
24.80 Wall Signs	Not allowed	Allow one 16 SF internally lit on clubhouse, one 42 SF non-illuminated on Building 6 facing M-6.
24.80 Ground Sign Illumination	External	The proposed monument sign will be internally illuminated.

Preliminary approval for the concept PUD and site plan was obtained from the Planning Commission on March 27th, 2025. The initial project concept meeting was held January 23rd. The Planning Commission recommended approval of the site plan and the PUD rezoning at a public hearing on May 22nd, 2025.

Continental Properties opened a discussion with the Township Board Trustees at the May 12th Board meeting regarding the ownership and long-term management of the park space at the entry. No decision was made by the Board but several options were presented for further discussion. Further discussion is warranted.

FINANCIAL IMPACT

The developer will pay for all utility extensions and infrastructure for the project.

STAFF RECOMMENDATION

This is the PUD Rezone review by the Township Board and public hearing.

Unless action is tabled or postponed, the Township Board may deny, approve, or approve with conditions, a request for PUD approval.

a. Approval. PUD rezoning and approval of the associated Site Plan shall be in the form of an ordinance to amend the Zoning Map and to formally accept the plan. The ordinance shall outline the findings and conditions of approval.

b. Denial. In the case of a denial, the motion and minutes shall indicate the findings and conclusions serving as the basis for the decision.

The following conditions are recommended;

1. A draft document showing maintenance provisions shall be submitted to the Planning Department and Legal Counsel if the land transfer of open space to the Township is agreed to by the Township Board of Trustees.

2. Secure all Township department and outside agency approvals:
 - a. Township Engineer/BGUA.
 - b. Fire Department.
 - c. Kent County Road Commission (access and SESC).
 - d. Kent County Drain Commission.
 - e. Department of Environment, Great Lakes, and Energy.



Know what's below.
Call before you dig.

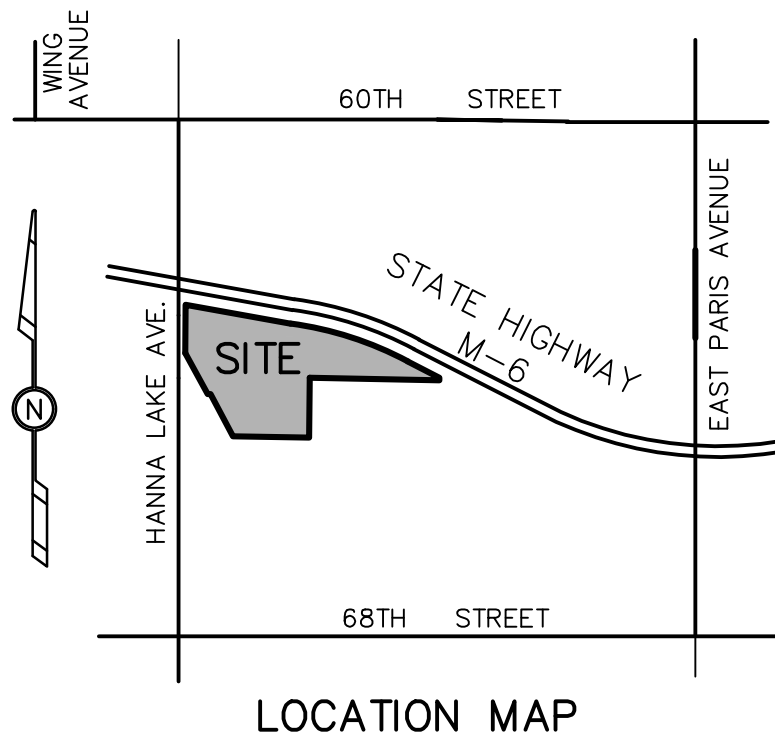
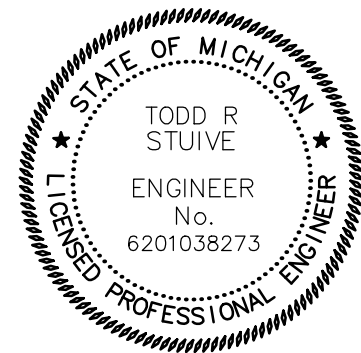
SCALE: 1" = 100'
1' CONTOUR INTERVAL

LEGEND

- = IRON STAKE FOUND
- = IRON STAKE SET
- ⦿ = MONUMENT
- WF Δ = WETLANDS FLAG (NO NUMBER)
- ⊕ = UTILITY POLE & GUY WIRE
- ⋆ = LIGHT POLE
- ⋈ = SIGN
- ⦿ = HYDRANT
- ⦿ = WATERMAIN VALVE
- ⦿ = WELL
- ⦿ = CATCH BASIN
- ⦿ = MANHOLE
- ⦿ = MAILBOX
- ⦿ = TELEPHONE BOX
- ⦿ = BURIED GAS LINE MARKER
- ⦿ = BURIED TELEPHONE MARKER
- x — = FENCE LINE
- · — · — = OVERHEAD WIRES

NOTES:

- UTILITY STRUCTURES VISIBLE ON THE GROUND SURFACE HAVE BEEN LOCATED AND SHOWN PER ACTUAL MEASUREMENTS.
- UNDERGROUND UTILITY LINES HAVE BEEN SHOWN PER AVAILABLE RECORDS AND SHOULD NOT BE INTERPRETED AS THE EXACT LOCATION NOR THE ONLY UTILITIES IN THIS AREA.
- NO TITLE WORK WAS FURNISHED FOR THIS SURVEY. A COMMITMENT FOR TITLE INSURANCE SHOULD BE OBTAINED IN ORDER TO DETERMINE EASEMENTS, RESTRICTIONS AND OTHER COVENANTS WHICH MAY AFFECT THIS PROPERTY.
- ELEVATION DATUM IS NAVD88, BASED ON GPS OBSERVATIONS USING MDOT CORS.



FINAL P.U.D.

TOPOGRAPHICAL SURVEY — OVERALL

RE: AUTHENTIX GAINES

FOR: CONTINENTAL PROPERTIES
ATTN: JORDAN TEICHEN
W134N8675 EXECUTIVE PARKWAY
MENOMONEE FALLS, WI 53051

PART OF THE WEST 1/2, SECTION 2, T5N, R1W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN



DRAWN BY: JB
APPROVED BY: TRS
FILE NO.: 231340E
PROJ. ENG.: TRS
PROJ. SURV.: KJV
DATE: 04/23/2025
SHEET 1 of 10

Property Description (as furnished from Commitment No. NCS-1241707-MKE):
Land in the Township of Gaines, Kent County, MI, described as follows:

Parcel 1:

That part of the following description lying Southwesterly of a line 250.66 feet Southwesterly from/measure perpendicular to and parallel with a line commencing 1928.25 feet South 0 degrees 30 minutes 05 seconds West along the North and South 1/4 line from the North 1/4 corner; thence North 61 degrees 28 minutes 31 seconds West 558.13 feet; thence Northwesterly 1259.37 feet along a 3922.75 feet radius curve to L/long chord bears North 70 degrees 40 minutes 21 seconds West 1253.97 feet; thence North 79 degrees 52 minutes 11 seconds West 1363.87 feet to the point of ending - part of the Northwest fractional 1/4 and part of the Southwest 1/4 commencing at the Northwest corner of Section; thence South 0 degrees 43 minutes 53 seconds West along the West Section line 1122.0 feet; thence North 89 degrees 31 minutes 07 seconds East 490.0 feet; thence South 89 degrees 50 minutes 16 seconds East to center line of Anderson Drain and beginning of this description; thence South 89 degrees 50 minutes 16 seconds East to the North and South 1/4 line; thence Southerly along the North and South 1/4 line to the center of Section; Westerly along the East and West 1/4 line to the Northeast corner of the West 1/2 of the Southwest 1/4; thence along the East line of the West 1/2 of the Southwest 1/4 to the South line of the North 613.0 feet of the Southwest 1/4; thence North 89 degrees 53 minutes 20 seconds West along said South line 781.0 feet to the Northeastly line of the abandoned K.B.E.C. Railroad right-of-way (100 feet wide); thence North 28 degrees 57 minutes 09 seconds West along the Northeastly line of said abandoned railroad right-of-way 492.54 feet to a point which is 378.92 feet North 0 degrees 43 minutes 53 seconds West along the West Section line and 642.20 feet South 28 degrees 57 minutes 09 seconds East along the Northeastly line of said abandoned railroad right-of-way from the West 1/4 corner; thence South 86 degrees 57 minutes 09 seconds East 220.52 feet; thence North 28 degrees 57 minutes 09 seconds West 580.0 feet; thence North 0 degrees 43 minutes 53 seconds West 233.0 feet; thence North 89 degrees 28 minutes 25 seconds West 249.52 feet to West Section line; thence North 0 degrees 43 minutes 53 seconds West along the West Section line 384.30 feet to a point 932.36 feet North 0 degrees 43 minutes 53 seconds West along the West Section line from the West 1/4 corner; thence North 89 degrees 31 minutes 07 seconds East 820.0 feet more or less to centerline of Anderson Drain; thence Northerly along the centerline of said drain to beginning. Except the West 50.86 feet of Section 2, Town 5 North, Range 11 West.

Parcel 2:

That part of the Northwest 1/4, and that part of the Southwest 1/4, Section 2, Town 5 North, Range 11 West, Gaines Township, Kent County, Michigan, described as: Commencing at the West 1/4 corner of Section 2; thence North 00 degrees 43 minutes 53 seconds West 378.92 feet; thence South 28 degrees 57 minutes 09 seconds East 62.20 feet along the Northeastly line of the former Railroad R.O.W. (100 feet wide) to the Place of Beginning of this description; thence South 86 degrees 57 minutes 09 seconds East 220.52 feet; thence South 28 degrees 57 minutes 09 seconds East 580.0 feet; thence North 86 degrees 57 minutes 09 seconds West 220.52 feet; thence North 28 degrees 57 minutes 09 seconds West 580.0 feet along the Northeastly line of said former Railroad R.O.W. to the place of beginning.

ALSO: That part of the Northwest 1/4, and that part of the Southwest 1/4, Section 2, Town 5 North, Range 11 West, Gaines Township, Kent County, Michigan, described as: Beginning at a point on the West line of Section 2, which is North 00 degrees 43 minutes 53 seconds West 326.06 feet from the West 1/4 corner of Section 2; thence North 00 degrees 43 minutes 53 seconds West 52.86 feet along said West line; thence South 28 degrees 57 minutes 09 seconds East 642.2 feet along the Northeastly line of the former Railroad R.O.W. (100 feet wide); thence North 86 degrees 57 minutes 09 seconds West 29.48 feet; thence North 28 degrees 57 minutes 09 seconds West 580.0 feet to the place of beginning.

Parcel 3:

Part of the Northwest Fractional 1/4 commencing 1689.30 feet South 0 degrees 43 minutes 53 seconds East along the West Section line from the Northwest corner of Section; thence South 89 degrees 28 minutes 25 seconds East 249.52 feet; thence South 0 degrees 43 minutes 53 seconds East 233.0 feet; thence North 86 degrees 57 minutes 09 seconds West 220.52 feet to the Northeastly line of the abandoned K.B.E.C. Railroad Right-of-Way (100 feet wide); thence North 28 degrees 57 minutes 09 seconds West along the Northeastly line of said abandoned Railroad Right-of-Way 62.21 feet to the West Section Line; thence North 0 degrees 43 minutes 53 seconds West along the West Section Line 169.13 feet to the beginning. Except the West 50.86 feet of Section 2, Town 5 North, Range 11 West.

(for informational purposes only)

Parcel 1: (Tax Parcel No.: 41-22-02-100-051) Commonly known as: 6338 Hanna Lake Ave SE, Caledonia, MI 49316
Parcel 2: (Tax Parcel No.: 41-22-02-100-055) Commonly known as: 6330 Hanna Lake Ave SE, Caledonia, MI 49316
Parcel 3: (Tax Parcel No.: 41-22-02-100-053) Commonly known as: 6326 Hanna Lake Ave SE, Caledonia, MI 49316



Know what's below.
Call before you dig.

FINAL P.U.D.

TOPOGRAPHICAL SURVEY / DEMOLITION PLAN
NORTH

RE: AUTHENTIX GAINES
FOR: CONTINENTAL PROPERTIES
ATTN: JORDAN TEICHEN
W134N8675 EXECUTIVE PARKWAY
MENOMONEE FALLS, WI 53051
PART OF THE WEST 1/2, SECTION 2, T5N, R1W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN

exxel engineering, inc.

planners • engineers • surveyors

5252 Clyde Park, S.W. • Grand Rapids, MI 49509
Phone: (616) 531-3660 www.exxelengineering.com

DRAWN BY: JB
APPROVED BY: TRS
FILE NO.: 231340E

PROJ. ENG.: TRS
PROJ. SURV.: KJV
DATE: 04/23/2025

SHEET
2 of 10

DATE: _____

REVISION: _____

BY: _____

Project\2023\231340\Drawings\231340-P-Dep-02-TP-A-PUD-3.mxd

The plan shows three parcels with various structures and features marked for removal:

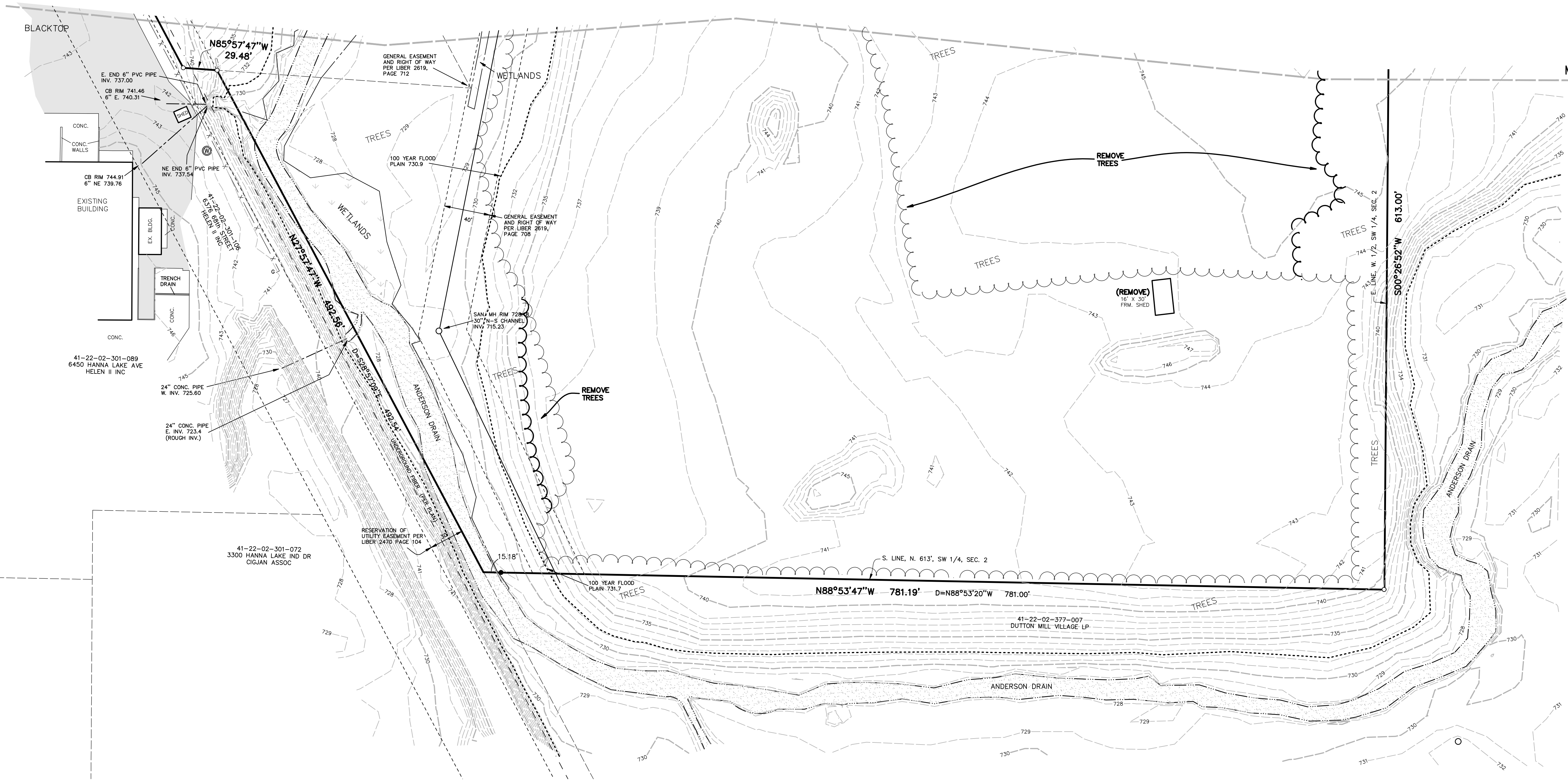
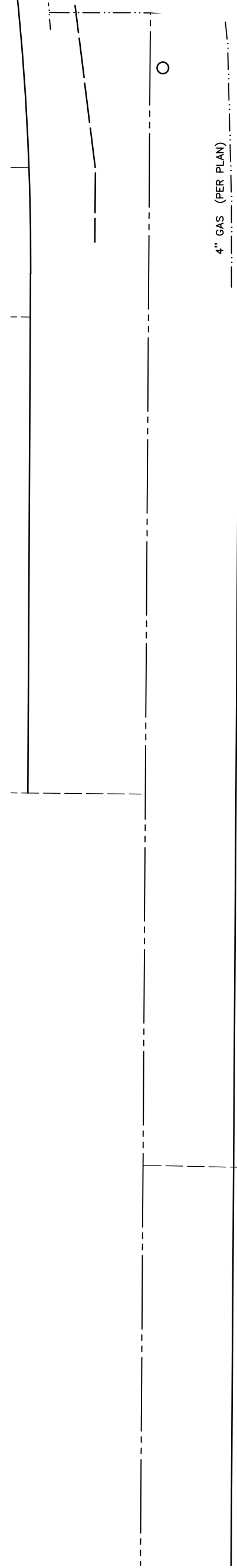
- Parcel 1 (Tax ID 22-02-100-051):** Includes a frame barn, wetlands, and a 100-year flood plain.
- Parcel 2 (Tax ID 22-02-100-055):** Includes a frame barn, wetlands, and a 100-year flood plain.
- Parcel 3 (Tax ID 22-02-100-053):** Includes a frame barn, wetlands, and a 100-year flood plain.

Other features include: Hanna Lake Ave, Wing Ave, Anderson Drain, and various utility lines (gas, electric, water). Matchlines are shown at the bottom and right edges.

MATCHLINE 1 127



Know what's below.
Call before you dig.

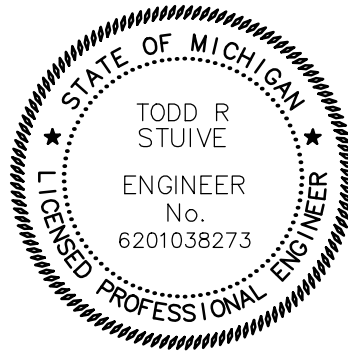


MATCHLINE 1

SCALE: 1" = 50'
1' CONTOUR INTERVAL

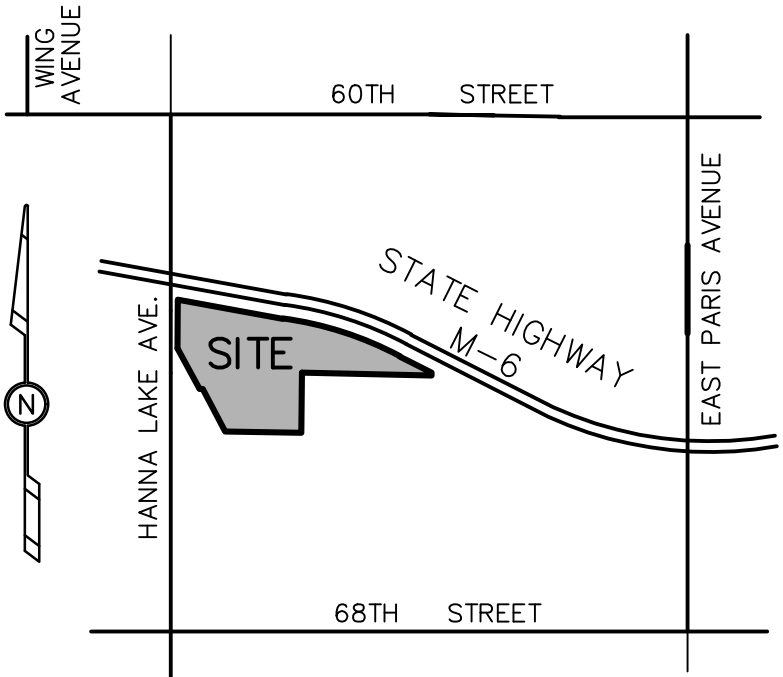
LEGEND

- = IRON STAKE FOUND
- = IRON STAKE SET
- ⦿ = MONUMENT
- WΔ = WETLANDS FLAG (NO NUMBER)
- ⊕ = UTILITY POLE & GUY WIRE
- ☼ = LIGHT POLE
- ⌵ = SIGN
- ⚓ = HYDRANT
- ⋄ = WATERMAIN VALVE
- ⊙ = WELL
- ⊠ = CATCH BASIN
- = MANHOLE
- ⊞ = MAILBOX
- ☐ = TELEPHONE BOX
- △ = BURIED GAS LINE MARKER
- ▽ = BURIED TELEPHONE MARKER
- x-x- = FENCE LINE
- = OVERHEAD WIRES



FINAL P.U.D.

LOCATION MAP



TOPOGRAPHICAL SURVEY / DEMOLITION PLAN
RE: AUTHENTIX GAINES
SOUTH

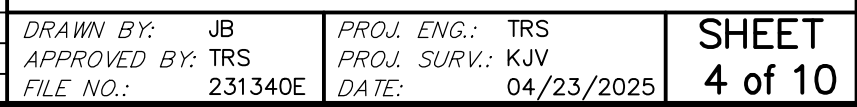
FOR: CONTINENTAL PROPERTIES
ATTN: JORDAN TEICHEN
W134N8675 EXECUTIVE PARKWAY
MENOMONEE FALLS, WI 53051

PART OF THE WEST 1/2, SECTION 2, T5N, R1W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN

DATE	REVISION	BY



DRAWN BY: JB	PROJ. ENG.: TRS	SHEET
APPROVED BY: TRS	PROJ. SURV.: KJV	3 of 10
FILE NO.: 231340E	DATE: 04/23/2025	



- = IRON STAKE FOUND
- = IRON STAKE SET
- = MONUMENT
- △ = WETLANDS FLAG (NO NUMBER)
- ⊕ = UTILITY POLE & GUY WIRE
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- ⊞ = TELEPHONE BOX
- △ = BURIED GAS LINE MARKER
- △ = BURIED TELEPHONE MARKER
- = FENCE LINE
- = OVERHEAD WIRES

TOTAL NUMBER OF UNITS - 336
SITE ACREAGE - 40.47 ACRES
DENSITY - $336/40.47 = 8.30$ UNITS/AC

SITE DEVELOPMENT PLAN – NORTH

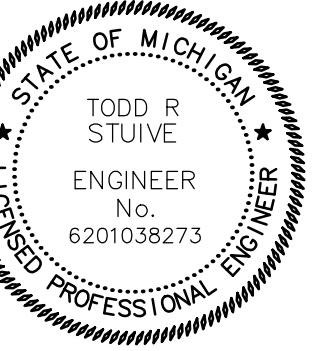
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DRAWN BY: JB	PROJ. ENG.: TRS	SHEET 5 of 10
APPROVED BY: TRS	PROJ. SURV.: KJV	
FILE NO.: 231340E	DATE: 04/23/2025	



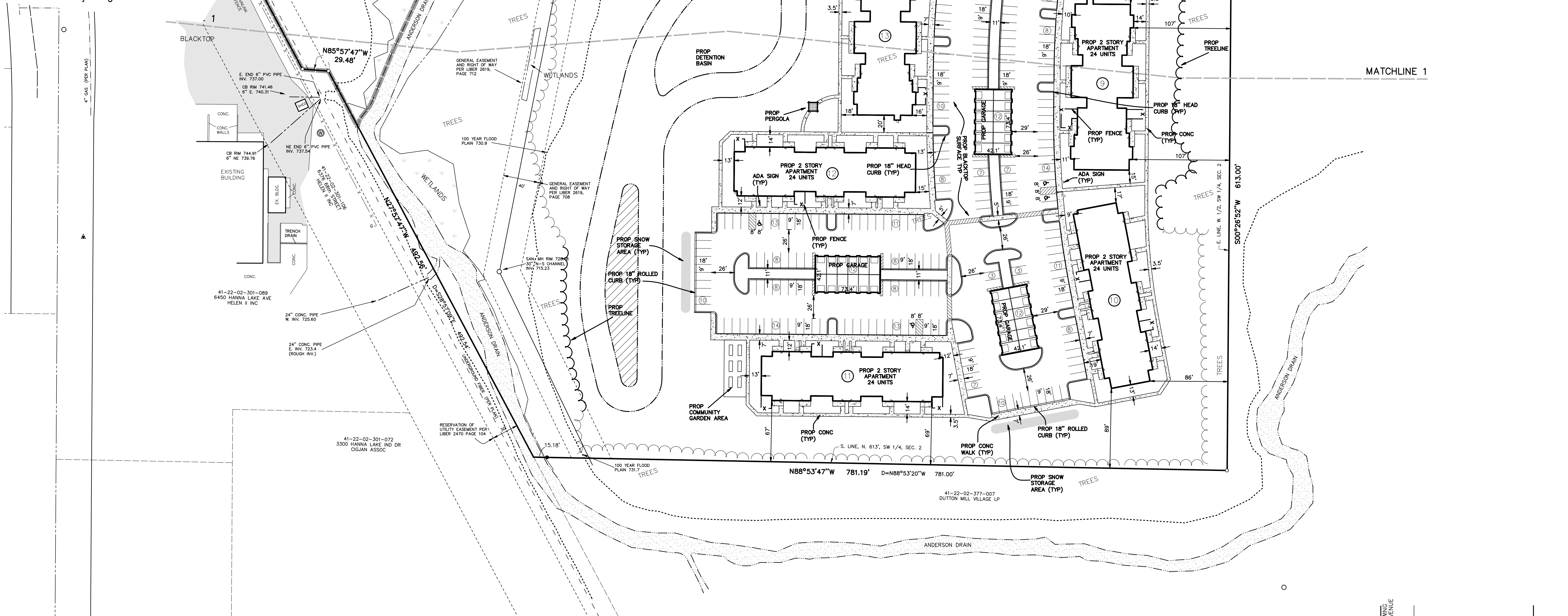
SCALE: 1" = 50'
1' CONTOUR INTERVAL

STATE HIGHWAY M-6
(PAUL B. HENRY FREEWAY)
LIMITED ACCESS PUBLIC HIGHWAY

MATCHLINE 1



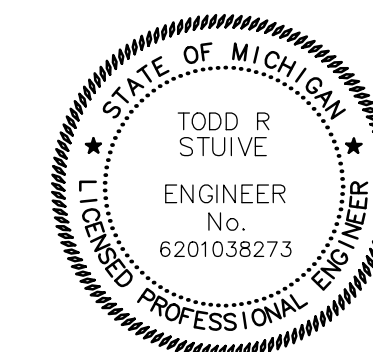
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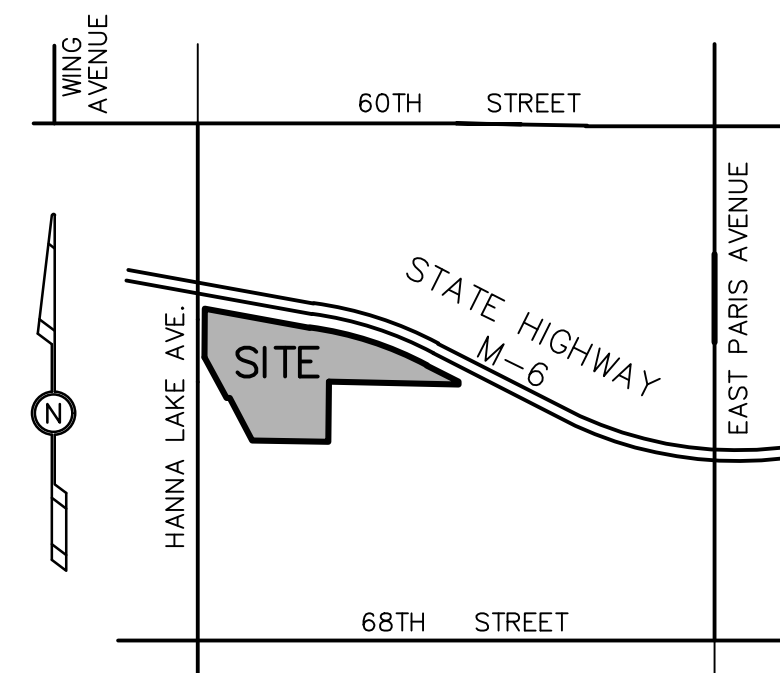
SCALE: 1" = 50'
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- ⊙ = BURIED GAS LINE MARKER
- ⊙ = BURIED TELEPHONE MARKER
- - - = FENCE LINE
- ⋯ = OVERHEAD WIRES



FINAL P.U.D.



LOCATION MAP

SITE DEVELOPMENT PLAN - SOUTH

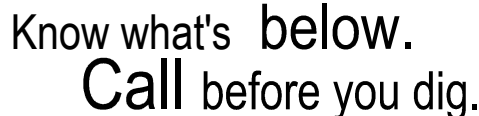
RE: AUTHENTIX GAINES

FOR: CONTINENTAL PROPERTIES
ATTN: JORDAN TEICHEN
W134N8675 EXECUTIVE PARKWAY
MENOMONEE FALLS, WI 53051

PART OF THE WEST 1/2, SECTION 2, T5N, R1W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN

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P:\Projects\2023\231340\Drawings\231340-P.dwg-06-SOP-S-PUD-000



A circular professional engineer seal for the State of Michigan. The outer ring contains the text "STATE OF MICHIGAN" at the top and "LICENSED PROFESSIONAL ENGINEER" at the bottom, separated by two stars. The center of the seal contains the text: "TODD R STUIVE", "ENGINEER", "No.", and "6201038273".

