

GAINES CHARTER

TOWNSHIP

Board of Trustees Meeting
8555 Kalamazoo Ave., SE
Caledonia, MI 49316
Township Board Room
Monday, August 11, 2025 ~ Time: 6:00 PM

1. **Opening Prayer ~ Supervisor, Bob Terpstra**
2. **Pledge of Allegiance**
3. **Call to Order and Attendance ~**
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. Community Policing Officer - July 2025 Report
[Community Policing Officer July 2025.pdf](#)
 - b. Building Department July 2025 Revenue Report
[Bldg. Dept Revenue Summary \(pg 1.\) Report - July 2025.pdf](#)
 - c. Gaines Charter Township Fire Department July 2025 Run Report
[2025_08_04_GTFD 2025 July Monthly Report.pdf](#)
 - d. Parks and Trails Draft Meeting Minutes
[P&TDraft Minutes June 17 2025.pdf](#)
[P&T Draft Minutes July 21 2025.pdf](#)
 - e. Township Focus: Think Globally, Act Locally
[ThinkGloballyActLocally.pdf](#)
8. **Scheduled Speakers**
 - a. Kent County Brownfield Authority
 - b. Natural Resources Inventory - Online Update
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. Zoning Ordinance Text Amendment - Allow Electronic Changeable Message Signs in Residential Zoning
- b. Township Code of Ordinances Section 22.136 - Multifamily Early Starts

11. **Consent Agenda**

- a. Draft Minutes - July 2025 Board Of Trustees Meetings
[Draft Minutes 07-14-2025.pdf](#)
[Draft Minutes 07-28-2025.pdf](#)

- b. Treasurer's May 2025 Financial Report
[TreasurersFinancialReport.pdf](#)

- c. July 2025 Check Registers

July 2025 General Ledger (101) Check Register	\$ 219,284.80
July 2025 Public Safety (205) Check Register	\$ 498,333.49
July 2025 Building Inspections (549) Check Register	\$ 1,301.41
July 2025 Water & Sewer (590&591) Check Registers	\$ 1,292,388.23
TOTAL	\$2,011,307.93
GeneralFund101July2025CheckRegister.pdf	
205PublicSafetyJuly2025CheckRegister.pdf	
BldgInspectionsJuly2025CheckRegister.pdf	
W&SJuly 2025 check register.pdf	

12. **New Business**

- a. Zoning Ordinance Text Amendment - Allow Electronic Changeable Message Signs in Residential Zoning
[Zoning Ordinance Amendment 24.80 ECM Signs in SR- Board Packet.pdf](#)
- b. Township Code of Ordinances - Section 22.136 - Multifamily Early Starts
[Code of Ordinance Section 22.136 Amendment-Board Packet.pdf](#)
- c. Prairie Wolf Station - PUD/Consent Judgement Site Plan Amendment
[PWS PUD Site Plan CJ Amendment-Board Packet.pdf](#)
- d. Blain Cemetery Water Expansion
[Memo - Blain Cemetery Water System Expansion.pdf](#)
[Blain Cemetery Water Expansion Estimate.pdf](#)
- e. Columbarium
[Memo - Purchase Additional Columbaria.pdf](#)
[Columbarium Layouts.pdf](#)
[Columbarium Layouts 2.pdf](#)
[Columbarium Windsor 48.jpg](#)
- f. The Rapids - Annual Contract Renewal
[Memo - Interurban Transit Partnership Renewal.pdf](#)
[Gaines Charter Township and The Rapid 25-26 \(002\).pdf](#)

- g. Fiscal Year 2026 Public Safety Special Assessment - Set Public Hearing
[Memo - set public hearing for Public Safety Special Assessment.pdf](#)
 - h. Township Office Business Hours
[Memo - Township Office Hours.pdf](#)
[Kent County Municipal Offices Hours.pdf](#)
 - i. Branding
[Branding memo from Bob - Memo \(1\).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: September 8, 2025
A second meeting may be necessary in August. If needed, it will be held on Monday, August 25th.

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****



Michelle LaJoye-Young

SHERIFF

Bryan Muir

UNDERSHERIFF

MONTHLY REPORT FOR JULY 2025

- Lost key report.
- Mental health order on Glen Creek.
- Assisted adult protective services on Old Lantern.
- Traffic stop for a road rage incident on Kalamazoo / 68th.
- False alarm at Consumers Credit Union.
- Enforced and cited parking violations on Rapids Drive.
- Met with Pine Rest on security.
- Assisted Dakota with zoning violations.
- Graffiti complaints at M-6/Kalamazoo, and Kalamazoo/60th.
- Arrested subject for retail fraud at Dollar General.
- Met with Legacy Christian regarding lockdown drills.
- Traffic stops/enforcement on 68th Street.
- Neighbor disputes on Piedmont Drive. Neighbors obtained personal protection orders against each other and report every violation. A condition of the PPO order is to not appear within sight of the protected person. Neighbors live a few residents away from each other and report PPO violation whenever the other neighbor drives by their house.
- Complaint at an AFC home where a witness reported a resident huffing an aerosol canister.
- Assist VICE unit on obtaining resident information at a Woodfield address.
- Assist Woodfield management about a medical incident.
- Placed two GPS units on vehicles that are driven by larceny suspects.
- Welfare check at abandoned homes at Brewer Park Apartments.
- Homicide/Suicide incident.



616.632.6100



701 Ball Ave NE, Grand Rapids, MI 49503



www.kentcountymi.gov/sheriff



- A caller reported a subject was near the abandoned homes at Brewer Park Apartments. Homes were not secured. Searched inside the home and was unable to locate a subject. Deputies were advised about it becoming a potential squatting location.
- Officer involved shooting on Fontenelle. Incident is under investigation by WYPD.
- Neighborhood meeting for Stevens Pointe.
- Mental health order for resident on Barry. Subject was transported to the hospital.
- Juveniles throwing rocks at mobile home on Faraday during the night. On going issue, night shift patrol had been informed to patrol if they're available.
- Citizen concerned with rental situation and asked questions.
- Aggressive dog complaint on Berrybrook Dr.
- Intoxicated subject was hallucinating and called to report a deceased subject in a tent. No evidence of this occurring. Incident happened on Manilla St.
- Traffic stop and driver was arrested for a suspended license, passenger was arrested for having warrants.
- Motorist assist 84th / Kalamazoo.
- Accident at 76th / Division.
- Stalking report near Eastern / 100th.
- Larceny of tools from maintenance vehicle on Saffron Ln.
- Arrested subject who trespassed at Meijer.
- Ordinance citation issued for truck near 84th / Hanna Lake.
- Assist with a fire investigation near Eastern / 79th.
- NNO planning.





Revenue Breakdown Report

Page: 1 of 30

08/01/2025

Filter: All Records, Transaction.DateToPostOn Between 7/1/2025 12:00:00 AM AND 7/31/2025 11:59:59 PM

Unit Totals

Unit Name	Records	Revenue
	234	45,109.50
TOTAL	234	45,109.50

Record Type Totals

Unit:	Records	Revenue
Name	4	80.00
Permit	230	45,029.50
UNIT TOTAL:	234	45,109.50

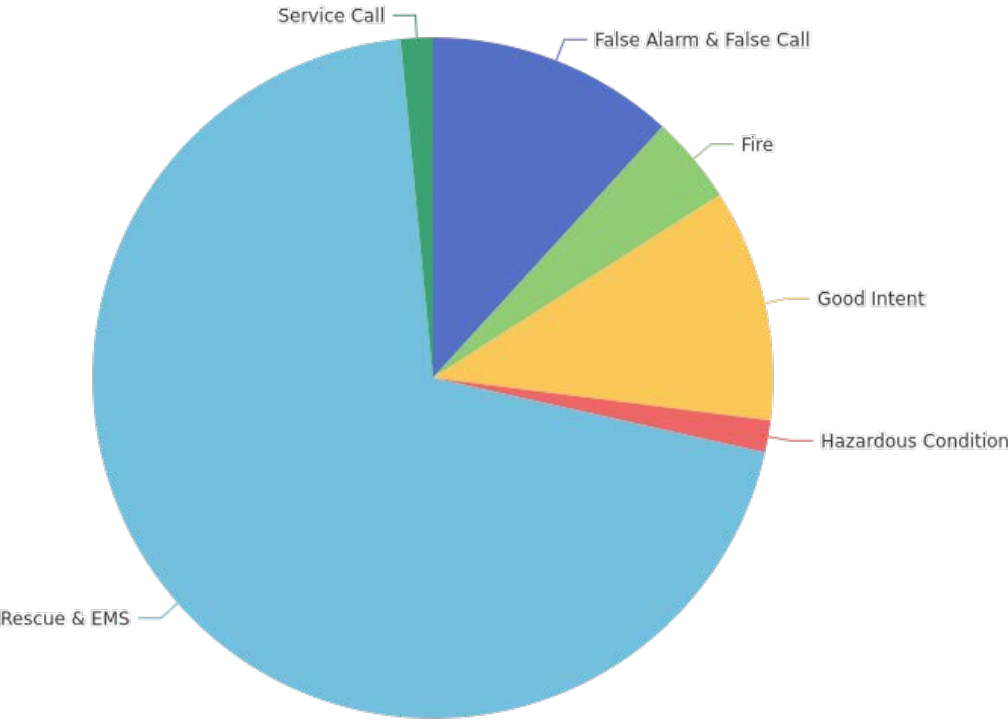
Record Type Breakdowns

Unit:	Records	Revenue
Record Type: Name		
	4	80.00
TOTAL:	4	80.00

Record Type: Permit	Records	Revenue
Air Conditioning Replacement	2	220.00
Building	36	15,525.00
Commercial Sign	1	130.00
Deck	1	130.00
Electrical	53	11,330.00
FIRE SUPPRESSION	1	192.00
Furnace Replacement	1	110.00
Mechanical	63	8,661.50
Plumbing	29	4,891.00
Residential Roofing	37	3,330.00
Storm Drain	3	255.00
Water Heater Replacement	3	255.00
TOTAL:	230	45,029.50



Incident Type Summary - Monthly



Incident Type Summary - Monthly

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



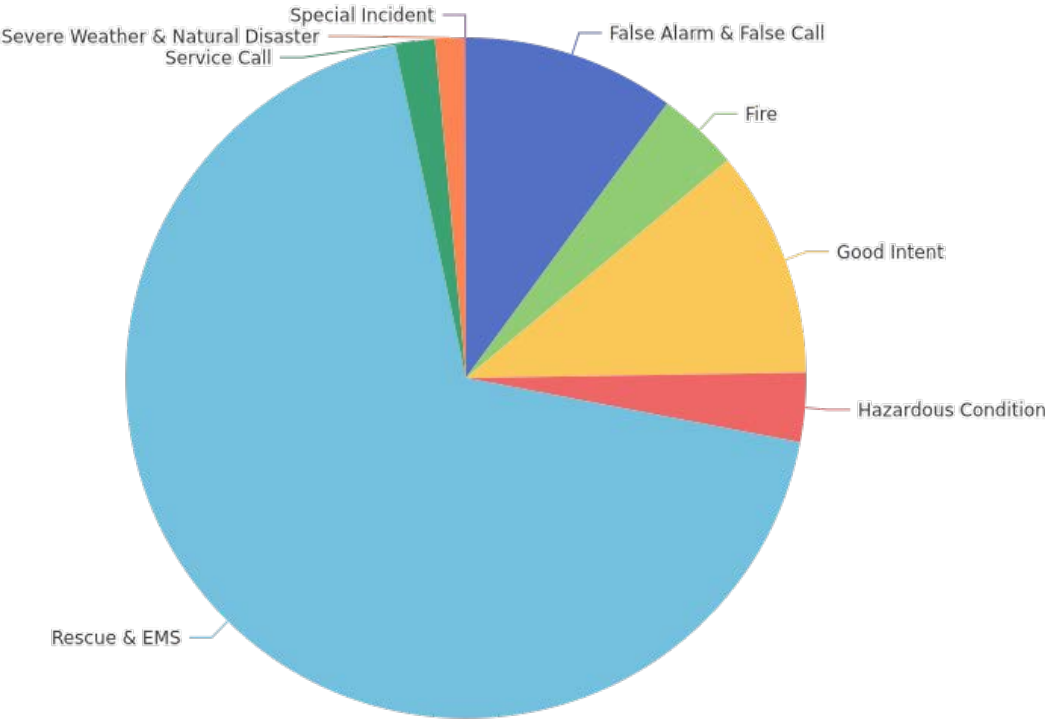
INCIDENT TYPE SERIES NAME	JUL 2025	TOTAL FOR MONTH	PERCENT
Rescue & EMS	184	184	69.96%
False Alarm & False Call	31	31	11.79%
Good Intent	29	29	11.03%
Fire	11	11	4.18%
Hazardous Condition	4	4	1.52%
Service Call	4	4	1.52%
Total	263	263	100.00%

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 2025-07-01 00:00:00 and 2025-07-31 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	JUL 2025	TOTAL YTD	PERCENT
False Alarm & False Call	31	24	21	18	26	36	31	187	10.08%
Fire	8	7	12	13	12	9	11	72	3.88%
Good Intent	28	36	24	25	35	23	29	200	10.78%
Hazardous Condition	8	8	16	4	11	10	4	61	3.29%
Rescue & EMS	223	172	165	152	198	179	184	1273	68.63%
Service Call	5	1	4	4	9	8	4	35	1.89%
Severe Weather & Natural Disaster	1		9	1	14	1		26	1.40%
Special Incident	1							1	0.05%
Total	305	248	251	217	305	266	263	1855	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 2025-07-31 00:00:00



Response Zone Summary Report - Monthly

RESPONSE ZONE	JUL 2025	TOTAL	PERCENT OF TOTAL
Byron Township	72	72	27.38%
Zone 1U	62	62	23.57%
Zone 4U	46	46	17.49%
Zone 2S	27	27	10.27%
Zone 7S	13	13	4.94%
Zone 3S	8	8	3.04%
Zone 6R	7	7	2.66%
Zone 5S	7	7	2.66%
Zone 10R	5	5	1.90%
Zone 11R	4	4	1.52%
Wyoming FD	4	4	1.52%
Zone 12R	3	3	1.14%
Byron Township FD	2	2	0.76%
Lowell Area FD	1	1	0.38%
Zone 8R	1	1	0.38%
Kentwood FD	1	1	0.38%
Total	263	263	100.00%

Criteria: PSAP Call Date/Time between 2025-07-01 00:00:00 and 2025-07-31 00:00:00



Response Zone Summary Report -YTD

RESPONSE ZONE	JAN 2025	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUN 2025	JUL 2025	TOTAL	PERCENT OF TOTAL
Byron Township		71	76	44	74	83	72	420	27.10%
Zone 1U		51	54	58	81	61	62	367	23.68%
Zone 4U		46	35	35	51	43	46	256	16.52%
Zone 2S		21	24	15	22	20	27	129	8.32%
Zone 3S		9	13	12	16	15	8	73	4.71%
Zone 7S		13	10	11	14	12	13	73	4.71%
Zone 5S		9	8	8	12	11	7	55	3.55%
Zone 10R		4	12	7	10	3	5	41	2.65%
Zone 6R		5	4	12	7	6	7	41	2.65%
Zone 12R		5		5	5	1	3	19	1.23%
Zone 11R			7	4	2		4	17	1.10%
Kentwood FD		6	1	1	6	2	1	17	1.10%
Zone 9R		4	2	1	2	2		11	0.71%
Zone 8R		2	1	1	1	3	1	9	0.58%
Byron Township FD		1	2	1	1	2	2	9	0.58%
Wyoming FD					1		4	5	0.32%
Caledonia Twp FD		1	1	1		1		4	0.26%
Leighton Twp FD			1	1		1		3	0.19%

Response Zone Summary Report -YTD

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

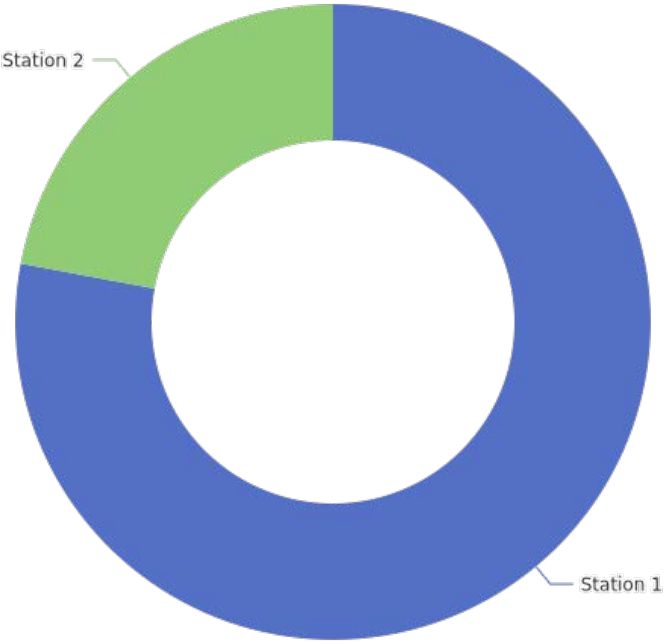


RESPONSE ZONE	JAN 2025	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUN 2025	JUL 2025	TOTAL	PERCENT OF TOTAL
Lowell Area FD							1	1	0.06%
(NULL)	305								0.00%
Total	305	248	251	217	305	266	263	1550	100.00%

Criteria: PSAP Call Date/Time between 2025-01-01 00:00:00 and 2025-07-31 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

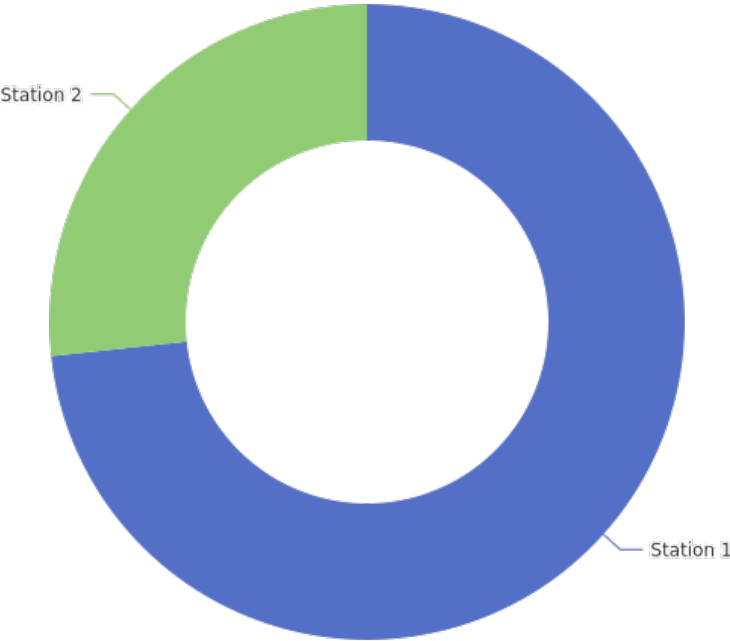


FIRE STATION	JUL 2025	INCIDENT COUNT	PERCENT OF TOTAL
Station 1	205	205	77.95%
Station 2	58	58	22.05%
Total	263	263	100.00%

Criteria: PSAP Call Date/Time between 2025-07-01 00:00:00 and 2025-07-31 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

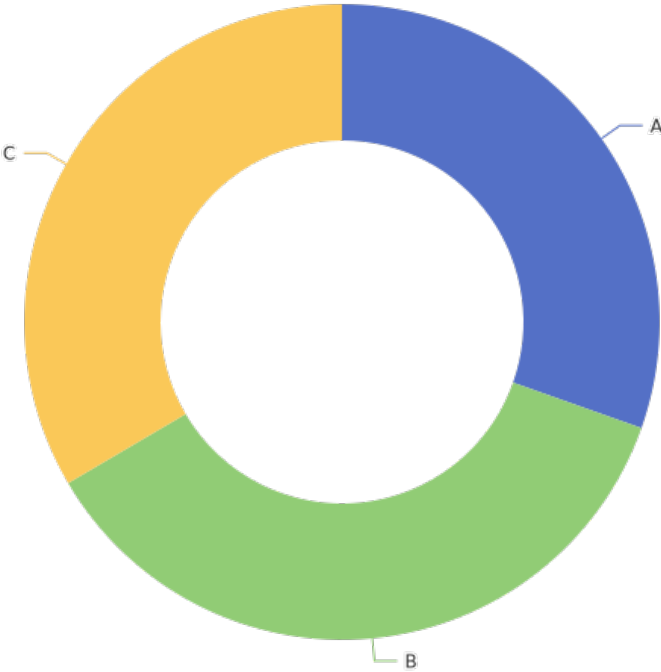


FIRE STATION	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUN 2025	JUL 2025	INCIDENT COUNT	PERCENT OF TOTAL
Station 1	177	172	146	231	205	205	1136	73.29%
Station 2	71	79	71	74	61	58	414	26.71%
Total	248	251	217	305	266	263	1550	100.00%

Criteria: PSAP Call Date/Time between 2025-02-01 00:00:00 and 2025-07-31 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

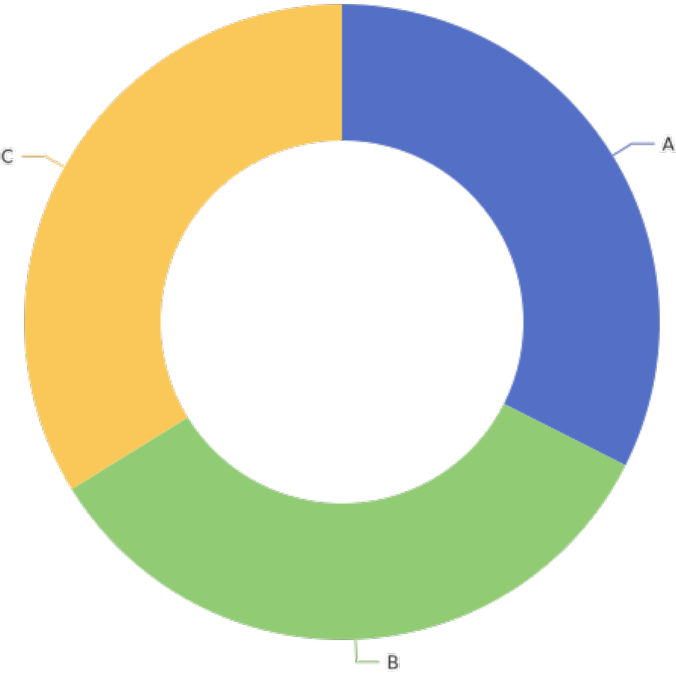


SHIFT NAME	JUL 2025	INCIDENT COUNT	PERCENT OF TOTAL
A	80	80	30.42%
B	95	95	36.12%
C	88	88	33.46%
Total	263	263	100.00%

Criteria: PSAP Call Date/Time between 2025-07-01 00:00:00 and 2025-07-31 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

