



8555 Kalamazoo Ave., SE
Caledonia, MI 49316

www.gainestownship.org

Phone: 616-698-6640
Fax: 616-698-2490

January 5, 2022

RE: January 9, 2022 7PM Township Board Meeting

Dear Members of The Board:

Happy New Year! I trust everyone enjoyed the holidays, despite the heavy snow.

We are starting the new year with a moderate sized agenda, which includes three public hearings.

I do want to point out that you are being asked to review the proposed updated Master Plan. The Planning Department has provided an outline which should help you navigate the updated document. This is not the final draft, which makes this the perfect time to ask questions, make suggestions, etc.

You are also being asked to approve the updated Parks and Trails Master Plan. A copy of the plan was distributed in December, so it is not included in your packet. Last month's material is still available online for your review. If you need an additional copy, please contact our Assistant Planner, Natalie Davenport.

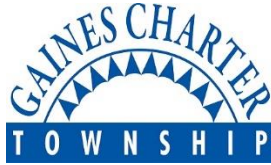
Second interviews for the Township Manager candidates are scheduled for January 16th, starting at 5:30PM. You will be sent copies of resumes, and some suggested questions for the interview process, prior to the 16th. Because of this early start time, a lite meal will be served.

Sincerely,

A handwritten signature in blue ink, appearing to read "Robert DeWard", is written over the word "Sincerely,".

Robert DeWard
Township Supervisor





CHARTER TOWNSHIP OF GAINES

MEETING LOCATION: 8555 Kalamazoo Ave., SE, Caledonia, MI 49316

Township Board Meeting

PRELIMINARY AGENDA

MONDAY – January 9, 2023

7:00PM

Please follow current CDC COVID-19 Guidelines

- A. Opening (Prayer) – Dan Fryling
- B. Lead Pledge of Allegiance – Supervisor DeWard
- C. Call to Order and Attendance – Supervisor DeWard
- D. Declaration of Conflict of Interest
- E. Review Consent Agenda
- F. Approval of Agenda
- G. Scheduled speakers: NONE
- H. Public Comments – Anything on the Agenda NOT scheduled for a public hearing (comments to 3 minutes per speaker)
- I. Public Hearings:
 - A. Parks and Trails Plan
 - B. River Birch PUD Amendment
 - C. RL-10 Moratorium
- J. Approval of Consent Agenda
 - A. Consider for Approval:
 - i) Minutes - December 5, 2022
December 12, 2022
 - ii) Check Registers December 1 2022 thru December 31, 2022:
 - a) General Fund: \$ 149,086.25
 - b) Public Safety SAD: \$ 135,479.37
 - c) Building Inspections: \$ 3,614.22
 - d) Water & Sewer: \$ 721,397.32
 - e) TOTAL ALL FUNDS: \$1,009,577.16
 - B. Receive & File (Informational)
 - i. December 2022 Building Department Revenue Report

- ii. Bldg. Department 2022 Annual Revenue Report
- iii. December Webpage stats: 7,467 visits
- iv. December 2022 Community Policing Officer's report
- v. 2022 3rd Quarter Financial Report
- vi. December 2022 BGUA Board Update

K. New Business

- i. Consider – Metro Act Application Uniti Fiber LLC
- ii. Consider – Purchase decorative poles for Division Avenue
- iii. Consider – Waiver of Just Compensation – Round-a-bout
- iv. Consider - 6197 Hanna Lake Ave., payment in lieu of sidewalk
- v. Consider – Planning and Zoning, fee schedule update
- vi. Consider – Master Plan – approval for 1st public distribution
- vii. Consider – Adoption of Parks and Trails Master Plan
- viii. Consider – River Birch PUD Major Amendment
- ix. Consider – RL-10 Moratorium

M. Supervisor's Comments

N. Board Member Comments

Adjournment

NEXT SCHEDULED BOARD OF TRUSTEES MEETINGS: January 16, 2023 ~5:30 PM Interviews
February 13, 2023 ~ 7:00PM

ANY INTERESTED PERSONS ARE INVITED TO ATTEND AND PARTICIPATE IN ALL TOWNSHIP BOARD OF TRUSTEE MEETINGS. PERSONS WITH DISABILITIES NEEDING ANYT 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

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR BOARD MEETING
December 05, 2022**

ITEM J. A. i)

Present: Supervisor DeWard, Clerk Brew, Treasurer Lemke, Trustees Fryling, Haagsma, Terpstra, VanderStel

Absent: None

Other attendees: Former Township Manager Seyferth

1. The meeting was called to order at 7:00 p.m. by Board Member DeWard after prayer and the Pledge to the flag.

2. Question of Conflict of Interest

None.

3. Approval of the agenda

Motion by Board Member Lemke and seconded by Board Member VanderStel to approve the proposed agenda.

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

4. Closed Session

Motion made by Board Member Lemke and seconded by Board Member Haagsma for the Gaines Charter Township Board of Trustees to meet in closed session, December 5, 2022 at 7:13 pm, pursuant to the Open Meetings Act, being MCL 15.268 et seq., in regard to confidential attorney-client privilege legal advice presented in a written legal opinion.

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

Motion made by Board Member Haagsma and seconded by Board Member VanderStel to leave closed session at 8:08 pm.

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

5. Township Manager Search Discussion

General Discussion with former Township Manager Jonathan Seyferth about what to look for in a Gaines Charter Township Manager.

- Does not spend too much time with Fire Departments, Planning, and Assessing
- Does not seek to establish a public works department at this point
- Does not seek to make Gaines Charter Township a city
- Does not seek to establish a finance department at this point
- Does take over much of the Human Resources responsibilities
- Does establish constant communication with the Elected Officials through a monthly meeting
- Does maintain a monthly Department Head Meeting

6. Adjournment

Motion made by Board Member Haagsma and seconded by Board Member Fryling to adjourn the meeting at 9:32 p.m.

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

Michael Brew, Clerk

Robert DeWard, Supervisor

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 6:00 BOARD MEETING
December 12, 2022**

Item J. A. i)

Present: Supervisor DeWard, Clerk Brew, Treasurer Lemke, Trustees Fryling (6:15 pm), Haagsma, Terpstra, VanderStel
Absent: None

Other attendees: Township Attorney, Cliff Bloom; McGraw Morris P.C. Attorney, Craig R. Norland

1. The meeting was called to order at 6:00 p.m. by Board Member DeWard after prayer and the Pledge to the flag.

2. Question of Conflict of Interest

None.

3. Approval of the agenda

Motion by Board Member Terpstra and seconded by Board Member Lemke to approve the proposed agenda.

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

4. Closed Session

Motion made by Board Member Haagsma and seconded by Board Member Lemke at 6:02 pm for the Gaines Charter Township Board of Trustees to go into closed or executive session under the Michigan Open Meetings Act pursuant to MCL 15.268(1)(e) to consult with the Township's attorneys regarding settlement strategy and a possible settlement of the lawsuit of Calyedonia, LLC v Gaines Charter Township (Case No. 22-03226-CBB), which would include a proposed Consent Judgement.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Lemke - yes, Board Member DeWard - yes, Board Member Terpstra - yes, Board Member VanderStel - yes, Board Member Brew - yes. Board Member Fryling absent for this vote. Motion carried.

Motion made by Board Member Haagsma and seconded by Board Member Fryling to leave closed session at 6: 47 pm.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Fryling - yes, Board Member Lemke - yes, Board Member Terpstra - yes, Board Member VanderStel - yes, Board Member Brew - yes, Board Member DeWard - yes. Motion carried.

5. Adjournment

Motion made by Board Member Haagsma and seconded by Board Member VanderStel to adjourn the meeting at 6:48 p.m.

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

Michael Brew, Clerk

Robert DeWard, Supervisor

DRAFT

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 7:00 PM MEETING
DECEMBER 12, 2022**

Item J. A. i)

Present: Supervisor DeWard, Clerk Brew, Treasurer Lemke, Trustees Fryling, Haagsma, Terpstra, VanderStel

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 7:04 p.m. by Board Member DeWard

2. Question of Conflict of Interest

None

3. Review of the Consent Agenda.

November 14, 2022 7:00 PM meeting minutes removed from the consent agenda. Poverty Exemption 2023 changes noted for New Business item.

4. Meeting Agenda

Motion by Board Member Haagsma and seconded by Board Member VanderStel to approve the proposed agenda with the items pulled from the consent agenda.

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

5. Scheduled Speakers.

Eric Wierenga, Cutlerville Fire Department, presenting awards for the September 19, 2022 event with an 8 minute video; with a special Thank You to Kent County Sheriff Sargent Kevin Daley, Deputy Eric Smith, Deputy Garrett Dill, Deputy Sydney Bogard, and Deputy Thomas Devries; Deputy Chief Justin Holmes with an honor accommodation; and Captain Mark Grooters with a bravery accommodation.

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

Gabe Hudson spoke against the increase of the Special Assessment.

7. Approval of the Consent Agenda

Motion by Board Member Haagsma and seconded by Board Member Terpstra to approve the Consent Agenda excluding the November 14, 2022 Meeting Minutes but including the General Fund expenditures from 11/01/2022 through 11/30/2022 totaling \$147,367.13; Public Safety Special Assessment District expenditures totaling \$63,043.10; Building Inspections totaling \$9,618.69; Water and Sewer Fund expenditures totaling \$624,708.62; 6760 Bent Grass Utility Bill relief; November 2022 Building Department Revenue Report; November 2022 Webpage stats; November 2022 Community Policing Report; November 2022 Cutlerville and Dutton Fire run reports; 1st, 2nd, and 3rd Quarter Kent County Sheriff's Report; Invitation to Township Employee Luncheon, December 14, 2022; and Invitation to Dutton Fire Annual Staff Dinner, December 19, 2022.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member VanderStel – yes. Motion carried.

8. Approve November 14, 2022 Corrected Minutes

Motion by Board Member Haagsma and seconded by Board Member Terpstra to approve the corrected November 14, 2022 minutes.

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

9. New Business

A. Approval of the Resolution Establishing the Trustee's 2023 Per Diem

Motion by Board Member Lemke and seconded by Board Member VanderStel to approve the Trustee's 2023 Per Diem at \$115 per meeting.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member VanderStel - yes, Board Member Haagsma - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Terpstra - yes. Motion carried.

B. Consent Judgement

Motion by Board Member Haagsma and seconded by Board Member Terpstra to accept the consent judgement and authorize the appropriate clerks to sign it.

Call for public comment on the Consent Judgement. No one spoke.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member VanderStel - yes, Board Member Lemke - yes. Motion carried.

C. Poverty Exemption 2023

Motion by Board Member Haagsma and seconded by Board Member Lemke to adopt the 2023 Poverty Exemption with the removal of the motion and second language.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Lemke - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member VanderStel - yes, Board Member Terpstra - yes, Board Member Fryling - yes. Motion carried.

D. 2022 Budget Amendments

Motion by Board Member VanderStel and seconded by Board Member Haagsma to adopt the 2022 Budget Amendments.

ROLL CALL VOTE: Board Member VanderStel - yes, Board Member Haagsma - yes, Board Member Brew - yes, Board Member Terpstra - yes, Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes. Motion carried.

E. River Birch Planned Unit Development (PUD) Major Amendment – 1st Read

Motion by Board Member Haagsma and seconded by Board Member VanderStel to set the Public Hearing for River Birch PUD Major Amendment for January 9, 2023.

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

F. Application for SPARK Grant

Motion by Board Member Lemke and seconded by Board Member Terpstra to support the application for a SPARK grant for a Prairie Wolf Park pavilion, fire ring, and extended parking up to \$500,000 with a 25% match by Gaines Charter Township to grant funds awarded contingent on informing the Parks and Trails committee of the grant application.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Terpstra - yes, Board Member Haagsma - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member VanderStel - yes. Motion carried.

G. RL-10 Moratorium – 1st Read

Motion by Board Member Haagsma and seconded by Board Member VanderStel to set the Public Hearing for the RL-10 Moratorium for January 9, 2023.

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

H. Parks and Trails Master Plan – 1st Read

Motion by Board Member VanderStel and seconded by Board Member Lemke to set the Public Hearing for the Parks and Trails Master Plan for January 9, 2023.

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

I. Chamber of Commerce Request for Use of Community Rooms

Motion by Board Member VanderStel and seconded by Board Member Haagsma to allow the Gaines Chamber of Commerce to use the Community Rooms without charging a fee.

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

J. 2023 Water and Sewer Rates

Motion by Board Member Haagsma and seconded by Board Member Fryling to set the 2023 Water and Sewer rates.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member VanderStel - yes, Board Member Terpstra - yes, Board Member Lemke - yes. Motion carried.

K. Water and Sewer Connection Fee Payment Plan Policy

Motion by Board Member Haagsma and seconded by Board Member VanderStel to adopt the Water and Sewer Connection Fee Payment Plan policy change.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member VanderStel - yes, Board Member Brew - yes, Board Member Terpstra - yes, Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes. Motion carried.

L. Utility Bill Relief Policy

Motion by Board Member Haagsma and seconded by Board Member VanderStel to approve the changes to the Utility Bill Relief Policy.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member VanderStel - yes, Board Member Terpstra - yes, Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes. Motion carried.

M. Meeting Dates for 2023

Motion by Board Member Lemke and seconded by Board Member Terpstra to set the meeting dates for 2023.

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

N. Committee Appointments for 2023

Motion by Board Member VanderStel and seconded by Board Member Lemke to approve the Committee Appointments without officers designated on the list and corrections to Byron representatives to the Byron Gaines Utility Authority.

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

10. Recognition of individuals and/or delegations

No one spoke

11. Comments & Discussion

Comments made pertaining to the Rapid meeting about adding stops at Pine Rest main campus, the Special Olympics Building in Byron Township, the Amazon facility, and Davenport University. Businesses are being asked to contribute to the cost of operation with a potential to asking Gaines Township to increase contribution.

12. Adjournment

Motion by Board Member Lemke and seconded by Board Member Terpstra to adjourn the meeting at 08:24 p.m.

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

Michael Brew, Clerk

Robert DeWard, Supervisor

01/05/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 12/01/2022 - 12/31/2022

Item J. A. ii) a)

Check Date	Bank	Check #	Payee	Description	Amount
12/05/2022	GEN 2	31809	ALL STAR PRINTING COMPANY	TAX BILLS, TAX LETTERS, ENVELOPES	1,796.08
12/05/2022	GEN 2	31811	CINTAS CORPORATION #301	TWP HALL, BLACK FLOOR MATS	81.10
12/05/2022	GEN 2	31812#	CONSUMERS ENERGY	TWP HALL	3,422.57
12/05/2022	GEN 2	31812	CONSUMERS ENERGY	DIVISION STREET LIGHTS	198.84
12/05/2022	GEN 2	31812	CONSUMERS ENERGY	DUTTON CEMETERY	29.86
12/05/2022	GEN 2	31812	CONSUMERS ENERGY	LIBRARY	655.90
				CHECK GEN 2 31812 TOTAL FOR FUND 101:	4,307.17
12/05/2022	GEN 2	31813#	FIRST BANKCARD CENTER	BLDG ACROBAT, PAYMENT BOX, OPEN HOUSE FOOD	279.00
12/05/2022	GEN 2	31813	FIRST BANKCARD CENTER	BLDG ACROBAT, PAYMENT BOX, OPEN HOUSE FOOD	169.07
				CHECK GEN 2 31813 TOTAL FOR FUND 101:	448.07
12/05/2022	GEN 2	31814	FIRST BANKCARD CENTER	BUILDING SUPPLIES, LOAD BARS FOR TRAILER	38.50
12/05/2022	GEN 2	31814	FIRST BANKCARD CENTER	BUILDING SUPPLIES, LOAD BARS FOR TRAILER	73.11
				CHECK GEN 2 31814 TOTAL FOR FUND 101:	111.61
12/05/2022	GEN 2	31815	FIRST BANKCARD CENTER	BOBCAT TIRE	185.85
12/05/2022	GEN 2	31816#	FIRST BANKCARD CENTER	ELECTION MEALS, BALLOT MAILING, FOIA MAILING, CONF LODGING,	108.82
12/05/2022	GEN 2	31816	FIRST BANKCARD CENTER	ELECTION MEALS, BALLOT MAILING, FOIA MAILING, CONF LODGING,	398.00
12/05/2022	GEN 2	31816	FIRST BANKCARD CENTER	ELECTION MEALS, BALLOT MAILING, FOIA MAILING, CONF LODGING,	1,458.81
12/05/2022	GEN 2	31816	FIRST BANKCARD CENTER	ELECTION MEALS, BALLOT MAILING, FOIA MAILING, CONF LODGING,	63.90
				CHECK GEN 2 31816 TOTAL FOR FUND 101:	2,029.53

12/05/2022	GEN 2	31817	FIRST BANKCARD CENTER	MEALS FOR DFD INTERVIEWS, OPEN HOUSE INVITATION	225.00
12/05/2022	GEN 2	31818#	FIRST BANKCARD CENTER	MEGAN CERTIFICATION, STATE TAX COMMISSION, PLANNING WEBIN,	720.00
12/05/2022	GEN 2	31818	FIRST BANKCARD CENTER	MEGAN CERTIFICATION, STATE TAX COMMISSION, PLANNING WEBIN,	25.00
				CHECK GEN 2 31818 TOTAL FOR FUND 101:	745.00
12/05/2022	GEN 2	31819	JND SNOWPLOWING INC	PAYMENT 2 OF 7 SNOW PLOWING	2,142.86
12/05/2022	GEN 2	31822	MEDMUTUAL LIFE	LIFE INSURANCE	338.40
12/05/2022	GEN 2	31823	MICHAEL BREW	MASTER ACADEMY MILEAGE	162.50
12/05/2022	GEN 2	31824	MICHIGAN MUNICIPAL LEAGUE	TOWNSHIP MANAGER AD	473.52
12/05/2022	GEN 2	31825	PITNEY BOWES PURCHASE POWER	BULK PERMIT	150.88
12/05/2022	GEN 2	31826	PIVOT POINT PARTNERS LLC	FIELD APP SOLUTION, CLOUD SPACE	3,007.25
12/05/2022	GEN 2	31827#	SPRINT	NOVEMBER 2022	21.65
12/05/2022	GEN 2	31827	SPRINT	NOVEMBER 2022	43.30
12/05/2022	GEN 2	31827	SPRINT	NOVEMBER 2022	21.65
12/05/2022	GEN 2	31827	SPRINT	NOVEMBER 2022	82.02
12/05/2022	GEN 2	31827	SPRINT	NOVEMBER 2022	21.65
12/05/2022	GEN 2	31827	SPRINT	NOVEMBER 2022	21.65
12/05/2022	GEN 2	31827	SPRINT	NOVEMBER 2022	21.65
				CHECK GEN 2 31827 TOTAL FOR FUND 101:	233.57
12/05/2022	GEN 2	31829	THE SUN AND NEWS	PUBLIC NOTICES	743.40
12/05/2022	GEN 2	31830#	WAYNE BOURDO	LANDSCAPE MAINTENANCE	748.33

12/05/2022	GEN 2	31830	WAYNE BOURDO	TRASH SERVICE, BAGS, DOG WALK	135.00
12/05/2022	GEN 2	31830	WAYNE BOURDO	LANDSCAPE MAINTENANCE	196.25
				CHECK GEN 2 31830 TOTAL FOR FUND 101:	1,079.58
12/08/2022	GEN 2	31832	123.NET	TWP HALL	251.50
12/08/2022	GEN 2	31833	AMAZON CAPITAL SERVICES	BUSINESS PRIME MEMBERSHIP FEE	499.00
12/08/2022	GEN 2	31834	APPLIED IMAGING	PRINTER USAGE	1,119.30
12/08/2022	GEN 2	31835#	ARROWASTE INC	TWP OFFICE EXTRA FOR PLASTIC BAGS	83.64
12/08/2022	GEN 2	31835	ARROWASTE INC	TWP OFFICE	75.27
12/08/2022	GEN 2	31835	ARROWASTE INC	BLAIN	59.64
12/08/2022	GEN 2	31835	ARROWASTE INC	LIBRARY	76.64
				CHECK GEN 2 31835 TOTAL FOR FUND 101:	295.19
12/08/2022	GEN 2	31838	CHARTER COMMUNICATIONS	TWP HALL	239.95
12/08/2022	GEN 2	31840#	CONSUMERS ENERGY	LED LIGHTS	1,133.19
12/08/2022	GEN 2	31840	CONSUMERS ENERGY	DIVISION STREET LIGHTS	107.59
12/08/2022	GEN 2	31840	CONSUMERS ENERGY	DIVISION STREET LIGHTS	158.63
12/08/2022	GEN 2	31840	CONSUMERS ENERGY	DIVISION STREET LIGHTS	135.48
12/08/2022	GEN 2	31840	CONSUMERS ENERGY	BLAIN CEMETERY	29.27
12/08/2022	GEN 2	31840	CONSUMERS ENERGY	BLAIN CEMETERY	39.48
				CHECK GEN 2 31840 TOTAL FOR FUND 101:	1,603.64
12/08/2022	GEN 2	31841	DOG WASTE DEPOT	DOG WASTE BAGS	34.49
12/08/2022	GEN 2	31845	HORIZON COMMUNITY PLANNING LLC	RESOLUTION AND DISTRIBUTION LETTER	61.50
12/08/2022	GEN 2	31847	INTEGRITY OFFICE	PAPER	216.31

12/08/2022	GEN 2	31848#	JACK'S LAWN & SNOWPLOWING, INC	TWP HALL SNOWPLOWING	2,062.38
12/08/2022	GEN 2	31848	JACK'S LAWN & SNOWPLOWING, INC	SHERIFF SNOWPLOWING	690.04
12/08/2022	GEN 2	31848	JACK'S LAWN & SNOWPLOWING, INC	LIBRARY SNOWPLOWING	1,030.81
				CHECK GEN 2 31848 TOTAL FOR FUND 101:	3,783.23
12/08/2022	GEN 2	31850	KENT COMMUNICATIONS INC	TAX BILL AND POSTAGE	412.38
12/08/2022	GEN 2	31850	KENT COMMUNICATIONS INC	TAX BILL AND POSTAGE	664.47
				CHECK GEN 2 31850 TOTAL FOR FUND 101:	1,076.85
12/08/2022	GEN 2	31856#	MEYERS CLEANING SERVICE INC	TWP HALL AND LIBRARY CLEANING	1,153.50
12/08/2022	GEN 2	31856	MEYERS CLEANING SERVICE INC	TWP HALL AND LIBRARY CLEANING	1,118.00
				CHECK GEN 2 31856 TOTAL FOR FUND 101:	2,271.50
12/08/2022	GEN 2	31857	MICRO VISIONS INCORPORATED	OFFICE 365	3,775.20
12/08/2022	GEN 2	31860	PITNEY BOWES GLOBAL FINANCIAL SRVCS	POSTAGE MACHINE RENTAL	558.84
12/08/2022	GEN 2	31861	PLUMMERS DISPOSAL SERVICE	PT WHEELCHAIR ACCESSIBLE AND TRASH CART	299.00
12/08/2022	GEN 2	31864	VRIESMAN & KORHORN LLC	MISCELLANEOUS ENGINEERING	1,464.38
12/08/2022	GEN 2	31864	VRIESMAN & KORHORN LLC	BREWER PARK PUD	216.00
12/08/2022	GEN 2	31864	VRIESMAN & KORHORN LLC	CROSSING APTS FITNESS CENT	72.00
12/08/2022	GEN 2	31864	VRIESMAN & KORHORN LLC	PRAIRIE WOLF PARK SHELTER	288.00
12/08/2022	GEN 2	31864	VRIESMAN & KORHORN LLC	6105 EAST PARIS	216.00
12/08/2022	GEN 2	31864	VRIESMAN & KORHORN LLC	RIVER BIRCH APTS PHASE 2	294.88
				CHECK GEN 2 31864 TOTAL FOR FUND 101:	2,551.26
12/13/2022	GEN 2	31865#	AMAZON CAPITAL SERVICES	GLASS DESKTOP COMPUTER PAD, COFFEE FILTERS, TAPE, OINTMENT,	29.12
12/13/2022	GEN 2	31865	AMAZON CAPITAL SERVICES	WHITE BOARD MARKERS	6.04
12/13/2022	GEN 2	31865	AMAZON CAPITAL SERVICES	PAPER PLATES,	35.98
12/13/2022	GEN 2	31865	AMAZON CAPITAL SERVICES	NAPKINS, TABLE COVER ROLL	67.97

12/13/2022	GEN 2	31865	AMAZON CAPITAL SERVICES	GLASS DESKTOP COMPUTER PAD, COFFEE FILTERS, TAPE, OINTMENT, CHECK GEN 2 31865 TOTAL FOR FUND 101:	118.66 257.77
12/13/2022	GEN 2	31866#	BLOOM SLUGGETT	PLANNING, BOARD, FOIA FOR CLERK OFFICE, NEW HIRES, INTERGOVE	1,219.00
12/13/2022	GEN 2	31866	BLOOM SLUGGETT	PLANNING, BOARD, FOIA FOR CLERK OFFICE, NEW HIRES, INTERGOVE	345.50
12/13/2022	GEN 2	31866	BLOOM SLUGGETT	PLANNING, BOARD, FOIA FOR CLERK OFFICE, NEW HIRES, INTERGOVE	185.00
12/13/2022	GEN 2	31866	BLOOM SLUGGETT	PLANNING, BOARD, FOIA FOR CLERK OFFICE, NEW HIRES, INTERGOVE	4,476.50
				CHECK GEN 2 31866 TOTAL FOR FUND 101:	6,226.00
12/13/2022	GEN 2	31867#	BLUE CROSS HSA	JANUARY TWP HEALTH INSURANCE	47.62
12/13/2022	GEN 2	31867	BLUE CROSS HSA	JANUARY TWP HEALTH INSURANCE	497.51
12/13/2022	GEN 2	31867	BLUE CROSS HSA	JANUARY TWP HEALTH INSURANCE	1,801.01
12/13/2022	GEN 2	31867	BLUE CROSS HSA	JANUARY TWP HEALTH INSURANCE	1,393.00
12/13/2022	GEN 2	31867	BLUE CROSS HSA	JANUARY TWP HEALTH INSURANCE	3,511.09
12/13/2022	GEN 2	31867	BLUE CROSS HSA	JANUARY TWP HEALTH INSURANCE	969.02
12/13/2022	GEN 2	31867	BLUE CROSS HSA	JANUARY TWP HEALTH INSURANCE	1,998.29
				CHECK GEN 2 31867 TOTAL FOR FUND 101:	10,217.54
12/13/2022	GEN 2	31869	GFL ENVIRONMENTAL	YARD WASTE DUMPSTERS	7,345.00
12/13/2022	GEN 2	31870	HIGHPOINT REAL ESTATE	BD Payment Refund	50.00
12/13/2022	GEN 2	31871	INTERURBAN TRANSIT PARTNERSHIP	RUAL LINEHAUL SERVICE	2,869.89
12/13/2022	GEN 2	31871	INTERURBAN TRANSIT PARTNERSHIP	RUAL GO BUS SERVICE	583.31
				CHECK GEN 2 31871 TOTAL FOR FUND 101:	3,453.20
12/13/2022	GEN 2	31873#	KIM TRIPLETT	NOV/DEC 2022 CELL PHONE, DROP OFF FLAGS, COMMUNITY ROOM	18.75
12/13/2022	GEN 2	31873	KIM TRIPLETT	NOV/DEC 2022 CELL PHONE, DROP OFF FLAGS, COMMUNITY ROOM	50.00
12/13/2022	GEN 2	31873	KIM TRIPLETT	NOV/DEC 2022 CELL PHONE, DROP OFF FLAGS, COMMUNITY ROOM	50.00
				CHECK GEN 2 31873 TOTAL FOR FUND 101:	118.75
12/13/2022	GEN 2	31874	MEGAN VANHOOSE	CELL PHONE AND MILEAGE	105.63
12/13/2022	GEN 2	31874	MEGAN VANHOOSE	CELL PHONE AND MILEAGE	75.00

				CHECK GEN 2 31874 TOTAL FOR FUND 101:	180.63
12/13/2022	GEN 2	31876	MIKA, MEYERS, BECKETT & JONES	LABOR LEGAL	1,347.00
12/14/2022	GEN 2	31879	ALCAM SIGNS & LIGHTING	SERVICE FLAG POLE WITH FLAG STUCK AT THE TOP	152.56
12/14/2022	GEN 2	31880#	DELTA DENTAL	DENTAL	99.67
12/14/2022	GEN 2	31880	DELTA DENTAL	DENTAL	64.75
12/14/2022	GEN 2	31880	DELTA DENTAL	DENTAL	272.55
12/14/2022	GEN 2	31880	DELTA DENTAL	DENTAL	84.56
12/14/2022	GEN 2	31880	DELTA DENTAL	DENTAL	272.54
12/14/2022	GEN 2	31880	DELTA DENTAL	DENTAL	44.77
12/14/2022	GEN 2	31880	DELTA DENTAL	DENTAL	44.76
12/14/2022	GEN 2	31880	DELTA DENTAL	DENTAL	138.75
				CHECK GEN 2 31880 TOTAL FOR FUND 101:	1,022.35
12/27/2022	GEN 2	31884	ACCIDENT FUND	WORKERS COMP	1,412.23
12/27/2022	GEN 2	31888	FIRST UNUM LIFE INSURANCE COMPANY	LONG TERM AND SHORT TERM DISABILITY	995.71
12/27/2022	GEN 2	31889	GAINES WATER & SEWER FUND	HYDRANT RENTAL FEE	13,580.00
12/27/2022	GEN 2	31890	GORDON WATER	TWP OFFICE WATER	26.69
12/27/2022	GEN 2	31892	IPM SERVICES	TWP OFFICE PEST CONTROL	42.00
12/27/2022	GEN 2	31893	JACK'S LAWN & SNOWPLOWING, INC	BLAIN CEMETERY	285.74
12/27/2022	GEN 2	31893	JACK'S LAWN & SNOWPLOWING, INC	DUTTON CEMETERY	285.74
				CHECK GEN 2 31893 TOTAL FOR FUND 101:	571.48

12/27/2022	GEN 2	31894#	JAMES ZENAS	4TH QTR MILEAGE, BOARD OF REVIEW FOOD, LUNCH	15.78
12/27/2022	GEN 2	31894	JAMES ZENAS	4TH QTR MILEAGE, BOARD OF REVIEW FOOD, LUNCH	18.90
12/27/2022	GEN 2	31894	JAMES ZENAS	4TH QTR MILEAGE, BOARD OF REVIEW FOOD, LUNCH	156.51
12/27/2022	GEN 2	31894	JAMES ZENAS	4TH QTR MILEAGE, BOARD OF REVIEW FOOD, LUNCH	15.00
				CHECK GEN 2 31894 TOTAL FOR FUND 101:	206.19
12/27/2022	GEN 2	31895	KAREN GEHRLS	KCAA MEETING, PERSONAL PROPERTY ASSESSMENT	23.08
12/27/2022	GEN 2	31895	KAREN GEHRLS	KCAA MEETING, PERSONAL PROPERTY ASSESSMENT	9.38
				CHECK GEN 2 31895 TOTAL FOR FUND 101:	32.46
12/27/2022	GEN 2	31898#	WAYNE BOURDO	LANDSCAPE MAINT LIBRARY TWP OFFICE	868.33
12/27/2022	GEN 2	31898	WAYNE BOURDO	LANDSCAPE MAINT LIBRARY TWP OFFICE	30.00
12/27/2022	GEN 2	31898	WAYNE BOURDO	DOG WALK	135.00
12/27/2022	GEN 2	31898	WAYNE BOURDO	LANDSCAPE MAINT LIBRARY TWP OFFICE	196.25
				CHECK GEN 2 31898 TOTAL FOR FUND 101:	1,229.58
12/27/2022	GEN 2	31899	WONDERLAND TIRE COMPANY	BOBCAT TIRES	559.11
12/28/2022	GEN 2	31900	MACATAWA BANK	JENNA PILKINGTON HSA PAYMENT	1,500.00
12/30/2022	GEN 2	31901	ARNA MASIC	ROOM RENTAL REFUND	75.00
12/30/2022	GEN 2	31902	CINTAS CORPORATION #301	TWP HALL FLOOR MATS	81.10
12/30/2022	GEN 2	31903#	CONSUMERS ENERGY	TWP OFFICE	3,052.05
12/30/2022	GEN 2	31903	CONSUMERS ENERGY	LED LIGHTS	97.13
12/30/2022	GEN 2	31903	CONSUMERS ENERGY	STREET LIGHTS	48,012.84
12/30/2022	GEN 2	31903	CONSUMERS ENERGY	DIVISION STREET LIGHTS	12.70
12/30/2022	GEN 2	31903	CONSUMERS ENERGY	DUTTON CEMETERY	29.27
12/30/2022	GEN 2	31903	CONSUMERS ENERGY	LIBRARY	650.38
				CHECK GEN 2 31903 TOTAL FOR FUND 101:	51,854.37

12/30/2022	GEN 2	31904#	DTE ENERGY	TWP OFFICE	2,071.47
12/30/2022	GEN 2	31904	DTE ENERGY	LIBRARY	629.84
				CHECK GEN 2 31904 TOTAL FOR FUND 101:	2,701.31
12/30/2022	GEN 2	31905	MICH ASSOC OF MUNICIPAL CLERKS	2023 MEMBERSHIP MICHAEL BREW	75.00
12/30/2022	GEN 2	31906	PITNEY BOWES RESERVE ACCOUNT	POSTAGE	6,000.00
12/30/2022	GEN 2	31907#	STAPLES	TAB DIVIDERS, NOTEBOOKS, LABEL PRINTER, SURGE PROTECTOR	57.70
12/30/2022	GEN 2	31907	STAPLES	TAB DIVIDERS, NOTEBOOKS, LABEL PRINTER, SURGE PROTECTOR	110.99
12/30/2022	GEN 2	31907	STAPLES	TAB DIVIDERS, NOTEBOOKS, LABEL PRINTER, SURGE PROTECTOR	26.99
12/30/2022	GEN 2	31907	STAPLES	TAB DIVIDERS, NOTEBOOKS, LABEL PRINTER, SURGE PROTECTOR	140.98
				CHECK GEN 2 31907 TOTAL FOR FUND 101:	336.66
12/30/2022	GEN 2	31909	ULINE SHIPPING SUPPLY	CORK BOARD W/ ALUMINUM FRAME	539.93
12/30/2022	GEN 2	31909	ULINE SHIPPING SUPPLY	CORK BOARD W/ ALUMINUM FRAME	(364.93)
12/30/2022	GEN 2	31909	ULINE SHIPPING SUPPLY	6X4 CORK BOARD W/ ALUMINUM FRAME	363.43
				CHECK GEN 2 31909 TOTAL FOR FUND 101:	538.43
				Total for fund 101 GENERAL FUND	149,086.25

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

01/05/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 12/01/2022 - 12/31/2022

Item J. A. ii) b)

Check Date	Bank	Check #	Payee	Description	Amount
12/05/2022	GEN 2	31810#	AMAZON CAPITAL SERVICES	CFD COFFEE,	139.98
12/05/2022	GEN 2	31810	AMAZON CAPITAL SERVICES	CFD TOILET PAPER, AIR FRESHENER	49.00
12/05/2022	GEN 2	31810	AMAZON CAPITAL SERVICES	CFD GARDEN HOSE	87.26
12/05/2022	GEN 2	31810	AMAZON CAPITAL SERVICES	DFD FLOOR SQUEEGEE, SCREWS NUTS WASHER, WAND REFILL, BED BUG KILLER, PATCH CABLES, RUG SQUARE, REST R	189.85
				CHECK GEN 2 31810 TOTAL FOR FUND 205:	466.09
12/05/2022	GEN 2	31812	CONSUMERS ENERGY	DFD	916.21
12/05/2022	GEN 2	31816	FIRST BANKCARD CENTER	ELECTION MEALS, BALLOT MAILING, FOIA MAILING, CONF LODGING,	41.11
12/05/2022	GEN 2	31817	FIRST BANKCARD CENTER	MEALS FOR DFD INTERVIEWS, OPEN HOUSE INVITATION	219.82
12/05/2022	GEN 2	31820	KURTIS WIERENGA	STATE OF MICHIGAN EMT LICENSE RENEWAL FEE	25.00
12/05/2022	GEN 2	31821	LAMPHEAR SERVICE COMPANY INC	MOVE THERMOSTATS DOWN ON WALL	398.00
12/05/2022	GEN 2	31827#	SPRINT	NOVEMBER 2022	43.30
12/05/2022	GEN 2	31827	SPRINT	NOVEMBER 2022	71.65
				CHECK GEN 2 31827 TOTAL FOR FUND 205:	114.95
12/05/2022	GEN 2	31828	T-MOBILE	DFD	51.00
12/05/2022	GEN 2	31831#	WEX BANK	CFD AND DFD FUEL	134.41
12/05/2022	GEN 2	31831	WEX BANK	CFD AND DFD FUEL	1,035.30
				CHECK GEN 2 31831 TOTAL FOR FUND 205:	1,169.71
12/08/2022	GEN 2	31833	AMAZON CAPITAL SERVICES	DFD SHARPIE MARKERS	8.99