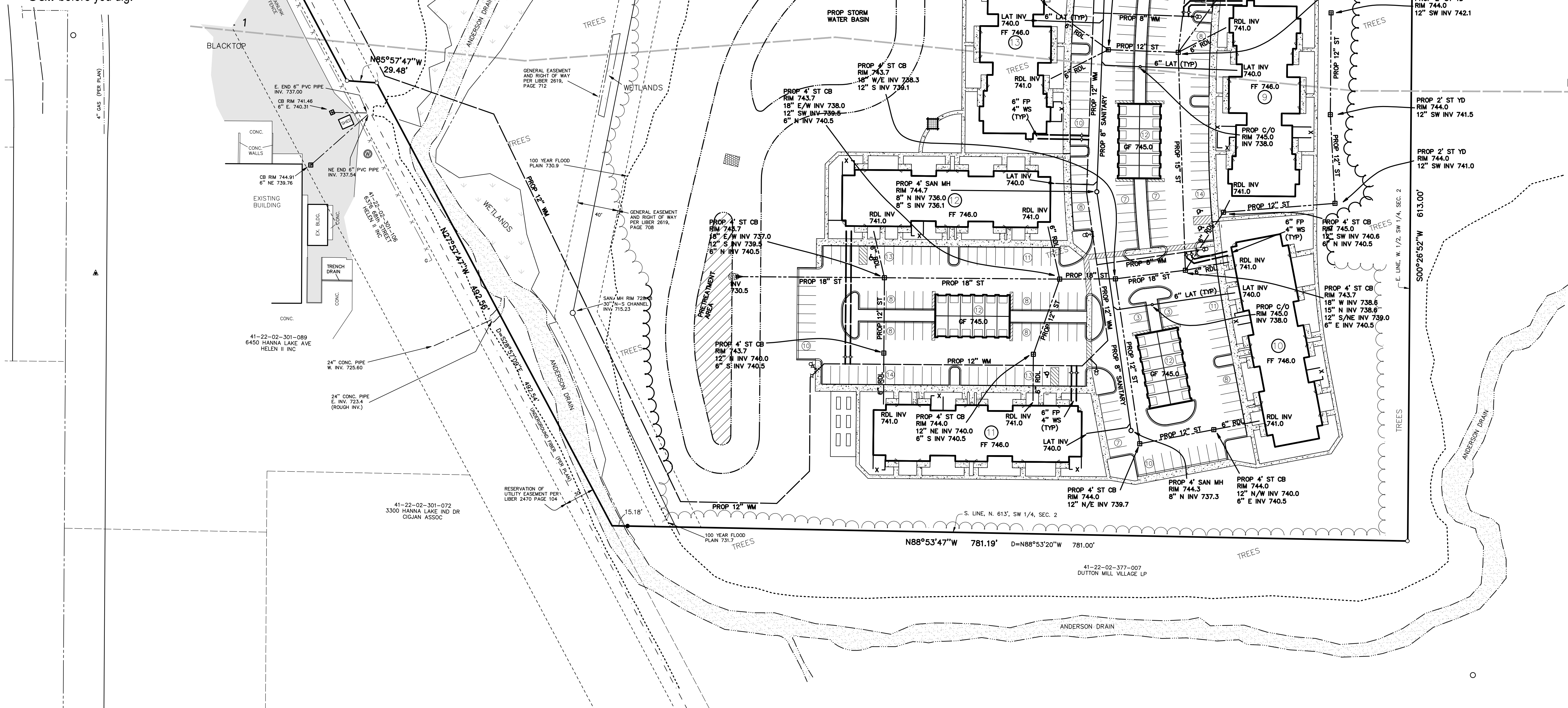
SCALE: 1" = 50'
1' CONTOUR INTERVAL

STATE HIGHWAY M-6
(PAUL B. HENRY FREEWAY)
LIMITED ACCESS PUBLIC HIGHWAY

132



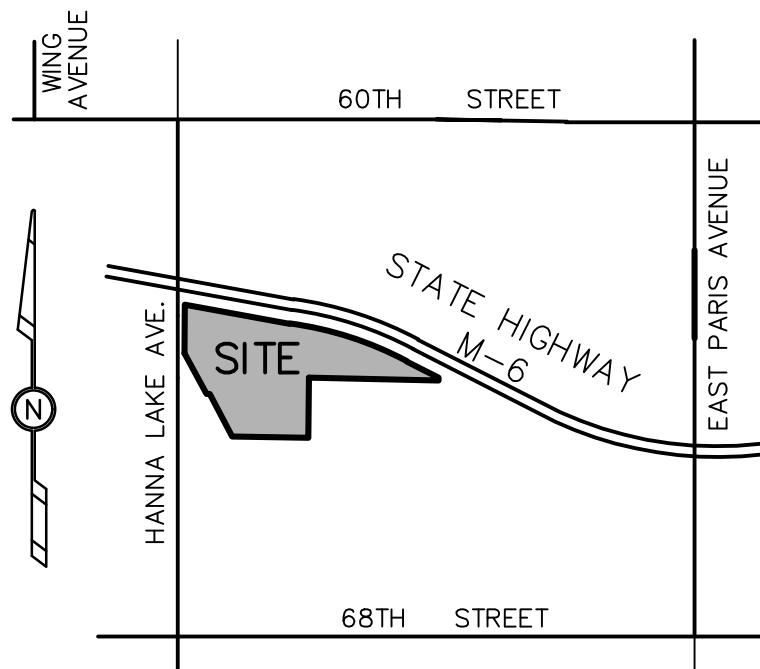
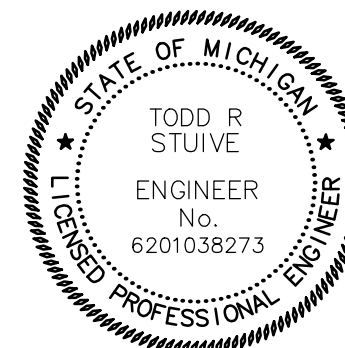
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SCALE: 1" = 50'
1' CONTOUR INTERVAL

LEGEND

- = IRON STAKE FOUND
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FINAL P.U.D.

LOCATION MAP

SITE UTILITY PLAN – SOUTH

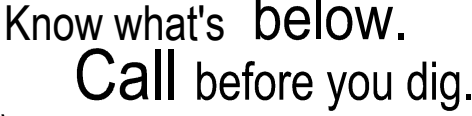
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W134N8675 EXECUTIVE PARKWAY
MENOMONEE FALLS, WI 53051

PART OF THE WEST 1/2, SECTION 2, T5N, R1W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN

				 excel engineering, inc. planners · engineers · surveyors 5252 Clyde Park, S.W. • Grand Rapids, MI 49509 Phone: (616) 531-3660 www.excelengineering.com
				</





LEGEND

IRON STAKE

- 



FOR: CONTINENTAL PROPERTIES
ATTN: JORDAN TEICHEN
W134N8675 EXECUTIVE PARKWAY
MENOMONEE FALLS, WI 53051

PART OF THE WEST 1/2, SECTION 2, T5N, R1W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN



exxel engineering, inc.
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DRAWN BY: JB	PROJ. ENG.: TRS	SHEET 10 of 10
APPROVED BY: TRS	PROJ. SURV.: KJV	
FILE NO.: 231340E	DATE: 04/23/2025	



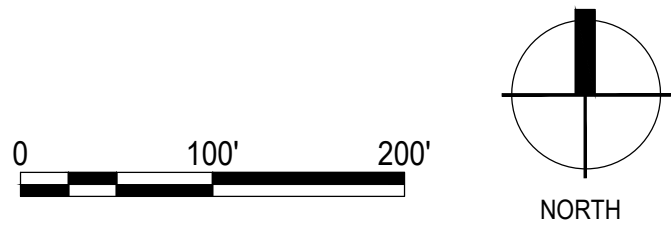
PLANTING NOTES

- ALL SHRUB BEDS SHALL RECEIVE 3" OF 1-2" WASHED STONE MULCH. ALL STANDALONE TREES SHALL RECEIVE 3-4" OF FINELY GROUND SHREDDED BARK MULCH AROUND THE BASE OF TREES.
- CONTRACTOR SHALL NOTIFY MISS DIG TO LOCATE ANY UNDERGROUND UTILITY LINES OR STRUCTURES PRIOR TO STARTING CONSTRUCTION.
- CONTRACTOR SHALL PROVIDE SPECIFIED SHRUBS, GROUNDCOVERS AND OTHER PLANT MATERIALS THAT COMPLY WITH ALL RECOMMENDATIONS AND REQUIREMENTS OF ANSI Z60.1 "AMERICAN STANDARD FOR NURSERY STOCK". PLANT MATERIAL SHALL BE HEALTHY, VIGOROUS STOCK, GROWN WITH GOOD HORTICULTURAL PRACTICE AND INSTALLED IN ACCORDANCE WITH METHODS ESTABLISHED BY THE AMERICAN ASSOCIATION OF NURSERYMEN.
- REMOVE THE BURLAP, TWINE AND WIRE BASKETS FROM THE TOP 1/4 OF ALL B&B ROOT BALLS. NO PLASTIC TWINE OR BURLAP SHALL BE PERMITTED ON B&B PLANTS. PLANTING PITS SHALL BE THE SAME DEPTH AS ROOT BALLS.
- STAKE ALL TREES. CONTRACTOR IS REQUIRED TO UNSTAKE TREES IN A TIMELY MANNER WITHIN THE YEAR FOLLOWING FINAL ACCEPTANCE TO ENSURE TREES ARE NOT DAMAGED BY STAKING WIRE. DO NOT WRAP TREE TRUNKS. DO NOT USE "TREE WOUND PAINT".
- TOPSOIL SHALL BE INSTALLED EIGHT (8) INCHES WITHIN PLANTING BEDS.
- ALL PLANTINGS AND LANDSCAPE IMPROVEMENTS SHALL BE CONSISTENT WITH GAINES CHARTER TOWNSHIP ZONING REQUIREMENTS.
- SOD AND SEED SHALL BE PLACED OVER 4" TOPSOIL IN ALL PROPOSED NOTED SOD OR SEED AREAS PER PLANS, AND ALL AREAS DISTURBED BY CONSTRUCTION. SEED MIX SHALL BE AS FOLLOWS:
LAWN SEED MIX
10% TALL FESCUE
20% PERENNIAL RYE GRASS
50% CREEPING RED FESCUE
40% KENTUCKY BLUEGRASS
AT 6 LBS. PER 1000 S.F.
- IRRIGATION SHALL BE PROVIDED FOR ALL LANDSCAPED AREAS.

LANDSCAPE MAINTENANCE SCHEDULE

TASK	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
CARE OF PLANTS												
MONITORING												
PRUNING (IF NEEDED)												
DEADHEAD PLANTS												
FERTILIZATION												
CUT BACK												
WATERING-AS NEEDED												
MONITORING												
PLANTING BEDS												
EDGING												
WEEDING-AS NEEDED												
MULCHING												
SOIL TESTING												
LEAF REMOVAL												
PEST MANAGEMENT												
MONITORING												
LAWNS												
FERTILIZE/LIME												
SEEDING												
WINTER CLEAN UP												

THE SCHEDULE SHOWN ABOVE IS FOR GUIDANCE ONLY. SCHEDULING OF MAINTENANCE ACTIVITY SHOULD BE COORDINATED WITH SEASONAL WEATHER CONDITIONS



FRONT YARD TREE PLANTING:

481.33' FRONTAGE - LESS (2) DRIVEWAYS @ 83.46' TOTAL = 398' FRONTAGE			
SIZE CLASSIFICATION	SPACING	NUMBER	RESULT
Small Tree (max. height 30 ft. or less)	15 ft. X	4	= 60 ft.
Medium Tree (max. height 31-70 ft.)	35 ft. X	8	= 280 ft.
Large Tree (max. ht greater than 70 ft.)	45 ft. X	2	= 90 ft.
TOTAL		= 14	= 430 ft. (greater than 398 ft.)

PARKING LOT LANDSCAPING:

TOTAL SURFACE PARKING: 559 SPACES

PARKING LOT CANOPY TREES:

1 TREE PER 12 SPACES = 47 REQUIRED PARKING AREA TREES

TREES PROVIDED - 53 CANOPY DECIDUOUS TREES - SEE PLANT LIST FOR SPECIFICS

- (8) AR - ACER RUBRUM
(3) CO - CARYA OVATA
(7) FG - FAGUS GRANDIFOLIA
(14) GB - GINGKO BILOBA
(4) LT - LIRIODENDRON TULIPFERA
(7) OV - OSTRYA VIRGINIANA
(10) TC - TILIA CORDATA

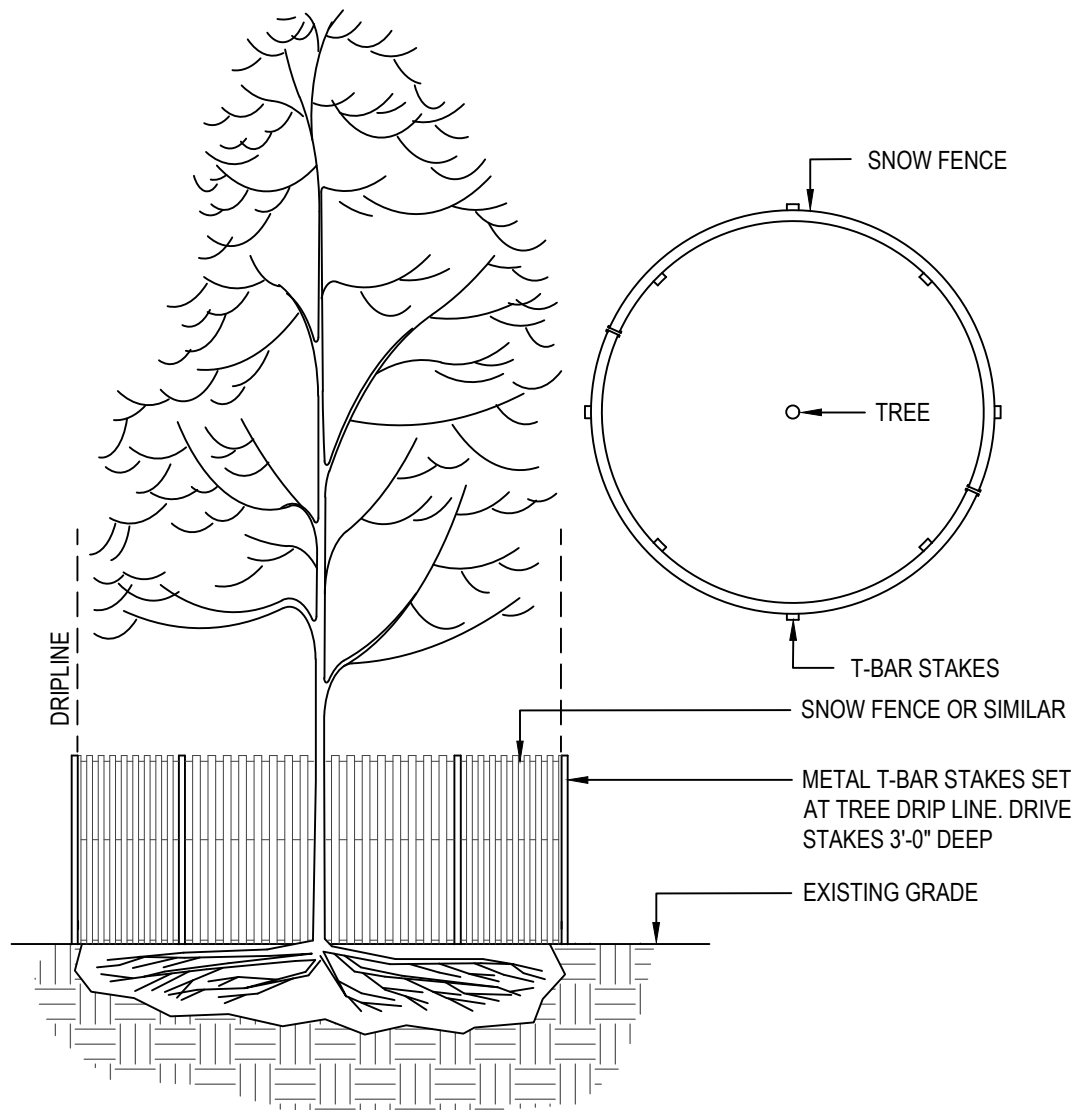
SCREENING:

PER SECTION 23.80 C.
REQUIRED: (2) SHRUBS PER PARKING SPACE FRONTING THE R.O.W. = 52 SHRUBS REQ'D.
SHRUBS PROVIDED: 34 EVERGREEN & 18 DECIDUOUS SHRUBS, TOTAL OF 52 - SEE SHEET L201

BUFFER YARD TREES:

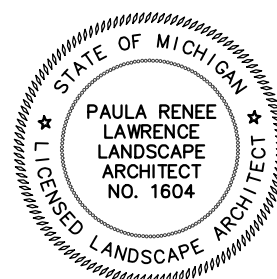
EXISTING BUFFER TREES AT OR NEAR PROPERTY LINES TO REMAIN - SEE PLANS.

PROTECTIVE TREE FENCING SHALL BE INSTALLED PRIOR TO SITE DISTURBANCE. TO BE INSTALLED AT TREE DRIP LINE - SEE DETAIL, THIS SHEET.



1 TREE PROTECTION FENCE SECTION

NO SCALE



Paula Renee Lawrence

PRL DESIGN
LAND PLANNING • LANDSCAPE ARCHITECTURE
Phone: (616) 560-0131 - paularenee@prl-design.com

AUTHENTIX GAINES
6338 HANNA LAKE AVE SE, CALEDONIA, MI 49316
CONTINENTAL 870 FUND LLC

DATE:	ISSUED FOR:
04/21/25	OWNER REVIEW
04/24/25	PUD SUBMITTAL
05/14/25	PUD RESUBMITTAL
DATE:	ISSUE
DATE:	ISSUE
DATE:	ISSUE
DATE:	ISSUE
P.I.C.	P. LAWRENCE
P.M.	NAME
DESIGN	NAME

PRL PROJECT NUMBER

25003

SHEET NAME
LANDSCAPE
OVERALL PLAN

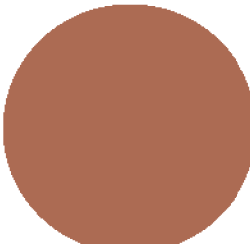
SHEET NUMBER

L200

NOT FOR CONSTRUCTION



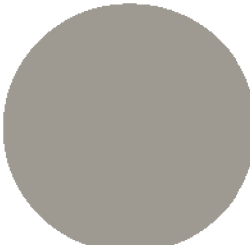
Tamko
Heritage
Weathered
Wood



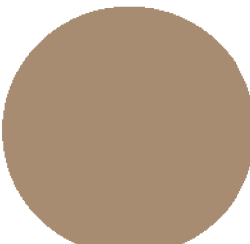
SW 7701
Cavern Clay



Certainteed
Snow



Certainteed
Granite Gray



SW 9108
Double
Latte

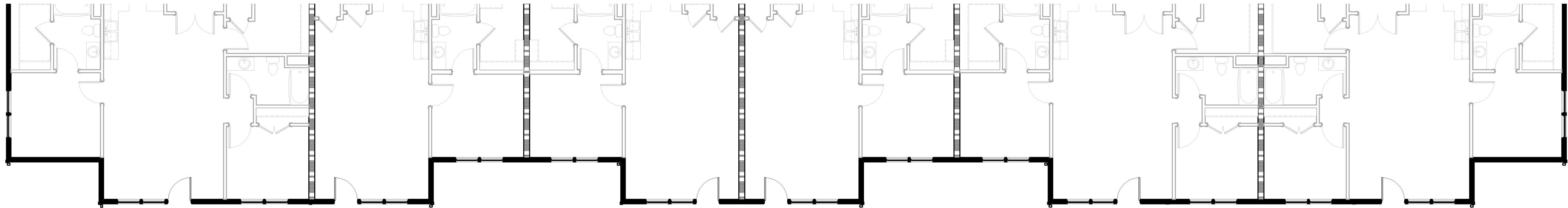


Certainteed
Colonial
White



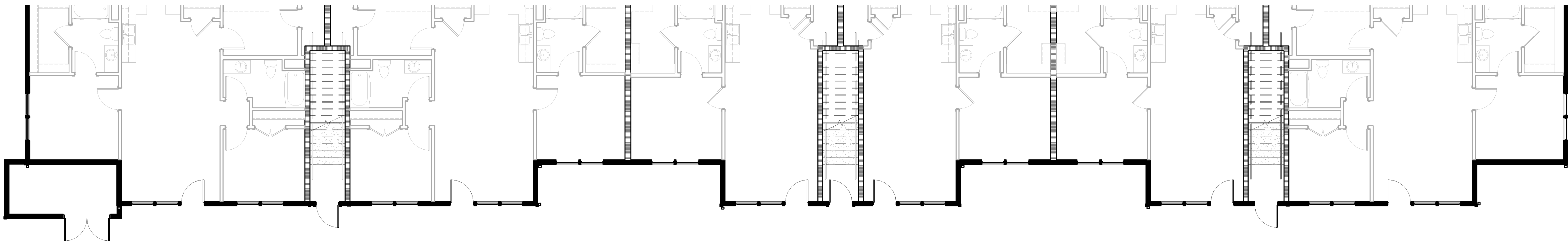
REAR ELEVATION - SCHEME A

SCALE: 1/8" = 1'-0"



FRONT ELEVATION - SCHEME A

SCALE: 1/8" = 1'-0"



NOT FOR
CONSTRUCTION

Revisions

2025 PROTOTYPE X24

Drawing Date
APRIL 18, 2025

X24A APARTMENT
BUILDING

AUTHENTIX GAINES TOWNSHIP
HANNA LAKE AVE - MI HWY - SE
GAINES TOWNSHIP, MI, 49316

Project No.
2024.0160

Sheet Title
EXTERIOR
ELEVATIONS -
SCHEME A

Sheet No.
PR2.0

CHARTER TOWNSHIP OF GAINES
COUNTY OF KENT, MICHIGAN

RESOLUTION NO. 2025- _____
AUTHENTIX GAINES PLANNED UNIT DEVELOPMENT

The following Resolution was offered and adopted by the Gaines Charter Township Board of Trustees at a regular meeting held on _____, 2025 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 Continental 870 Fund LLC to consider the rezoning of land to the Authentix Gaines Planned Unit Development (PUD), and approve the Final Site Plan.

STATEMENT OF FINDINGS

SECTION I. GENERAL BACKGROUND:

1. The Township Board is authorized to review, approve, and amend Planned Unit Development (PUD) rezoning, site plans and associated drive aisles.
2. The PUD is legally described as:

Parcel 1; Tax Parcel No.: 41-22-02-100-051

Commonly known as: 6338 Hanna Lake Ave SE:

That part of the following description lying Southwesterly of a line 250.66 feet Southwesterly from/measure perpendicular to and parallel with a line commencing 1928.25 feet South 0 degrees 30 minutes 05 seconds West along the North and South 1/4 line from the North 1/4 corner; thence North 61 degrees 28 minutes 31 seconds West 558.13 feet; thence Northwesterly 1259.37 feet along a 3922.75 feet radius curve to Lt/long chord bears North 70 degrees 40 minutes 21 seconds West 1253.97 feet; thence North 79 degrees 52 minutes 11 seconds West 1363.87 feet to the point of ending - part of the Northwest fractional 1/4 and part of the Southwest 1/4 commencing at the Northwest corner of Section; thence South 0 degrees 43 minutes 53 seconds West along the West Section line 1122.0 feet; thence North 89 degrees 31 minutes 07 seconds East 490.0 feet; thence South 89 degrees 50 minutes 16 seconds East to center line of Anderson Drain and beginning of this description; thence South 89 degrees 50 minutes

Township Board Resolution No. 2025- _____

Authentix Gaines PUD

_____, 2025

16 seconds East to the North and South 1/4 line; thence Southerly along the North and South 1/4 line to the center of Section; Westerly along the East and West 1/4 line to the Northeast corner of the West 1/2 of the Southwest 1/4; thence along the East line of the West 1/2 of the Southwest 1/4 to the South line of the North 613.0 feet of the Southwest 1/4; thence North 89 degrees 53 minutes 20 seconds West along said South line 781.0 feet to the Northeasterly line of the abandoned K.B.E.C. Railroad right-of-way (100 feet wide); thence North 28 degrees 57 minutes 09 seconds West along the Northeasterly line of said abandoned railroad right-of-way 492.54 feet to a point which is 378.92 feet North 0 degrees 43 minutes 53 seconds West along the West Section line and 642.20 feet South 28 degrees 57 minutes 09 seconds East along the Northeasterly line of said abandoned railroad right-of-way from the West 1/4 corner; thence South 86 degrees 57 minutes 09 seconds East 220.52 feet; thence North 28 degrees 57 minutes 09 seconds West 580.0 feet; thence North 0 degrees 43 minutes 53 seconds West 233.0 feet; thence North 89 degrees 28 minutes 25 seconds West 249.52 feet to West Section line; thence North 0 degrees 43 minutes 53 seconds West along the West Section line 384.30 feet to a point 932.36 feet North 0 degrees 43 minutes 53 seconds West along the West Section line from the West 1/4 corner; thence North 89 degrees 31 minutes 07 seconds East 820.0 feet more or less to centerline of Anderson Drain; thence Northerly along the centerline of said drain to beginning. Except the West 50.86 feet of Section 2, Town 5 North, Range 11 West.

Parcel 2; Tax Parcel No.: 41-22-02-100-055

Commonly known as: 6330 Hanna Lake Ave SE:

That part of the Northwest 1/4, and that part of the Southwest 1/4, Section 2, Town 5 North, Range 11 West, Gaines Township, Kent County, Michigan, described as: Commencing at the West 1/4 corner of Section 2; thence North 00 degrees 43 minutes 53 seconds West 378.92 feet; thence South 28 degrees 57 minutes 09 seconds East 62.20 feet along the Northeasterly line of the former Railroad R.O.W. (100 feet wide) to the Place of Beginning of this description; thence South 86 degrees 57 minutes 09 seconds East 220.52 feet; thence South 28 degrees 57 minutes 09 seconds East 580.0 feet; thence North 86 degrees 57 minutes 09 seconds West 220.52 feet; thence North 28 degrees 57 minutes 09 seconds West 580.0 feet along the Northeasterly line of said former Railroad R.O.W. to the place of beginning. ALSO: That part of the Northwest 1/4, and that part of the Southwest 1/4, Section 2, Town 5 North, Range 11 West, Gaines Township, Kent County, Michigan, described as: Beginning at a point on the West line of Section 2, which is North 00 degrees 43 minutes 53 seconds West 326.06 feet from the West 1/4 corner of Section 2; thence North 00 degrees 43 minutes 53 seconds West 52.86 feet along said West line; thence South 28 degrees 57 minutes 09 seconds East 642.2 feet along the Northeasterly line of the former Railroad R.O.W. (100 feet wide); thence North 86 degrees 57 minutes 09 seconds West 29.48 feet; thence North 28 degrees 57 minutes 09 seconds West 580.0 feet to the place of beginning.

Parcel 3; Tax Parcel No.: 41-22-02-100-053

Commonly known as 6326 Hanna Lake Ave SE:

Township Board Resolution No. 2025-_____

Authentix Gaines PUD

_____, 2025

Part of the Northwest Fractional 1/4 commencing 1689.30 feet South 0 degrees 43 minutes 53 seconds East along the West Section line from the Northwest corner of Section; thence South 89 degrees 28 minutes 25 seconds East 249.52 feet; thence South 0 degrees 43 minutes 53 seconds East 233.0 feet; thence North 86 degrees 57 minutes 09 seconds West 220.52 feet to the Northeasterly line of the abandoned K.B.E.C. Railroad Right-of-Way (100 feet wide); thence North 28 degrees 57 minutes 09 seconds West along the Northeasterly line of said abandoned Railroad Right-of-Way 62.21 feet to the West Section Line; thence North 0 degrees 43 minutes 53 seconds West along the West Section Line 169.13 feet to the beginning. Except the West 50.86 feet of Section 2, Town 5 North, Range 11 West.

3. The project includes fourteen (14) two-story, twenty-four-unit apartment buildings, a club house, fitness center, pool, public park facing Hanna Lake with 28 dedicated parking spaces, community garden, pet playground, pergola and fire pit. A total of 336 apartments will be built with associated surface and covered parking.
4. Applicant has opted to rezone to PUD under Section 27 of the 2008 Zoning Ordinance, as permitted under Section 1.30.D of the Zoning Ordinance effective April 26th, 2025. The PUD and Site Plan standards were evaluated under Chapter 29.30 and Chapter 26 of the Zoning Ordinance effective April 26th, 2025, respectively.
5. Private drive aisles within the PUD meet dimensional requirements under the Zoning Ordinance.
6. The PUD will be developed according to the Final PUD Plan dated April 23rd, 2025, and the Landscape Plan dated May 14th, 2025.
7. The PUD requests the following modifications to the zoning ordinance:

Z.O. Reference	Standard	Requested
7.20.E Maximum Number of Units	16 Units	24 units
7.20.E (and by reference 3.20.D) Minimum Dwelling Unit Area	720 Square Feet	544 Square Feet
19.20.F.2 Parking Lots	Mounting: Lights to illuminate parking lots shall not be attached to any building except for illuminating parking spaces that are within 10 feet of building walls.	Proposed wall-mounted lights are being used to illuminate areas of the building not adjacent to parking. Additionally, proposed wall-mounted lights are being used to illuminate parking stalls located more than 10 feet from the building wall.
20.50.D Minimum Number of Spaces	2.25 spaces per unit in MFR	1.8 spaces per unit in MFR

Z.O. Reference	Standard	Requested
20.60 Reduced, Shared, and Deferred Parking	756 spaces for 336 units	626 spaces for 336 units
24.80 Wall Signs	Not allowed	Allow one 16 SF internally lit on clubhouse, one 42 SF non-illuminated on Building 6 facing M-6.
24.80 Ground Sign Illumination	External illumination	The proposed monument sign will be internally illuminated.

8. The Planning Commission held a public hearing on the PUD rezoning on January 23rd, 2025.
9. On May 22nd, the Planning Commission approved Resolution No. PC 25-05-22, which approved and recommended the Board's final approval of the Site Plan dated April 23rd, 2025, and the Landscape Plan dated May 14th, 2025.

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:

1. PLANNED UNIT DEVELOPMENT APPROVAL STANDARDS (SECTION 29.30)

A. Purpose

Meets standards of Section 14.10. The reason for the PUD is that Development Standards for the Multi-Family Zoning District only allows 16-unit buildings, and the developer desires to build 24-unit buildings, which leads to a density of 8.3 dwelling units per acre. The limitation of buildings to two stories helps preserve small town appeal.

The PUD Plan promotes high quality architecture, supports the development of Dutton, preserves open space, and efficiently uses buildable land. The apartment buildings are two-story and utilize a modern farmhouse architectural style that fits in with its surroundings. Facades have good texture due to offset walls and detailing, and rooflines are stepped to eliminate monotony. Doorways are covered with awnings.

B. Qualification

Meets standards under Section 14.20. The project entirely is under the control of Continental 870 Fund LLC and displays a high quality of architecture and site design. The public benefits include preservation of open space, and preservation of small-town appeal due to height limits on buildings.

A significant portion of the parcel will remain undeveloped along the creek and at the eastern end of the property. These areas are planned for recreational amenities, whether private or public pending discussions with the Board of Trustees. Some preliminary paths have been designated in the eastern portion of the property. A proposed public park includes a 1–2-acre area south of the entrance to the project. Conversion of this area to public use is subject to Township Board approval.

C. Compliance

Meets standards under Section 14.30. The base zoning district for the property is Multi-Family Residential (MFR). All site plan elements will comply with those requirements unless modified as outlined in Section 2.A below.

D. Master Plan

Meets standard. The Future Land Use Plan designates this parcel as Multi-Family Residential. The parcel is currently zoned Suburban Residential and Multi-Family Residential. Rezoning to a base Multi-Family Residential is in keeping with the long-term goals of the Township.