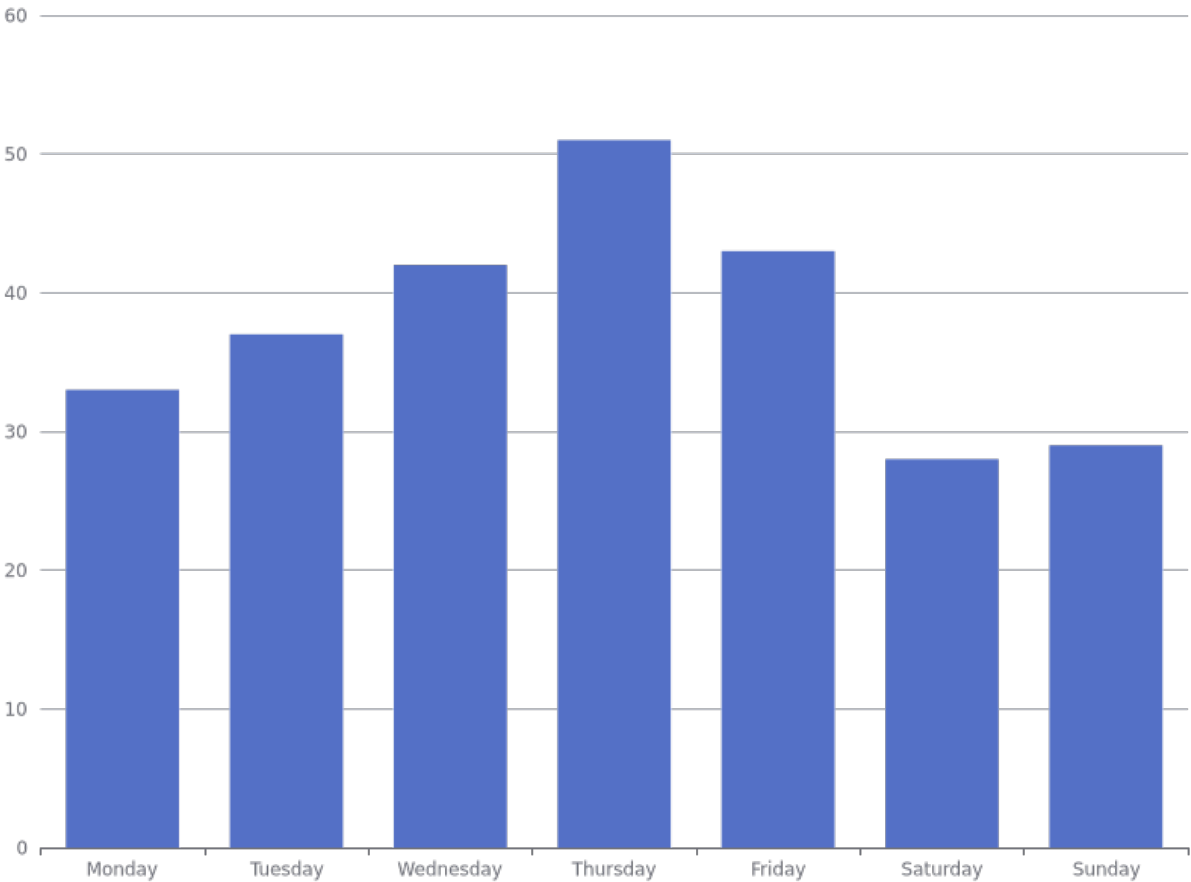


SHIFT NAME	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUN 2025	JUL 2025	INCIDENT COUNT	PERCENT OF TOTAL
A	72	93	77	88	93	80	503	32.45%
B	95	72	71	99	91	95	523	33.74%
C	81	86	69	118	82	88	524	33.81%
Total	248	251	217	305	266	263	1550	100.00%

Criteria: PSAP Call Date/Time between 2025-02-01 00:00:00 and 2025-07-31 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

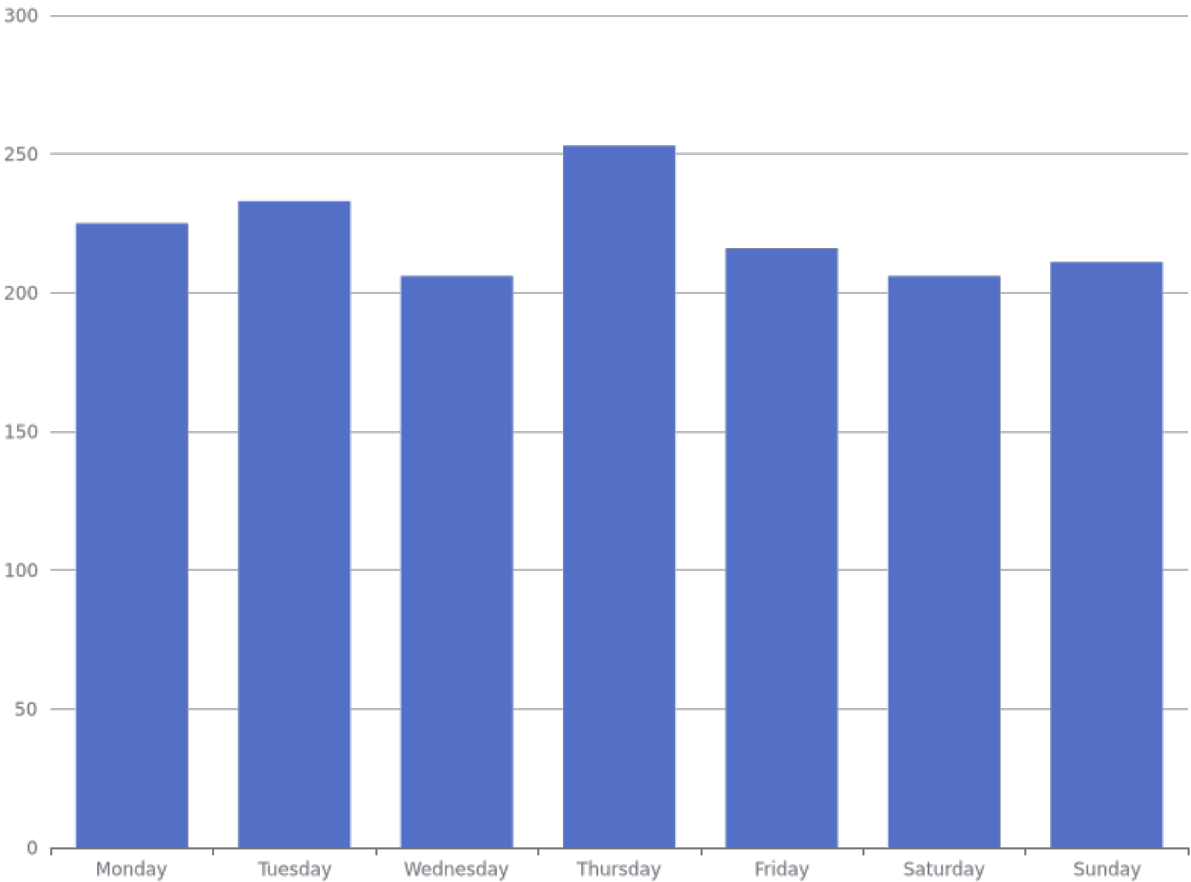


PSAP CALL DATE/TIME	JUL 2025	TOTAL
Monday	33	33
Tuesday	37	37
Wednesday	42	42
Thursday	51	51
Friday	43	43
Saturday	28	28
Sunday	29	29
Total	263	263

Criteria: PSAP Call Date/Time between 2025-07-01 00:00:00 and 2025-07-31 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

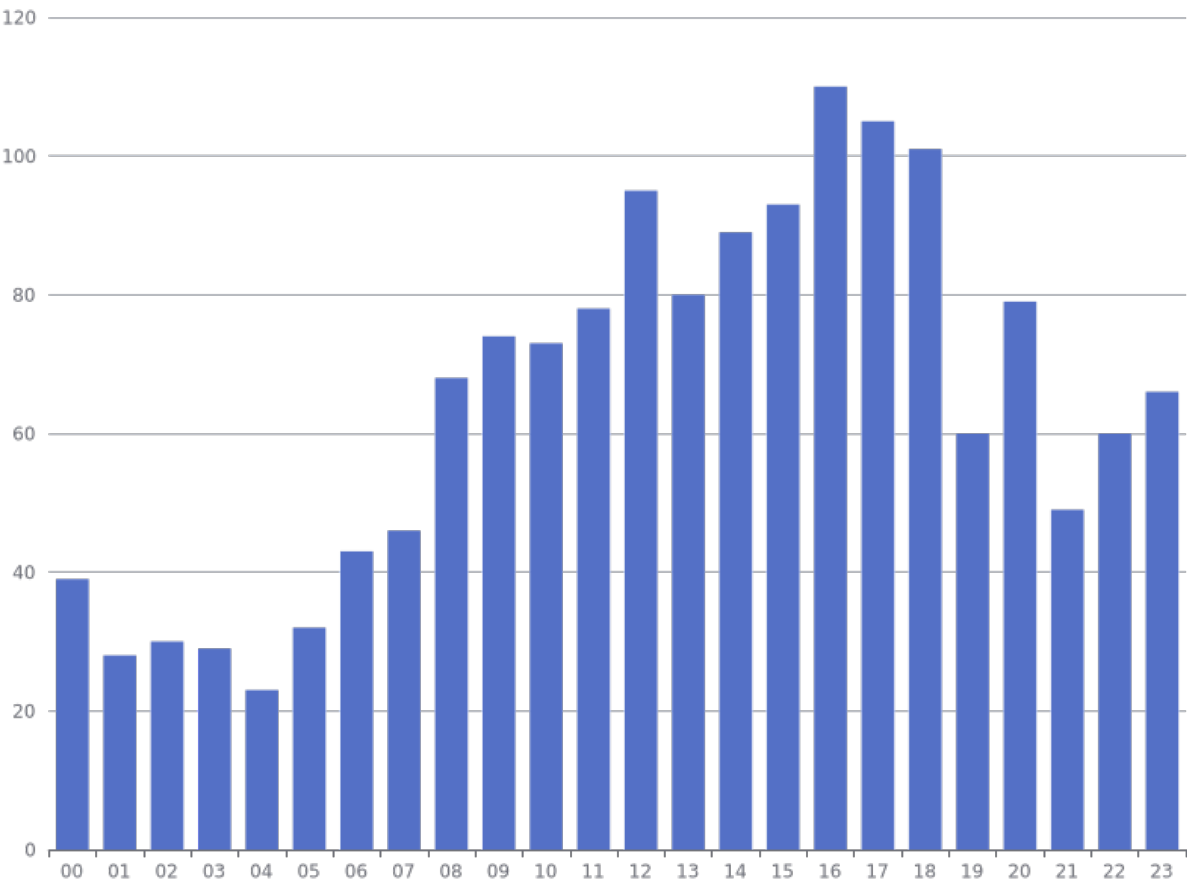


PSAP CALL DATE/TIME	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUN 2025	JUL 2025	TOTAL
Monday	32	43	28	44	45	33	225
Tuesday	48	31	44	33	40	37	233
Wednesday	30	35	35	32	32	42	206
Thursday	39	34	26	61	42	51	253
Friday	40	20	27	49	37	43	216
Saturday	29	36	32	49	32	28	206
Sunday	30	52	25	37	38	29	211
Total	248	251	217	305	266	263	1550

Criteria: PSAP Call Date/Time between 2025-02-01 00:00:00 and 2025-07-31 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	6	5	4	6	7	2	9	39
01	2	1	2	5	4	7	7	28
02	2	5	4	5	7	3	4	30
03	3	5	2	5	5	3	6	29
04	1	5	3	6	5	1	2	23
05	7	4	6	3	7	3	2	32
06	7	11	3	5	8	3	6	43
07	5	12	7	8	7	5	2	46
08	14	13	9	7	9	10	6	68
09	11	17	10	9	8	7	12	74
10	10	16	9	16	5	11	6	73
11	14	7	8	15	9	10	15	78
12	14	11	13	17	12	15	13	95
13	15	15	12	7	15	11	5	80
14	17	15	11	8	11	17	10	89
15	19	12	11	12	13	14	12	93
16	15	17	18	27	12	16	5	110
17	12	19	11	17	14	13	19	105
18	14	17	18	9	9	10	24	101
19	8	1	11	12	10	10	8	60

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

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

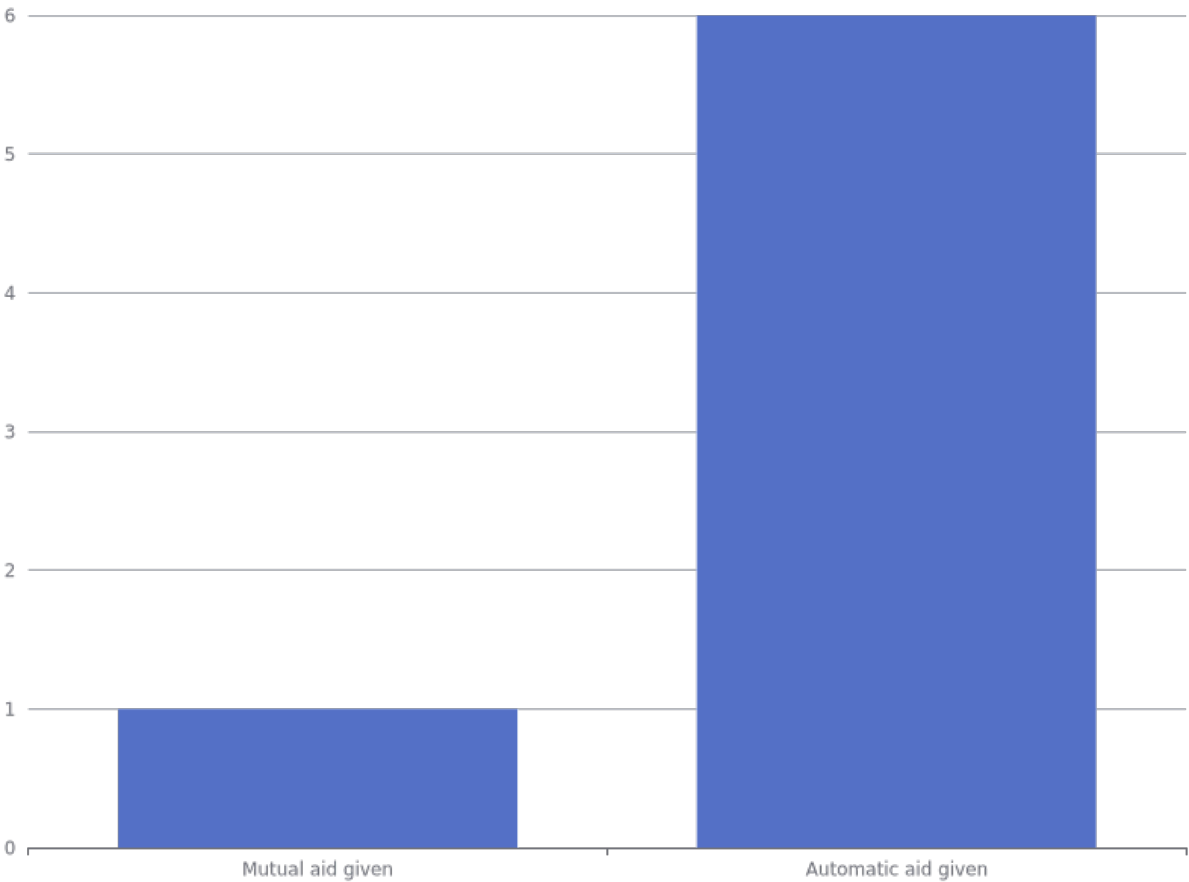


PSAP CALL DATE/TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	TOTAL
20	4	14	11	17	14	7	12	79
21	8	5	6	11	6	7	6	49
22	8	3	11	7	8	12	11	60
23	9	3	6	19	11	9	9	66
Total	225	233	206	253	216	206	211	1550

Criteria: PSAP Call Date/Time between 2025-02-01 00:00:00 and 2025-07-31 00:00:00



Aid Given (Auto/Mutual) - Monthly



Aid Given (Auto/Mutual) - Monthly

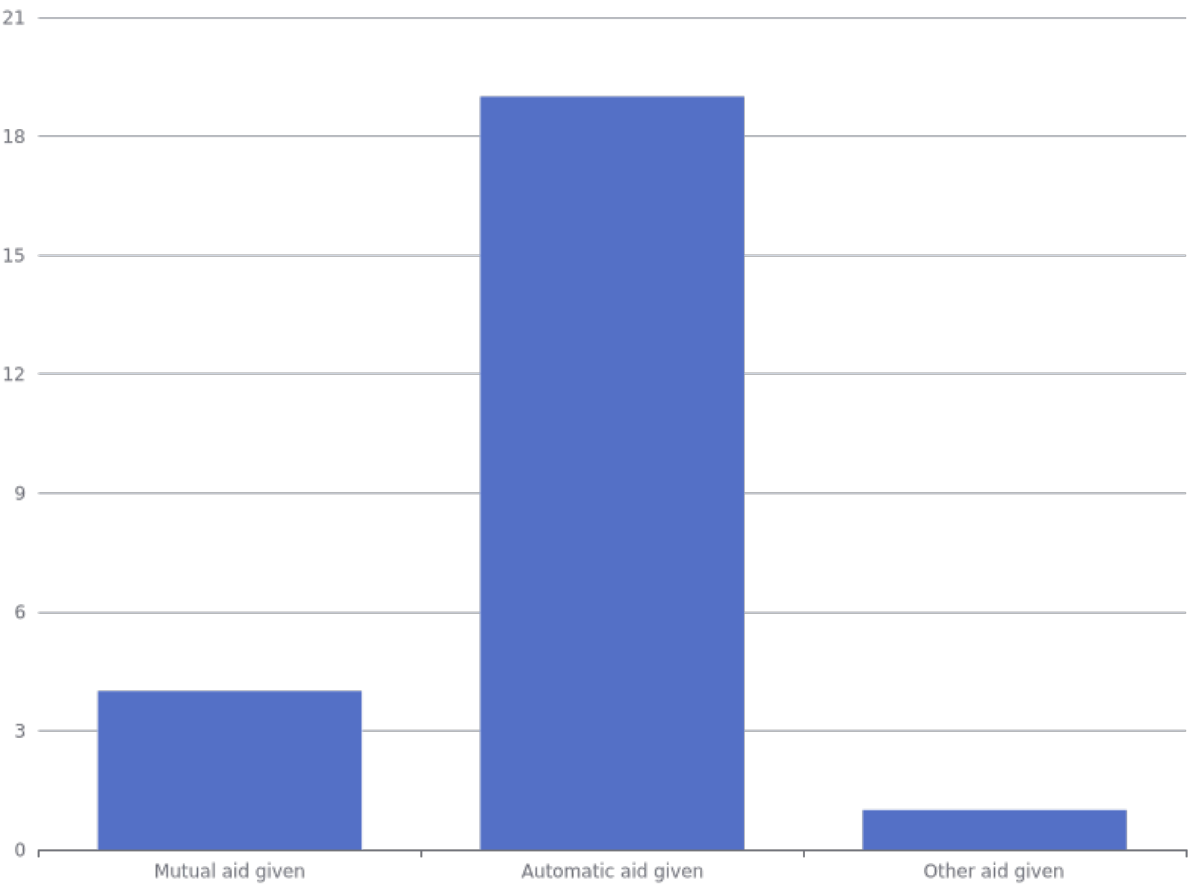
Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316



AID DEPARTMENT NAME	MUTUAL AID GIVEN	AUTOMATIC AID GIVEN	TOTAL
Byron Twp FD		1	1
Kentwood FD		1	1
Lowell Area Fire Department	1		1
Wyoming FD		4	4
Total	1	6	7



Aid Given (Auto/Mutual) - YTD



Aid Given (Auto/Mutual) - YTD

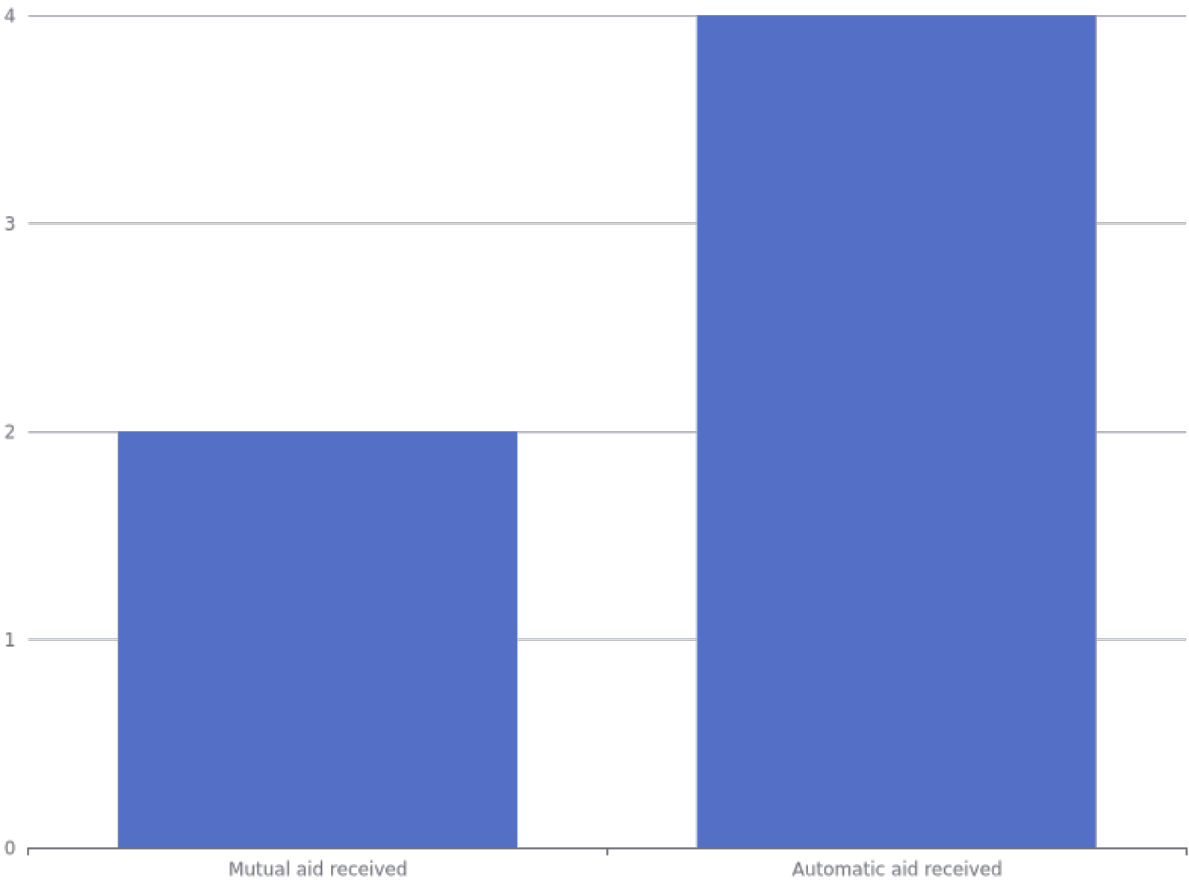
Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316



AID DEPARTMENT NAME	MUTUAL AID GIVEN	AUTOMATIC AID GIVEN	OTHER AID GIVEN	TOTAL
Byron Twp FD		3	1	4
Caledonia FD	1	2		3
Kentwood FD	2	7		9
Leighton Twp FD		2		2
Lowell Area Fire Department	1			1
Wyoming FD		5		5
Total	4	19	1	24