12/08/2022	GEN 2	31833	AMAZON CAPITAL SERVICES	DFD KEYFOB, KEYPAD CARDS, FAN, PICKUP TOOL WITH LED LIGHT	182.72
12/08/2022	GEN 2	31833	AMAZON CAPITAL SERVICES	DFD TABLE FAN,	14.36
				CHECK GEN 2 31833 TOTAL FOR FUND 205:	206.07
12/08/2022	GEN 2	31835#	ARROWASTE INC	CFD	115.27
12/08/2022	GEN 2	31835	ARROWASTE INC	DFD	50.40
				CHECK GEN 2 31835 TOTAL FOR FUND 205:	165.67
12/08/2022	GEN 2	31836	AUTOZONE	WINDSHIELD WASHER FLUID	3.91
12/08/2022	GEN 2	31837	BOUND TREE MEDICAL LLC	4 SUCTION UNITS	2,673.12
12/08/2022	GEN 2	31839	COMCAST	DFD	210.91
12/08/2022	GEN 2	31840	CONSUMERS ENERGY	CFD	1,148.37
12/08/2022	GEN 2	31842	FIRST BANKCARD CENTER	PIZZA FOR DFD INTERVIEWS	107.01
12/08/2022	GEN 2	31843	FIRST BANKCARD CENTER	EMS AGENCY LICENSE RENEWAL	200.00
12/08/2022	GEN 2	31844	GAINES WATER & SEWER FUND	DFD WATER SEWER	105.92
12/08/2022	GEN 2	31846#	IMAGE TREND	ELOTE RESCUE SETUP AND 2 HR WEB TRAINING SESSIONS	1,862.50
12/08/2022	GEN 2	31846	IMAGE TREND	ELOTE RESCUE SETUP AND 2 HR WEB TRAINING SESSIONS	1,862.50
				CHECK GEN 2 31846 TOTAL FOR FUND 205:	3,725.00
12/08/2022	GEN 2	31848#	JACK'S LAWN & SNOWPLOWING, INC	CFD SNOWPLOWING	981.72
12/08/2022	GEN 2	31848	JACK'S LAWN & SNOWPLOWING, INC	DFD SNOWPLOWING	981.72
				CHECK GEN 2 31848 TOTAL FOR FUND 205:	1,963.44
12/08/2022	GEN 2	31849	JBL ENTERPRISES	LOCKER PLATES	20.00
12/08/2022	GEN 2	31849	JBL ENTERPRISES	LOCKER NAME PLATES	107.00
				CHECK GEN 2 31849 TOTAL FOR FUND 205:	127.00

12/08/2022	GEN 2	31851	KENT COUNTY TREASURER	OCTOBER 2022 TOWNSHIP LAW AND CP OFFICER	82,627.90
12/08/2022	GEN 2	31852	KLEYN MOBILE REPAIR LLC	DFD ANNUAL INSPECTION AND REPAIRS	7,373.37
12/08/2022	GEN 2	31853#	LAMPHEAR SERVICE COMPANY INC	CFD ANNUAL MAINTENANCE	975.00
12/08/2022	GEN 2	31853	LAMPHEAR SERVICE COMPANY INC	DFD ANNUAL MAINTENANCE	513.00
				CHECK GEN 2 31853 TOTAL FOR FUND 205:	1,488.00
12/08/2022	GEN 2	31854	MACQUEEN EMERGENCY	DFD TURNOUT GEAR	379.00
12/08/2022	GEN 2	31855	MENARDS- WYOMING	DFD HARDWARE	25.91
12/08/2022	GEN 2	31858	NYE UNIFORM COMPANY	DFD PATCHES	250.00
12/08/2022	GEN 2	31859	PEOPLE IT	CFD SERVER MAINT	459.00
12/08/2022	GEN 2	31862	PURITY CYLINDER GASES INC	MEDICAL PORTABLE	28.10
12/08/2022	GEN 2	31863	TOTAL FIRE PROTECTION	DFD SPRINKLER SYSTEM INSPECTION	470.00
12/13/2022	GEN 2	31865	AMAZON CAPITAL SERVICES	DFD HARD DRIVE, HARD DRIVE CASE	58.73
12/13/2022	GEN 2	31866#	BLOOM SLUGGETT	PLANNING, BOARD, FOIA FOR CLERK OFFICE, NEW HIRES, INTERGOVERNMENTAL AGREEMENT	442.00
12/13/2022	GEN 2	31866	BLOOM SLUGGETT	PLANNING, BOARD, FOIA FOR CLERK OFFICE, NEW HIRES, INTERGOVERNMENTAL AGREEMENT	115.00
				CHECK GEN 2 31866 TOTAL FOR FUND 205:	557.00
12/13/2022	GEN 2	31867	BLUE CROSS HSA	JANUARY TWP HEALTH INSURANCE	5,211.25

12/13/2022	GEN 2	31868	CUSTOMUSIC SERVICE COMPANY	PARTS AND RUN WIRE FOR MONITORS FOR FIRST RESPONDER TVS	4,087.50
12/13/2022	GEN 2	31868	CUSTOMUSIC SERVICE COMPANY	DFD SOUND SYSTEM FOR PAGING, INCLUDING 10 SPEAKERS, AMP, AND VOLUME CONTROL	3,911.99
				CHECK GEN 2 31868 TOTAL FOR FUND 205:	7,999.49
12/13/2022	GEN 2	31872	JBL ENTERPRISES	DFD LASER ENGRAVED TRACKER PLATES	9.00
12/13/2022	GEN 2	31875	MENARDS- WYOMING	DFD PARTS FOR PROJECTS	52.23
12/13/2022	GEN 2	31877	PURITY CYLINDER GASES INC	OXYGEN	132.43
12/13/2022	GEN 2	31878	TANIN ECKHOFF	INCORRECT ACH NUMBER	40.41
12/14/2022	GEN 2	31880#	DELTA DENTAL	DENTAL	751.68
12/14/2022	GEN 2	31880	DELTA DENTAL	DENTAL	75.29
				CHECK GEN 2 31880 TOTAL FOR FUND 205:	826.97
12/14/2022	GEN 2	31881	EAGLE ENGRAVING, INC.	COMMENDATION BARS AND AWARDS	216.55
12/14/2022	GEN 2	31883#	WEX BANK	CFD AND DFD FUEL	1,721.71
12/14/2022	GEN 2	31883	WEX BANK	CFD AND DFD FUEL	61.68
				CHECK GEN 2 31883 TOTAL FOR FUND 205:	1,783.39
12/27/2022	GEN 2	31884#	ACCIDENT FUND	WORKERS COMP	2,348.50
12/27/2022	GEN 2	31884	ACCIDENT FUND	WORKERS COMP	1,835.52
				CHECK GEN 2 31884 TOTAL FOR FUND 205:	4,184.02
12/27/2022	GEN 2	31885#	AMAZON CAPITAL SERVICES	CFD COFFEE, PAPER TOWELS, RESTROOM CLEANING SUPPLIES, TRASH BAGS	201.44
12/27/2022	GEN 2	31885	AMAZON CAPITAL SERVICES	CFD COFFEE FILTERS,	31.98
12/27/2022	GEN 2	31885	AMAZON CAPITAL SERVICES	CFD EMPLOYEE ENTRANCE DECAL, AA BATTERIES, AIR FRESHENING DISPENSER, BED BUG KILLER, AIR DEODORIZING	200.46
12/27/2022	GEN 2	31885	AMAZON CAPITAL SERVICES	DFD CURTAIN ROD, SHOWER CURTAIN, RINGS, LABELING TAPE, LINER, LAMINATING POUCHES	219.24
				CHECK GEN 2 31885 TOTAL FOR FUND 205:	653.12

12/27/2022	GEN 2	31886	BYRON TOWNSHIP TREASURER	SZAKACS	126.00
12/27/2022	GEN 2	31887	CADE YOUNG	JONES AND BARLETT - INSTRUCTOR	73.95
12/27/2022	GEN 2	31891	HALT FIRE, INC	CFD 4 GOODYEAR TIRES	1,517.22
12/27/2022	GEN 2	31896	MED-1 BRETON	DFD PHYSICALS	516.00
12/27/2022	GEN 2	31896	MED-1 BRETON	DFD PHYSICALS	1,057.00
				CHECK GEN 2 31896 TOTAL FOR FUND 205:	1,573.00
12/27/2022	GEN 2	31897	STRYKER	DFD ELECTRODE KIT	217.00
12/30/2022	GEN 2	31903	CONSUMERS ENERGY	DFD	966.09
12/30/2022	GEN 2	31904#	DTE ENERGY	CFD	916.38
12/30/2022	GEN 2	31904	DTE ENERGY	DFD	1,174.55
				CHECK GEN 2 31904 TOTAL FOR FUND 205:	2,090.93
12/30/2022	GEN 2	31908	T-MOBILE	DFD	51.00
				Total for fund 205 PUBLIC SAFETY SAD	135,479.37

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

01/05/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 12/01/2022 - 12/31/2022

Item J. A. ii) c)

Check Date	Bank	Check #	Payee	Description	Amount
12/05/2022	GEN 2	31813	FIRST BANKCARD CENTER	BLDG ACROBAT, PAYMENT BOX, OPEN HOUSE FOOD	15.89
12/05/2022	GEN 2	31818	FIRST BANKCARD CENTER	MEGAN CERTIFICATION, STATE TAX COMMISSION, PLANNING WEBINAR, BUILDING MEMBERSHIP	145.00
12/05/2022	GEN 2	31827	SPRINT	NOVEMBER 2022	43.30
12/13/2022	GEN 2	31867	BLUE CROSS HSA	JANUARY TWP HEALTH INSURANCE	2,781.44
12/14/2022	GEN 2	31882	ROGER STERK	ELECTRICAL CONF EXPENSES	22.34
12/14/2022	GEN 2	31882	ROGER STERK	ELECTRICAL CONF EXPENSES	170.00
12/14/2022	GEN 2	31882	ROGER STERK	INSPECTION MILEAGE	221.25
12/14/2022	GEN 2	31882	ROGER STERK	ELECTRICAL CONF EXPENSES	215.00
				CHECK GEN 2 31882 TOTAL FOR FUND 549:	628.59
				Total for fund 549 BUILDING INSPECTIONS DEPT	3,614.22

Water & Sewer Check Register

Check Post Date from 12/1/22 - 12/31/22

Post Date	Check	Vendor Name	Description	Amount
12/06/2022	5631	APPLIED INNOVATION	TRACYS PRINTER MAINT 11/22/22-2/21/23	172.35
12/06/2022	5632	B-G UTILITY AUTHORITY	CITY OF GR SEWER OCT 22	14,964.78
12/06/2022	5633	BALKIC, ALDIN	UB refund for account: BWCT-007970-0000-	3.84
12/06/2022	5634	BRANSCOMBE, BARB	UB refund for account: PPCT-007110-0000-	10.24
12/06/2022	5635	EXTEND YOUR REACH	DEC 22 BILLING POSTAGE	410.53
12/06/2022	5636	FABBRI, KEITH	UB refund for account: SHKD-007193-0000-	409.71
12/06/2022	5637	JASONVILLE, LLC	HOFFMAN MEADOWS OVERSIZING	151,112.75
12/06/2022	5638	NIC-BERK LLC	UB refund for account: BRAA-006744-0000-	74.34
12/06/2022	5639	TRAYLOR, CHARLES	UB refund for account: HART-006451-0000-	22.39
12/06/2022	5640	EXTEND YOUR REACH	JOB# 323066 UTILITY BILLING POSTAGE	5,000.00
12/31/2022	5641	B-G UTILITY AUTHORITY	1029 RAPIDS DR EXT V&K INV11854 REIMB	4,954.01
			NOV 22 PAYROLL, INSP	33,069.24
			GR SEWER NOV 2022	14,750.74
			WYOMING W&S NOV 2022	242,498.06
			NOV OP EXP, CAP EXP, MTRS	39,879.73
				<u>335,151.78</u>
12/31/2022	5642	BYRON TOWNSHIP WATER & SEWER	TERRYTOWN OVERSIZING	15,231.57
12/31/2022	5643	EASTBROOK HOMES	UB refund for account: BRIS-008324-0000-	0.70
			UB refund for account: BRIS-008300-0000-	5.93
			UB refund for account: WRDR-000802-0000-	37.69
			UB refund for account: WBDR-000934-0000-	45.72
			UB refund for account: WBDR-000926-0000-	19.20
			UB refund for account: WBDR-000884-0000-	21.65
				<u>130.89</u>
12/31/2022	5644	EASTBROOK HOMES	UB refund for account: WBDR-000935-0000-	42.23
12/31/2022	5645	EASTBROOK HOMES	UB refund for account: WRDR-000819-0000-	590.82
12/31/2022	5646	EXTEND YOUR REACH	JANUARY BILLING FOR 2022 UTILITY USAGE	356.32
12/31/2022	5647	GAINES CHARTER TOWNSHIP	UB Receipt Refund for Account #: SWAD-00	645.14
12/31/2022	5648	HUGHES, EDWARD & MARILYN	UB refund for account: SMSD-006569-0000-	157.67
12/31/2022	5649	HUTCHISON, SANDRA	UB refund for account: 66TH-000763-0000-	5.00
12/31/2022	5650	KAREN ROUNDS	3RD QTR 2022 MILEAGE	26.25
12/31/2022	5651	KENT COUNTY ROAD COMMISSION	68TH ST SEWER PLASTER CRK TO HANNA LK	1,900.00
			68TH ST SEWER	162,750.00
				<u>164,650.00</u>
12/31/2022	5652	MIKA MEYERS BECKETT & JONES	PHONE CALL WITH TRACY & MARC FABER (BYRON)	315.00
12/31/2022	5653	SMITH, CELESTE	UB refund for account: CPDR-006036-0000-	49.37
12/31/2022	5654	VRIESMAN & KORHORN	KCC TOWNHOMES	72.00
			RAPIDS DR EXT	1,673.25
			68TH ST SEWER	886.75
			4640 60TH PH 2	1,504.50
			EVERETT'S LANDSCAPING	47.50
			COOKS CROSSING S PH 3-5	167.00

Water & Sewer Check Register

Check Post Date from 12/1/22 - 12/31/22

Post Date	Check	Vendor Name	Description	Amount
			RIVER BIRCH APTS	237.50
			HOFFMAN MEADOWS	144.00
			PRAIRIE WOLF STATION	432.00
			SWITCH PH 2	1,368.00
			RATE STUDY	360.00
			GPS UTILITY PICKUP	1,514.50
			MISC SEWER SYS	1,010.25
			MISC WATER SYS	928.14
			TOWNLINE ECC	1,666.76
			68TH ST SEWER	5,638.44
			PRAIRIE WOLF STATION	648.00
			RATE STUDY	1,728.00
			GPS UTILITY PICKUP	1,325.01
			MISC SEWER SYS	844.00
			MISC WATER SYS	618.00
			KCC TOWNHOMES	792.00
			TOWNLINE ECC	812.00
			RAPIDS DR EXT	7,446.75
				<u>31,864.35</u>

WSCK2 TOTALS:	
Total of 24 Checks:	721,397.32
Less 0 Void Checks:	<u>0.00</u>
Total of 24 Disbursements:	721,397.32



Revenue Breakdown Report

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01/03/2023

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Unit Totals		
Unit Name	Records	Revenue
	152	40,403.50
TOTAL	152	40,403.50

Record Type Totals		
Unit:	Records	Revenue
Name	2	60.00
Permit	150	40,343.50
UNIT TOTAL:	152	40,403.50

Record Type Breakdowns		
Unit:		
Record Type: Name	Records	Revenue
	2	60.00
TOTAL:	2	60.00

Record Type: Permit	Records	Revenue
Building	15	15,062.00
Commercial Sign	2	260.00
Deck	1	130.00
Demolition	1	379.00
Electrical	37	8,016.00
Furnace Replacement	1	110.00
Mechanical	64	10,915.50
Mobile Home Building	3	390.00
Plumbing	18	4,441.00
Residential Roofing	6	540.00
Swimming Pool	1	15.00
Water Heater Replacement	1	85.00
TOTAL:	150	40,343.50



Revenue Breakdown Report

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Filter: All Records, Transaction.DateToPostOn Between 1/1/2022 12:00:00 AM AND 12/31/2022 11:59:59 PM

Unit Totals		
Unit Name	Records	Revenue
	2,094	553,198.08
TOTAL	2,094	553,198.08

Record Type Totals		
Unit:	Records	Revenue
Name	20	460.00
Permit	2,074	552,738.08
UNIT TOTAL:	2,094	553,198.08

Record Type Breakdowns		
Unit:		
Record Type: Name	Records	Revenue
	20	460.00
TOTAL:	20	460.00

Record Type: Permit	Records	Revenue
Air Conditioning Replacement	2	220.00
Building	299	259,593.38
Commercial Sign	15	2,020.00
Deck	34	4,340.00
Demolition	8	1,444.00
Electrical	374	78,788.00
Furnace Replacement	14	1,625.00
Irrigation Meter	9	785.00
Mechanical	717	114,373.70
Mobile Home Building	13	1,690.00
Mobile Home Electric	2	172.00
Mobile Home Mechanical	1	110.00
Mobile Home Plumbing	3	270.00
Plumbing	303	61,632.00
Residential Roofing	187	16,830.00
Storm Drain	41	3,485.00
Swimming Pool	20	2,640.00
Water Heater Replacement	32	2,720.00
TOTAL:	2,074	552,738.08

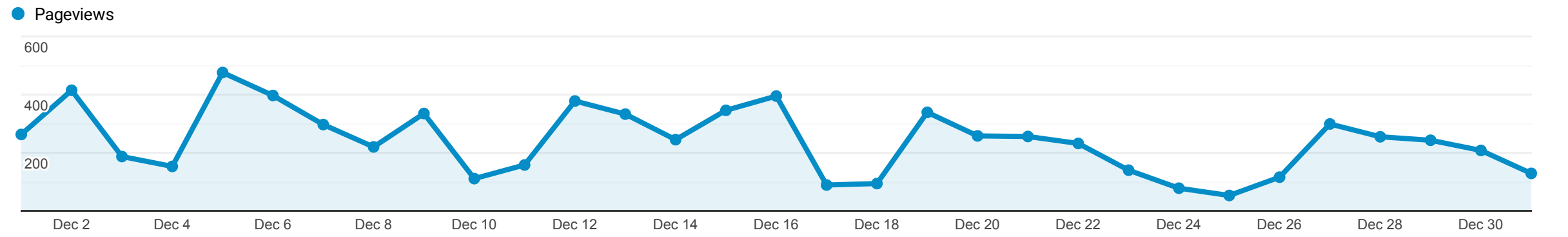
Pages

All Users

100.00% Pageviews

Dec 1, 2022 - Dec 31, 2022

Explorer



Page		Pageviews	Unique Pageviews	Avg. Time on Page	Entrances	Bounce Rate	% Exit	Page Value
		7,467 % of Total: 100.00% (7,467)	6,115 % of Total: 100.00% (6,115)	00:01:41 Avg for View: 00:01:41 (0.00%)	3,641 % of Total: 100.00% (3,641)	54.60% Avg for View: 54.60% (0.00%)	48.76% Avg for View: 48.76% (0.00%)	\$0.00 % of Total: 0.00% (\$0.00)
1. /		2,122 (28.42%)	1,661 (27.16%)	00:01:20	1,490 (40.92%)	42.15%	46.51%	\$0.00 (0.00%)
2. /document_center/index.php		586 (7.85%)	505 (8.26%)	00:04:25	225 (6.18%)	88.89%	74.23%	\$0.00 (0.00%)
3. /how_do_i_(faq)/contact/office.php		280 (3.75%)	232 (3.79%)	00:00:45	94 (2.58%)	62.77%	49.29%	\$0.00 (0.00%)
4. /online_services/index.php		277 (3.71%)	252 (4.12%)	00:03:50	135 (3.71%)	65.93%	57.40%	\$0.00 (0.00%)
5. /residents/index.php		255 (3.42%)	183 (2.99%)	00:01:59	23 (0.63%)	91.30%	41.96%	\$0.00 (0.00%)
6. /departments/water_sewer.php		244 (3.27%)	190 (3.11%)	00:02:19	162 (4.45%)	51.85%	47.54%	\$0.00 (0.00%)
7. /revize/gaines/		216 (2.89%)	169 (2.76%)	00:00:44	155 (4.26%)	25.16%	25.46%	\$0.00 (0.00%)
8. /trustee_log-in/index.php		204 (2.73%)	176 (2.88%)	00:02:30	61 (1.68%)	63.93%	57.35%	\$0.00 (0.00%)
9. /departments/planning_zoning.php		179 (2.40%)	137 (2.24%)	00:01:15	82 (2.25%)	41.46%	26.26%	\$0.00 (0.00%)
10. /departments/treasurer_.php		143 (1.92%)	119 (1.95%)	00:01:43	87 (2.39%)	66.67%	60.84%	\$0.00 (0.00%)

Rows 1 - 10 of 337



DECEMBER 2022 GAINES TOWNSHIP CP REPORT

Michelle LaJoye-Young
SHERIFF

COMPLETED

- Assisted South Christian with a lockdown drill and debriefing with staff
- Assisted a resident with a mental health pick up order issue on Cidermill Dr
- Conducted follow up for Dan / Natalie on Lodgepole about a growing trash pile
- Assisted Woodfield apartment management with their monthly report request
- Hosted the Shop with a Sheriff at the Gaines Meijer
- Participated with the Shop with a Sheriff at the Cascade Meijer, Cascade Walmart, and the Hispanic Center of West MI event at the Plainfield Meijer
- Responded to an injury crash at 68th and Patterson
- Handled a neighbor issue on Lodgepole Dr SE
- Assisted Michigan State Police on a rollover crash with a foot pursuit on M6
- Responded to an ongoing mental health issue on Sunview Dr SE
- Assisted the County with conducting a Threat Assessment / CPTED survey at the Kent County building with the Cascade Community Policing Deputy
- Conducted follow up at 883 61st ST with Natalie
- Participated in the formal hearing in reference to a citation written on Hammond Ave
- Investigated a parking issue for Dan in the 7200 blk of Crystal View
- Participated in the arrest of 2 car thieves and recovery of a stolen car at 68th and Eastern
- Responded to a B&E in progress at Crossroads High School on 60th St
- Responded to a farmer slumped over in a tractor on 100th St near East Paris
- Participated in the Shields of Hope Christmas gift event. We went to a few places in Kent, Ottawa, and Allegan counties dropping Christmas gifts to families dealing with

cancer. We ended our trip with a family right here in Gaines Township. It was an awesome experience

- Participated in the formal hearing for a ticket issued on East Paris
- Hosted the Quality Car Wash gas giveaway event at Quality Car Wash on Division near Russ'. We were able to pump \$1000 of free gas to needy families right before Christmas. A huge THANK YOU to Quality car wash for bringing this to our community
- Assisted South Christian with their vans that were stolen in Detroit last month
- Continued patrol of Rapids Dr
- Took a week of vacation to spend time with my family and work at Cutlerville Fire

ONGOING / UPCOMING

- Continued patrol of Rapids Dr
- Stevens Pointe Neighborhood watch group meeting on 1-10-22

GAINES CHARTER TOWNSHIP
 LAURIE J LEMKE, TREASURER
 CASH, INVESTMENTS; CD'S, MM AND POOL ACCOUNTS
 September of 2022

Date	Bank	Type	Amount	APR	Term	Maturity Date
101 GENERAL FUND						
	Macatawa CheckinQ	ChQ	\$ 3,966,466.42	0.00		
	<i>Ci...J...LE...L</i>					
420	CFO - Truck Fund	Assigned	\$ 400,000.00			
422	DFD - Truck Fund	Assigned	\$ 450,000.00			
424	Library	Assigned	\$ 15,000.00			
425	Cemetery	Assigned	\$ 10,000.00			
426	Township Hall & Grounds	Assigned	\$ 59,800.00			
	Total General Fund Checking		\$ 4,901,266.42			
	MMS.vings					
PA245 of 1999	Building Department	Committed	\$ 1,553,309.00			
PA188 of 1954	Streetslights	Committed	\$ 56,622.00			
	Interest Paid to Date		\$ 25,731.92			
		127409	\$ 1,635,662.92	0.05		
	Invf...nts					
4.15.2022	Kent Co. Pool - ARPA Funds	Pooled	\$ 1,442,016.45	0.87		
2/4/1998	Kent Co. Pool - General	Pooled	\$ 376,113.45	0.87		
5.19.2015	Michigan Class	Pooled	\$ 578,134.13	2.24		
7/24/2013	Lake MI Credit Union	Save	\$ 10.87	0.00		
1.26.2021	Grand River Bank	CD	\$ 250,876.41	0.20	12 Mos.	1.26.2023
10.4.2021	Consumers Credit Union	CD	\$ 301,789.04	0.65	18 Mos.	4.4.2023
6.3.2021	CIBC	CD	\$ 250,000.00	0.20	12 Mos.	6.5.2023
			\$ 3,198,940.35			
	GENERAL FUND TOTAL		\$ 9,735,869.69			
	DIVISION AVE CORRIDOR		\$ 7,609.67			
	TRUST & AGENCY		\$ 269,058.78			
	TAX FUND		\$ 1,907,548.03			
	PETTY CASH		\$ 3,411			
WATER & SEWER						
date issued	Bank		ln2lln1.	AB	mm	mm...n...O
8.1.2021	Macatawa Bank	Checking	\$ 4,444,228.17			
2/17/1998	Kent Co. Pool	Pooled	\$ 9,215,326.86	0.68		
8.1.2017	Michigan Class	Pooled	\$ 1,560,622.48	2.58		
6.1.2015	Consumers Credit Union	Share	\$ 27.74			
6.1.2015	Consumers Credit Union	MMM	\$ 362,026.82	1.25		
4.30.2021	Horizon	MM	\$ 1,052,200.48	0.69		
10.5.2020	First Community Bank	MM	\$ 250,636.77	0.20		
9.30.2021	Flagstar Bank	CD	\$ 250,000.00	0.20	12 Months	9.30.2022
4.4.2021	Union Bank	CD	\$ 304,829.30	1.60	18 Months	10.4.2022
10.5.2018	Union Bank	CD	\$ 306,299.48	0.25	12 Months	10.5.2022
4.16.2021	Mercantile Bank of MI	CD	\$ 250,000.00	0.25	18 Months	10.16.2022
5.21.2021	Lake Michigan Credit Union	CD	\$ 252,006.29	0.60	17 Months	10.21.2022
11.19.2021	Macatawa Bank	CD	\$ 250,000.00	0.10	12 Mos	11.18.2022
1.5.2021	Flagstar Bank	CD	\$ 250,000.00	0.20	12 Months	1.6.2023
1.19.2022	OBC	CD	\$ 250,000.00	0.40	12 Months	1.29.2023
1.29.2021	United Bank of MI	CD	\$ 300,749.95	0.20	12 Months	1.29.2023
3.26.2019	Grand River Bank	CD	\$ 300,901.23	0.65	12 Months	3.26.2023
4.7.2022	West MI Community Bank	CDars	\$ 301,393.51	0.75	52 Weeks	4.6.2023
4.9.2022	Choice One Bank	CD	\$ 250,668.43	0.30	12 Months	4.9.2023
5.11.2022	Flagstar Bank	CD	\$ 300,608.82	1.50	12 Months	5.11.2023
5.28.2022	Choice One Bank	CD	\$ 300,811.00	0.65	12 Months	5.28.2023
6.9.2022	West MI Community Bank	(Oars	\$ 502,361.43	1.52	52 Weeks	6.8.2023
6.14.2021	First National Bank of A	CD	\$ 252,702.57	0.60	12 Months	6.14.2023
12.17.2021	First National Bank of A	CD	\$ 255,210.13	0.65	18 Months	6.17.2023
7.21.2021	First National Bank of MI	RR CD	\$ 300,000.00	0.30	18 Months	7.21.2023
	Restricted W&S Fees	Committed	\$ 22,063,61 U 6			



Byron-Gaines Utility Authority

monthly update

December, 2022

-The BGUA weathered the blizzard of 2022 well! Our biggest challenge was for Tyler M to get into our main building parking lot to begin the dig out on Monday, the 26th. Barry had one call out on the 22nd for a hydrant hit, but otherwise, there were no other impacts to the utility systems during or after the storm.

-We are wrapping up the year with great progress on all of our workplan programs for 2022, Cross Connection Inspections, and also the Plummer's Environmental sanitary sewer cleaning and televising contract. Plummer's will be contracted for the next installment of the program in 2023.

We plan to start with manhole inspections in January 2023.



-We are starting to see more frequent shipments of Sensus 1" Iperl meters arriving at the BGUA. This is a welcomed development. However, some of the larger meter component lead times are still unpredictable.

-Renewals for the BGUA medical insurance through Priority Health and dental coverage through Delta are being finalized for the new year. BGUA staff are also enrolling in the new Delta vision coverage and making a switch to Principal (less costly than our previous carrier) for life insurance coverage.

-An upgrade to a radar unit to measure the lift station wet well depth at the Water Ridge lift station was our last asset project of 2022; and is now complete. This is our third station conversion to radar and the technology has proved to be worthwhile. A radar unit reduces the amount of direct contact with sewage each time BGUA staff checks on the lift stations, which is safer and less labor intensive. Our Crescent Pointe lift station is scheduled for an upgrade next month.

-Chad Brinks has undergone successful surgery to remove cancer from his tongue and mouth area. He is recovering at home. Chad faces the potential for additional radiation treatments because of cancer found in his gums. He is meeting with a Radiation Oncologist this week to determine the next course of treatment.





MEMO

Staff Communication-Action Required

DATE: January 5, 2023
TO: Gaines Charter Township
FROM: Rob DeWard, Township Supervisor
RE: METRO Act Permit Application – Uniti Fiber LLC

SUMMARY OF TOPIC:

The Township has received a METRO Act Permit Application from Uniti Fiber LLC, pursuant to Sections 5 and 6 of the Metropolitan Extension Telecommunications Rights-of-Way Oversight Act, 2002 PA 48 (the "METRO Act"), for the access to and ongoing usage of, the public right-of-way, including public roadways, highways, streets, alleys, easements, and waterways in the Township, for a telecommunications system.

The METRO Act states that "A municipality shall approve or deny access under this section within 45 days from the date a provider files an application for a permit (MCL484.3115(3)).

Uniti Fiber LLC has completed all steps required by the State of Michigan, submitted the \$500 application fee, and supplied the required insurance documents.

The provided project map indicates the project will run along Patterson Avenue, encompassing Kentwood, Gaines Charter Township, and Caledonia. The majority of the project is slated for the east side of Patterson, with only a small segment utilizing the west side of Patterson (Gaines side).

FINANCIAL IMPACT:

The \$500 application fee has been submitted. Approval of the permit application does not involve any financial obligation on the Township's part.

BUDGET ACTION REQUIRED:

None

STAFF RECOMMENDATION:

Staff recommends approval of the permit application.

The following is a list of permits approved by the Township:

RIGHT-OF-WAY TELECOMMUNICATIONS PERMITS ISSUED:

1. 123.Net

Bill Bell - Fiber Project Manager
24700 Northwestern Highway
Suite 700
Southfield, MI 48075
(248) 228-8251
bbell@123.net

RIGHT-OF-WAY TELECOMMUNICATIONS PERMIT – Dated 6/12/ 2017

2. Airtouch

26935 Northwestern Highway
Suite 100
Southfield, MI 48034

MEMORANDUM OF EASEMENT – Dated 9/11/97

3. Fiber Technologies Networks, LLC

300 Meridian Centre
Rochester, NY 14618
Jean Miller
(585) 568-8483
jmiller@lightpower.com

RIGHT-OF-WAY TELECOMMUNICATIONS PERMITS – Dated 8/25/15

4. KEPS Technologies, Inc.

DbA ACD.Net and ACD Telecom, Inc.
ACD.net
1800 N. Grand River Avenue
Lansing, MI 48906
Phil Brown, OSP Engineer
(517) 999-3213
brown.phil@acd.net

RIGHT-OF-WAY TELECOMMUNICATIONS PERMITS - Dated August 2014

5. Level 3 Communications, LLC

Jennifer Piwonski
1305 E Algonquin Ave.
Arlington Heights, IL 60005
(847) 954-8202

RIGHT-OF-WAY TELECOMMUNICATIONS PERMITS – Dated January 2017 (Renewal)

6. MCImetro

Dbal Verizon Access Transmission Services

Randy Knox

600 Hidden Ridge Dr.

HQE02E63

Irving, TX 75038

randy.knox@verizon.com

RIGHT-OF-WAY TELECOMMUNICATIONS PERMITS –Dated 2/14/2018 (Extension)

7. Windstream Norlight, LLC

McLeodUSA Telecommunications Services

11101 Anderson Drive

Little Rock, AR 72212

(501)748-4315

www.windstream.com

RIGHT-OF-WAY TELECOMMUNICATIONS PERMITS – Dated 4/22/2015 (Extension)

RECEIVED

JAN 3 2023

**METRO Act Permit Application Form
Revised February 2, 2015**

Gaines Charter Township, Kent County, MI
Name of Local Unit of Government

**APPLICATION FOR
ACCESS TO AND ONGOING USE OF PUBLIC WAYS BY
TELECOMMUNICATIONS PROVIDERS
UNDER
METROPOLITAN EXTENSION TELECOMMUNICATIONS
RIGHTS-OF-WAY OVERSIGHT ACT
2002 PA 48
MCL SECTIONS 484.3101 TO 484.3120**

BY

**Uniti Fiber LLC
("APPLICANT")**

Unfamiliar with METRO Act?--Assistance: Municipalities unfamiliar with Michigan Metropolitan Extension Telecommunications Rights-of-Way Oversight Act ("METRO Act") permits for telecommunications providers should seek assistance, such as by contacting the Telecommunications Division of the Michigan Public Service Commission at 517-284-8190 or via its web site at http://www.michigan.gov/mpsc/0,4639,7-159-16372_22707---,00.html.

45 Days to Act-Fines for Failure to Act: The METRO Act states that "A municipality shall approve or deny access under this section within 45 days from the date a provider files an application for a permit for access to a public right-of-way." MCL 484.3115(3). The Michigan Public Service Commission can impose fines of up to \$40,000 per day for violations of the METRO Act. It has imposed fines under the Michigan Telecommunications Act where it found providers or municipalities violated the statute.

Where to File: Applicants should file copies as follows [municipalities should adapt as appropriate-unless otherwise specified service should be as follows]:

- Three (3) copies (one of which shall be marked and designated as the master copy) with the Clerk at **Gaines Charter Township, Attn: Michael Brew, Clerk, 8555 Kalamazoo Ave SE, Caledonia, MI 49316.**
-

Gaines Charter Township, Kent County, MI

Name of local unit of government

**APPLICATION FOR
ACCESS TO AND ONGOING USE OF PUBLIC WAYS BY
TELECOMMUNICATIONS PROVIDERS**

By
Uniti Fiber LLC
("APPLICANT")

This is an application pursuant to Sections 5 and 6 of the Metropolitan Extension Telecommunications Rights-of-Way Oversight Act, 2002 PA 48 (the "METRO Act") for access to and ongoing usage of the public right-of-way, including public roadways, highways, streets, alleys, easements, and waterways ("Public Ways") in the Municipality for a telecommunications system. The METRO Act states that "A municipality shall approve or deny access under this section within 45 days from the date a provider files an application for a permit for access to a public right-of-way." MCL 484.3115(3).

This application must be accompanied by a one-time application fee of \$500, unless the applicant is exempt from this requirement under Section 5(3) of the METRO Act, MCL 484.3105(3).

1 GENERAL INFORMATION:

1.1 Date: **December 29, 2022**

1.2 Applicant's legal name: **Uniti Fiber LLC**

Mailing Address: **107 St. Francis Street, Suite 1800**

Mobile, AL 36602

Telephone Number: **501-850-0820**

Fax Number: _____

Corporate website: **www.uniti.com**

Name and title of Applicant's local manager (and if different) contact person regarding this application:

Noel Rice - Construction Manager

Mailing Address: **2101 Riverfront Drive, Suite A**

Little Rock, AR 72202

Telephone Number: **304-615-4207**

Fax Number: _____

E-mail Address: **Noel.Rice@uniti.com**

1.3 Type of Entity: (Check one of the following)

- ☐ Corporation
☐ General Partnership
☐ Limited Partnership
☒ **Limited Liability Company**
☐ Individual
☐ Other, please describe: _____

1.4 Assumed name for doing business, if any: **Uniti Fiber LLC**

1.5 Description of Entity: **Telecommunications**

1.5.1 Jurisdiction of incorporation/formation;

1.5.2 Date of incorporation/formation;

1.5.3 If a subsidiary, name of ultimate parent company;

1.5.4 Chairperson, President/CEO, Secretary and Treasurer (and equivalent officials for non-corporate entities).

1.6 Attach copies of Applicant's most recent annual report (with state ID number) filed with the Michigan Department of Licensing and Regulatory Affairs and certificate of good standing with the State of Michigan. For entities in existence for less than one year and for non-corporate entities, provide equivalent information. **See attached Exhibit A.**

1.7 Is Applicant aware of any present or potential conflicts of interest between Applicant and Municipality? If yes, describe: **No**.

1.8 In the past three (3) years, has Applicant had a permit to install telecommunications facilities in the public right of way revoked by any Michigan municipality?

Circle: Yes **No**

If "yes," please describe the circumstances.

1.9 In the past three (3) years, has an adverse finding been made or an adverse final action been taken by any Michigan court or administrative body against Applicant under any law or regulation related to the following:

1.9.1 A felony; or

1.9.2 A revocation or suspension of any authorization (including cable franchises) to provide telecommunications or video programming services?

Circle: Yes **No**

If "yes," please attach a full description of the parties and matters involved, including an identification of the court or administrative body and any proceedings (by dates and file numbers, if applicable), and the disposition of such proceedings.

1.10 [If Applicant has been granted and currently holds a license to provide basic local exchange service, no financial information needs to be supplied.] If publicly held, provide Applicant's most recent financial statements. If financial statements of a parent company of Applicant (or other affiliate of Applicant) are provided in lieu of those of Applicant, please explain. **Yes, Uniti Fiber LLC holds a license to provide basic local exchange service, thus no financial information is provided per the instructions above. See attached Exhibit B.**

1.10.1 If privately held, and if Municipality requests the information within 10 days of the date of this Application, the Applicant and the Municipality should make arrangements for the Municipality to review the financial statements.

1.11 *If no financial statements are provided, please explain and provide particulars.* **Uniti Fiber LLC holds a license to provide basic local exchange service, thus no financial information is provided per the instructions above.**

2 DESCRIPTION OF PROJECT:

2.1 Provide a copy of authorizations, if applicable, Applicant holds to provide telecommunications services in Municipality. If no authorizations are applicable, please explain. **See attached.**

2.2 Describe in plain English how Municipality should describe to the public the telecommunications services to be provided by Applicant and the telecommunications facilities to be installed by Applicant in the Public Ways. **Uniti Fiber LLC is a telecommunication company that works with other carriers to help connect existing long haul networks cross country. Current proposal is an installation of 1,577' of x3 1.25" conduit and a 144F cable, and also placing x1 2'x3'x2' handhold in the public ROW.**

2.3 Attach route maps showing the location (including whether overhead or underground) of Applicant's existing and proposed facilities in the public right-of-way. To the extent known, please identify the side of the street on which the facilities will be located. (If construction approval is sought at this time, provide engineering drawings, if available, showing location and depth, if applicable, of facilities to be installed in the public right-of-way).