E. Compatibility

Meets standard. The surrounding uses are predominantly residential, with wooded portions of Dutton Mill Village to the south. M-6 is immediately to the north. The complex is well buffered from any single-family homes.

There is a permanent tributary stream to Plaster Creek (AKA Anderson Drain) that cuts across the site and has associated wetlands which are managed by the Kent County Drain Commission. Wetlands are also located at the east end of the site. These areas will be subject to EGLE oversight and permitting as a bridge crossing will need to be built across the creek. Stabilization of the creek banks because of this development will improve the water quality of Plaster Creek due to reduced sediment discharges.

F. Public Services

Meets standard. Water and sewer facilities are available for connection in the Hanna Lake roadway, and the site plan indicates stormwater retention facilities in the site. The Township Engineer has provided comments on the site plan. The applicant will be required to comply with all the requirements of the Township Engineer and Byron-Gaines Utility Authority during utility plan review.

Within the development, the drive aisle and sidewalk network provide efficient pedestrian and vehicle circulation and connection, and the Fire Marshall will evaluate the circulation network for emergency vehicle access. Sidewalks will also be extended along Hanna Lake Avenue across the parcel frontage which will connect sidewalks from M-6 to 68th Street.

G. Site Plan Standards of Approval

The Site Plan dated April 23rd, 2025, complies with the current Zoning Ordinance and meets all site plan review standards as determined by the Planning Commission on May 22nd, 2025.

2. SITE PLAN REVIEW

The applicant has submitted an application with sufficient detail to evaluate compliance with Chapter 26 of the Zoning Ordinance.

A. Zoning Compliance and Compatibility.

All PUD site plans, private drive aisles and utilities subject to site plan review under Section 26.20.A. conform to all zoning district requirements (in this case Chapter 7, Multi-Family Residential), Land Use Regulation (Chapter 15), Building Requirements (Chapter 16), General Requirements (Chapter 17), and any applicable Specific Use Requirements (Chapter 18), except for the specific modifications listed below:

- 1) 7.20.E Maximum Number of Units; 24 units
- 2) 7.20.E (and by reference 3.20.D) Minimum Dwelling Unit Area; 544 Square Feet
- 3) 19.20.F.2 Parking Lots; Proposed wall-mounted lights are being used to illuminate areas of the building not adjacent to parking. Additionally, proposed wall-mounted lights are being used to illuminate parking stalls located more than 10 feet from the building wall.
- 4) 20.50.D Minimum Number of Spaces; 1.8 spaces per unit in MFR
- 5) 20.60 Reduced, Shared, and Deferred Parking; 626 spaces for 336 units
- 6) 24.80 Wall Signs; Allow one 16 SF internally lit on clubhouse, one 42 SF non-illuminated on Building 6 facing M-6.
- 7) 24.80 Ground Sign Illumination; The proposed monument sign will be internally illuminated.

B. Lighting

Lighting plans demonstrate compliance with all requirements and shall be designed to ensure safe conditions and minimal impact on neighboring properties and the night sky.

C. Parking and Loading

Parking lot designs demonstrate compliance with all dimensional and circulation requirements and are arranged to provide safe and convenient access to buildings and land uses. The site plan includes striping, space size, curve radii, and drive lane dimensions, and designates ADA accessible spaces.

D. Mobility, Traffic and Access

Pedestrian and bicycle travel is accommodated in accordance with this Ordinance. Acceptable traffic conditions are maintained. Drive aisle placement, connectivity, and shared access are designed to promote safe and efficient access to and from the site and circulation within the site. Compliance with access management requirements shall be demonstrated. All sites and buildings are accessible to emergency service vehicles and personnel to respond to emergencies and calls for service.

E. Landscaping, Screening, and Environmental Protection

All applicable landscaping, buffering, screening, and environmental requirements are satisfied, and sites shall not be significantly disturbed in ways beyond what is appropriate for the reasonable development of a site. Site plans demonstrate that the impact of exterior uses and activities is minimized by required landscaping and screening.

F. Stormwater and Water Quality

Stormwater detention, retention, and drainage systems are designed to protect neighboring properties from the negative impacts of increased stormwater run-off and flooding. Systems are designed to function with public stormwater drainage systems under the authority of the Kent County Drain Commission, Kent County Road Commission, or the Michigan Department of Transportation (MDOT).

G. Signs

Proposed signs meet dimensional and location requirements and are placed in locations that limit driver distraction and prevent visual clutter.

H. Water and Sewer

Public water and sewer connections are available and shall be approved by the Byron Gaines Utility Authority (BGUA). The site plan will not overburden BGUA's ability to provide public services while at the same time adequately providing for sewage collection and treatment.

SECTION III. CONDITIONS

The PUD approval is subject to the following conditions:

1. A draft document showing maintenance provisions shall be submitted to the Planning Department and Legal Counsel if the land transfer of open space to the Township is agreed to by the Township Board of Trustees.
2. Secure all Township department and outside agency approvals:
 - a. Township Engineer/BGUA.
 - b. Fire Department.
 - c. Kent County Road Commission (SESC), if applicable.
 - d. Kent County Drain Commission, if applicable.
 - e. Environment, Great Lakes and Energy, if applicable.

SECTION IV. 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 PUD rezoning request. Based on the above

findings and conclusions, the Township Board approves Ordinance 2025-_____, granting approval of a request made by Continental 870 Fund LLC.

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

YES: _____

NO: _____

RESOLUTION DECLARED ADOPTED

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 _____, 2025.

Respectfully submitted,

Robert Terpstra, Supervisor
Charter Township of Gaines

Michael Brew, Clerk
Charter Township of Gaines

Dated: _____, 2025

Township Board Resolution No. 2025-_____
Authentix Gaines PUD
_____, 2025

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

**RESOLUTION NO. PC-25-05-22
AUTHENTIX APARTMENTS PLANNED UNIT DEVELOPMENT REZONING**

The following Resolution was offered and adopted by the Gaines Charter Township Planning Commission at a regular meeting held on May 22, 2025 at the Gaines Charter Township Offices, 8555 Kalamazoo Avenue, Caledonia, Michigan.

Members Present: Giarmo, Rober, Haagsma, Thomas, Billips, Waayenberg

Member Absent: Wiersema

The following Resolution was offered for adoption by Planning Commissioner Waayenberg and supported by Planning Commissioner Haagsma to document the findings and the approval by the Gaines Charter Township Planning Commission ("PC") regarding a request made by Jordan Teichen of Continental 870 Fund LLC to consider the rezoning of land to the Authentix Apartment Planned Unit Development (PUD).

STATEMENT OF FINDINGS

Section I General Background:

1. The Planning Commission is authorized to review and recommend approval or denial for Planned Unit Development site plans and associated private roads and site improvements to the Township Board of Trustees for consideration.
2. The PUD is legally described as:

Land in the Township of Gaines, Kent County, MI, described as follows:

Parcel 1:

That part of the following description lying Southwesterly of a line 250.66 feet Southwesterly from/measure perpendicular to and parallel with a line commencing 1928.25 feet South 0 degrees 30 minutes 05 seconds West along the North and South 1/4 line from the North 1/4 corner; thence North 61 degrees 28 minutes 31 seconds West 558.13 feet; thence Northwesterly 1259.37 feet along a 3922.75 feet radius curve to Lt/long chord bears North 70 degrees 40 minutes 21 seconds West 1253.97 feet; thence North 79 degrees 52 minutes 11 seconds West 1363.87 feet to the point of ending - part of the Northwest fractional 1/4 and part of the Southwest 1/4 commencing

at the Northwest corner of Section; thence South 0 degrees 43 minutes 53 seconds West along the West Section line 1122.0 feet; thence North 89 degrees 31 minutes 07 seconds East 490.0 feet; thence South 89 degrees 50 minutes 16 seconds East to center line of Anderson Drain and beginning of this description; thence South 89 degrees 50 minutes 16 seconds East to the North and South 1/4 line; thence Southerly along the North and South 1/4 line to the center of Section; Westerly along the East and West 1/4 line to the Northeast corner of the West 1/2 of the Southwest 1/4; thence along the East line of the West 1/2 of the Southwest 1/4 to the South line of the North 613.0 feet of the Southwest 1/4; thence North 89 degrees 53 minutes 20 seconds West along said South line 781.0 feet to the Northeasterly line of the abandoned K.B.E.C. Railroad right-of-way (100 feet wide); thence North 28 degrees 57 minutes 09 seconds West along the Northeasterly line of said abandoned railroad right-of-way 492.54 feet to a point which is 378.92 feet North 0 degrees 43 minutes 53 seconds West along the West Section line and 642.20 feet South 28 degrees 57 minutes 09 seconds East along the Northeasterly line of said abandoned railroad right-of-way from the West 1/4 corner; thence South 86 degrees 57 minutes 09 seconds East 220.52 feet; thence North 28 degrees 57 minutes 09 seconds West 580.0 feet; thence North 0 degrees 43 minutes 53 seconds West 233.0 feet; thence North 89 degrees 28 minutes 25 seconds West 249.52 feet to West Section line; thence North 0 degrees 43 minutes 53 seconds West along the West Section line 384.30 feet to a point 932.36 feet North 0 degrees 43 minutes 53 seconds West along the West Section line from the West 1/4 corner; thence North 89 degrees 31 minutes 07 seconds East 820.0 feet more or less to centerline of Anderson Drain; thence Northerly along the centerline of said drain to beginning. Except the West 50.86 feet of Section 2, Town 5 North, Range 11 West.

Parcel 2:

That part of the Northwest 1/4, and that part of the Southwest 1/4, Section 2, Town 5 North, Range 11 West, Gaines Township, Kent County, Michigan, described as: Commencing at the West 1/4 corner of Section 2; thence North 00 degrees 43 minutes 53 seconds West 378.92 feet; thence South 28 degrees 57 minutes 09 seconds East 62.20 feet along the Northeasterly line of the former Railroad R.O.W. (100 feet wide) to the Place of Beginning of this description; thence South 86 degrees 57 minutes 09 seconds East 220.52 feet; thence South 28 degrees 57 minutes 09 seconds East 580.0 feet; thence North 86 degrees 57 minutes 09 seconds West 220.52 feet; thence North 28 degrees 57 minutes 09 seconds West 580.0 feet along the Northeasterly line of said former Railroad R.O.W. to the place of beginning. ALSO: That part of the Northwest 1/4, and that part of the Southwest 1/4, Section 2, Town 5 North, Range 11 West, Gaines Township, Kent County, Michigan, described as: Beginning at a point on the West line of Section 2, which is North 00 degrees 43 minutes 53 seconds West 326.06 feet from the West 1/4 corner of Section 2; thence North 00 degrees 43 minutes 53 seconds West 52.86 feet along said West line; thence South 28 degrees 57 minutes 09 seconds East 642.2 feet along the Northeasterly line of the former Railroad R.O.W. (100 feet wide); thence North 86 degrees 57 minutes 09 seconds West 29.48 feet; thence North 28 degrees 57 minutes 09 seconds West 580.0 feet to the place of beginning.

Parcel 3:

Part of the Northwest Fractional 1/4 commencing 1689.30 feet South 0 degrees 43 minutes 53 seconds East along the West Section line from the Northwest corner of Section; thence South 89

degrees 28 minutes 25 seconds East 249.52 feet; thence South 0 degrees 43 minutes 53 seconds East 233.0 feet; thence North 86 degrees 57 minutes 09 seconds West 220.52 feet to the Northeasterly line of the abandoned K.B.E.C. Railroad Right-of-Way (100 feet wide); thence North 28 degrees 57 minutes 09 seconds West along the Northeasterly line of said abandoned Railroad Right-of-Way 62.21 feet to the West Section Line; thence North 0 degrees 43 minutes 53 seconds West along the West Section Line 169.13 feet to the beginning. Except the West 50.86 feet of Section 2, Town 5 North, Range 11 West.

3. The development will include 14 two-story, twenty-four-unit apartment buildings, and amenities including a club house with revised architecture, public park facing Hanna Lake with 28 dedicated parking spaces, fitness center, pool, community garden, pet playground, pergola and fire pit. A total of 336 apartments will be built with associated surface and covered parking.
4. Private driveways within the amended PUD meet dimensional requirements under the Zoning Ordinance.
5. The PUD will be developed according to the Final Authentix Apartments PUD Site Plan approved by the Planning Commission. The underlying zoning for the PUD is Multi-Family Residential, with modifications listed below.
6. The Planning Commission held a public hearing on the PUD rezoning and site plan on May 22nd, 2025.

REVIEW 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, Township Staff’s recommendation, and other factors, the Planning Commission hereby adopts the following findings:

Section 11.1 Planned Unit Development General Review Standards

A. Consistency with Master Plan and Zoning Ordinance: meets standard. The main body of the proposed PUD is currently zoned Suburban Residential on the north end and Multi-Family Residential at the south end. The Future Land Use Plan is future zoned as Multi-Family Residential.

The Planning Commission finds that the Authentix Apartments PUD meets the standards for a multi-family apartment complex, and that 24-unit buildings are appropriate for the scale of the property and surrounding area.

Modifications requested under the PUD include:

MULTI-FAMILY RESIDENTIAL REQUIREMENTS- CH 7	
7.20.E Max. Number of Units per Building	24 units per building
LIGHTING - CH 19	
Parking Lots (19.20.F.2)	Proposed wall-mounted lights are being used to illuminate areas of the building not adjacent to parking. Additionally, proposed wall-mounted lights are being used to illuminate parking stalls located more than 10 feet from the building wall.
PARKING AND LOADING - CH 20	
Minimum Number of Spaces- 2.5 spaces per unit in MFR (20.50.D)	1.81 spaces per dwelling unit
Reduced, Shared, and Deferred Parking (20.60)	Requested modification under PUD to 626 for 336 units
SIGNS - CH 24	
Wall Signs	One 16 SF internally lit on clubhouse One 42 SF non-illuminated on Building 6 facing M-6
Ground Sign Illumination	The proposed monument sign will be internally illuminated.

B. Aesthetics: Meets standard. The applicant submitted proposed elevations that meet current ordinance standards for two story apartment buildings. The developer intends to follow ordinance requirements for landscaping, screening, lighting, parking, and signage based on multifamily zoning requirements. Facades have good texture due to offset walls and detailing, and rooflines are stepped to eliminate monotony. Doorways are covered with awnings.

C. Compatibility with Adjacent Uses: Meets standard. The surrounding uses are predominantly residential, with wooded portions of Dutton Mill Village to the south. M-6 is immediately to the north. The complex is well buffered from any single-family homes.

D. Density: Meets standard. The revised plan consists of 336 units on 40.47 acres, which is a density of approximately 8.27 units per acre. The Master Plan states that “densities are expected to range from 10-20+ units per acre” for Multi-Family Residential use, so this project is less dense than that standard.

E. Traffic: Meets standard. Within the development, the driveway and sidewalk network provide efficient pedestrian and vehicle circulation and connection, and the Fire Marshall has evaluated the circulation network for emergency vehicle access and found it to be adequate. Sidewalks will be extended along Hanna Lake Avenue across the parcel frontage which will connect sidewalks from M-6 to 68th Street.

Parking appears to be adequate for residential use. The preliminary plan calls for 541 surface spots and 54 covered spots. An additional 31 spaces are located by the community building, for a total of 626 for resident use. Twenty-eight spaces are dedicated to the open space south of the entrance.

F. Protection of the Natural Environment: Meets standard. There is a permanent tributary stream to Plaster Creek (AKA Anderson Drain) that cuts across the site and has associated wetlands which are managed by the Kent County Drain Commission. Wetlands are also located at the east end of the site. These areas will be subject to EGLE oversight and permitting as a bridge crossing will need to be built across the creek. Stabilization of the creek banks because of this development will improve the water quality of Plaster Creek due to reduced sediment discharges.

G. Schools Impact: Meets standard. This site is located within the Caledonia School District. This area is one of a limited number of areas targeted for increased residential density, and it is acknowledged that areas planned for increased numbers of residents will have some level of impact on school enrollment.

H. Public Facilities: The Planning Commission shall consider the impact a project will have on:

1. Public safety and protection services.
2. Water and sewer facilities.
3. The costs for such services.

Meets standards. Water and sewer facilities are available for connection in the Hanna Lake roadway, and the site plan indicates stormwater retention facilities in the site. The Township Engineer has provided comments on the site plan and will assess the final site plan. The applicant will be required to comply with all the requirements of the Township Engineer during the final site plan review.

I. Water, Sewer, and Drainage Systems: The developer has provided initial engineering plans for utility extensions that have been reviewed by the Township Engineer. All future and final development and utility plans will be subject to Township Engineering and Byron-Gaines Utility Authority review.

J. Open Space: Meets standard. A significant portion of the parcel will remain undeveloped along the creek and at the eastern end of the property. This area is planned for recreation as amenities, whether private or public pending discussions with the Board of Trustees. Some preliminary paths have been designated in the eastern portion of the property. Developed amenities include a dog park, community garden and disc golf areas.

K. Non-Motorized Transportation Network: Meets standard. Hanna Lake Avenue is planned for sidewalk connection between 60th and 68th Streets in the 2010 Nonmotorized Transportation Plan Phase II Map. This project will complete that connection from 68th to M-6, but it remains unconnected from M-6 to 60th.

PLANNING COMMISSION RECOMMENDATION

The Planning Commission has determined that the preceding findings support the approval of the Authentix Apartments PUD rezoning.

Planning Commission recommends that PUD rezoning approval is subject to the following conditions:

1. Site plan approval is contingent on receiving final approval for the PUD rezoning by the Township Board of Trustees.
2. A draft document showing maintenance provisions shall be submitted to the Planning Department and Legal Counsel if the land transfer of open space to the Township is agreed to by the Township Board of Trustees.
3. Secure all Township department and outside agency approvals:
 - a. Township Engineer/BGUA
 - b. Fire Department
 - c. Kent County Road Commission
 - d. Kent County Drain Commission
 - e. Environment, Great Lakes and Energy

The vote on the motion to adopt this Resolution and Conditions of approval was as follows:

YES:	<u>Giarmo, Rober, Haagsma, Billips, Waayenberg, Thomas</u>
NO:	<u>None</u>
ABSTAIN:	<u></u>
RESOLUTION DECLARED:	ADOPTED

CERTIFICATION

I hereby certify that the above is a true copy of a resolution adopted by the Gaines Charter Township Planning Commission at a meeting held on May 22nd, 2024.

Respectfully submitted,

A handwritten signature in cursive script that reads "Lani Thomas".

Lani Thomas, Secretary
Gaines Charter Township
Planning Commission

Dated: May 22, 2025

MEMO

Staff Communication

DATE: July 14th, 2025

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: Rezone 1264 100th Street SE from Agricultural/Rural Residential to Village Residential

SUMMARY OF TOPIC:

The applicant requests the rezoning of a 45.79-acre parcel of land from Agricultural/Rural Residential (A/RR) to Village Residential (VR).

The subject parcel is located near the intersection of 100th and Pease Avenue, is currently vacant, and is topographically complicated as the site was previously used for mineral extraction.

The proposed rezoning has been reviewed by the Planning Commission, which approved a resolution to recommend approval of the rezone request on May 22nd, 2025. A draft concept site plan has been included but it is subject to staff and Planning Commission review (tentatively July 24th).

STANDARDS OF REVIEW:

The request has been reviewed using the applicable review standards of Section 31.40.A – Zoning Map Approval Standards, Zoning Map Amendment, which states:

The following standards shall be considered by the Planning Commission and Township Board while reviewing a proposed Zoning Map amendment:

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

Meets standard. The Township's current Future Land Use Plan designates the subject area parcel as Village Residential; the applicant is requesting a rezoning to Village

Residential, as outlined in the 2023 Gaines Charter Township Master Plan. This parcel is part of a larger vision for the north half of Section 32 that will include a village center with housing mixed with open space, and some neighborhood retail at the intersection of Eastern Ave. & 100th Street.

From the Master Plan regarding “Village Residential”:

The Village Residential is intended for residential uses just as the Suburban Residential area, but at moderately higher densities and incorporating two-family and multi-unit connected townhomes along with single family houses so that a neighborhood with mixed housing options is created. The Village Residential area is intended primarily for single family home development, both platted and unplatted, and may serve as a buffer between Suburban Residential and a variety of commercial or high density residential. This type of development will be in areas served by utilities.

- 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.
 - b. There will be no adverse physical impact on surrounding properties.
 - c. There will be no adverse effect on property values in the adjacent area.
 - d. It will not create a deterrent to the improvement or development of adjacent property in accordance with existing regulations.

Meets standards. The parcel in question is in an area of the Township occupied largely by mineral extraction sites to the east-south-west and single-family homes on large lots to the north. The proposed rezoning to VR is compatible with nearby land uses and zoning districts as there are several residences in the surrounding area, specifically to the northeast and northwest of the parcel. Although the rezoning would open the parcel up for village residential development, staff does not anticipate any adverse physical impacts to surrounding properties or property values in the adjacent area as a result of the rezoning or development that may occur as a result of the rezoning.

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

Meets standard. While the parcel is not currently served by all utilities necessary for residential use, extension of utilities to the subject parcel is possible from the stubs available in Preservation Lakes. This parcel is the end of the sewer service area,

topographically it forms the upper end of the Buck Creek watershed boundary and is the limit to have a gravity system flow to the north.

Staff finds that 100th Street is equipped to handle additional traffic that may be generated in the future from possible residential development. Any future development of the parcel is subject to review by the Township Engineer, Water and Sewer Administrator, Kent County Health Department, and Kent County Road Commission.

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

Meets standard. Any of the uses listed under Village Residential would be appropriate for this parcel; a rezone may allow for an improvement to the pit left by the mining operation. Since the subject parcel was used for mineral extraction, there are some grade changes and a deep pit in the southern portion of the parcel. The northern part of the parcel is relatively flat. Staff does not anticipate the rezoning to enable any adverse effects to sensitive natural resources.

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

Meets standard. The proposed rezoning will not result in spot zoning; the area of the Township the subject parcel is located in has been designated for residential development in the last several iterations of the Master Plan and associated Future Land Use Maps. Although other existing uses in the immediate area are not consistent with those that would be permitted under a VR zoning designation, this parcel has always been intended for residential development, as noted in the Future Land Use Plan. As Stoneco operations cease, the area will likely convert to either residential or open space uses.

- 6) There are no substantial reasons why the property cannot be used in accordance with its present zoning classifications.

Meets standard. The property could remain zoned as A/RR and still be reasonably used for any uses permitted under A/RR. The topographic variation and other physical characteristics of the parcel itself are not prohibitive to using the property in accordance with its present zoning classifications.

FINANCIAL IMPACT:

The developer will pay for all utility extensions and infrastructure for the project.

BUDGET ACTION REQUIRED:

None.

STAFF RECOMMENDATION:

This is the second reading by the Township Board, and a public hearing.

After consideration of public comments, the Board may vote to approve, approve with conditions, postpone, or deny the request to rezone the parcel.

If approved, the applicant intends to proceed with site plan review at the Planning Commission as soon as possible (likely July 24th).

If denial is considered, the reasoning for that should be added to the resolution.

**GAINES CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN
(ORDINANCE NO.)**

At a _____ meeting of the Township Board for Gaines Charter Township held at the Township offices on _____, 2025, beginning at ____ p.m., the following Ordinance was offered for adoption by Township Board Member _____, and was seconded by Township Board Member _____:

**AN ORDINANCE 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 CHARTER TOWNSHIP OF GAINES (the "Township") ORDAINS:

Section 1. Amendment. The Gaines Charter Township Zoning Ordinance is hereby amended by the amendment of Section 2.20 thereof, the Zoning Map, so as to rezone the following property from Agricultural/Rural Residential (ARR) to Village Residential (VR), the land being commonly described as parcel 41-22-32-200-005 located at 1264 100th Street SE. The legal description is as follows:

W 1/2 NE 1/4 EX S 20 A. & EX N 750 FT OF E 691 FT & EX N 223 FT OF W 396 FT * SEC 32
T5N R11W 46.08 A.

Section 2. Effective Date. This Ordinance shall become effective seven (7) days after a summary is published in a newspaper of general circulation within the Township.

The vote in favor of this Ordinance was as follows:

YEAS: _____

NAYS: _____

ABSENT/ABSTAIN: _____

ORDINANCE DECLARED ADOPTED

Township Board Ordinance No. 25-_____
_____, 2025

CERTIFICATION

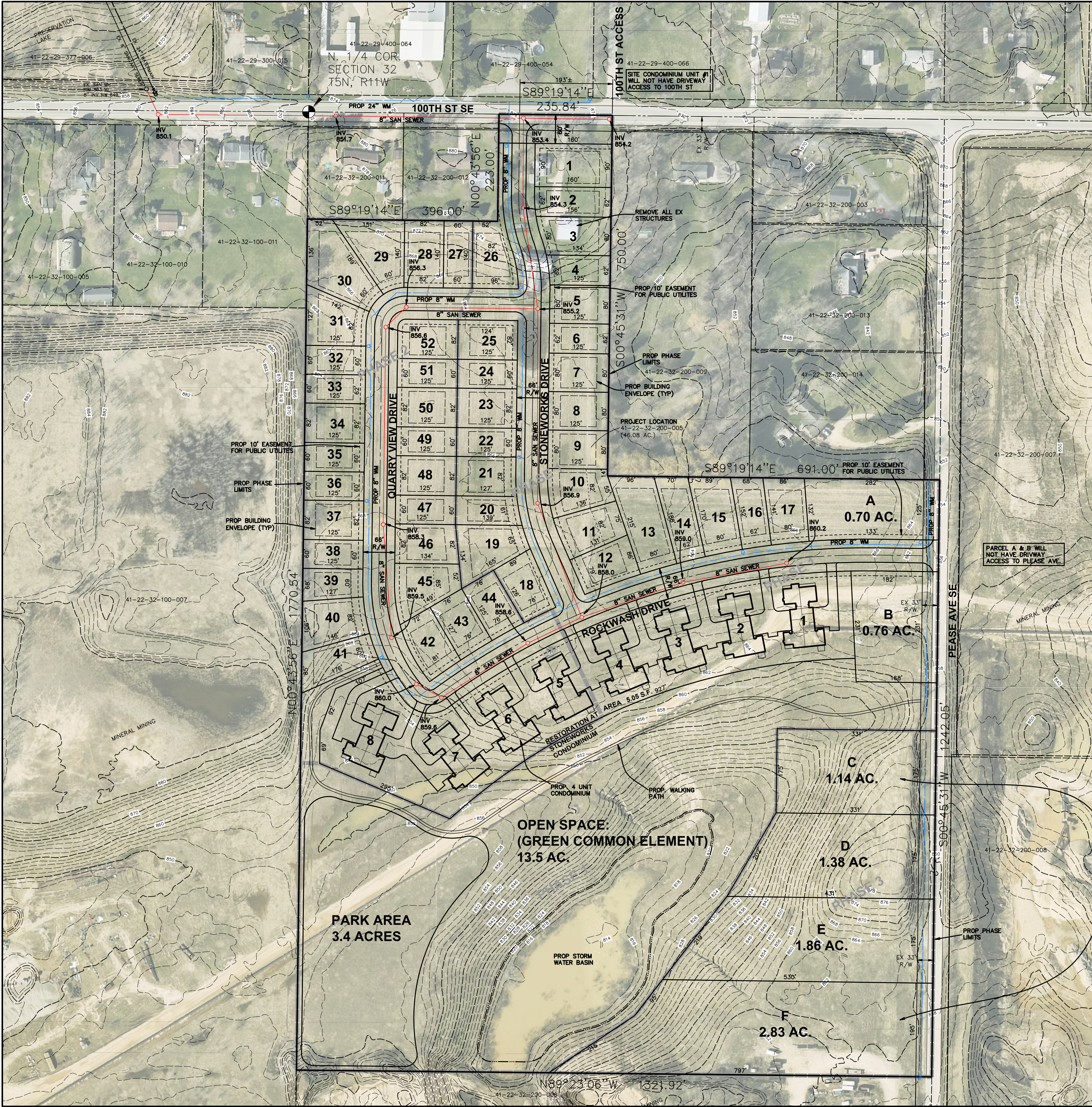
I hereby certify that the above is a true copy of an Ordinance adopted by the Township Board for Gaines Charter Township at the time, date, and place specified above pursuant to the required statutory procedures.

Respectfully submitted,

By _____

Michael Brew

Gaines Charter Township Clerk



SITE INFORMATION

•SITE CONDOMINIUM DESCRIPTION:
COMMENCING AT THE NORTH 1/4 CORNER OF SAID SECTION 32; THENCE S89°19'14"E 396.00 FEET ALONG THE NORTH LINE OF SAID NE 1/4 TO THE PLACE OF BEGINNING OF THIS DESCRIPTION; THENCE S89°19'14"E 235.84 FEET ALONG SAID NORTH LINE TO THE WEST LINE OF THE EAST 691 FEET OF THE WEST 1/2 OF SAID NE 1/4; THENCE S00°45'31"W 750.00 FEET ALONG SAID WEST LINE TO THE SOUTH LINE OF THE NORTH 750 FEET OF THE WEST 1/2 OF SAID NE 1/4; THENCE S89°19'14"E 691.00 FEET ALONG SAID SOUTH LINE TO THE EAST LINE OF THE WEST 1/2 OF SAID NE 1/4; THENCE S00°45'31"W 1242.05 FEET ALONG SAID EAST LINE TO THE NORTH LINE OF THE SOUTH 20 ACRES OF THE WEST 1/2 OF SAID NE 1/4; THENCE N89°23'06"W 1321.92 FEET ALONG SAID NORTH LINE TO THE WEST LINE OF SAID NE 1/4; THENCE N00°43'56"E 1770.54 FEET ALONG SAID WEST LINE TO THE SOUTH LINE OF THE NORTH 223 FEET OF SAID NE 1/4; THENCE S89°19'14"E 396.00 FEET ALONG SAID SOUTH LINE TO THE EAST LINE OF THE WEST 396 FEET OF SAID NE 1/4; THENCE N00°43'56"E 223.00 FEET ALONG SAID EAST LINE TO THE PLACE OF BEGINNING.