Aid Received (Auto/Mutual) - Monthly



Aid Received (Auto/Mutual) - Monthly

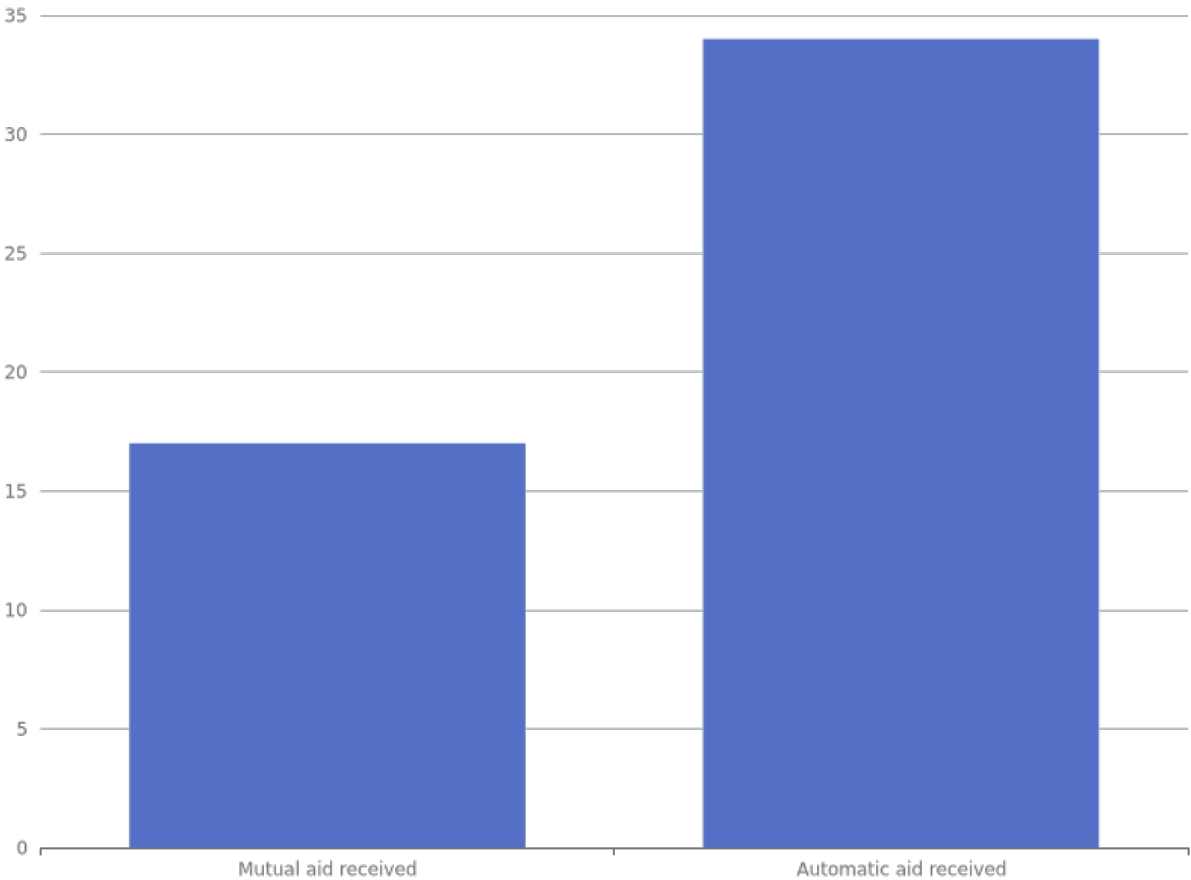
Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316



AID RECEIVED DEPARTMENT NAME(S) LIST	MUTUAL AID RECEIVED	AUTOMATIC AID RECEIVED	TOTAL
Byron Twp FD	1		1
Byron Twp FD, Kentwood FD		1	1
Caledonia FD	1		1
Kentwood FD		1	1
Kentwood FD, Wyoming FD		2	2
Total	2	4	6



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	6	1	7
Byron Twp FD, Kentwood FD		5	5
Byron Twp FD, Kentwood FD, Wyoming FD		1	1
Caledonia FD	5		5
Kentwood FD	5	18	23
Kentwood FD, Wyoming FD	1	4	5
Wyoming FD		5	5
Total	17	34	51



Aid Given Detail Report - Monthly

Byron Twp FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID TYPE
2025-07-30 17:02:43	651 - Smoke scare, odor of smoke	Station 1	Automatic aid given

Kentwood FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID TYPE
2025-07-10 17:03:01	561 - Unauthorized burning	Station 1	Automatic aid given

Lowell Area Fire Department

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID TYPE
2025-07-21 16:29:08	135 - Aircraft fire	Station 2	Mutual aid given

Wyoming FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID TYPE
2025-07-09 19:21:16	132 - Road freight or transport vehicle fire	Station 1	Automatic aid given
2025-07-11 07:42:29	322 - Motor vehicle accident with injuries	Station 1	Automatic aid given
2025-07-12 15:18:10	322 - Motor vehicle accident with injuries	Station 1	Automatic aid given
2025-07-20 00:24:38	324 - Motor vehicle accident with no injuries.	Station 1	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
2025-07-30 17:02:43	651 - Smoke scare, odor of smoke	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
2025-07-10 17:03:01	561 - Unauthorized burning	Station 1	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

Aid Given Detail Report - YTD

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



Lowell Area Fire Department

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID TYPE
2025-07-21 16:29:08	135 - Aircraft fire	Station 2	Mutual aid given

Wyoming FD

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
2025-07-09 19:21:16	132 - Road freight or transport vehicle fire	Station 1	Automatic aid given
2025-07-11 07:42:29	322 - Motor vehicle accident with injuries	Station 1	Automatic aid given
2025-07-12 15:18:10	322 - Motor vehicle accident with injuries	Station 1	Automatic aid given
2025-07-20 00:24:38	324 - Motor vehicle accident with no injuries.	Station 1	Automatic aid given



Aid Received Detail Report - Monthly

Byron Twp FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID RECEIVED TYPE	TOTAL MUTUAL AID PERSONNEL
2025-07-06 12:21:00	651 - Smoke scare, odor of smoke	Station 1	Mutual aid received	4

Byron Twp FD, Kentwood FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID RECEIVED TYPE	TOTAL MUTUAL AID PERSONNEL
2025-07-10 02:32:43	652 - Steam, vapor, fog or dust thought to be smoke	Station 1	Automatic aid received	6

Caledonia FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID RECEIVED TYPE	TOTAL MUTUAL AID PERSONNEL
2025-07-10 02:32:42	321 - EMS call, excluding vehicle accident with injury	Station 2	Mutual aid received	2

Kentwood FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID RECEIVED TYPE	TOTAL MUTUAL AID PERSONNEL
2025-07-25 00:59:54	651 - Smoke scare, odor of smoke	Station 1	Automatic aid received	3

Kentwood FD, Wyoming FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID RECEIVED TYPE	TOTAL MUTUAL AID PERSONNEL
2025-07-06 12:25:39	442 - Overheated motor	Station 1	Automatic aid received	9
2025-07-22 20:46:27	111 - Building fire	Station 1	Automatic aid received	7



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
2025-07-06 12:21:00	651 - Smoke scare, odor of smoke	Station 1	Mutual aid received	4

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
2025-07-10 02:32:43	652 - Steam, vapor, fog or dust thought to be smoke	Station 1	Automatic aid received	6

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

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
2025-03-05 08:12:09	541 - Animal problem	Station 2	Mutual aid received	4
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
2025-07-10 02:32:42	321 - EMS call, excluding vehicle accident with injury	Station 2	Mutual aid received	2

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
2025-07-25 00:59:54	651 - Smoke scare, odor of smoke	Station 1	Automatic aid received	3

Aid Received Detail Report - YTD

Gaines Charter TWP FD MI

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



Kentwood FD, Wyoming FD

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
2025-07-06 12:25:39	442 - Overheated motor	Station 1	Automatic aid received	9
2025-07-22 20:46:27	111 - Building fire	Station 1	Automatic aid received	7

Wyoming FD

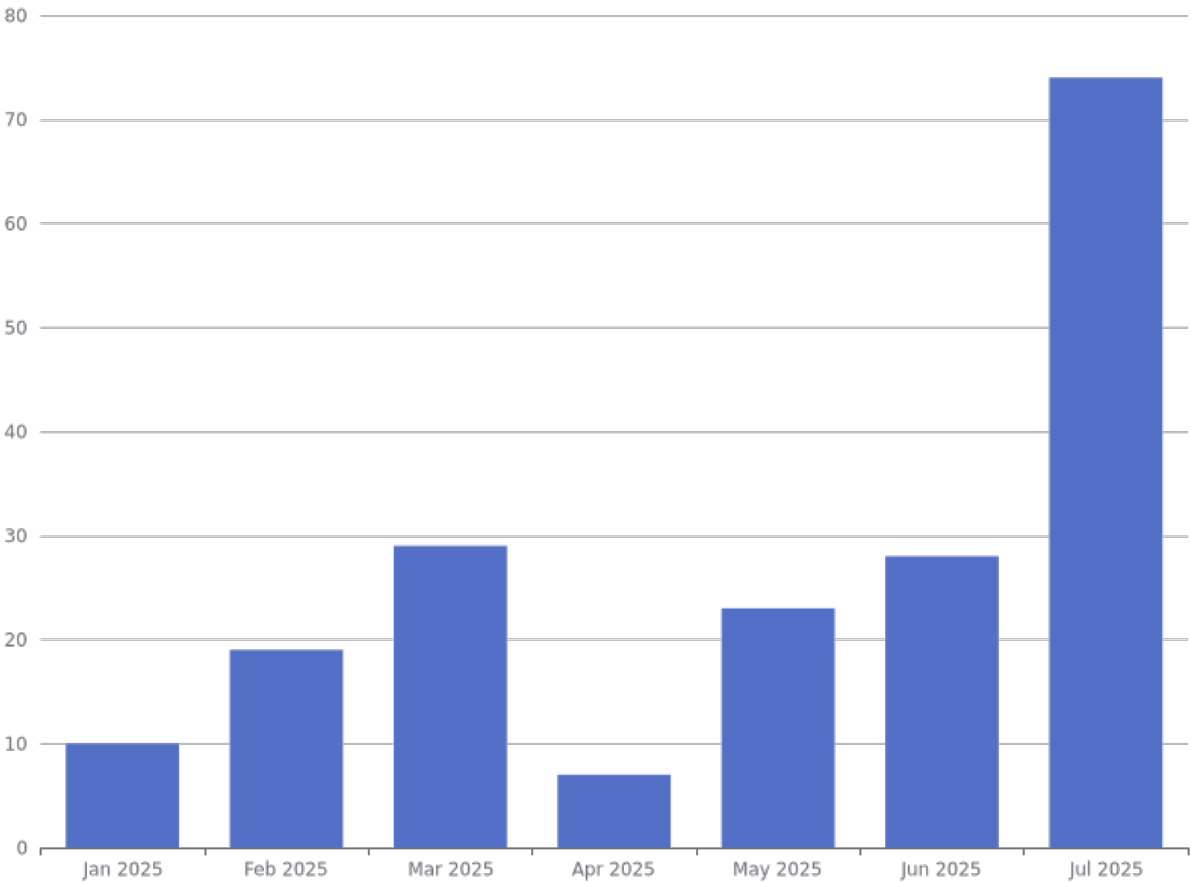
PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID RECEIVED TYPE	TOTAL MUTUAL AID PERSONNEL
2025-02-13 12:12:02	324 - Motor vehicle accident with no injuries.	Station 1	Automatic aid received	3
2025-03-10 18:04:12	622 - No incident found on arrival at dispatch address	Station 1	Automatic aid received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

	Count of Overlapping Call Occurences 2025												
Calls in Progress	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2 calls in progress	71	29	17	23	32	33	31						236
3 calls in progress	20	3	1	3	3	0	3						33
4 calls in progress	5	1	1	0	4	1	0						12
Total	96	33	29	26	39	34	34						291
Percent of Incidents	31.5%	13.3%	11.6%	12.0%	12.8%	12.8%	12.9%						17.1%

**March 2025 includes an overlap of 14 incidents on March 30th, 2025*



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	JUL 2025	TOTAL YTD
Annual Fire Inspection			1					1
Certificate of Occupancy	1	1	3		1	1	1	8
Complaint		2						2
Fire Alarm System Final Acceptance		2	4	1	2		5	14
Fire Sprinkler Hydrostatic Test		1	5	1	3	2	4	16
Fire Sprinkler-Final		2	3		2	1	9	17
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		2	8
Plan Review-Commercial Kitchen Suppression System	1		1		1			3
Plan Review-Fire Alarm Plan		1	1		4	12		18
Plan Review-New Building							40	40
Plan Review-Remodel of Existing Building			1			1		2

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	JUL 2025	TOTAL YTD
Plan Review-Site Plan	1		1	1	4	1	3	11
Walk Through		1	3	1	2	2	1	10
Plan Review-Sprinkler Plan	3	1		1	1	2		8
Clean Agent Acceptance Test						1	7	8
Fire Pump Acceptance Test						1	1	2
Fire Sprinkler- Air Test			1				1	2
Total	10	19	29	7	23	28	74	190

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.

I. CALL TO ORDER AND ATTENDANCE

A. Call to Order

The meeting was called to order at 2:30 PM.

B. Attendance and Introduction of Guests

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

Township Supervisor Robert Terpstra, Dan Wells, and Shirley Bruursema in attendance.

C. Approval of Meeting Agenda

Motion to approve agenda: Diemer

2nd: VanderStel

Discussion: none

Ayes: All

Nays: None

MOTION CARRIED

D. Approve Meeting Minutes from June 17, 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

• **PARKS**

Signage in PWP: Lehmann briefly reviewed Committee progress on deciding which signs to put as primary (1-Prairie Establishment, 2-Dana Slough, and 3-Trail map/park history, naming history) and which as secondary (Education Tree Grove, Tree ID signs, Storywalk) , as well as progress with designer Spencer High of Querkus Creative. Goal is to submit a proposal to the Board – probably by August 4th – for their August 11th board meeting.

Lehmann connected with Weersing and learned three quotes should be provided to the Board. Currently Pannier is the 1st; Engraphix has been asked for a 2nd; and Outdoor Discovery Center in Holland is the 3rd. Lehmann did research on the reasons to put signs in parks (Ex.: to inform, direct, instruct, warn), and what is an “interpretive” sign. She learned the number of companies in the nation that create interpretative signs are limited. Weersing also asked Lehmann why a separate designer is being considered, as most companies do their own design work.

Mr. High explained:

“It is true that most printing companies have an internal design team and are able to do the designing of the signs themselves, but these designers only specialize in layout design and lack the technical knowledge to help Gaines Township communicate the ecology of Prairie Wolf Park. The designers that work for these companies will also most likely not have the ability to illustrate any of the signs and will definitely not have the knowledge base about West Michigan Ecology that Querkus Creative offers. Most of the companies that offer these design services will require Gaines Township to provide all of the content that will be included on each sign; including high-quality photos and all of the written information about the ecology of Prairie Wolf Park. Acquiring these prerequisite resources could require costs that may exceed the quote that Querkus Creative has already provided. One of the benefits of working with Querkus Creative is that we are able to assist in the writing of all the information that is to be incorporated within the signs as we specialize in place-based education right here in West Michigan. Each of the quotes for production of the interpretive signs do not have any design fees included as they were specifically instructed that artwork would be provided.”

Lehmann continued to offer responses on creating interpretive signs from other companies she contacted: Midwest signs (local), Bear signs (local), and Outdoor Discovery in Holland. Of these, Outdoor Discovery has the most experience. Wells offered to contact Kent County parks to learn what they do, and options with them.

Discussion on whether to use cantilevered or traditional “T” style posts in PWP. Motion (Lemke) made to choose the traditional T style. Diemer seconded. All in favor – MOTION CARRIED.

Discussion around need to replace Educational Tree Grove signs (11), replace/add to tree ID signs (30-40), and create Storywalk signs (21 panels). Lehmann will research creating these locally, and in obtaining metal posts/mounting.

Diemer suggested installing new posts with a group of volunteers. Lemke suggested handling the Educational Tree Grove signs outside of this proposal. Motion (Maier) to order replacement signs for the Educational Tree Grove through Voss, making minor corrections, and install them on the current posts. Lemke seconded. All in favor – MOTION CARRIED.

Discussion on Tree ID signs that are in the main part of PWP. Motion (Vander Stel) for 30 Tree ID signs, re-designed by Querkus Creative, created by sign company we choose, and mounts/posts from a local company. Diemer seconded. All in favor – MOTION CARRIED.

Discussion on Storywalk cases. These will be permanently installed in positions that correspond to the P.W. Quiggs story. Changeable storywalks for picture books could come later. Motion (Maier) to ask Querkus to design the 3 interpretive signs/treeID/storywalk , Pannier to create 3 interpretive signs/?tree ID/storywalk , check with local companies for cases/mounting of tree ID and storywalk. Crumback seconded. All in favor – MOTION CARRIED.

- **Other** - none
- **TRAILS**
- **Public Comment for items unrelated to the agenda** - none
- **Committee member comments** - none

III. ADJOURNMENT:

The meeting adjourned at 4PM.

Think globally, act locally

Cultivating an intentional township culture

In my home, every time I pass a photo taken of a rice field, terraced and green, cascading like layers of purpose across a hillside, I think of you. You, the passionate, dedicated township leaders who work daily in the best interest of your community. You, the steadfast, resilient, quietly courageous local officials working each day, not for recognition or accolades, but for the people and places you serve.

The story behind the photo

Years ago, I was traveling with my family through the interior of Bali in a van we rented from a family who needed the money. The van was old, worn and loud, but it carried us

faithfully through winding roads. As we rounded a bend, the van paused and we all gasped. There it was—a panoramic vision that felt like a whisper from the earth itself. An elderly man was standing knee-deep in water, tilling his rice field with an ox and a handmade wooden tool. No modern machines. Just him, the land, and the legacy he was tending.

In that moment, I experienced timelessness ... a man who was not just planting rice, a man

cultivating history. Continuing the labor of those who came before him, knowing he may never see the full fruit of his work, but trusting that someone would. In my mind, that is what Michigan's township leaders do. That is who you are.

Picture this

Imagine that rice field: layered, lush, alive with effort, purpose and intention. Each seed planted is an act of leadership and love. Each level represents a generation. The work isn't easy. It demands vision, patience and a belief that what you do matters—even if no one sees it.

For 45 years, I've been working with Michigan's township leaders, and I can say this with unwavering certainty: You are the bedrock of democracy. You carry out the work that truly touches people's lives. From road maintenance to water safety, from zoning to emergency response, your leadership is felt not in headlines, but in homes.

Let's be honest. This work is not for the faint of heart. Yet, every poll shows the same troubling trend: Americans have lost trust in government. At the federal and state level, that trust is continuously shrinking. But there's one bright light in the data: local government. You. Two-thirds



Marilynn Semonick has spent 45 years assisting communities of people across five continents with initiatives to create intentional, results-oriented change. An educator, consultant, facilitator, coach and author, Semonick came out of retirement to assist municipalities requesting assistance in creating and sustaining high-functioning, civil, respectful leadership teams, with the ability to be productive and achieve results. A frequent speaker at MTA's Annual Educational Conference, including at the Opening Session of our recent 2025 event, we asked Semonick to share her insights with Township Focus readers.



of Americans still believe in you, and believe that local governance can still solve problems.

This is not something to take lightly. This is sacred. Because in a world where trust is fragile and unstable, maintaining it is not passive. Actively, it takes effort, intention and courage.

So let's pause. Take a breath. Ask yourselves: What kind of culture have you inherited in your township? And what kind of culture are you leaving for the ones who come next?

To reach the next level of greatness, **township officials must be intentional about the environment and the community they create and sustain.** And that means looking at themselves, the way they lead, and their actions, interactions and conversations in how they show up for each other, their township team and their communities.

Culture is not just a buzzword. It's the air your team breathes. And if the air is thick with tension, mistrust and ego, then the whole system suffers. But when the air is clear with respect, transparency and empathy, you can move mountains.

To take your township to the next level of greatness depends on the quality of your culture. I love this quote from Judith Glaser, an author and organizational anthropologist: "The quality of our culture depends on the quality of our relationships, which depends on the quality of our conversations. Everything happens through conversation!"

High-functioning teams don't always agree

People often think harmony means agreement. However, harmony means being able to disagree with dignity. Great teams challenge each other. They push back. They ask questions. And yes, sometimes things get messy, because

democracy is messy. But it's through that messiness that truth and wise decisions can emerge.

Civil, respectful debate is not just nice to have, it's essential. When people watch how you communicate, especially when you disagree, they are watching to see if you are worthy of their confidence and trust. And, your behaviors model for others what is acceptable, especially in disagreement.

Model at meetings

Every meeting, whether a township board meeting or a meeting with township staff, is a stage where leadership is on display. And guess what? People are watching. Not to judge you, but to understand you. Are you honest? Are you kind? Are you listening? Are you leading with integrity?

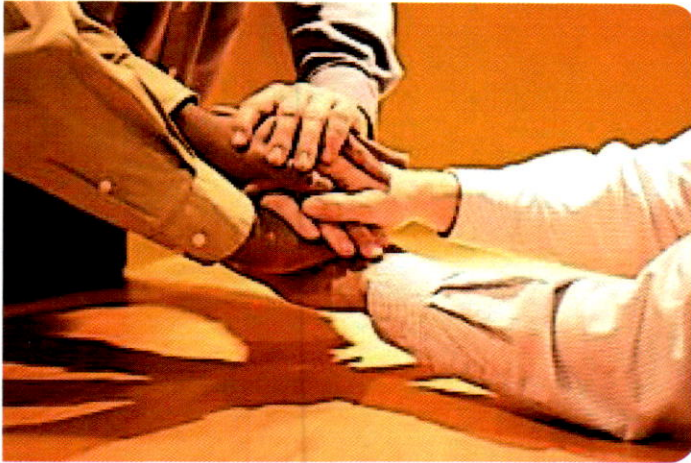
Optimize special meetings

Special meetings, which may held as a work session, offer golden **opportunities to dive deeper.** Use them to not only tackle complex issues but to reflect on your culture as a team. Use them to align on values. To check in. To grow.

Schedule such a special meeting/work session and discuss how you currently work together, how you disagree, how you make decisions, how you achieve results together, how community confidence and trust is earned and lost.

Remember: Townships **MUST** follow the Open Meetings Act in these sessions. They must be posted properly. While generally decisions are not made in these special work sessions, they can give township leaders the opportunity to review complicated issues, and are also a great way to discuss not only **WHAT** you do, but **HOW** you do it. Step outside of the work you do and ask:

cover story



The culture township leaders nurture today will echo into the future. Each day, you have a chance to shape something bigger than yourself.

- How are we working together?
- How are we building confidence and trust?
- How are we managing conflict?
- What words would describe our leadership culture?
- What words would our community use to describe us?
- Who are we becoming? And is that who we want to be?

Be attentive enough to listen for understanding rather than to create your response. Be wise enough to hear the feelings behind the words of others. Be empathic enough to hear even what's not be said. Be humble enough to remember yours is not the only good idea or opinion. Be brave enough to sit in the silence. Let the answers come. Sometimes growth comes not from the words we speak, but from the truths we dare to hear.

Culture by design or default?

Every township has a culture. The question is: Did you create it on purpose, or did it just happen while everyone was too busy getting the work done?