2.4 Please provide an anticipated or actual construction schedule. **1st Quarter 2023**

2.5 Please list all organizations and entities which will have any ownership interest in the facilities proposed to be installed in the Public Ways. **Uniti Fiber LLC, a Delaware limited liability company**

2.6 Who will be responsible for maintaining the facilities Applicant places in the Public Ways and how are they to be promptly contacted? If Applicant's facilities are to be

installed on or in existing facilities in the Public Ways of existing public utilities or incumbent telecommunications providers, describe the facilities to be used, and provide verification of their consent to such usage by Applicant.

Robert Dixon - Operations and Service Delivery Director

2101 Riverfront Drive, Suite A

Little Rock, AR 72202

727-471-5661

Robert.Dixon@uniti.com

3 TELECOMMUNICATION PROVIDER ADMINISTRATIVE MATTERS:

Please provide the following or attach an appropriate exhibit.

3.1 Address of Applicant's nearest local office; **No local office**

3.2 Location of all records and engineering drawings, if not at local office; **2101 Riverfront Drive, Suite A, Little Rock, AR 72202**

3.3 Names, titles, addresses, e-mail addresses and telephone numbers of contact person(s) for Applicant's engineer or engineers and their responsibilities for the telecommunications system;

Noel Rice - Construction Manager

2101 Riverfront Drive, Suite A

Little Rock, AR 72202

304-615-4207

Noel.Rice@uniti.com

Clay Madar - Asset and Lease Manager

2101 Riverfront Drive, Suite A

Little Rock, AR 72202

501-628-1281

Clay.Madar@uniti.com

Barry Sweigart - Business Operations Manager

2101 Riverfront Drive, Suite A

Little Rock, AR 72202

307-421-2432

Barry.Sweigart@uniti.com

3.4 Provide evidence of self-insurance or a certificate of insurance showing Applicant's insurance coverage, carrier and limits of liability for the following:

3.4.1 Worker's compensation;

3.4.2 Commercial general liability, including at least:

3.4.2.1 Combined overall limits;

3.4.2.2 Combined single limit for each occurrence of bodily injury;

3.4.2.3 Personal injury;

3.4.2.4 Property damage;

3.4.2.5 Blanket contractual liability for written contracts, products, and completed operations;

3.4.2.6 Independent contractor liability;

3.4.2.7 For any non-aerial installations, coverage for property damage from perils of explosives, collapse, or damage to underground utilities (known as XCU coverage);

3.4.2.8 Environmental contamination;

3.4.3 Automobile liability covering all owned, hired, and non-owned vehicles used by Applicant, its employee, or agents.

3.5 Names of all anticipated contractors and subcontractors involved in the construction, maintenance and operation of Applicant's facilities in the Public Ways.

4 CERTIFICATION:

All the statements made in the application and attached exhibits are true and correct to the best of my knowledge and belief.

UNITI FIBER LLC ("APPLICANT")

12/29/22
Date

By: 
Type or Print Name Kelly A. McGriff

Vice President and Deputy General Counsel
Title

Exhibit A

**Michigan Department of Licensing and Regulatory Affairs Annual Report and Certificate
of Good Standing**

(Documents begin on next page.)

LARA Corporations
Online Filing System
Department of Licensing and Regulatory Affairs

ANNUAL STATEMENT

For use by **FOREIGN LIMITED LIABILITY COMPANY**

(Required by Section 207, Act 23, Public Act of 1993)

Form Revision Date 07/2016

Identification Number: 802032940

Annual Statement Filing Year: 2022

1. Limited Liability Company Name:

UNITI FIBER LLC

2. The street address of the limited liability company's registered office and name of the resident agent at that office:

1. Resident Agent Name: CSC-LAWYERS INCORPORATING SERVICE (COMPANY)

2. Street Address: 2900 WEST ROAD STE 500

Apt/Suite/Other:

City: EAST LANSING

State: MI

Zip Code: 48823

3. Mailing address of the registered office:

P.O. Box or Street Address: 2900 WEST ROAD STE 500

Apt/Suite/Other:

City: EAST LANSING

State: MI

Zip Code: 48823

This annual statement must be signed by a member, manager, or an authorized agent.

Signed this 8th Day of February, 2022 by:

Signature	Title	Title if "Other" was selected
Daniel Heard	Other	Secretary

By selecting ACCEPT, I hereby acknowledge that this electronic document is being signed in accordance with the Act. I further certify that to the best of my knowledge the information provided is true, accurate, and in compliance with the Act.

• Decline • Accept

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

FILING ENDORSEMENT

This is to Certify that the 2022 ANNUAL STATEMENT

for

UNITI FIBER LLC

ID Number: 802032940

received by electronic transmission on February 08, 2022 , is hereby endorsed.

Filed on February 08, 2022 , by the Administrator.

The document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.



In testimony whereof, I have hereunto set my hand and affixed the Seal of the Department, in the City of Lansing, this 8th day of February, 2022.

Linda Clegg

***Linda Clegg, Director
Corporations, Securities & Commercial Licensing Bureau***

Payment Confirmation

Date: 2/8/2022

Transaction date/time:	2/8/2022 3:50:42 PM
Confirmation number:	22020894116253
Entity ID Number:	802032940
Entity Name:	UNITI FIBER LLC
Entity Type:	FOREIGN LIMITED LIABILITY COMPANY
Filing Type:	2022 ANNUAL STATEMENT

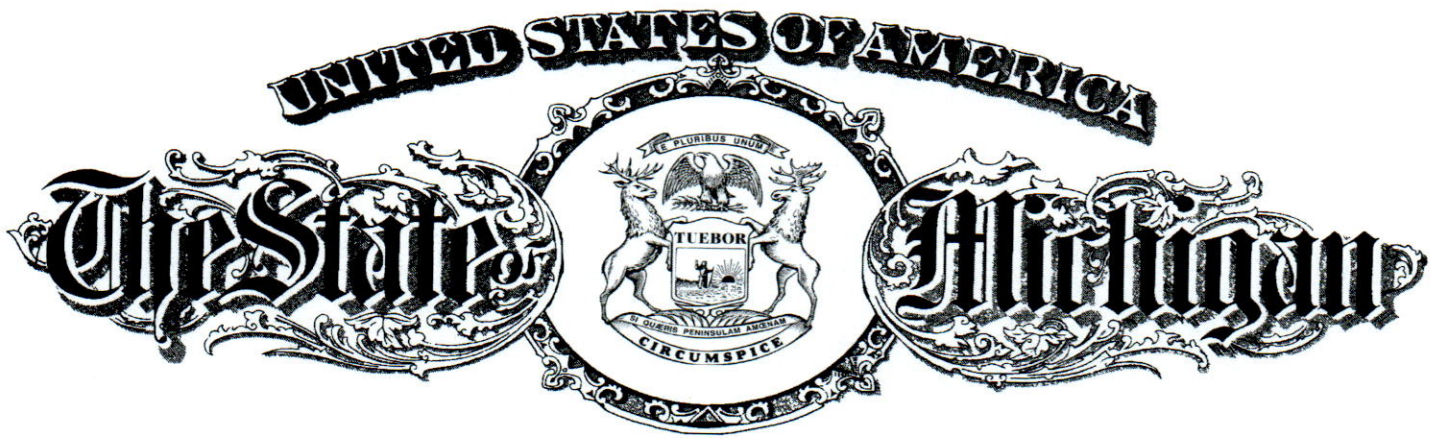
Filing fee:	\$25.00
Expedited service fee:	\$0.00
Total fee:	\$25.00

Your payment has been successfully processed. Your filing has been submitted and will be reviewed by the Corporations Division. If your submission is rejected for any reason, we will contact you immediately.

Please note that for security reasons your payment credit card and/or bank information is processed at a secure website. The Department of Licensing and Regulatory Affairs does not retain any credit card information.

If you have any questions about your request, contact our office:

- phone: 517-241-6470
- email: CorpsMail@michigan.gov



Department of Licensing and Regulatory Affairs
Lansing, Michigan

This is to Certify That

UNITI FIBER LLC

a(n) Delaware FOREIGN LIMITED LIABILITY COMPANY.

was validly authorized on September 16, 2016, to transact business in Michigan, and that said limited liability company holds a valid certificate of authority to transact business in this state, and has satisfied its annual filing obligations.

This certificate is issued pursuant to the provisions of 1993 PA 23 to attest to the fact that the limited liability company is in good standing in Michigan as of this date and is duly authorized to transact in this state any business set forth in its application which a domestic limited liability company formed under this act may lawfully conduct except as limited by statements in its Application for Certificate of Authority or under the law of its jurisdiction of organization.

This certificate is in due form, made by me as the proper officer, and is entitled to have full faith and credit given it in every court and office within the United States.



Sent by electronic transmission

Certificate Number: 22120340303

*In testimony whereof, I have hereunto set my hand,
in the City of Lansing, this 15th day of December, 2022.*

Linda Clegg

Linda Clegg, Director

Corporations, Securities & Commercial Licensing Bureau

Verify this certificate at: URL to eCertificate Verification Search <http://www.michigan.gov/corpverifycertificate>.

Exhibit B

Uniti Fiber LLC - CPCN

(Document begins on the next page.)

STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION

* * * * *

In the matter of the application of)
UNITI FIBER-PEG LLC,)
f/k/a PEG BANDWIDTH, LLC,)
d/b/a UNITI FIBER,)
for temporary and permanent licenses to provide)
basic local exchange service throughout the state of)
Michigan in the zone and exchange areas served by)
AT&T Michigan, Frontier North Inc., Frontier)
Midstates Inc., CenturyTel of Michigan, Inc.,)
CenturyTel Midwest-Michigan, Inc., CenturyTel)
of Northern Michigan, Inc., and CenturyTel of)
Upper Michigan, Inc.)
_____)

Case No. U-18176

At the December 20, 2016 meeting of the Michigan Public Service Commission in Lansing,
Michigan.

PRESENT: Hon. Sally A. Talberg, Chairman
Hon. Norman J. Saari, Commissioner
Hon. Rachael A. Eubanks, Commissioner

ORDER

On September 21, 2016, Uniti Fiber-PEG LLC f/k/a PEG Bandwidth, LLC, d/b/a Uniti Fiber (Uniti Fiber), filed an application, under the Michigan Telecommunications Act (MTA), MCL 484.2101 *et seq.*, for a temporary and permanent license to provide basic local exchange service throughout the state of Michigan in the incumbent geographic territories of AT&T Michigan, Frontier North Inc., Frontier Midstates Inc., CenturyTel of Michigan, Inc., CenturyTel Midwest – Michigan, Inc., CenturyTel of Northern Michigan, Inc., and CenturyTel of Upper Michigan, Inc. The application was filed under the former corporate name, PEG Bandwidth, LLC,

d/b/a Uniti Fiber. On October 27, 2016, Uniti Fiber filed a revised application. On November 18, 2016, a second revised application was filed indicating the company had changed its name from PEG Bandwidth, LLC, to Uniti Fiber-PEG LLC.¹

At an evidentiary hearing on December 5, 2016, Uniti Fiber presented the testimony and exhibits of the company's Chief Financial Officer, James Volk. At the close of the hearing, the parties waived compliance with Section 81 of the Michigan Administrative Procedures Act, MCL 24.281.

After a review of the application and testimony, the Commission finds that approval of the application is in the public interest. On numerous occasions, the Commission has found that competition can be advantageous to the citizens of this state. Approval of the request for a license to provide basic local exchange service will expand the opportunities for competition. Accordingly, the application is approved. The grant of a license is conditioned on full compliance with the provisions of the MTA, as well as the anti-slamming procedures adopted in Case No. U-11900, the access restructuring mechanism contribution methodology adopted in Case No. U-16183, and the number reclamation process adopted in Case No. U-12703. Failure to comply fully may result in revocation of the license and other penalties. The grant of a license is conditioned upon the provision of service to customers within a reasonable time. Failure to do so may result in revocation of the license. Finally, the Commission notes that any numbers obtained by the applicant are a public resource and are not owned by the applicant. If the applicant fails to provide service or goes out of business, any numbers assigned to it are subject to reclamation.

¹ Uniti Fiber-PEG LLC continues to do business as Uniti Fiber.

THEREFORE, IT IS ORDERED that:

A. Uniti Fiber-PEG LLC f/k/a PEG Bandwidth, LLC, is granted a license to provide basic local exchange service throughout the state of Michigan in the incumbent geographic territories of AT&T Michigan, Frontier North Inc., Frontier Midstates Inc., CenturyTel of Michigan, Inc., CenturyTel Midwest – Michigan, Inc., CenturyTel of Northern Michigan, Inc., and CenturyTel of Upper Michigan, Inc.

B. Uniti Fiber-PEG LLC f/k/a PEG Bandwidth, LLC, shall provide basic local exchange service in accordance with the regulatory requirements specified in the Michigan Telecommunications Act, MCL 484.2101 *et seq.*, including the number portability provisions of MCL 484.2358, the access restructuring mechanism contribution requirements of MCL 484.2310 and Case No. U-16183, the anti-slamming procedures adopted in Case No. U-11900, and the number reclamation process adopted in Case No. U-12703.

C. Before commencing basic local exchange service, Uniti Fiber-PEG LLC f/k/a PEG Bandwidth, LLC, shall submit its tariff reflecting the services that it will offer and identifying the exchanges in which it will offer service.

The Commission reserves jurisdiction and may issue further orders as necessary.

Any party desiring to appeal this order must do so by the filing of a claim of appeal in the Michigan Court of Appeals within 30 days of the issuance of this order, under MCL 484.2203(12). To comply with the Michigan Rules of Court's requirement to notify the Commission of an appeal, appellants shall send required notices to both the Commission's Executive Secretary and to the Commission's Legal Counsel. Electronic notifications should be sent to the Executive Secretary at mpscedockets@michigan.gov and to the Michigan Department of the Attorney General - Public Service Division at pungpl@michigan.gov. In lieu of electronic submissions, paper copies of such notifications may be sent to the Executive Secretary and the Attorney General - Public Service Division at 7109 W. Saginaw Hwy., Lansing, MI 48917.

MICHIGAN PUBLIC SERVICE COMMISSION

Sally A. Talberg, Chairman

Norman J. Saari, Commissioner

Rachael A. Eubanks, Commissioner

By its action of December 20, 2016.

Kavita Kale, Executive Secretary

PROOF OF SERVICE

STATE OF MICHIGAN)

Case No. U-18176

County of Ingham)

Gloria Pearl Jones being duly sworn, deposes and says that on December 20, 2016 A.D. she electronically notified the attached list of this **Commission Order via e-mail transmission**, to the persons as shown on the attached service list (Listserv Distribution List).

Gloria Pearl Jones
Gloria Pearl Jones

Subscribed and sworn to before me
this 20th day of December 2016

Lisa Felice

Lisa Felice
Notary Public, Eaton County
My Commission Expires April 15, 2020

Service List -- Case No. U-18176

Name

Patrick Crocker

Heather Durian

Sharon Feldman

PEG Bandwidth, LLC d/b/a Uniti Fiber

Email Address

patrick@crockerlawfirm.com

durianh@michigan.gov

feldmans@michigan.gov

jplowman@unitifiber.com

METRO Act Permit
Bilateral Form
Revised 12/06/02

RECEIVED

JAN 3 2023

RIGHT-OF-WAY
TELECOMMUNICATIONS PERMIT

TERMS AND CONDITIONS

1 Definitions

- 1.1 Company shall mean **Uniti Fiber LLC** organized under the laws of the State of **DE** whose address is **107 St. Francis Street, Suite 1800, Mobile, AL 36602**.
- 1.2 Effective Date shall mean the date set forth in Part 13.
- 1.3 Manager shall mean Municipality's [Mayor/Manager/Supervisor/Village President] or his or her designee.
- 1.4 METRO Act shall mean the Metropolitan Extension Telecommunications Rights-of-Way Oversight Act, Act No. 48 of the Public Acts of 2002, as amended.
- 1.5 Municipality shall mean **Gaines Charter Township, Kent County**, a Michigan municipal corporation.
- 1.6 Permit shall mean this document.
- 1.7 Public Right-of-Way shall mean the area on, below, or above a public roadway, highway, street, alley, easement, or waterway, to the extent Municipality has the ability to grant the rights set forth herein. Public right-of-way does not include a federal, state, or private right-of-way.
- 1.8 Telecommunication Facilities or Facilities shall mean the Company's equipment or personal property, such as copper and fiber cables, lines, wires, switches, conduits, pipes, and sheaths, which are used to or can generate, receive, transmit, carry, amplify, or provide telecommunication services or signals. Telecommunication Facilities or Facilities do not include antennas, supporting structures for antennas, equipment shelters or houses, and any ancillary equipment and miscellaneous hardware used to provide federally licensed commercial mobile service as defined in Section 332(d) of Part I of Title III of the Communications Act of 1934, Chapter 652, 48 Stat. 1064, 47 U.S.C. 332 and further defined as commercial mobile radio service in 47 CFR 20.3, and service provided by any wireless, 2-way communications device.

1.9 Term shall have the meaning set forth in Part 7.

2 Grant

2.1 Municipality hereby grants a permit under the METRO Act to Company for access to and ongoing use of the Public Right-of-Way to construct, install and maintain Telecommunication Facilities in those portions of the Public Right-of-Way identified on Exhibit A on the terms set forth herein.

2.1.1 Exhibit A may be modified by written request by Company and approval by Manager.

2.1.2 Manager shall not unreasonably condition or deny any request for a modification of Exhibit A. Any decision of Manager on a request for a modification may be appealed by Company to Municipality's legislative body.

2.2 Overlashing. Company shall not allow the wires or any other facilities of a third party to be overlashed to the Telecommunication Facilities without Municipality's prior written consent. Municipality's right to withhold written consent is subject to the authority of the Michigan Public Service Commission under Section 361 of the Michigan Telecommunications Act, MCL § 484.2361.

2.3 Nonexclusive. The rights granted by this Permit are nonexclusive. Municipality reserves the right to approve, at any time, additional permits for access to and ongoing usage of the Public Right-of-Way by telecommunications providers and to enter into agreements for use of the Public Right-of-Way with and grant franchises for use of the Public Right-of-Way to telecommunications providers, cable companies, utilities and other providers.

3 Contacts, Maps and Plans

3.1 Company Contacts. The names, addresses and the like for engineering and construction related information for Company and its Telecommunication Facilities are as follows:

3.1.1 The address, e-mail address, phone number and contact person (title or name) at Company's local office (in or near Municipality) is

Noel Rice - Construction Manager
2101 Riverfront Drive, Suite A
Little Rock, AR 72202
304-615-4207
Noel.Rice@uniti.com

- 3.1.2 If Company's engineering drawings, as-built plans and related records for the Telecommunication Facilities will not be located at the preceding local office, the location address, phone number and contact person (title or department) for them is

Clay Madar - Asset and Lease Manager
2101 Riverfront Drive, Suite A
Little Rock, AR 72202
501-628-1281
Clay.Madar@uniti.com

- 3.1.3 The name, title, address, e-mail address and telephone numbers of Company's engineering contact person(s) with responsibility for the design, plans and construction of the Telecommunication Facilities is

Noel Rice - Construction Manager
2101 Riverfront Drive, Suite A
Little Rock, AR 72202
304-615-4207
Noel.Rice@uniti.com

Barry Sweigart - Business Operations Manager
2101 Riverfront Drive, Suite A
Little Rock, AR 72202
307-421-2432
Barry.Sweigart@uniti.com

- 3.1.4 The address, phone number and contact person (title or department) at Company's home office/regional office with responsibility for engineering and construction related aspects of the Telecommunication Facilities is

Noel Rice - Construction Manager
2101 Riverfront Drive, Suite A
Little Rock, AR 72202
304-615-4207
Noel.Rice@uniti.com

- 3.1.5 Company shall at all times provide Manager with the phone number at which a live representative of Company (not voice mail) can be reached 24 hours a day, seven (7) days a week, in the event of a public emergency.

877-652-2321

- 3.1.6 The preceding information is accurate as of the Effective Date. Company shall notify Municipality in writing as set forth in Part 12 of any changes in the preceding information.

- 3.2 Route Maps. Within ninety (90) days after the substantial completion of construction of new Facilities in a Municipality, a provider shall submit route maps showing the location of the Telecommunication Facilities to both the Michigan Public Service Commission and to the Municipality, as required under Section 6(7) of the METRO Act, MCLA 484.3106(7).
- 3.3 As-Built Records. Company, without expense to Municipality, shall, upon forty-eight (48) hours notice, give Municipality access to all "as-built" maps, records, plans, and specifications showing the Telecommunication Facilities or portions thereof in the Public Right-of-Way. Upon request by Municipality, Company shall inform Municipality as soon as reasonably possible of any changes from previously supplied maps, records, or plans and shall mark up maps provided by Municipality so as to show the location of the Telecommunication Facilities.

4 Use of Public Right-of-Way

- 4.1 No Burden on Public Right-of-Way. Company, its contractors, subcontractors, and the Telecommunication Facilities shall not unduly burden or interfere with the present or future use of any of the Public Right-of-Way. Company's aerial cables and wires shall be suspended so as to not endanger or injure persons or property in or about the Public Right-of-Way. If Municipality reasonably determines that any portion of the Telecommunication Facilities constitutes an undue burden or interference, due to changed circumstances, Company, at its sole expense, shall modify the Telecommunication Facilities or take such other actions as Municipality may determine is in the public interest to remove or alleviate the burden, and Company shall do so within a reasonable time period. Municipality shall attempt to require all occupants of a pole or conduit whose facilities are a burden to remove or alleviate the burden concurrently.
- 4.2 No Priority. This Permit does not establish any priority of use of the Public Right-of-Way by Company over any present or future permittees or parties having agreements with Municipality or franchises for such use. In the event of any dispute as to the priority of use of the Public Right-of-Way, the first priority shall be to the public generally, the second priority to Municipality, the third priority to the State of Michigan and its political subdivisions in the performance of their various functions, and thereafter as between other permit, agreement or franchise holders, as determined by Municipality in the exercise of its powers, including the police power and other powers reserved to and conferred on it by the State of Michigan.
- 4.3 Restoration of Property. Company, its contractors and subcontractors shall immediately (subject to seasonal work restrictions) restore, at Company's sole expense, in a manner approved by Municipality, any portion of the Public Right-of-Way that is in any way disturbed, damaged, or injured by the construction,

installation, operation, maintenance or removal of the Telecommunication Facilities to a reasonably equivalent (or, at Company's option, better) condition as that which existed prior to the disturbance. In the event that Company, its contractors or subcontractors fail to make such repair within a reasonable time, Municipality may make the repair and Company shall pay the costs Municipality incurred for such repair.

- 4.4 Marking. Company shall mark the Telecommunication Facilities as follows: Aerial portions of the Telecommunication Facilities shall be marked with a marker on Company's lines on alternate poles which shall state Company's name and provide a toll-free number to call for assistance. Direct buried underground portions of the Telecommunication Facilities shall have (1) a conducting wire placed in the ground at least several inches above Company's cable (if such cable is nonconductive); (2) at least several inches above that, a continuous colored tape with a statement to the effect that there is buried cable beneath; and (3) stakes or other appropriate above ground markers with Company's name and a toll-free number indicating that there is buried telephone cable below. Bored underground portions of the Telecommunication Facilities shall have a conducting wire at the same depth as the cable and shall not be required to provide the continuous colored tape. Portions of the Telecommunication Facilities located in conduit, including conduit of others used by Company, shall be marked at its entrance into and exit from each manhole and handhole with Company's name and a toll-free telephone number.
- 4.5 Tree Trimming. Company may trim trees upon and overhanging the Public Right-of-Way so as to prevent the branches of such trees from coming into contact with the Telecommunication Facilities, consistent with any standards adopted by Municipality. Company shall dispose of all trimmed materials. Company shall minimize the trimming of trees to that essential to maintain the integrity of the Telecommunication Facilities. Except in emergencies, all trimming of trees in the Public Right-of-Way shall have the advance approval of Manager.
- 4.6 Installation and Maintenance. The construction and installation of the Telecommunication Facilities shall be performed pursuant to plans approved by Municipality. The open cut of any Public Right-of-Way shall be coordinated with the Manager or his designee. Company shall install and maintain the Telecommunication Facilities in a reasonably safe condition. If the existing poles in the Public Right-of-Way are overburdened or unavailable for Company's use, or the facilities of all users of the poles are required to go underground then Company shall, at its expense, place such portion of its Telecommunication Facilities underground, unless Municipality approves an alternate location. Company may perform maintenance on the Telecommunication Facilities without prior approval of Municipality, provided that Company shall obtain any and all

permits required by Municipality in the event that any maintenance will disturb or block vehicular traffic or are otherwise required by Municipality.

- 4.7 Pavement Cut Coordination. Company shall coordinate its construction and all other work in the Public Right-of-Way with Municipality's program for street construction and rebuilding (collectively "Street Construction") and its program for street repaving and resurfacing (except seal coating and patching) (collectively, "Street Resurfacing").

4.7.1 The goals of such coordination shall be to encourage Company to conduct all work in the Public Right-of-Way in conjunction with or immediately prior to any Street Construction or Street Resurfacing planned by Municipality.

- 4.8 Compliance with Laws. Company shall comply with all laws, statutes, ordinances, rules and regulations regarding the construction, installation, and maintenance of its Telecommunication Facilities, whether federal, state or local, now in force or which hereafter may be promulgated. Before any installation is commenced, Company shall secure all necessary permits, licenses and approvals from Municipality or other governmental entity as may be required by law, including, without limitation, all utility line permits and highway permits. Municipality shall not unreasonably delay or deny issuance of any such permits, licenses or approvals. Company shall comply in all respects with applicable codes and industry standards, including but not limited to the National Electrical Safety Code (latest edition adopted by Michigan Public Service Commission) and the National Electric Code (latest edition). Company shall comply with all zoning and land use ordinances and historic preservation ordinances as may exist or may hereafter be amended. This section does not constitute a waiver of Company's right to challenge laws, statutes, ordinances, rules or regulations now in force or established in the future.

- 4.9 Street Vacation. If Municipality vacates or consents to the vacation of Public Right-of-Way within its jurisdiction, and such vacation necessitates the removal and relocation of Company's Facilities in the vacated Public Right-of-Way, Company shall, as a condition of this Permit, consent to the vacation and remove its Facilities at its sole cost and expense when ordered to do so by Municipality or a court of competent jurisdiction. Company shall relocate its Facilities to such alternate route as Municipality and Company mutually agree, applying reasonable engineering standards.

- 4.10 Relocation. If Municipality requests Company to relocate, protect, support, disconnect, or remove its Facilities because of street or utility work, or other public projects, Company shall relocate, protect, support, disconnect, or remove its Facilities, at its sole cost and expense, including where necessary to such

alternate route as Municipality and Company mutually agree, applying reasonable engineering standards. The work shall be completed within a reasonable time period.

- 4.11 Public Emergency. Municipality shall have the right to sever, disrupt, dig-up or otherwise destroy Facilities of Company if such action is necessary because of a public emergency. If reasonable to do so under the circumstances, Municipality shall attempt to provide notice to Company. Public emergency shall be any condition which poses an immediate threat to life, health, or property caused by any natural or man-made disaster, including, but not limited to, storms, floods, fire, accidents, explosions, water main breaks, hazardous material spills, etc. Company shall be responsible for repair at its sole cost and expense of any of its Facilities damaged pursuant to any such action taken by Municipality.
- 4.12 Miss Dig. If eligible to join, Company shall subscribe to and be a member of "MISS DIG," the association of utilities formed pursuant to Act 174 of the Public Acts of 2013, as amended, MCL § 460.721 et seq., and shall conduct its business in conformance with the statutory provisions and regulations promulgated thereunder.
- 4.13 Underground Relocation. If Company has its Facilities on poles of Consumers Energy, Detroit Edison or another electric or telecommunications provider and Consumers Energy, Detroit Edison or such other electric or telecommunications provider relocates its system underground, then Company shall relocate its Facilities underground in the same location at Company's sole cost and expense.
- 4.14 Identification. All personnel of Company and its contractors or subcontractors who have as part of their normal duties contact with the general public shall wear on their clothing a clearly visible identification card bearing Company's name, their name and photograph. Company shall account for all identification cards at all times. Every service vehicle of Company and its contractors or subcontractors shall be clearly identified as such to the public, such as by a magnetic sign with Company's name and telephone number.

5 Indemnification

- 5.1 Indemnity. Company shall defend, indemnify, protect, and hold harmless Municipality, its officers, agents, employees, elected and appointed officials, departments, boards, and commissions from any and all claims, losses, liabilities, causes of action, demands, judgments, decrees, proceedings, and expenses of any nature (collectively "claim" for this Part 5) (including, without limitation, attorneys' fees) arising out of or resulting from the acts or omissions of Company, its officers, agents, employees, contractors, successors, or assigns, but only to the extent such acts or omissions are related to the Company's use of or installation of

facilities in the Public Right-of-Way and only to the extent of the fault or responsibility of Company, its officers, agents, employees, contractors, successors and assigns.

- 5.2 Notice, Cooperation. Municipality shall notify Company promptly in writing of any such claim and the method and means proposed by Municipality for defending or satisfying such claim. Municipality shall cooperate with Company in every reasonable way to facilitate the defense of any such claim. Municipality shall consult with Company respecting the defense and satisfaction of such claim, including the selection and direction of legal counsel.
- 5.3 Settlement. Municipality shall not settle any claim subject to indemnification under this Part 5 without the advance written consent of Company, which consent shall not be unreasonably withheld. Company shall have the right to defend or settle, at its own expense, any claim against Municipality for which Company is responsible hereunder.

6 Insurance *See Exhibit C, Attached

- 6.1 Coverage Required. Prior to beginning any construction in or installation of the Telecommunication Facilities in the Public Right-of-Way, Company shall obtain insurance as set forth below and file certificates evidencing same with Municipality. Such insurance shall be maintained in full force and effect until the end of the Term. In the alternative, Company may satisfy this requirement through a program of self-insurance, acceptable to Municipality, by providing reasonable evidence of its financial resources to Municipality. Municipality's acceptance of such self-insurance shall not be unreasonably withheld.
- 6.1.1 Commercial general liability insurance, including Completed Operations Liability, Independent Contractors Liability, Contractual Liability coverage, railroad protective coverage and coverage for property damage from perils of explosion, collapse or damage to underground utilities, commonly known as XCU coverage, in an amount not less than Five Million Dollars (\$5,000,000).
- 6.1.2 Liability insurance for sudden and accidental environmental contamination with minimum limits of Five Hundred Thousand Dollars (\$500,000) and providing coverage for claims discovered within three (3) years after the term of the policy.
- 6.1.3 Automobile liability insurance in an amount not less than One Million Dollars (\$1,000,000).

- 6.1.4 Workers' compensation and employer's liability insurance with statutory limits, and any applicable Federal insurance of a similar nature.
- 6.1.5 The coverage amounts set forth above may be met by a combination of underlying (primary) and umbrella policies so long as in combination the limits equal or exceed those stated. If more than one insurance policy is purchased to provide the coverage amounts set forth above, then all policies providing coverage limits excess to the primary policy shall provide drop down coverage to the first dollar of coverage and other contractual obligations of the primary policy, should the primary policy carrier not be able to perform any of its contractual obligations or not be collectible for any of its coverages for any reason during the Term, or (when longer) for as long as coverage could have been available pursuant to the terms and conditions of the primary policy.
- 6.2 Additional Insured. Municipality shall be named as an additional insured on all policies (other than worker's compensation and employer's liability). All insurance policies shall provide that they shall not be canceled, modified or not renewed unless the insurance carrier provides thirty (30) days prior written notice to Municipality. Company shall annually provide Municipality with a certificate of insurance evidencing such coverage. All insurance policies (other than environmental contamination, workers' compensation and employer's liability insurance) shall be written on an occurrence basis and not on a claims made basis.
- 6.3 Qualified Insurers. All insurance shall be issued by insurance carriers licensed to do business by the State of Michigan or by surplus line carriers on the Michigan Insurance Commission approved list of companies qualified to do business in Michigan. All insurance and surplus line carriers shall be rated A+ or better by A.M. Best Company.
- 6.4 Deductibles. If the insurance policies required by this Part 6 are written with retainages or deductibles in excess of \$50,000, they shall be approved by Manager in advance in writing. Company shall indemnify and save harmless Municipality from and against the payment of any deductible and from the payment of any premium on any insurance policy required to be furnished hereunder.
- 6.5 Contractors. Company's contractors and subcontractors working in the Public Right-of-Way shall carry in full force and effect commercial general liability, environmental contamination liability, automobile liability and workers' compensation and employer liability insurance which complies with all terms of this Part 6. In the alternative, Company, at its expense, may provide such coverages for any or all its contractors or subcontractors (such as by adding them to Company's policies).

- 6.6 Insurance Primary. Company's insurance coverage shall be primary insurance with respect to Municipality, its officers, agents, employees, elected and appointed officials, departments, boards, and commissions (collectively "them"). Any insurance or self-insurance maintained by any of them shall be in excess of Company's insurance and shall not contribute to it (where "insurance or self-insurance maintained by any of them" includes any contract or agreement providing any type of indemnification or defense obligation provided to, or for the benefit of them, from any source, and includes any self-insurance program or policy, or self-insured retention or deductible by, for or on behalf of them).

7 Term

- 7.1 Term. The term ("Term") of this Permit shall be until the earlier of:

- 7.1.1 Fifteen years (15) from the Effective Date; provided, however, that following such initial term there shall be three subsequent renewal terms of five (5) years. Each renewal term shall be automatic unless Municipality notifies Company in writing, at least twelve (12) months prior to the end of any term then in effect, that due to changed circumstances a need exists to negotiate the subsequent renewal with Company. Municipality shall not unreasonably deny a renewal term; or
- 7.1.2 When the Telecommunication Facilities have not been used to provide telecommunications services for a period of one hundred and eighty (180) days by the Company or a successor of an assign of the Company; or
- 7.1.3 When Company, at its election and with or without cause, delivers written notice of termination to Municipality at least one-hundred and eighty (180) days prior to the date of such termination; or
- 7.1.4 Upon either Company or Municipality giving written notice to the other of the occurrence or existence of a default by the other party under Sections 4.8, 6, 8 or 9 of this Permit and such defaulting party failing to cure, or commence good faith efforts to cure, such default within sixty (60) days (or such shorter period of time provided elsewhere in this Permit) after delivery of such notice; or
- 7.1.5 Unless Manager grants a written extension, one year from the Effective Date if prior thereto Company has not started the construction and installation of the Telecommunication Facilities within the Public Right-of-Way and two years from the Effective Date if by such time construction and installation of the Telecommunication Facilities is not complete.

8 Performance Bond or Letter of Credit *See Exhibit B, Attached.

- 8.1 Municipal Requirement. Municipality may require Company to post a bond (or letter of credit) as provided in Section 15(3) of the METRO Act, as amended [MCL § 484.3115(3)].

9 Fees

- 9.1 Establishment; Reservation. The METRO Act shall control the establishment of right-of-way fees. The parties reserve their respective rights regarding the nature and amount of any fees which may be charged by Municipality in connection with the Public Right-of-Way.

10 Removal

- 10.1 Removal; Underground. As soon as practicable after the Term, Company or its successors and assigns shall remove any underground cable or other portions of the Telecommunication Facilities from the Public Right-of-Way which has been installed in such a manner that it can be removed without trenching or other opening of the Public Right-of-Way. Company shall not remove any underground cable or other portions of the Telecommunication Facilities which requires trenching or other opening of the Public Right-of-Way except with the prior written approval of Manager. All removals shall be at Company's sole cost and expense.

10.1.1 For purposes of this Part 10, "cable" means any wire, coaxial cable, fiber optic cable, feed wire or pull wire.

- 10.2 Removal; Above Ground. As soon as practicable after the Term, Company, or its successor or assigns at its sole cost and expense, shall, unless waived in writing by Manager, remove from the Public Right-of-Way all above ground elements of its Telecommunication Facilities, including but not limited to poles, pedestal mounted terminal boxes, and lines attached to or suspended from poles.

- 10.3 Schedule. The schedule and timing of removal shall be subject to approval by Manager. Unless extended by Manager, removal shall be completed not later than twelve (12) months following the Term. Portions of the Telecommunication Facilities in the Public Right-of-Way which are not removed within such time period shall be deemed abandoned and, at the option of Municipality exercised by written notice to Company as set forth in Part 12, title to the portions described in such notice shall vest in Municipality.

- 11 Assignment. Company may assign or transfer its rights under this Permit, or the persons or entities controlling Company may change, in whole or in part, voluntarily,

involuntarily, or by operation of law, including by merger or consolidation, change in the ownership or control of Company's business, or by other means, subject to the following:

- 11.1 No such transfer or assignment or change in the control of Company shall be effective under this Permit, without Municipality's prior approval (not to be unreasonably withheld), during the time period from the Effective Date until the completion of the construction of the Telecommunication Facilities in those portions of the Public Right-of-Way identified on Exhibit A.
- 11.2 After the completion of such construction, Company must provide notice to Municipality of such transfer, assignment or change in control no later than thirty (30) days after such occurrence; provided, however,
 - 11.2.1 Any transferee or assignee of this Permit shall be qualified to perform under its terms and conditions and comply with applicable law; shall be subject to the obligations of this Permit, including responsibility for any defaults which occurred prior to the transfer or assignment; shall supply Municipality with the information required under Section 3.1; and shall comply with any updated insurance and performance bond requirements under Sections 6 and 8 respectively, which Municipality reasonably deems necessary, and
 - 11.2.2 In the event of a change in control, it shall not be to an entity lacking the qualifications to assure Company's ability to perform under the terms and conditions of this Permit and comply with applicable law; and Company shall comply with any updated insurance and performance bond requirements under Sections 6 and 8 respectively, which Municipality reasonably deems necessary.
- 11.3 Company may grant a security interest in this Permit, its rights thereunder or the Telecommunication Facilities at any time without notifying Municipality.