•PROPERTY ADDRESS: 1264 100TH STREET SE
•PERMANENT PARCEL NUMBER: 41-22-32-200-005
•PARCEL SIZE: 45.79 ACRES

MAPPING

•MAPPING AND CONTOURS BASED ON AVAILABLE KENT COUNTY GIS INFORMATION

ZONING

•EXISTING ZONING: A/R - AGRICULTURAL / RURAL RESIDENTIAL
•PROPOSED ZONING: VR - VILLAGE RESIDENTIAL

PROPOSED USE

•52 SINGLE FAMILY DETACHED SITE CONDOMINIUM UNITS (57.8%)
•32 SINGLE FAMILY ATTACHED CONDOMINIUM UNITS (35.6%)
•6 SINGLE FAMILY PARCELS (6.6%)

VL ZONE REGULATIONS

SINGLE FAMILY DETACHED:
•MINIMUM LOT AREA: 6,500 SQFT
•MINIMUM LOT WIDTH: 50'
•MINIMUM BUILDING SETBACKS
FRONT YARD: 25'
SIDE YARD: 8'
SIDE STREET: 10' (15' DEVELOPER IMPOSED)
REAR YARD: 25'

SINGLE FAMILY ATTACHED:

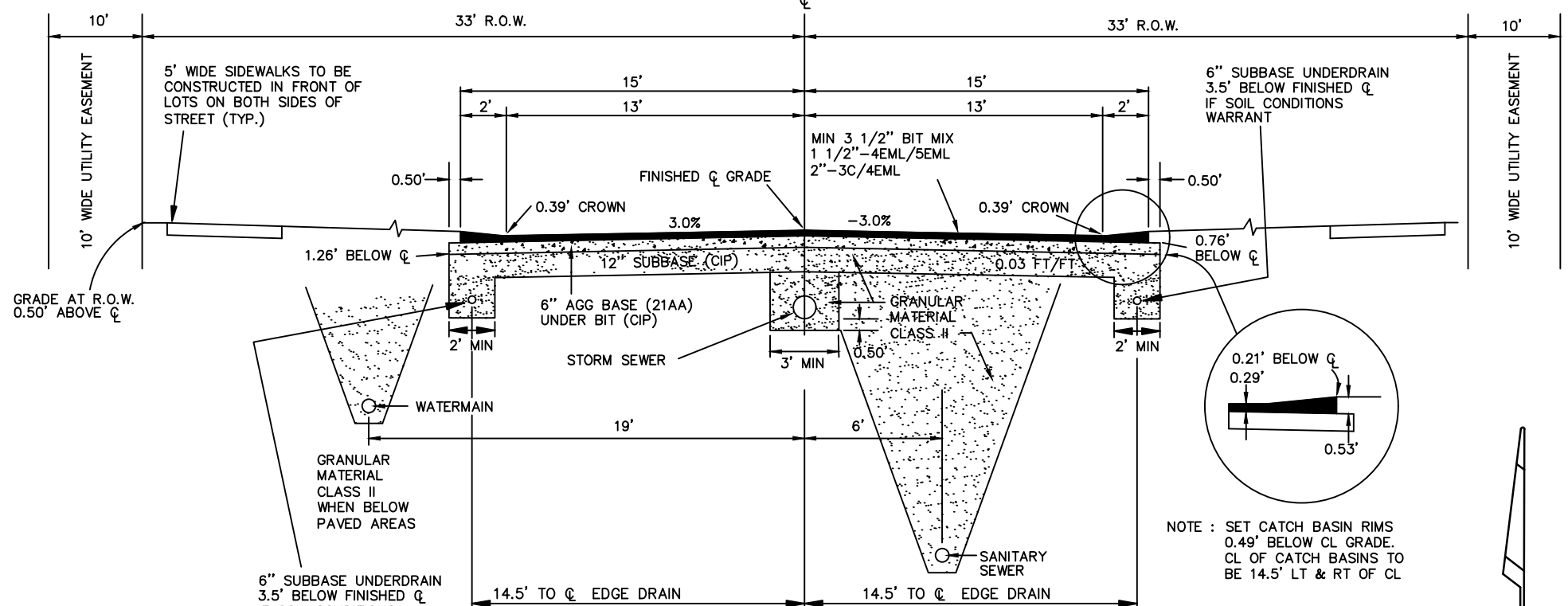
•MINIMUM LOT AREA: 3,630 SQFT/DWELLING
(3,630 X 32 = 116,160 SQFT)
= 2.7 ACRES REQUIRED
5.0 AC PROVIDED
•MINIMUM BUILDING SETBACKS
FRONT YARD: 10' MIN. 20' MAX.
SIDE YARD: 8'
SIDE STREET: 10' MIN. 20' MAX.
REAR YARD: 25'

OPEN SPACE

REQUIRED:
1,100 SQ.FT. PER DWELLING UNIT
1,100 X 90 UNITS = 99,000 SQ.FT. = 2.27 AC.
PROVIDED:
13.5 AC. TOTAL
3.4 AC USABLE PARK AREA

PROPOSED IMPROVEMENTS

1. MUNICIPAL WATER AND SANITARY SEWER WILL BE PROVIDED TO EACH SITE CONDOMINIUM AND CONDOMINIUM UNIT.
2. PARCELS A-F TO BE SERVICED BY MUNICIPAL WATER AND INDIVIDUAL SEPTIC / DRAIN FIELD SYSTEMS
3. PUBLIC STREETS WILL CONFORM TO THE KCRS STREET STANDARDS.
4. DRAINAGE DESIGN WILL CONFORM TO THE GAINES TOWNSHIP STORMWATER ORDINANCE.
5. THE FRONT 10' OF EACH UNIT IS RESERVED FOR INSTALLATION OF BURIED POWER, TELEPHONE, GAS DISTRIBUTION LINES AND COMMUNICATION LINES TO SERVICE EACH UNIT.
6. CONSTRUCTION WILL CONFORM TO ALL APPLICABLE STATE AND LOCAL CODES.
7. SIDEWALKS AND STREET LIGHTS WILL BE PROVIDED PER TOWNSHIP REQUIREMENTS. SIDEWALKS ARE TO BE BUILT WHEN HOMES ARE CONSTRUCTED ON EACH INDIVIDUAL UNIT.
8. STREET LIGHTS OF A DESIGN AND LOCATION APPROVED BY THE TOWNSHIP AND CONSUMERS ENERGY WILL BE INSTALLED. A SPECIAL ASSESSMENT DISTRICT SHALL BE REQUESTED BY DEVELOPER TO THE TOWNSHIP BOARD.
9. NO REGULATED FLOODPLAIN EXISTS BASED ON LATEST FEMA FLOODPLAIN MAPPING.



Concept Plan

PARCELS A-F TO HAVE INDIVIDUAL ONSITE SEPTIC/DRAINFIELD SYSTEMS

- LEGEND
- PROPOSED 8" WATERMAIN
 - PROPOSED 8" SANITARY SEWER
 - PROPOSED STORM SEWER (SIZE VARIES)

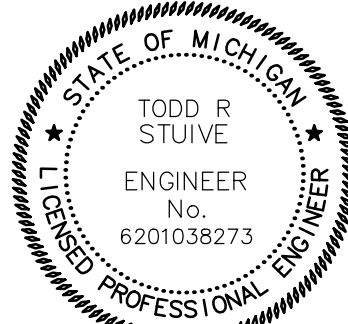
PRELIMINARY

SITE CONDOMINIUM PLAN

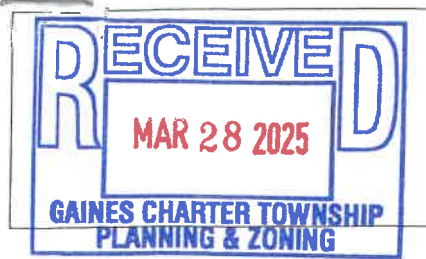
STONEWORKS

FOR: KOETJE BUILDERS & DEVELOPERS
ATTN: RANDY KOETJE
547 BALDWIN ST
JENISON MI 49428

PART OF THE NE 1/4, SECTION 32, T5N, R11W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN



DRAWN BY: CJK	PROJ. ENG.: TRS	SHEET
APPROVED BY: TRS	PROJ. SURV.: TRS	1 of 1
DATE: 2/25/2025	FILE NO.: 251019	



FILE NO.

250328ZK

8555 Kalamazoo Avenue SE • Caledonia MI 49316
Ph: 616 698-6640 • Fax: 616 698-2490
www.gainestownship.org

Application for Zoning Ordinance Amendment/Rezoning

Project Address	1264 - 100th Street SE		
Owner Name	Margaret L Heintz Trust		
Owner Address	Street Address 1264 100th Street SE	City, State, Zip Byron Center, MI 49315	
Parcel Number(s):	41-22- 32-200-005	41-22-	
Description of Proposed Project/Use	Mixed Use Residential		

Applicant/Contact	Koetje Builders & Developers Attn: Randy Koetje		
Applicant/Contact Address	Street Address 547 Baldwin Street	City, State, Zip Jenison, MI 49428	
Contact Info	Home / Office / Cell Office (616) 457-3450 / Cell (616) 299-3627	E-Mail randy@koetjebuilders.com	
<i>"I" hereby certify to the correctness and knowledge of the information submitted and hereby agree to comply with the terms and requirements of all applicable Township ordinances. I also grant Township staff permission to enter onto the subject property in review of this application.</i>			
Signature			
Please complete the appropriate Worksheet as part of your application packet (see Staff for more information) for: Planning Commission, Zoning Board of Appeals requests, Land Divisions, Combinations or Lot Line Adjustments.			

Township Use Only

Current Zoning District:	RL-14	RL-10	R-3	R-4	C-1	C-2	O-S	I-1	I-2	PUD	A-R	<u>A-B</u>
One / Two Family Construction	☐	Zoning Board of Appeals	☐	Planning Commission	☐	Land Combination	☐					
Site Plan Review	☐	Rezoning / PUD Rezoning	☒	PUD Amendment	☐	Land Division	☐					
Subdivision / Site Condo Review	☐	Special Use Permit	☐	Lot Line Adjustment	☐							
Other:	A-B to VR											
Approved	☐	Approved with Conditions	☐	Denied	☐	Withdrawn	☐					
Zoning Administrator:											Date:	

Rezoning/ Ordinance Amendment Applicant Worksheet

File No. _____

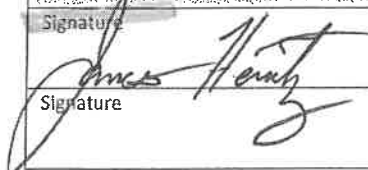
For all rezoning requests, submit a fully dimensioned map showing:

- Legal description
- Parcel numbers
- Present Zoning District
- Zoning District of abutting properties
- All public and private right of ways, easements bounding and intersecting the land to be rezoned.

- ☐ Text or Zoning Map Amendment
 ☐ Planned Unit Development (PUD) Rezoning
☒ Current Zoning District AB
☐ Conditional Rezoning
☒ Proposed Zoning District VL - Village Residential

For PUD and Conditional Rezoning's refer to the applicable section of the Zoning Ordinance for specific submittal requirements.

SIGNATURE OF ALL OWNERS (proof of ownership required)

Signature 	Date <u>3/26/2025</u>	Signature	Date
Signature	Date	Signature	Date

General Rezoning Review Standards

1. If the request to rezone is to correct an error, state the circumstances and how the proposed amendment will result in a correction.

N/A

2. Explain changed or changing conditions that make the proposed amendment reasonably necessary to the promotion of public health, safety and general welfare.

- Public utilities are available
- Development trends in the area

3. List circumstances, factors and reasons supporting the proposed amendment.

- Consistent with future land use map
- Capable of supporting the proposed uses
- Compatible with the surrounding uses

4. Indicate the section and reason for text amendments to the current Zoning Ordinance.

N/A

MEMO

Staff Communication

DATE: July 14th, 2025

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: Dutton Center PUD-Phase 2 Preliminary Major Condominium

SUMMARY OF TOPIC:

Phase 2 of the Dutton Center PUD was previously approved as a Tentative Preliminary Plat in December of 2024, but the applicant desires to convert that land division process to a “site” condominium. All Phase 2 elements remain the same as indicated on the approved PUD site plan; 51 single family homes on 6,500 square-foot parcels, public utilities, staggered setbacks, porch requirements, upgraded façade treatments, etc. They only desire to change the land division method.

The Township Attorney is in the process of reviewing the master deed and bylaws for the condominium. Final details related to utilities, stormwater, and streets will be reviewed by the Fire Marshall, Township Engineer, and Byron-Gaines Utility Authority as required for final approval. During this time the applicant will secure permits and approvals including, but not limited to; the Kent County Health Department, Kent County Road Commission, Kent County Drain Commission, Michigan Department of Transportation, and Michigan Department of Environment, Great Lakes, and Energy.

SECTION 28.40 CONDOMINIUM APPROVAL STANDARDS:

A. Design

The Preliminary Condominium plan conforms with the Dutton Center PUD plan approved by the Board of Trustees. The development will be served by extensions of municipal water and sanitary sewer lines. Provisions for the installation of buried power, telephone, gas distribution, and cable TV lines are also to be included. The applicant shall be required to comply with all utility and stormwater requirements of the Township Engineer.

B. Zoning Compliance and Compatibility

The Phase 2 site plan, use, parcel boundaries, setbacks, etc. were approved under the Dutton Center PUD site plan, and all elements of the condominium request remain exactly as previously approved.

C. Mobility, Traffic, And Access

All road layouts were approved by the Township Board, Township Engineer and Fire Marshall as part of the PUD process and meet major private street standards.

D. Stormwater And Water Quality

The Township Engineer has reviewed a stormwater drainage and control system that includes a stormwater retention pond in Phase 1.

E. Outside Agencies

Applicants shall secure all applicable outside agency approvals, including but not limited to the Kent County Health Department, Kent County Road Commission, Kent County Drain Commission, Fire Department, and State of Michigan regulatory agencies.

FINANCIAL IMPACT:

None.

BUDGET ACTION REQUIRED:

None.

STAFF RECOMMENDATION:

Staff recommends approval of the preliminary site condominium plan.

The Board may approve, approve with conditions (must state conditions), deny (must state reason for denial), or postpone action.

If approved, the applicant will have one year to submit a Final Condominium plan.

Michiana Land Development, LLC
2186 East Centre Avenue
Portage, Michigan 49002

Dan Wells, Planning Director
Gaines Charter Township
8555 Kalamazoo Avenue, SE
Caledonia, MI 49316

May 21, 2025

Re: Preliminary Site Condominium Subdivision (Major) for Dutton Center, 3316 68th Street SE (south portion – Phase 2 of Dutton Center PUD)

Dear Dan,

As discussed, we have decided to change the Dutton Center subdivision from a traditional plat to a site condominium. No changes to the previously approved roadway and lot layout are proposed and the overall subdivision remains unchanged from the Tentative Preliminary Plat which was approved by the Township Board on December 9, 2024 (Resolution #2024-25).

Attached please find the Preliminary Site Condominium Subdivision (Major) application submittal for Dutton Center which includes the following documents:

- Signed Application for Site Plan Approval – Preliminary Site Condominium (Major)
- Review Fee Checks = \$755 (Preliminary Site Condo) + \$2,000 (Escrow)
- Project Summary Narrative – Dutton Center Preliminary Site Condominium
- Preliminary Site Condo – Dutton Center (2 copies at 24"x36"; 10 copies at 11"x17")
- Sample Portfolio of Homes – renderings/elevations (previously provided)
- Draft Master Deed & Condominium Bylaws

We look forward to discussing this project with the Township and request consideration of the Preliminary Site Condominium (Major) at the June 26, 2025 Planning Commission meeting.

If you have any questions or require additional information, please contact me at your earliest convenience.

Sincerely,



Michael West, AICP
Land Planning Manager
Michiana Land Development, LLC
2186 East Centre Avenue
Portage, Michigan 49002
(269) 365-8548
mwest@allenedwin.com

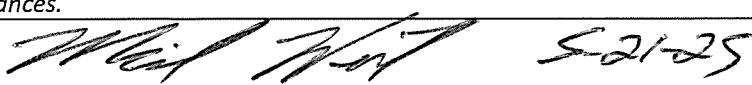
Received

Application for Site Plan Zoning Approval

File Number

GAINES CHARTER **TOWNSHIP**

8555 Kalamazoo Ave SE
Caledonia, MI 49316
(616) 698-6640 • www.gainestownship.org

Project Address	Street: 3316 68th Street SE City: (southern portion) Zip:					
Parcel Number(s)	41-22- 11-101-017 41-22- (southern portion)					
Owner Name	Michiana Land Development, LLC					
Owner Address	Street: 2186 East Centre Avenue City: Portage, Michigan 49002 Zip:					
Phone No. & Email	269-365-8548 / mwest@allenedwin.com					
Applicant Name	Michiana Land Development, LLC					
Applicant Address	Street: 2186 East Centre Avenue City: Portage, Michigan 49002 Zip:					
Phone No. & Email	269-365-8548 / mwest@allenedwin.com					
Brief Description of Proposed Project/Use	Dutton Center Site Condominium Subdivision 51 units/9.99 acres (Phase 2 of Dutton Center PUD)					
Proposed Use	single family residential subdivision					
<i>I grant Township staff permission to enter onto the subject property in review of this application, certify the correctness and knowledge of the information submitted, and agree to comply with the terms and requirements of all applicable Township ordinances.</i>						
Owner Signature	 5-21-25					
For Township Use Only						
Zoning District	☐ RR	☐ SR	☐ VR	☐ MFR	☐ VN	☐ NC
	☐ GC	☐ OS	☐ MB	☐ LI	☐ HI	☐ PUD
Project Type	☐ Single/Multi Unit Family ☐ Accessory Bldg. ☐ Sign ☐ Special Land Use ☐ Site Plan Review ☐ Rezone/PUD ☐ Major PUD Amend ☐ Land Division ☐ Plat/Site Condo ☐ Land Combo ☐ Lot Line Adj ☐ Road Maint. Agmt. ☐ Minor PUD Amend ☐ Text Amend ☐ _____					
Zoning	☐ Approved		☐ Approved w/Conditions			
Administrator	☐ Denied		☐ Withdrawn			
Signature				Date		
Notes						

Application for Zoning Approval

CHECKLIST FOR SITE PLAN	
General Information	
Project description and brief narrative description of the project, including proposed use, existing floor area (square feet), size of proposed expansion (square feet), and any change in the number of parking spaces	YES
Date of original plan and document revisions	YES
Scale and north arrow	YES
Acreage excluding public right-of-way	YES
Zoning of adjacent properties	YES
Legal property description	YES
Existing Conditions	YES
Vicinity map showing overall location	YES
Lot lines and required setbacks (building envelop)	YES
Streets, right-of-way, buildings, and properties within 100 feet of the site	YES
Location, width, and purpose of all existing easements	YES
Site Planning Elements (See Chapter 26)	
Proposed buildings, structures, fences, light poles, driveways, parking lots, landscaped areas, and other proposed physical infrastructure, as applicable	NA
Cross section of all parking lot and driveway surfaces	NA
Recreation areas, common use areas, dedicated open space, and areas to be conveyed for public use.	NA
Proposed changes to lot lines, if applicable	NA
Parking calculation and proposal	NA
Photometric plan and light fixture specifications	NA
Landscape plan including landscape materials, location, size, type, and calculations	NA
Well and septic or connections to existing water and sewer lines, if applicable	YES
Location, connections, and spacing of fire hydrants, if applicable	YES
Location and type of all proposed surface water drainage and stormwater facilities	YES
Proposed grading at no more than two (2) foot contour intervals.	YES
Supplemental Information	
Building details	YES
Exterior elevations, showing building height and describing building materials.	YES
Any other information required by the Zoning Administrator or Planning Commission to demonstrate compliance with other applicable provisions of this ordinance.	YES
Outside agency permits, or proof of application or initial contact, including but not limited to: Kent County Health Department; Kent County Drain Commission; Kent County Road Commission; Michigan Department of Transportation; Michigan Department of Energy, Great Lakes, and Environment.	NA
For special land uses, provide responses to standards of approval if special land use not already approved through concept plan review process	NA

Application for Zoning Approval

Private Streets, If Applicable (PUBLIC STREETS PROPOSED)	
Street cross section, crown height	YES
Street layout, easement width, drainage, longitudinal grade	YES
Street name	YES
Street signs and traffic control signs	YES
Recordable legal instrument(s) describing and granting private street easement(s)	NA
Private street maintenance agreement	NA

Dutton Center Site Condominium Subdivision

(Phase 2, Dutton Center PUD)

3316 68th Street SE – south portion

Project Summary Narrative

May 21, 2025

Project Overview/Objectives

The purpose and objective of the Dutton Center single family residential subdivision is to provide quality single family residential housing opportunities in a highly desirable location within Gaines Township. Consistent with the recently approved Dutton Center PUD, the Dutton Center site condominium subdivision proposes a total of 51 single family residential homes constructed in one development phase with public roads, public water, sanitary sewer, storm sewer, franchise utilities and sidewalks.

Preliminary Site Condominium Submission Requirements/Major Project Elements

The Preliminary Site Condominium (Major) for Dutton Center has incorporated the information submission requirements outlined in Chapter 28, Condominium Review and has been designed consistent with the recently approved Dutton Center PUD. Major elements of the subdivision are summarized below.

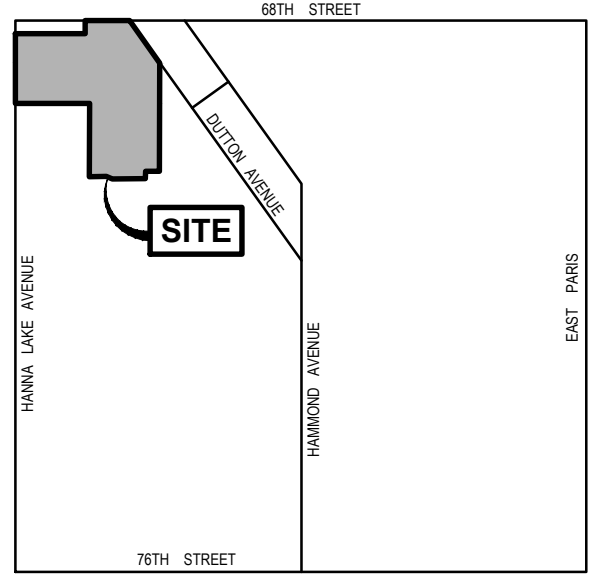
- **Spatial/Dimensional Requirements.** Consistent with the approved PUD, the Dutton Center subdivision will include a minimum unit size of 6,250 square feet/50 feet wide [units range between 6,500-9,852 square feet and 50-64 feet wide]. As discussed during the PUD review, front yard home setbacks will be staggered to create more texture and variation along the streetscape with Units 1-17, 21-23, 27-29, 33-35, and 38-51 maintaining a 25-foot front yard setback, and Units 18-20, 24-26, 30-32, and 36-37 maintaining a 30-foot front yard setback. Remaining minimum building setbacks include 15-feet (secondary front yard – corner lot), 20-feet (rear yard) and 5-feet (side yard).
- **Project Density/Phasing.** The Dutton Center site condominium will consist of 51 lots on 9.99 acres (5.1 units/acre). The subdivision is proposed in one development with construction anticipated to begin in 2025/2026. The Dutton Center subdivision is planned to be constructed with Phase 1 of the Dutton Center PUD and Phase 3 of the Thornapple Farms subdivision which will provide an interconnected public roadway network from Hanna Lake Avenue to Dutton Avenue.
- **Single Family Homes.** Homes within the Dutton Center subdivision will be single family detached and will include a mix of ranch, 2-story and bi-level homes ranging in size between 1,400 – 2,400 square feet with 3-4 bedrooms, 2-3 bathrooms and an attached 2-car garage. Individual home construction will adhere to the Single-Family Detached Development Variety requirements outlined in Section 16.20.F, and the self-imposed architectural restrictions reviewed and approved with the Dutton Center PUD including:

1. Garage prominence limit. The measurement of the front of the garage to the main mass of a building shall not exceed 10'0". The main mass is the front façade of a building measured at the location of the front door where a stoop is present. In the event a porch across the main mass is present, the measurement shall take place from the front of the porch.
2. Minimum front porch requirement. A minimum of 20% of the homes are to have a front porch that spans from the front door to the corner of the house. Porches will be a minimum of 4' deep.
3. Any garage that is prominent to the main mass of the home will incorporate windows on garage overhead door.
4. Upgraded siding colors that are predominantly darker hues with whites and grays mixed to provide an attractive variety of colors.
5. The following home options will also be incorporated into various homes to increase architectural diversity and variety:
 - a) Board and batten enhancements
 - b) Masonry wainscotting options
 - c) Window trim and shutters variations

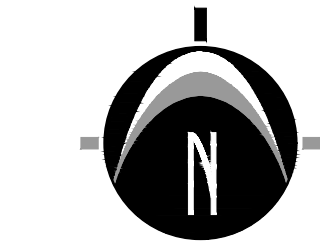
A Sample Portfolio of Homes for the Dutton Center subdivision has been provided with the application submittal package.

- Public Streets/Access/Sidewalks. The Dutton Center subdivision will be served by public streets (Pileated Avenue, Palisades Drive, Steamboat Street) constructed to Kent County Road Commission standards and requirements. The Dutton Center subdivision is planned to be constructed with Phase 1 of the Dutton Center PUD and Phase 3 of the Thornapple Farms subdivision which will provide an interconnected public roadway network from Hanna Lake Avenue to Dutton Avenue. Five (5') wide concrete sidewalks will also be provided along both sides of all new public streets further integrating the Thornapple Farms subdivision and Dutton Center PUD.
- Storm Water Management & Utilities. Storm water runoff from the subdivision will be collected and conveyed to a detention basin located within the northeast portion of the Dutton Center PUD (Phase 1). As reviewed and approved with the Dutton Center PUD, this location is the natural low area for the overall property which currently acts as a concentrated discharge point to the county drain located along Dutton Avenue. This location was selected as it aligns with engineering best practices for storm water management for minimal disruptions to the pre-development flows. The storm water management system will be designed, constructed and maintained in accordance with Township and County standards, specifications and requirements. The Dutton Center site condominium will be served by public water and public sanitary sewer. Franchise utilities (electric, natural gas, cable, broadband communications, etc.) will also be installed within the project.

Site Condominium Subdivision Governing Documents – The Dutton Center subdivision will be developed as a site condominium subdivision and a Homeowner’s Association (HOA) will be established and operated by the developer until a level of occupancy has been achieved to transition the operations over to the residents. A Master Deed and Bylaws will be created and recorded to provide the legal framework for the operations of the site condominium project including deed restrictions, covenants and any other project requirements. The HOA will have a scope of authority that includes architectural review, enforcement of restrictions and financial management. Each homeowner will pay a modest annual fee for the operation and management of the site condominium. A Draft Master Deed and Condominium Bylaws for the Dutton Center site condominium subdivision has been provided with the application submittal package.



LOCATION MAP



0' 50' 100' 200'
SCALE: 1" = 100'

LEGAL DESCRIPTION

PART OF THE NW 1/4 OF SECTION 11, T5N, R11W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN, DESCRIBED AS: COMMENCING AT THE NW CORNER OF SAID SECTION 11; THENCE N89°52'04"E 610.50 FEET ALONG THE NORTH LINE OF SAID NW 1/4 TO THE PLACE OF BEGINNING OF THIS DESCRIPTION; THENCE S00°09'54"E 165.00 FEET; THENCE S89°52'04"W 610.50 FEET TO THE WEST LINE OF SAID NW 1/4; THENCE S00°09'54"E 643.41 FEET ALONG SAID WEST LINE; THENCE N89°52'04"E 660.00 FEET; THENCE S00°09'54"E 682.44 FEET; THENCE N89°50'26"E 162.77 FEET; THENCE S83°59'26"E 69.21 FEET; THENCE N89°51'03"E 228.05 FEET; THENCE N89°51'03"E 66.00 FEET; THENCE N00°08'57"W 64.92 FEET; THENCE N89°51'03"E 130.00 FEET TO THE SW CORNER OF C. H. DEMING'S ADDITION TO DUTTON (AS RECORDED IN LIBER 20 OF PLATS ON PAGE 35, KENT COUNTY RECORDS); THENCE N00°08'57"W 1010.85 FEET ALONG THE WEST LINE OF SAID C. H. DEMING'S ADDITION TO DUTTON TO THE CENTERLINE OF DUTTON AVENUE (66 FOOT WIDE); THENCE N36°22'34"W 523.59 FEET ALONG SAID CENTERLINE TO THE NORTH LINE OF SAID NW 1/4; THENCE S89°52'04"W 395.97 FEET ALONG SAID NORTH LINE TO THE PLACE OF BEGINNING.