Here's the truth: When you became a leader in your township, you inherited something. And now you are the stewards of what comes next in your community. Your opportunity, your responsibility, is to create a culture by design, with purpose, intention and honor.

You are the project. First, work on YOU!

Step #1 to change is awareness

You cannot change what you are not willing to see. You cannot heal what you won't acknowledge. Awareness is the first act of power.

When you become aware of your leadership strengths, you can use them more effectively. When you become aware

of your greatest areas of growth, as a leader, your increased effectiveness calls you. When you become aware of your leadership culture, of what's working and what's hurting, you are already halfway to transformation. Take an honest look, and then make a conscious choice.

Create a code of conduct

One essential conversation is to discuss productive and non-productive behaviors and create a team behavioral set of operating guidelines.

Disagreement and conflict aren't bad—they're natural and a necessary part of life. They're opportunities to gather diverse opinions and seemingly conflicting solutions. Civil and respectful discussion and debate are valuable.

Every high-functioning team needs a roadmap. A shared agreement. A sacred contract. Call it what you will—a code of conduct, standards of excellence, norms of behavior. What matters is that it's written, understood, agreed upon, and lived.

Have every member contribute to a list of productive behaviors. Then, just as bravely, identify the unproductive behaviors that cause harm and hinder the achievement of results.

And here's the key: Sign it. Post it. Own it. Let it guide your meetings, your conversations and your decisions.

Some municipalities turn these standards into a civility statement—a living document that reminds everyone what respectful leadership looks like. And let me say it again: Respectful does not mean passive. Disagreement is not a threat—it's an opportunity.

Accountability: The heartbeat of trust

Accountability. This is where many teams falter—because it's hard. Yet, trust without accountability is breakable and it won't last.

In most workplaces, someone holds you accountable. But what about elected boards? Who holds you accountable? Of course, the voters. But also—you do. To each other. To the people. To the promises you made. So have the courage to hold yourself and one another accountable to the values you say you believe in and the agreed-upon behaviors that sustain confidence and trust.

Self-governance: Model the behavior you want to see

You can't lead anyone where you haven't led yourself. Your behavior, especially when no one is watching, is the curriculum of your leadership. If you want kindness, show it. If you want courage, live it. If you want respect, offer it first.

Emotional intelligence: The true leadership superpower

In today's world, the most sought-after leadership set of skills for leaders to cultivate is emotional intelligence. Not just IQ—EQ. EQ is the ability to understand your emotions, manage your reactions, empathize with others and build healthy relationships. It's made up of four parts:

1. *Self-awareness*: Know what you're feeling and why.
2. *Self-management*: Regulate your emotions. Stay grounded.
3. *Social awareness*: Read the room. Understand others.
4. *Relationship management*: Communicate clearly. Resolve conflict. Inspire.

Personal management—Self-management in emotional intelligence is like being a conductor in your own orchestra. Think mental discipline and emotional self-control. It's not about suppressing your feelings, rather channeling them productively. It's like being in the eye of a storm, which is calm and centered while chaos swirls around. It's about developing adaptability and flexibility. Of course, you won't grow this overnight. So, the sooner we begin the process of self-governance, the better!

Social awareness—While it's important to understand and manage your emotions, as a leader, it's equally important to know how to read a room. Social awareness expresses your ability to recognize others' emotions and how the dynamics play within your culture.

Leaders who excel in social awareness practice empathy.

Yes, practice. Empathy is a skill that most need to learn, and learning takes practice. Strive to understand your colleagues' feelings as well as their perspectives, which welcomes them to communicate and collaborate more effectively. Those who have a needy ego, or who always have to be right, or blow a gasket when they don't get their own way often reject the value of these skills. However, this skill set is one that exceptional leaders have in common. Be a safe place for people to express.

Relationship management—Relationship management refers to a person's ability to influence, coach, mentor and resolve conflict effectively. Do you pay attention to how others are feeling? Do you practice hearing what's not being said? Do you feel the emotions behind the words being spoken? Do you practice reading facial expressions and body language? Do you sincerely listen to understand rather than to prepare your response? Are you able to stay calm and rational in the middle of listening to someone you disagree with and perhaps is intentionally creating conflict?

Although many prefer to avoid conflict, it's essential to address issues as they arise. Research indicates that every unaddressed conflict wastes time, increases gossip and other unproductive behaviors, and puts a drain on resources and morale.

Respectfully having tough conversations is necessary to resolve conflict and address issues. Intentionally controlling your feelings and responses, and staying focused on understanding and a collaborative resolution increases the likelihood of a productive result and a sustained, healthy relationship with the other.

Managing relationships is like having personal bank account with others. We can make deposits and—too often—take out withdrawals. You can choose to have wealthy accounts with others, or bankrupt ones. However, it's nearly impossible to resolve issues when you have a bankrupt account.

The most effective leaders aren't the loudest or the smartest. They're the ones who listen, who care, who connect.

Become a leader worth following

A leader is someone who influences and guides others toward achieving common goals, often by informing and inspiring. Leadership is not defined by a title or a position. Because you were elected does not make you a leader—it just makes you elected. The ability to foster collaboration and support among individuals and achieving results together is part of being a strong leader.

What leadership skills do you currently possess? What skills, if you learned or improved with would make a significant difference in your leadership?

Grow as a leader

I sincerely commend the dedication you have as community leaders and **beg you to have equal dedication to your growth as a leader.** For a leader, continuous learning is not a luxury, it's a requirement. When we stop learning, we become irrelevant.

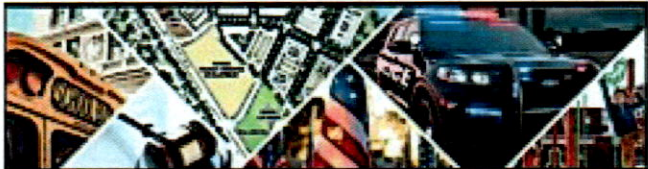
Look around. We need leaders. Become a leader others want to follow, a leader worthy of follow-ship. You already have what it takes to be great. But greatness is not a destination. It's a daily decision.

Ask yourself: What do I need to grow? What skill could I learn that would take my leadership to the next level?

Grow with others

You don't have to be alone on this leadership journey. Share best practices. Share your wins. Share what didn't work. Share your doubts. Vent with colleagues who understand so you can move on. Lift each other up.

You're not in a competition. Please, always remain mindful of the fact that you're building something sacred.



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cover story

Take care of yourself

There's an old adage: Humility is not thinking less of yourself. Humility is thinking about yourself less.

In my experience, this is not a lesson most local leaders I know need to learn (of, course, not all. We all know that person who would be more effective with a large dose of humility). If this is you, please learn to care for yourself as attentively as you do others.

Self-care begins with giving yourself permission to pause. You're juggling more than most will ever understand. And, in all your giving, don't forget to give to yourself.

What do you do to restore your energy? Where do you go to reconnect with your spirit? Who do you talk to when the burden gets heavy?

Establish personal boundaries that protect your soundness and sanity. Boundaries are not walls, they are the space where respect for yourself and others can breathe. Taking care of yourself doesn't mean me first, it means me too.

The value of an idea

Thomas Edison said the value of an idea is in the use of it. Consider his words while taking notes during meetings, educational workshops or conferences, or other places you learn, network and find inspiration. Jot down great ideas or solutions on one section of every page. In another section, write actions you will take or what you will do differently because of what you just heard.

Then, prioritize items and work on them, one at a time. It's also a productive idea to, as you meet new people, look for a few who would be willing and capable of being accountability partners with you. Evidence is clear that, when we have someone who respectfully holds us accountable, we tend to hold ourselves more accountable.

Meet new people, sit with strangers

Next time you walk into a room, say, at a community event or MTA workshop, don't go straight to the people you know. Sit with someone new. Be open. Be adventurous. Be curious.

Studies conclude that when we walk into a room full of strangers, we'll typically sit next to someone we cannot stand rather than sit next to a stranger! Do yourself a favor. Scope the room and sit where you are the stranger!

It's also said that like minds find each other. Experiment! With a welcoming mind and heart, enjoy the experience of who sits next to you and what you might have in common! You never know what wisdom is sitting right next to you, just waiting to be invited.

Build and nurture a support circle

Leadership can be lonely, but it doesn't have to be. Create your village. Lean on your people and let them lean on you.

As much as those friends and family would sincerely like to understand what is required of what you do, they simply can't like the colleagues in your township and local government peers whom you meet through community organizations and events, at MTA county chapter meetings, workshops and

conferences, and elsewhere. You can easily find yourself with an accountability partner, a person you can pick up the phone and discuss ideas, experience or advice, or vent at the end of a difficult day. It has been my experience that several of those colleagues have become life-time friends. Build your support system. You need it as you face challenges daily.

Create a culture worthy of lasting long beyond your years of service

The culture township leaders nurture today will echo into the future. Each day, you have a chance to shape something bigger than yourself.

So many people want to change the world, yet hesitate to pick up the garbage in their little neighborhood. We live within and influence our local culture. That culture permeates to our state, which influences our nation, impacting the world we live in.

We do what we can, where we stand within our world, with the resources we have, cooperating with others. What you locally create radiates beyond. You are not just doing a job. You are building a legacy. So lead with vision, with purpose, and love.

And remember: **You will leave a legacy if you live a legacy. It's your turn.**

Marilynn Semonick is chief exploration officer at The Success Studio. Learn more at www.marilynnsemonick.com, or email marilynn@thesuccessstudio.com.



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**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 6:00 PM MEETING
July 14, 2025**

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

Absent with notice: Supervisor Terpstra

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

1. The meeting was called to order at 06:02 p.m. by Board Member Brew. Board Member Lemke motioned and Board Member Haagsma seconded to have Board Member Brew to chair the meeting in Supervisor Terpstra's absence.

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

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 Vander Stel and seconded by Board Member Haagsma to approve the published agenda minus the Natural Resources Inventory Update which will be postponed until next month.

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

5. Communications ~ Non-action Informational Items

- a) June 2025 Gaines Charter Township Fire Department Run Report
- b) June 2025 Community Policing Officers' Report
- c) LGROW Seasonal Newsletter
- d) Parks & Trails Meeting Minutes
- e) Building Department June 2025 Revenue Report
- f) 2nd Quarter Expenditure Reports

6. Scheduled Speakers

Christina Taulaar, Lance Warner, and Kiosha Jeltema gave the Kent District Library Annual Report

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

No one spoke

8. Public Hearings

A. Authentix Gaines Planned Unit Development (PUD) Rezoning

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to open the public hearing for Authentix Gaines PUD rezoning.

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

No one spoke

Motion by Board Member Vander Stel and seconded by Board Member Haagsma to close the public hearing for Authentix Gaines PUD rezoning.

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

B. 1264 100th Street Southeast Rezoning

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to open the public hearing for 1264 100th Street SE rezoning.

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

No one spoke

Motion by Board Board Member Haagsma and seconded by Board Member Vander Stel to close the public hearing for 1264 100th Street SE rezoning.

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

9. Approval of the Consent Agenda

Motion by Board Member Fryling and seconded by Board Member DeWard to approve the Consent Agenda including the June 09, 2025 draft meeting minutes; Treasurer's Financial Report; General fund expenditures from 06/01/2025 through 06/30/2025 totaling \$103,722.17; Public Safety Special Assessment District expenditures totaling \$144,610.40; Building inspections totaling \$20,241.04 and Water and Sewer expenditures totaling \$899,557.76.

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

10. New Business

A. Authentix Gaines PUD Rezoning

Motion by Board Member Fryling and seconded by Board Member Haagsma to approve the Authentix Gaines PUD rezoning request.

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

B. Rezone 1264 100th Street SE

Motion by Board Member Lemke and seconded by Board Member Haagsma to adopt the ordinance to rezone 1264 100th Street from Agricultural Rural Residential to Village Residential.

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

C. Preliminary Major Condo Plan for Dutton Center Phase 2

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve Preliminary Major Condominium Plan for Dutton Center Phase 2.

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

D. Zoning Ordinance Text Amendment request from EMC Signs

Motion by Board Member Fryling and seconded by Board Member Haagsma to set a Public Hearing for August 11, 2025 for a zoning ordinance text amendment.

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

E. Code of Ordinances Text Amendments for Early Starts for multi-family

Motion by Board Member Vander Stel and seconded by Board Member Haagsma to set a Public Hearing for August 11, 2025 for text amendments to the Code of Ordinances for Early Starts for multi-family with the removal of bond language in the amendments.

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

F. Tentative Preliminary Plat Phase 3 for Hoffman Meadows

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the tentative preliminary plat phase 3 for Hoffman Meadows.

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

G. Prairie Wolf Station Water and Sewer Contracts 3 and 4

Motion by Board Member Lemke and seconded by Board Member Vander Stel to approve the Water and Sewer contracts 3 and 4 for Prairie Wolf Station.

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

H. Department of Natural Resources (DNR) Cooperative Mutual Aid Fire Control

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve entering into a Cooperative Mutual Aid Agreement for Fire Control.

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

I. Cummins Generator Maintenance Agreement

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the planned maintenance agreement with Cummins for the Gaines Charter Township Fire Department.

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

J. Taste of Gaines Funding Request

Motion by Board Member Lemke and seconded by Board Member Vander Stel to approve fronting up to \$10,000 to organize a Taste of Gaines Festival for September 27, 2025 dependent on attorney review.

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

K. Taste of Gaines Special Event Liquor Licenses

Motion by Board Member Brew and seconded by Board Member Vander Stel to allow the Supervisor, Township Clerk, and Township Treasurer to send liquor license requests to the Sherrif patrol for this event only.

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

11. Public Comments

No one spoke

12. Manager's comments

E-mail fraud scam that was sent to a resident from the township.

Sewer work on Kalamazoo Avenue will close the street for two days.

Township Board additional meeting will be July 28, 2025 to discuss budget planning.

13. Supervisor's comments.

None

14. Trustees comments

Citizen request for a fence at Dutton Cemetery to keep dogs out of the cemetery due to new housing developments.

Comment on lighting the flags at the cemetery.

Questions about fishing at the golf course

Replacement of the Gaines Township Hall digital signs to advertise events

Upgrading the generator at Gaines Township Hall to serve as a shelter in the event of disaster

Question about Gaines Charter Township Fire Department stations being dispatched together

15. Adjournment

Meeting adjourned at 08:15 p.m.

Michael Alex Brew, Clerk

Robert Terpstra, Supervisor

DRAFT

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 5:30 PM MEETING
July 28, 2025**

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

Absent with notice: None

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

1. The meeting was called to order at 5:38 p.m. by Board Member Terpstra.

2. Question of Conflict of Interest

None

3. Review of the Consent Agenda.

No items were removed for in-depth discussion

4. Meeting Agenda

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

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

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

No one spoke

6. New Business

A. Initiatives Review Document

Discussion followed

B. Gaines Charter Township Fire Department Additional Staffing

Discussion followed

C. Gaines Charter Township Fire Department Capital Replacement

Discussion followed

D. Township Initiatives

Discussion followed

E. Parks and Trails Committee Initiatives

Discussion followed

F. Road Repair Funding

Discussion followed

G. Board Member Initiatives

Discussion followed

7. Public Comments

No one spoke

8. Manager's comments

None

9. Supervisor's comments.

None

10. Trustees comments

None

15. Adjournment

Meeting adjourned at 6:51 p.m.

Michael Alex Brew, Clerk

Robert Terpstra, Supervisor

GAINES CHARTER TOWNSHIP
LAURIE J LEMKE, TREASURER
CASH, INVESTMENTS; CD'S , MM AND POOL ACCOUNTS
MAY of 2025

Bank	Type	Account #	Amount	APR	Term	Maturity Date
GENERAL FUND						
Macatawa Checking	Ckg	9392	\$ 5,285,935.07			
Public Safety	Restricted		\$ 445,100.17			
Opioid Settlement	Assigned	..246	\$ 521.57			
Sidewalk & Trails	Assigned	..419	\$ 15,765.75			
CFD - Truck Fund	Assigned	..420	\$ 400,000.00			
Cemetery	Assigned	..425	\$ 10,000.00			
Township Hall & Grounds	Assigned	..426	\$ 10,981.00			
Division Ave. Improvements	Assigned	..427	\$ 24,000.69			
Total General Fund Checking			\$ 6,192,304.25	4.07%		
Macatawa MM Savings						
Building Dept Reserves	Restricted		\$ 2,086,515.00			
Streetslights	Restricted		\$ 202,015.00			
	Non-restricted		\$ 250,000.00			
Interest Paid to Date			\$ 67,695.09			
	127409	3037	\$ 2,606,225.09	4.50%		
Investments						
Kent Co. Pool - General	Pooled	751 7029 1000		4.22%		
Michigan Class	Pooled	MI-01-0421-0001	\$ 1,915,440.15	4.37%		
CIBC	CD	6886649	\$ 550,000.00	5.07%	12 Mos.	6.4.2025
Consumers Credit Union	CD	9300253524	\$ 329,122.45	4.15%	18 Mos.	10.4.2025
			\$ 2,794,562.60			

GENERAL FUND TOTAL \$ 11,593,091.94

Kent Co. Pool - ARPA Funds	Pooled	751 7031 1001	\$ 2,317,033.37	3.93%		
DIVISION AVE CORRIDOR		9472	\$ 33,197.82			
TRUST & AGENCY		9418	\$ 119,459.05			
TAX FUND		9409	\$ 201.11			
PETTY CASH			\$ 254.41			

WATER & SEWER						
Bank		Account #	Amount	APY	Term	Maturity Date
Macatawa Bank	Checking	9427	\$ 3,911,038.98	4.07%		
Macatawa Bank	Investment Savings	2877	\$ -	4.45%		
Kent Co. Pool	Pooled	Various	\$ 7,628,892.44	3.93%		
Michigan Class	Pooled	MI-01-0421-0002	\$ 4,251,379.67	4.40%		
Consumers Credit Union	Share	9100711051	\$ 27.74			
Choice One Bank	CD	11429	\$ 1,054,271.07	5.12%	12 Months	6.1.2025
West MI Community Bank	CD	30000022867	\$ 531,621.58	5.20%	365 Days	6.6.2025
Macatawa Bank	cd	499532	\$ 821,408.20	4.06%	4 Months	7.17.2025
CIBC USA Bank	CD	6905249	\$ 1,068,532.06	4.92%	364 Days	8.8.2025
Flagstar Bank	CD	120821534	\$ 1,137,826.15	4.25%	204 Days	9.23.2025
Mercantile Bank of MI	CD	2136	\$ 1,112,716.14	4.41%	365 Days	10.23.2025
Flagstar Bank	CD	122710313	\$ 1,082,515.38	4.15%	364 Days	11.6.2025
West MI Community Bank	CD	3000017149	\$ 812,098.87	4.17%	10 Months	12.15.2025
Horizon Bank	CD	80024044	\$ 1,152,605.67	3.90%	365 Days	1.23.2026
Michigan First CU	CD/Share	30610071	\$ 790,528.82	5.15%	12 Months	3.21.2026
Choice One Bank	CD	12974	\$ 801,343.60	4.13%	12 Months	4.10.2026
Horizon Bank	CD	80025824	\$ 645,314.55	3.85%	12 Months	5.13.2025
Union Bank	CD	30003037	\$ 842,002.47	5.15%	12 Months	5.22.2025
First National Bank of A	CD	3033755	\$ 552,458.83	4.10%	18 Months	6.17.2026
Consumers Credit Union	CD	9300410785	\$ 928,192.77	4.75%	24 Months	8.1.2026
Restricted W&S Fees	Committed		\$ 29,124,774.99			

08/04/2025

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP

General Fund

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
07/03/2025	GEN 2	34961	ALL STAR PRINTING COMPANY	TAX BILLS AND LETTERS WITH ENVELOPES	900.000	253.000	1,610.00
07/03/2025	GEN 2	34962	AMAZON CAPITAL SERVICES	TWP OFFICE - PAPER, CALCULATOR, ENVELOPES, NC	727.000	261.000	159.88
07/03/2025	GEN 2	34963	BUIST ELECTRIC INC	TWP OFFICE - REMOVED BALLAST AND INSTALLED LE	933.000	265.000	378.13
07/03/2025	GEN 2	34963	BUIST ELECTRIC INC	FOUNTAIN BREAKER REPAIR AND TIME CLOCK ADJU	933.000	265.000	2,267.00
07/03/2025	GEN 2	34963	BUIST ELECTRIC INC	REMOVED SPOTLIGHT ON WELCOME TO GAINES SIG	963.001	265.000	160.79
				CHECK GEN 2 34963 TOTAL FOR FUND 101:			2,805.92
07/03/2025	GEN 2	34965	CHARTER COMMUNICATIONS	TWP OFFICE	853.000	265.000	529.98
07/03/2025	GEN 2	34966	CHRIS HOLWERDA	CELL PHONE AND GOLF OUTING	817.000	253.000	42.70
07/03/2025	GEN 2	34966	CHRIS HOLWERDA	CELL PHONE AND GOLF OUTING	853.000	253.000	25.00
				CHECK GEN 2 34966 TOTAL FOR FUND 101:			67.70
07/03/2025	GEN 2	34967	CINTAS	TWP OFFICE BLACK MATS	805.000	265.000	63.63
07/03/2025	GEN 2	34969#	CONSUMERS ENERGY	TWP OFFICE	920.000	265.000	8,056.07
07/03/2025	GEN 2	34969	CONSUMERS ENERGY	TRAFFIC CIRCLE	920.000	448.000	96.01
07/03/2025	GEN 2	34969	CONSUMERS ENERGY	DIVISION STREET LIGHTS	920.001	448.000	84.62
07/03/2025	GEN 2	34969	CONSUMERS ENERGY	DUTTON CEMETERY	920.000	567.000	29.06
07/03/2025	GEN 2	34969	CONSUMERS ENERGY	LIBRARY	920.000	790.000	1,538.41
				CHECK GEN 2 34969 TOTAL FOR FUND 101:			9,804.17
07/03/2025	GEN 2	34970	CONTROL LOGIC OF MICHIGAN	TWP OFFICE - ISSUES WITH AIR HANDLER UNITS	933.000	265.000	449.58