12 Notices

- 12.1 Notices. All notices under this Permit shall be given as follows:

- 12.1.1 If to Municipality, to **Gaines Charter Township, Attn: Michael Brew, Clerk, 8555 Kalamazoo Ave SE, Caledonia, MI 49316**, with a copy to **Gaines Charter Township, Attn: Engineering Department, 8555 Kalamazoo Ave SE, Caledonia, MI 49316.**
- 12.1.2 If to Company, to **Uniti Fiber LLC, 107 St. Francis Street, Suite 1800, Mobile, AL 36602**, with a copy to **Uniti Fiber LLC, 2101 Riverfront Drive, Suite A, Little Rock, AR 72202.**

- 12.2 Change of Address. Company and Municipality may change its address or personnel for the receipt of notices at any time by giving notice thereof to the other as set forth above.

13 Other items

- 13.1 No Cable, OVS. This Permit does not authorize Company to provide commercial cable type services to the public, such as "cable service" or the services of an "open video system operator" (as such terms are defined in the Federal Communications Act of 1934 and implementing regulations, currently 47 U.S.C. §§ 522 (6), 573 and 47 CFR § 76.1500).
- 13.2 Duties. Company shall faithfully perform all duties required by this Permit.
- 13.3 Effective Date. This Permit shall become effective when issued by Municipality and Company has provided any insurance certificates and bonds required in Parts 6 and 8, and signed the acceptance of the Permit.
- 13.4 Authority. This Permit satisfies the requirement for a permit under Section 5 of the METRO Act [MCL 484.3105].
- 13.5 Amendment. Except as set forth in Section 2.1 this Permit may be amended by the written agreement of Municipality and Company.
- 13.6 Interpretation and Severability. The provisions of this Permit shall be liberally construed to protect and preserve the peace, health, safety and welfare of the public, and should any provision or section of this Permit be held unconstitutional, invalid, overbroad or otherwise unenforceable, such determination/holding shall not be construed as affecting the validity of any of the remaining conditions of this Permit. If any provision in this Permit is found to be partially overbroad, unenforceable, or invalid, Company and Municipality may nevertheless enforce such provision to the extent permitted under applicable law.
- 13.7 Governing Law. This Permit shall be governed by the laws of the State of Michigan.

GAINES CHARTER TOWNSHIP, KENT
COUNTY, MI

Attest:

By: _____
Clerk

By: _____

Its: _____

Date: _____

"Company accepts the Permit granted by Municipality upon the terms and conditions contained therein."

UNITI FIBER LLC

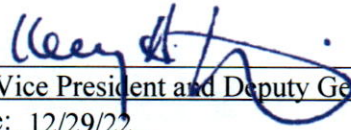
By: 
Its: Vice President and Deputy General Counsel
Date: 12/29/22

Exhibit A

Public Right-of-Way to be Used by Telecommunication Facilities



OUTSIDE PLANT CONSTRUCTION
FIBER OPTIC CABLE ROUTE

WIN AP 3 GRAND RAPIDS
KENT COUNTY
OPPORTUNITY # 233340
4782 44TH ST SE
GRAND RAPID, MI
KENT COUNTY

PERMIT DRAWINGS
PERMIT ID: N/A

FOR PERMITTING: 11/10/22

SHT. 01	COVER SHEET
SHT. 02	TABLE OF CONTENTS
SHT. 03	LOCATION MAP
SHT. 04	BILL OF MATERIAL
SHT. 05	CONTACT SHEET
SHT. 06	GENERAL CONSTRUCTION NOTES
SHT. 07	SYMBOLS KEY
SHT. 08	DIRECTIONAL BORE
SHT. 09	2.5' x 5' x 2.5' HANDHOLE DETAILS
SHT. 10	2' x 3' x 2' HANDHOLE DETAILS
SHT. 11	HANDHOLE INSTALLATION DETAILS
SHT. 12	HANDHOLE SLACK STORAGE DETAILS
SHT. 13	CABLE GROUNDING INSTALLATION DETAILS
SHT. 14-36	OUTSIDE PLANT - PLAN & PROFILE & DETAILS

SHEET	2	OF	36
ROUTE			
EXCHANGE			
SERVICE AREA			
MAP REFERENCE			
COMPANY			
PROJECT WIN AP 3 GRAND RAPIDS			
		CO.	
		SEC.	
		TWN.	
		RNG.	
		TAX.	
DATE	REVISION		BY
11/10/22	KENT COUNTY COMMENTS		GV
DATE: 8/19/22			
DESIGN: TLM			
DRAFTED: TLM			
CHECKED:			
QA/QC:			
SCALE:		1:50	
ENGINEERING COMPANY: _____			
MTC ENGINEERING A FULL CIRCLE TRISTE PARTNERS COMPANY LOCATING SURVEY ENGINEERING • CONSULTATION • MAINTENANCE			
8600 PARK MEADOWS DR SUITE 800 LOVE TREE, CO 80124 TEL: 720-344-5577			

VICINITY MAP

CITY: GRAND RAPIDS, MI
LATTITUDE: N 42.883431°

COUNTY: KENT
LONGITUDE: W-85.547136°



CONSTRUCTION NOTES:

1. BORE 16,352' AND INSTALL (X3) 1.25" HDPE CONDUIT AND PULL 144F CABLE
2. PROPOSED (X19) 2'X3'X2' HANDHOLES AND (X5) 4'X4'X4' BOREPITS

PROPOSED UNDERGROUND: 16,352 FEET

LEGEND

- GREEN = PROJECT AREA
- RED = UNDERGROUND CONSTRUCTION
- BLUE = AERIAL CONSTRUCTION
- MAGENTA = EXISTING DUCT

SHEET	3	OF	36
ROUTE			
EXCHANGE			
SERVICE AREA			
MAP REFERENCE			
COMPANY			
PROJECT	WIN AP 3 GRAND RAPIDS		
CO.			
SEC.			
TWN.			
RNG.			
TAX:			
DATE	REVISION	BY	
11/10/22	KENT COUNTY COMMENTS	GV	

MISS DIG 811

DATE: 8/19/22
DESIGN: TLM
DRAFTED: TLM
CHECKED:
QA/QC:
SCALE: 1:50



ENGINEERING COMPANY:



8600 PARK MEADOWS DR
SUITE 800
LONE TREE, CO 80124
TEL: 720-344-5577

LOCATION MAP

CONTACT SHEET

UTILITY OWNER

UNITI
10802 EXECUTIVE CENTER DR.
BENTON BUILDING, SUITE 300
LITTLE ROCK, AR 72211
(501)-850-0820

ROBERT DIXON (727)-543-4206

ENGINEERING CONTRACTOR

MTC ENGINEERING
8600 PARK MEADOWS DR, SUITE 800
LONE TREE, CO 80124
(720)-344-5577

MATTHEW MINUTI (630)-743-3639
TRACI MONROE (720)-891-8374

CONSTRUCTION CONTRACTOR

TBD

UTILITIES

MICHIGAN 811 800-482-7171
OR 811

RAILROADS:

BNSF RAILWAY
2560 LOU MENK DR
FORT WORTH, TX 76131
(800)-795-2673

UNION PACIFIC RAILROAD
1400 DOUGLAS ST
OMAHA, NE 68179
(402)-544-5000 OR
(888)-870-8777

CITY GOVERNMENT

GARY CAMPBELL
CALEDONIA TOWNSHIP BUILDING OFFICIAL
OFFICE (616)891-0442
CELL: (616)-240-5904
building@caledoniatownship.org

KENTWOOD ENGINEERING DEPT
JAMES M BEKE
4900 BRETON AVE SE
KENTWOOD, MI 49508
(616)554-0737
(616)698-7118
bekej@ci.kentwood.mi.us

COUNTY GOVERNMENT

KENT COUNTY PUBLIC WORKS
DAR BAAS
DEPARTMENT DIRECTOR
(616)632-7919
darwin.baas@kentcountymi.gov

MICHIGAN DEPARTMENT OF TRANSPORTATION

GRAND REGION OFFICE
ERICK KIND, P.E. REGION ENGINEER
1420 FRONT AVE, NW
GRAND RAPIDS, MI 49504
(616)451-3091

SHEET 5 OF 36

ROUTE

EXCHANGE

SERVICE AREA

MAP REFERENCE

COMPANY

PROJECT WIN AP 3 GRAND RAPIDS

CO.
SEC.
TWN.
RNC.
TAX:

DATE 11/10/22 REVISION KENT COUNTY COMMENTS BY GV

MISS DIG 811

DATE: 8/19/22

DESIGN: TLM

DRAFTED: TLM

CHECKED:

QA/QC:

SCALE: 1:50



ENGINEERING COMPANY:



8600 PARK MEADOWS DR
SUITE 800
LONE TREE, CO 80124
TEL: 720-344-5577

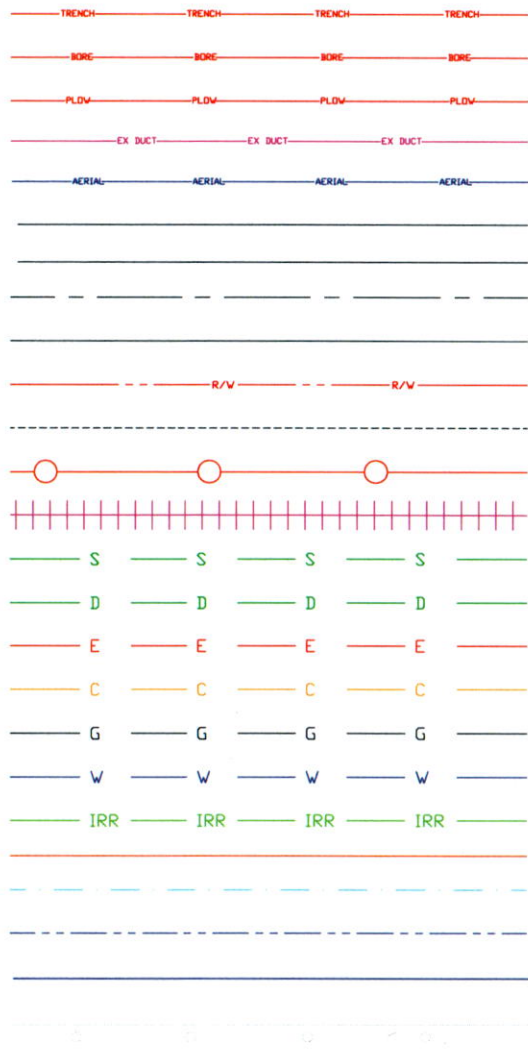
CONTACT SHEET

GENERAL CONSTRUCTION NOTES

TEL: 720-344-5577

GENERAL CONSTRUCTION NOTES

SYMBOLS KEY



- PROP TRENCH FIBER
- PROP BORE FIBER
- PROP PLOW FIBER
- EXIST CABLE
- PROPOSED AERIAL
- CURB
- EOP
- CENTERLINE
- PROPERTY LINE
- RIGHT-OF-WAY
- EASEMENT
- FENCE
- R/R TRACKS
- SANITARY SEWER
- STORM SEWER
- POWER
- COMMUNICATIONS
- GAS
- WATER
- IRRIGATION
- TRAFFIC CONTROL
- EXISTING STRAND
- STRAND
- EXISTING AERIAL
- GUARDRAIL
- ELECTRICAL UTILITY FEATURE
- GAS UTILITY FEATURE
- SANITARY UTILITY FEATURE
- STORMWATER UTILITY FEATURE
- WATER UTILITY FEATURE
- UTILITY RISER
- COMMUNICATIONS UTILITY FEATURE
- TRAFFIC CONTROL UTILITY FEATURE
- FIRE HYDRANT
- BUS STOPS
- ADA RAMP
- PARKING METER
- DUMPSTER
- PED TRAFFIC SIGNAL
- MAILBOX
- POWER/PHONE
- EXIST GUY
- EXIST S/W ANCH
- EXIST FIBER SPLICE
- EXIST FIBER STORAGE
- SIGNAL POLE
- R/R CROSSING SIGNAL
- SIGN
- LUMINAIRE
- VEGETATION
- POTHOLE

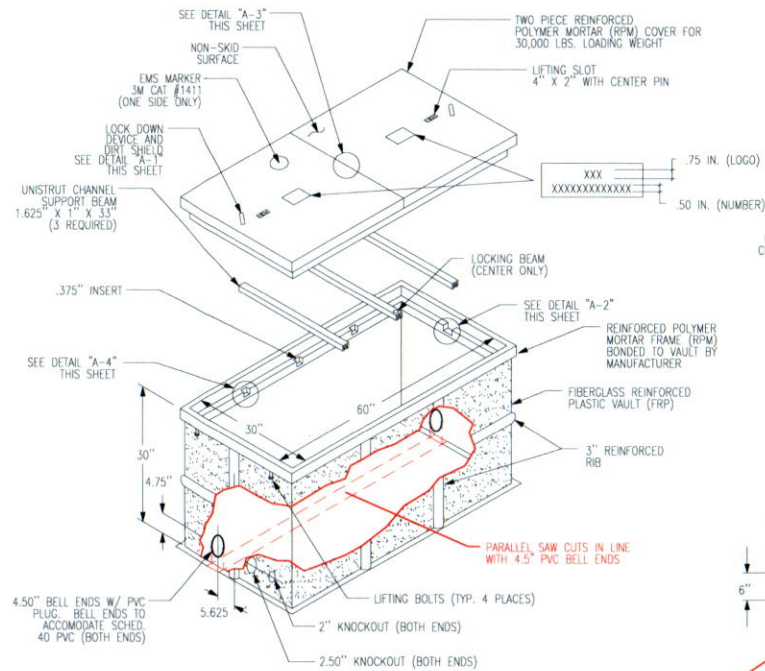
- FIBER SYMBOL
- EXIST FIBER SPLICE
- PROP FIBER SPLICE
- EXIST FIBER STORAGE
- PROP FIBER STORAGE
- EXIST MANHOLE
- PROP MANHOLE
- EXIST HANDHOLE
- PROP HANDHOLE
- BORE PIT
- PROP GROUND ROD
- MARKER
- STEEL PILING
- CULVERT
- MONUMENT
- POWER
- PHONE
- PROPOSED MAKE-READY
- FIBER SYMBOL
- PROP GUY
- PROP S/W ANCH
- PROP FIBER SPLICE
- PROP FIBER STORAGE
- STREET CAR POLE
- UTILITY CROSSING POINT

SHEET 7 OF 36	
ROUTE	
EXCHANGE	
SERVICE AREA	
MAP REFERENCE	
COMPANY	
PROJECT WIN AP 3 GRAND RAPIDS	
CO.	BY
SEC.	GV
TWN.	
RNG.	
TAX.	
DATE	REVISION
11/10/22	KENT COUNTY COMMENTS
MISSDIG 811	
DATE: 8/19/22	
DESIGN: TLM	
DRAFTED: TLM	
CHECKED:	
QA/QC:	
SCALE: 1:50	
Uniti	
ENGINEERING COMPANY:	
MTC ENGINEERING	
A FULL CIRCLE FIBER PARTNERS COMPANY CONSULTING DESIGN ENGINEERING • CONSTRUCTION MANAGEMENT 8600 PARK MEADOWS DR SUITE 800 LONE TREE, CO 80124 TEL: 720-344-5577	

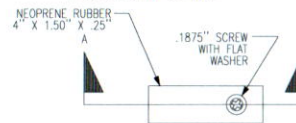
SYMBOLS KEY

2.5' x 5' x 2.5' HANDHOLE DETAILS

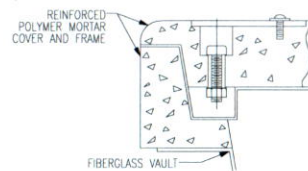
DETAIL "A"
EXPLODED ISOMETRIC DETAIL



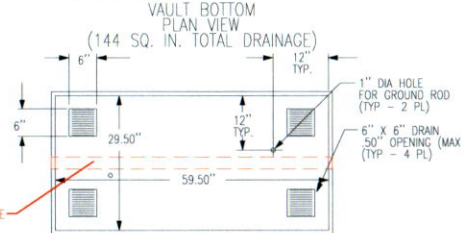
DETAIL "A-1"
LOCK DOWN DEVICE



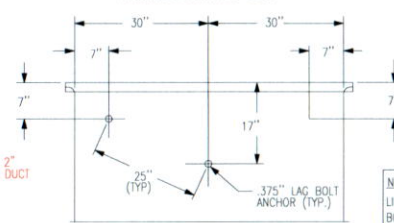
SECTION A-A
LOCKING DEVICE CROSS SECTION



DETAIL "B"
VAULT BOTTOM PLAN VIEW

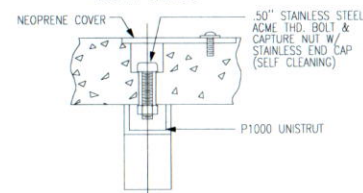


DETAIL "D"
SIDE WALL VIEW INSIDE LOOKING OUT



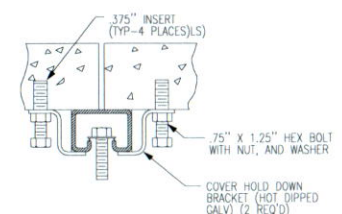
NOTE:
LINEAR DISTANCE BETWEEN LAG BOLT ANCHORS MUST BE 25".

DETAIL "A-2"
ENGAGED LOCK DOWN DEVICE



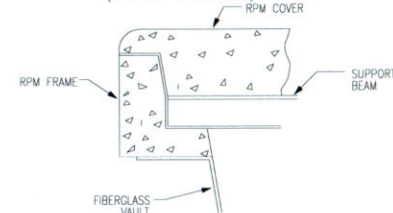
DETAIL "A-3"

COVER HOLD DOWN BRACKET OF 2-PIECE RPM COVER



DETAIL "A-4"

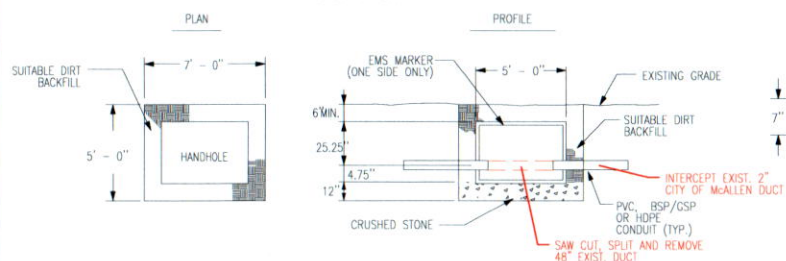
SUPPORT BEAM INSTALLATION (TYP. AT 6 PLACES)



NOTES:

1. VOID IN EXCAVATED AREAS TO BE BACKFILLED WITH SELECT MATERIAL.
2. BOTTOM OF EXCAVATED PIT TO BE BACKFILLED WITH 12" OF CRUSHED STONE (.75" GRADE).
3. SHORING WILL BE REQUIRED.
4. ALL HANDHOLES SHALL BE PLACED BELOW EXISTING GRADE.
5. THIS HANDHOLE IS OF FIBERGLASS MATERIAL, APPROXIMATELY POUNDS IN WEIGHT. THE LIDS ARE POLYMER CONCRETE MATERIAL, EACH APPROXIMATELY POUNDS.

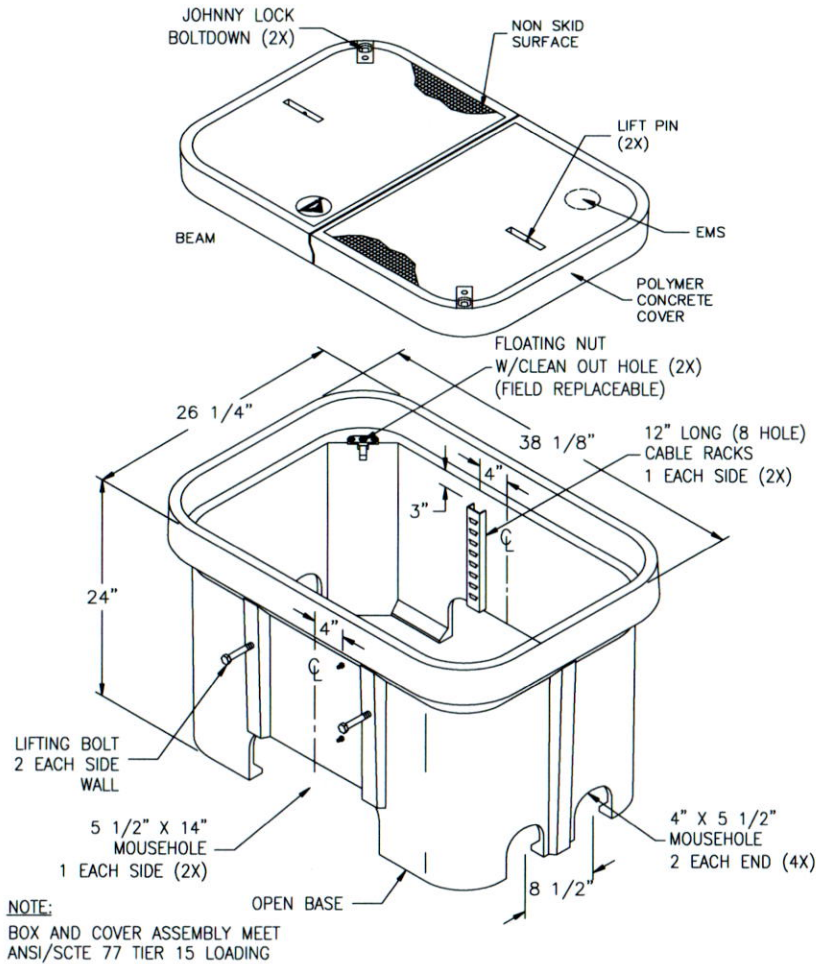
DETAIL "C"
EXCAVATION PIT



SHEET 9 OF 36	
ROUTE	
EXCHANGE	
SERVICE AREA	
MAP REFERENCE	
COMPANY	
PROJECT WIN AP 3 GRAND RAPIDS	
CO.	BY
SEC.	GV
TWN.	
RNG.	
TAX:	
DATE 11/10/22	REVISION KENT COUNTY COMMENTS
MISSDIG811	
DATE: 8/19/22	
DESIGN: TLM	
DRAFTED: TLM	
CHECKED:	
QA/QC:	
SCALE: 1:50	
ENGINEERING COMPANY:	
8600 PARK MEADOWS DR SUITE 800 LONE TREE, CO 80124 TEL: 720-344-5577	

2.5' x 5' x 2.5' HANDHOLE DETAILS

2' x 3' x 2' HANDHOLE DETAILS



SHEET 10 OF 36

ROUTE

EXCHANGE

SERVICE AREA

MAP REFERENCE

COMPANY

PROJECT WIN AP 3 GRAND RAPIDS

CO.
SEC.
TWN.
RNG.
TAX:

DATE 11/10/22 REVISION KENT COUNTY COMMENTS BY GV

MISSDIG811

DATE: 8/19/22

DESIGN: TLM

DRAFTED: TLM

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QA/QC:

SCALE: 1:50

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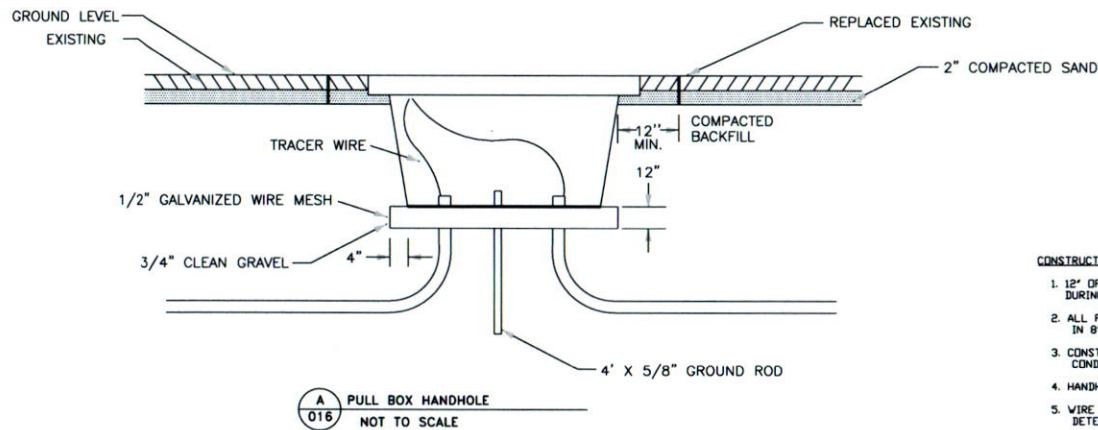
ENGINEERING COMPANY:

MTC ENGINEERING
A FULL CIRCLE FIRM PARTNERS COMPANY

8600 PARK MEADOWS DR
SUITE 800
LONE TREE, CO 80124
TEL: 720-344-5577

2' x 3' x 2' HANDHOLE DETAILS

HANDHOLE INSTALLATION TYPICAL



CONSTRUCTION NOTES:

1. 12" OF GRAVEL SHALL BE PLACED UNDER ENCLOSURE DURING INSTALLATION TO ASSIST IN DRAINAGE.
2. ALL FILL AROUND ENCLOSURE SHALL BE COMPACTED IN 8" LAYERS.
3. CONSTRUCTION AREA SHALL BE RESTORED TO ORIGINAL OR BETTER CONDITION.
4. HANDHOLE SHALL NOT BE PLACED ON A SLOPE GREATER THAN 15%.
5. WIRE MESH SHALL BE PLACED UNDER HANDHOLE IN GRAVEL TO DETER RODENT ENTRY.
6. ALL TRACER WIRES MUST BE CONNECTED TO TESTING LUG AT EACH HANDHOLE AND CONTINUITY VERIFIED.

SHEET 11 OF 36

ROUTE

EXCHANGE

SERVICE AREA

MAP REFERENCE

COMPANY

PROJECT WIN AP 3 GRAND RAPIDS

CO.

SEC.

TWN.

RNG.

TAX:

DATE 11/10/22 REVISION KENT COUNTY COMMENTS BY GV

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CHECKED:

QA/QC:

SCALE: 1:50



ENGINEERING COMPANY:

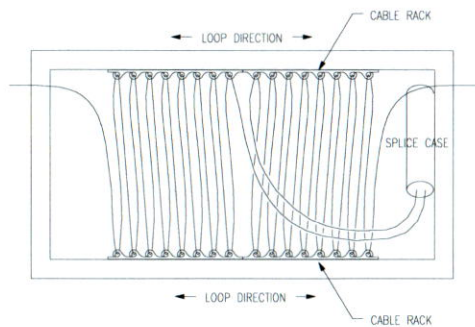


8600 PARK MEADOWS DR
SUITE 800
LOVE TREE, CO 80124
TEL: 720-344-5577

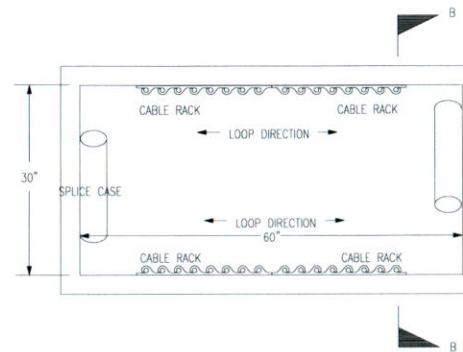
HANDHOLE INSTALLATION DETAILS

HANDHOLE SLACK STORAGE DETAILS

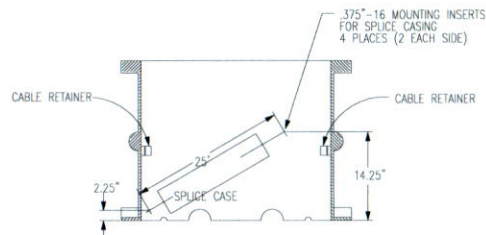
DETAIL "A"
CABLE SLACK ARRANGEMENT



DETAIL "B"
HANDHOLE LAYOUT



SECTION B-B



SHEET 12 OF 36	
ROUTE	
EXCHANGE	
SERVICE AREA	
MAP REFERENCE	
COMPANY	
PROJECT WIN AP 3 GRAND RAPIDS	
CO.	
SEC.	
TWN.	
RNG.	
TAX:	

DATE	REVISION	BY
11/10/22	KENT COUNTY COMMENTS	GV

MISSDIG811

DATE: 8/19/22
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CHECKED:
QA/QC:
SCALE: 1:50

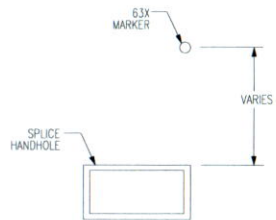
Uniti

ENGINEERING COMPANY:
MTC ENGINEERING
A FULL CIRCLE FIBER PARTNERS COMPANY
CONSULTING DESIGN ENGINEERING • CONSTRUCTION ADMINISTRATION
8600 PARK MEADOWS DR SUITE 800 LONE TREE, CO 80124 TEL: 720-344-5577

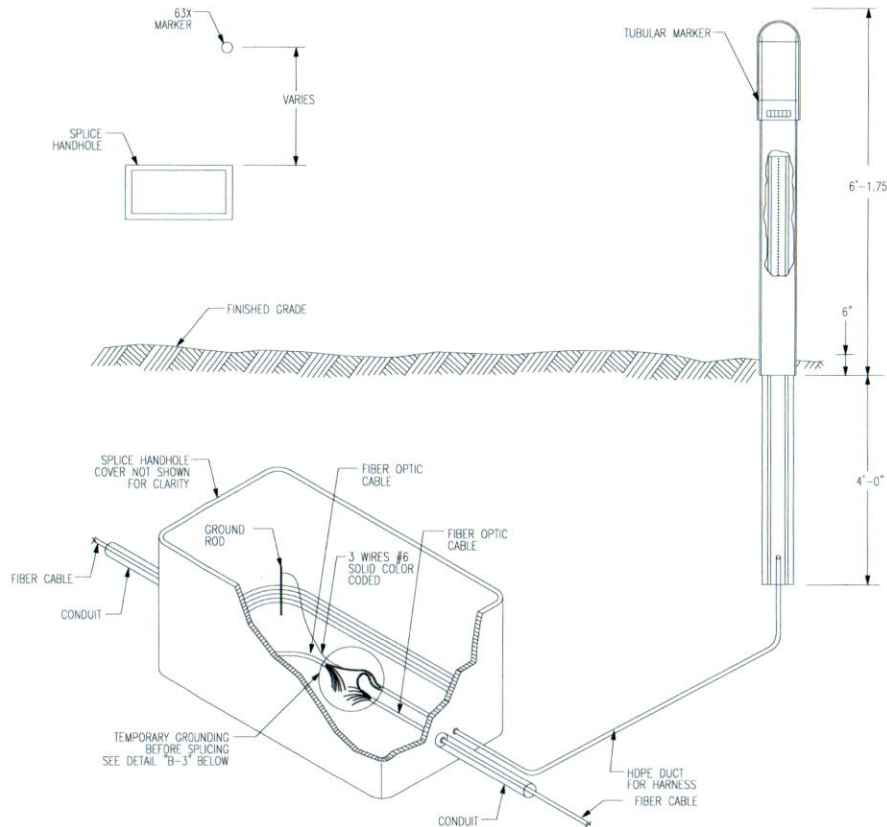
HANDHOLE SLACK STORAGE DETAILS

CABLE GROUNDING INSTALLATION DETAILS (FOR CONTRACTOR INSTALLATION)

DETAIL "A"
PLAN VIEW

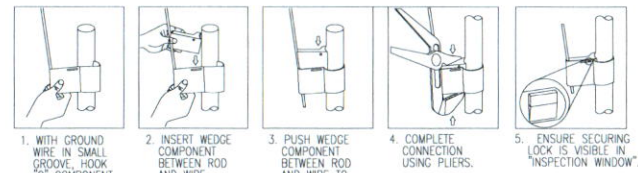


DETAIL "B"
INSTALLATION DETAIL

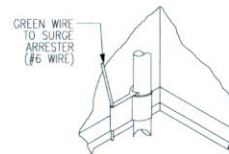


DETAIL "B-1"

C-LOK GROUND ROD INSTALLATION METHOD



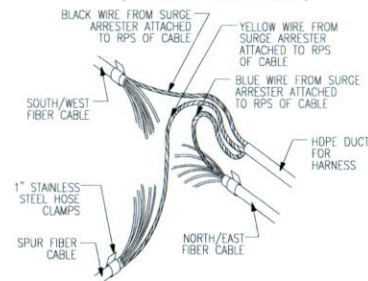
DETAIL "B-2"
C-LOK CONNECTOR



NOTE:
SEE DETAIL "B-1" THIS
SHEET FOR INSTALLATION
METHOD.

DETAIL "B-3"

TEMPORARY GROUNDING (INCLUDING SPUR CABLE)



NOTES:

- OSP CONTRACTOR SHALL INSTALL THE FOLLOWING 63X FURNISHED MATERIALS:
 - 6" TUBULAR MARKER WITH HARDWARE (1)
 - SPLICE HANDHOLE
 - GROUND ROD AND FIGURE 8 CONNECTOR
 - PULL WIRE HARNESS FROM HANDHOLE TO MARKER
- THE CONTRACTOR WILL FURNISH AND INSTALL THE HDPE, LENGTH AS REQUIRED PER THE DRAWINGS SUPPLIED.
- ALL 63X AND CONTRACTOR FURNISHED MATERIALS SHALL BE IN PLACE PRIOR TO PLACEMENT OF THE FIBER OPTIC CABLE, AT WHICH TIME THE TEMPORARY GROUND CONNECTION WILL BE MADE IN ACCORDANCE WITH DETAIL "A".
- AFTER CONNECTION OF THE TEMPORARY GROUND, THE CONTRACTOR SHALL SEAL THE ENDS OF THE FIBER OPTIC CABLE TO PREVENT THE ENTRY OF MOISTURE.
- AFTER INSTALLATION OF THE FIBER OPTIC CABLE AND WIRING HARNESS BY THE CONTRACTOR, THE CONTRACTOR SHALL SEAL ALL DUCT LINE OPENINGS WITH 63X APPROVED MATERIAL TO PREVENT THE ENTRY OF MOISTURE.
- MARKER AND HANDHOLE SHOULD BE PLACED IN LINE WITH THE NORTHERN CORNER OF THE SPLICE HANDHOLE FOR NORTH/SOUTH ROUTES, THE EASTERN CORNER OF THE SPLICE HANDHOLE FOR EAST/WEST ROUTES.

SHEET 13 OF 36

ROUTE

EXCHANGE

SERVICE AREA

MAP REFERENCE

COMPANY

PROJECT WIN AP 3 GRAND RAPIDS

CO.
SEC.
TWN.
RNG.
TAX:

DATE 11/10/22 REVISION KENT COUNTY COMMENTS BY GV

MISSDIG 811

DATE: 8/19/22

DESIGN: TLM

DRAFTED: TLM

CHECKED:

QA/QC:

SCALE: 1:50

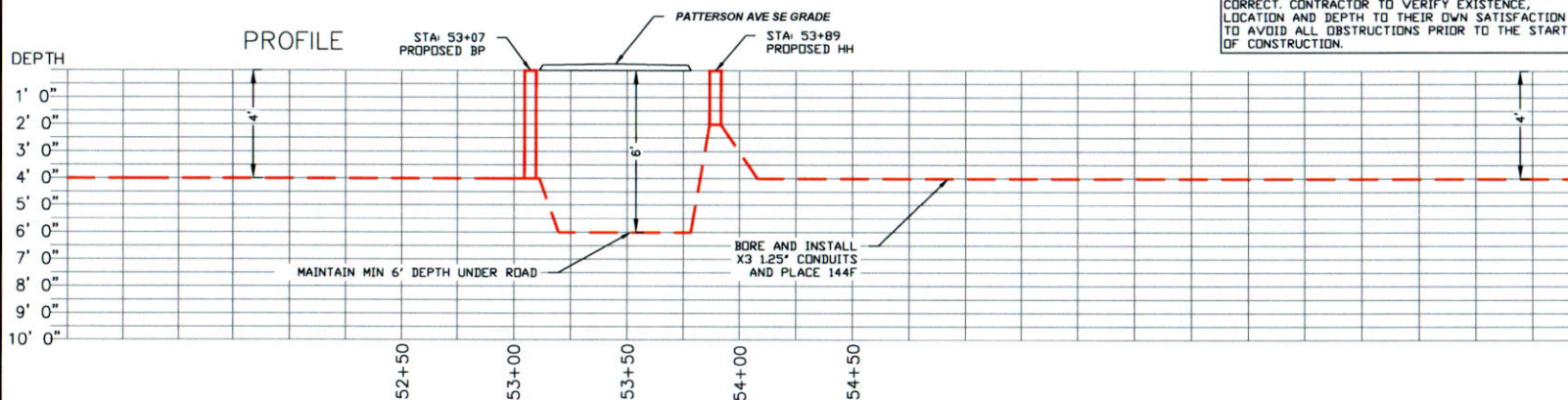
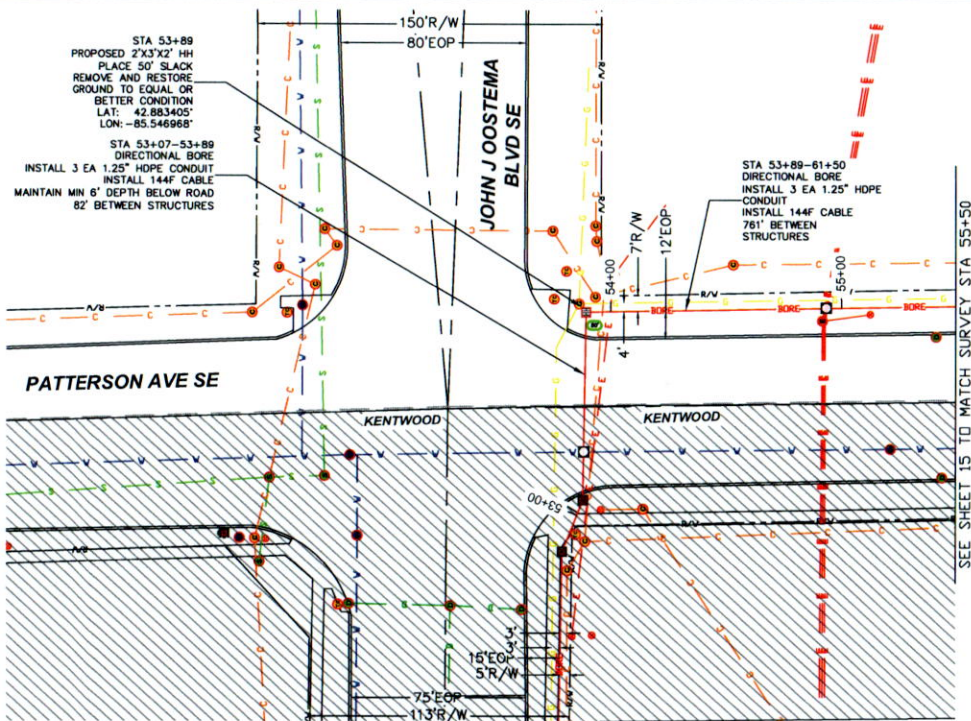
Uniti

ENGINEERING COMPANY:

MTI ENGINEERING
A FULL CIRCLE FIBER PARTNERS COMPANY

8600 PARK MEADOWS DR
SUITE 800
LOVE TREE, CO 80124
TEL: 720-344-5577

CABLE GROUNDING INSTALLATION DETAILS



CAUTION:
UNDERGROUND UTILITY LOCATIONS NOT GUARANTEED
CORRECT. CONTRACTOR TO VERIFY EXISTENCE,
LOCATION AND DEPTH TO THEIR OWN SATISFACTION
TO AVOID ALL OBSTRUCTIONS PRIOR TO THE START
OF CONSTRUCTION.