SHEET INDEX

- C-201 EXISTING SITE CONDITION PLAN
- C-205 OVERALL PLAN
- C-206 SITE LAYOUT PLAN
- C-300 GRADING & UTILITIES PLAN

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PREPARED FOR:
Green Development Ventures, LLC
Attn: Mike West

2186 E. Centre Ave.
Portage, MI 49002
Phone: 269.365.8548

REVISIONS:

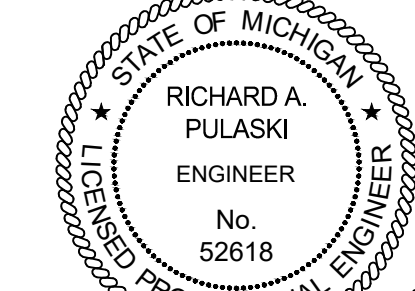
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**DUTTON CENTER
SITE CONDOMINIUM**

Existing Site Conditions Plan

3316 68TH STREET SE
PART OF THE NW 1/4 OF SECTION 11, T5N, R11W,
GAINES TOWNSHIP, KENT COUNTY, MICHIGAN

STAMP:



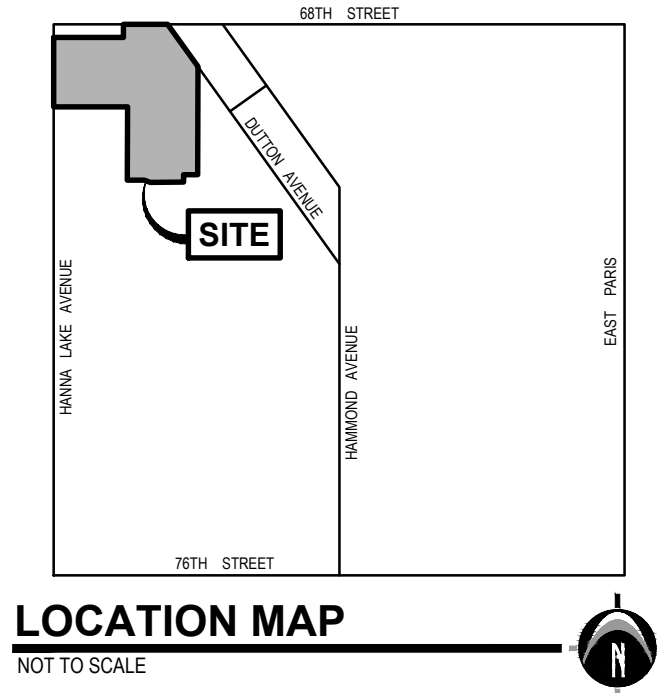
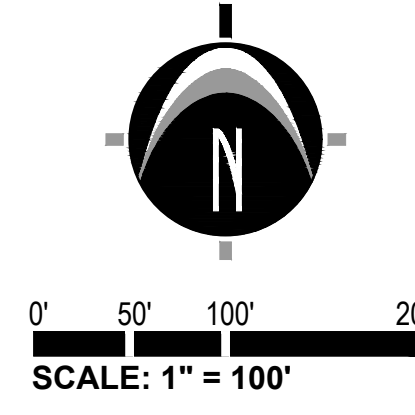
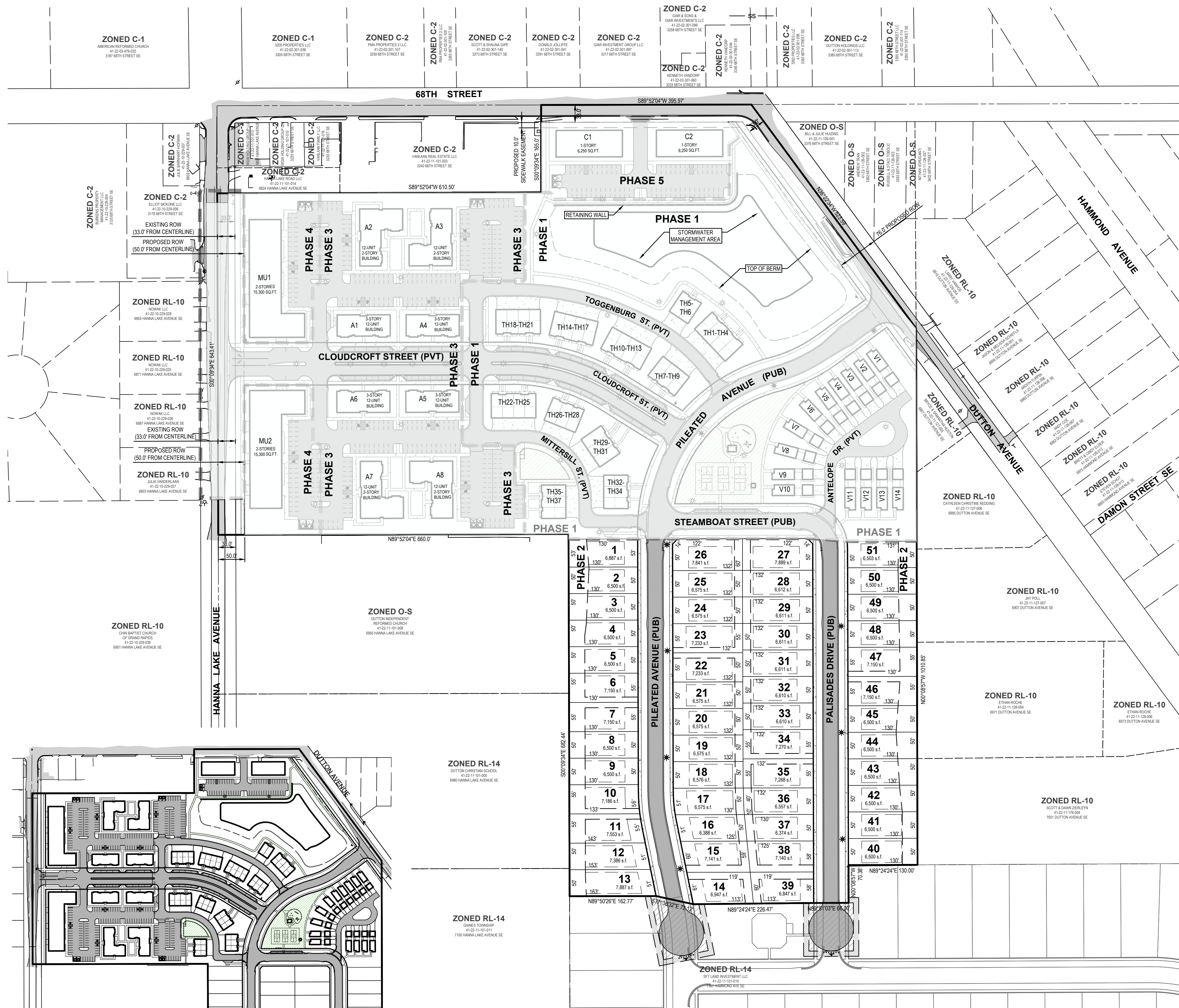
PROJECT NO:
22400615

SHEET NO:
C-201



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NOTE: EXISTING UTILITIES AND SERVICE LINES IDENTIFIED AS "PLANS" WERE OBTAINED FROM AVAILABLE "AS-BUILT" RECORD DRAWINGS. THE CONTRACTOR SHALL VERIFY THE LOCATION, DEPTH AND STATUS OF ALL UTILITIES AND SERVICE LINES PRIOR TO NEW CONNECTIONS.



LEGEND

- EXISTING BITUMINOUS
- EXISTING CONCRETE
- PROPOSED BITUMINOUS (STANDARD DUTY)
- PROPOSED CONCRETE (STANDARD DUTY)
- STREET LIGHT
- CONSUMERS ENERGY
- STREET LIGHT - MPR SERIES
- NON-MOTORIZED TRAIL
- WAYFINDING SIGNAGE

GENERAL NOTES

- ZONING OF PROPERTY: PUD (PLANNED UNIT DEVELOPMENT)
- SUMMARY OF LAND USE:
 - TOTAL ACREAGE = 28.32 ACRES (1,277.381 SQ.FT.) (EXCLUDING R.O.W.)
 - TOTAL DWELLING UNITS PROPOSED = 198 DWELLINGS (PLUS UP TO 30 ADDITIONAL SECOND STORY DWELLINGS IN MIXED USE BUILDINGS)
 - SINGLE FAMILY UNITS = 51 DWELLINGS
 - DETACHED SINGLE FAMILY VERANDA HOMES = 14 DWELLINGS
 - TOWNHOMES = 37 DWELLINGS
 - MULTIPLE FAMILY UNITS = 96 DWELLINGS
 - SECOND FLOOR MULTIPLE FAMILY UNITS = UP TO AN ADDITIONAL 30 DWELLINGS
 - TOTAL COMMERCIAL/OFFICE SPACE = 43,280 (PLUS UP TO AN ADDITIONAL 30,780 SQ.FT. ON SECOND STORY OF MIXED USE BUILDINGS)
 - TOTAL OPEN SPACE PROVIDED = 0.99 AC (43,166 SQ.FT.)
 - ZONING OF PARCELS TO NORTH = C-2
 - ZONING OF PARCELS TO EAST = RL-10
 - ZONING OF PARCELS TO WEST = C-2, RL-10, & O-S
 - ZONING OF PARCELS TO SOUTH = RL-14
- SITE REGULATING STANDARDS:
 - SINGLE FAMILY UNITS (U1-U14)
 - MINIMUM UNIT WIDTH AT FRONT YARD SETBACK = 50 FT.
 - MINIMUM UNIT SIZE = 6,250 SQ.FT.
 - MAXIMUM BUILDING HEIGHT = 35 FT. OR 2 STORIES, WHICHEVER IS LESS
 - SETBACKS:
 - FRONT YARD SETBACK 1-17, 21-23, 27-29, 33-35 AND 38-51 = 25 FT. MIN.
 - FRONT YARD SETBACK FOR UNITS 18-20, 24-26, 30-32 AND 36-37 = 30 FT. MIN.
 - SECONDARY FRONT YARD SETBACK ON CORNER UNITS = 15 FT. MIN.
 - SIDE YARD SETBACK = 5 FT. MIN.
 - REAR YARD SETBACK = 20 FT. MIN.
 - ALLEY-LOADED VERANDA HOMES (V1-V14)
 - MAXIMUM BUILDING HEIGHT = 35 FT. OR 2 STORIES, WHICHEVER IS LESS
 - MINIMUM BUILDING TO BUILDING SEPARATION DISTANCE (FOUNDATION WALL TO FOUNDATION WALL) = 10 FT.
 - MINIMUM PORCH TO R.O.W. DISTANCE = 10 FT.
 - MINIMUM GARAGE (FOUNDATION WALL) TO ALLEY PAVEMENT DISTANCE = 22 FT.
 - MINIMUM DISTANCE FROM PUD BOUNDARY = 20 FT.
 - TOWNHOMES (TH1-TH37)
 - MAXIMUM BUILDING HEIGHT = 35 FT. OR 2 STORIES, WHICHEVER IS LESS
 - MINIMUM BUILDING TO BUILDING SEPARATION DISTANCE (WALL OF FOUNDATION TO WALL OF FOUNDATION) = 15 FT.
 - MINIMUM DISTANCE FROM PUD BOUNDARY = 20 FT.
 - MINIMUM DISTANCE TO SINGLE FAMILY LOTS = 25 FT. (PROPOSED & EXISTING ADJACENT)
 - MINIMUM GARAGE (FOUNDATION WALL) TO ALLEY PAVEMENT DISTANCE = 22 FT.
 - MINIMUM PORCH OR BUILDING TO R.O.W. DISTANCE = 10 FT.
 - MULTIPLE FAMILY BUILDINGS (A1-A8)
 - MAXIMUM BUILDING HEIGHT = 35 FT. OR 2 STORIES, WHICHEVER IS LESS FOR BUILDING AREAS WITHIN 50 FT. OF THE PUD BOUNDARY, 45 FT. OR 3 STORIES, WHICHEVER IS LESS FOR ALL OTHER BUILDING AREAS
 - MINIMUM DISTANCE TO PUD BOUNDARY = 30 FT.
 - MINIMUM DISTANCE TO ADJACENT R.O.W. = 10 FT.
 - MINIMUM BUILDING TO BUILDING SEPARATION DISTANCE (FOUNDATION WALL TO FOUNDATION WALL) = 25 FT.
 - MINIMUM DWELLING UNIT SIZE = 720 SQ.FT.
 - MIXED USE BUILDINGS (MU1-MU2)
 - MAXIMUM BUILDING HEIGHT = 35 FT. OR 2 STORIES, WHICHEVER IS LESS
 - MINIMUM DISTANCE TO PUD BOUNDARY (EXCLUDING FRONTAGES) = 30 FT.
 - MINIMUM DISTANCE TO ADJACENT R.O.W. = 10 FT.
 - MINIMUM BUILDING TO BUILDING SEPARATION DISTANCE (FOUNDATION WALL TO FOUNDATION WALL) = 15 FT.
 - MINIMUM DWELLING UNIT SIZE = 720 SQ.FT.
 - ALLOWABLE FIRST STORY USES = PERMITTED USES WITHIN THE OFFICE SERVICE (OS) AND NEIGHBORHOOD COMMERCIAL DISTRICT (NC)
 - ALLOWABLE SECOND STORY USES = MULTIPLE FAMILY DWELLINGS, PERMITTED USES WITHIN THE OFFICE SERVICE (OS), AND PERMITTED USES WITHIN THE NEIGHBORHOOD COMMERCIAL DISTRICT (NC)
 - OFFICE / COMMERCIAL BUILDINGS (C1-C2)
 - MAXIMUM BUILDING HEIGHT = 25 FT. OR 1 STORIES, WHICHEVER IS LESS
 - MINIMUM DISTANCE TO PUD BOUNDARY (EXCLUDING FRONTAGES) = 20 FT.
 - MINIMUM DISTANCE TO ADJACENT R.O.W. = 10 FT.
 - MINIMUM BUILDING TO BUILDING SEPARATION (FOUNDATION WALL TO FOUNDATION WALL) = 15 FT.
 - ALLOWABLE USES = PERMITTED USES WITHIN THE OFFICE SERVICE (OS) AND NEIGHBORHOOD COMMERCIAL DISTRICT (NC)
- PARKING REQUIREMENTS:
 - MINIMUM REQUIRED SPACE PER TOWNSHIP = 9'x18' (24' AISLE)
 - TYPICAL PARKING SPACE PROVIDED = 9'x18' (24' AISLE)
 - TYPICAL VAN ACCESSIBLE PARKING SPACE = 11'x18' WITH 5' AISLE
 - TYPICAL CAR ACCESSIBLE PARKING SPACE = 9'x18' WITH 5' AISLE
 - NUMBER OF SPACES REQUIRED IN MIXED USE / MULTIPLE FAMILY AREAS = 314 (BASED ON CITY REQUIREMENTS)
 - NUMBER OF SPACES PROVIDED IN MIXED USE / MULTIPLE FAMILY AREAS = 354 (INCLUDING 49 ON-STREET SPACES)
 - NORTHERN PARKING AREA = 181 SPACES (INCLUDING 25 ON-STREET SPACES)
 - SOUTHERN PARKING AREA = 173 SPACES (INCLUDING 24 ON-STREET SPACES)
 - NOTE: PROVIDED PARKING MAY CHANGE DEPENDING ON FINAL BUILDING USE AND NUMBER OF BEDROOMS. FINAL PARKING COUNT SHALL BE SUBJECT TO ZONING ADMINISTRATOR REVIEW.
 - NUMBER OF SPACES REQUIRED IN COMMERCIAL AREA (4 PER 1,000 SQ.FT.) = 50
 - NUMBER OF SPACES PROVIDED IN COMMERCIAL AREAS = 54
 - PARKING FOR SINGLE FAMILY UNITS WILL BE PROVIDED WITHIN EACH UNIT
 - PARKING FOR TOWNHOMES AND DETACHED SINGLE FAMILY VERANDA UNITS WILL BE PROVIDED IN GARAGES AND DRIVEWAYS.
- THIS PROJECT IS NOT LOCATED IN THE 100 YEAR FLOOD PLAIN, BASED ON THE NATIONAL FLOOD INSURANCE PROGRAM RATE MAPS
- BEST MANAGEMENT PRACTICES WILL BE UTILIZED DURING AND AFTER CONSTRUCTION OF THE PROJECT. MEASURES WILL INCLUDE THE USE OF SEEDING AND MULCHING, SEDIMENT INLET FILTERS, COMPACTION AND PAVING. THE OWNER OF THE SUBJECT PARCEL SHALL HAVE THE RESPONSIBILITY TO MAINTAIN THE PERMANENT SOIL EROSION PROTECTION MEASURES.
- ALL LIGHTING SHALL BE SHIELDED FROM ALL ADJACENT PROPERTIES.
- THE PERMANENT PARCEL NUMBER FOR THE SITE IS 41-22-11-101-017. THE ADDRESS OF THE PROPERTY IS 3316 68TH STREET SE.
- THERE IS CURRENTLY A VACANT HOUSE ON THE PARCEL. THE EXISTING HOUSE WILL BE DEMOLISHED AS PART OF THIS PROJECT.
- ANTELOPE DR (PVT), TOGGENBURG ST (PVT), AND MITTERSILL ST (PVT) DRIVE WIDTHS ARE REDUCED BELOW THE GAINES TOWNSHIP PRIVATE ROAD ORDINANCE STANDARDS, AS SHOWN ON THIS PLAN.
- ALL IMPROVEMENTS AND UTILITIES NEEDED MUST BE BUILT.

THORNAPPLE FARMS
APPROVED PRELIMINARY PLAT

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800.222.1868
GRAND RAPIDS
217 Grandville Ave., Suite 302
Grand Rapids, MI 49503
Phone: 616.575.5190
ANN ARBOR
CHICAGO
COLUMBUS
HOLLAND
INDIANAPOLIS
ST. LOUIS

PREPARED FOR:
Green Development Ventures, LLC
Attn: Mike West

2186 E. Centre Ave.
Portage, MI 49002
Phone: 269.365.8548

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DUTTON CENTER
SITE CONDOMINIUM
Overall Plan
3316 68TH STREET SE
PART OF THE NW 1/4 OF SECTION 11, T5N, R11W,
GAINES TOWNSHIP, KENT COUNTY, MICHIGAN

STAMP:

STATE OF MICHIGAN
RICHARD A. PULASKI
ENGINEER
No. 52618
LICENSED PROFESSIONAL ENGINEER

PROJECT NO:
22400615

SHEET NO:
C-205



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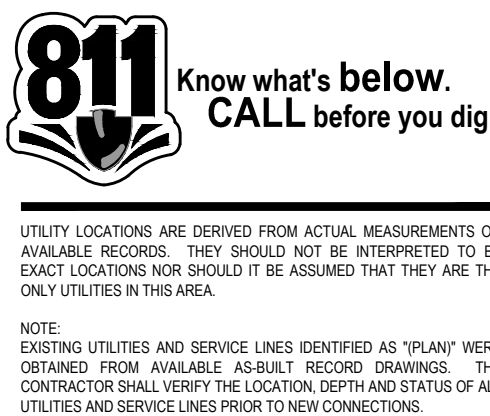
**DUTTON CENTER
SITE CONDOMINIUM**

Preliminary Condominium Plan

STATE OF MICHIGAN
 RICHARD A. PULASKI
 ENGINEER
 No. 52618
 LICENSED PROFESSIONAL ENGINEER

Richard A. Pulaski

SHEET NO:
C-206





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www.nederveld.com
800.222.1868

GRAND RAPIDS
217 Grandville Ave., Suite 302
Grand Rapids, MI 49503
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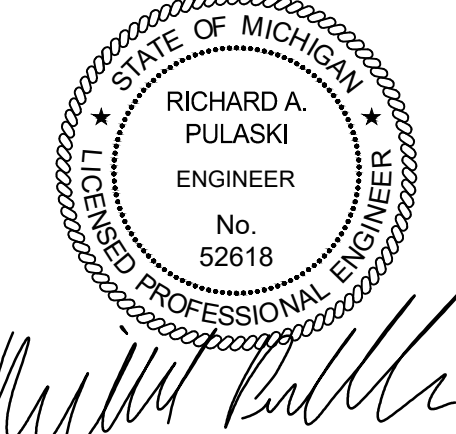
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**DUTTON CENTER
SITE CONDOMINIUM**

Grading & Utilities Plan

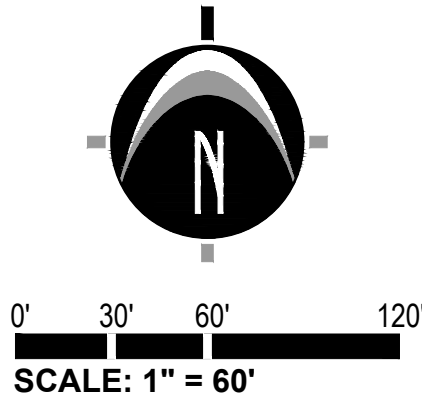
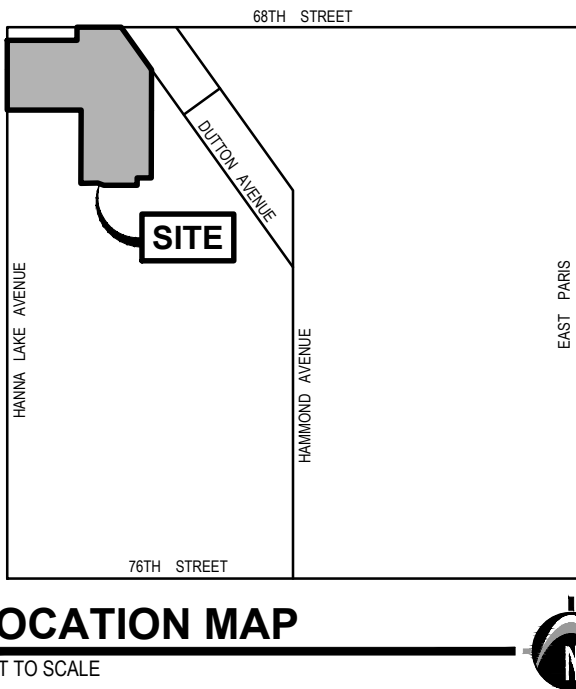
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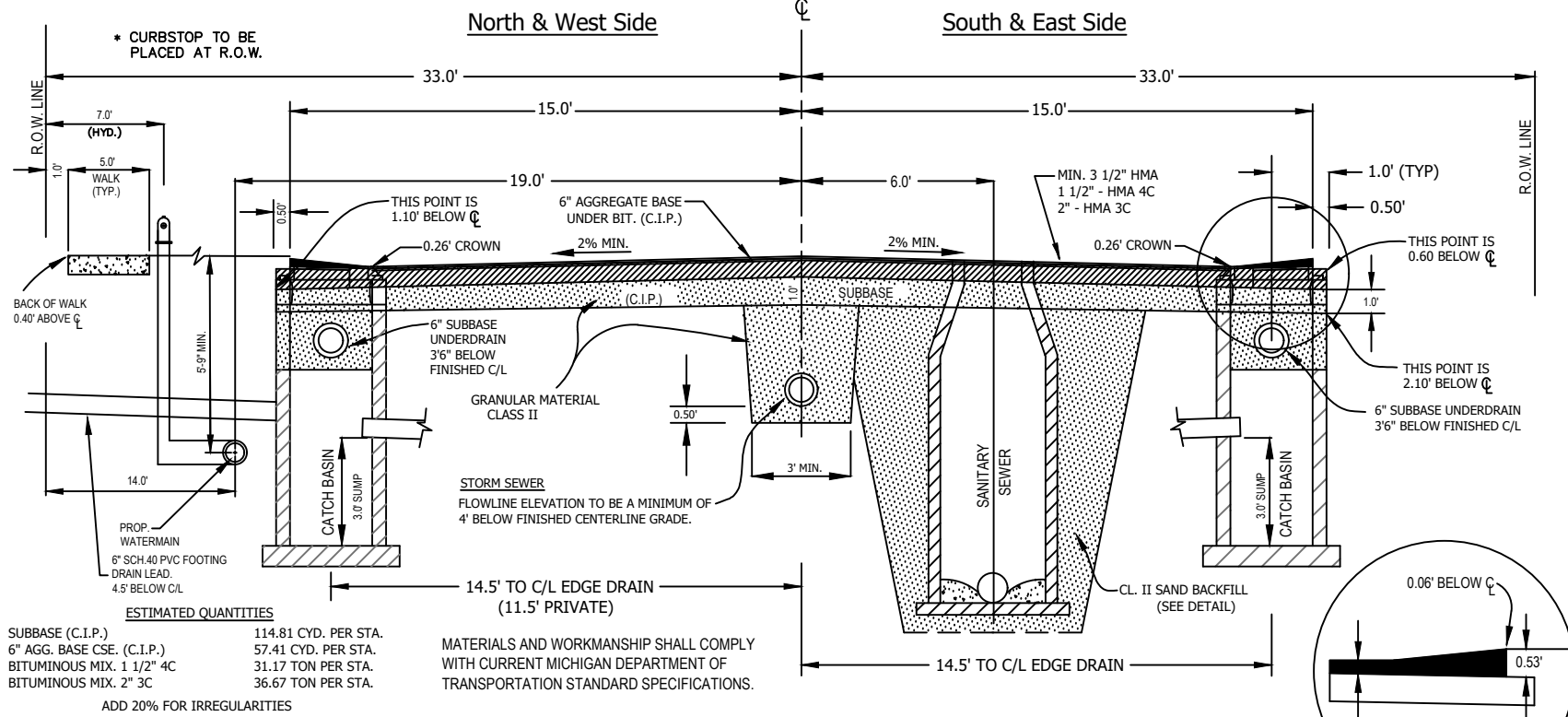
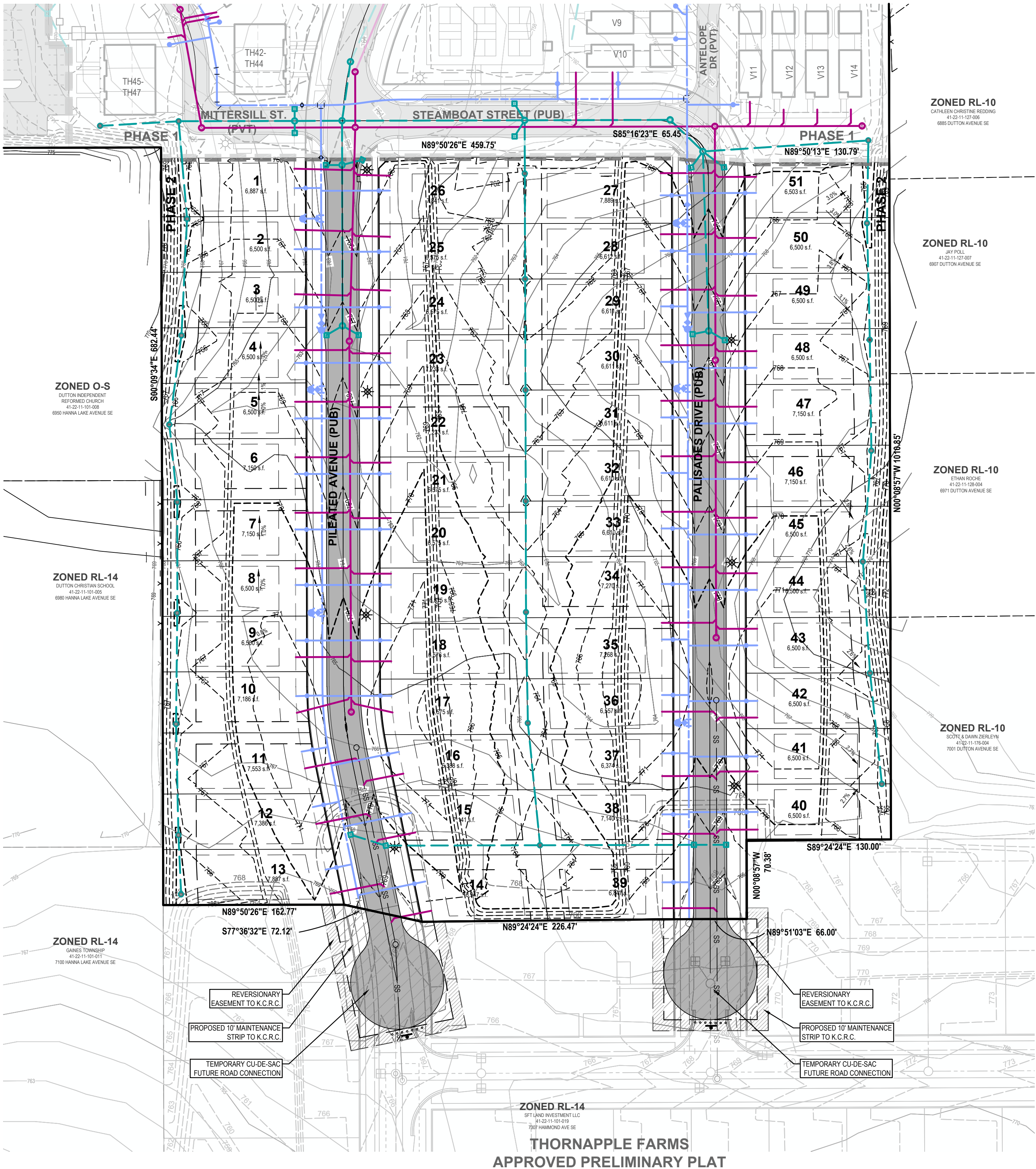


PROJECT NO:
22400615

SHEET NO:
C-300



LEGEND	
	EX. GRADE CONTOUR
	PROPOSED BITUMINOUS (STANDARD DUTY)
	PROPOSED CONCRETE (STANDARD DUTY)
	PROP. 12" to 36" STM SEWER
	PROP. 8" SANITARY SEWER
	EXISTING SANITARY SEWER
	PROP. 8" TO 12" WATERMAIN



**KENT COUNTY ROAD COMMISSION STANDARD
30' PUBLIC & PRIVATE ROAD W/ BITUMINOUS VALLEY GUTTER SECTION**
N.T.S.



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MEMO

Staff Communication

DATE: July 14th, 2025

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: Zoning Text Amendment

SUMMARY OF TOPIC:

The applicant requests a Zoning Ordinance Text amendment to allow electronic changeable messaging (ECM, a.k.a. LED signs) signs in the Suburban Residential zoning district for Institutional uses.

Prior to the recent amendment to the Zoning Ordinance, ECMs were permitted in residential areas of the Township for Institutional uses, so long as a Special Use Permit (SUP) was obtained from the Planning Commission. During the process of amending the Zoning Ordinance, the Zoning Ordinance Steering Committee engaged in discussions regarding ECMs and deemed them to be a visual nuisance, and not appropriate for residential areas. The Planning Commission and Board approved the change.

The applicant desires to restore the ability to use ECMs for institutional use in the Suburban Residential (SR) zoning district. The amendment would apply to all institutional uses that are permitted in SR zoning. Practically, this will most often be applicable for places of worship and private schools.

The Planning Commission denied the “by-right” permission to place new ECMs in all residential districts, but did recommend the Board consider allowing in them in SR zoning districts for Institutional uses with a SUP, essentially restoring the process that was removed during the recent Zoning Ordinance amendment.

The current ordinance defines several classes of sign illumination:

External; 1. Sign lighting shall be of low intensity with effective provisions made to minimize spillover of light beyond the actual sign face. 2. The light source shall be enclosed and directed to prevent light from shining directly onto traffic or neighboring property.

Internal; Sign faces shall be opaque so that individual lamps are muted and cannot be distinguished behind the sign face.

Electronic Changeable Messages; Typically LED but includes “red dot” signs. The main regulations are as follows:

- Sign Type. ECMs are only permitted on freestanding signs (as opposed to wall signs).
- Size. No more than 40 percent of the area of the sign may be dedicated to an ECM display. The remainder of the sign shall consist of a static sign face. For a 32-square-foot sign this is 12.8 square feet.
- Images and Transition. A) Each image shall be static and shall not move, flash, or otherwise be animated. B) Each message shall be displayed for a period of no less than eight (8) seconds. C) Transitions between images shall be instantaneous and shall not scroll, fade, or otherwise be animated.
- Brightness; An electronic display sign shall be equipped with automatic dimming technology to adjust the brightness of the sign relative to ambient light conditions.
- ECM components are not allowed within 200 feet of any dwelling unit in residentially zoned areas.

In terms of what is currently allowed in residential areas, which includes Agricultural-Rural Residential, Suburban Residential, Village Residential, Multi-Family Residential;

- Internal and external illumination is allowed for ground signs (for non-residential uses or B&Bs),
- External illumination is allowed for residential development entry and wall signs (for non-residential uses, B&Bs, home occupations). ECMs are not allowed in any case.

TEXT AMENDMENT FACTORS:

The following factors will be considered by the Planning Commission and Township Board while reviewing a proposed Zoning Ordinance text amendment. The amendment shall satisfy at least one (1) of these factors.

1. The amendment will implement the Township’s Master Plan.

Undetermined. In the Master Plans “Chapter 4. Community Facilities & Utilities” issues surrounding artificial lighting in the Township is addressed:

The changing technology of lighting has led to the widespread use of LEDs as a primary use, both at the utility scale and for general commercial and residential use. LEDs have certain qualities that are significantly different from older lighting technologies including a wide range of control over brightness, directional control, and color. LEDs also have several negative effects depending on how they are deployed including high glare, intensity, and luminescence. These attributes can negatively affect driving safety due to distraction, loss of night sky visibility, human circadian rhythms, and wildlife. If deployed incorrectly, light trespass may be considered a nuisance. The increased use of LEDs must be regulated carefully to limit negative effects.

The Master Plan Public Input Survey also shows that residents are concerned about obtrusive lighting in the Township. Question 12 asked residents how they feel about obtrusive lighting, to which 28.9% stated they are “Very Concerned,” while 41.9% are “Somewhat Concerned” about the issue.

Clearly, over 69% of residents do not view obtrusive lighting favorably. The Suburban Residential zoning district serves as the buffer between brightly lit commercial and darker rural areas to the south.

2. The amendment addresses changing conditions in development trends, housing types, industrial standards, environmental best practices, and citizen preferences.

Meets standard. Staff has noticed an influx of inquiries about ECMs and where they are permitted; the demand to install these types of signs for institutional users has certainly increased over the last several years. The Planning Commission has approved two requests for Special Use Permits to allow ECMs in residential districts for institutional users over the last three years.