07/03/2025	GEN 2	34971#	DELTA DENTAL	TWP DENTAL	717.000	172.000	185.98
07/03/2025	GEN 2	34971	DELTA DENTAL	TWP DENTAL	717.000	215.000	279.69
07/03/2025	GEN 2	34971	DELTA DENTAL	TWP DENTAL	717.000	253.000	38.30
07/03/2025	GEN 2	34971	DELTA DENTAL	TWP DENTAL	717.000	257.000	223.41
07/03/2025	GEN 2	34971	DELTA DENTAL	TWP DENTAL	717.000	443.000	87.22
07/03/2025	GEN 2	34971	DELTA DENTAL	TWP DENTAL	717.000	701.000	143.43
				CHECK GEN 2 34971 TOTAL FOR FUND 101:			958.03
07/03/2025	GEN 2	34972#	DJ'S LANDSCAPE MANAGEMENT	TWP OFFICE LANDSCAPE	935.000	265.000	2,295.63
07/03/2025	GEN 2	34972	DJ'S LANDSCAPE MANAGEMENT	LIB LANDSCAPE	935.000	790.000	192.63
				CHECK GEN 2 34972 TOTAL FOR FUND 101:			2,488.26
07/03/2025	GEN 2	34973	DTE ENERGY	TWP OFFICE	923.000	265.000	755.96
07/03/2025	GEN 2	34974	FNBO	IIMC CONF ST LOUIS, MAMC CONF MUSKEGON	831.000	215.000	3,880.35
07/03/2025	GEN 2	34975	GREATAMERICA FINANCIAL SERVICES	TWP OFFICE COPIERS	808.000	261.000	140.00
07/03/2025	GEN 2	34976	GREY MATTER GROUP	20% OF ESTIMATE FOR BRAND GUIDELINES DEVELOPMENT	963.001	261.000	1,600.00
07/03/2025	GEN 2	34976	GREY MATTER GROUP	20% OF ESTIMATE OF LOGO AND BRAND IDENTITY DEVELOPMENT	963.001	261.000	2,400.00
				CHECK GEN 2 34976 TOTAL FOR FUND 101:			4,000.00
07/03/2025	GEN 2	34978	INTERURBAN TRANSIT PARTNERSHIP	RUAL LINEHAUL SERVICES	860.000	596.000	3,474.66
07/03/2025	GEN 2	34978	INTERURBAN TRANSIT PARTNERSHIP	RUAL GO BUS SERVICE	860.000	596.000	711.85
				CHECK GEN 2 34978 TOTAL FOR FUND 101:			4,186.51
07/03/2025	GEN 2	34979#	IPM SERVICES	TWP OFFICE PEST	933.000	265.000	42.00
07/03/2025	GEN 2	34979	IPM SERVICES	LIBRARY PEST	933.000	790.000	25.00
				CHECK GEN 2 34979 TOTAL FOR FUND 101:			67.00
07/03/2025	GEN 2	34980#	JACK'S LAWN & SNOWPLOWING, INC	TWP OFFICE LANDSCAPE CONTRACT	935.000	265.000	1,940.05
07/03/2025	GEN 2	34980	JACK'S LAWN & SNOWPLOWING, INC	LIBRARY LANDSCAPE CONTRACT	935.000	790.000	484.10
				CHECK GEN 2 34980 TOTAL FOR FUND 101:			2,424.15

07/03/2025	GEN 2	34981	JAMES ZENAS	MEETING MILEAGE AND PARKING	812.000	257.000	6.00
07/03/2025	GEN 2	34981	JAMES ZENAS	MEETING MILEAGE AND PARKING	817.000	257.000	72.80
				CHECK GEN 2 34981 TOTAL FOR FUND 101:			78.80
07/03/2025	GEN 2	34982	KAREN GEHRLS	CONTINUING EDUCATION OTTAWA COUNTY	817.000	257.000	47.60
07/03/2025	GEN 2	34984	KIM TRIPLETT	TWP MILEAGE	817.000	172.000	33.46
07/03/2025	GEN 2	34986	LAMPHEAR SERVICE COMPANY INC	ERROR CODE ON FAN, CHANGE FAN, ERROR CODE (	932.000	265.000	248.50
07/03/2025	GEN 2	34988	LAURIE LEMKE	MILEAGE	817.000	253.000	130.20
07/03/2025	GEN 2	34989	MAYNARDS WATER CONDITIONING LLC	TWP OFFICE DELIVERY CHARGE	932.000	265.000	35.00
07/03/2025	GEN 2	34993#	MEYERS CLEANING SERVICE INC	TWP OFFICE AND LIBRARY CLEANING	821.000	265.000	1,265.00
07/03/2025	GEN 2	34993	MEYERS CLEANING SERVICE INC	TWP OFFICE AND LIBRARY CLEANING	821.000	790.000	1,244.00
				CHECK GEN 2 34993 TOTAL FOR FUND 101:			2,509.00
07/03/2025	GEN 2	34994	MICHIGAN ASSOCIATION OF PLANNING	JULY TO JULY YEAR	832.000	701.000	75.00
07/03/2025	GEN 2	34995	MIKE VISBARA	ASSESSING CLASSES, EXAMS, FIELD REVIEW MILEAG	817.000	257.000	621.60
07/03/2025	GEN 2	34996	MINER SUPPLY COMPANY	TWP OFFICE RESTROOM SUPPLIES	821.000	265.000	225.62
07/03/2025	GEN 2	34999	PLUMMERS DISPOSAL SERVICE	PT PRARIE WOF PARK	808.000	751.000	199.00
07/03/2025	GEN 2	35000	PREMIER COLUMBARIA	BLAIN COLUMBARIA	972.000	567.000	7,265.00

07/03/2025	GEN 2	35001	PRINTING SYSTEMS	GENERAL FUND CHECKS	727.000	261.000	260.59
07/03/2025	GEN 2	35003	STAPLES	NOTEBOOK STENO PAD, BINFERS	727.000	261.000	37.17
07/03/2025	GEN 2	35004	STAPLES TECHNOLOGY SOLUTIONS	4 MONITORS FOR BUILDING AND WATER AND SEWEI	853.000	443.000	266.08
07/03/2025	GEN 2	35005	STAR 2 STAR COMMUNICATIONS	TWP OFFICE PHONES	853.000	265.000	931.68
07/03/2025	GEN 2	35006#	T-MOBILE	JUNE 2025 CELL PHONES	853.000	171.000	25.00
07/03/2025	GEN 2	35006	T-MOBILE	JUNE 2025 CELL PHONES	853.000	215.000	64.80
07/03/2025	GEN 2	35006	T-MOBILE	JUNE 2025 CELL PHONES	853.000	253.000	25.00
07/03/2025	GEN 2	35006	T-MOBILE	JUNE 2025 CELL PHONES	853.000	257.000	42.00
07/03/2025	GEN 2	35006	T-MOBILE	JUNE 2025 CELL PHONES	853.000	261.000	119.78
07/03/2025	GEN 2	35006	T-MOBILE	JUNE 2025 CELL PHONES	853.000	443.000	25.00
07/03/2025	GEN 2	35006	T-MOBILE	JUNE 2025 CELL PHONES	853.000	701.000	50.00
				CHECK GEN 2 35006 TOTAL FOR FUND 101:			351.58
07/03/2025	GEN 2	35008	TOTAL FIRE PROTECTION	SERVER ROOM FIRE PROTECTION SYSTEM	932.000	265.000	13,708.00
07/03/2025	GEN 2	35009	WEST MICHIGAN DOCUMENT SHREDDING LL	TWP OFFICE DOCUMENT SHREDDING	808.000	261.000	40.00
07/03/2025	GEN 2	35010	WEST MICHIGAN DOORS AND CLOSETS LLC	NEW INTERIOR DOOR HANDLES AND LOCKS AND KE	933.000	790.000	1,306.62
07/14/2025	GEN 2	35015	ACCIDENT FUND	WORKERS COMP	719.000	261.000	1,789.36
07/14/2025	GEN 2	35016#	AMAZON CAPITAL SERVICES	TONER CARTRIDGES	727.000	171.000	44.99
07/14/2025	GEN 2	35016	AMAZON CAPITAL SERVICES	TONER CARTRIDGES	727.000	172.000	44.99
07/14/2025	GEN 2	35016	AMAZON CAPITAL SERVICES	TWP OFFICE - CARD STOCK, LAMINATING POUCHES,	727.000	261.000	102.44
				CHECK GEN 2 35016 TOTAL FOR FUND 101:			192.42

07/14/2025	GEN 2	35017#	ARROWASTE INC	TWP OFFICE	822.000	265.000	169.26
07/14/2025	GEN 2	35017	ARROWASTE INC	BLAIN CEMETERY	822.000	567.000	66.92
07/14/2025	GEN 2	35017	ARROWASTE INC	LIBRARY	822.000	790.000	84.96
				CHECK GEN 2 35017 TOTAL FOR FUND 101:			321.14
07/14/2025	GEN 2	35018	BLUE CROSS HSA	VISION	717.000	261.000	302.00
07/14/2025	GEN 2	35019	BULTSMA CONSTRUCTION CO	PRARIE WOLF BOARDWALK IMPROVEMENTS	972.000	751.000	14,289.00
07/14/2025	GEN 2	35020	BUSINESS SYSTEM SOLUTIONS, INC	TWP OFFICE GCTFD SECURITY PACKAGE	809.000	261.000	4,902.45
07/14/2025	GEN 2	35021#	CONSUMERS ENERGY	LED LIGHTS	920.000	448.000	5,720.08
07/14/2025	GEN 2	35021	CONSUMERS ENERGY	STREETLIGHTS	920.000	448.000	9,353.71
07/14/2025	GEN 2	35021	CONSUMERS ENERGY	DIVISION STREET LIGHTS	920.001	448.000	102.08
07/14/2025	GEN 2	35021	CONSUMERS ENERGY	DIVISION STREET LIGHTS	920.001	448.000	86.76
07/14/2025	GEN 2	35021	CONSUMERS ENERGY	DIVISION STREET LIGHTS	920.001	448.000	81.52
07/14/2025	GEN 2	35021	CONSUMERS ENERGY	BLAIN CEMETERY	920.000	567.000	43.76
07/14/2025	GEN 2	35021	CONSUMERS ENERGY	BLAIN CEMETERY	920.000	567.000	40.20
				CHECK GEN 2 35021 TOTAL FOR FUND 101:			15,428.11
07/14/2025	GEN 2	35022	DOG WASTE DEPOT	DOG WASTE BAGS	963.001	751.000	97.08
07/14/2025	GEN 2	35023	EVERETT'S LANDSCAPE MANAGEMENT INC	PRARIE WOLF PARK LAWN MAINTENANCE	808.000	751.000	603.12
07/14/2025	GEN 2	35023	EVERETT'S LANDSCAPE MANAGEMENT INC	BIKE PATH LAWN MAINTENANCE	808.000	751.000	89.84
				CHECK GEN 2 35023 TOTAL FOR FUND 101:			692.96
07/14/2025	GEN 2	35024#	FNBO	GOV PROCESSING FEE, PARK TRAIL COMM LUNCH, /	963.001	253.000	4.00
07/14/2025	GEN 2	35024	FNBO	GOV PROCESSING FEE, PARK TRAIL COMM LUNCH, /	831.000	257.000	30.00
07/14/2025	GEN 2	35024	FNBO	GOV PROCESSING FEE, PARK TRAIL COMM LUNCH, /	812.000	751.000	113.35
				CHECK GEN 2 35024 TOTAL FOR FUND 101:			147.35
07/14/2025	GEN 2	35025	FNBO	CEMETERY FUEL	741.000	567.000	415.59

07/14/2025	GEN 2	35027	FNBO	GATOR CORD AND SUPPLIES DIV AVE	920.001	446.000	23.98
07/14/2025	GEN 2	35028	FNBO	COPY PAPER AND WATER	727.000	261.000	96.74
07/14/2025	GEN 2	35029	FNBO	CHAMBER EVENT, FINANCE DEPT CLASS	812.000	253.000	25.00
07/14/2025	GEN 2	35029	FNBO	CHAMBER EVENT, FINANCE DEPT CLASS	831.000	253.000	50.00
				CHECK GEN 2 35029 TOTAL FOR FUND 101:			75.00
07/14/2025	GEN 2	35030#	FNBO	FINANCE CLASS, MME SUMMER WORKSHIP, CEMETE	831.000	172.000	320.00
07/14/2025	GEN 2	35030	FNBO	FINANCE CLASS, MME SUMMER WORKSHIP, CEMETE	831.000	191.000	50.00
07/14/2025	GEN 2	35030	FNBO	FINANCE CLASS, MME SUMMER WORKSHIP, CEMETE	932.000	567.000	1,786.41
				CHECK GEN 2 35030 TOTAL FOR FUND 101:			2,156.41
07/14/2025	GEN 2	35031	GREATAMERICA FINANCIAL SERVICES	TWP OFFICE - COPIER	808.000	265.000	1,140.75
07/14/2025	GEN 2	35032	HORIZON COMMUNITY PLANNING LLC	PLANNING - GENERAL STAFF INQUIRIES	808.000	701.000	135.00
07/14/2025	GEN 2	35033	KIM TRIPLETT	CELL PHONE	853.000	172.000	25.00
07/14/2025	GEN 2	35034	LAMPHEAR SERVICE COMPANY INC	TWP OFFICE - INSTALLED NEW MITSUBISHI MINI-SPL	972.000	265.000	10,858.00
07/14/2025	GEN 2	35035	MEDMUTUAL LIFE	LIFE INSURANCE	717.000	261.000	537.09
07/14/2025	GEN 2	35037	MODEL COVERALL SERVICE	LIBRARY BLACK MATS	805.000	790.000	68.50
07/14/2025	GEN 2	35038#	ROD WEERSING	TWP MILES	817.000	172.000	72.80
07/14/2025	GEN 2	35038	ROD WEERSING	TWP MILES	817.000	172.000	98.70
07/14/2025	GEN 2	35038	ROD WEERSING	TWP MILES	817.000	172.000	115.50
07/14/2025	GEN 2	35038	ROD WEERSING	FOOD AND PHONE STIPEND	853.000	172.000	75.00
07/14/2025	GEN 2	35038	ROD WEERSING	FOOD AND PHONE STIPEND	727.000	261.000	49.90

				CHECK GEN 2 35038 TOTAL FOR FUND 101:			411.90
07/14/2025	GEN 2	35039	STAPLES TECHNOLOGY SOLUTIONS	3 NEW LENOVO THINKBOOKS	963.001	261.000	2,200.47
07/14/2025	GEN 2	35040#	VIEW NEWSPAPER GROUP	PUBLIC HEARING NOTICES	901.000	261.000	284.00
07/14/2025	GEN 2	35040	VIEW NEWSPAPER GROUP	PUBLIC HEARING NOTICES	901.000	701.000	284.00
				CHECK GEN 2 35040 TOTAL FOR FUND 101:			568.00
07/16/2025	GEN 2	35041	ACCIDENT FUND	WORKERS COMP	719.000	261.000	1,789.36
07/16/2025	GEN 2	35042	AMAZON CAPITAL SERVICES	TWP OFFICE THIN RED LINE FLAG, MICHIGAN FLAGS	963.001	265.000	99.97
07/16/2025	GEN 2	35043	AMBER VANDERMOLLEN	MILEAGE AND CONF EXPENSES	817.000	215.000	241.87
07/16/2025	GEN 2	35043	AMBER VANDERMOLLEN	MILEAGE AND CONF EXPENSES	831.000	215.000	178.87
				CHECK GEN 2 35043 TOTAL FOR FUND 101:			420.74
07/16/2025	GEN 2	35044	ARCHITECTURAL GLASS AND METAL	ASSESSING WINDOW REPAIR	933.000	265.000	1,815.00
07/16/2025	GEN 2	35046	BUSINESS SYSTEM SOLUTIONS, INC	PRO SECURITY PACKAGE TWP HALL GCTFD	809.000	261.000	4,895.69
07/16/2025	GEN 2	35049	FISH WINDOW CLEANING	LIB WINDOWS CLEANING	933.000	790.000	235.00
07/16/2025	GEN 2	35051	GORDON WATER	TWP OFFICE WATER	808.000	265.000	42.81
07/16/2025	GEN 2	35053	IPM SERVICES	LIB PEST CONTROL	933.000	790.000	25.00
07/16/2025	GEN 2	35055	K.C. ROAD COMMISSION	MILL AND FILL	960.000	446.000	3,570.00
07/16/2025	GEN 2	35055	K.C. ROAD COMMISSION	TOWNSHIP PORTION CRUSH AND SHAPE	960.000	446.000	80,013.30
				CHECK GEN 2 35055 TOTAL FOR FUND 101:			83,583.30

07/16/2025	GEN 2	35056#	KENT COMMUNICATIONS INC	NEWSLETTER, TAXES, POSTAGE	903.000	253.000	568.25
07/16/2025	GEN 2	35056	KENT COMMUNICATIONS INC	NEWSLETTER, TAXES, POSTAGE	965.000	253.000	569.02
07/16/2025	GEN 2	35056	KENT COMMUNICATIONS INC	NEWSLETTER, TAXES, POSTAGE	902.000	261.000	1,188.01
07/16/2025	GEN 2	35056	KENT COMMUNICATIONS INC	NEWSLETTER	902.000	261.000	251.75
				CHECK GEN 2 35056 TOTAL FOR FUND 101:			2,577.03
07/16/2025	GEN 2	35057	LAMPHEAR SERVICE COMPANY INC	TWP OFFICE COTTONWOOD DEBRIS	932.000	265.000	3,680.75
07/16/2025	GEN 2	35061	PITNEY BOWES GLOBAL FINANCIAL SRVCS	POSTAGE	808.000	261.000	484.23
				Total for fund 101 GENERAL FUND			219,284.80
'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT							

08/04/2025

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP

Public Safety

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
07/03/2025	GEN 2	34962	AMAZON CAPITAL SERVICES	STN 2 - HOT WATER PISTOL, DRY ERASE MARKERS, DI 727.000		336.003	161.89
07/03/2025	GEN 2	34962	AMAZON CAPITAL SERVICES	STN 1 - BATTERY, RESTROOM SUPPLIES, PAPER TOWI 727.000		336.003	102.23
07/03/2025	GEN 2	34962	AMAZON CAPITAL SERVICES	STN 2 - SCREEN PROTECTOR FOR IPAD 740.000		336.003	9.99
07/03/2025	GEN 2	34962	AMAZON CAPITAL SERVICES	STN 1 - EXAM GLOVES 740.000		336.003	216.34
07/03/2025	GEN 2	34962	AMAZON CAPITAL SERVICES	STN 2 - HOT WATER PISTOL, DRY ERASE MARKERS, DI 740.000		336.003	31.18
07/03/2025	GEN 2	34962	AMAZON CAPITAL SERVICES	STN 1 - BATTERY, RESTROOM SUPPLIES, PAPER TOWI 740.000		336.003	72.47
07/03/2025	GEN 2	34962	AMAZON CAPITAL SERVICES	STN 1 - BATTERY, RESTROOM SUPPLIES, PAPER TOWI 932.000		336.003	19.69
				CHECK GEN 2 34962 TOTAL FOR FUND 205:			613.79
07/03/2025	GEN 2	34964	BYRON TOWNSHIP TREASURER	STN 1 - WATER AND SEWER 924.000		336.003	** VOIDED **
07/03/2025	GEN 2	34964	BYRON TOWNSHIP TREASURER	STN 1 - SETTLEMENT BUYOUT PAYMENT OF STATION 972.000		336.003	** VOIDED **
07/03/2025	GEN 2	34968	COMCAST	STN 2 853.000		336.003	274.96
07/03/2025	GEN 2	34969	CONSUMERS ENERGY	STN 2 920.000		336.003	1,561.53
07/03/2025	GEN 2	34971	DELTA DENTAL	TWP DENTAL 717.000		336.003	1,273.87
07/03/2025	GEN 2	34973	DTE ENERGY	STN 2 923.000		336.003	108.58
07/03/2025	GEN 2	34973	DTE ENERGY	LIBRARY 923.000		336.003	133.85
07/03/2025	GEN 2	34973	DTE ENERGY	STN 1 923.000		336.003	112.31
				CHECK GEN 2 34973 TOTAL FOR FUND 205:			354.74
07/03/2025	GEN 2	34977	HALT FIRE, INC	STN 2 - ENGINE 67 PREVENTATIVE MAINT AND REPAIF 931.000		336.003	5,251.75
07/03/2025	GEN 2	34979	IPM SERVICES	STN 2 PEST 933.000		336.003	25.00
07/03/2025	GEN 2	34979	IPM SERVICES	STN 1 PEST 933.000		336.003	25.00
				CHECK GEN 2 34979 TOTAL FOR FUND 205:			50.00

07/03/2025	GEN 2	34983	KENT COUNTY TREASURER	TOWNSHIP LAW AND CP OFFICER	820.000	301.000	127,901.87
07/03/2025	GEN 2	34985	KLEYN MOBILE REPAIR LLC	STN 1 - ENGINE 36 AC REPAIR	931.000	336.003	674.74
07/03/2025	GEN 2	34985	KLEYN MOBILE REPAIR LLC	STN 1 - AC REPAIR ENGINE 35	931.000	336.003	374.82
07/03/2025	GEN 2	34985	KLEYN MOBILE REPAIR LLC	STN 1 - DPF CLEANING TO CLEAR ERROR CODES - EN	931.000	336.003	3,146.29
07/03/2025	GEN 2	34985	KLEYN MOBILE REPAIR LLC	STN 1 - OIL PRESSURE SENSOR - ENGINE 36	931.000	336.003	656.58
				CHECK GEN 2 34985 TOTAL FOR FUND 205:			4,852.43
07/03/2025	GEN 2	34987	LANINGA APPLIANCE INC	STN 2 - FRONT LOAD WASHING MACHINE	979.000	336.003	898.00
07/03/2025	GEN 2	34990	MCDONALD PLUMBING INC	STN 1 BACK FLOW REPAIR AND TEST	933.000	336.003	597.00
07/03/2025	GEN 2	34991	MENARDS- WYOMING	STN 2 - POWER BIT, CONSTRUCTION SCREWS	811.000	336.003	43.93
07/03/2025	GEN 2	34992	MES SERVICE COMPANY LLC	STN 2 - SCBA REPAIR	932.000	336.003	555.47
07/03/2025	GEN 2	34992	MES SERVICE COMPANY LLC	STN 2 - SCBA REPAIR	932.000	336.003	110.60
				CHECK GEN 2 34992 TOTAL FOR FUND 205:			666.07
07/03/2025	GEN 2	34997	MSA SAFETY SALES, LLC	STN 2 - MSA TIC REPAIR	932.000	336.003	835.57
07/03/2025	GEN 2	34998	PARKER CONTRACTING &CONSTRUCTION	STN 1 - NEW DOOR FROM EXTERIOR TO POLICE ENTF	933.000	336.003	4,652.00
07/03/2025	GEN 2	35002	PURITY CYLINDER GASES INC	STN 1 - MEDICAL OXYGEN	740.000	336.003	15.50
07/03/2025	GEN 2	35005	STAR 2 STAR COMMUNICATIONS	STN 2 PHONES	853.000	336.003	470.06
07/03/2025	GEN 2	35006	T-MOBILE	JUNE 2025 CELL PHONES	853.000	336.003	181.02
07/03/2025	GEN 2	35006	T-MOBILE	JUNE 2025 CELL PHONES	853.000	336.003	295.35
				CHECK GEN 2 35006 TOTAL FOR FUND 205:			476.37
07/03/2025	GEN 2	35007	THE BLOWHARD COMPANY	STN 1 - BATTERY POWERED VENT FAN REPAIR	932.000	336.003	648.00