SHEET 14 OF 36

ROUTE

EXCHANGE

SERVICE AREA

MAP REFERENCE

COMPANY

PROJECT WIN AP 3 GRAND RAPIDS

CO.
SEC.
TWN.
RNG.
TAX:

DATE 11/10/22 REVISION KENT COUNTY COMMENTS BY GV

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DATE: 8/19/22

DESIGN: TLM

DRAFTED: TLM

CHECKED:

QA/QC:

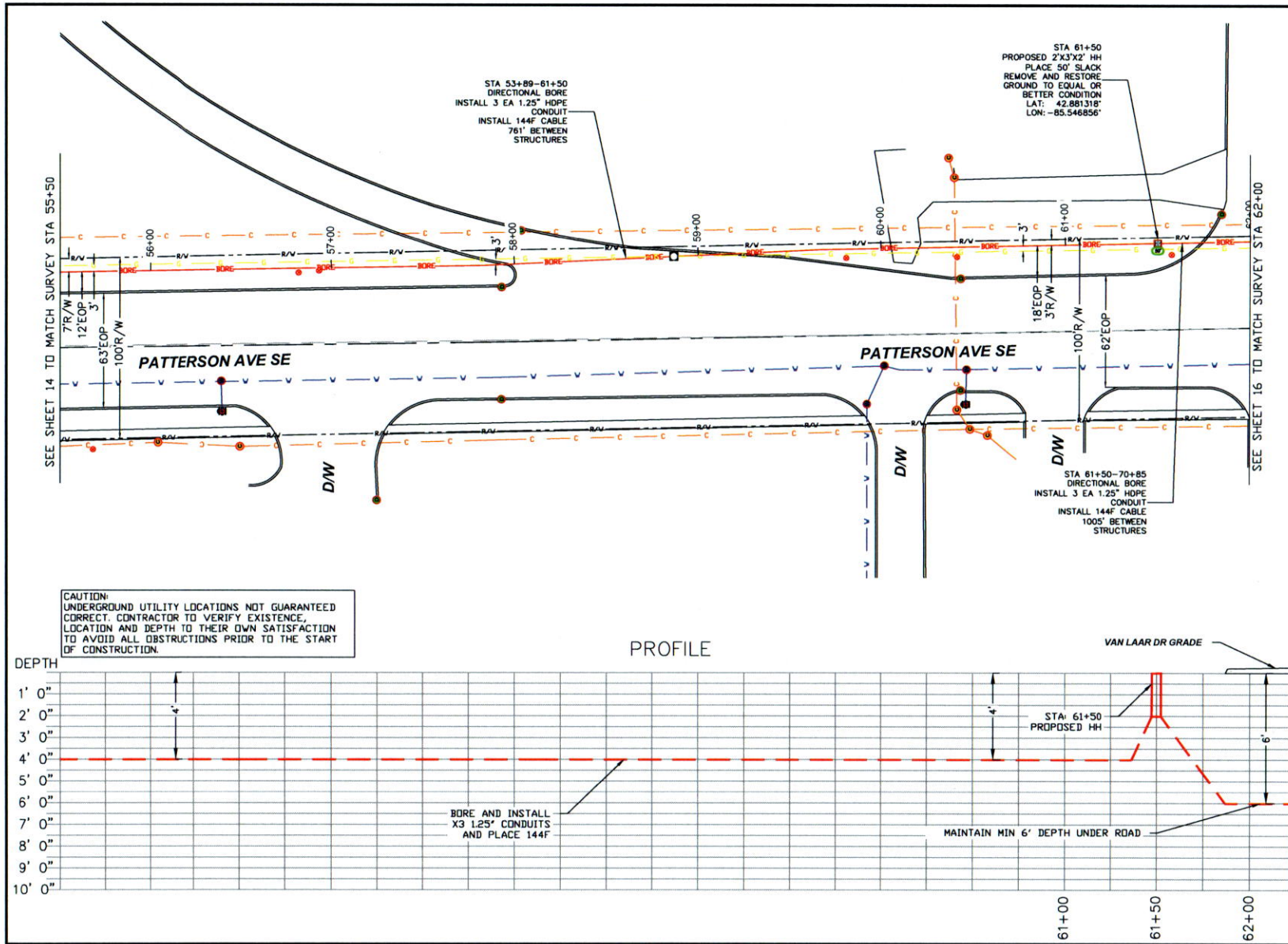
SCALE: 1:50

Uniti

ENGINEERING COMPANY:

MTC ENGINEERING
A FULL SERVICE TRINITY PARTNERS COMPANY
CONSULTING ENGINEERING • CONSTRUCTION MANAGEMENT

8600 PARK MEADOWS DR
SUITE 800
LONG TREE, CO 80124
TEL: 720-344-5577



SHEET 15 OF 36

ROUTE

EXCHANGE

SERVICE AREA

MAP REFERENCE

COMPANY

PROJECT WIN AP 3 GRAND RAPIDS

CO.	SEC.	TWN.	RNG.

DATE	REVISION	BY
11/10/22	KENT COUNTY COMMENTS	GV

MISS DIG 811

DATE: 8/19/22

DESIGN: TLM

DRAFTED: TLM

CHECKED:

QA/QC:

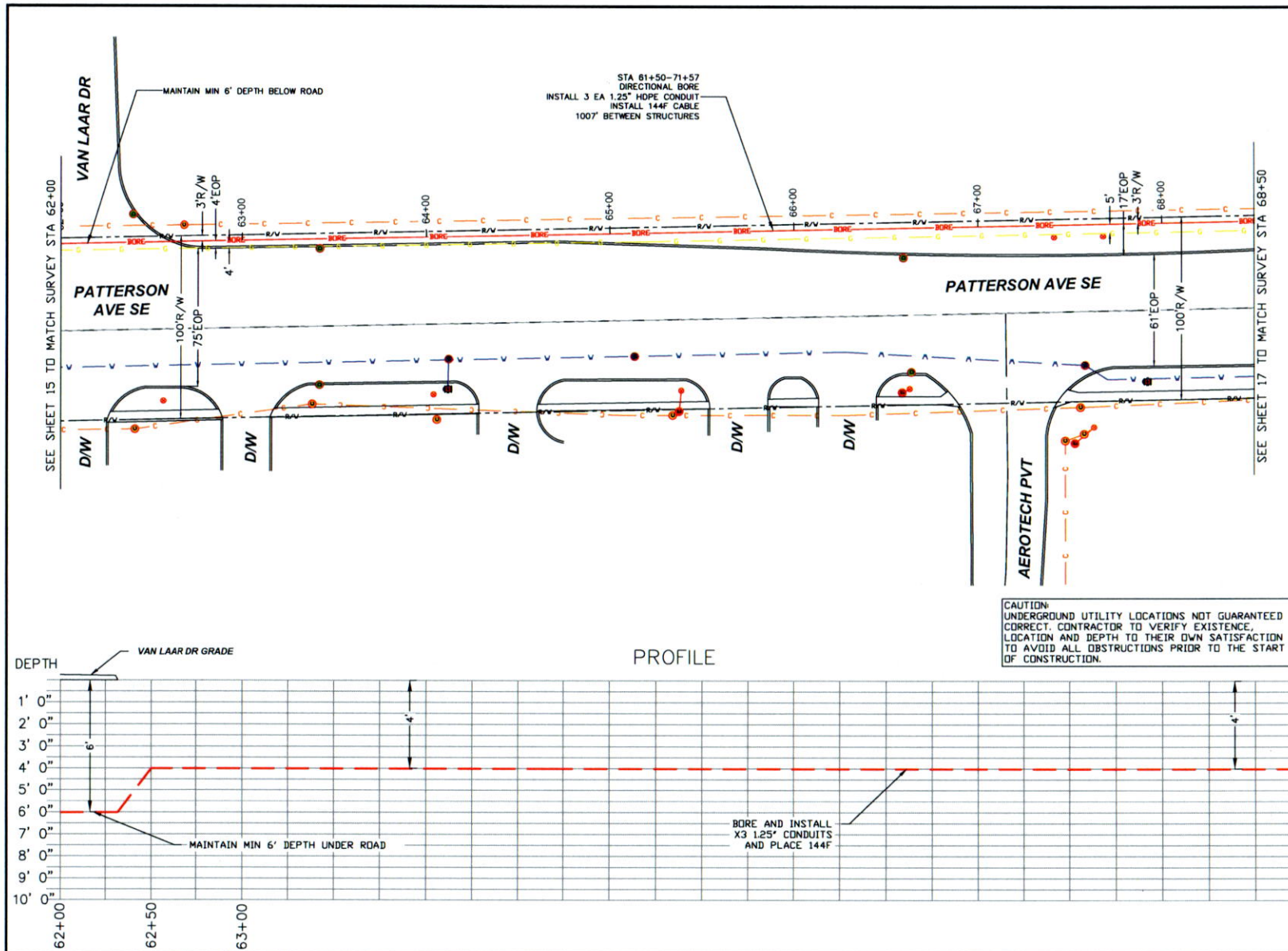
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Uniti

ENGINEERING COMPANY:

MTCEngineering
A FULL SERVICE PARTNERS COMPANY

8600 PARK MEADOWS DR
SUITE 800
LOVE TREE, CO 80124
TEL: 720-344-5577



SHEET 16 OF 36		
ROUTE		
EXCHANGE		
SERVICE AREA		
MAP REFERENCE		
COMPANY		
PROJECT WIN AP 3 GRAND RAPIDS		
		CO. SEC. TWN. RNG. TAX:
DATE	REVISION	BY
11/10/22	KENT COUNTY COMMENTS	GV
MISS DIG 811		
DATE: 8/19/22		
DESIGN: TLM		
DRAFTED: TLM		
CHECKED:		
QA/QC:		
SCALE: 1:50		
ENGINEERING COMPANY:		
8600 PARK MEADOWS DR SUITE 800 LONE TREE, CO 80124 TEL: 720-344-5577		

SEE SHEET 16 TO MATCH SURVEY STA 68+50

SEE SHEET 18 TO MATCH SURVEY STA 75+00

STA 61+50-71+57
DIRECTIONAL BORE
INSTALL 3 EA 1.25" HDPE
CONDUIT
INSTALL 144F CABLE
1001' BETWEEN
STRUCTURES

STA 71+57
PROPOSED 2'X3'X2' HH
PLACE 50' SLACK
REMOVE AND RESTORE
GROUND TO EQUAL OR
BETTER CONDITION
LAT: 42.878558°
LON: -85.546728°

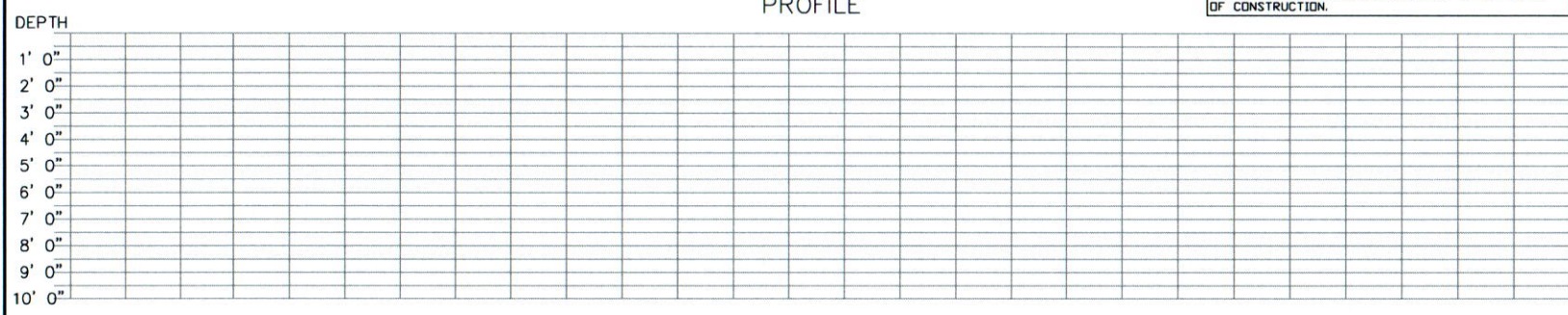
STA 71+57-81+58
DIRECTIONAL BORE
INSTALL 3 EA 1.25" HDPE
CONDUIT
INSTALL 144F CABLE
1001' BETWEEN
STRUCTURES

PATTERSON AVE SE

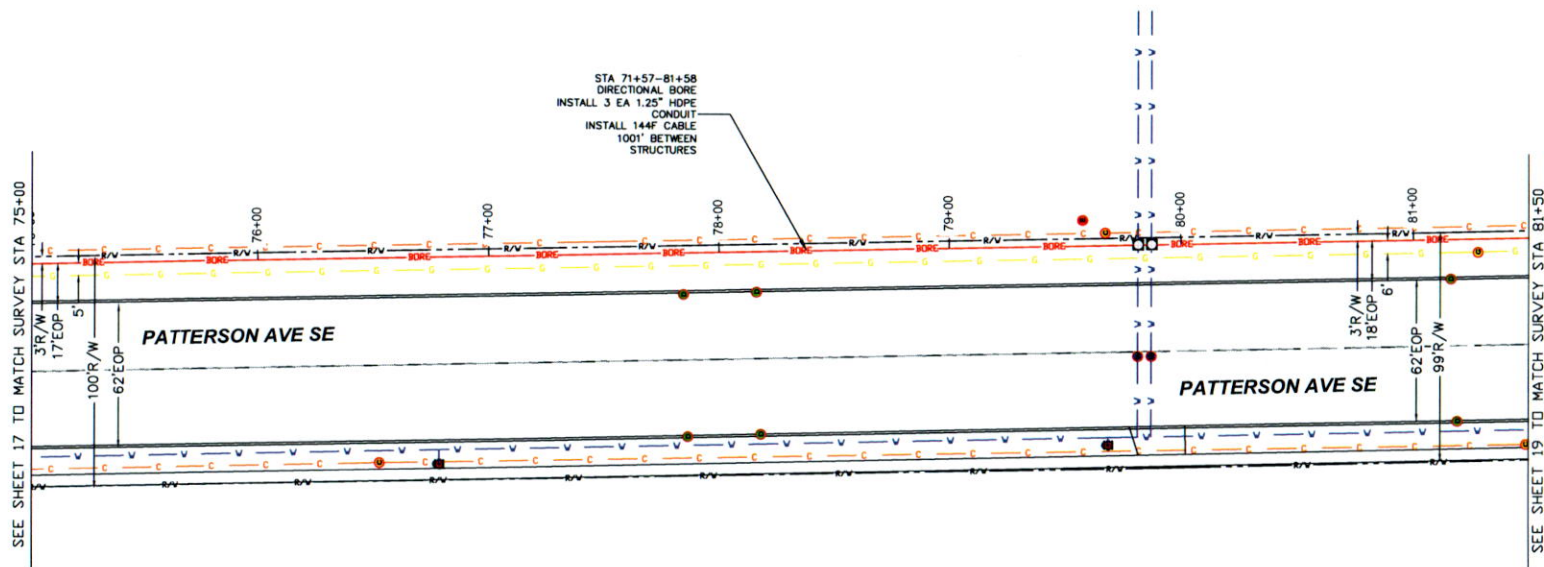
PATTERSON AVE SE

PROFILE

CAUTION:
UNDERGROUND UTILITY LOCATIONS NOT GUARANTEED
CORRECT. CONTRACTOR TO VERIFY EXISTENCE,
LOCATION AND DEPTH TO THEIR OWN SATISFACTION
TO AVOID ALL OBSTRUCTIONS PRIOR TO THE START
OF CONSTRUCTION.

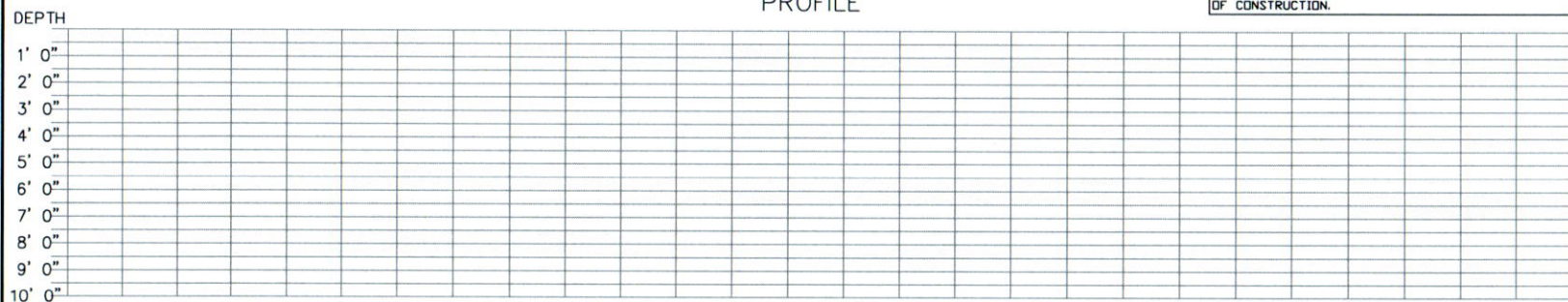


SHEET 17 OF 36		
ROUTE		
EXCHANGE		
SERVICE AREA		
MAP REFERENCE		
COMPANY		
PROJECT WIN AP 3 GRAND RAPIDS		
	CO.	
	SEC.	
	TWN.	
	RNG.	
DATE 11/10/22		BY GV
REVISION KENT COUNTY COMMENTS		
MISSDIG811 DATE: 8/19/22 DESIGN: TLM DRAFTED: TLM CHECKED: QA/QC: SCALE: 1:50		
ENGINEERING COMPANY:		
8600 PARK MEADOWS DR SUITE 800 LONG TREE, CO 80124 TEL: 720-344-5577		



CAUTION:
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PROFILE



SHEET 18 OF 36
ROUTE
EXCHANGE
SERVICE AREA
MAP REFERENCE
COMPANY
PROJECT WIN AP 3 GRAND RAPIDS

CO.
SEC.
TWN.
RNG.
TAX:

DATE	REVISION	BY
11/10/22	KENT COUNTY COMMENTS	GV

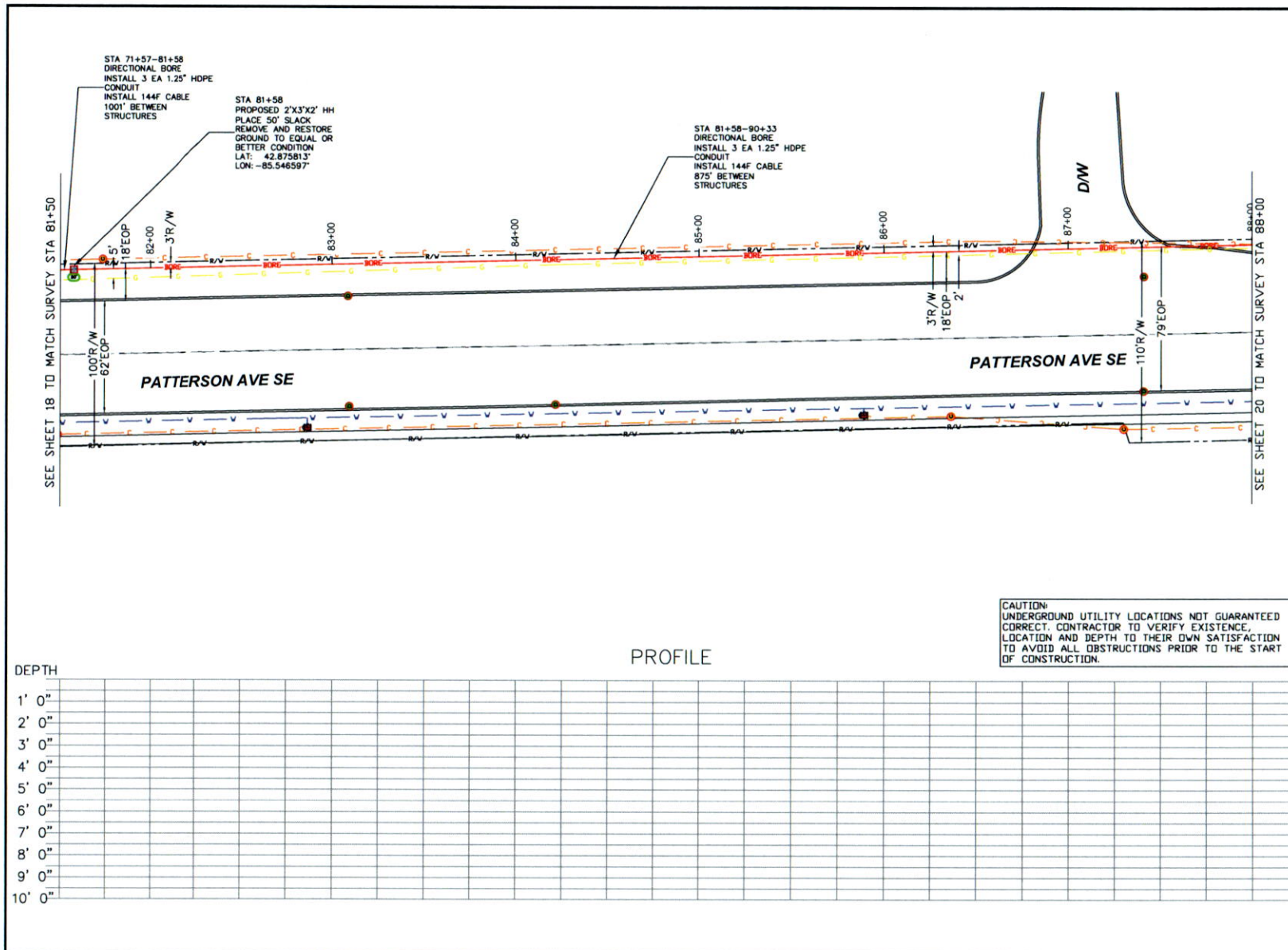


DATE: 8/19/22
DESIGN: TLM
DRAFTED: TLM
CHECKED:
QA/QC:
SCALE: 1:50

Uniti
ENGINEERING COMPANY:

MTI ENGINEERING
A FULL CIRCLE FIRST PARTNERS COMPANY
CONSULTING SURVEY ENGINEERING • CONSTRUCTION MANAGEMENT

8600 PARK MEADOWS DR
SUITE 800
LONE TREE, CO 80124
TEL: 720-344-5577



SHEET 19 OF 36

ROUTE

EXCHANGE

SERVICE AREA

MAP REFERENCE

COMPANY

PROJECT WIN AP 3 GRAND RAPIDS

CO.
SEC.
TWN.
RNG.
TAX:

DATE REVISION BY
11/10/22 KENT COUNTY COMMENTS GV

MISSDIG811

DATE: 8/19/22

DESIGN: TLM

DRAFTED: TLM

CHECKED:

QA/QC:

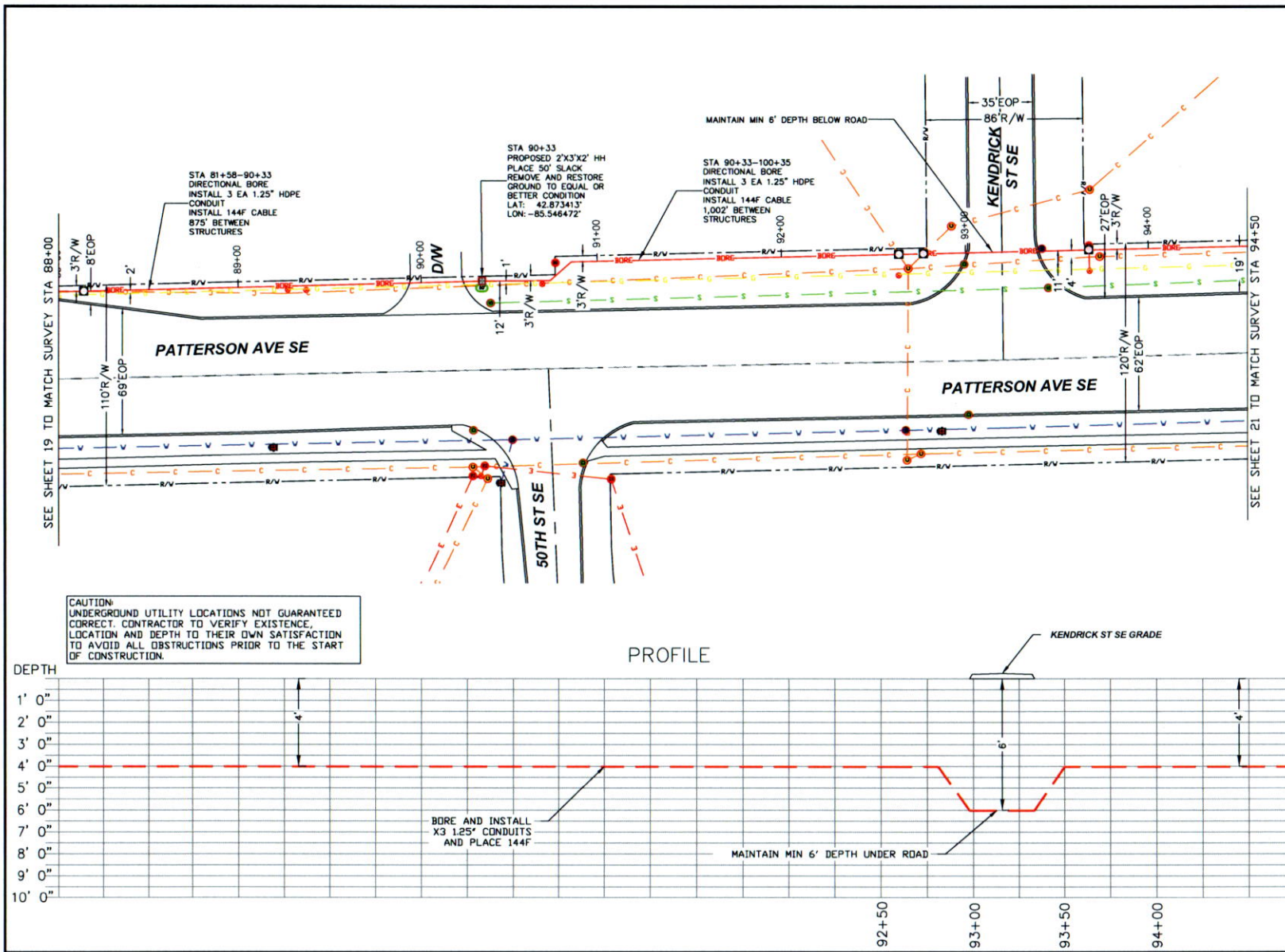
SCALE: 1:50

Uniti

ENGINEERING COMPANY:

MTCE ENGINEERING
A FULL CIRCLE FIBER PARTNERS COMPANY
CONSULTING SURVEY ENGINEERING • CONSTRUCTION MANAGEMENT

8600 PARK MEADOWS DR
SUITE 800
LONE TREE, CO 80124
TEL: 720-344-5577



SHEET 20 OF 36

ROUTE

EXCHANGE

SERVICE AREA

MAP REFERENCE

COMPANY

PROJECT WIN AP 3 GRAND RAPIDS



CO.
SEC.
TWN.
RNG.
TAX:

DATE: 11/10/22
REVISION: KENT COUNTY COMMENTS
BY: GV

MISSDIG811

DATE: 8/19/22

DESIGN: TLM

DRAFTED: TLM

CHECKED:

QA/QC:

SCALE: 1:50

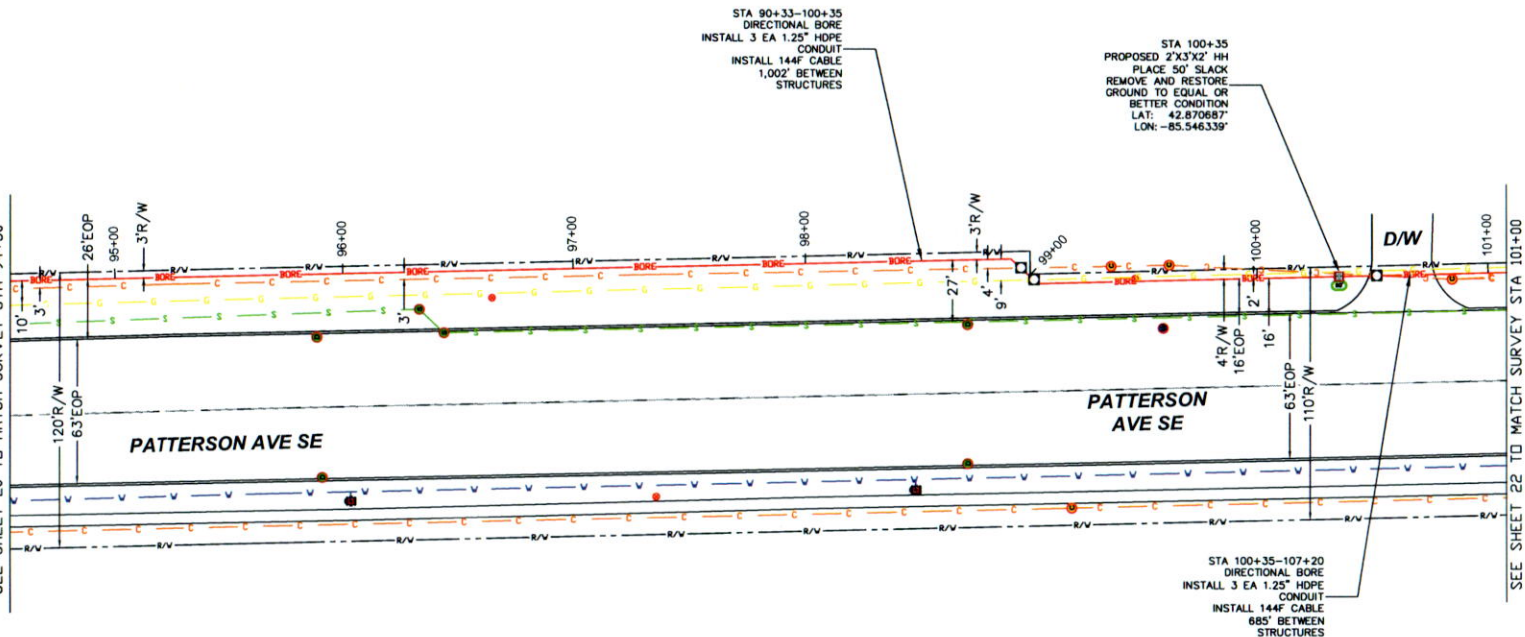


ENGINEERING COMPANY:



8600 PARK MEADOWS DR
SUITE 800
LONE TREE, CO 80124
TEL: 720-344-5577

SEE SHEET 20 TO MATCH SURVEY STA 94+50



PATTERSON AVE SE

PATTERSON AVE SE

STA 100+35-107+20
DIRECTIONAL BORE
INSTALL 3 EA 1.25" HDPE
CONDUIT
INSTALL 144F CABLE
685' BETWEEN
STRUCTURES

CAUTION:
UNDERGROUND UTILITY LOCATIONS NOT GUARANTEED
CORRECT. CONTRACTOR TO VERIFY EXISTENCE,
LOCATION AND DEPTH TO THEIR OWN SATISFACTION
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PROFILE

DEPTH

1' 0"
2' 0"
3' 0"
4' 0"
5' 0"
6' 0"
7' 0"
8' 0"
9' 0"
10' 0"

SHEET 21 OF 36

ROUTE

EXCHANGE

SERVICE AREA

MAP REFERENCE

COMPANY

PROJECT WIN AP 3 GRAND RAPIDS



CO.
SEC.
TWN.
RNG.
TAX:

DATE 11/10/22 REVISION KENT COUNTY COMMENTS BY GV

MISSDIG811

DATE: 8/19/22

DESIGN: TLM

DRAFTED: TLM

CHECKED:

QA/QC:

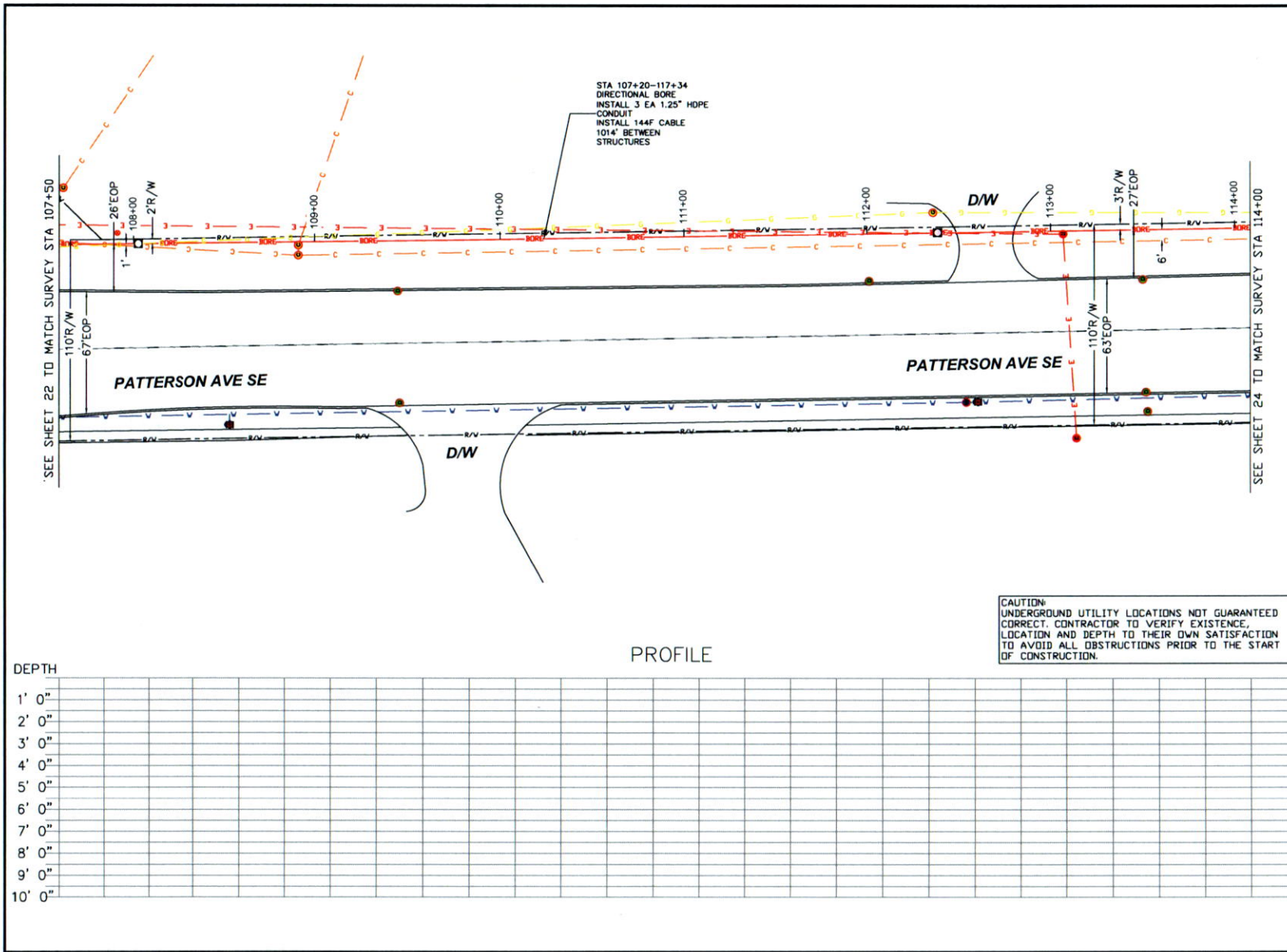
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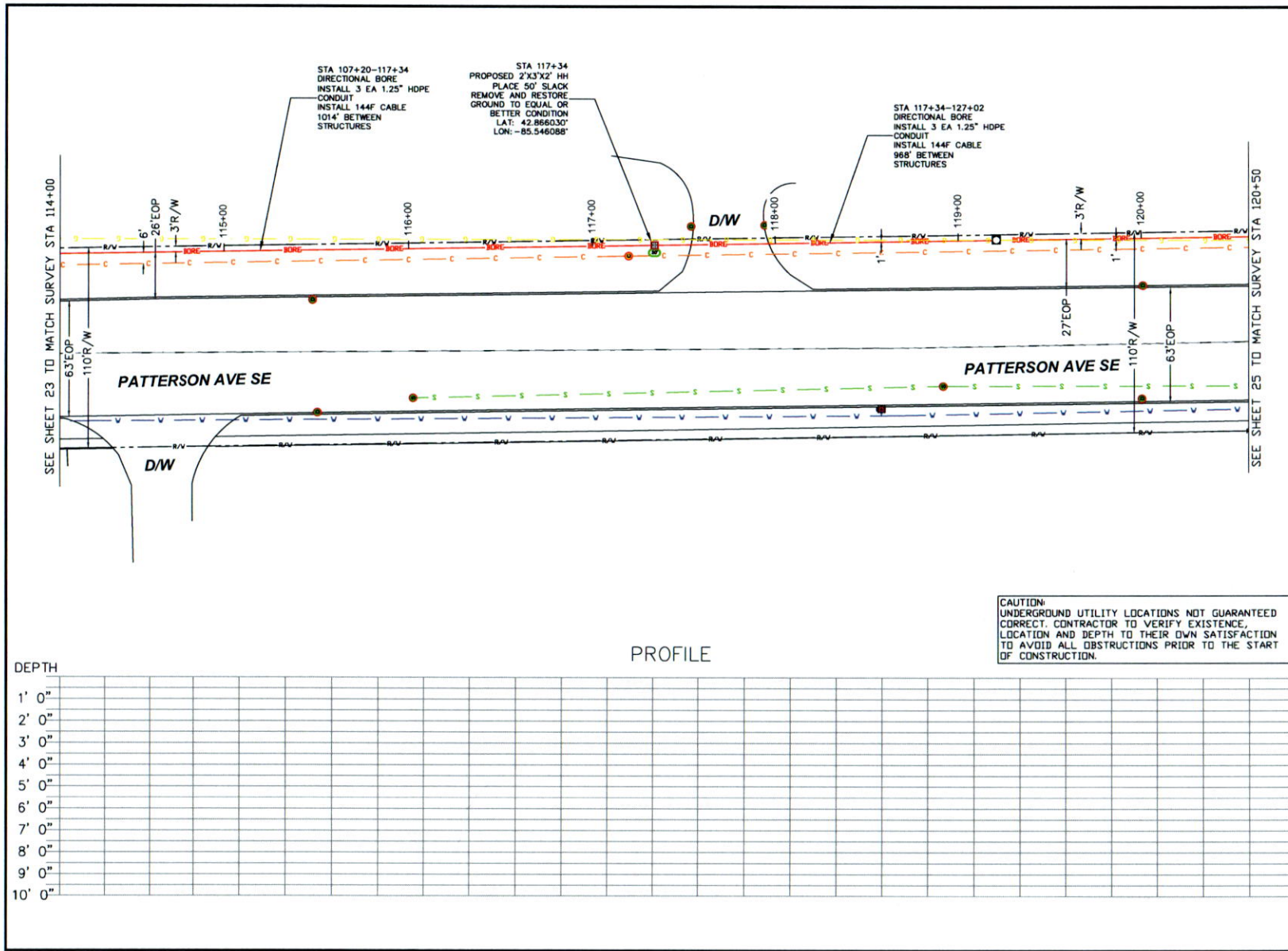
ENGINEERING COMPANY:



8600 PARK MEADOWS DR
SUITE 800
LONE TREE, CO 80124
TEL: 720-344-5577



SHEET 23 OF 36		
ROUTE		
EXCHANGE		
SERVICE AREA		
MAP REFERENCE		
COMPANY		
PROJECT WIN AP 3 GRAND RAPIDS		
	CO.	
	SEC.	
	TWN.	
	RNG.	
TAX:		
DATE	REVISION	BY
11/10/22	KENT COUNTY COMMENTS	GV
DATE: 8/19/22		
DESIGN: TLM		
DRAFTED: TLM		
CHECKED:		
QA/QC:		
SCALE: 1:50		
ENGINEERING COMPANY:		
8600 PARK MEADOWS DR SUITE 800 LONE TREE, CO 80124 TEL: 720-344-5577		



SHEET 24 OF 36

ROUTE

EXCHANGE

SERVICE AREA

MAP REFERENCE

COMPANY

PROJECT WIN AP 3 GRAND RAPIDS

CO.
SEC.
TWN.
RNG.
TAX:

DATE 11/10/22 REVISION KENT COUNTY COMMENTS BY GV

MISS DIG 811

DATE: 8/19/22

DESIGN: TLM

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CHECKED:

QA/QC:

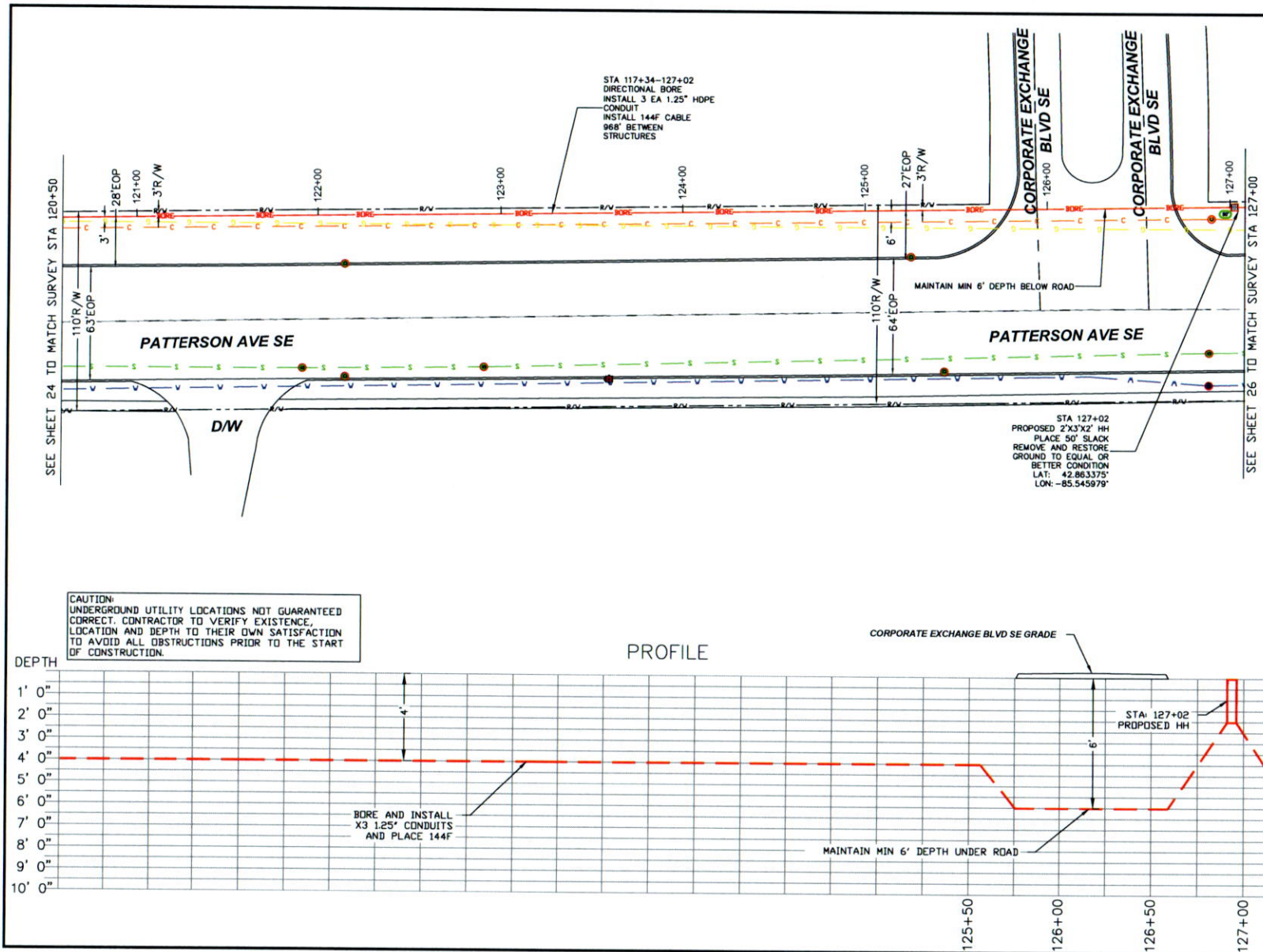
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Uniti

ENGINEERING COMPANY:

MTCE ENGINEERING
A FULL CIRCLE FIRM PARTNERS COMPANY
CONSULTING DESIGN ENGINEERING • CONSTRUCTION MANAGEMENT

8600 PARK MEADOWS DR
SUITE 800
LONG TREE, CO 80124
TEL: 720-344-5577



SHEET 25 OF 36

ROUTE

EXCHANGE

SERVICE AREA

MAP REFERENCE

COMPANY

PROJECT WIN AP 3 GRAND RAPIDS

CO.
SEC.
TWN.
RNG.
TAX:

DATE 11/10/22 REVISION KENT COUNTY COMMENTS BY GV

MISSDIG811

DATE: 8/19/22

DESIGN: TLM

DRAFTED: TLM

CHECKED:

QA/QC:

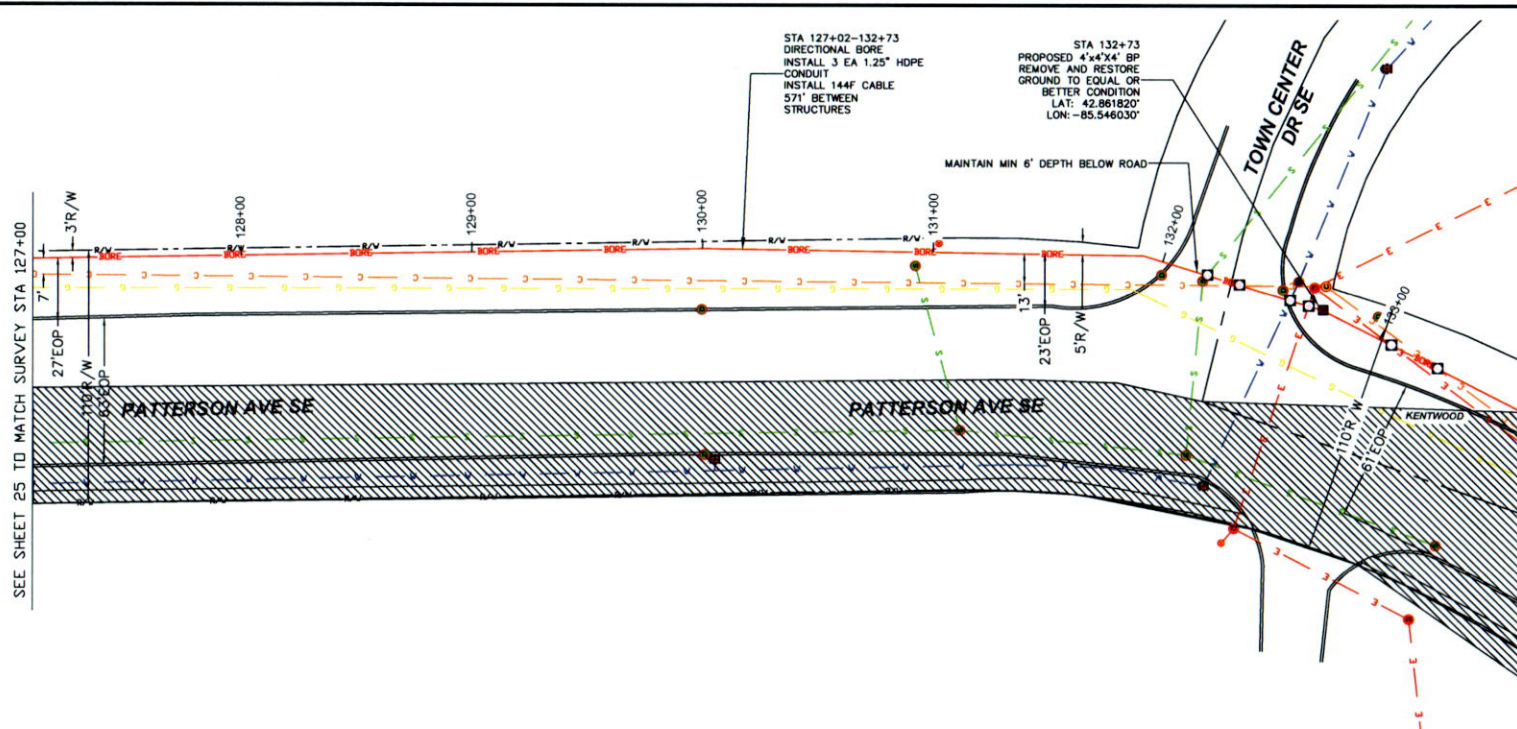
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Uniti

ENGINEERING COMPANY:

MTC ENGINEERING
A FULL CIRCLE FIBER PARTNERSHIP COMPANY

8600 PARK MEADOWS DR
SUITE 800
LOVE TREE, CO 80124
TEL: 720-344-5577



CAUTION:
UNDERGROUND UTILITY LOCATIONS NOT GUARANTEED
CORRECT. CONTRACTOR TO VERIFY EXISTENCE,
LOCATION AND DEPTH TO THEIR OWN SATISFACTION
TO AVOID ALL OBSTRUCTIONS PRIOR TO THE START
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SHEET 26 OF 36

ROUTE

EXCHANGE

SERVICE AREA

MAP REFERENCE

COMPANY

PROJECT WIN AP 3 GRAND RAPIDS

	CO.	
	SEC.	
	TWN.	
	RNG.	
TAX:		

DATE	REVISION	BY
11/10/22	KENT COUNTY COMMENTS	GV

MISSDIG811

DATE: 8/19/22

DESIGN: TLM

DRAFTED: TLM

CHECKED:

QA/QC:

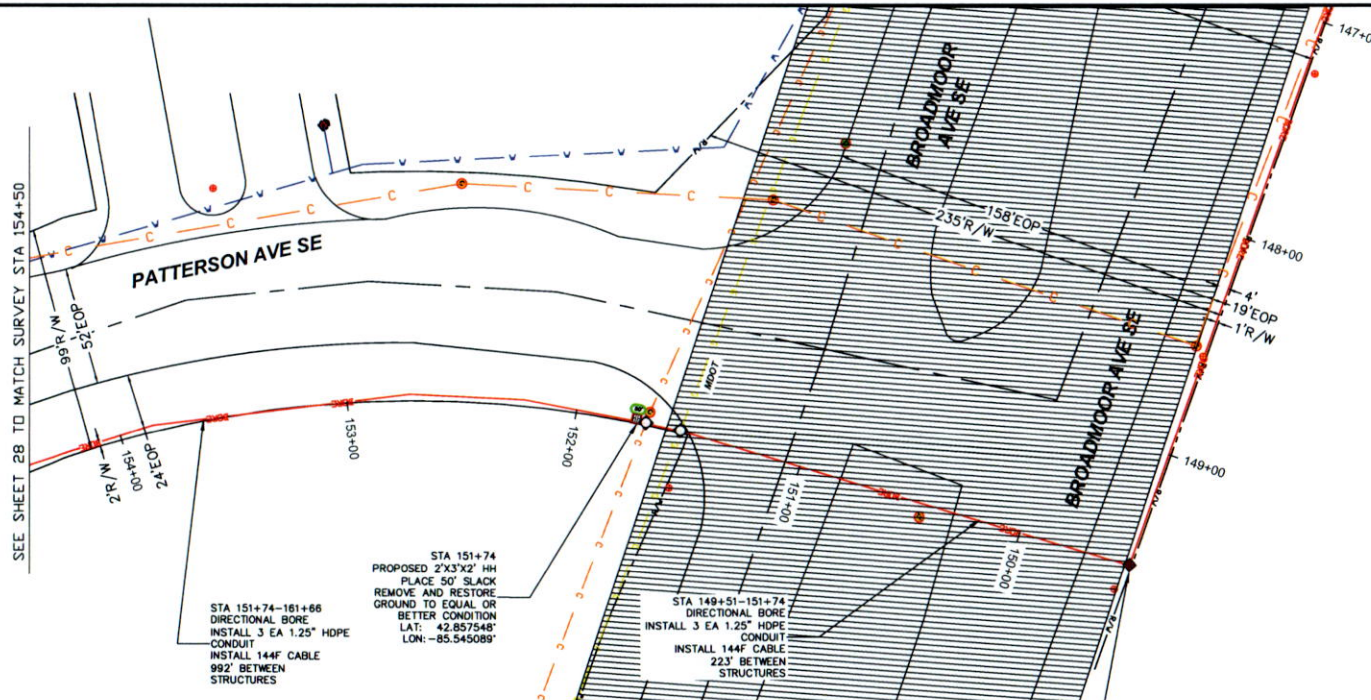
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Uniti

ENGINEERING COMPANY:

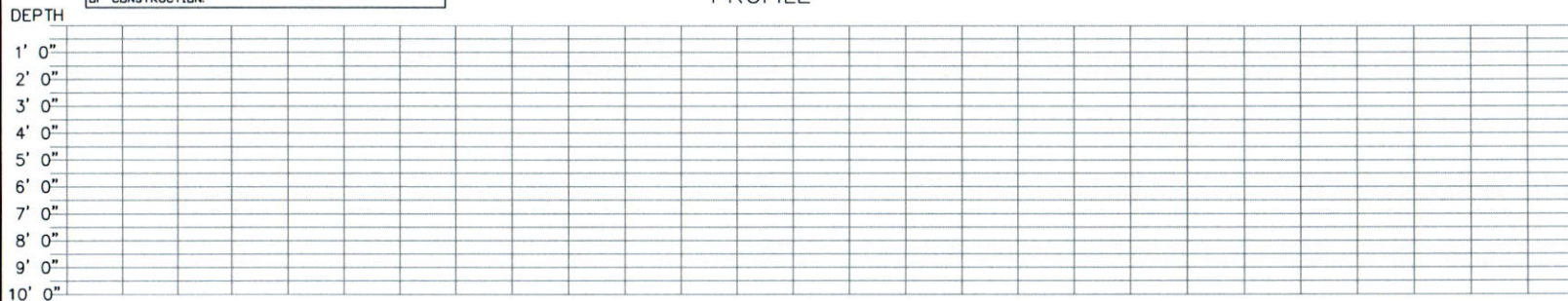
MTC ENGINEERING
A FULL CIRCLE FREE PARTNERS COMPANY
CONSULTING SURVEY ENGINEERING • CONSTRUCTION MANAGEMENT

8600 PARK MEADOWS DR
SUITE 800
LOVE TREE, CO 80124
TEL: 720-344-5577



CAUTION:
UNDERGROUND UTILITY LOCATIONS NOT GUARANTEED
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PROFILE



SHEET 27 OF 36

ROUTE

EXCHANGE

SERVICE AREA

MAP REFERENCE

COMPANY

PROJECT WIN AP 3 GRAND RAPIDS



CO.
SEC.
TWN.
RNG.
TAX:

DATE 11/10/22 REVISION KENT COUNTY COMMENTS BY GV

MISSDIG811

DATE: 8/19/22

DESIGN: TLM

DRAFTED: TLM

CHECKED:

QA/QC:

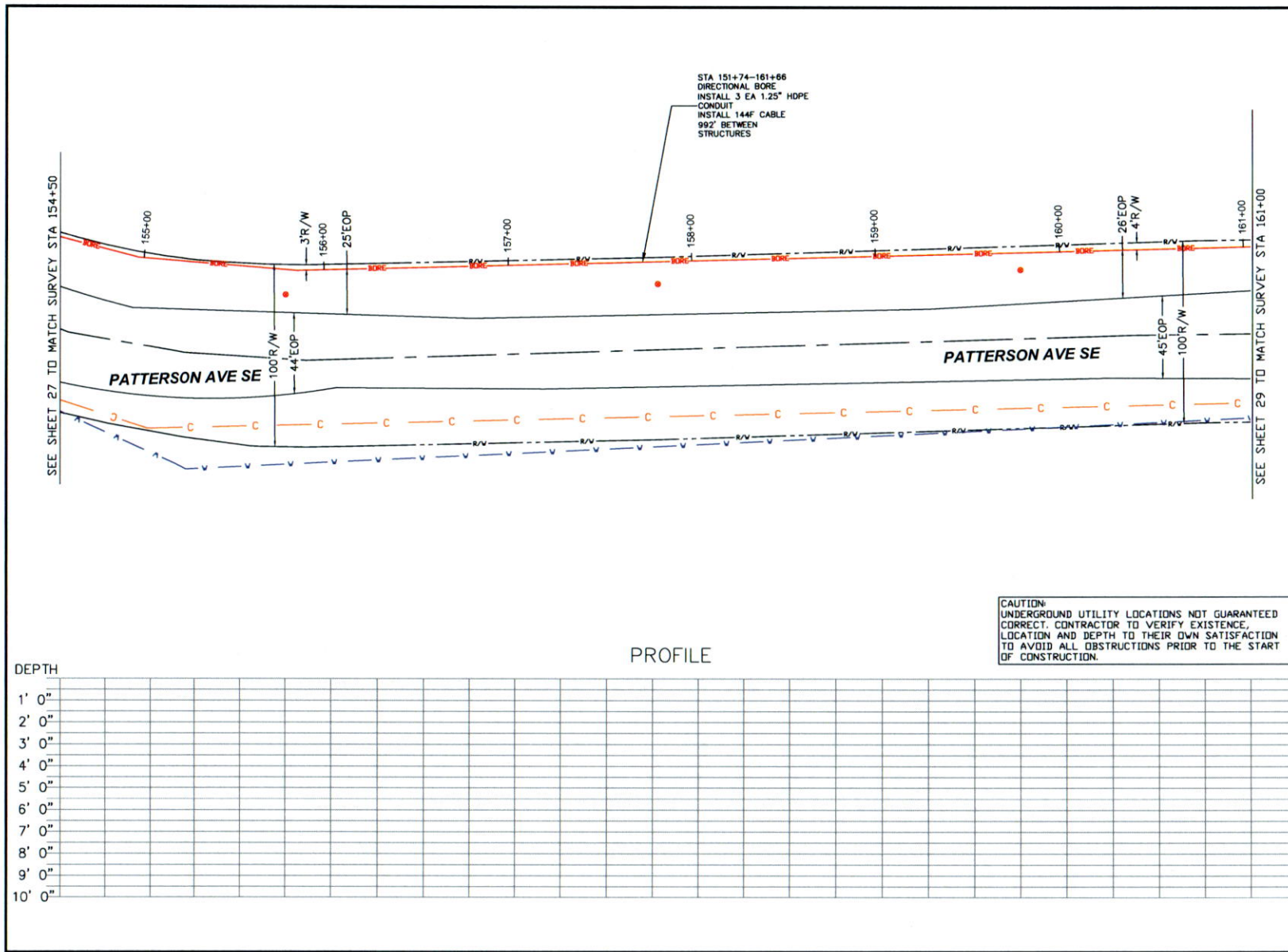
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ENGINEERING COMPANY:



8600 PARK MEADOWS DR
SUITE 800
LOVE TREE, CO 80124
TEL: 720-344-5577



SHEET 28 OF 36

ROUTE

EXCHANGE

SERVICE AREA

MAP REFERENCE

COMPANY

PROJECT WIN AP 3 GRAND RAPIDS

CO.
SEC.
TWN.
RNG.
TAX:

DATE 11/10/22 REVISION KENT COUNTY COMMENTS BY GV

MISSDIG811

DATE: 8/19/22

DESIGN: TLM

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CHECKED:

QA/QC:

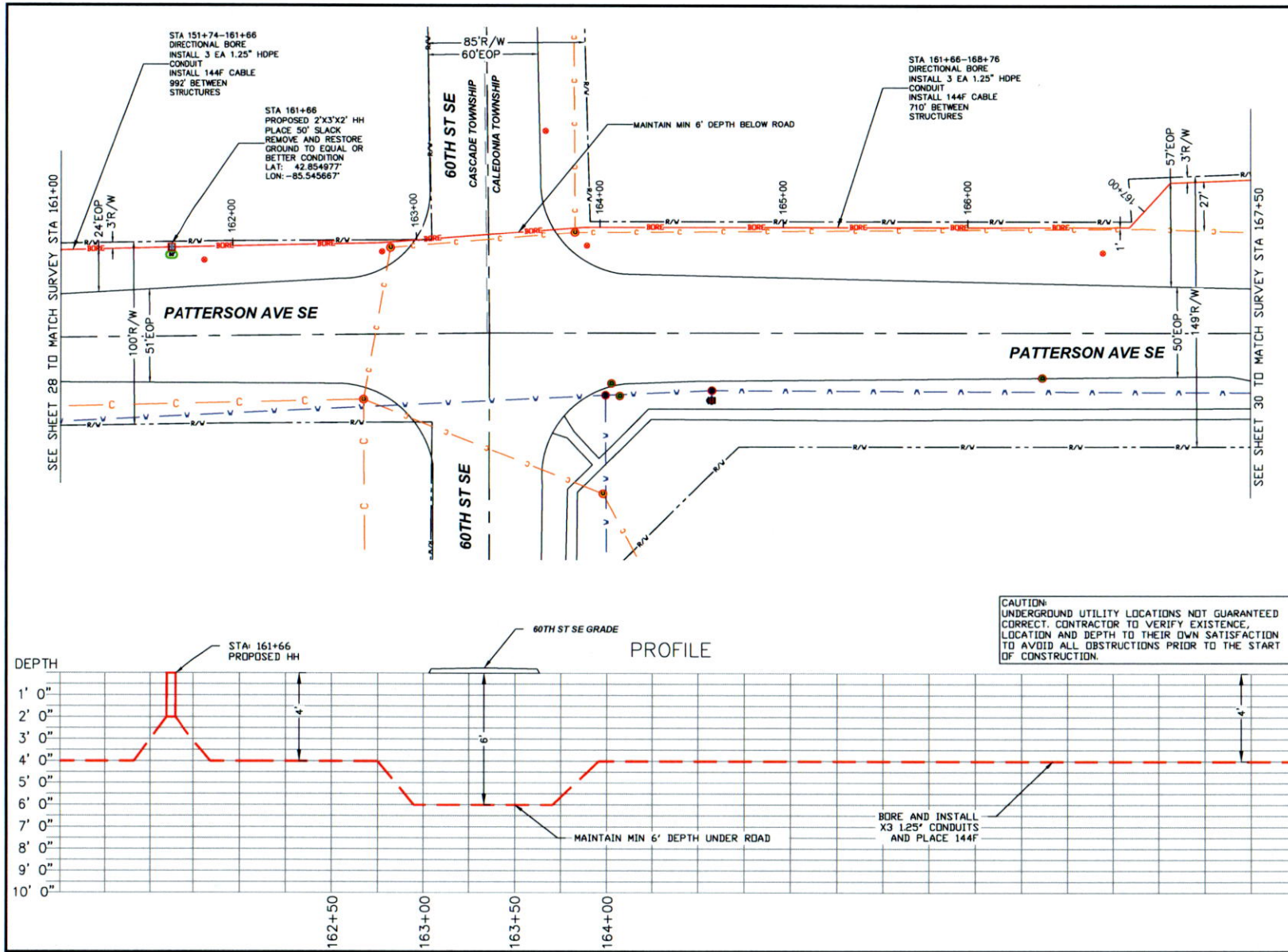
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Uniti

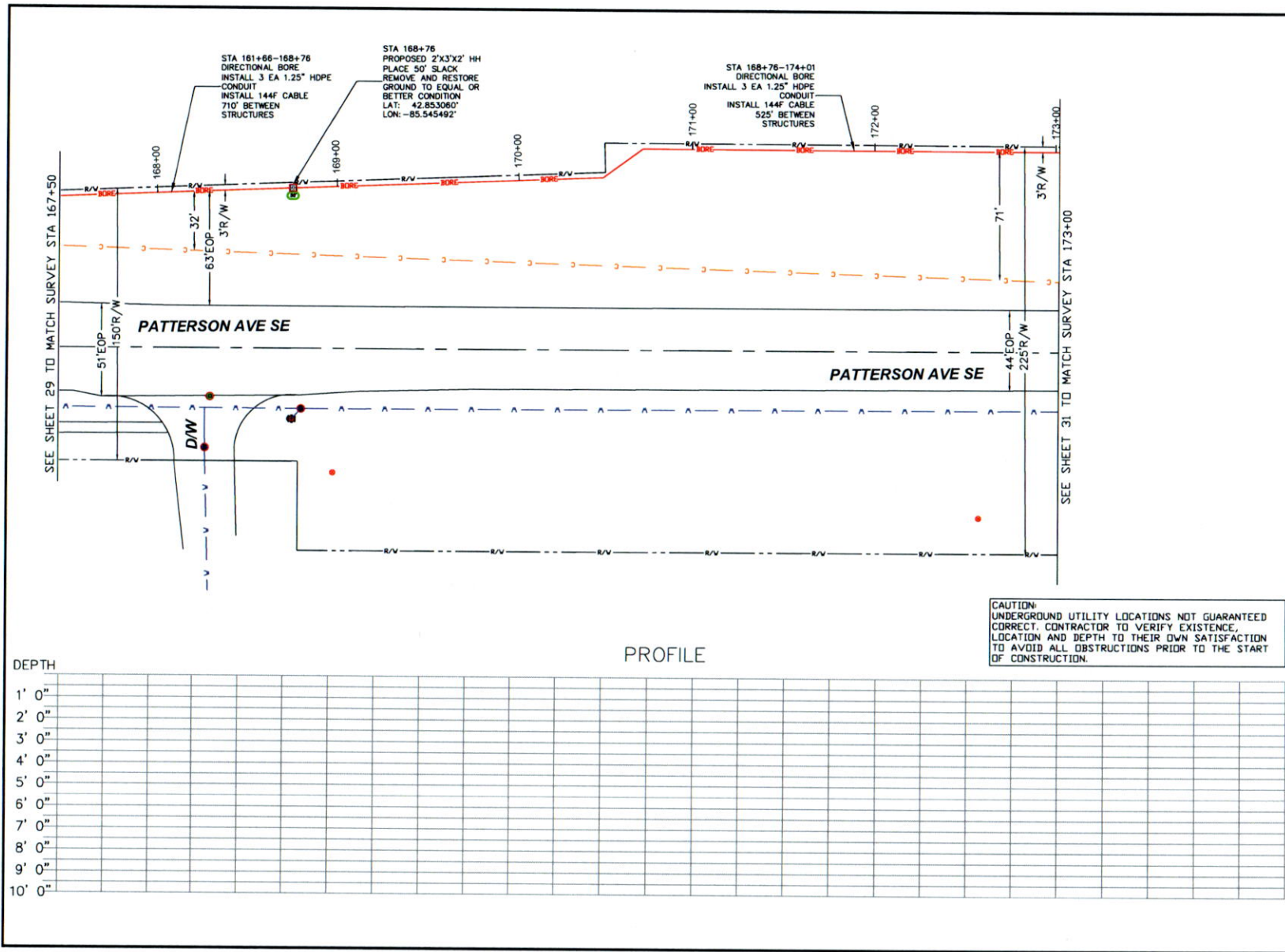
ENGINEERING COMPANY:

MTCE ENGINEERING
A FULL-CIRCLE FIBER PARTNERS COMPANY
CONSULTING SURVEY ENGINEERING • CONSTRUCTION MANAGEMENT

8600 PARK MEADOWS DR
SUITE 800
LONE TREE, CO 80124
TEL: 720-344-5577



SHEET 29 OF 36		
ROUTE		
EXCHANGE		
SERVICE AREA		
MAP REFERENCE		
COMPANY		
PROJECT WIN AP 3 GRAND RAPIDS		
		CO. SEC. TWN. RNG. TAX:
DATE	REVISION	BY
11/10/22	KENT COUNTY COMMENTS	GV
MISSDIG811		
DATE: 8/19/22		
DESIGN: TLM		
DRAFTED: TLM		
CHECKED:		
QA/QC:		
SCALE: 1:50		
ENGINEERING COMPANY:		
8600 PARK MEADOWS DR SUITE 800 LONE TREE, CO 80124 TEL: 720-344-5577		



SHEET 30 OF 36

ROUTE

EXCHANGE

SERVICE AREA

MAP REFERENCE

COMPANY

PROJECT WIN AP 3 GRAND RAPIDS

CO.
SEC.
TWN.
RNG.
TAX:

DATE 11/10/22 REVISION KENT COUNTY COMMENTS BY GV

MISSDIG 811

DATE: 8/19/22

DESIGN: TLM

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QA/QC:

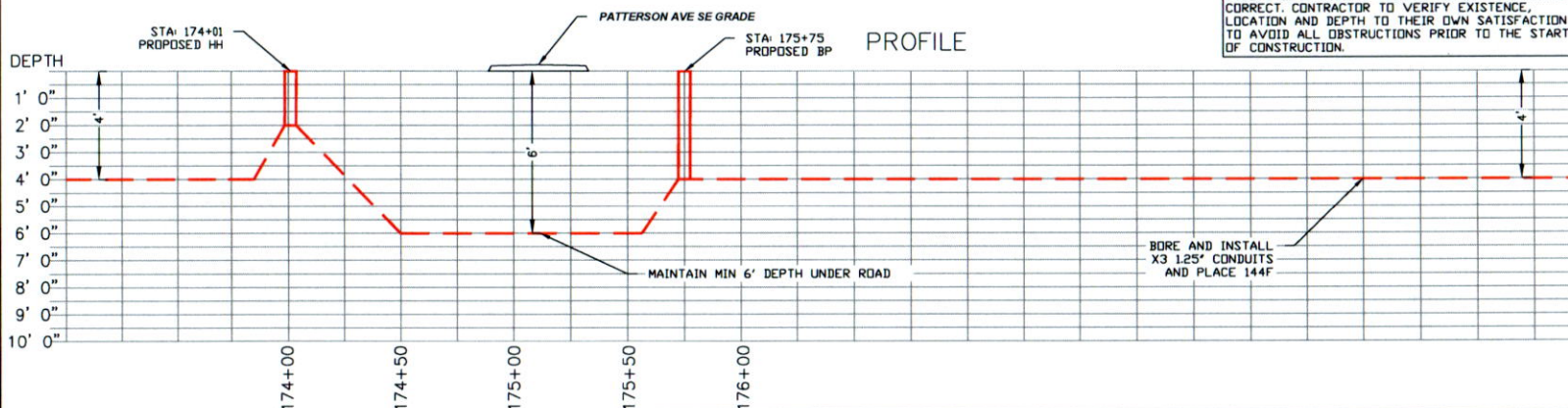
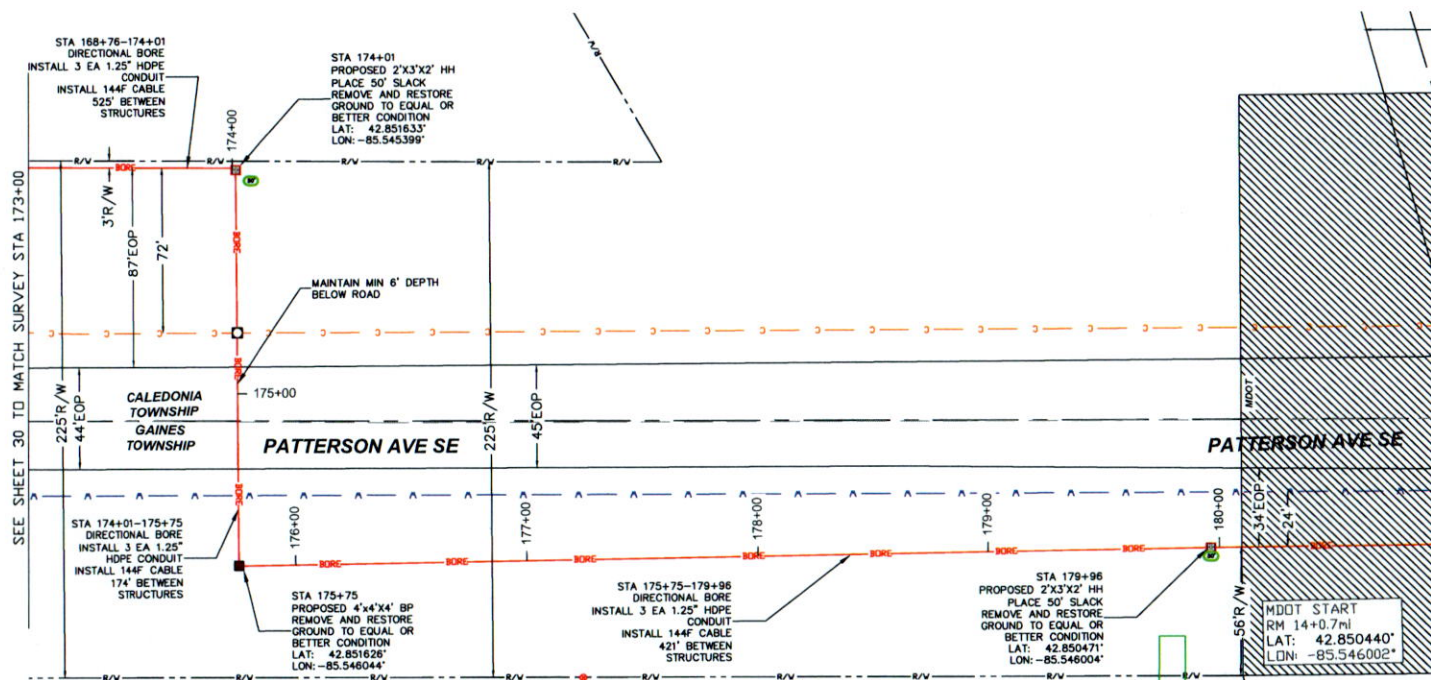
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Uniti

ENGINEERING COMPANY:

MTC ENGINEERING
A FULL CIRCLE FIBER PARTNERS COMPANY
CONSULTING DESIGN ENGINEERING • CONSTRUCTION MANAGEMENT

8600 PARK MEADOWS DR
SUITE 800
LONE TREE, CO 80124
TEL: 720-344-5577



CAUTION:
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SHEET 31 OF 36

ROUTE

EXCHANGE

SERVICE AREA

MAP REFERENCE

COMPANY

PROJECT WIN AP 3 GRAND RAPIDS

CO.
SEC.
TWN.
RNG.
TAX:

DATE 11/10/22 REVISION KENT COUNTY COMMENTS BY GV

MISSDIG811

DATE: 8/19/22

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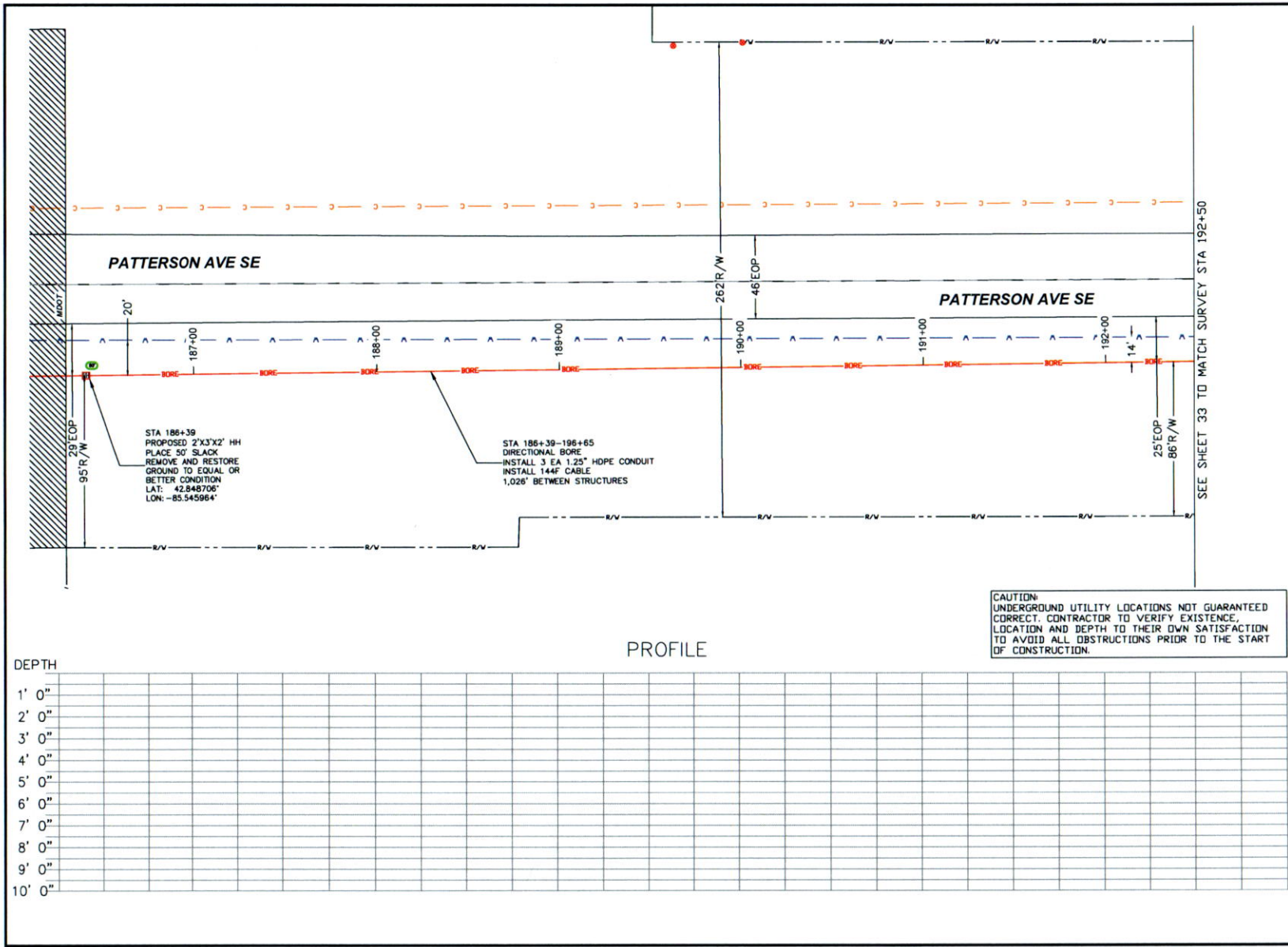
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Uniti

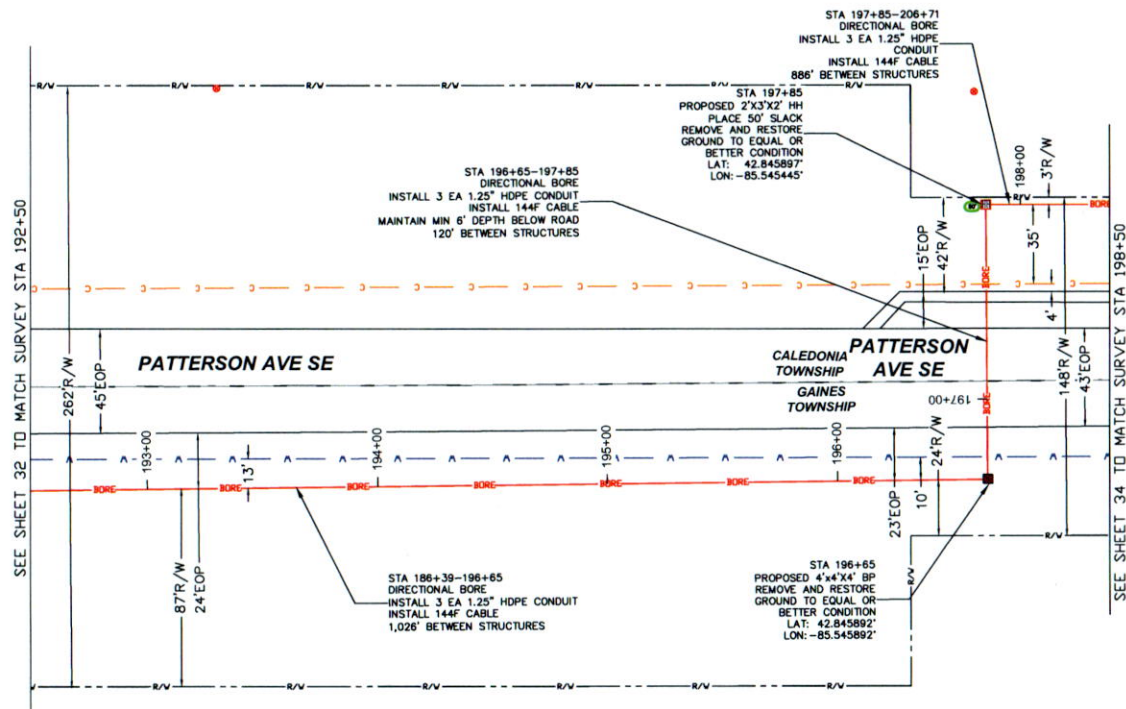
ENGINEERING COMPANY:

MTC ENGINEERING
A FULL CIRCLE FIBER PARTNERS COMPANY
CONSULTING DESIGN ENGINEERING & CONSTRUCTION MANAGEMENT

8600 PARK MEADOWS DR
SUITE 800
LONE TREE, CO 80124
TEL: 720-344-5577

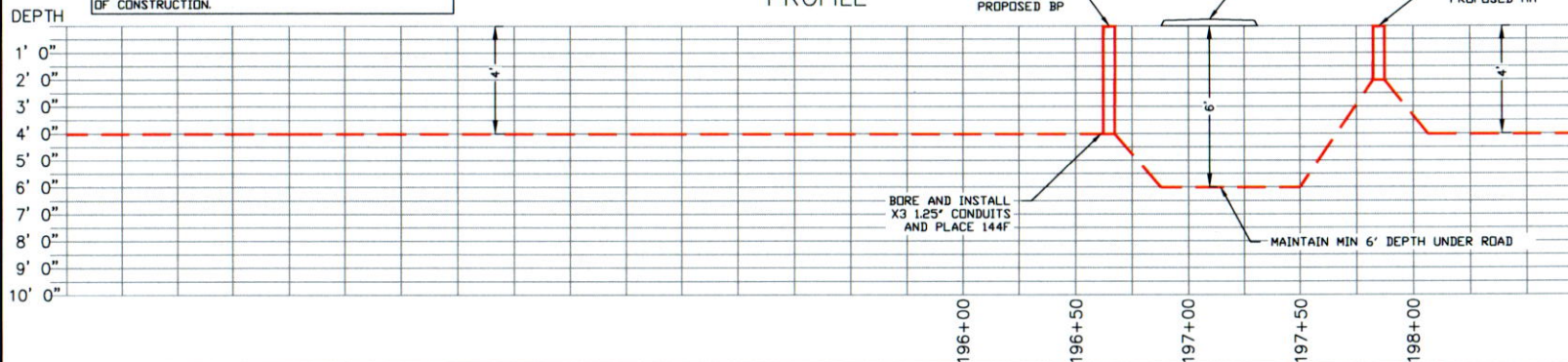


SHEET 32 OF 36		
ROUTE		
EXCHANGE		
SERVICE AREA		
MAP REFERENCE		
COMPANY		
PROJECT WIN AP 3 GRAND RAPIDS		
		CO. SEC. TWN. RNC. TAX:
DATE	REVISION	BY
11/10/22	KENT COUNTY COMMENTS	GV
MISS DIG 811		
DATE: 8/19/22		
DESIGN: TLM		
DRAFTED: TLM		
CHECKED:		
QA/QC:		
SCALE: 1:50		
ENGINEERING COMPANY:		
8600 PARK MEADOWS DR SUITE 800 LONE TREE, CO 80124 TEL: 720-344-5577		



CAUTION:
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PROFILE



SHEET 33 OF 36

ROUTE

EXCHANGE

SERVICE AREA

MAP REFERENCE

COMPANY

PROJECT WIN AP 3 GRAND RAPIDS

CO.
SEC.
TWN.
RNG.
TAX:

DATE: 11/10/22 REVISION: KENT COUNTY COMMENTS BY: GV

MISSDIG811

DATE: 8/19/22

DESIGN: TLM

DRAFTED: TLM

CHECKED:

QA/QC:

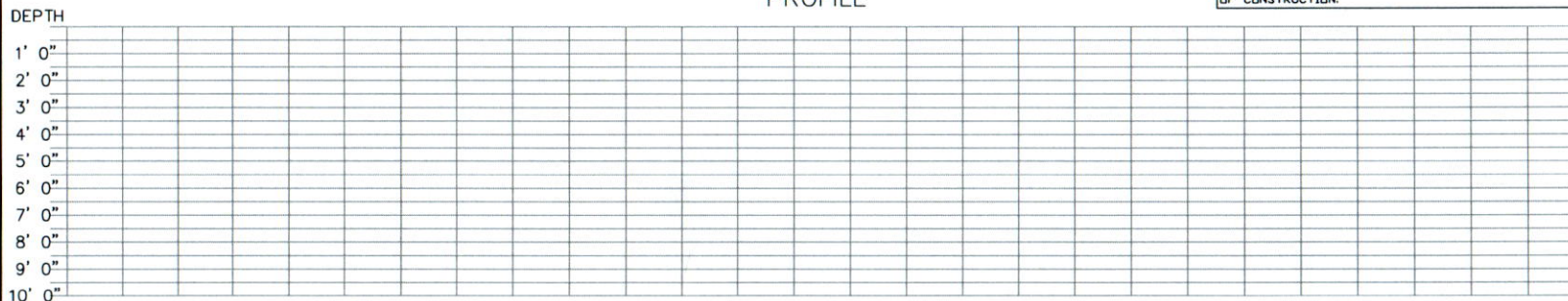
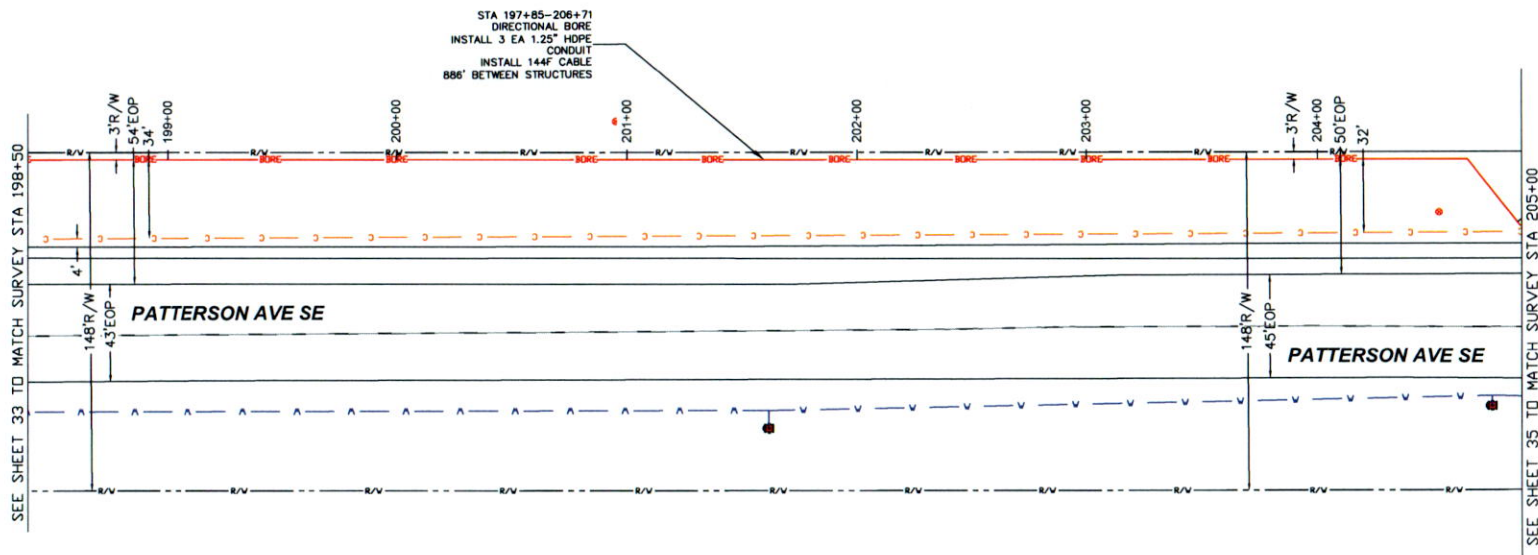
SCALE: 1:50

Uniti

ENGINEERING COMPANY:

MTI ENGINEERING
A FULL CIRCLE FIBER PARTNERS COMPANY
CONSULTING DESIGN ENGINEERING • CONSTRUCTION MANAGEMENT

8600 PARK MEADOWS DR
SUITE 800
LONE TREE, CO 80124
TEL: 720-344-5577



PROFILE

CAUTION:
UNDERGROUND UTILITY LOCATIONS NOT GUARANTEED
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SHEET 34 OF 36

ROUTE

EXCHANGE

SERVICE AREA

MAP REFERENCE

COMPANY

PROJECT WIN AP 3 GRAND RAPIDS

	CO.	
	SEC.	
	TWN.	
	RNG.	
TAX:		

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11/10/22	KENT COUNTY COMMENTS	GV

MISS DIG 811

DATE: 8/19/22

DESIGN: TLM

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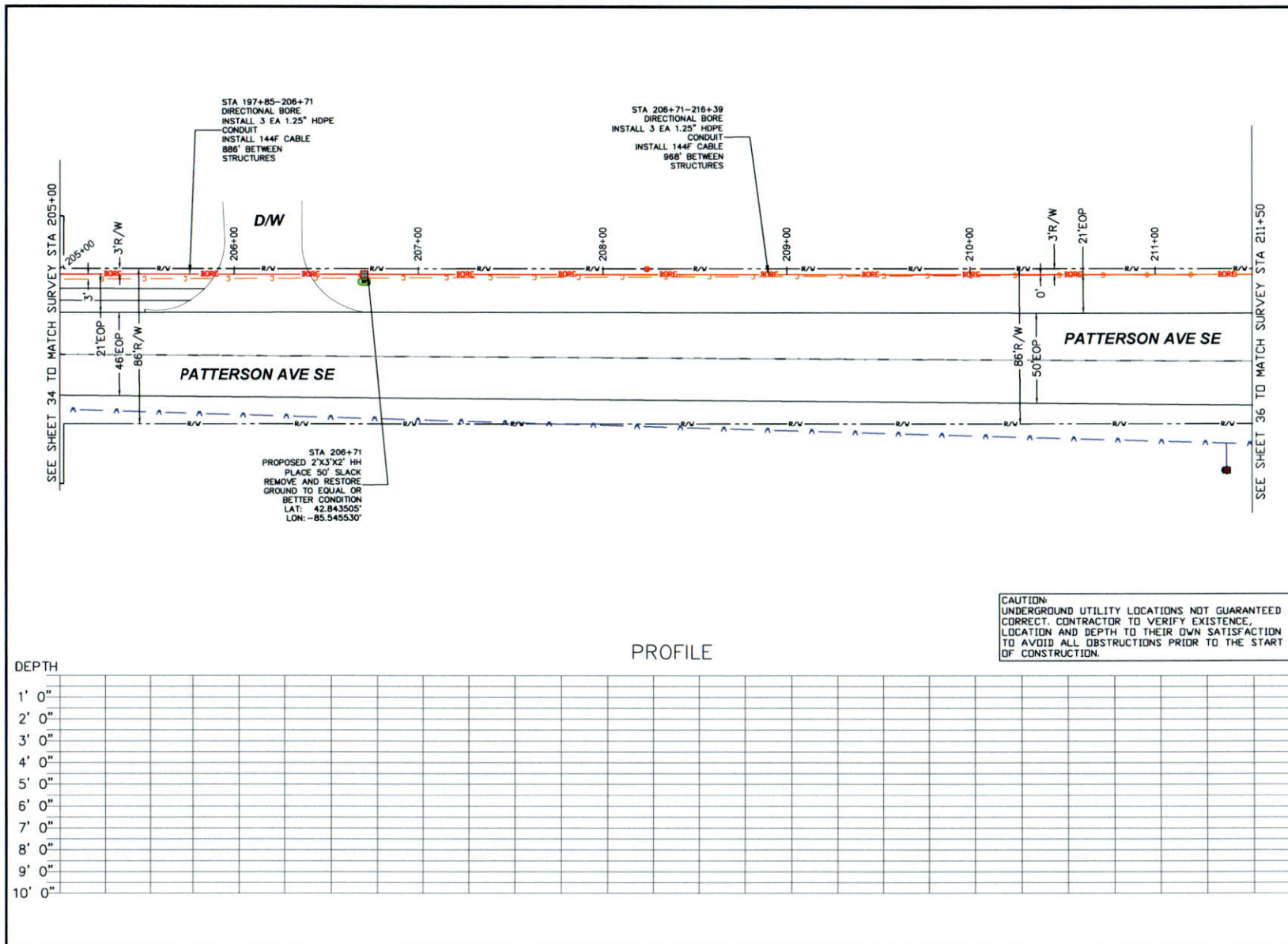
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Uniti

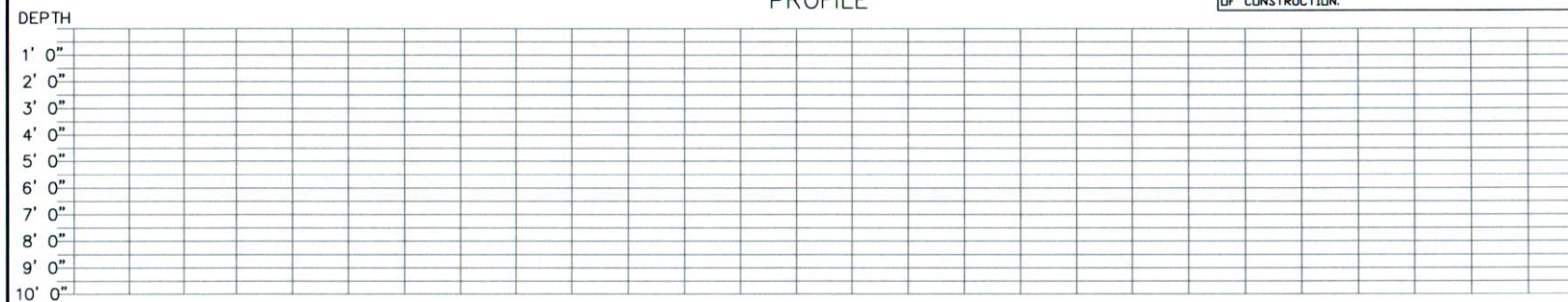
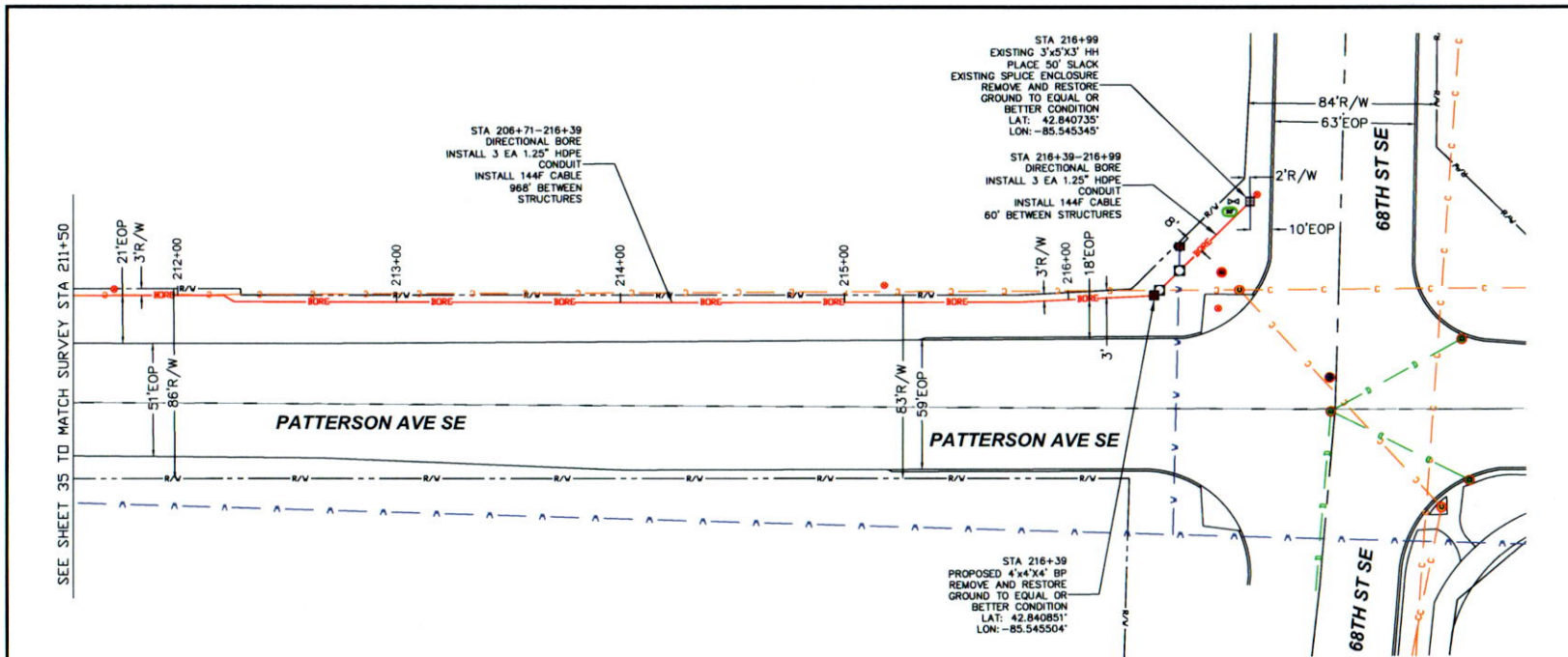
ENGINEERING COMPANY:

MTC ENGINEERING
A FULL CIRCLE FIBER PARTNERS COMPANY
CONSULTING DESIGN ENGINEERING • CONSTRUCTION MANAGEMENT

8600 PARK MEADOWS DR
SUITE 800
LONE TREE, CO 80124
TEL: 720-344-5577



SHEET 35 OF 36	
ROUTE	
EXCHANGE	
SERVICE AREA	
MAP REFERENCE	
COMPANY	
PROJECT WIN AP 3 GRAND RAPIDS	
	CO. SEC. TWN. RNG. TAX:
DATE 11/10/22	REVISION KENT COUNTY COMMENTS BY GV
DATE: 8/19/22	
DESIGN: TLM	
DRAFTED: TLM	
CHECKED:	
QA/QC:	
SCALE: 1:50	
ENGINEERING COMPANY:	
8600 PARK MEADOWS DR SUITE 800 LONE TREE, CO 80124 TEL: 720-344-5577	



CAUTION:
UNDERGROUND UTILITY LOCATIONS NOT GUARANTEED
CORRECT. CONTRACTOR TO VERIFY EXISTENCE,
LOCATION AND DEPTH TO THEIR OWN SATISFACTION
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SHEET 36 OF 36

ROUTE

EXCHANGE

SERVICE AREA

MAP REFERENCE

COMPANY

PROJECT WIN AP 3 GRAND RAPIDS

CO.
SEC.
TWN.
RNG.
TAX:

DATE 11/10/22 REVISION KENT COUNTY COMMENTS BY GV

MISS DIG 811

DATE: 8/19/22

DESIGN: TLM

DRAFTED: TLM

CHECKED:

QA/QC:

SCALE: 1:50

Uniti

ENGINEERING COMPANY:

MTCE ENGINEERING
A FULL CIRCLE FIBER FLEXIBILITY COMPANY
CONSULTING ENGINEERING • CONSTRUCTION MANAGEMENT

8600 PARK MEADOWS DR
SUITE 800
LONE TREE, CO 80124
TEL: 720-344-5577

Exhibit B

Bond

KENT COUNTY ROAD COMMISSION

BOND FOR HIGHWAY PERMITS

KNOW ALL MEN BY THESE PRESENTS,

That.....Uniti Dark Fiber, LLC.....as Principal, and
and.....Berkshire Hathaway Specialty Insurance Company.....as
 sureties, both of the County of.....Douglas.....and State of.....Nebraska

are held and firmly bound unto the County of Kent, and the Board of Kent County Road Commissioners or their assigns, in the penal sum of TEN THOUSAND (\$10,000.00) Dollars, lawful money of the United States of America, for the payment of which, well and truly to be made to the said County of Kent and the Board of Kent County Road Commissioners or their assigns, we bind ourselves, our heirs, executors and administrators, jointly and severally, firmly by these presents.

Sealed with our seals and dated this.....8th.....day of.....November.....A.D. 20²²
Uniti Dark Fiber, LLC

WHEREAS, the above bounden.....may be granted
 permits for construction operations within the limits of the highway right of way, and/or for the moving on any street or highway of any object which exceed the legal limits for either length, width, height or weight, the Board of Kent County Road Commissioners during the year ending Dec. 31, 2023.....
 or.....

Location of the work to be done: Kent County, Michigan.

NOW, THEREFORE, The condition of the above obligation is such that if the above bounden Principal shall do and perform all work done and performed under said permits in a careful, secure, skillful and workmanlike manner, and shall so guard the work authorized by the said permits, and the materials for use during the progress thereof, that no injury, loss of damage shall occur to persons or property, and shall promptly at the conclusion of such work replace and restore the street or highway and right of way to as good a state and condition as the same was previous to and at the time of the opening of the same, and shall so replace and restore such street or highway and right of ways as to cause it to be in a state of reasonable repair so as to be reasonably safe and convenient for public travel, and to the satisfaction of the Board of County Road Commissioners, and shall save the County of Kent and/or said Board of Kent County Road Commissioners on harmless from all claims, suits, actions, damages, or judgments against it which shall arise out of any failure on the part of the above bounden Principal to comply with the terms of this bond, and if the said above bounden Principal shall also observe the statutes of the State of Michigan, and the ordinances of the County of Kent, relating to safety of highways and the requirements of the Board of Kent County Road Commissioners, and shall comply with all articles set forth the "Specifications and Condition" for highway permits and shall pay all bills rendered by said Board of Kent County Road Commissioners for the repair or replacement of pavement, roadway and right of way where disturbed or displaced by this work, then this obligation shall be null and void, otherwise to be and remain in full force and effect.

Uniti Dark Fiber, LLC

Principal.....KELLY A. H. McGRIFP.....101 Riverfront Drive, Suite A Little Rock, AR 72202
(Signature Required).....Address
 V.P. i Deputy GEN. COUNSEL

Surety.....Berkshire Hathaway Specialty Insurance Company.....1314 Douglas Street, Suite 1400, Omaha, NE 68102
(Seal).....Address

Surety.....1041 Old Cassatt Rd Berwyn PA 19312
(Signature Required).....Address
 Daniel P. Dunigan
 Attorney-in-Fact



**Berkshire Hathaway
Specialty Insurance**

Power Of Attorney

BERKSHIRE HATHAWAY SPECIALTY INSURANCE COMPANY NATIONAL INDEMNITY COMPANY / NATIONAL LIABILITY & FIRE INSURANCE COMPANY

Know all men by these presents, that **BERKSHIRE HATHAWAY SPECIALTY INSURANCE COMPANY**, a corporation existing under and by virtue of the laws of the State of Nebraska and having an office at One Lincoln Street, 23rd Floor, Boston, Massachusetts 02111, **NATIONAL INDEMNITY COMPANY**, a corporation existing under and by virtue of the laws of the State of Nebraska and having an office at 3024 Harney Street, Omaha, Nebraska 68131 and **NATIONAL LIABILITY & FIRE INSURANCE COMPANY**, a corporation existing under and by virtue of the laws of the State of Connecticut and having an office at 100 First Stamford Place, Stamford, Connecticut 06902 (hereinafter collectively the "Companies"), pursuant to and by the authority granted as set forth herein, do hereby name, constitute and appoint: Daniel P. Dunigan, their true and lawful attorney(s)-in-fact to make, execute, seal, acknowledge, and deliver, for and on their behalf as surety and as their act and deed, any and all undertakings, bonds, or other such writings obligatory in the nature thereof, in pursuance of these presents, the execution of which shall be as binding upon the Companies as if it has been duly signed and executed by their regularly elected officers in their own proper persons. This authority for the Attorney-in-Fact shall be limited to the execution of the attached bond(s) or other such writings obligatory in the nature thereof.

Surety Bond No.: 47-SUR-200133-01-0237

Principal: Southern Light LLC

Obligee: Louisiana Public Service Commission

In witness whereof, this Power of Attorney has been subscribed by an authorized officer of the Companies, and the corporate seals of the Companies have been affixed hereto this date of December 20, 2018. This Power of Attorney is made and executed pursuant to and by authority of the Bylaws, Resolutions of the Board of Directors, and other Authorizations of **BERKSHIRE HATHAWAY SPECIALTY INSURANCE COMPANY**, **NATIONAL INDEMNITY COMPANY** and **NATIONAL LIABILITY & FIRE INSURANCE COMPANY**, which are in full force and effect, each reading as appears on the back page of this Power of Attorney, respectively. The following signature by an authorized officer of the Company may be a facsimile, which shall be deemed the equivalent of and constitute the written signature of such officer of the Company for all purposes regarding this Power of Attorney, including satisfaction of any signature requirements on any and all undertakings, bonds, or other such writings obligatory in the nature thereof, to which this Power of Attorney applies.

**BERKSHIRE HATHAWAY SPECIALTY
INSURANCE COMPANY,**

**NATIONAL INDEMNITY COMPANY,
NATIONAL LIABILITY & FIRE INSURANCE COMPANY,**

By:

David Fields, Executive Vice President



By:

David Fields, Vice President

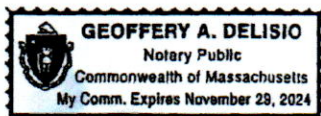


NOTARY

State of Massachusetts, County of Suffolk, ss:

On this 20th day of December, 2018, before me appeared David Fields, Executive Vice President of **BERKSHIRE HATHAWAY SPECIALTY INSURANCE COMPANY** and Vice President of **NATIONAL INDEMNITY COMPANY** and **NATIONAL LIABILITY & FIRE INSURANCE COMPANY**, who being duly sworn, says that his capacity is as designated above for such Companies; that he knows the corporate seals of the Companies; that the seals affixed to the foregoing instrument are such corporate seals; that they were affixed by order of the board of directors or other governing body of said Companies pursuant to its Bylaws, Resolutions and other Authorizations, and that he signed said instrument in that capacity of said Companies.

[Notary Seal]



Notary Public

I, Ralph Tortorella, the undersigned, Officer of **BERKSHIRE HATHAWAY SPECIALTY INSURANCE COMPANY**, **NATIONAL INDEMNITY COMPANY** and **NATIONAL LIABILITY & FIRE INSURANCE COMPANY**, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies which is in full force and effect and has not been revoked. IN TESTIMONY WHEREOF, see hereunto affixed the seals of said Companies this November 8, 2022



Officer

BHSIC, NICO & NLF POA (2018)

To verify the authenticity of this Power of Attorney please contact us at: BHSISurety Department, Berkshire Hathaway Specialty Insurance Company, One Lincoln Street, 23rd Floor Boston, MA 02111 | (770) 625-2516 or by email at jennifer.porter@bhspecialty.com THIS POWER OF ATTORNEY IS VOID IF ALTERED
To notify us of a claim please contact us on our 24-hour toll free number at (855) 453-9675, via email at claims@bhspecialty.com, via fax to (617) 507-8159, or via mail.

BERKSHIRE HATHAWAY SPECIALTY INSURANCE COMPANY (BYLAWS)

ARTICLE V.

CORPORATE ACTIONS

....

EXECUTION OF DOCUMENTS:

....

Section 6.(b) The President, any Vice President or the Secretary, shall have the power and authority:

- (1) To appoint Attorneys-in-fact, and to authorize them to execute on behalf of the Company bonds and other undertakings, and
- (2) To remove at any time any such Attorney-in-fact and revoke the authority given him.

NATIONAL INDEMNITY COMPANY (BY-LAWS)

Section 4. Officers, Agents, and Employees:

A. The officers shall be a President, one or more Vice Presidents, a Secretary, one or more Assistant Secretaries, a Treasurer, and one or more Assistant Treasurers none of whom shall be required to be shareholders or Directors and each of whom shall be elected annually by the Board of Directors at each annual meeting to serve a term of office of one year or until a successor has been elected and qualified, may serve successive terms of office, may be removed from office at any time for or without cause by a vote of a majority of the Board of Directors, and shall have such powers and rights and be charged with such duties and obligations as usually are vested in and pertain to such office or as may be directed from time to time by the Board of Directors; and the Board of Directors or the officers may from time to time appoint, discharge, engage, or remove such agents and employees as may be appropriate, convenient, or necessary to the affairs and business of the corporation.

NATIONAL INDEMNITY COMPANY (BOARD RESOLUTION ADOPTED AUGUST 6, 2014)

RESOLVED, That the President, any Vice President or the Secretary, shall have the power and authority to (1) appoint Attorneys-in-fact, and to authorize them to execute on behalf of this Company bonds and other undertakings and (2) remove at any time any such Attorney-in-fact and revoke the authority given.

NATIONAL LIABILITY & FIRE INSURANCE COMPANY (BY-LAWS)

ARTICLE IV

Officers

Section 1. Officers, Agents and Employees:

A. The officers shall be a president, one or more vice presidents, one or more assistant vice presidents, a secretary, one or more assistant secretaries, a treasurer, and one or more assistant treasurers, none of whom shall be required to be shareholders or directors, and each of whom shall be elected annually by the board of directors at each annual meeting to serve a term of office of one year or until a successor has been elected and qualified, may serve successive terms of office, may be removed from office at any time for or without cause by a vote of a majority of the board of directors. The president and secretary shall be different individuals. Election or appointment of an officer or agent shall not create contract rights. The officers of the Corporation shall have such powers and rights and be charged with such duties and obligations as usually are vested in and pertain to such office or as may be directed from time to time by the board of directors; and the board of directors or the officers may from time to time appoint, discharge, engage, or remove such agents and employees as may be appropriate, convenient, or necessary to the affairs and business of the Corporation.

NATIONAL LIABILITY & FIRE INSURANCE COMPANY (BOARD RESOLUTION ADOPTED AUGUST 6, 2014)

RESOLVED, That the President, any Vice President or the Secretary, shall have the power and authority to (1) appoint Attorneys-in-fact, and to authorize them to execute on behalf of this Company bonds and other undertakings and (2) remove at any time any such Attorney-in-fact and revoke the authority given.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/22/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	Stephens Insurance, LLC 111 Center Street, Suite 100 Little Rock, AR 72201	CONTACT NAME:	
		PHONE (A/C, No, Ext):	1-800-643-9691
		FAX (A/C, No):	501-377-2317
		E-MAIL ADDRESS:	
		INSURER(S) AFFORDING COVERAGE	NAIC #
		INSURER A: National Fire Insurance Of Hartford	20478
		INSURER B: Continental Insurance Company	35289
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

www.stephensinsurance.com

INSURED
Uniti Group Inc.
(See Complete Named Insured Addendum)
2101 Riverfront Drive, Suite A
Little Rock AR 72201

COVERAGES

CERTIFICATE NUMBER: 72058629

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY			7012347039	3/1/2022	3/1/2023	EACH OCCURRENCE \$1,000,000
	☐ CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000
							MED EXP (Any one person) \$15000
							PERSONAL & ADV INJURY \$1,000,000
							GENERAL AGGREGATE \$2,000,000
							PRODUCTS - COMP/OP AGG \$2,000,000
							\$
A	☒ AUTOMOBILE LIABILITY			7012165356	3/1/2022	3/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000
	☒ ANY AUTO						BODILY INJURY (Per person) \$
	☐ OWNED AUTOS ONLY						BODILY INJURY (Per accident) \$
	☐ HIRED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
	☐ SCHEDULED AUTOS						\$
	☐ NON-OWNED AUTOS ONLY						
B	☒ UMBRELLA LIAB			7012165387	3/1/2022	3/1/2023	EACH OCCURRENCE \$10,000,000
	☒ EXCESS LIAB						AGGREGATE \$10,000,000
							\$
	DED						
	RETENTION \$						
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			7012165373	3/1/2022	3/1/2023	☒ PER STATUTE ☐ OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A				E.L. EACH ACCIDENT \$1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$1,000,000
							E.L. DISEASE - POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

See Attached Addendum for Additional Coverage Details

CERTIFICATE HOLDER

CANCELLATION

Gaines Charter Township
8555 Kalamazoo Ave SE
Caledonia MI 49316

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Stan Payne

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ACORD 25 (2016/03)

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ADDITIONAL REMARKS SCHEDULE

Page ____ of ____

AGENCY Stephens Insurance, LLC		NAMED INSURED Uniti Group Inc. (See Complete Named Insured Addendum) 2101 Riverfront Drive, Suite A Little Rock AR 72201
POLICY NUMBER		
CARRIER	NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 **FORM TITLE:** Certificate of Liability (03/16)

HOLDER: Gaines Charter Township

ADDRESS: 8555 Kalamazoo Ave SE Caledonia MI 49316

NAMED INSURED SCHEDULE:

FIRST NAMED INSURED: UNITI GROUP INC

Uniti Group LP LLC

Uniti Group LP

Uniti Group Finance Inc

CSL Capital, LLC

Talk America Services, LLC

CSL National GP, LLC

CSL National, LP - Below Entities are Holding Companies for REIT Assets

CSL Alabama System, LLC

CSL Arkansas System, LLC

CSL Florida System, LLC

CSL Georgia System, LLC

CSL Iowa System, LLC

CSL Kentucky System, LLC

CSL Mississippi System, LLC

CSL Missouri System, LLC

CSL New Mexico, LLC

CSL North Carolina Realty GP, LLC

CSL North Carolina System, LP

CSL North Carolina Realty, LP

CSL Tennessee Realty Partner, LLC

CSL Tennessee Realty, LLC

CSL Ohio System, LLC

CSL Oklahoma System, LLC

CSL Texas System, LLC

CSL Realty, LLC

CSL Georgia Realty, LLC

Uniti Holdings GP, LLC

Uniti Holdings LP

Uniti Fiber Holdings, Inc.