3. The proposed text amendment would clarify the intent of the Zoning Ordinance.

Does not meet standard. The intent of the ordinance regarding electronic messaging centers is very clear; ECMs are permitted only within the Neighborhood Commercial, General Commercial, Office Service, Mixed Business, Light Industrial, and Heavy Industrial zoning districts.

4. The proposed text amendment would correct an error in the Zoning Ordinance.

Not Applicable. The Zoning Ordinance was amended in April; during final review and revision, no errors were noted in Chapter 24.

5. The proposed text amendment would address changes to the State legislation, recent case law, opinions of the Attorney General of the State of Michigan, or any other county, state, or federal regulations.

Not Applicable. Staff is not aware of any new legislation at the local, State, or federal level that would require a modification to the regulations on ECMs.

6. In the event the amendment will add a use to a district, that use shall be fully consistent with the character of the range of uses provided for within the district.

Not Applicable. Illuminated signs are an accessory use to a permitted primary use, not a new use.

7. The amendment shall not create incompatible land uses within a zoning district or between adjacent districts.

Not applicable. Illuminated signs in general are allowed within the residential zoning district, the requested amendment just modifies what technology is appropriate to allow.

8. The proposed change shall be consistent with the Township's ability to provide adequate public facilities and services.

Meets standard. Staff does not anticipate there will be any hinderance to the Township's ability to provide adequate public services if the zoning text amendment is approved.

9. The proposed change shall be consistent with the Township's desire to protect the public health, safety, and welfare of the community.

Undetermined. Staff finds that specific ECMs generally do not jeopardize public health, safety, or welfare, and do assist with wayfinding. They do create a light spill nuisance if not turned off at night, and can interfere with night driving for people with astigmatism.

Regulations in the Zoning Ordinance pertaining to electronic messaging centers were purposefully updated to restrict a landowner's ability to install them in residential zoning districts, as they were determined to be a point of nuisance by the Zoning Ordinance Steering Committee. If the Planning Commission determines that the proposed amendment is consistent with the Township's desire to protect public health, safety, and welfare of the community, then consistency with Section 31.40.B.9 will be achieved.

STAFF RECOMMENDATION:

The Planning Commission recommendation to consider allowing ECMs in Suburban Residential with a SUP was made after consideration that the SUP standards would be sufficient to judge whether a specific sign location would be appropriate, or cause a

nuisance. Staff has mixed opinions on ECMs in suburban areas. While they do cause visual and light spill nuisances, these effects are relatively limited. The general requirements stipulate that they must be located 200 feet from any residential zoned dwellings, which tends to distance neighbors sufficiently.

If the Board is willing to consider amendment after this first read, a public hearing and final consideration may be set for the next meeting. Staff will present specific ordinance language for consideration for that meeting.

GAINES CHARTER
TOWNSHIP
www.gainestownship.org

MEMO

Staff Communication

DATE: July 7, 2025
TO: Gaines Charter Township Board of Trustees
FROM: Dan Wells, Community Development Director
RE: Early Start Provisions for Multi-Family Projects

SUMMARY OF TOPIC:

The Board is requested to consider adding a section to the Gaines Township Code of Ordinances, specifically Chapter 22 Land Divisions, Subdivisions, and Land Development, Article V, Multiple-Family Developments, Section 22-136, Building Permits.

On May 8th, 2024, the Township Board of Trustees voted to remove provisions that enabled early starts for multi-family buildings. The reasons for this were several; water and sewer utilities could not be verified that they were fully functional prior to construction if not completed, concurrent construction activities led to potential damage to incomplete utilities leading to project delays, and storage of building materials and the added traffic by construction equipment on site lead to potential hazards in terms of access. In addition, Section B was poorly worded and left the Township open to financial liability if a project was not completed.

Since that time, several multi-family apartment projects have been approved, and the developers of those projects desire to enable an early start option for efficiencies sake. From their perspective, being able to place foundations and limited utilities enable an efficient building schedule and reduces costs that would eventually be passed on to renters.

To that end, the Township Attorney has provided amendment language that would enable the Township to enter into individual Interim Construction Agreements that spell out specific terms and conditions based on the specific project to allow foundations to be placed prior to final utility approval. These individual agreements would protect the Township from any financial liability in case a project is abandoned for any reason.

FINANCIAL IMPACT:

None

BUDGET ACTION REQUIRED:

None

STAFF RECOMMENDATION:

Staff suggests the Board consider the text amendment allowing multi-family starts and provide staff with guidance if modifications are desired.

GAINES CHARTER TOWNSHIP
INFRASTRUCTURE / PARTIAL COMPLETION AGREEMENTS

Sec. 22-136. Building Permits

* * *

- (b) This subsection can be utilized if the developer or landowner desires to commence construction on a building in a development before all of the infrastructure (which includes, but is not necessarily limited to, roads, public water, public sewer, utilities and _____, which shall be referred to in this Section as “Infrastructure”) has been fully completed for the development or part of the development involved. If the Infrastructure is not fully completed for the development or part of a development and the developer or landowner desires to obtain one or more building permits for buildings prior to such Infrastructure completion, then the Planning Commission has the authority (at the Planning Commission’s sole and absolute discretion) to authorize the issuance of one or more building permits by the Township for a building or buildings before the Infrastructure for the development or the portion or phase of the development involved is fully completed. However, no such approval shall be granted by the Planning Commission unless all of the following conditions and requirements are met:
- (1) The Planning Commission may attach reasonable conditions to any such interim building construction approval.
 - (2) The landowner and the Township shall enter into a written agreement before any building permit is issued by the Township for any building involved

with such terms, conditions and requirements as are required by the Township.

- (3) The developer or landowner shall post in a bond or irrevocable letter of credit with the Township (with a financial institution, and in an amount, form and wording acceptable to the Township) to cover the costs of completing the Infrastructure involved or alternately to remove the portions of the buildings being built if the Infrastructure involved is not fully completed. Such security shall be in an amount equal to the estimate by the Township for the costs and expenses of completing such Infrastructure or alternately removing the portions of the building or buildings built, plus 15% for administrative and other costs.
- (4) No certificate of occupancy shall be issued for any building until the Infrastructure for the entire development has been fully completed or the Infrastructure for the portion of the development involving the building is completed (with the Township to determine which is applicable).
- (5) The developer shall reimburse the Township for any and all additional costs and expenses attributable to both the negotiation and drafting of the agreement specified above and also arising out of the delay in completing the Infrastructure. That includes any inspections and related matters attributable to the delayed Infrastructure completion.
- (6) The developer and landowner proceed at their own risk with regard to any delays or matters associated with continuing work on the Infrastructure

while a building related thereto is being built or if the building has to be removed later.

- (7) If there is a significant violation of the Gaines Charter Township Zoning Ordinance or code while the delayed Infrastructure is being installed, then the Township may place a stop work order on the construction of the building or buildings subject to the above-mentioned agreement and no further work or construction shall occur on such building or buildings until the applicable Infrastructure has been fully installed and completed.
- (8) For purposes of this Section, Infrastructure shall not be considered fully complete unless and until all construction on the Infrastructure has been completed, the Infrastructure has been inspected by the Township and the Township has approved the Infrastructure.



MEMO

Staff Communication

DATE: July 14th, 2025

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: Tentative Preliminary Plat Review, Hoffman Meadows Phase 3

SUMMARY OF TOPIC

The applicant requests a tentative preliminary plat review for Hoffman Meadows Phase 3. Phase 3 is 20.19 acres and includes 50 detached single-family home lots. Within the platting process, the Township Board's role is to approve, approve with conditions, or deny preliminary plat plans.

Section 112 (4) of the Land Division Act provides for initial acceptance of the overall development concept but does not consider detailed engineering design or final details. The Land Division Act states that "[t]entative approval....confers upon the proprietor for a period of 1 year from date, approval of lot sizes, lot orientation, and street layout, and application of the then-current subdivision regulations." Details concerning wetland impact, utilities, and final stormwater management design are addressed in later review phases.

Hoffman Meadows Phases 1 and 2 of the project have received final plat approval and homes are under construction. Phase 3 was not part of that original approval.

Hoffman Meadows Phase 3 is in the Suburban Residential (SR) zoning district that stipulates 12,000 square feet for Suburban Residential lots, but under Section 1.30.D of the Zoning Ordinance "Pending Applications":

In cases where this Ordinance is amended between the time a development permit application is submitted and a decision on the application is made, the applicant may choose whether the review of and decision on the application will proceed under the requirements of this Ordinance as it was in effect at the time the application was submitted, or under the requirements of the new Ordinance provisions.

The proposed plat was laid out under the previous Residential-10 standards which allowed 10,000 SF lots. The applicant initially submitted the plat on March 11th, 2025, but in the interim, the amended ordinance went into effect (April 26th). Staff considers the application to have pre-dated the amended ordinance to go into effect and will be considered under the RL-10 (10,000SF) standard prior to amendment in April of 2025. All other requirements of the Suburban Residential zoning district will be adhered to.

FINANCIAL IMPACT

No financial impact to the Township is anticipated as the proprietor is responsible for all infrastructure improvements and cost of review.

BUDGET ACTION REQUIRED

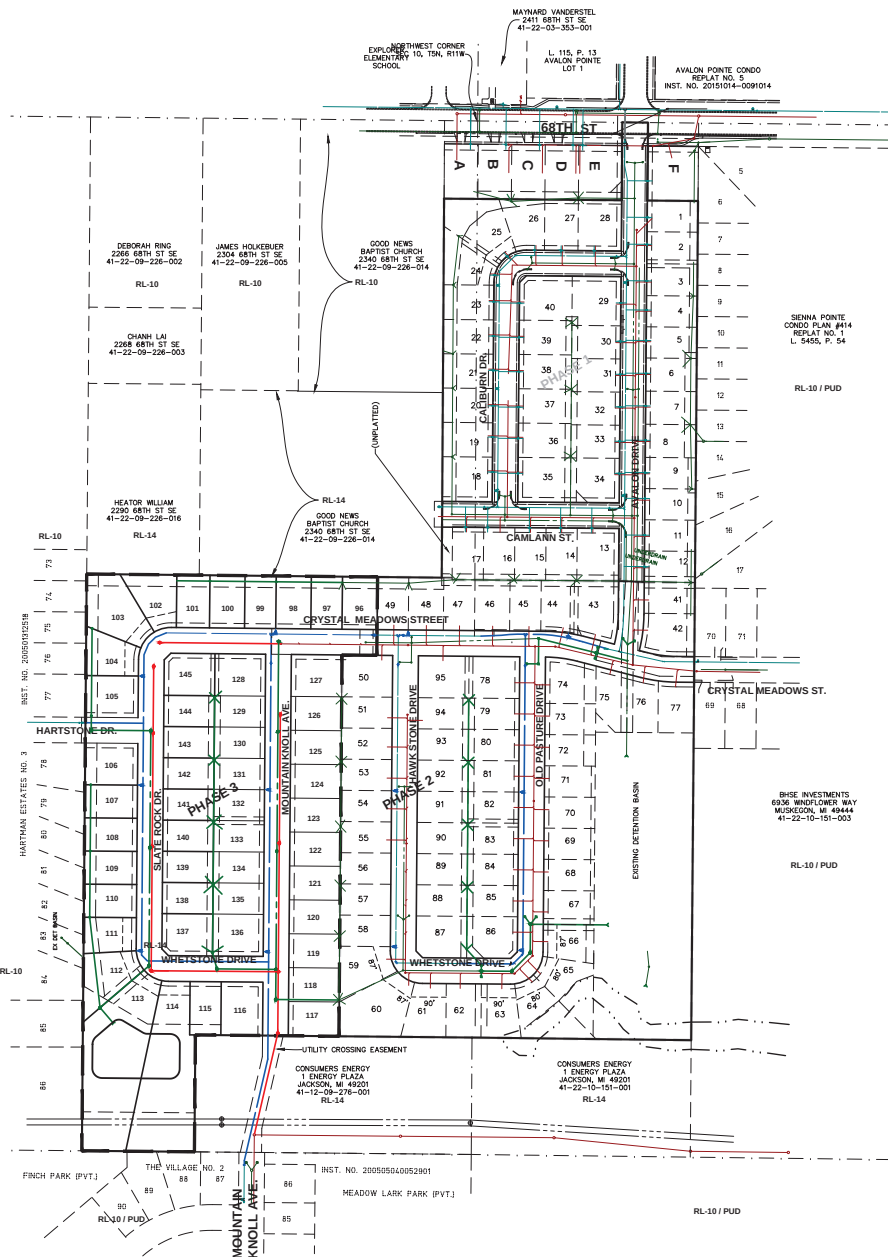
No Budget action is required.

STAFF RECOMMENDATION

On June 26th, 2025 the Planning Commission held a public hearing and subsequently recommended that the Township Board approve the tentative preliminary plat for Hoffman Meadows Phase 3.

Staff recommends approval of the Hoffman Meadows Phase 3 tentative preliminary plat.

The Board may approve, approve with conditions (recommended), table, or deny the request.



LOT AREAS

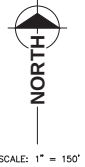
LOT #	AREA	LOT #	AREA
1	10,400 SQ. FT.	74	14,401 SQ. FT.
2	10,660 SQ. FT.	75	12,763 SQ. FT.
3	10,660 SQ. FT.	76	11,342 SQ. FT.
4	10,400 SQ. FT.	77	11,976 SQ. FT.
5	10,400 SQ. FT.	78	13,828 SQ. FT.
6	11,050 SQ. FT.	79	10,400 SQ. FT.
7	11,050 SQ. FT.	80	10,400 SQ. FT.
8	11,050 SQ. FT.	81	10,400 SQ. FT.
9	10,400 SQ. FT.	82	10,400 SQ. FT.
10	10,400 SQ. FT.	83	10,400 SQ. FT.
11	10,400 SQ. FT.	84	10,400 SQ. FT.
12	10,400 SQ. FT.	85	10,400 SQ. FT.
13	14,415 SQ. FT.	86	13,766 SQ. FT.
14	10,778 SQ. FT.	87	13,768 SQ. FT.
15	10,778 SQ. FT.	88	10,400 SQ. FT.
16	10,778 SQ. FT.	89	10,400 SQ. FT.
17	10,778 SQ. FT.	90	10,400 SQ. FT.
18	14,678 SQ. FT.	91	10,400 SQ. FT.
19	11,313 SQ. FT.	92	10,400 SQ. FT.
20	11,305 SQ. FT.	93	10,400 SQ. FT.
21	11,324 SQ. FT.	94	10,400 SQ. FT.
22	11,337 SQ. FT.	95	13,965 SQ. FT.
23	11,481 SQ. FT.	96	12,150 SQ. FT.
24	14,082 SQ. FT.	97	10,800 SQ. FT.
25	20,213 SQ. FT.	98	12,150 SQ. FT.
26	12,533 SQ. FT.	99	10,800 SQ. FT.
27	11,180 SQ. FT.	100	12,150 SQ. FT.
28	14,430 SQ. FT.	101	11,475 SQ. FT.
29	35,770 SQ. FT.	102	14,382 SQ. FT.
30	10,625 SQ. FT.	103	21,585 SQ. FT.
31	10,625 SQ. FT.	104	13,627 SQ. FT.
32	10,625 SQ. FT.	105	14,425 SQ. FT.
33	10,625 SQ. FT.	106	14,433 SQ. FT.
34	14,261 SQ. FT.	107	11,466 SQ. FT.
35	15,427 SQ. FT.	108	11,468 SQ. FT.
36	11,802 SQ. FT.	109	11,740 SQ. FT.
37	11,878 SQ. FT.	110	11,472 SQ. FT.
38	11,882 SQ. FT.	111	12,041 SQ. FT.
39	11,880 SQ. FT.	112	16,562 SQ. FT.
40	15,245 SQ. FT.	113	62,891 SQ. FT.
41	10,400 SQ. FT.	114	55,620 SQ. FT.
42	14,322 SQ. FT.	115	10,940 SQ. FT.
43	16,807 SQ. FT.	116	14,652 SQ. FT.
44	11,280 SQ. FT.	117	13,388 SQ. FT.
45	10,438 SQ. FT.	118	11,310 SQ. FT.
46	11,726 SQ. FT.	119	11,310 SQ. FT.
47	10,514 SQ. FT.	120	11,310 SQ. FT.
48	12,150 SQ. FT.	121	11,310 SQ. FT.
49	10,400 SQ. FT.	122	11,310 SQ. FT.
50	13,628 SQ. FT.	123	11,310 SQ. FT.
51	10,400 SQ. FT.	124	11,310 SQ. FT.
52	10,400 SQ. FT.	125	11,310 SQ. FT.
53	10,400 SQ. FT.	126	11,310 SQ. FT.
54	10,400 SQ. FT.	127	13,965 SQ. FT.
55	10,400 SQ. FT.	128	14,620 SQ. FT.
56	10,400 SQ. FT.	129	10,400 SQ. FT.
57	10,400 SQ. FT.	130	10,400 SQ. FT.
58	10,400 SQ. FT.	131	10,400 SQ. FT.
59	14,466 SQ. FT.	132	10,400 SQ. FT.
60	21,236 SQ. FT.	133	10,400 SQ. FT.
61	13,629 SQ. FT.	134	10,400 SQ. FT.
62	12,395 SQ. FT.	135	10,400 SQ. FT.
63	13,633 SQ. FT.	136	14,002 SQ. FT.
64	18,984 SQ. FT.	137	13,958 SQ. FT.
65	25,786 SQ. FT.	138	10,400 SQ. FT.
66	10,921 SQ. FT.	139	10,400 SQ. FT.
67	11,310 SQ. FT.	140	10,400 SQ. FT.
68	10,400 SQ. FT.	141	10,400 SQ. FT.
69	10,400 SQ. FT.	142	10,400 SQ. FT.
70	10,400 SQ. FT.	143	10,400 SQ. FT.
71	10,400 SQ. FT.	144	10,400 SQ. FT.
72	10,400 SQ. FT.	145	13,913 SQ. FT.
73	10,400 SQ. FT.		

PROPERTY DESCRIPTION:

Part of the Northeast 1/4 of Section 9 and the Northwest 1/4 of Section 10; Commencing 85.02 feet S89°50'54"W along the North Section line and 1042.88 feet S00°23'11"E from the Northeast 1/4 corner of Section 9; thence S00°23'11"E 123.72 feet; thence S89°50'54"W 910.87 feet to the East line of the West 330 feet of the East 1/2 of the Northeast 1/4 of said Section 9; thence S00°23'11"E 1479.82 feet along said East line to the East and West 1/4 line of said Section 9; thence N89°47'50"E 288.75 feet along said East and West 1/4 line to the East line of the West 618.75 feet of the East 1/2 of the Northeast 1/4 of said Section 9; thence N00°15'35"W 300.00 feet along the North line of the South 300.00 feet of the Northeast 1/4 of said Section; thence N89°47'50"E 709.74 feet along said North line to the East line of Section 9; thence Northerly along said East Section line to the South line of Lot 17 of Hoffman Meadows; thence Westerly along said South line to the Westerly line of said Plot; thence Northerly along said Westerly line to the Southerly line of said Plot; thence S89°43'18"W 26.89 feet to the Point of Beginning, ALSO commencing N89°48'12"E 566.88 feet along the North line of Section 10 and S00°16'34"E 1179.00 feet along the West line of the East 760.00 feet of the West 1/2 of the Northeast 1/4 of Section 10 from the Northwest corner of said Section 10; thence S00°16'34"E along said West line 1174.07 feet to the North line of the South 300.00 feet of the Northwest 1/4 of said Section; thence S89°47'24"W 562.37 feet along said North line to the West line of said Section 10; thence Northerly along said West Section line to the South line of Hoffman Meadows; thence N89°43'18"E to the Southeast corner of Lot 13 of said Plot; thence S00°16'34"E 10.00 feet; thence S89°21'20"E 66.04 feet; thence N00°16'34"W 10.00 feet; thence N89°48'12"E 130.00 feet along the South line of Lot 12 to the Point of beginning.

REQUIREMENTS:

- PROJECT DESCRIPTION:
A RESIDENTIAL DEVELOPMENT WITH 145 SINGLE FAMILY HOME LOTS. STREETS BEING 68TH ST. AND CRYSTAL MEADOWS ST. WITH FUTURE STUBS TOWARD HARTMAN ST. AND MOUNTAIN KNOLL AVE.
 - ZONING REQUIREMENTS: RL-10 (LOW DENSITY RESIDENTIAL) ZONING
FRONT YARD: 35 FEET
REAR YARD: 35 FEET
SIDE YARD: 8 FEET
LOT AREA: 10,000 SQUARE FEET
MINIMUM LOT WIDTH: 80 FEET
 - OVERALL PLAT STATISTICS
GROSS ACREAGE: 59.08 ACRES
NET ACREAGE: 46.58 ACRES
GROSS DENSITY: 2.45 UNITS/ACRE
NET DENSITY: 3.11 UNITS/ACRE
 - PHASE 3 STATISTICS
LOTS: 50
GROSS ACREAGE: 20.19 ACRES
NET ACREAGE: 15.97 ACRES
GROSS DENSITY: 2.48 UNITS/ACRE
NET DENSITY: 3.13 UNITS/ACRE
 - PROPOSED IMPROVEMENTS
a. All street right of ways shall be public, 66 feet in width.
b. Streets shall be 30 foot bituminous valley curb and gutter per Kent County Road Commission standards and specifications.
c. This plat shall be serviced with public water and sewer standards and specifications.
d. Drainage design shall conform to the Kent County Drain Commission standards and specifications.
e. Gas mains shall be installed per KRC requirements.
f. There shall be a 12 foot private easement for public utilities adjacent to all street right of ways.
g. Lot sizes are approximate and may vary with the final plat.
h. Sidewalks shall be placed at the time of house construction in public right of ways.
i. Street trees shall be planted in accordance to Section 16.13.A of the Gaines Charter Township Zoning Ordinance.
- NOTE:**
- Staff shall confirm that no less than five house models that meet the requirements of the GCTZO Section 6.4 are built within the plat.
 - Staff shall enforce the street tree requirement of the GCTZO Section 16.13 A at the time of building permit.
 - The applicant shall request the creation of a Street Light Assessment District before applying for residential building permits.



LOCATION MAP



HARTMAN ESTATES NO 3

LOT #	ADDRESS	OWNER
LOT 86	7148 SHADY KNOLL DR SE	RANDALL BEUTE
LOT 85	7148 SHADY KNOLL DR SE	PATRICK MCCARTHY
LOT 84	7120 SHADY KNOLL DR SE	HEATHER SLITER
LOT 83	7118 SHADY KNOLL DR SE	VIET H LUU
LOT 82	7114 SHADY KNOLL DR SE	CODY VANORMAN
LOT 81	7098 SHADY KNOLL DR SE	ERIC CAMPBELL
LOT 80	7076 SHADY KNOLL DR SE	TRONG NGUYEN
LOT 79	7058 SHADY KNOLL DR SE	LOHND PROPERTIES
LOT 78	7046 SHADY KNOLL DR SE	JASON ROTTMAN
LOT 77	7024 SHADY KNOLL DR SE	JAMES DOANE
LOT 76	7012 SHADY KNOLL DR SE	IRUM RAZA
LOT 75	7004 SHADY KNOLL DR SE	ITZEL BARAJAS
LOT 74	6992 SHADY KNOLL DR SE	ORVILLE THEAKER
LOT 73	6988 SHADY KNOLL DR SE	ANGELICA WOODS



REVISIONS

NO.	DATE	DESCRIPTION
1	02-28-25	INITIAL SUBMITTAL
2	03-12-25	NO. 1 REVISIONS
3	03-12-25	PER REVIEW COMMENTS

LEGEND

T	TOWN	SECTION CORNER
N	NORTH	SET CURVED IRON
E	EAST	FOUND IRON OR NAIL
S	SOUTH	STORM SEWER MANHOLE
W	WEST	SANITARY SEWER MANHOLE
SEC	SECTION	CATCH BASIN
POB	POINT OF BEGINNING	HYDRANT
PROPOSED BLACKTOP		VALVE
PROPOSED CONCRETE		UTILITY POLE
EXISTING BLACKTOP		QUY WIRE
EXISTING CONCRETE		LIGHT POLE
BUILDING		WALL MOUNTED LIGHT
		PEDESTAL
		TRANSFORMER
		IRON

PRELIMINARY PLAT
HOFFMAN MEADOWS NO. 3
2464 68TH STREET SE
FOR: JASONVILLE LLC
4910 68TH STREET SE
CALEDONIA, MI 49316
(616) 554-3700

PART OF THE NORTHEAST 1/4 OF SECTION 9 AND PART OF THE NORTHEAST 1/4 OF SECTION 10, T24N, R117W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN

Feenstra
& Associates, Inc.
CIVIL ENGINEERS & SURVEYORS
3145 Prairie St SW
Grandville, MI 49431
Phone 616.457.7090
www.feenstra.com

C1
1 OF 2



PHASE 3 DESCRIPTION:

Part of the Northeast 1/4 of Section 9, T5N, R11W, Gaines Township, Kent County, Michigan, described as: Commencing at the Northeast corner of said Section; thence S89°50'54"W 85.02 feet along the North line of said Section; thence S00°23'11"E 1172.60 feet along the West line of Hoffman Meadows to the North line of Hoffman Meadows No. 2; thence S89°50'54"W 164.55 feet along the North line of Hoffman Meadows No. 2 to the Point of Beginning; thence continuing S89°50'54"W 746.31 feet to the East line of Hartman Estates; thence S00°15'34"E 1479.82 feet along said East line to the East-West 1/4 line of said Section; thence N89°47'59"E 288.75 feet; thence N00°15'35"W 300.00 feet to the North line of the South 300 feet of the Northeast 1/4 of said Section; thence N89°47'59"E 368.32 feet along said North line; thence N00°16'34"W 978.26 feet; thence N89°50'54"E 89.15 feet; thence N00°09'06"W 201.00 feet to the Point of Beginning.

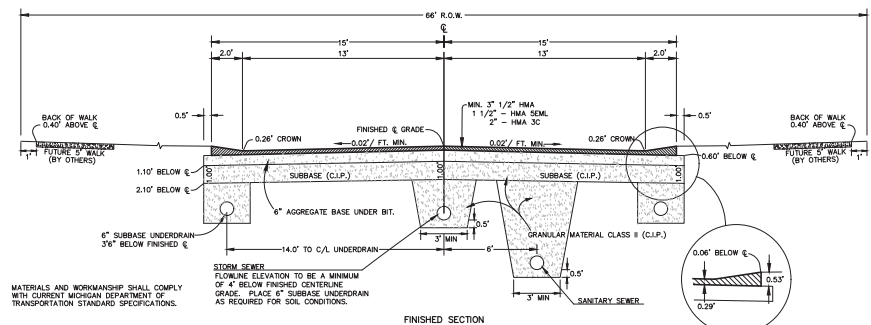
Contains 20.19 Acres

REQUIREMENTS:

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c. This plat shall be serviced with public water and sewer.
d. Drainage design shall conform to the Kent County Drain Commission standards and specifications.
e. Gas mains shall be installed per KCRS requirements.
f. There shall be a 12 foot private easement for public utilities adjacent to all street right of ways.
g. Lot sizes are approximate and may vary with the final plat.
h. Sidewalks shall be placed at the time of house construction in public right of ways.
i. Street trees shall be planted in accordance to Section 16.13.A of the Gaines Charter Township Zoning Ordinance.

NOTE:

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- Staff shall enforce the street tree requirement of the GCTZO Section 16.13 A at the time of building permit.
- The applicant shall request the creation of a Street Light Assessment District before applying for residential building permits.



KENT COUNTY ROAD COMMISSION STANDARD 30" BITUMINOUS GUTTER SECTION
NOT TO SCALE

REVISIONS
INITIAL SUBMITTAL - 02-28-18
ADD LITERALS - 03-13-25
ADD LOT DIMS, SIDE WALKS - 03-19-25
FOR REVIEW COMMENTS - 3-21-25

LEGEND

- | | | | |
|-----|--------------------|---|------------------------|
| T | TOWN | + | SECTION CORNER |
| N | NORTH | + | SET CATCH BASIN |
| E | EAST | + | FOUND IRON OR NAIL |
| W | WEST | + | STORM SEWER MANHOLE |
| SEC | SECTION | + | SANITARY SEWER MANHOLE |
| POB | POINT OF BEGINNING | + | CATCH BASIN |
| | | + | HYDRANT |
| | | + | VALVE |
| | | + | UTILITY POLE |
| | | + | QUY WIRE |
| | | + | LIGHT POLE |
| | | + | WALL MOUNTED LIGHT |
| | | + | PEDESTAL |
| | | + | TRANSFORMER |
| | | + | IRON |

PRELIMINARY PLAT
HOFFMAN MEADOWS NO. 3
2410 68TH STREET
FOR: JASONVILLE LLC
4910 68TH STREET SE
CALEDONIA, MI 49316
(616) 554-3700

PART OF THE NORTHEAST 1/4 OF SECTION 9 AND PART OF THE NORTHEAST 1/4 OF SECTION 10, T5N, R11W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN

Feenstra
& Associates, Inc.
CIVIL ENGINEERS & SURVEYORS
3145 Prairie St SW
Grandville, MI 49431
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www.feenstra.com

C2

2 OF 2



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SCALE: 1" = 80'

LOCATION MAP
NOT TO SCALE

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

RESOLUTION NO. 2025-

The following Resolution was offered and adopted by the Gaines Charter Township Board of Trustees at a regular meeting held on July 14th, 2025, at the Gaines Charter Township Offices, 8555 Kalamazoo Avenue, Caledonia, Michigan.

Members Present:

Member Absent:

The following Resolution was offered for adoption by Member _____ and supported by Member _____ to document the findings and decision by the Gaines Charter Township Board of Trustees regarding a request made by Chris Vander Hoff (Audacia Land Company) for tentative approval of the preliminary plat approval for Hoffman Meadows Phase 3.

**TENTATIVE APPROVAL OF THE PRELIMINARY PLAT
FOR HOFFMAN MEADOWS PHASE 3**

WHEREAS, Chris VanderHoff (Jasonville LLC), the “Applicant” has submitted preliminary plat for Hoffman Meadows Phase 3 (the “Plat”);

WHEREAS, the proposed plat consists of 50 single-family lots located within the 20.19-acre Phase 3 area of the proposed residential development; and

WHEREAS, the Planning Commission has considered the application and the proposed preliminary plat, and at a meeting on June 26th, 2025, recommended that the Gaines Charter Township Board of Trustees grant tentative preliminary approval of the plat, upon certain terms and conditions.

IT IS, THEREFORE, RESOLVED AS FOLLOWS:

1. Tentative Preliminary Plat.

The Gaines Charter Township Board of Trustees hereby grants tentative approval of the preliminary plat for Hoffman Meadows Phase 3, as shown on the survey dated March 31, 2025, upon the terms and subject to the conditions stated in this Resolution. This Resolution recommends approval of the overall layout and tentative plan for lots, streets, open space, sidewalks, stormwater infrastructure, and utilities.

Township Board Resolution No. 2025-
Hoffman Meadows Phase 3- Tentative Preliminary Plat
July 14, 2025

2. Lots.

The Phase 3 Plat shall consist of 50 residential lots, for one single-family detached dwelling each, numbered from lot 96 through lot 145, inclusive. Residential construction shall comply with the Township Zoning Ordinance and subdivision requirements.