07/03/2025	GEN 2	35011	WEX BANK	STN 1 FUEL	741.000	336.003	2,173.64
07/03/2025	GEN 2	35011	WEX BANK	STN 2 FUEL	741.000	336.003	944.24
				CHECK GEN 2 35011 TOTAL FOR FUND 205:			3,117.88
07/03/2025	GEN 2	35012	ZYLSTRA DOOR INC	STN 1 - RESET DOOR CABLES	933.000	336.003	145.00
07/03/2025	GEN 2	35012	ZYLSTRA DOOR INC	STN 2 - REPAIR DAMAGED BOTTOM SECTION OF DOC	933.000	336.003	2,178.75
				CHECK GEN 2 35012 TOTAL FOR FUND 205:			2,323.75
07/08/2025	GEN 2	35013	BYRON TOWNSHIP TREASURER	STN 1 - WATER AND SEWER	924.000	336.003	219.87
07/08/2025	GEN 2	35014	BYRON TOWNSHIP TREASURER	STN 1 - SETTLEMENT BUYOUT PAYMENT OF STATION	972.000	336.003	316,500.00
07/14/2025	GEN 2	35015	ACCIDENT FUND	WORKERS COMP	719.000	336.003	5,666.31
07/14/2025	GEN 2	35017	ARROWASTE INC	STN 2	822.000	336.003	56.64
07/14/2025	GEN 2	35017	ARROWASTE INC	STN 1	822.000	336.003	135.03
				CHECK GEN 2 35017 TOTAL FOR FUND 205:			191.67
07/14/2025	GEN 2	35020	BUSINESS SYSTEM SOLUTIONS, INC	TWP OFFICE GCTFD SECURITY PACKAGE	809.000	336.003	1,584.82
07/14/2025	GEN 2	35021	CONSUMERS ENERGY	STN 1 -	920.000	336.003	1,333.45
07/14/2025	GEN 2	35026	FNBO	GCTFD - SHIPPING, TWO ENVIRON FEES, LP GAS, CL	727.000	336.003	54.61
07/14/2025	GEN 2	35026	FNBO	GCTFD - SHIPPING, TWO ENVIRON FEES, LP GAS, CL	740.000	336.003	36.40
07/14/2025	GEN 2	35026	FNBO	GCTFD - SHIPPING, TWO ENVIRON FEES, LP GAS, CL	741.000	336.003	7.50
07/14/2025	GEN 2	35026	FNBO	GCTFD - SHIPPING, TWO ENVIRON FEES, LP GAS, CL	963.001	336.003	272.54
				CHECK GEN 2 35026 TOTAL FOR FUND 205:			371.05
07/14/2025	GEN 2	35027	FNBO	GATOR CORD AND SUPPLIES DIV AVE	727.000	336.003	35.99
07/14/2025	GEN 2	35036	MICHAEL OLTHOF	EMS LICENSE RENEWAL	832.000	336.003	25.00

07/16/2025	GEN 2	35041	ACCIDENT FUND	WORKERS COMP	719.000	336.003	5,666.31
07/16/2025	GEN 2	35042	AMAZON CAPITAL SERVICES	STN 1 - KNIFE, RESTROOM SUPPLIES, CAR BRUSH, KI	727.000	336.003	26.48
07/16/2025	GEN 2	35042	AMAZON CAPITAL SERVICES	STN 2 - BUBBLE WRAP ROLL	727.000	336.003	14.60
07/16/2025	GEN 2	35042	AMAZON CAPITAL SERVICES	STN 1 - WINDOW CLEANER, COFFEE, PAPER TOWEL,	727.000	336.003	175.83
07/16/2025	GEN 2	35042	AMAZON CAPITAL SERVICES	STN 1 - KNIFE, RESTROOM SUPPLIES, CAR BRUSH, KI	740.000	336.003	47.13
07/16/2025	GEN 2	35042	AMAZON CAPITAL SERVICES	STN 1 - WINDOW CLEANER, COFFEE, PAPER TOWEL,	740.000	336.003	60.48
				CHECK GEN 2 35042 TOTAL FOR FUND 205:			324.52
07/16/2025	GEN 2	35045	BOUND TREE MEDICAL LLC	STN 1 - MINI REGULATOR, FINGER PULSE OXIMETER	740.000	336.003	128.16
07/16/2025	GEN 2	35046	BUSINESS SYSTEM SOLUTIONS, INC	PRO SECURITY PACKAGE TWP HALL GCTFD	809.000	336.003	1,601.54
07/16/2025	GEN 2	35047	COMCAST	STN 1 - TELEPHONE	853.000	336.003	449.73
07/16/2025	GEN 2	35048	DINGES FIRE COMPANY	STN 2 - 5 PAIR OF GLOVES	776.001	336.003	708.54
07/16/2025	GEN 2	35050	FORGE SAFETY	STATION 2 - REMOTE MOUNT CABLE 30 FT	932.000	336.003	128.80
07/16/2025	GEN 2	35051	GORDON WATER	STN 2 - WATER	808.000	336.003	115.77
07/16/2025	GEN 2	35052	GREATAMERICA FINANCIAL SERVICES	STN 1 COPIER	808.000	336.003	183.64
07/16/2025	GEN 2	35054	K.C. EMERGENCY MEDICAL SERVICE	STN 2 - QUARTERLY ASSESSMENT	816.000	336.003	280.85
07/16/2025	GEN 2	35058	MES SERVICE COMPANY LLC	STN 2 - SCBA REPAIR	932.000	336.003	188.14
07/16/2025	GEN 2	35059	NOORDYK BUSINESS EQUIPMENT	STN 2 COPIER	808.000	336.003	38.30

07/16/2025	GEN 2	35060	PENN CARE, INC	STN 1 - CO2 DETECTOR, PATIENT MOVER, NRB MASK	740.000	336.003	75.21
07/16/2025	GEN 2	35062	RELIANT FIRE APPARATUS, INC	E67 - PREVENTATIVE MAINTENANCE AND REPAIRS	931.000	336.003	5,251.75
07/16/2025	GEN 2	35063	VANDERTUIN PLUMBING	STN 1 - DAY ROOM FAUCET REPLACE	933.000	336.003	385.00
				Total for fund 205 PUBLIC SAFETY SAD			498,333.49

08/05/2025

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 07/01/2025 - 07/31/2025

BUILDING

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
07/03/2025	GEN 2	34971	DELTA DENTAL	TWP DENTAL	717.000	371.000	203.54
07/03/2025	GEN 2	35004	STAPLES TECHNOLOGY SOLUTIONS	4 MONITORS FOR BUILDING AND WATER AND SEWER	979.000	371.000	266.08
07/03/2025	GEN 2	35006	T-MOBILE	JUNE 2025 CELL PHONES	853.000	371.000	50.00
07/14/2025	GEN 2	35016	AMAZON CAPITAL SERVICES	BLDG - ADJUSTABLE STANDING DESK, SIGN	979.000	371.000	94.98
07/14/2025	GEN 2	35039	STAPLES TECHNOLOGY SOLUTIONS	BUILDING - NEW COMPUTER	979.000	371.000	686.81
				Total for fund 549 BUILDING INSPECTIONS DEPT			1,301.41

08/04/2025 11:43 AM
User: TRACY
DB: Gaines Township

CHECK REGISTER FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 07/01/2025 - 07/31/2025

Page: 1/2

Check Date	Check	Vendor Name	Description	Amount
Bank WSK2	WATER/SEWER CHECKING			
07/14/2025	5897	AMERICAN KENDALL PROPERTIES, LLC	PWS CONTRACT 1 WATERMAIN OVERSIZING, SER	865,054.79
07/15/2025	5898	BARTELL, KENNETH	REFUND FOR ACCOUNT: CRPD-001648-0000-02	11.33
07/15/2025	5899	BYRON GAINES UTILITY AUTHORITY	OP, METER EXP MAY 25	54,791.22
			CITY OF GR SEWER JUNE 2025	13,493.04
			CITY OF WYOMING WATER & SEWER MAY 2025	262,287.31
			OP EXP PAYROLL, INSPECTIONS	43,220.06
				373,791.63
07/15/2025	5900	DESMIT, BRIAN	REFUND FOR ACCOUNT: EASA-006124-0000-02	13.85 V
		Void Reason: TFR TO NEW OWNER ACCT		
07/15/2025	5901	EDEN, RIO	REFUND FOR ACCOUNT: 72ND-000675-0000-03	38.34
07/15/2025	5902	EXTEND YOUR REACH	CROSS CONNECTION 2ND NOTICE LETTER	474.05
			JULY 25 BILLING	401.75
			JUNE 25 BILLING	454.04
				1,329.84
07/15/2025	5903	FARNOL, RYAN	UB refund for account: CSWD-001000-0000-	4.41
07/15/2025	5904	GAINES TOWNSHIP GENERAL FUND	2025 1ST & 2ND QTR GEN FUND REIMBURSEMEN	20,482.90
07/15/2025	5905	JOUSMA, DON	REFUND FOR ACCOUNT: CIDD-007644-0000-01	65.63
07/15/2025	5906	SCHAW, ALBERT	UB refund for account: 72ND-000471-0000-	21.54
07/15/2025	5907	TARIQ, SALMAN	REFUND FOR ACCOUNT: CCOD-008333-0000-02	25.88
07/15/2025	5908	VRIESMAN & KORHORN	CONTINENTAL PROPERTIES	223.50
			DUTTON CENTER PH2	1,596.77
			ALEXANDER TRAILS PH 2	954.26
			ALEXANDER TRAILS PH 1	1,252.26
			KPS MULTIPURPOSE BLDG	1,075.75
			DUTTON CENTER	2,409.03
			ALEXANDER TRAILS LIFT STATION	326.25
			PLASTER CREEK BANK RESTORATION	2,386.25
			PLASTER CREEK BANK RESTORATION	348.00
			WATER SEWER ADMIN	204.00
			2ND WATER SYS CONNECTION	449.52
			STORAGE TANK	312.00
			MISC SEWER SYS	840.48
			MISC WATER SYS	473.48
			DUNKIN DONUTS	633.25
			6207 EAST PARIS	748.11
			DUTTON CENTER PH2	326.00
			CONTINENTAL PROPERTIES	1,451.47
			THORNAPPLE FARMS PH 3	960.50
			ALEXANDER TRAILS PH 2	855.49
			ALEXANDER TRAILS PH 1	486.75
			PWS CONTRACT 3	111.75
			KPS MULTIPURPOSE BLDG	5,748.53
			DUTTON CENTER	805.75
			PLASTER CREEK BANK RESTORATION	784.50
			WATER SEWER ADMIN	459.00
			2ND WATER SYSTEM CONNECTION	88.50
			STORAGE TANK	3,724.42
			GPS UTILITY PICKUP	192.50
			MISC SEWER SYS	376.12
			MISC WATER SYS	957.75
				31,561.94

Check Date	Check	Vendor Name	Description	Amount
WSCK2 TOTALS:				
Total of 12 Checks:				1,292,402.08
Less 1 Void Checks:				13.85
Total of 11 Disbursements:				1,292,388.23



MEMO

Staff Communication

DATE: August 11th, 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 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.

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.

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.

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.

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.

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.

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.

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.

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.

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.

The general requirements under 24.40.7 stipulate that ECMs must be located 200 feet from any residential zoned dwelling unit, which tends to distance neighbors sufficiently, and this requirement is not part of the amendment request.

Staff suggests the Board consider the text amendment allowing ECMs in suburban areas and provide staff with guidance if modifications are desired.

After consideration of public comments, the Board may vote to approve, postpone, or deny the request to amend the Gaines Charter Township Zoning Ordinance.

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 ZONING ORDINANCE
OF GAINES CHARTER TOWNSHIP TO ALLOW
ELECTRONIC CHANGEABLE MESSAGE (ECM) SIGNS
AS SPECIAL LAND USES FOR NON-RESIDENTIAL USES
IN RESIDENTIAL ZONING DISTRICTS**

THE CHARTER TOWNSHIP OF GAINES (the “Township”) ORDAINS:

Section 1. Chapter 24. Chapter 24 of the Gaines Charter Township Zoning Ordinance is amended to revise Section 24.80, Table 24.80, to allow electronic changeable message (ECM) signs as special land uses for non-residential uses in residential zoning districts, and for Table 24.80 to read in its entirety as follows:

TABLE 24.80: PERMANENT SIGNS- RESIDENTIAL ZONING DISTRICTS		
Type	Requirements	
Freestanding Sign: Ground Sign for Non-Residential Uses or Bed and Breakfasts	Zoning District	All residential districts
	Maximum Number	1 per lot
	Maximum Size	16 s.f. for bed and breakfasts 32 s.f. for all other uses
	Maximum Height	6 ft.
	Minimum Setbacks	10 feet from street right-of-way or easement 20 feet from all other property lines
	Illumination	External- for bed and breakfasts Internal and external (permitted) and ECM (special land use)- all other non-residential uses
Freestanding Sign: Ground Sign for Residential Development Entry Point	Zoning District	All residential districts
	Maximum Number	1 per entry
	Maximum Size	48 s.f.
	Maximum Height	6
	Minimum Setbacks	10 ft. from all property lines
	Illumination	External
Wall Sign: for Non-Residential Uses, Bed and Breakfasts, or	Zoning District	All residential districts
	Maximum Number	1 per building
	Maximum Size	8 s.f. for bed and breakfasts and major home occupations 32 s.f. for all other non-residential uses

TABLE 24.80: PERMANENT SIGNS- RESIDENTIAL ZONING DISTRICTS

Major Home Occupations	Illumination	External
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Section 2. Effective Date. This Ordinance shall become effective seven (7) days after its publication (or a summary hereof) 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

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



MEMO

Staff Communication

DATE: August 11th, 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 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 project 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.

Per the Boards direction at the July 14th meeting the language regarding bonds was removed in favor of irrevocable letters of credit “or other financial security acceptable to and approved by the Township”, which leaves flexibility depending on project specifics.

Two versions of the proposed amendment are presented; one places authority for approval of permits with the Planning Commission, the other places authority with the Board of Trustees.

FINANCIAL IMPACT:

None.

BUDGET ACTION REQUIRED:

None.

PROCESS:

Planning, Building, Engineering and Water and Sewer Departments have reviewed the proposed text and provided comments prior to the final amendment presented for consideration.

STAFF RECOMMENDATION:

The Board set a public hearing at the July 14th meeting.

The Board will need to decide whether the Planning Commission of the Board will have the authority to permit early starts. Staff has no opinion on which entity is more appropriate.

After consideration of public comments, the Board may vote to approve, postpone, or deny the request to amend the Gaines Charter Township Code of Ordinances.

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

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 similar improvements, 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 Township Board of Trustees has the authority (at the Township Board of Trustees’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 Township Board of Trustees unless all of the following conditions and requirements are met:

- (1) The Township Board of Trustees 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 an irrevocable letter of credit (or other financial security acceptable to and approved by the Township) with the Township (involving 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 by the deadline set by the Township. 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.

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 similar improvements, 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 an irrevocable letter of credit (or other financial security acceptable to and approved by the Township) with the Township (involving 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 by the deadline set by the Township. 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: August 11th, 2025

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: Amendment to Prairie Wolf Station PUD Site Plan

SUMMARY OF TOPIC:

The applicant requests to amend the site plan for the Prairie Wolf Station Planned Unit Development (PUD). The proposed changes will also require a judicial amendment to the Consent Judgement that served as the approval for the project; amendments must be approved by the Planning Commission and Township Board of Trustees prior to judicial review.

The basic elements of the site plan and project concept as a village center remain in place. The development features a retail and mixed-use residential center at the intersection of 84th and Kalamazoo, which transitions to apartments, then townhomes, then single-family housing towards the south and east areas of the parcel. The developer remains committed to designing the area as a pedestrian-friendly community center, with a variety of housing options, community-oriented public spaces, non-motorized pathways, and water features.

The main reasons for the site plan amendment are changes in layout driven by the Department of Energy, Great Lakes, and Energy (EGLE) wetland preservation requirements, engineering requirements for both utilities and roads, and development of the senior housing component.

South Side of Gull Prairie Drive

Under the current Consent Judgement all buildings along Gull Prairie Drive and Kalamazoo Avenue are required to be within five feet of the sidewalk. The intent was to create a pleasant pedestrian street with active retail to walk to Prairie Wolf Park in keeping with a village center concept. EGLE has determined that a wetland area at the southeast intersection of Gull Prairie Drive and Kalamazoo will need to be protected and remain undeveloped. This forced a relocation of buildings that were previously planned to line Gull Prairie Drive to the south, and makes them unable to meet the five-foot setback requirement. In addition, it has become apparent after final engineering design that a wider utility easement is necessary than previously planned along that side of the

road, so the previously proposed building locations would not be able to meet that requirement either.

This area (“Lot B”), which was included in the site plan as a neighborhood commercial/mixed-use, is the preferred site for the senior housing component of the project rather than the one to the north as indicated on the current plan. This relocation of use is permitted within the Consent Judgement, as the end use of the three parcels (“Lot A”, “Lot B”, and “Future Senior Housing”) were always intended to be interchangeable. Staff views the use of this parcel for senior housing as a better location since it provides a residential buffer to the south, which is more appropriate than commercial. Building B-1 will also be integrated with the senior housing building. The senior housing includes a mixed-use component—it will house a café space at the east end of the building—and has 50 independent living apartments, which fulfills the mixed use intent where building B-1 was planned.

North Side of Gull Prairie Drive

This area (“Lot A” and “Future Senior Housing”), was formerly planned for senior living and neighborhood commercial and now will be dedicated solely to neighborhood commercial. The building layouts and footprints presented in this plan are not final and will be subject to final site plan review at a future date, but reflect the intent of the original plan. The concept presented here is that neighborhood commercial buildings will line Gull Prairie Drive, Prairie Wolf Drive, 84th Street, and Kalamazoo, and the main parking lots will be behind the buildings in a courtyard arrangement. Staff views this use as compatible with the plaza area to the east and will make a cohesive village center. The buildings along Gull Prairie Drive and Prairie Wolf Drive will create the “main street” character that the village center concept envisions.

Single Family Residential Phases

Several changes to the site plan were required due to final engineering of the northeast stormwater retention pond, which required expansion of it’s original area. In addition, the Kent County Road Commission required a realignment of Gray Wolf Drive.

These changes resulted in the removal of four “terrace” homes and one single-family detached lots, but the overall layout remains very similar to the original.

The proposal now includes:

1. 497 dwelling units (was 515)
 - a. 123 single-family detached single-family lots (was 124)
 - b. 32 T.N.D. condominiums/“Terrace Homes” (was 36)
 - c. 274 multi-family units (was 274)
 - d. 34 mixed-use apartment units (was 34)
 - e. 34 attached single-family townhome units (was 34)

2. 140 senior living units (was 110)
3. Five commercial buildings (B-2 to B-6 surrounding the plaza), ca. 19,450 SF total (was six, 20,800 SF)
4. Conceptual Future Commercial Development (F-1 through F-6), ca. 157,000 SF (was not previously defined)
5. 10.6-acres of open space (12.9%) (was 10.9-ac, 13.2%)

FINANCIAL IMPACT:

None, developer is paying for all utility extensions and legal work related to the amendment.

BUDGET ACTION REQUIRED:

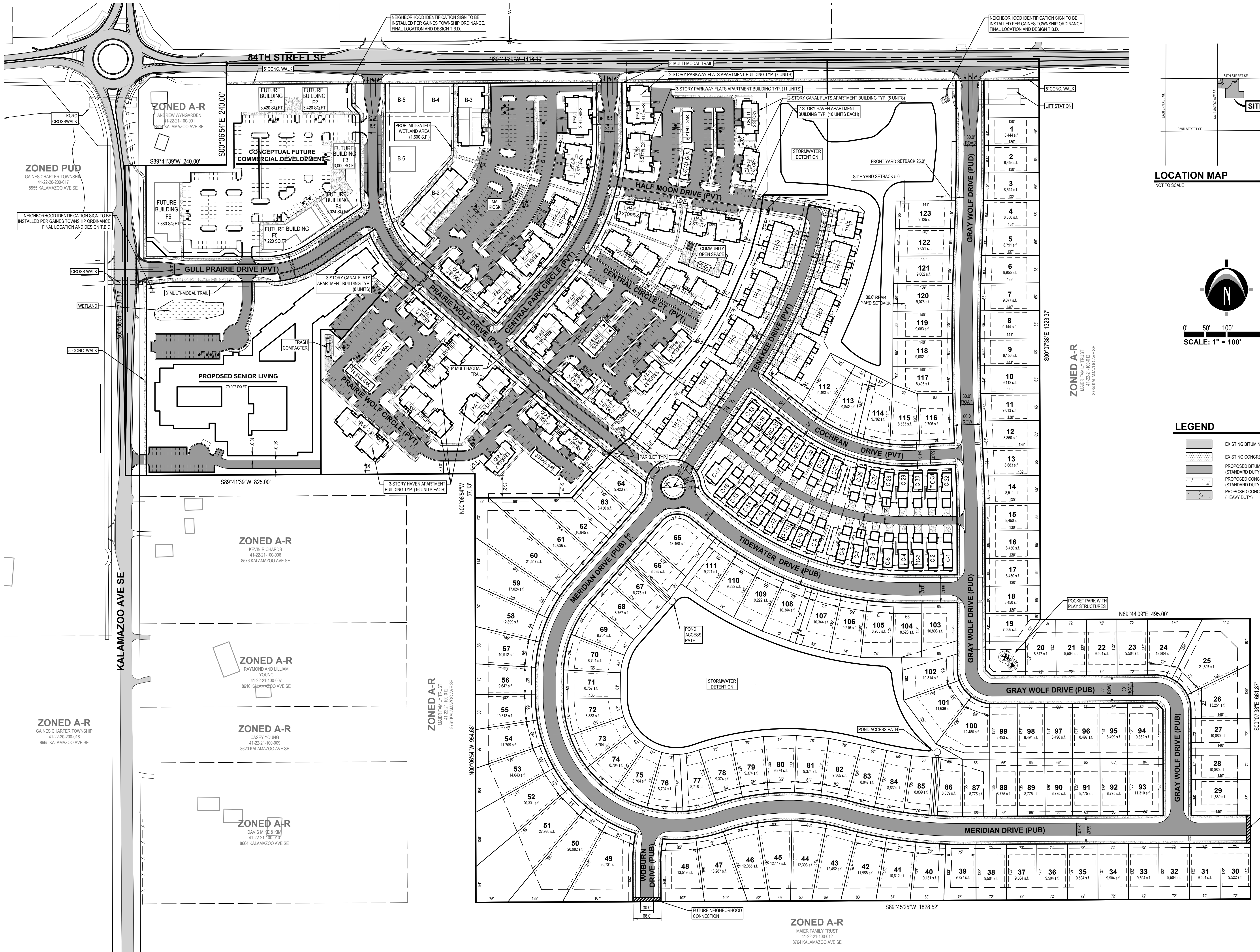
None.

STAFF RECOMMENDATION:

Staff recommends approval of the PUD Site Plan and Consent Judgement Amendment as it meets the original intent of the development as a village center and in some ways improves on the layout. Note that the attached Consent Judgement Amendment is a draft and may be modified by the Township Attorney in consultation with the Community Development Director for clarifications and minor modifications prior to final submittal to the Judge.

The Board of Trustees has three options at this stage of the process: approve the PUD Site Plan and Consent Judgement Amendment, deny it, or postpone a decision on the application.

If the Board of Trustees approves the request, it will move forward for final legal review, then judicial review and amendment to the Consent Judgement.



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COLUMBUS
HOLLAND
INDIANAPOLIS

PREPARED FOR:
Kendall Property Group
Attn: J.R. Kendall
3600 Woodview Trail, Suite 130
Indianapolis, IN 46268
Phone: 317.872.4600

REVISIONS:
Title: Phase One Final PUD/Site Plan
Drawn: J.W. Checked: EDY Date: 07.25.2024
Title: Phase One Final PUD/Site Plan Review Update
Drawn: J.W. Checked: EDY Date: 08.08.2024
Title: Entrance Sign Addition
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Drawn: EG Checked: EDY Date: 08.28.2024
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Title: PUD Amendment
Drawn: DAC Checked: EDY Date: 06.26.2025
Title: PUD Amendment
Drawn: DAC/JW Checked: EDY Date: 07.07.2025

PRAIRIE WOLF STATION
Overall PUD Site Layout Plan
8460 Kalamazoo Avenue, SE
PART OF THE NORTHWEST 1/4 OF SECTION 21, T5N, R11W,
GAINES TOWNSHIP, KENT COUNTY, MICHIGAN

STAMP:
STATE OF MICHIGAN
ROBERT J. BERENDS
License No. 6201041559
REGISTERED PROFESSIONAL ENGINEER
Robert J. Berends

PROJECT NO:
20400701

SHEET NO:
EX-A
SHEET: 1 OF 2

GENERAL NOTES

- 1) ZONING OF PROPERTY: PLANNED UNIT DEVELOPMENT (PUD)
- 2) SUMMARY OF LAND USE:

A) TOTAL ACREAGE = 82.3 ACRES (3,584,914 SQ.FT.) (EXCLUDING R.O.W.)

B) RESIDENTIAL USE SUMMARY

SINGLE FAMILY LOTS (LOTS 1-123) = 123 LOTS (123 DWELLING UNITS)

T.N.D. CONDOS (C-1 - C-32) = 32 CONDOS (32 DWELLING UNITS)

TOWNHOMES = 9 BUILDINGS (34 DWELLING UNITS)

HAVEN APTS = 8 BUILDINGS (116 DWELLING UNITS)

PARKWAY FLATS APTS = 9 BUILDINGS (91 DWELLING UNITS)

CANAL FLATS APTS = 11 BUILDINGS (67 UNITS)

RESIDENTIAL OVER RETAIL = 34 UNITS (34 DWELLING UNITS)

DWELLING UNIT TOTAL = 497 UNITS

C) COMMERCIAL/RETAIL/OFFICE AND SENIOR LIVING

COMMERCIAL/OFFICE/RETAIL SPACE = 5 BUILDINGS [BUILDINGS B2-B6] (19,450 SQ.FT.)

SENIOR LIVING = 1 BUILDING (140 SENIOR LIVING UNITS) (1,408 SQ.FT. COMMERCIAL USE)

CONCEPTUAL FUTURE COMMERCIAL DEVELOPMENT AREA = 156,980 SQ.FT.

D) OPEN SPACE = 12.48 ACRES (543,971 SQ.FT.) (15.2%) [10.00% OPEN SPACE REQUIRED]

E) ADJOINING ZONING

ZONING OF PARCELS TO THE NORTH = RL-14, PUD

ZONING OF PARCELS TO THE EAST = RL-14

ZONING OF PARCELS TO THE WEST = RL-14, PUD

ZONING OF PARCELS TO THE SOUTH = A-R

F) PROPOSED PUD REGULATING REQUIREMENTS

SINGLE FAMILY LOTS (LOTS 1-123)

1) MINIMUM LOT WIDTH AT FRONT YARD SETBACK = 65 FT.

2) MINIMUM LOTS AREA = 7,000 SQ.FT.

3) MAXIMUM BUILDING HEIGHT = 35 FT.OR 2 1/2 STORIES, WHICHEVER IS LESS

4) SINGLE FAMILY LOT SETBACKS:

FRONT YARD = 25 FT.

SIDE YARD = 5 FT.

REAR YARD = 35 FT.

T.N.D. CONDOS (C-1 - C-32)

1) MAXIMUM BUILDING HEIGHT = 35 FT.OR 2 1/2 STORIES, WHICHEVER IS LESS

2) MINIMUM BUILDING TO BUILDING SEPARATION [FOUNDATION WALL TO FOUNDATION WALL] = 10 FT.

3) MINIMUM DISTANCE BUILDING [FOUNDATION WALL] TO ALLEY = 22 FT.

4) FRONT YARD SETBACK = 6 FT.

TOWNHOMES (TH-1 - TH-9)

1) MAXIMUM BUILDING HEIGHT = 35 FT. OR 2 1/2 STORIES, WHICHEVER IS LESS

2) MINIMUM BUILDING TO BUILDING SEPARATION [FOUNDATION WALL TO FOUNDATION WALL]= 12 FT.

(NOTE: EGRESS WINDOW WELL IS ALLOWED TO BE WITHIN MINIMUM FOUNDATION WALL SEPARATION DISTANCE)

3) MINIMUM DISTANCE BUILDING [FOUNDATION WALL] TO ROAD PAVEMENT = 22 FT.

4) MINIMUM DISTANCE BUILDING [FOUNDATION WALL] TO SIDEWALK = 20 FT.

HAVEN, CANAL FLATS, AND PARKWAY FLATS APARTMENT BUILDINGS (HA-1 - HA-8; CFA-1 - CFA-11; PFA-2 - PFA-8)

1) MAXIMUM BUILDING HEIGHT (HA-1, HA-3, HA-5 THROUGH HA-9; CFA-1 THROUGH CFA-6; PFA-2 THROUGH PFA 7) = 50 FT. OR 3 1/2 STORIES, WHICHEVER IS LESS

2) MAXIMUM BUILDING HEIGHT (HA-2, HA-4; CFA-7 THROUGH CFA11; PFA-1, PFA-9) = 35 OR 2 1/2 STORIES, WHICHEVER IS LESS

3) MINIMUM BUILDING SEPARATION [FOUNDATION WALL TO FOUNDATION WALL] = 20 FT.

SENIOR LIVING BUILDING

1) MAXIMUM BUILDING HEIGHT = 50 FT. OR 3 1/2 STORIES, WHICHEVER IS LESS

2) MINIMUM BUILDING SEPARATION = N/A

MIXED USE BUILDINGS (B-2 - B-6 AND F-1 - F-6)

1) MAXIMUM BUILDING HEIGHT = 50 FT. OR 3 1/2 STORIES, WHICHEVER IS LESS

2) MINIMUM BUILDING TO BUILDING SEPARATION [FOUNDATION WALL TO FOUNDATION WALL]= 20 FT.

3) PARKING SUMMARY

A) PARKING REQUIREMENTS:

1) SINGLE FAMILY LOTS, TOWNHOMES, & T.N.D. CONDOS: 1 SPACES PER DWELLING - WILL ALL BE PROVIDED WITHIN LOTS OR ASSOCIATED DRIVEWAYS AS SHOWN. THESE UNITS ARE NOT INCLUDED IN THE TOTAL REQUIRED SPACES BELOW.

2) REQUIRED PARKING FOR THE FUTURE COMMERCIAL DEVELOPMENT (F1-F6) IS NOT INCLUDED IN THE TOTAL REQUIRED SPACES BELOW.

3) MULTIPLE FAMILY DWELLINGS: 1.5 SPACES PER ONE BEDROOM UNIT, 2 PER SPACES PER 2 OR MORE BEDROOM UNITS

4) RETAIL/OFFICE/COMMERCIAL: 5 SPACES PER 1,000 SF GFA (AVERAGE OF ASSUMED USES)

5) NURSING HOME (ASSISTED LIVING & MEMORY CARE) = 1 SPACE PER 5 UNITS

6) INDEPENDENT LIVING = 1 SPACE PER DWELLING UNIT

B) TOTAL OFF-STREET PARKING REQUIRED = 720 SPACES

1) COMMERCIAL USE = 104 SPACES

2) MULTIPLE FAMILY RESIDENTIAL = 548 SPACES

3) SENIOR LIVING = 68 SPACES

ASSISTED LIVING AND MEMORY CARE = 18 SPACES

INDEPENDENT LIVING = 50 SPACES

C) TOTAL OFF-STREET PARKING PROVIDED = 721

D) TOTAL ON-STREET PARKING PROVIDED = 124 SPACES

4) COVERED PARKING (GARAGES AND/OR CARPORTS) SHALL BE ALLOWED, BASED ON DEVELOPER DISCRETION.

5) THIS PROJECT IS NOT LOCATED IN THE 100 YEAR FLOOD PLAIN, BASED ON THE NATIONAL FLOOD INSURANCE PROGRAM RATE MAPS.

6) 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.

7) ALL LIGHTING SHALL BE SHIELDED FROM ALL ADJACENT PROPERTIES. PROPOSED LIGHTING SHALL CONSIST OF WALL-MOUNTED LIGHTS AND LIGHT POLES, BOTH FITTED WITH SHOEBOX TYPE FIXTURES.

8) EASEMENTS SHALL BE GRANTED FOR UTILITIES AND INGRESS/EGRESS AS REQUIRED BY AGENCIES.
- 

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|--|---------------|-------------------------------|
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- PRAIRIE WOLF STATION

PUD General Notes

8460 Kalamazoo Avenue, SE
PART OF THE NORTHWEST 1/4 OF SECTION 21, T5N, R11W,
GAINES TOWNSHIP, KENT COUNTY, MICHIGAN
- STAMP:



PROJECT NO:

20400701

SHEET NO:

EX-B

SHEET: 2 OF 2
- Land Planning — Landscape Architecture — Civil Engineering — Land Surveying — High Definition Scanning — Forensic Engineering — Fire Investigation
- © 2025 Nederveld, Inc.
- 20400701-PR-ELT.dwg JW 7/10/2025 15:35

STATE OF MICHIGAN
IN THE 17TH CIRCUIT COURT FOR THE COUNTY OF KENT

CALEYDONIA, LLC, a Michigan limited liability company, and AMERICAN KENDALL PROPERTIES LLC, an Indiana limited liability company,

Plaintiffs,

v.

GAINES CHARTER TOWNSHIP, a Michigan municipal corporation,

Defendant.

Hon. Curt A. Benson

Case No.: 22-03226-CBB

Eric R. Starck (P63247)
Miller Johnson
Attorneys for Plaintiffs
45 Ottawa SW, Suite 1100
Grand Rapids, MI 49503
(616) 831-1767

Craig R. Noland (P30717)
McGraw Morris P.C.
Attorney for Defendant
300 Ottawa NW, Suite 820
Grand Rapids, MI 49503
(616) 288-3700

FIRST AMENDMENT TO CONSENT JUDGMENT AND FINAL ORDER

At a session of said court held on this ____ day of _____,
2025, in the Circuit Court, Kent County, Michigan.

Present: Hon. Curt A. Benson,
 Circuit Court Judge

American Kendall Properties LLC, an Indiana limited liability company (“AKP”), on behalf of itself and as successor-in-interest to Caleydonia, LLC, a Michigan limited liability company (“Caleydonia”), as Plaintiff, by and through its counsel, Miller Johnson, and Gaines Charter Township,

a Michigan municipal corporation (the “Township”), as Defendant, by and through their counsel, McGraw Morris P.C., and the Court hereby approve the entry of this First Amendment to Consent Judgment and Final Order (this “Amended Consent Judgment”).

RECITALS

1. The Court, pursuant to a stipulation by the parties, entered a Consent Judgment and Final Order on September 22, 2023 (the “Consent Judgment”).

2. The Consent Judgment relates to certain real property located in Gaines Charter Township, Michigan (the “Subject Property”) and legally described on **Exhibit A** attached hereto.

3. On February 16, 2023, Caleydonia conveyed the Subject Property to AKP.

4. On October 31, 2023, AKP conveyed a portion of the Subject Property containing approximately 53.90 acres to Signature Land Development, Inc., a Michigan corporation, and Signature Land Development, Inc. has agreed to consent to the entry of this Amended Consent Judgment.

5. Paragraph 5.B. of the Consent Judgment provides that the Development (as defined in the Consent Judgment) will be developed in accordance with the approved site plan attached to the Consent Judgment (the “Site Plan”).

6. The parties desire to amend the Site Plan and replace it with the Overall PUD Site Layout Plan attached hereto as **Exhibit B** (the “Revised Site Plan”).

7. The parties further desire to amend the Consent Judgment to delete the requirement in Paragraph 5.C.i. that all buildings are built to within 5 feet of the sidewalk along Gull Prairie Drive and Kalamazoo Avenue and that parking lots must be located to the side or rear of street facing facades.

8. Pursuant to Paragraph 13 of the Consent Judgment, the parties agree to amend the Consent Judgment pursuant to the terms set forth below.

AMENDED TERMS OF CONSENT JUDGMENT

9. The Consent Judgment is amended such that, notwithstanding Paragraph 5 or Paragraph 8 of the Consent Judgment or anything else contained in the Consent Judgment to the contrary, the Development shall be constructed in accordance with the Revised Site Plan.

10. All references in the Consent Judgment to “Future Commercial Development Lot A” and “Future Commercial Development Lot B” are deleted and replaced with “Conceptual Future Commercial Development.”

11. All references in the Consent Judgment to “Senior Living” are deleted and replaced with “Proposed Senior Living.”

12. The following language within Paragraph 5.B. of the Consent Judgment is deleted in its entirety:

“Future Commercial Development Lot A, the Senior Living parcel and Future Commercial Development Lot B (all as shown on Exhibit A) shall not be developed or used with the same principal use as one another, and they shall be developed with principal uses that are different from one another (i.e. the use on each such lot or unit shall be substantially different from the use on each of the other lots or units)

13. The following language within the first sentence of Paragraph 5.C. of the Consent Judgment is deleted – “and the lot identified as “Senior Living” (as shown on Exhibit A)”.

14. Paragraph 5.C.i. of the Consent Judgment is deleted in its entirety.

15. The reference to building “B-1” within Paragraph 5.D. of the Consent Judgment is deleted as such building has been removed from the Revised Site Plan.

16. In all other respects not inconsistent with this Amended Consent Judgment, the Consent Judgment is hereby ratified and confirmed.

17. Each of the parties to this Consent Judgment represents that all requirements necessary for the party to bind itself to this Consent Judgment have been met.

IT IS HEREBY SO ORDERED.

Hon. Curt A. Benson
Circuit Court Judge

APPROVED AS TO FORM AND CONTENT:

MILLER JOHNSON

Attorneys for American Kendall Properties LLC

By: _____

Eric R. Starck (P63247)
Miller Johnson
45 Ottawa SW, Suite 1100
Grand Rapids, MI 49503
(616) 831-1767

MCGRAW MORRIS P.C.

Attorneys for Defendant

By: _____

Craig R. Noland (P30717)
McGraw Morris P.C.
300 Ottawa NW, Suite 820
Grand Rapids, MI 49503

SIGNATURE LAND DEVELOPMENT, INC.

By: _____

Its: _____

Exhibit A

Legal Description of Subject Property

The real property in the Township of Gaines, County of Kent, State of Michigan, described as follows:

The Northwest $\frac{1}{4}$ of Section 21, Town 5 North, Range 11 West, Gaines Township, Kent County, Michigan, EXCEPT the West 240 feet of the North 240 feet thereof;

AND ALSO EXCEPT the East 30 rods of the North $\frac{1}{2}$ of the Northwest $\frac{1}{4}$ of Section 21;

AND ALSO EXCEPT the South $\frac{1}{2}$ of the South $\frac{1}{2}$ of the Northwest $\frac{1}{4}$ of Section 21;

AND ALSO EXCEPT the South 300 feet of the West 660 feet of the North $\frac{1}{2}$ of the Northwest $\frac{1}{4}$ of Section 21;

AND ALSO EXCEPT a parcel 40 rods square in the Northwest corner of the South $\frac{1}{2}$ of the Northwest $\frac{1}{4}$ of Section 21;

AND ALSO EXCEPT commencing at the Northwest corner of the South 300 feet of the West 660 feet of the North $\frac{1}{2}$ of the Northwest $\frac{1}{4}$ of Section 21; thence North 50 feet; thence East 825 feet; thence South 1010 feet to the North line of the South $\frac{1}{2}$ of the South $\frac{1}{2}$ of the Northwest $\frac{1}{4}$ of Section 21; thence West 165 feet to the Southeast corner of a parcel 40 rods square in the Northwest corner of the South $\frac{1}{2}$ of the Northwest $\frac{1}{4}$ of Section 21; thence North 960 feet to the Northeast corner of the South 300 feet of the West 660 feet of the North $\frac{1}{2}$ of the Northwest $\frac{1}{4}$ of Section 21; thence West 660 feet to the point of beginning.

Exhibit B

Revised Site Plan

[See Attached.]

DRAFT

MEMO

Staff Communication

DATE: July 31, 2025
TO: Gaines Charter Township Board of Trustees
FROM: Rod Weersing, Township Manager
RE: Blain Cemetery Water System Expansion

SUMMARY OF TOPIC:

With the recent expansion of the Blain Cemetery, it is now time to expand the water system for the cemetery. Huizinga Sprinkling reviewed the recommended layout from the cemetery Sexton and provided an estimate for the work which came in at \$9,275.00. Huizinga is very familiar with the system that is in place at the cemetery and will do a great job of completing this project.

FINANCIAL IMPACT:

None

BUDGET ACTION REQUIRED:

None – There are funds in the FY 2025 budget to cover this project.

STAFF RECOMMENDATION:

Staff recommends that the Board approve this project.

MEMO

Staff Communication

DATE: August 6, 2025
TO: Gaines Charter Township Board of Trustees
FROM: Rod Weersing, Township Manager
RE: Purchase Additional Columbaria

SUMMARY OF TOPIC:

As has been mentioned, there has been a lot of interest in the new columbarium at Blain Cemetery. With the excitement, and the upcoming winter that makes installation difficult, I would like to propose that the Board consider purchasing two additional columbaria. This would be to add a second at Blain Cemetery as well as one at Dutton Cemetery.

Adding the second unit at Blain Cemetery would be predicated on the Board being willing to switch the planned layout for the four units that are to be placed on the existing pad. The Board had directed staff to utilize the layout that produces a square with the units. If that is still the direction that the Board would like to go, major modifications need to be made to make the pad flat. If the Board is amenable to change to the parallel layout, the future units could be added to the existing pad.

The current cost per unit would be \$15,689. This cost includes the unit, freight, and installation. There may be an opportunity for a little savings if the units were able to be shipped together and installed at the same time.

FINANCIAL IMPACT:

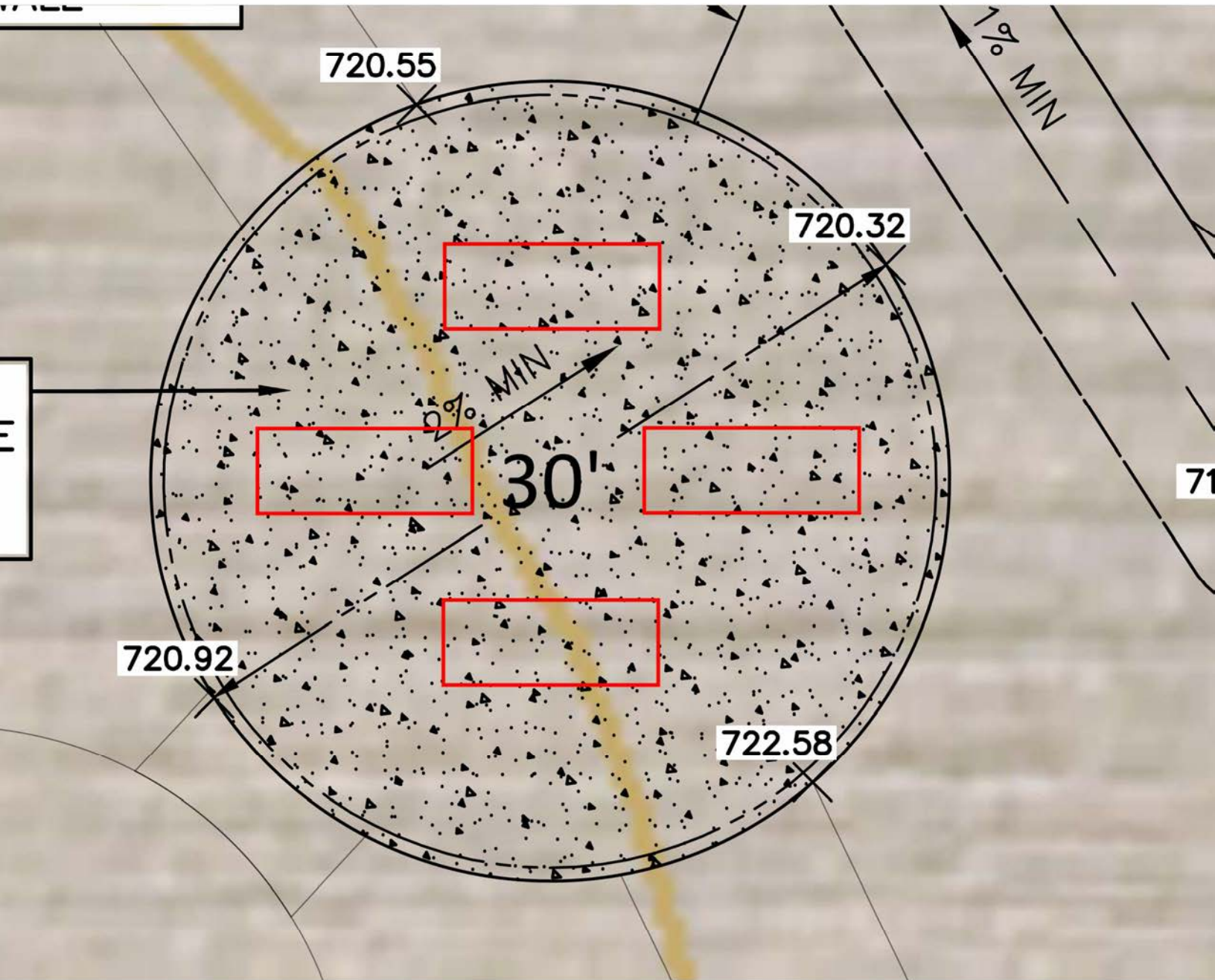
None – There is money in the FY 2025 budget for the purchase of two more units.