Minimum lot size is 10,000 square feet per Section 1.30.D of the Zoning Ordinance "Pending Applications", and development will proceed in all other respects under "Chapter 5 Suburban Residential" standards.

3. Land Division Act and Chapter 22 Land Divisions, Subdivisions and Land Development.

The Plat shall comply in all respects with applicable provisions of the Michigan Land Division Act and Chapter 22 of the Gaines Charter Township Code, Land Divisions, Subdivisions and Land Development.

4. Other Required Approvals.

Written approvals from other agencies having jurisdiction over the Plat shall be obtained, and copies shall be provided to the Township in accordance with the Land Division Act.

5. Conditions of Approval.

- a. Staff shall enforce the street tree requirements of the GCTZO Sections 23.40 and 23.50 at the time of building permitting.
- b. The applicant shall request the creation of a Street Light Assessment District before applying for residential building permits.
- c. The applicant shall adhere to all review comments provided by the Township Engineer and Fire Department.

TOWNSHIP BOARD DECISION

Based on the above, the Gaines Charter Township Board of Trustees hereby adopts Resolution No. 2025-_____ and tentatively approves the preliminary plat for Hoffman Meadows Phase 3, subject to conditions documented herein.

A motion was made to adopt this resolution by Township Board Member _____ and supported by Township Board Member _____, the roll call vote being as follows:

AYES: _____
NAYS: _____
ABSENT: _____

RESOLUTION DECLARED ADOPTED

CERTIFICATION

I hereby certify that the above is a true copy of a resolution adopted by the Gaines Charter Township Board at a regular meeting held on _____, 2025.

Respectfully submitted,

Michael Brew, Clerk
Gaines Charter Township

Dated: _____, 2025



Vriesman
& Korhorn

June 11, 2025
1341/1411

Tracy Lawrence
Water & Sewer Administrator
Gaines Charter Township
8555 Kalamazoo Avenue, SE
Caledonia, MI 49316

RE: Prairie Wolf Station Contract 3/4 - Water/Sewer Development Contract

Dear Tracy:

Enclosed is the Water/Sewer Development Contract for Prairie Wolf Station Contract 3/4. The Water/Sewer Development Contract details the project which includes the extension of public watermain and sanitary sewer in the multi-family portion of the development. Contract 3 includes 865 lineal feet of 16" watermain, 2,093 lineal feet of 8" watermain, 2,550 8" sanitary sewer and all appurtenances – see Exhibit B. Contract 4 includes 1,548 lineal feet of 12" watermain, 769 lineal feet of 8" watermain, 1,248 lineal feet of 8" sanitary sewer and all appurtenances – see Exhibit D.

The 16-inch public watermain included in Contract 3 is eligible for oversizing reimbursement estimated to be \$48,630.00 based on the cost difference between a 16-inch and 12-inch watermain – see Exhibit C.

The proposed Water/Sewer Development contract has been signed by the Developer. We recommend that the Gaines Charter Township Board of Trustees authorize execution of the contract by the Township.

Thank you for your consideration in this matter. If you have any questions or concerns, please do not hesitate to call.

Sincerely,

VK Civil

A handwritten signature in blue ink, appearing to read 'Jeff M. Gritter', with a stylized flourish at the end.

Jeffrey M. Gritter, P.E.

JMG/nfb

Encl.

**WATER AND/OR SEWER
DEVELOPMENT CONTRACT**

CONTRACT FACE PAGES

I. PARTIES

A. DEVELOPER (the “Developer”):

American Kendall Properties, LLC

Name

5100 Charles Court, Suite 101, Zionsville, IN, 46077

Address

Limited Liability Company

Type of legal entity, i.e. corporation, partnership, limited liability Company, individual, etc.

**B. CHARTER TOWNSHIP OF GAINES (the “Township”),
whose address is: 8555 Kalamazoo Avenue, S.E., Caledonia, MI 49316**

II. DESCRIPTION OF DEVELOPER'S DEVELOPMENT (the “Development”).

Prairie Wolf Station will be a mixed-use development on approximately 82.0 acres on the southeast corner of the intersection of 84th Street and Kalamazoo Avenue. Phase one of the development (Contract 3 & 4) will consist of multi-family area of the development with 8 Haven apartment buildings with 116 dwelling units, 9 Parkway Flats apartment buildings with 91 dwelling units, 11 Canal Flats apartment buildings with 67 dwelling units, and 34 dwelling units over retail for a total of 308 dwelling units. In addition, Phase 1 includes five commercial/office/retail buildings consisting of approximately 18,118 sqft. Phase 1 is approximately 23 acres of the overall development. See approved site plan dated 7/25/2024 – Exhibit A.

**III. DESCRIPTION OF WATER AND/OR SEWER
EXTENSIONS/IMPROVEMENTS TO BE CONSTRUCTED BY DEVELOPER IN
ACCORDANCE WITH THIS DEVELOPMENT CONTRACT (the “Project”).**

Contract 3 includes 865 lineal feet of 16” watermain, 2,093 lineal feet of 8” watermain, 2,550 lineal feet of 8” sanitary sewer, and all appurtenances – See Exhibit B. Contract 4 includes 1,548 lineal feet of 12” watermain, 769 lineal feet of 8” watermain, 1,248 lineal feet of 8” sanitary sewer, and all appurtenances – See Exhibit D.

Note: A map showing the location of the Development and the Project, which separately identifies the water and/or sewer extensions/improvements, must be attached to this Development Contract.

IV. **PROJECT COMPLETION DATE** (the “Completion Date”): June 30, 2026

V. **IRREVOCABLE LETTER OF CREDIT**

A. Required prior to commencement of construction:

YES _____ NO X _____

B. Amount of letter of credit: \$ N/A

VI. **WATER AVAILABILITY FEE**

A. Basis of Water Availability: N/A – Developer is extending watermain from Kalamazoo Avenue (Contract 1) and connecting to watermain in 84th Street (Contract 2) to provide public water service to the Development known as Prairie Wolf Station phase one; the property owned by the Developer at 8460 Kalamazoo Avenue, PPN: 41-22-21-100-013. The Availability Fee for the property along Kalamazoo is satisfied by the extension of watermain described in section III and the watermain being constructed by the Developer as a part of Contract 2.

B. Amount of Water Availability Fee: \$ N/A

C. Payment Terms: N/A

VII. **WATER TRUNKAGE FEE**

A. Basis of Water Trunkage Fee: The Water Trunkage Fee is based on the number of residential units in the proposed residential buildings and the provisions/requirements of the Township’s Water & Sewer Ordinance and the current approved fee schedule. Phase 1 includes 307 residential units and 18,118 sqft of commercial space which is estimated to be 16.3 residential equivalent units. The current water trunkage fee established by Ordinance and Resolution is \$780.00 per unit.

B. Amount of Water Trunkage Fee: \$ N/A

C. Payment Terms: Payment will be due at time of Township water permit issuance and is based on the number of units/square feet of commercial in the building being permitted.

VIII. **WATERMAIN PAYBACK ARRANGEMENTS**

A. Basis of Payback Arrangements for Watermain: N/A – no offsite watermain is being constructed as a part of the project and therefore no payback arrangements are necessary for this phase.

B. Maximum Amount of Watermain Payback Payments to the Developer: N/A

- C. Payment Terms: N/A
- D. Expiration Date of Payback Arrangements: N/A
- E. The Developer acknowledges that the obligation of the Township to make payback payments is contingent upon future events (i.e., water and/or sewer connections) which are not within the control of the Township and therefore the Developer further acknowledges that the amount and frequency of payback payments is not guaranteed by the Township.

IX. PAYMENT TO THE DEVELOPER FOR OVERSIZING WATERMAIN

- A. Basis of Oversizing Payment for Watermain: Oversizing payment is based on the cost difference between constructing 16-inch watermain versus constructing a 12-inch watermain being constructed as part of the Prairie Wolf Station project that is eligible for oversizing.
- B. Amount of Oversizing Payment to the Developer: Estimated to be \$48,630.00. The actual amount will be based on competitively bid unit prices for 16-inch and 12-inch watermain construction, measured and installed quantities, and record plan measurements. See Exhibit C
- C. Payment Terms: A written request shall be made by the Developer's engineer after the watermain has been installed and approved for use. The request will be reviewed by the Township engineer, and a recommendation will be made for the payment amount. The request shall be accompanied by a tabulation of installed quantities and as-built record plans.

Note: The payment for oversizing may be funded jointly by the Township of Byron and the Charter Township of Gaines in accordance with a separate cost sharing agreement between the Townships.

X. SEWER AVAILABILITY FEE

- A. Basis of Sewer Availability Fee: N/A – The Developer is extending sanitary sewer and constructing a sanitary lift station as a part of public utility improvements for the development and no sewer availability fees are due for the Development.
- B. Amount of Sewer Availability Fee: \$ N/A
- C. Payment Terms: N/A

XI. SEWER TRUNKAGE FEE

- A. Basis of Sewer Trunkage Fee: The Sewer Trunkage Fee is based on the number of residential units in the proposed residential buildings and the provisions/requirements of the Township's Water & Sewer Ordinance and the current approved fee schedule. Phase 1 includes 307 residential units and 18,118 sqft of commercial space which is estimated to be 16.3 residential equivalent units. The current sewer trunkage fee established by Ordinance and Resolution is \$1,140.00 per unit.
- B. Amount of Sewer Trunkage Fee: \$ N/A
- C. Payment Terms: Payment will be due at time of Township sewer permit issuance and is based on the number of units/square feet of commercial in the building being permitted.

XII. SANITARY SEWER PAYBACK ARRANGEMENTS

- A. Basis of Payback Arrangements for Sanitary Sewer: N/A – no offsite sewer that would be eligible for payback is being constructed in this phase of the development.
- B. Maximum Amount of Sanitary Sewer Payback Payments to the Developer: \$ N/A
- C. Payment Terms: N/A
- D. Expiration Date of Payback Arrangements: N/A
- E. The Developer acknowledges that the obligation of the Township to make payback payments is contingent upon future events (i.e., water and/or sewer connections) which are not within the control of the Township and therefore the Developer further acknowledges that the amount and frequency of payback payments is not guaranteed by the Township.

XIII. PAYMENT TO THE DEVELOPER FOR OVERSIZING SANITARY SEWER

- A. Basis of Oversizing Payment for Sanitary Sewer: N/A – no oversized sewer that would be eligible for payback is being constructed in this phase of the development.
- B. Amount of Oversizing Payment to the Developer: N/A
- C. Payment Terms: N/A

Note: The payment for oversizing may be funded jointly by the Township of Byron and the Charter Township of Gaines in accordance with a separate cost sharing agreement between the Townships.

XIV. PAYMENT OF PROJECT COSTS

Subject to oversizing payments as summarized above, if any, the Developer shall pay all costs of the Project, including without limitation all costs related to construction of the public water main and/or public sewer main, water services, sewer laterals and related improvements and appurtenances, the cost of acquiring necessary interests in land and right of ways, engineering, restoration and replacement, the cost of connecting the Project to the existing water or sewer system, the cost of connecting the Development to the Project and the Permit, Plan Review and Construction Inspection Costs identified in XV below.

XV. PERMIT, PLAN REVIEW, AND CONSTRUCTION INSPECTION COSTS:

In addition to the payment of Project costs and applicable availability fees, trunkage fees and all other rates, charges and costs imposed by applicable Township ordinance, the Developer shall reimburse the Township for costs of (a) sanitary sewer and watermain construction permit submittals, (b) Township Engineer and staff review of plans, and (c) construction inspection performed by the Township or the Township's duly authorized representatives.

XVI. MISCELLANEOUS

N/A

XVII. AGREEMENT OF THE PARTIES:

In consideration of the mutual covenants and agreements contained in the attached Contract Terms, the parties mutually agree that the Developer will acquire and construct the Project at Developer's sole expense, that after completion of the Project ownership of the Project shall be transferred by the Developer to the Township in accordance with the Contract Terms, and that all aspects of the acquisition, construction, completion, and transfer of the Project shall be governed by the Contract Terms, attached hereto.

IN WITNESS WHEREOF, the parties have executed this Contract.

Witnesses:

DEVELOPER: American Kendall Properties, LLC.

(1) Jennifer Kelleher

By: [Signature]

Its: Member

Dated: June 6, 2025

Witnesses:

CHARTER TOWNSHIP OF GAINES:

(1) _____

By: _____

Robert Terpstra
Its: Supervisor

(2) _____

By: _____

Michael Brew
Its: Clerk

Dated: _____, 2025

WATER AND/OR SEWER DEVELOPMENT CONTRACT

CONTRACT TERMS

Section 1. **PRECONSTRUCTION MATTERS.** Before commencing construction of the Project, the Developer shall complete all of the following:

(a) Obtain all necessary permits for the installation and construction of the Project from all state and county agencies having jurisdiction and all necessary permission to work in the public right-of-way from the Township, County Road Commission, Michigan Department of Transportation, and other public bodies.

(b) Submit to the Township for approval detailed plans and specifications for the Project prepared by a professional engineer licensed in Michigan. The plans and specifications are to be provided in a format acceptable to the Township. Construction of the Project shall not commence unless and until the Township reviews and approves these plans and specifications in writing. As part of the approval of the plans and specifications, the Township Engineer shall determine the location of the public water main or public sewer, and approve the construction methods and materials used in the construction, including in the case of a public water main extension, the installation of fire hydrant markers. The extension shall cover the entire road or public right of way frontage of the Development to be served by the extension. If the Township requests changes in the plans and specifications for the Project, the Developer agrees to make such changes as shall be requested by the Township provided, however, the Township shall not withhold its approval of the plans and specifications unreasonably and, further, that if Township requirements with respect to the plans and specifications are in conflict with those of the state or any county agency having jurisdiction, the requirements of the state or county agency shall control. The fact that the Township may require higher quality materials or better construction practices than a state or county agency shall not be deemed a conflict and Township requirements shall control. The plans and specifications shall provide for complete restoration to original condition of all paved street surfaces and bicycle paths as well as replacement of all driveways and landscaping disturbed or damaged in the course of the construction of the Project;

(c) Submit to the Township the names of the proposed general contractor and all subcontractors who will be constructing and completing the Project on behalf of the Developer. Construction of the Project shall not commence unless and until the Township has approved in writing the Developer's general contractor and all subcontractors, such approval not to be withheld unreasonably. On request, the Developer shall submit to the Township such additional information concerning the Developer's proposed contractors as the Township shall reasonably request;

(d) Submit to the Township a copy of a proposed written contract between the Developer and its general contractor. The Developer may remove from this contract price information. This contract shall not be signed until approved in writing by the Township. A copy of the final signed contract shall be provided to the Township. This contract shall contain the following provisions: "The construction project to be completed pursuant to this contract shall be completed in all respects in accordance with the Township's Specifications or the Byron-Gaines Utility Authority Standard Construction Specifications and all revisions thereof (together, the

“Specifications”), and all terms and provisions of this contract and all plans and specifications and other documentation incorporated by reference in this contract or applicable to the construction project provided for in this contract shall be subordinate to the provisions of the Specifications. The Township of Byron shall be deemed to be a third party beneficiary of this construction contract and all provisions of the construction contract in favor of the owner and/or the Charter Township of Gaines may be enforced by the Township of Byron; however, the Township of Byron shall not be obligated to enforce any such provisions;” and

(e) Transfer, in consideration of this Development Contract, to the Charter Township of Gaines and the Township of Byron, jointly (together, the “Townships”), all easements required to construct the Project. All easements shall be in such form and substance as shall be required by the Township. All easements shall be perpetual and shall be at least as wide as required by the Township but no less than twenty (20) feet in width in any event. The Developer shall provide to the Township such proof of title and other title documentation as the Township shall reasonably require in order to verify that the Township is receiving good title to all easements being transferred to the Township by the Developer.

Section 2. **PROJECT CONSTRUCTION.** The Developer shall cause the Project to be constructed in accordance with the approved plans and specifications in a good and workmanlike manner and so as to meet all quality standards and tests which would apply and be conducted if the Township itself constructed and acquired the Project. During construction of the Project, the Township shall have the right, at the cost of the Developer, to undertake with Township employees or third party contractors such inspection of the Project as the Township shall deem appropriate. No change order shall be issued with respect to the approved plans and specifications without prior written approval of the Township, such approval not to be withheld unreasonably.

Section 3. **DEWATERING.** If the Project requires dewatering, the Developer agrees that the Developer alone, at the Developer’s sole cost, is responsible for any negative impact caused by Project dewatering including, but without limitation, the drying of lakes, streams, or ponds or the quantity, quality and taste of the well water supply of any lands. No Project shall be transferred to the Township, and the Township will not approve any Project or accept ownership thereof, unless and until the Township is satisfied that all negative impact to well water supplies, or bodies of water, caused by the Project have been fully and satisfactorily corrected. The Township may require written documentation from the owner of lands whose well water supply, or body of water, has been affected by Project dewatering that such land owner is satisfied with his/her/their well water supply, or body of water, if the lands have not been connected to the public water system. In the event of a disagreement between the Township and the Developer as to whether a particular well or body of water has been adversely affected by the Project, the Township’s engineer shall make a written determination and this determination shall be final and binding on the Township and the Developer.

Section 4. **COMPLETION OF THE PROJECT.** The Project shall be completed and made available to the Township for final inspection and approval no later than the Completion Date. Upon completion of the Project and after final inspection and written approval by the Township, such approval not to be withheld unreasonably, the Project shall be transferred by the Developer, in consideration of this Development Contract, to the Charter Township of Gaines and the Township of Byron, jointly, (together the "Townships") pursuant to the Townships standard form Warranty Bill of Sale.

The Township shall not be obligated to approve the Project or accept ownership thereof unless and until the Township is satisfied the Project has been constructed in accordance with the approved plans and specifications and in a good and workmanlike manner and, further, that the Project meets all quality standards and tests which would apply and be conducted if the Township itself acquired and constructed the Project. In addition, the Township shall not be obligated to approve the Project and accept ownership thereof unless and until all of the restoration has been fully completed.

Prior to approval of the Project and acceptance of ownership thereof, the Township shall receive from the Developer such waivers of lien, affidavits and other documentation as the Township shall reasonably deem necessary to be assured that all contractor(s) and all pipe, equipment and other suppliers in connection with the Project have been paid in full and that there are no liens or other unpaid obligations outstanding with respect to the Project.

The Township also reserves the right to require, prior to approval of the Township and acceptance of ownership thereof and at the cost of the Developer, a written opinion from the Developer's consulting engineer that the Project has been constructed and completed in accordance with the approved plans and specifications.

If the Contract Face Pages require that the Developer provide an irrevocable letter of credit prior to commencement of construction in order to guarantee completion of the Project by the Completion Date, this irrevocable letter of credit shall be issued by a bank having an office in Kent County in favor of the Township in the amount shown on the Contract Face Pages. The letter of credit to be provided shall be in such form and with such provisions as the Township shall reasonably require.

The Project shall not be connected to the Township's sewer and/or water systems unless and until the Township has completed its final inspection and approved the Project in writing. If the Developer desires to connect the Project to the water and/or sewer systems in advance of this final inspection and written approval, the Developer shall provide to the Township an irrevocable letter of credit issued by a bank having an office in Kent County in favor of the Township in such amount as the Township shall reasonably determine is necessary to pay all costs and expenses related to completing the Project. The letter of credit to be provided shall be in such form and with such provisions as the Township shall reasonably require.

No portion of the Development shall be connected to the Project until the Project has been approved by the Township and the ownership of the Project has been dedicated and conveyed jointly to the Charter Township of Gaines and the Township of Byron in the manner provided by these Contract Terms.

The Developer shall cooperate with the Township at all times, whether before or after the conveyance of the Project to the Township, and to the fullest extent with all Project contract and warranty claims deemed necessary by the Township to be made or filed against the Developer's contractor.

If the Project is not completed by the Completion Date, the Township shall have the right to complete the Project at the Developer's expense and to pay the full cost of such completion by making a draw or draws against the Developer's letter of credit. The Developer shall reimburse the Township for all costs incurred in completing the Project including, but without limitation, engineering, third party contractors and the charges of Township personnel necessary to supervise the completion of the Project. To the extent the Township costs to complete the Project are not fully paid by a draw or draws on a letter of credit, the Developer shall pay such amounts to the Township on demand. Amounts not paid on demand shall bear interest at a rate of 1% per month or fraction of a month that the amount remains unpaid.

Section 5. **INSURANCE.** Beginning as and when construction of the Project is commenced, and continuing at all times while the Project or any part thereof is under construction, the Developer and/or its contractor(s) shall continuously carry and maintain the same insurance coverage which is routinely required by the Township with respect to the construction of its own water and sewer projects. The Charter Township of Gaines, the Township of Byron and their respective Township Board members, officers, agents, employees and Township engineers (together, the "Additional Insured's") shall all be named as additional insured under such insurance, and such insurance shall also provide that it is the primary source of coverage for all such parties named as additional insured's with respect to the Project and the acts of omission of the Developer and its contractor(s) related thereto.

Certificate(s) evidencing the acquisition of all insurance required by this section and that such insurance is in full force and effect shall be deposited with the Township before construction of the Project is commenced. The Developer shall furnish, or cause to be furnished, upon request of the Township, certified copies of all policies required pursuant to this section as well as all amendments and renewals. All insurance policies required pursuant to this section shall contain a provision that they are non-cancelable and not subject to material modification by the insurer except upon 30 days' prior written notice to the Township. At least 30 days prior to the expiration or cancellation of any such insurance policy, there shall be furnished to the Township evidence satisfactory to it that the policy has been renewed or replaced by another policy. Construction of the Project shall not commence unless and until the Township has approved the insurance required to be provided by the Developer and its contractor(s) pursuant to this section in writing, such approval not be withheld unreasonably.

With respect to the Project, the Developer agrees to indemnify the Townships and all of the other Additional Insured's named in the first paragraph of this section, from and against any and all claims, costs, actions, causes of action, liability, judgments, losses, or expenses (including reasonable attorney's fees and other expense of defense) resulting from or caused by the acts or omissions of Developer or its contractor(s) in acquiring, constructing and completing the Project or with respect to the legal title to the Project, including all necessary easements, rights of way and interests in land required for the Project.

Section 6. **CONNECTION CHARGES/RATES.** The Developer shall pay all availability fees and trunkage fees in the amounts and in the manner set forth on the Contract Face Pages. The Developer shall pay all rates and charges imposed by the Township pursuant to the applicable rate ordinance or rate resolution with respect to the Project on such terms and provisions as are provided in that rate ordinance or rate resolution. The Township shall be entitled to establish such water rates and/or sewer usage rates as the Township deems appropriate. The Developer will reimburse the Township for the costs of sanitary sewer and watermain construction permit submittals, Township Engineer and staff review of plans, and construction inspection performed by the Township or the Township's duly authorized representative. The fact the Developer has installed the Project at its expense shall not excuse the Developer or any party owning or utilizing lands and premises within the Development served by the Project or any part thereof from being obligated to pay water and sewer rates and charges or any other charges levied by the Township generally against water and/or sanitary sewer customers.

Section 7. **TOWNSHIPS' UTILIZATION OF THE PROJECT.** As and when the Project has been transferred to the Townships pursuant to the Warranty Bill of Sale referred to in Section 4 above, the Project shall become part of the Townships' water and/or sewer system, as the case may be, and may be utilized by the Townships in such manner as the Townships utilize other portions of their water and sewer systems. Without limiting the generality of the preceding sentence, the Townships may connect other water and/or sewer customers to the Project and may also connect water and/or sewer extensions to the Project and connect additional customers to those extensions, all without any obligation to make any payment or reimbursement to the Developer on account of the Developer having constructed the Project at the Developer's expense, unless there is a written agreement to the contrary set forth in the Contract Face Pages or otherwise.

Section 8. **ZONING AND OTHER APPROVALS.** Approval and execution of this Development Contract by the Township does not constitute or imply that the Developer has received or will receive from the Township or any other applicable governmental entity any or all land use, zoning and/or any other approvals from the Township which are required for or applicable to the Development under applicable Township ordinance or law and the Township makes no guarantee to the Developer that any of such approvals will be granted by the Township. The Developer at Developer's sole risk and expense is required to obtain from the Township or other applicable governmental entity all such applicable land use, zoning and/or other approvals for the Development before proceeding with the construction of the Project.

Section 9. **THIRD PARTY BENEFICIARY.** In consideration of the joint ownership by the Townships of the sanitary sewer and water systems located in the Township, the Township of Byron shall be a third-party beneficiary of this Development Contract and entitled to enforce the terms hereof in accordance with applicable law.

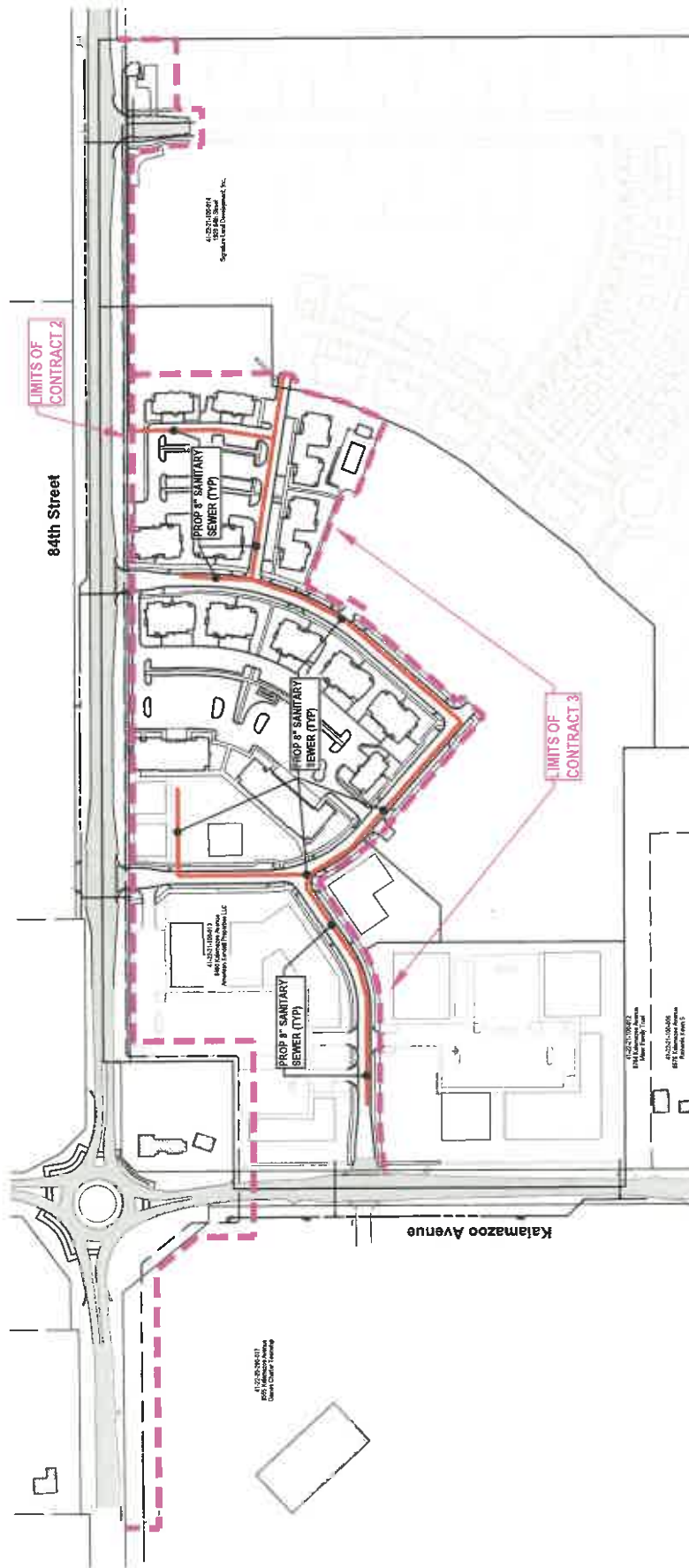
Section 10. **DEFINED TERMS.** All capitalized terms not otherwise defined in these Contract Terms shall have the meanings assigned thereto in the Contract Face Pages.

Section 11. **MISCELLANEOUS.** Neither this Contract nor any rights under it may be assigned nor may any duty be delegated without the prior written consent of the non-assigning or non-delegating party. Any attempt to assign or delegate rights or duties without prior written consent shall be void. This Contract shall inure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assigns.

All notices and other documents to be served and transmitted hereunder shall be in writing and addressed to the respective parties hereto at the addresses stated on the Contract Face Pages or such other address or addresses as shall be specified by the parties hereto from time to time and may be served or transmitted in person or by ordinary or certified mail properly addressed with sufficient postage. This is an integrated contract. It contains the full understanding of the parties and supersedes all other understandings, agreements or conditions, written or oral, regarding the subject matter of this Contract. This Contract has been executed in the State of Michigan and shall be governed by Michigan law, except as to matters pertaining to choice of law. The waiver by any party hereto of a breach or violation of any provision of this Contract shall not be a waiver of any subsequent breach of the same or any other provision of this Contract. If any section or provision of this Contract is unenforceable for any reason, the unenforceability thereof shall not impair the remainder of this Contract, which shall remain in full force and effect. It is contemplated that this Contract will be executed in multiple counterparts, all of which together shall be deemed to be one contract. The captions in this Contract are for convenience only and shall not be considered as part of this Contract or in any way to amplify or modify the terms and provisions hereof. This Contract shall be enforceable only by the parties hereto and their successors in interest by virtue of an assignment which is not prohibited under the terms of this Contract and, with the exception of specified third party beneficiaries, no other person shall have the right to enforce any of the provisions contained herein. No amendment, modification or waiver shall be effective unless in writing and signed by both parties. All rights and remedies set forth in this Contract are cumulative and are in addition to any other legal or equitable rights and remedies.