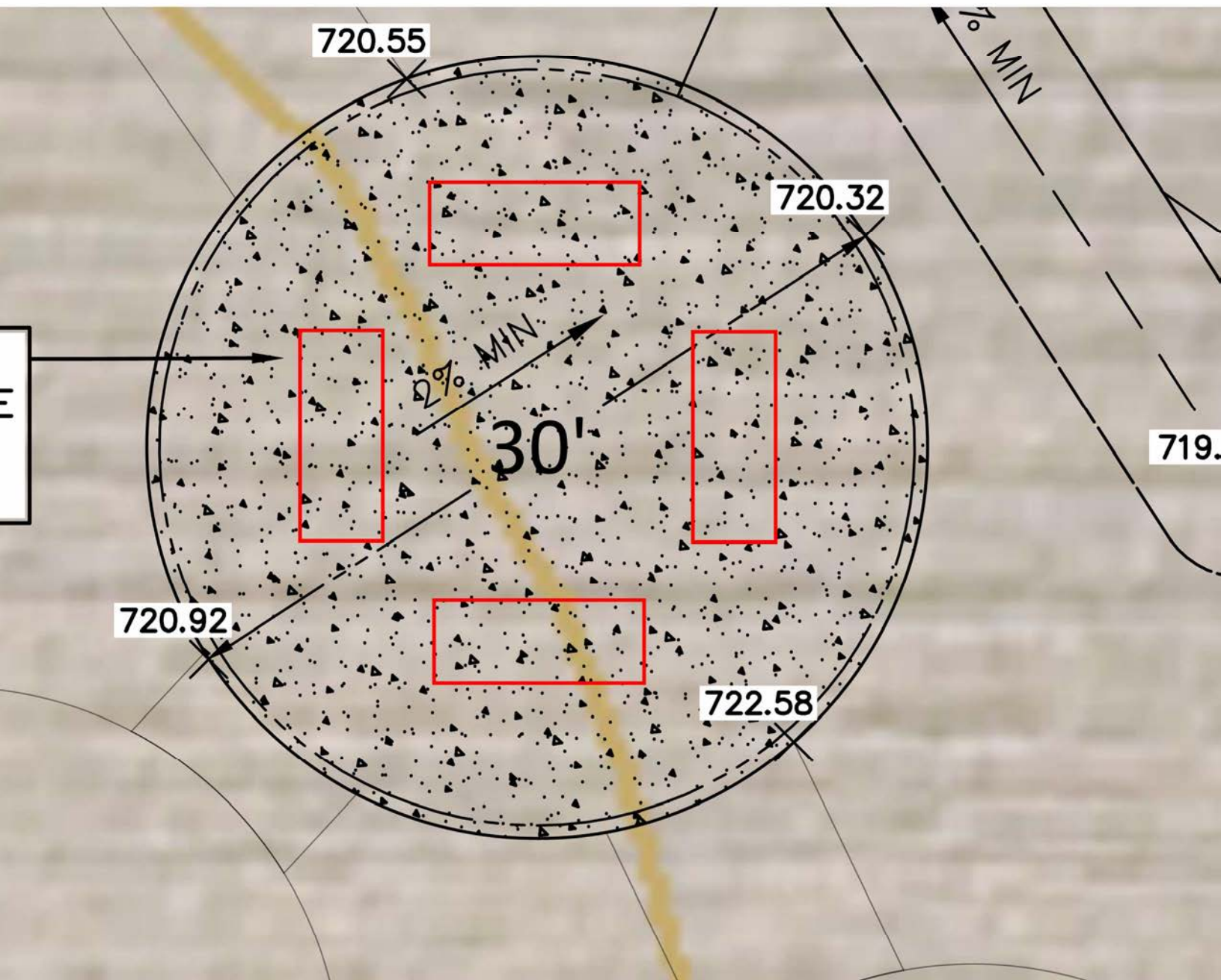
BUDGET ACTION REQUIRED:

None – There is money in the FY 2025 budget for the purchase of two more units.

STAFF RECOMMENDATION:

Staff recommends that the Board approve the purchase of two additional units.







MEMO

Staff Communication

DATE: July 29, 2025
TO: Gaines Charter Township Board of Trustees
FROM: Rod Weersing, Township Manager
RE: Interurban Transit Partnership Renewal

SUMMARY OF TOPIC:

Staff received the proposed renewal contract for the Interurban Transit Partnership (The Rapid) for their Fiscal Year 2026 which begins on October 1, 2025. This contract includes both the linehaul service and the paratransit service also known as The Go Bus.

FINANCIAL IMPACT:

There is a slight decrease in the hourly rate being proposed in this renewal. The current cost per hour is \$88.10 and the proposed cost per hour for FY 2026 is \$87.37. That savings equals a little over \$400 for the contract year.

BUDGET ACTION REQUIRED:

None – The Township’s FY 2025 budget is adequate to cover the 2025 since they are proposing a slight decrease as opposed to an increase.

STAFF RECOMMENDATION:

Staff recommends renewal of this contract to be able to continue offering this service to Township residents.

AGREEMENT BETWEEN
THE INTERURBAN TRANSIT PARTNERSHIP
AND
GAINES CHARTER TOWNSHIP
FOR LINEHAUL AND PARATRANSIT SERVICES

Agreement made by and between Gaines Charter Township, hereinafter called "Township", and the Interurban Transit Partnership, hereinafter called "ITP", with offices at 300 Ellsworth Ave., S.W., Grand Rapids, MI, 49503.

ARTICLE I – RECITALS

1. Whereas, ITP provides regular bus service over established routes during published hours and at published frequencies, and
2. Whereas, ITP has the capability of expanding its bus service, particularly service in the Township, and
3. Whereas, the expansion of ITP bus service into the Township makes transit service available for residents of the Township

Now, therefore, be it resolved that the Township wishes to enable the use of ITP transit service into and within the Township. The responsibilities of the Township and ITP in the execution of this resolve are set forth below.

ARTICLE II – RESPONSIBILITIES OF ITP

1. ITP shall provide bus service to the Township. The route(s) will be developed by ITP and with the agreement of the Township. Passenger fares charged for both linehaul and paratransit service shall be those currently adopted by the ITP Board. ITP shall retain all passenger fare revenue.
2. ITP shall provide paratransit service pursuant to the requirements of the Americans with Disabilities Act. All equipment used in providing service to the Township shall be accessible to persons with disabilities. The paratransit service shall be provided during the same days and hours of operation of the linehaul service and shall be provided to those whose trips begin or end within the $\frac{3}{4}$ mile corridor either side of the linehaul service within the township. ITP shall perform all certifications necessary to determine paratransit eligibility.

ARTICLE V – ITP FISCAL YEAR SCHEDULE

For purposes of this agreement, ITP's fiscal year schedule shall be defined as below:

FY 2025: October 1, 2024 – September 30, 2025

FY 2026: October 1, 2025 – September 30, 2026

ARTICLE VI – TERM OF AGREEMENT

1. This Agreement shall be effective starting August 25, 2025 through August 22, 2026. The Township shall make its intentions to ITP for renewal of the agreement on or before July 1, 2025 for Fall 2025 service.
2. Hourly contract rates may be adjusted annually based upon inflationary increases in operating expenses, a decrease in local or State revenues to ITP, or a change in the service levels provided to the Township.
3. This Agreement may be terminated by either party with a minimum three-month prior written notification to the other party.
4. If at any time during the term of this Agreement, either party shall fail to satisfactorily meet the provisions of this Agreement, the dissatisfied party shall so advise the other party by registered mail, indicating in specific detail the nature and basis of its dissatisfaction. If the complaint is based on reasonable cause, the party to whom the complaint is addressed shall have an opportunity to correct the situation giving rise to the complaint within forty-five (45) days written notice by registered mail.

ARTICLE VII – ADDITIONAL CONDITIONS

1. ITP shall install all bus stops along the agreed-upon route extension at its expense.
2. Service shall only be offered on days which the ITP linehaul operates, the hours of service shall be mutually agreed upon and made part of this agreement as attachment "A".
3. Additional services may be provided as permitted under Federal Transit Administration charter regulations. Under these guidelines, the service must be advertised and open to the general public. ITP must control the route and determine the fares to be charged. Any trips which do not meet these criteria, as determined by ITP, must first be offered to the private sector. The cost for any charter work shall be at ITP's current charter rate.

Gaines Township

Attachment A

Township-Funded Service:

Revenue hours to Woodfield Apartments (all week; does not include layover)

	Current	Former
Township revenue hour's, per trip	0.03	0.07
Trips per Regular Weekday	62	34
Trips per Regular Saturday	27	
Trips per Regular Sunday	13	

IV-21. Contract Service Hours

		Monday - Friday	Saturday	Sunday	Total Cost
26.	Route d Eastern	2.07	\$5.73	\$88.10	\$95.90
5	Route d Eastern	0.53	\$88.10	\$233.47	\$322.10
5	Route d Eastern	0.40	2.00	\$88.10	\$90.50
	FY 24 Gross Cost:	\$5,343.57			

TX 26 Contract Service Hours

Days	Hours per day	Total hours	Cost per hour	Total cost	
Monday - Friday					
278	Route 4 Eastern	2.07	471.20	\$67.37	\$41,108.74
Saturday					
47	Route 4 Eastern	0.53	24.91	\$67.37	\$2,176.39
Sunday					
47	Route 4 Eastern	0.40	18.80	\$67.37	\$1,642.56
FY 25 Gross Cost					\$44,927.69

Total Contact Hours	573.29
---------------------	--------

Total Contract Cost	\$50,131.26
---------------------	-------------

MC	Service Monday	Service Tuesday	Service Wednesday	Service Thursday	Service Friday	Service Saturday	
MC 21	Aug. 25	1	1	1	1	1	7 Service contract begins on August 25, 2025.
	Sep. 25	4	5	4	4	4	29 Labor Day (Monday, September 1, 2025)
	Oct. 25	4	4	5	5	4	31
	Nov. 25	5	4	3	5	5	29 Thanksgiving Day (Thursday, November 27, 2025)
	Dec. 25	4	5	4	4	5	30 Christmas Day (Monday, December 25, 2025)
	Jan. 26	4	4	5	5	5	30 New Year's Day (Monday, January 1, 2026)
	Feb. 26	4	4	4	5	4	28
	Mar. 26	5	5	4	4	4	31
	Apr. 26	4	4	4	5	4	30
	May 26	5	4	4	5	5	30 Memorial Day (Monday, May 26, 2026)
	Jun. 26	5	5	4	5	5	30
	Jul. 26	4	4	4	4	4	30 Independence Day (Thursday, July 4, 2026)
	Aug. 26	4	3	3	3	4	23 Service contract concludes on Sunday, August 23, 2026
MC TOTAL	52	48	52	52	50	52	308



MEMO

Staff Communication-Action Required

DATE: August 5, 2025
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: Setting FY 2026 Public Safety Special Assessment

SUMMARY OF TOPIC:

Per State law, special assessments are required to be set annually by holding a public hearing. During the public hearing, staff will present the estimated annual costs for public safety services and the amount to be levied via the special assessment to cover all or a portion of such services.

Per the establishment of the Special Assessment District, the Township put a requirement upon itself to hold that public hearing every year by the end of September.

The public hearing notice will be published in the Sun and News and does not require individual mailings.

FINANCIAL IMPACT:

The public hearing will set the Special Assessment Rate for 2026

BUDGET ACTION REQUIRED:

None at this time.

STAFF RECOMMENDATION:

Staff recommends the Board set a public hearing date of September 08, 2025 for the purpose of setting the Public Safety Special Assessment rate for the 2026 fiscal year.

MEMO

Staff Communication

DATE: July 29, 2025
TO: Gaines Charter Township Board of Trustees
FROM: Rod Weersing, Township Manager
RE: Township Office Hours

SUMMARY OF TOPIC:

I would like the Board to consider changing the Township Office hours to be more conducive to the work schedules of our constituents. If the Township Office were to open half an hour earlier in the morning and close a half hour later at the end of the day, it would provide our constituents with better opportunities to visit the Township Office when they need to. Fridays tend to be very slow days at the Township Office. There is usually a little bit of traffic in the morning, but it significantly decreases throughout the day. There are a few exceptions throughout the year, usually around tax time, where Fridays generate a little more traffic. Those exceptions could be managed by remaining open on the related Friday afternoons.

This Friday trend led me to review the office hours situation shortly after I started at the Township. When I asked staff and elected officials about the situation there was not a lot of interest in making a change, so I dropped it at that time. I decided to re-visit this item recently and found the staff and elected officials to be more open to the idea if the Township Board was interested in making a change.

I had some research done to find out if other municipalities in the County were experiencing the same thing as Gaines, and how they were managing the situation with their office hours. I found that of the twenty-one Townships in the County, four were open until 5:00 pm on Friday (including Gaines), and four were open until noon on Friday. The rest are closed on Friday. I included a chart that details the office hours for all the municipalities in Kent County at the end of this memo.

I would ask that the Board consider changing the Township Office hours to 8:00 am until 5:30 pm for Monday through Thursday, and 8:00 am until noon for Friday. This schedule would

maintain a forty-hour work week for our staff and keep the same number of hours that staff is available to Township constituents.

FINANCIAL IMPACT:

None

BUDGET ACTION REQUIRED:

None

STAFF RECOMMENDATION:

Staff recommends that the Board consider extended business hours Monday through Thursday and closing at noon on Fridays. The earlier starting time and a later closing time would offer Township constituents an opportunity to visit the office prior to, and after, their normal working hours.

Location	Monday	Tuesday	Wednesday	Thursday	Friday
City of Cedar Springs	7:30 am - 5:30 pm	7:30 am - 5:30 pm	7:30 am - 5:30 pm	7:30 am - 5:30 pm	Closed
City of East Grand Rapids	8:00 am - 5:00 pm	8:00 am - 5:00 pm	8:00 am - 5:00 pm	8:00 am - 5:00 pm	8:00 am - 5:00 pm
City of Grand Rapids	8:00 am - 5:00 pm	8:00 am - 5:00 pm	8:00 am - 5:00 pm	8:00 am - 5:00 pm	8:00 am - 5:00 pm
City of Grandville	8:00 am - 5:00 pm	8:00 am - 5:00 pm	8:00 am - 6:30pm	8:00 am - 5:00 pm	8:00 am - 12:00 pm
City of Kentwood	7:30 am - 4:30 pm	7:30 am - 6:00 pm	7:30 am - 4:30 pm	7:30 am - 4:30 pm	7:30 am - 12:00 pm
City of Lowell	7:30 am - 5:30 pm	7:30 am - 5:30 pm	7:30 am - 5:30 pm	7:30 am - 5:30 pm	Closed
City of Rockford	7:30 am - 5:30 pm	7:30 am - 5:30 pm	7:30 am - 5:30 pm	7:30 am - 5:30 pm	7:30 am - 12:00 pm
City of Walker	7:30 am - 5:00 pm	7:30 am - 5:00 pm	7:30 am - 5:00 pm	7:30 am - 5:00 pm	7:30 am - 11:30 am
City of Wyoming	7:00 am - 5:00 pm	7:00 am - 5:00 pm	7:00 am - 5:00 pm	7:00 am - 5:00 pm	Closed
Township of Ada	8:00 am - 5:00 pm	8:00 am - 5:00 pm	8:00 am - 5:00 pm	8:00 am - 5:00 pm	8:00 am - 5:00 pm
Township of Algoma	8:00 am - 5:00 pm	8:00 am - 5:00 pm	8:00 am - 5:00 pm	8:00 am - 5:00 pm	Closed
Township of Alpine	8:00 am - 5:00 pm	8:00 am - 5:00 pm	8:00 am - 5:00 pm	8:00 am - 5:00 pm	8:00 am - 12:00 pm
Township of Bowne	Closed	Closed	9am-12pm, 1pm-3pm	9am-12pm, 1pm-3pm	Closed
Township of Byron	8:00 am - 5:00 pm	8:00 am - 5:00 pm	8:00 am - 5:00 pm	8:00 am - 5:00 pm	8:00 am - 12:00 pm
Township of Caledonia	8:00 am - 4:00 pm	8:00 am - 4:00 pm	8:00 am - 4:00 pm	8:00 am - 4:00 pm	8:00 am - 12:00 pm
Township of Cannon	8:00 am - 5:00 pm	8:00 am - 5:00 pm	8:00 am - 5:00 pm	8:00 am - 5:00 pm	8:00 am - 5:00 pm
Township of Cascade	7:00 am - 4:00 pm	7:00 am - 4:00 pm	7:00 am - 4:00 pm	7:00 am - 4:00 pm	8:00 am - 12:00 pm
Township of Courtland	9:00 am - 4:30 pm	9:00 am - 4:30 pm	9:00 am - 4:30 pm	9:00 am - 4:30 pm	Closed
Township of Gaines	8:30 am - 5:00 pm	8:30 am - 5:00 pm	8:30 am - 5:00 pm	8:30 am - 5:00 pm	8:30 am - 5:00 pm
Township of Grand Rapids	8:00 am - 5:00 pm	8:00 am - 5:00 pm	8:00 am - 5:00 pm	8:00 am - 5:00 pm	8:00 am - 5:00 pm
Township of Grattan	9:00 am - 4:00 pm	9:00 am - 4:00 pm	9:00 am - 4:00 pm	9:00 am - 4:00 pm	Closed
Township of Lowell	9:00 am - 5:00 pm	9:00 am - 5:00 pm	Closed	9:00 am - 1:00 pm	Closed
Township of Nelson	9:00 am - 11:00 am	9:00 am - 3:00 pm	Closed	9:00 am - 3:00 pm	Closed
Township of Oakfield	8:00 am - 12:00 pm	8am-12pm, 1pm-5pm	8am-12pm, 1pm-5pm	8:00 am - 12:00 pm	Closed
Township of Plainfield	7:30 am - 5:00 pm	7:30 am - 5:00 pm	7:30 am - 5:00 pm	7:30 am - 5:00 pm	Closed
Township of Solon	9:00 am - 5:00 pm	9:00 am - 5:00 pm	9:00 am - 5:00 pm	Closed	Closed
Township of Sparta	8:00 am - 5:00 pm	8:00 am - 5:00 pm	8:00 am - 5:00 pm	8:00 am - 5:00 pm	Closed
Township of Spencer	Closed	8:30 am - 3:00 pm	8:30 am - 12:00 pm	8:30 am - 3:00 pm	Closed
Township of Tyrone	9:00 am - 4:00 pm	9:00 am - 4:00 pm	9:00 am - 4:00 pm	9:00 am - 4:00 pm	Closed
Township of Vergennes	9:00 am - 3:00 pm	Closed	9:00 am - 3:00 pm	9:00 am - 12:00 pm	Closed
Village of Caledonia	8:30am-3:30pm	8:30am-3:30pm	8:30am-3:30pm	8:30am-3:30pm	Closed
Village of Casnovia	Closed	9:00 am - 12:00 pm	9:00 am - 12:00 pm	Closed	Closed
Village of Kent City	9:00 am - 1:00 pm	9:00 am - 3:00 pm	9:00 am - 3:00 pm	9:00 am - 3:00 pm	Closed
Village of Sand Lake	9:00 am - 3:00 pm	9:00 am - 3:00 pm	9:00 am - 3:00 pm	9:00 am - 3:00 pm	Closed
Village of Sparta	7:30 am - 5:30 pm	7:30 am - 5:30 pm	7:30 am - 5:30 pm	7:30 am - 5:30 pm	Closed

Location	Monday	Tuesday	Wednesday	Thursday	Friday
City of Cedar Springs	7:30am-5:30pm	7:30am-5:30pm	7:30am-5:30pm	7:30am-5:30pm	Closed
City of East Grand Rapids	8am-5pm	8am-5pm	8am-5pm	8am-5pm	8am-5pm
City of Grand Rapids	8am-5pm	8am-5pm	8am-5pm	8am-5pm	8am-5pm
City of Grandville	8am-5pm	8am-5pm	8am-6:30pm	8am-5pm	8am-12pm
City of Kentwood	7:30am-4:30pm	7:30am-6pm	7:30am-4:30pm	7:30am-4:30pm	7:30am-12pm
City of Lowell	7:30am-5:30pm	7:30am-5:30pm	7:30am-5:30pm	7:30am-5:30pm	Closed
City of Rockford	7:30am-5:30pm	7:30am-5:30pm	7:30am-5:30pm	7:30am-5:30pm	7:30am-12pm
City of Walker	7:30am-5pm	7:30am-5pm	7:30am-5pm	7:30am-5pm	7:30am-11:30am
City of Wyoming	7am-5pm	7am-5pm	7am-5pm	7am-5pm	Closed
Township of Ada	8am-5pm	8am-5pm	8am-5pm	8am-5pm	8am-5pm
Township of Algoma	8am-5pm	8am-5pm	8am-5pm	8am-5pm	Closed
Township of Alpine	8am-5pm	8am-5pm	8am-5pm	8am-5pm	8am-12pm
Township of Bowne	Closed	Closed	9am-12pm, 1pm-3pm	9am-12pm, 1pm-3pm	Closed
Township of Byron	8am-5pm	8am-5pm	8am-5pm	8am-5pm	8am-12pm
Township of Caledonia	8am-4pm	8am-4pm	8am-4pm	8am-4pm	8am-12pm
Township of Cannon	8am-5pm	8am-5pm	8am-5pm	8am-5pm	8am-5pm
Township of Cascade	7am-4pm	7am-4pm	7am-4pm	7am-4pm	8am-12pm
Township of Courtland	9am-4:30pm	9am-4:30pm	9am-4:30pm	9am-4:30pm	Closed
Township of Gaines	8:30am-5pm	8:30am-5pm	8:30am-5pm	8:30am-5pm	8:30am-5pm
Township of Grand Rapids	8am-5pm	8am-5pm	8am-5pm	8am-5pm	8am-5pm
Township of Grattan	9am-4pm	9am-4pm	9am-4pm	9am-4pm	Closed
Township of Lowell	9am-5pm	9am-5pm	Closed	9am-1pm	Closed
Township of Nelson	9am-11am	9am-3pm	Closed	9am-3pm	Closed
Township of Oakfield	8am-12pm	8am-12pm, 1pm-5pm	8am-12pm, 1pm-5pm	8am-12pm	Closed
Township of Plainfield	7:30am-5pm	7:30am-5pm	7:30am-5pm	7:30am-5pm	Closed
Township of Solon	9am-5pm	9am-5pm	9am-5pm	Closed	Closed
Township of Sparta	8am-5pm	8am-5pm	8am-5pm	8am-5pm	Closed
Township of Spencer	Closed	3:30-3pm	8:30-12pm	8:30-3pm	Closed
Township of Tyrone	9am-4pm	9am-4pm	9am-4pm	9am-4pm	Closed
Township of Vergennes	9am-3pm	Closed	9am-3pm	9am-12pm	Closed
Village of Caledonia	8:30am-3:30pm	8:30am-3:30pm	8:30am-3:30pm	8:30am-3:30pm	Closed
Village of Casnovia	Closed	9am-12pm	9am-12pm	Closed	Closed
Village of Kent City	9am-1pm	9am-3pm	9am-3pm	9am-3pm	Closed
Village of Sand Lake	9am-3pm	9am-3pm	9am-3pm	9am-3pm	Closed
Village of Sparta	7:30am-5:30pm	7:30am-5:30pm	7:30am-5:30pm	7:30am-5:30pm	Closed



MEMO

Staff Communication

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

SUMMARY OF TOPIC:

Branding has been a topic that everyone; staff, board and chamber have been very excited about. Before approving Grey Matter Group as our Township branding and marketing company, the board endorsed the Vision and Mission statements. Both the Vision and Mission statements are the first step toward creating the new Brand for Gaines Charter Township.

For your recollection, the Mission statement is; "Gaines Charter Township honors our heritage, creates a hospitable, responsible, and engaging environment for residents, business owners, and community partners to ensure a vibrant future for generations." The Vision Statement is; "Gaines Charter Township provides quality living for generations to come."

The Grey Matter Group presented 6 potential logos and 12 taglines for discussion. The branding work session resulted in 3 logo options and 5 taglines. The revised packet in your possession has been vetted with the 11-member Gaines Chamber board and the full staff.

A new logo and tagline for the Township can be a significant opportunity to create a positive identity and project a vibrant future, which connects directly to Vision and Mission. We hope to launch the new brand, including merchandise for purchase that promotes Gaines Township, at the September 26th, Taste of Gaines event.

FINANCIAL IMPACT: None at the time

BUDGET ACTION REQUIRED: None at the time

STAFF RECOMMENDATION: Staff would like the Board members to conceptually endorse the “Badge” logo and the tagline of “Gain More”. If endorsed conceptually, further revisions to the logo, font, color palette and icons will be made.

Please voice your opinion(s); let staff know the option you feel would best reflect our commitment to honor our heritage, create a hospitable, responsible, and engaging environment for our entire community, ensuring a vibrant future for generations.