[END OF CONTRACT TERMS]

SANITARY SEWER



CONTRACT 3 - SANITARY SEWER
 2,550 LF OF 8" SANITARY SEWER
 NOT ELIGIBLE FOR PAYBACK
 NOT ELIGIBLE FOR OVER SIZING

Prairie Wolf Station (Contract 3)

EXHIBIT "B"

GAINES TOWNSHIP, KENT COUNTY, MI

DRAWN BY: DWD

CHECKED BY: RUB

DATE: 03/17/2025

PRJ NO: 20400781

2 OF 2



www.nederveld.com • 800.222.1882
 Grand Rapids
 271 Grandville Ave., Suite 302
 Grand Rapids, MI 49503



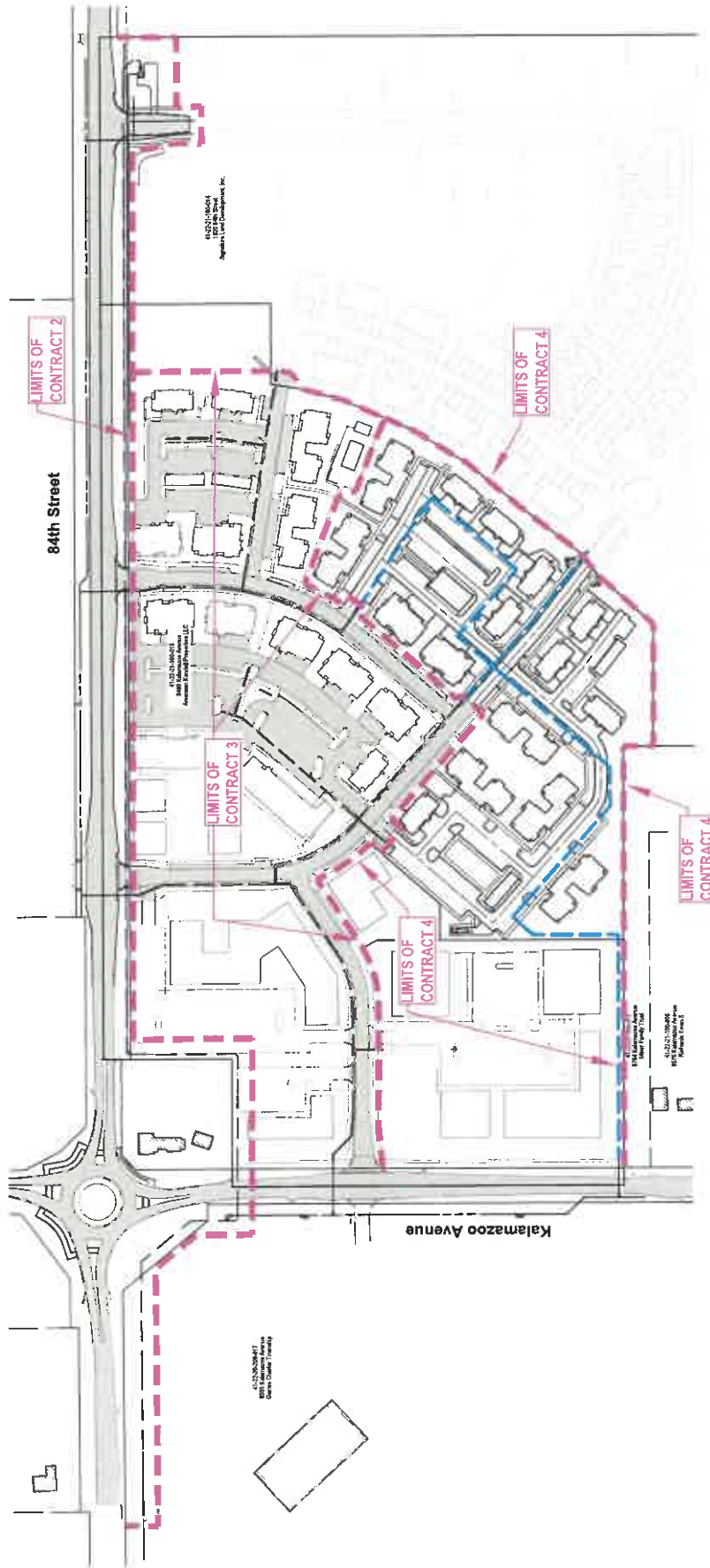
Exhibit C - Oversizing

March 14, 2025

Prairie Wolf Station - Contract 3

PROP 12"

WATERMAIN OVERSIZING ITEMS 16" to 12"			PROP 12"			
	QUANTITY	UNIT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1. 16" Ductile Iron (Class 53) Watermain including pressure testing, chlorination and sampling as required by BGUA. Trench spots - see note 2 below	865	L.F.	198.00	\$171,270.00	158.00	\$136,670.00
2. 16" Valve and Box	1	Each	12,000.00	\$12,000.00	4,500.00	\$4,500.00
3. 16" x 16" x 8" Tee	2	Each	2,700.00	\$5,400.00	1,400.00	\$2,800.00
4. 16" x 16" x 6" Tee	2	Each	2,425.00	\$4,850.00	1,325.00	\$2,650.00
5. 16" bend	6	Each	2,125.00	\$12,750.00	2,125.00	\$12,750.00
6. 16" Sleeve	2	Each	2,065.00	\$4,130.00	1,200.00	\$2,400.00
Sub-Total for Watermain Oversizing Items 16" To 12"				\$210,400.00		\$161,770.00
						\$48,630.00



CONTRACT 4 - WATERMAIN	769
1,548 LF OF 12" WATERMAIN	LF OF 8" WATERMAIN
NOT ELIGIBLE FOR PAYBACK	NOT ELIGIBLE FOR PAYBACK
NOT ELIGIBLE FOR OVER SIZING	NOT ELIGIBLE FOR OVER SIZING

EXHIBIT D

PRJ NO: 20400701

1 OF 2

CHECKED BY: RJB DATE: 03.17.2025





MEMO

Staff Communication

DATE: July 7, 2025
TO: Gaines Charter Township Board of Trustees
FROM: Rod Weersing, Township Manager
RE: DNR – Mutual Aid Agreement

SUMMARY OF TOPIC:

The Michigan Department of Natural Resources – Forest Resources Division has reached out to the Kent County Fire Chief’s Association and requested that the fire departments in the County participate in a Cooperative Mutual Aid Fire Control Agreement. The Fire Chief and I have reviewed the agreement and believe that it would be beneficial to have it in place if the Township ever experienced a major timber, grass, or wildland fire. If such an event were to take place, the DNR has specialized equipment and personnel available that would be helpful in suppressing the event.

There is no cost to the Township to participate in this Mutual Aid Agreement. By signing this agreement, it would provide the Gaines Charter Township Fire Department with another agency, in addition to those that the department is currently working with under a Mutual Aid Agreement, to help protect the Township residents and their assets.

FINANCIAL IMPACT:

None

BUDGET ACTION REQUIRED:

None

STAFF RECOMMENDATION:

Staff recommends that the Board approve this Cooperative Mutual Aid Fire Control Agreement and authorize the Township Manager and Fire Chief to execute the document.



COOPERATIVE MUTUAL AID FIRE CONTROL AGREEMENT

This Agreement is authorized 1967 PA 7, and Part 515 of Act 451 of 1994, as amended

Gaines Charter Township Fire Department

Name of Fire Organization

3471 68th St SE

Address

Caledonia, MI 49316

City, State and Zip Code

Kent

County

ken.vanhall@gainestownship.org

E-mail Address

Federal ID #

Gaines Charter Township

Governing Unit or Board

(616) 541-0119

Telephone

04110

Fire Department Number

This Cooperative Agreement made this _____ day of _____ by and between

_____. (Governing Agency Unit or Board),
hereinafter referred to as the Cooperator; and the Michigan Department of Natural Resources (DNR), Forest Resources Division (FRD),
hereinafter referred to as the DNR, is entered into for the purpose of:

- (1) Placing Federal Excess Personal Property (FEPP) for local fire department's use.
- (2) Placing Department of Defense (DoD) Firefighter Program Property for local fire department's use.
- (3) Providing the closest possible cooperation on mutual objectives.
- (4) Lending effective support when either organization is committed to or beyond its capacity.
- (5) Defining purposes and responsibilities of the respective organization.
- (6) Providing purchase authority to the Cooperator through the Federal Defense Logistics Agency (DLA) Fire Equipment catalog.

WITNESSETH:

WHEREAS: The control of timber, grass, and wildland fires is essential to an effective wildland fire control program.

WHEREAS: The Cooperator is actively engaged in the prevention and suppression of all fires.

WHEREAS: It has been determined to be advantageous to the DNR, in the proper discharge of its responsibilities, to make certain equipment available to the Cooperator for rural fire control.

PART I – FEDERAL EXCESS PERSONNEL PROPERTY

NOW THEREFORE, the parties to this Agreement do hereby agree as follows:

THE DNR AGREES:

- (1) To assist the Cooperator in providing reasonable basic protection from uncontrolled fires occurring in natural cover fuels and to conduct a prevention program to reduce the number of such fires.
- (2) To dispatch equipment and personnel to fires when available, and upon request from the Cooperator.
- (3) To immediately advise the Cooperator when the DNR becomes aware of any burning or threatened structure within the Cooperator's protection area.
- (4) The title to all accessories, tools, equipment, and sirens provided by the Cooperator which are added to FEPP equipment provided by the DNR will remain with the Cooperator and the Cooperator may remove same prior to returning the equipment to the DNR.
- (5) To extend benefits of the Federal-State "Cooperative Fire Control Agreement" to enable the Cooperator to purchase firefighting equipment and supplies through the DLA Fire Equipment Catalog.

THE COOPERATOR AGREES:

- (1) To dispatch a crew with equipment when available, and upon request of the DNR, to any fire within their protection area, defined as the area within which the Cooperator is responsible for providing fire protection services, not to include mutual aid response to other fire departments.
- (2) Pay all invoices for equipment purchased through DLA. The DNR may require the Cooperator to send a copy of purchase orders for audit purposes.

- (3) The Cooperator, having equipment under the Federal Excess Personnel Property Program, must provide **personal liability and property damage insurance covering vehicles on loan to the Cooperator (required under the agreement with the federal government)**. Insurance coverage by the Cooperator will begin on the date the vehicle is received by the Cooperator. A copy of the current insurance certificate must be kept in the vehicle for inspection purposes. The Cooperator must notify the DNR immediately, in writing, of all damages, vandalism or theft of the federal excess property vehicle on loan under this agreement. The Cooperator must also report stolen federal excess property upon discovery to the DNR in writing and to local Law Enforcement authorities. If the Cooperator does not provide insurance on the vehicle, the vehicle **MUST** be returned to the DNR within thirty (30) days.
- (4) To make the equipment available for inspection, when requested, by a representative of the DNR.
- (5) The Cooperator cannot remove parts without written permission from the DNR.
- (6) The equipment may not be sold, junked, traded, or otherwise disposed of, but must be returned BY THE COOPERATOR to one of the DNR, FRD Repair Shops (Marquette in the Upper Peninsula, Gaylord in the Northern Lower Peninsula, or Rose Lake in the Southern Lower Peninsula), when a vehicle becomes surplus to the fire department's needs. Written notice is to be given to the local forest fire officer before the vehicle is returned.
- (7) Any vehicle provided will not be loaded beyond the manufacturer's recommended load capacity, and comply with the Michigan vehicle code.
- (8) All vehicles provided will be equipped and operated in compliance with the Michigan Vehicle Code and Occupational Standards applicable to their use.
- (9) All vehicles provided will be housed and under the direct control of the fire department, and used for rural and wildland fire protection.
- (10) The Cooperator will notify the DNR immediately in writing in the event of an accident or death involving a vehicle on loan to the Cooperator.
- (11) A State of Michigan license plate will continue to be used on the equipment requiring a license.
- (12) The equipment will be painted DNR red to correspond with the Cooperator's fire equipment and marked with both the Cooperator's identifying decals, and a decal furnished by the DNR.
- (13) The equipment must be converted for use for fire control and placed in fire service within twelve (12) months from date of issue to the Cooperator.
- (14) To train their personnel in proper operation of any equipment provided.

IT IS MUTUALLY AGREED:

- (1) **Suppression.** When both agencies are represented at the same fire, the over-all supervisory responsibility shall lie with the agency concerned most directly with the object **actually on fire**. If both types of objects, i.e., structures and vegetation, are on fire simultaneously, each agency shall attend its normal responsibility, and/or play a supporting role to the other, based on a judgment decision as to the values involved or threatened. If immediate action is required, neither agency shall be limited because of the type of object which is burning.
- (2) **Training.** Each agency agrees to attend/participate/assist. in those portions of the other agency's training programs which have a bearing on the individual agency's efficiency to the extent personnel are available.
- (3) **Personal Protection.** DNR employees are not trained nor certified to wear self-contained breathing apparatus. DNR personnel must be advised by the Cooperator when atmospheric conditions are unsafe. DNR employees may work in support of the Cooperator under restricted conditions such as, but not limited to, up wind from the incident or in supply and transport.
- (4) DNR tractors are not intended to be used for purposes other than wildland fire suppressions.
- (5) **Other.** Each agency agrees to lend its support to programs of the other agency which will increase the public awareness of the hazard and destruction of fire and/or make the objectives of this Agreement possible.
- (6) **Employee Compensation.** Each entity is responsible for the compensation of its own employees.
- (7) This agreement constitutes the complete and exclusive agreement and understanding of the parties as it relates to this transaction. This agreement supersedes all other prior agreements, and all other communications between the parties relating to this transaction.
- (8) Each provision of this agreement is severable from all other provisions of this agreement and if one or more provisions of this agreement are declared invalid, the remaining provisions of this agreement remain in full force and effect.

Failure to comply with any part of the Agreement will result in the forfeiture of said equipment.

This Agreement is authorized under 1967 PA 7, Part 515 of Act 451 of 1994, as amended; the Federal Cooperative Forestry Assistance Act of 1978; and the Federal Property and Administrative Services Act of 1949.

PART II – DEPARTMENT of DEFENSE FIREFIGHTER PROGRAM PROPERTY

NOW THEREFORE, the parties to this agreement, in reference to DEPARTMENT of DEFENSE FIREFIGHTER PROGRAM PROPERTY TRANSFERRED UNDER 10 U.S.C §2576(b), ADMINISTERED BY THE UNITED STATES DEPARTMENT OF AGRICULTURE (USDA) - FOREST SERVICE.

THE COOPERATOR AGREES TO:

- (1) Request for transfer only DoD firefighting property that can be effectively made usable and put into service for fire fighting or emergency services.
- (2) Convert the equipment into acceptable fire control or emergency response unit within twelve (12) months from the time of acquisition.
- (3) Use the aforementioned equipment only for the suppression of wildfire and/or for other emergencies which threaten the loss of life or property.
- (4) Provide adequate storage and maintenance for the equipment and responsible for all operational cost and repairs.
- (5) Provide access to and the right to examine all records, books papers, or documents relating to the DoD Firefighting Property to the Forest Service, DoD Office of Inspector General, the Comptroller General of the United States, or his authorized representative, and the USDA, including its Office of Inspector General, or authorized representatives.
- (6) Maintain the equipment in the Cooperator's inventory, as well as maintain property records on the equipment for a minimum of five (5) years after acquisition of said property (i.e. registration, insurance, final disposal). Written permission from the DNR is required to dispose of property retained for less than five (5) years.
- (7) Make available the said equipment for periodic inspection by a duly authorized representative of the DNR until title has been transferred to the Cooperator.
- (8) Maintain the equipment in full readiness at all times.
- (9) Obtain and maintain liability insurance coverage for any vehicles in this agreement.
- (10) The equipment will be painted DNR Red, or to correspond with the Cooperator's fire equipment, and will have all of the Cooperator's identifying decals.
- (11) All vehicles must comply with all State and Federal regulations, as well as vehicle manufacturers loading restrictions.
- (12) Owners of Firefighter Program property will cooperate with Federal and State parties to ensure compliance in State and Federal regulations and program and property management requirements.
- (13) Accept title of said property in the Agency name, not an individual member of the agency.
- (14) Properly register the vehicle to the Cooperator, and provide appropriate license plate, once title has been transferred to the Cooperator.

THE DNR AGREES TO:

The State of Michigan will provide the Cooperator with documentation to transfer title of the above equipment, upon completion of conversion, with proof that the equipment has been placed into emergency service, and is properly insured.

This Agreement will be effective from the date of execution by the DNR – FRD, and will continue in force unless terminated by either party by thirty days (30) written notice to the other, provided, however, all of the provisions herein are complied with.

IN WITNESS WHEREOF, the parties by and through their duly qualified and acting officials have hereunto set their hands.

Cooperator – Governing Unit Signature

Date

Cooperator – Governing Unit (Print Name)

Ken Van Hall

Digitally signed by Ken Van Hall
Date: 2025.06.09 10:47:51 -04'00'

06/09/2025

Fire Chief Signature

Date

Ken Van Hall

Fire Chief (Print Name)

Michigan Department of Natural Resources Forest Resources Division

Date

GAINES CHARTER
TOWNSHIP
www.gainestownship.org

MEMO

Staff Communication

DATE: July 7, 2025
TO: Gaines Charter Township Board of Trustees
FROM: Rod Weersing, Township Manager
RE: Cummins Generator Planned Maintenance Agreement

SUMMARY OF TOPIC:

The Township Fire Stations are equipped with generators in the event of a power failure. Cummins has been performing the maintenance on the generators for many years. By signing a five-year planned maintenance agreement, the Township will be able to lock in the pricing for the five-year period.

FINANCIAL IMPACT:

None

BUDGET ACTION REQUIRED:

None

STAFF RECOMMENDATION:

Staff recommends that the Board approve the five-year Cummins Generator Planned Maintenance Agreement in the amount of \$5,601.80.



Planned Equipment Maintenance Proposal to Gaines Charter Township



To the attention of: Gaines Charter Township

Cummins provides best in class products and related services worldwide with the highest quality in the industry. We service more than Cummins engines and generators, and we’re pleased to offer you the following planned equipment maintenance proposal.

Cummins Available Planned Maintenance Services:

Cummins offers the following services - based on your selected packages these may or may not be included:

- System Inspections:** Batteries, controls, fuel systems, cooling systems, intake and exhaust systems, controls and accessories, aftertreatment basic run testing included in all Inspection Services.
- Oil & Coolant Analysis:** Sampling, included in all Inspection + Services, provides an overall snapshot of the equipment condition.
- Planned Maintenance:** Clean filters and oil changes included in Full Service keeps your product ready to run.
- Load Bank Testing:** Prevents wet stacking in diesel engines. In all units load bank testing applies controlled load to the equipment to test for proper operation providing peace of mind.
- Transfer Switch & Switchgear:** Cummins takes care of your whole system.
- Cummins Branded Parts:** Maintenance always includes Cummins Genuine Parts where applicable.
- Warranty:** Best-in-Industry warranty is always included, with a variety of extended warranty options available on Cummins equipment.
- Digital Monitoring:** Cummins Acumen is a best in class remote monitoring solution for your products to ensure availability and minimize unexpected costs.
- Additional Available Services:** Winterization, oil extension programs, training and more can all be customized to your needs.

For additional information regarding Cummins available products and services, please contact your Sales Representative.

Pricing for Services:

This 5 year proposal has been customized for your equipment and operations as described here:

<u>Customer Information:</u>	<u>Contact Information:</u>
Gaines Charter Township	Name: Ken Van Hall
8555 KALAMAZOO AVE SE, CALEDONIA, Michigan, 49316-8270	Phone Number: 616-824-8896
Account Number: 1197587	Cell:
	Email: ken.vanhall@gainestownship.org



The package Custom Bundle includes the below services for this equipment:

Site Information:				Equipment Information:	
CUTLERVILLE FIRE DEPT 11 68TH ST SW GRAND RAPIDS, Michigan 49548 United States				Manufacturer:	Cummins Model
Access: Standard				Model:	Cummins Model
Access Notes:				Engine Serial Number:	
Service Branch:				Genset Serial Number:	I040695384
Cummins Sales & Service - Grand Rapids MI 3715 CLAY AVE SW GRAND RAPIDS, MI, Michigan 49548 United States				ATS Serial Number:	
				Quantity:	1
				Install Date:	
				Warranty Expiration Date:	
<u>Year 1</u>	Service Type	Frequency	Quantity	Unit Price	Extended Price
	Full Service	Annually	1	454.83	454.83
				Year 1 Total:	454.83
<u>Year 2</u>	Service Type	Frequency	Quantity	Unit Price	Extended Price
	Full Service	Annually	1	454.83	454.83
				Year 2 Total:	454.83
<u>Year 3</u>	Service Type	Frequency	Quantity	Unit Price	Extended Price
	Full Service	Annually	1	454.83	454.83
				Year 3 Total:	454.83
<u>Year 4</u>	Service Type	Frequency	Quantity	Unit Price	Extended Price
	Full Service	Annually	1	454.83	454.83
				Year 4 Total:	454.83
<u>Year 5</u>	Service Type	Frequency	Quantity	Unit Price	Extended Price
	Full Service	Annually	1	454.83	454.83
				Year 5 Total:	454.83

Price of Services per Unit: USD 2,274.15
Total Price of Services: USD 2,274.15



The package Custom Bundle includes the below services for this equipment:

<u>Site Information:</u>				<u>Equipment Information:</u>	
Dutton Fire Dept 3471 68th St SE Caledonia, Michigan 49316 United States				Manufacturer:	Cummins Model
Access: Standard				Model:	Cummins Model
Access Notes:				Engine Serial Number:	
Service Branch:				Genset Serial Number:	2323610
Cummins Sales & Service - Grand Rapids MI 3715 CLAY AVE SW GRAND RAPIDS, MI, Michigan 49548 United States				ATS Serial Number:	
				Quantity:	1
				Install Date:	
				Warranty Expiration Date:	
<u>Year 1</u>	<u>Service Type</u>	<u>Frequency</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Extended Price</u>
	Full Service	Annually	1	665.53	665.53
				Year 1 Total:	665.53
<u>Year 2</u>	<u>Service Type</u>	<u>Frequency</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Extended Price</u>
	Full Service	Annually	1	665.53	665.53
				Year 2 Total:	665.53
<u>Year 3</u>	<u>Service Type</u>	<u>Frequency</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Extended Price</u>
	Full Service	Annually	1	665.53	665.53
				Year 3 Total:	665.53
<u>Year 4</u>	<u>Service Type</u>	<u>Frequency</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Extended Price</u>
	Full Service	Annually	1	665.53	665.53
				Year 4 Total:	665.53
<u>Year 5</u>	<u>Service Type</u>	<u>Frequency</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Extended Price</u>
	Full Service	Annually	1	665.53	665.53
				Year 5 Total:	665.53

Price of Services per Unit: USD 3,327.65
Total Price of Services: USD 3,327.65

Year 1 Total:	USD 1,120.36
Year 2 Total:	USD 1,120.36
Year 3 Total:	USD 1,120.36



Year 4 Total:	USD 1,120.36
Year 5 Total:	USD 1,120.36
Total Agreement - PreTax:	USD 5,601.80

Notes:

Anything not specifically addressed above is not included.

Customer Responsibilities:

The Customer is responsible for operating the maintained equipment and shall perform all checks as described in the Operation and Maintenance Manual.

Proposal Considerations:

1. All work is planned from Monday to Friday on normal Business working hours – 8:00am to 5:00pm. Additional and off-hours work and billable amounts not listed in the above scope of work shall be based on current calendar year rates.
2. All pricing above is stated excluding any and all taxes.
3. This quotation is open for acceptance for 60 days after which both price and service delivery period will be subject to confirmation prior to acceptance of proposal.
4. The pricing in this quotation will remain the same over the duration of the term.
5. This proposal is offered in U.S. Dollar.
6. Payment terms for this quote are Pay as you go.

This maintenance proposal is expressly conditioned upon acceptance of the <https://www.cummins.com/regional-terms-and-conditions/powercare> of Cummins' Maintenance Agreement.

I appreciate your interest in working with Cummins and I thank you for your business. If you need any further assistance or clarification, please do not hesitate to contact me.

To accept this quotation as provided, please return a signed copy of this form or contact me for an electronically signable version.

Sincerely,

James Sweeney
Senior PEM Sales Executive - PG
ma872@cummins.com
www.cummins.com

Please return signed agreement to: ma872@cummins.com



Seller hereby agrees to sell to Buyer, and Buyer hereby agrees to buy from Seller. The foregoing product/ services upon the terms and condition set forth in the "Planned Equipment Maintenance Agreement Terms and Conditions" attached here to which are hereby incorporated here in reference.

Customer Approval (Quote ID Q-391044)

Approval Cummins Sales & Service - Grand Rapids MI

Name: _____

Name: _____

Title: _____

Title: _____

Signature: _____

Signature: _____

Date: _____

Date: _____

Generator

Planned Equipment Maintenance

INSPECTION



INTERVALS AVAILABLE: WEEKLY, MONTHLY, QUARTERLY, SEMI-ANNUALLY OR ANNUALLY

BATTERIES AND BATTERY CHARGER

- Visually inspect battery terminal connections
- Verify electrolyte level, vent caps of all cells in the starting battery system
- Visually inspect wiring, connections and insulation
- Record battery charging functions
- Record battery information
- Record battery condition test

FUEL SYSTEM

- Visually inspect ignition system (Natural Gas and Propane Only)
- Record primary tank fuel level
- Inspect engine fuel system for leaks
- Visually inspect all engine fuel hoses, clamps, pipes, components and fittings
- Visually inspect rupture/ containment basin
- Inspect day tank and controls (if applicable)
- Optional - fuel sample for laboratory analysis*

COOLING SYSTEM

- Record coolant level
- Visually inspect for coolant leaks
- Visually inspect drive belts condition
- Verify for proper coolant heater operation
- Record jacket water temperature
- Visually inspect fan, water pump, drives and pulleys
- Visually inspect all coolant hoses, clamps and connections
- Visually inspect radiator condition
- Visually inspect louver for damage
- Visually inspect fan hub and drive pulley for mechanical damage
- Record freeze point of antifreeze protection
- Record DCA level prior to changing coolant filter
- Optional - Coolant sample for laboratory analysis*

LUBRICATION SYSTEM

- Visually inspect engine oil leaks
- Visually inspect engine oil lines and connections
- Record oil level
- Optional - Oil sample for laboratory analysis*

GENSET CONTROLS AND ACCESSORIES

- Visually inspect all engine mounted wiring, senders and devices
- Visually inspect all control mounted components and wiring
- Verify all connecting plugs are tightened and in a good condition
- Visually inspect all accessory components and wiring
- Visually inspect and test lighting indicators

INTAKE AND EXHAUST SYSTEMS

- Visually inspect air filter and housing
- Visually inspect all engine piping and connections
- Record air cleaner restriction
- Visually inspect engine exhaust system for leaks
- Visually inspect rain cap
- Optional – Air filter replacement*
- Optional - Clean crankcase breather or replace filters*

GENERAL CONDITIONS

- Visually inspect governor linkage and oil level
- Visually inspect guards
- Visually inspect enclosure
- Visually inspect engine and generator mounts
- Verify emergency stop operation

TRANSFER SWITCH

- Visually inspect controls and time delay settings
- Verify function of exercise clock and record settings from controller
- Verify remote start control operation
- Record utility / source one voltage

AFTERTREATMENT (Upon request)

- Verify DEF level
- Record DPF restriction
- Visually inspect aftertreatment and controls

SWITCHGEAR (Upon Request)

- Inspection and Full Service quote available upon request.

FULL SERVICE

INCLUDES INSPECTION

OPERATIONAL & FUNCTIONAL REVIEW OF GENERATOR CRITICAL COMPONENTS

- Inspect engine cooling fan & fan drives for excessive wear or shaft wobble
- Check all pulleys, belt tensioners, slack adjusters & idler pulleys for travel, wear & overall condition
- Inspect / lubricate drive bearings, gear or belt drives, and other shaft connecting hardware

LUBRICATION OIL & FILTRATION SERVICE

- Change engine oil
- Change oil, fuel and water filters
- Post lube services operations of genset (unloaded) at rated temperature

* Additional Charge

Any additional repairs, parts, or service which are required will be brought to the attention of the owner. Repairs will only be made after proper authorization from the owner is given to Cummins. Any additional repairs, maintenance or service performed by Cummins or a Planned Equipment Maintenance Agreement holder will be at current Cummins labor rates.

Arc flash boundary and available incident energy shall be identified and marked on equipment being serviced or maintained.

MEMO

Staff Communication

DATE: July 7, 2025
TO: Gaines Charter Township Board of Trustees
FROM: Bob Terpstra, Supervisor
RE: Taste of Gaines

SUMMARY OF TOPIC:

TASTE OF GAINES! Taste of Gaines is a first-time community event created to celebrate and highlight the incredible restaurants, businesses, and people of Gaines Charter Township. The goal is to drive visibility and local support for Township businesses while providing an evening of fun and connection for families and residents.

Planned event highlights include 20+ local restaurants; beer and wine garden; local vendor booths; live DJ; bounce house; 50/50 raffle; public safety equipment on display; group dance instructions (not finalized); hot air balloon rides (not finalized); logo slide show; silent auction of items donated by local businesses; and sculpture display.

This type of event is designed to be funded by sponsors. Five sponsorship levels are proposed. The top level (\$5,000) will be exclusive for one sponsor; this will be the Presenting Sponsor. The remaining four categories will have a required sponsorship fee starting at \$250 and capping at \$2,500.00. Each sponsorship level will have its “perks,” with the Presenting Sponsor having the most perks, including prime banner placement, recognition by the DJ throughout the evening, a dedicated 10 x 20 booth, a full-page flyer insert or printed material option, and social media recognition across all platforms.

There is a vast amount of work required to “pull off” an event like this. The event will be collaborative effort between the Township, the Gaines Chamber of Commerce, and local businesses contributing financially, plus many volunteers. Pre-event requirements will include press releases; promotion; printed material; logistical support (parking/signage/trash collection/permitting/set-up and breakdown/etc.).

A tremendous amount of interest has already been expressed by local businesses. The before event planning, etc. will require funds before we have received sponsorship money. Because of this I am requesting an event budget of \$10,000.00. These funds will be used to

cover the cost of tents, tables, linens, bounce houses, entertainment, signage, market, vendor support, new additions (like ballon rides), and auction logistics.

FINANCIAL IMPACT:

Ideally, the total \$10,000 being requested will be recaptured via sponsorship fees. Alternatively, the Township's General Fund will be used to cover any expenditures not fully covered by sponsorship fees.

BUDGET ACTION REQUIRED:

None at this time. Should sponsorship fees fail to cover the required expenditures incurred during the planning stage, a budget amendment may be required at the end of this fiscal year.

STAFF RECOMMENDATION:

Staff recommends the Township Board approves expenditures related to the planning/developing stages of this event; not to exceed \$10,000.00.

MEMO

Staff Communication

DATE: July 3, 2025
TO: Gaines Charter Township Board of Trustees
FROM: Bob Terpstra, Supervisor
RE: "Taste of Gaines" Event

SUMMARY OF TOPIC:

The "Taste of Gaines" is an event that is being planned for September 27th. The event will bring in local businesses setting up booths so attendees can sample their "wares." The event will be a collaborative effort between the Township, Gaines Chamber, and local businesses. There is still much planning to do, and I will pass on detailed information in the near future.

"Local businesses" includes entities that offer alcoholic beverages. Any vendor who will be offering alcoholic beverages will be required to obtain a special events liquor license. To obtain this special license, the State of MI requires a "Local Governing Body Recommendation for Special License" be submitted. This poses a problem of sorts. Each vendor will need to obtain their own special events license, however participants have yet to be determined. Given we are less than three months from the event date, this will leave little time for participants to come before this Board to request our recommendation, then get that paperwork sent into the State so they may issue the special event license in a timely manner.

Given the timeline, I would like to request the Board grant the three elected officials, that are in the office regularly, permission to either recommend or not recommend a license be issued. Doing so will save the vendors a lot of time, as they will not have to come to this Board one by one.

Note the recommending/not recommending the special event liquor license is vastly different than recommending/not recommending a regular liquor license be issued. The form is less formal and requires little information, possibly because the license is good for that day only.

FINANCIAL IMPACT: NONE

BUDGET ACTION REQUIRED: NONE

STAFF RECOMMENDATION:

Staff recommends the Board grant the Supervisor, Clerk, and Treasurer the authority to jointly determine whether to recommend/not recommend the applicants as they come into the office to request our recommendation.

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.