Uniti Fiber LLC

Uniti QRS Holdings GP LLC

Uniti LATAM GP LLC

Uniti QRS Holdings LP

Uniti Leasing LLC

Uniti Dark Fiber LLC

Uniti Towers LLC

PEG Bandwidth Services, LLC

Contact Network, LLC

PEG Bandwidth DC, LLC

PEG Bandwidth DE, LLC

Inline Services, LLC

PEG Bandwidth LA, LLC

PEG Bandwidth MA, LLC

PEG Bandwidth MD, LLC

PEG Bandwidth MS, LLC

PEG Bandwidth NJ, LLC

PEG Bandwidth PA, LLC

PEG Bandwidth TX, LLC

PEG Bandwidth VA, LLC

PEG Bandwidth NY Telephone Corp

ACORD 101 (2008/01)

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ATTACHMENT



ADDITIONAL REMARKS SCHEDULE

Page ____ of ____

AGENCY Stephens Insurance, LLC		NAMED INSURED Uniti Group Inc. (See Complete Named Insured Addendum) 2101 Riverfront Drive, Suite A Little Rock AR 72201
POLICY NUMBER		
CARRIER	NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 **FORM TITLE:** Certificate of Liability (03/16)

HOLDER: Gaines Charter Township

ADDRESS: 8555 Kalamazoo Ave SE Caledonia MI 49316

Hunt Telecommunications, LLC
 Hunt Brothers of LA, LLC
 Integrated Data Systems, LLC
 Nexus Systems, Inc.
 Nexus Wireless, LLC
 Southern Light, LLC
 Uniti Wireless Holdings LLC
 Uniti LATAM LP
 Uniti Leasing X LLC
 Uniti Leasing XI LLC
 Uniti Leasing XII LLC
 Information Transport Solutions, Inc.
 Uniti Group Holdco Inc
 ANS Connect, LLC
 Uniti National, LLC
 Uniti Towers NMS, LLC
 BB Fiber Holdings, LLC
 Uniti Group Finance 2019 Inc.
 Uniti Fiber 2020, LLC



ADDITIONAL REMARKS SCHEDULE

Page ____ of ____

AGENCY Stephens Insurance, LLC		NAMED INSURED Uniti Group Inc. (See Complete Named Insured Addendum) 2101 Riverfront Drive, Suite A Little Rock AR 72201
POLICY NUMBER		
CARRIER	NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 **FORM TITLE:** Certificate of Liability (03/16)

HOLDER: Gaines Charter Township

ADDRESS: 8555 Kalamazoo Ave SE Caledonia MI 49316

NOTE - COPIES OF THE FORMS REFERENCED BELOW ARE AVAILABLE UPON REQUEST:

The General Liability Policy includes a blanket automatic additional insured endorsement that provides additional insured status to any persons or organizations to which you are obligated by a written agreement to procure additional insured coverage per form

CNA75079XX (1-15)

The "Other Insurance - Primary/Excess provision" with respect to additional insured's per form CNA7470XX(1-15)

The General Liability policy includes blanket automatic waiver of subrogation provision where required by written agreement per form CNA7470XX(1-15)

The General Liability policy includes thirty (30) day notice of cancellation endorsement, for reasons other than non-payment of premium, to persons or organizations on file with agent or broker at the time of cancellation if required by contract per form CNA74702XX (1-15)

The Auto Liability Policy includes a blanket automatic additional insured endorsement that provides additional insured status to any persons or organizations to which you are obligated by a written agreement to procure additional insured coverage per form SCA 23 500 D (10-11)

The "Other Insurance - Primary/Excess provision" with respect to additional insured's per form CNA71527XX(1-15)

The Auto Liability includes a blanket automatic waiver of subrogation provision where required by written agreement per form CA 04 44 (10-13)

The Auto Liability policy includes thirty (30) day notice of cancellation endorsement, for reasons other than non-payment of premium, to persons or organizations on file with agent or broker at the time of cancellation if require by contract per form CNA72315XX (04-19)

The Workers Compensation includes a blanket automatic waiver of subrogation provision where required by written agreement per forms WC 00 03 13 (04-84) or Texas WC 42 03 04B (06-14)

The Work Comp policy includes thirty (30) day notice of cancellation endorsement, for reasons other than non-payment of premium, to persons or organizations on file with agent or broker at the time of cancellation if require by contract per form CC68021A (02-13) Longshore and Harbor Workers' Compensation Act endorsement (WC 00 01 06 A) is attached to the policy This endorsement amends the basic policy definition of workers compensation law to include the LHWCA

The Umbrella Liability follows over underlying General Liability, Auto Liability and Work Comp policies. The Umbrella policy includes additional insured as in underlying per form C CNA75504XX (03-15). The Umbrella policy includes blanket waiver of subrogation per form CNA75504XX (03-15)

General Liability & Umbrella Liability policies both include separation of insured provisions that are automatically built into coverage forms CG0001 (04-113) and CNA75504XX (03-15). The General Liability & Excess policies "do not" include cross suits exclusion endorsements.

Contractors' GL Extension Endorsement per form CNA7470XX(1-15) includes Contractual Liability Railroad (#7)



MEMO

Staff Communication-Action Required

DATE: January 5, 2023
TO: Gaines Charter Township
FROM: Rob DeWard, Township Supervisor
RE: Division Avenue Decorative Light Poles

SUMMARY OF TOPIC:

It has been quite some time since the Township has been able to get replacement poles for Division Avenue. As of this writing Gaines has six (6) poles that need to be replaced.

Staff has made it a habit to check the availability of poles on a regular basis. When checking with our supplier in mid-December, staff was advised the cast aluminum poles are once again available.

We received the following quote:

QTY 10

- Gaines Township Fixture – 50 Watt LED
- Gaines Township Straight Fluted Aluminum Pole
- With Banner Arms / Break Away / GFI In Use Cover
- Price: \$5,621.00 each
- Freight Included
- Lead Time – 12 Weeks to ship from manufacturer
- Quote Good For 30 Days

A \$200 discount per pole is available for quantities of twelve (12) or more. Staff initially asked for a quote for ten (10) poles, which would cover the six (6) that would be used immediately, with four (4) spare poles.

Staff did reach out to Byron Township; asking if they would be interested in purchasing poles at this time. Byron does not intend to purchase new poles. They have had cobra lights installed (by Consumers Energy) on existing wooden poles located north of M6 to 60th Street.

Their intent is to use existing decorative poles (from M6 north to 60th Street) to replace missing and damaged poles south of M6.

FINANCIAL IMPACT:

Investment will be either \$56,210.00 for ten (10) poles, or \$65,052.00 for twelve (12) poles.

BUDGET ACTION REQUIRED:

Project Cost	Division Ave. Capital Improvement Fund	GF unrestricted reserves
\$65,052.00	\$0	\$65,052.00
Fund Balance Projections After Project	\$0	\$2,406,658.00** (Approximately 51% fund balance)

**This unrestricted GF reserves is based on the FY 2023 budget document and does not reflect updated fund balance information which will be provided following the completion of the FY 2022 audit.

STAFF RECOMMENDATION:

Staff recommends twelve (12) poles/heads be purchased. Six (6) of the poles will be used to replace the six (6) poles currently missing. The remaining six (6) poles will be used as needed. Note the poles are cast aluminum; and Werkema Machine Shop will be utilized to repair damaged poles whenever feasible.

Staff would like to point out that in the past, the cost of poles was split with Byron Township. Each Township would use a pole when needed. However, staff would like to recommend that going forward; any new poles purchased by Gaines be reserved for use on the Gaines side of the Division Avenue corridor.



MEMO

Staff Communication-Action Required

DATE: January 5, 2023
TO: Gaines Charter Township
FROM: Rob DeWard, Township Supervisor
RE: 84th and Kalamazoo Ave., Round-a-bout

SUMMARY OF TOPIC:

The construction of the round-a-bout at the 84th Street/Kalamazoo Ave. intersection will require granting an easement for highway purposes in, over, and upon the following parcel of land:

A Highway Easement, the exterior boundary of which is described as:

Commencing at the Northeast Corner of Section 20, T05N, R11W Gaines Township, thence N89°46'05"W 194.96 feet along the North Line of said Section; thence S00°13'54"W 33.00 feet to the existing Southerly Right-of-Way line of 84th Street and the **Point of Beginning**; thence S89°46'05"E 96.48 feet along the existing Southerly Right-of-Way line; thence S44°27'06"E 91.85 feet along the Southeasterly line of a deed recorded in Liber 804, pages 440-441; thence S00°44'52" W 94.82 feet along the Westerly Right-of-Way line of Kalamazoo Avenue; thence N89°15'08"W 31.06 feet; thence N38°42'27"W 205.52 feet to the Point of Beginning. Contains 13,280 square feet M/L and is subject to easements and restrictions of record.

Commonly known as: 8555 Kalamazoo Avenue SE Caledonia, MI 49316
Parcel Number: 41-22-20-200-017

In general, local governments are not allowed to make gifts of (donate) public funds. With this in mind, the Township has been asked to sign a "Waiver of Just Compensation". This will permit the Township to legally grant an easement to the Kent County Road Commission, for compensation of \$1.00.

The attached maps will define the area where the easement will be granted.

BUDGET ACTION REQUIRED:

None

STAFF RECOMMENDATION:

Staff recommends the Board approve granting the easement to the Kent County Road Commission for compensation of \$1.00.

KENT COUNTY ROAD COMMISSION
IN CO-OPERATION WITH
MICHIGAN DEPARTMENT OF TRANSPORTATION
AND
FEDERAL HIGHWAY ADMINISTRATION
PLAN OF PROPOSED

KALAMAZOO AVENUE AND 84TH STREET
ROUNDAABOUT
INTERSECTION OF KALAMAZOO AVE. AND 84TH ST.

GAINES TOWNSHIP, KENT COUNTY, MICHIGAN
CONTROL SECTION 41000 JOB NO 214069

INDEX OF SHEETS

SHEET NO. 1	TITLE SHEET
SHEET NO. 2	LEGEND
SHEET NO. 3-4	TYPICAL CROSS SECTIONS
SHEET NO. 5	DETAILS
SHEET NO. 6	84TH STREET REMOVALS & S&S
SHEET NO. 7	KALAMAZOO AVENUE REMOVALS & S&S
SHEET NO. 8-9	84TH STREET RECONSTRUCTION
SHEET NO. 10-11	KALAMAZOO AVENUE RECONSTRUCTION
SHEET NO. 12	INTERSECTION DETAIL
SHEET NO. 13	AVENUE ALIGNMENT PLAN
SHEET NO. 14	84TH STREET GRADING
SHEET NO. 15	KALAMAZOO AVENUE GRADING
SHEET NO. 16	ROUNDAABOUT GRADING
SHEET NO. 17	PAVEMENT MARKINGS
SHEET NO. 18	SIGNAGE
SHEET NO. 19-20	STREET LIGHTING
SHEET NO. 21	MAINTENANCE OF TRAFFIC
SHEET NO. 22	ROW ACQUISITION

GENERAL NOTE

MATERIALS AND WORKMANSHIP SHALL BE IN ACCORDANCE WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION, 2020. EXCEPT WHERE OTHERWISE INDICATED ON THESE PLANS OR IN THE PROPOSAL OR SUPPLEMENTAL SPECIFICATIONS. ALL TRAFFIC CONTROLS SHALL BE IN ACCORDANCE WITH THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES, 2011.

THE PROPOSED IMPROVEMENTS COVERED BY THESE PLANS ARE IN ACCORDANCE WITH THE 2018 AASHTO GEOMETRIC DESIGN OF HIGHWAYS AND STREETS.

MICHIGAN STANDARD PLANS

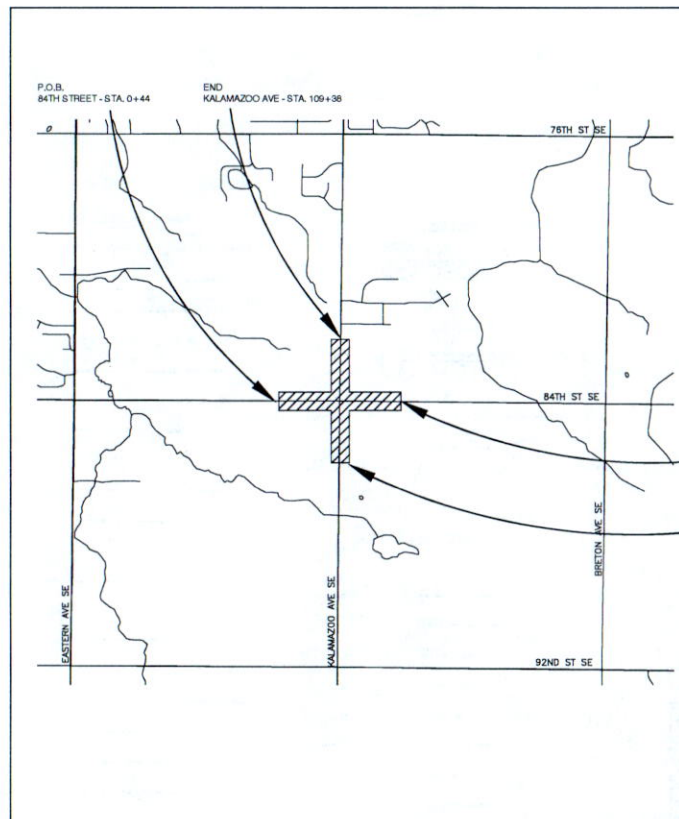
DRAINAGE STRUCTURES	R-1-G
COVER B	R-7-F
COVER G	R-12-E
*COVER K	R-15-G
*SIDEWALK RAMP AND DETECTABLE WARNING DETAILS	R-28-J
CONCRETE CURB AND CONCRETE GUTTER	R-30-G
LONGITUDINAL PAVEMENT JOINTS	R-41-H
*GUARDRAIL TYPES A, B, BD, T, TD, MGS-A, & MGS-BD	R-60-J
*GUARDRAIL APPROACH TERMINAL TYPE 2M	R-62-H
*GUARDRAIL DEPARTING TERMINAL TYPES B, T & MGS	R-66-E
GRANULAR BLANKET, UNDERDRAINS, OUTLET ENDINGS	R-80-F
FOR UNDERDRAINS, AND SEWER BULKHEADS	
BEDDING AND FILLING AROUND PIPE CULVERTS	R-82-D
UTILITY TRENCHES	R-83-C
PRECAST CONCRETE END SECTIONS FOR PIPE CULVERT	R-86-F
STEEL END SECTION	R-88-D
SOIL EROSION & SEDIMENTATION CONTROL MEASURES	R-96-E
SEEDING AND TREE PLANTING	R-100-I
WOVEN WIRE FENCE	R-101-B
INSTALLATION OF WOVEN WIRE FENCE (AT STRUCTURES)	R-102-C
GRADING CROSS-SECTIONS	R-105-D
SHOULDER AND CENTER LINE CONFIGURATIONS	R-110-J
*PLACEMENT OF TEMPORARY CONCRETE BARRIER	R-126-I
DELINEATOR INSTALLATIONS	R-127-G
MOLDING, BEVEL, LIGHT STANDARD ANCHOR BOLT ASSEMBLY	B-103-E
AND NAME PLATE DETAILS	

MICHIGAN STANDARD TRAFFIC AND SAFETY PLANS

PAVEMENT ARROW & MESSAGE DETAILS	PAVE-800-G
TEMPORARY LONGITUDINAL LINE TYPES & PLACEMENT	PAVE-804-A
LONGITUDINAL LINE TYPES & PLACEMENT	PAVE-805-E
INTERSECTION, STOP BAR, & CROSSWALK MARKINGS	PAVE-845-D
PEDESTAL FOUNDATION	SIG-070-A
*COLOR CODE MARKING/EQUIPMENT GROUNDING	SIG-250-A
*CONDUIT (DIRECT BURIAL/ENCASED)	SIG-250-A

*SPECIAL DETAILS
(INCLUDED IN PROPOSAL)

TOTAL LENGTH OF PROJECT 0.35 MILE



NOTE

THESE PLANS DO NOT ASSURE THE PRESENCE OR LOCATION OF UTILITIES. THE CONTRACTOR SHALL NOTIFY "MISS DIG" TOLL FREE AT 1-800-482-7171 THREE (3) DAYS BEFORE THE START OF CONSTRUCTION, EXCLUDING SATURDAYS, SUNDAYS AND HOLIDAYS.

TOTAL LENGTH OF PROJECT 0.35 MILE

ROAD PLANS PREPARED UNDER THE SUPERVISION OF:
FISHBECK - JEREMY N. KRAMER, P.E.

SEAL

REG. PROFESSIONAL ENGINEER DATE

CONTRACT FOR INTERSECTION RECONSTRUCTION INCLUDING:
ROUNDAABOUT, SPURTER ISLANDS, HMA PAVEMENT, CONCRETE CURB
AND GUTTER, STORM SEWER, DITCHING, STREET LIGHTING, SIDEWALK,
ADA RAMP, PAVEMENT MARKINGS AND RESTORATION.

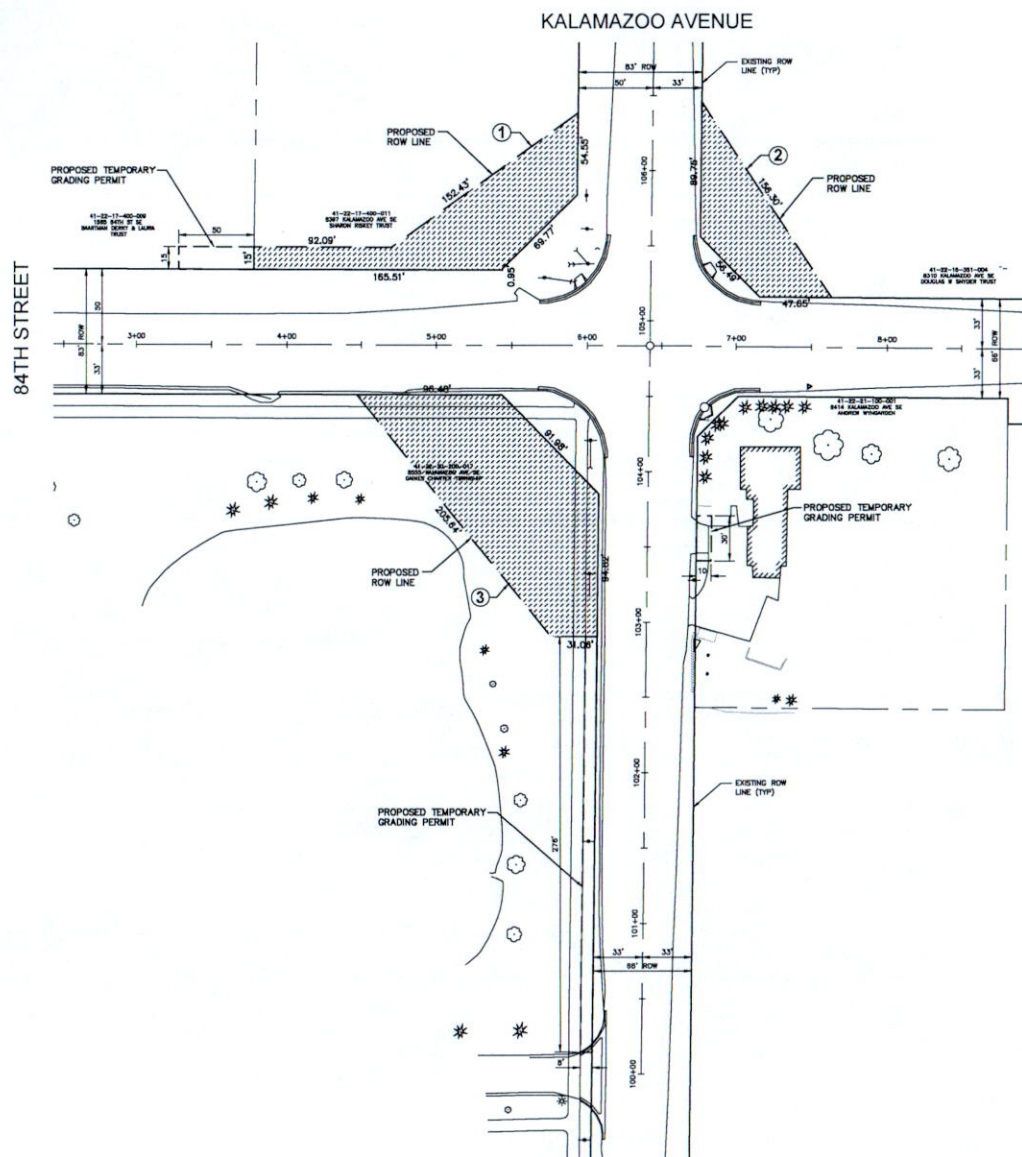
COUNTY APPROVAL
BOARD OF COUNTY ROAD COMMISSIONERS

BY _____ DATE _____
BY _____ DATE _____
BY _____ DATE _____
BY _____ DATE _____
BY _____ DATE _____

KALAMAZOO AVE. AND 84TH ST. ROUNDAABOUT SHEET NO. 1

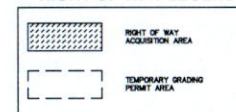
JOB NO. 214069

CONTROL SECTION 41000



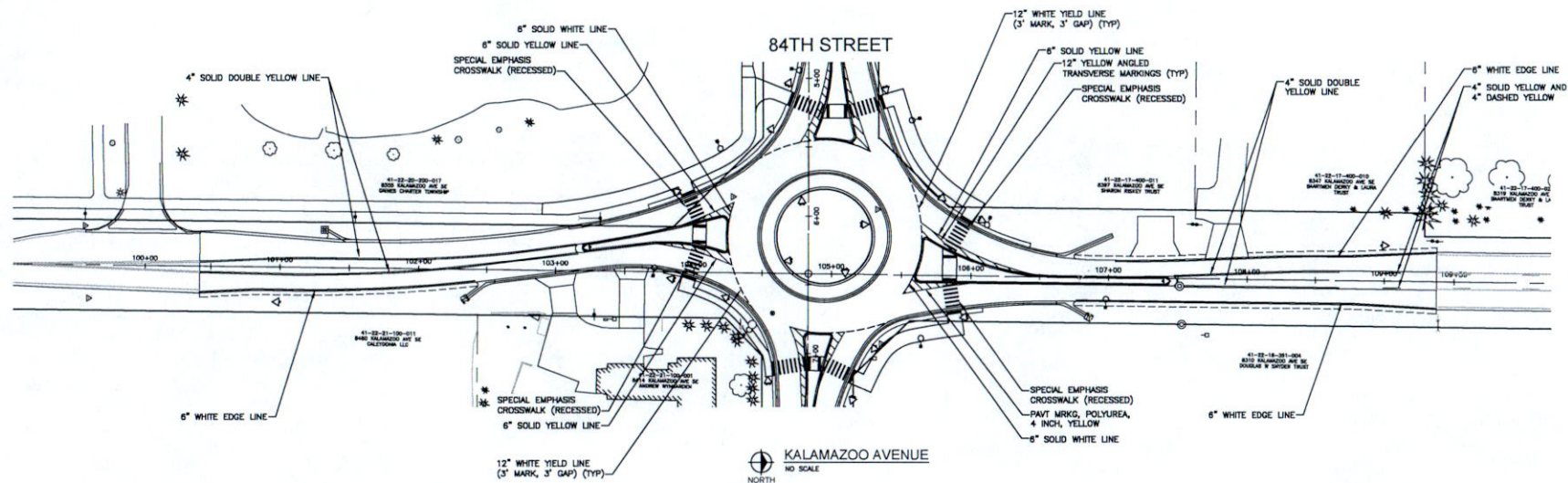
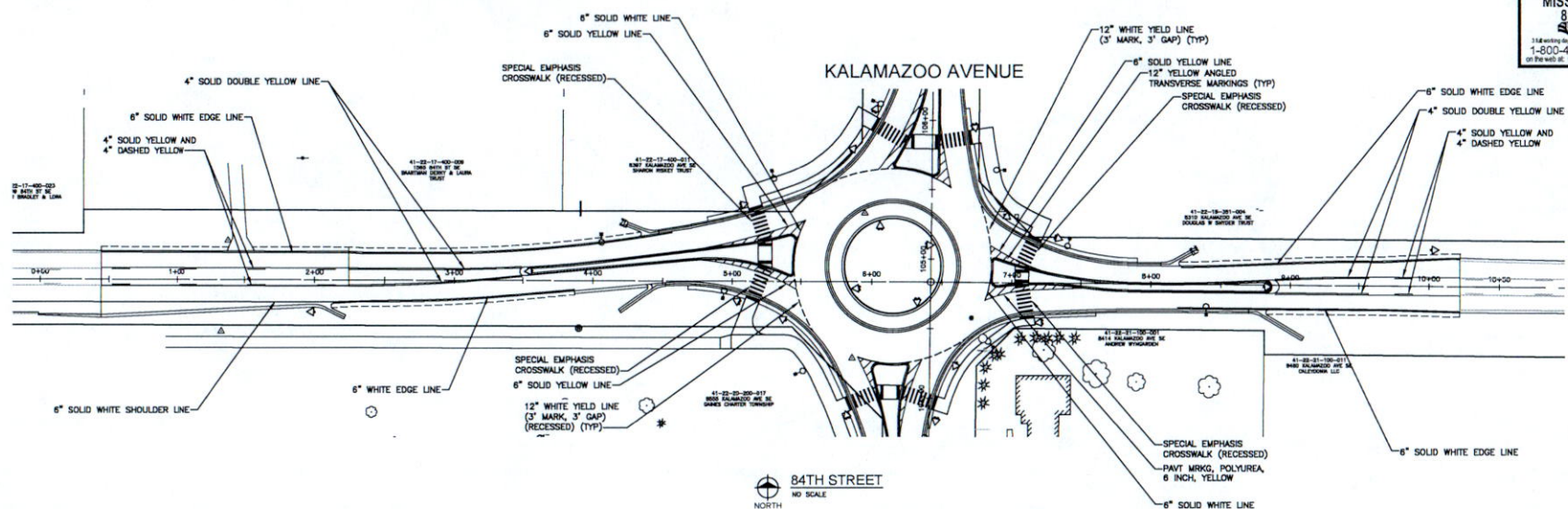
- ① **PROPERTY OWNER:** RISKY SHAMON
PROPERTY ADDRESS: 8387 KALAMAZOO AVENUE SE
PARCEL NUMBERS: 41--22--17-400-011
PARCEL DESCRIPTIONS:
(PER KENT COUNTY TAX DESCRIPTIONS)
SOUTH 1/4 COR OF EAST 284 FEET OF SOUTHEAST 1/4 & SEC 17 T1N R11W 1.7 A.
PROPERTY ACQUISITION DESCRIBED AS:
180
SAD PROPERTY ACQUISITION CONTAINS 1,457.01 SQUARE FEET, MORE OR LESS.
REMAINDER DESCRIBED AS:
180
- ② **PROPERTY OWNER:** SNYDER DOUGLAS W TRUST
PROPERTY ADDRESS: 8310 KALAMAZOO AVENUE SE
PARCEL NUMBERS: 41--22--18--301-004
PARCEL DESCRIPTIONS:
(PER KENT COUNTY TAX DESCRIPTIONS)
412326100104 PART OF SW 1/4 COM AT SW COR OF SEC 18 N 00 48M 12S E ALONG W SEC LINE 850.29 FT TH S 89D 28M 22S E 500.5 FT TH S 50 45M 12S W 850.29 FT TO S SEC LINE TH N 89D 28M 22S W ALONG S SEC LINE 500.5 FT TO SEC & SEC 18 T1N R11W 11.4 A. FROM 41--22--18--300-003 TO 41--22--301-002. SPLIT ON 07/07/2007 FROM 41--22--18--301-002
PROPERTY ACQUISITION DESCRIBED AS:
180
SAD PROPERTY ACQUISITION CONTAINS 4,890.32 SQUARE FEET, MORE OR LESS.
REMAINDER DESCRIBED AS:
180
- ③ **PROPERTY OWNER:** GANES CHARTER TOWNSHIP
PROPERTY ADDRESS: 8555 KALAMAZOO AVENUE SE
PARCEL NUMBERS: 41--22--20--300-017
PARCEL DESCRIPTIONS:
(PER KENT COUNTY TAX DESCRIPTIONS)
PART OF NE 1/4 COM AT NE COR OF SEC 18 N 00 44M 32S W ALONG E SEC LINE 1350.0 FT TH N 89D 15M 05S W 330.0 FT TH S 00 44M 32S W 782.0 FT TH S 89D 15M 05S E 330.0 FT TO E SEC LINE TH S 00 44M 32S W ALONG E SEC LINE 850.29 FT TO SHAW 1/4 LINE TH N 89D 45M 19S W ALONG EASE 1/4 LINE 1018.01 FT TO W LINE OF E & S OF SW 1/4 NE 1/4 TH N 00 39M 08S E ALONG SD W LINE 1321.70 FT TO N 1/8 S 08 OF SW 1/4 402' ALONG N 1/2 LINE 187.75 FT TO E 1/8 LINE TH N 00 39M 08S E ALONG E 1/8 LINE 1327.72 FT TO N 89D 45M 09S E ALONG N SEC LINE 1324.34 FT TO BECS EX COM AT NE COR OF SEC 18 N 89D 45M 09S W ALONG N SEC LINE 88.47 FT TH S 00 15M 18S W 33.0 FT TO BECS EXCEPTION -- TH S 89D 45M 09S E 65.30 FT TH S 00 52M 55S W 65.30 FT TH N 44D 28M 35S W 82.0 FT TO BECS & SEC 20 T1N R11W 80.0 A
PROPERTY ACQUISITION DESCRIBED AS:
180
SAD PROPERTY ACQUISITION CONTAINS 13,290.57 SQUARE FEET, MORE OR LESS.
REMAINDER DESCRIBED AS:
180

RIGHT OF WAY LEGEND

84TH STREET & KALAMAZOO AVENUE
ROW ACQUISITION

SCALE: 1" = 40'

A horizontal scale bar with tick marks at 0, 20, 40, and 80 feet. The bar is divided into four equal segments, each representing 20 feet.



fishbeck
Engineers | Architects | Scientists | Constructors

Kent Co. Road Commission

Kent County, Michigan

Kalamazoo Avenue & 84th Street Roundabout

REVISIONS

NOT FOR
CONSTRUCTION

Drawn By	DMS
Designer	T.JH
Reviewer	JNK
Manager	GPW

Hard copy is intended to be 22"x34" when plotted. Scale(s) indicated and graphic quality may not be accurate for any other size.

PROJECT NO.
221005

SHEET NO.

17

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MEMO

Staff Communication

DATE: January 9, 2023

TO: Gaines Charter Township Board of Trustees

FROM: Natalie Davenport, Assistant Planner

RE: Payment in Lieu of Sidewalk – 6197 Hanna Lake Avenue

SUMMARY OF TOPIC:

Eric Wierenga of Archstone Homes, LLC, is requesting approval of payment in the amount of \$3,007.00 in lieu of sidewalk installation at 6197 Hanna Lake Avenue SE. The property was recently granted zoning and building approval for the construction of a two-family residence. Section 34-21 of the Gaines Charter Township Code of Ordinances requires a sidewalk to be installed at the owner's expense if that lot is connected to the public sewer system.

Section 34-24 states that the Township Board may, by resolution, authorize payment in lieu of sidewalk 1) Where it appears very unlikely that the required sidewalk will be directly linked with a future extension of the sidewalk, and/or 2) Where the Township Board determines that a strict application of such requirements would result in practical difficulties, including, but not limited to, severe variations in topography, unsuitable soils, or difficulty in providing safe separation between pedestrian and vehicular traffic due to site location, layout, or existing building arrangements.

Section 34-25 states that payments in lieu are to be paid into a nonmotorized transportation fund, which is to be used for the construction, maintenance, and repair of sidewalks or a segment of the nonmotorized transportation network as identified in the township master plan.

Staff believes that there is a practical difficulty for the landowner in requiring sidewalk installation along this stretch of Hanna Lake Avenue due to existing infrastructure in the right-of-way. Applicant Wierenga stated that the Kent County Road Commission has required culverts to be placed under the drive approaches due to the grade and drainage in the area. Further, there is a storm drain near the property line and a large telephone pole with guy wires near the area where the sidewalk would be installed.

The property owner has consulted with the Township Engineer, Jeff Gritter, who has approved the amount of \$3,007.00 as shown on the quote dated December 6, 2022 (attached).

FINANCIAL IMPACT:

Approval of this request would result in a \$3,007.00 payment to the Payment in Lieu of Sidewalk Capital Fund (Acct. # 419-000.000-002.001).

BUDGET ACTION REQUIRED:

N/A.

STAFF RECOMMENDATION:

Staff recommends approval of the \$3,007.00 payment in lieu of sidewalk installation for the property located at 6197 Hanna Lake Avenue.

**CHARTER TOWNSHIP OF GAINES
COUNTY OF KENT, MICHIGAN
RESOLUTION NO. 2023-_____**

The following Resolution was offered and adopted by the Gaines Charter Township Board of Trustees at a regular meeting held on January 9, 2023, at the Gaines Charter Township Offices, 8555 Kalamazoo Avenue, Caledonia, Michigan.

Members Present:

Member Absent:

The following Resolution was offered for adoption by Member _____ and supported by Member _____ to document the findings and decision by the Gaines Charter Township Board of Trustees regarding a request made by Eric Wierenga (Archstone Homes, LLC) for approval of a payment of \$3,007.00 in lieu of sidewalk installation at 6197 Hanna Lake Avenue, Caledonia, MI 49316 (parcel number 41-22-03-226-041).

APPROVAL OF PAYMENT IN LIEU OF SIDEWALK INSTALLATION

WHEREAS, Eric Wierenga (Archstone Homes, LLC), the “applicant” has requested to pay \$3,007.00 to Gaines Charter Township in lieu of sidewalk installation at 6197 Hanna Lake Avenue (the “Property”); and

WHEREAS, the construction of a sidewalk would cause a practical difficulty to the landowner due to existing infrastructure in the right-of-way, thus establishing the basis for approval; and

WHEREAS, the estimate submitted by the applicant on December 6, 2022, was reviewed and approved by the Township Engineer; and

WHEREAS, the payment of \$3,007.00 shall be deposited into the Payment in Lieu of Sidewalk Capital Fund (Acct. # 419-000.000-002.001); and,

WHEREAS, the property owner and/or subsequent owners of the same property shall not be assessed for future sidewalks along that same street segment.

IT IS, THEREFORE, RESOLVED AS FOLLOWS:

1. **Payment in Lieu of Sidewalk Installation.** The Township Board of Trustees approves payment of \$3,007.00 in lieu of sidewalk installation at 6197 Hanna Lake Avenue, Caledonia, MI 49316 (parcel number 41-22-03-226-041).

Township Board Resolution No. 2023-_____
Payment in Lieu of Sidewalk Installation at 6197 Hanna Lake Ave
January 9, 2023

TOWNSHIP BOARD DECISION

Based on the above, the Gaines Charter Township Board of Trustees hereby adopts Resolution No. 2023-____ and approves payment of \$3,007.00 in lieu of sidewalk installation at 6197 Hanna Lake Avenue, Caledonia, MI 49316 (parcel number 41-22-03-226-041).

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

AYES: _____
NAYS: _____
ABSENT: _____

RESOLUTION DECLARED ADOPTED

CERTIFICATION

I hereby certify that the above is a true copy of a resolution adopted by the Gaines Charter Township Board at a regular meeting held on January 9, 2023.

Respectfully submitted,

Michael Brew, Clerk
Gaines Charter Township

Dated: _____, 2023

Quote

DeMann Concrete

2777 100th St. SE

Caledonia, MI 49316

Phone: 616-295-4365

E-mail: josh.demannconcrete@gmail.com

Date: 12-6-22

To:

Eric Wierenga

Builder

6150 Hanna Lake Ave. SE

Caledonia, MI 49316

Job Location: 6197 Hanna Lake Ave SE

DESCRIPTION	PRICE
4" thick concrete sidewalk installation in front of home - 97' x 5' (485 sq ft)	\$ 3,007.00
Price includes:	
Removal and grading of soil to prep site	
Installation and grading of 4" sand base	
Installation of a 4" thick sidewalk	
Finishing sidewalk with light-broom finish	
Price DOES NOT include:	
Additional culverts or storm drain repairs required by Kent County	
Winter concrete charges or additives	
Total	\$ 3,007.00

Quotes are good for 30 days

From: [Eric Wierenga](#)
To: [Jeff Gritter](#); [Natalie Davenport](#)
Subject: Fwd: Duplex sidewalk pics
Date: Tuesday, December 6, 2022 3:16:59 PM
Attachments: [DeMann Quote.pdf](#)

Good Afternoon,

Attached is my concrete quote and pictures of my driveway approach for my duplex. I am requesting a "Payment in Lieu of a sidewalk" for my property. The road commission required me to place culverts under my approaches, due to the grade and drainage in that area. There is also a storm drain near my property line and a large telephone pole with guy wires on my property. Both are near the area where sidewalks will be placed. Due to the practical difficulties with topography, I am requesting approval and acceptance of my payment.

I am happy to have this placed on the board agenda for either next week (Dec 12) or the meeting in January.

Please contact me with any questions.

Thanks,
Eric









--

Eric W. Wierenga

Member

[Archstone Homes, LLC](#)

[\(aka WMAM, LLC\)](#)

[6051 Division Ave. S](#)

[Grand Rapids, MI 49548](#)

Direct - [616-550-0845](#)

Email - Eric.WMAM@gmail.com



MEMO

Staff Communication

DATE: January 9, 2023

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: Planning Department Fee Schedule

SUMMARY OF TOPIC:

The Planning Department has reviewed fees and escrow amounts associated with various department activities and recommends some changes based on staff time spent on projects, and comparison to surrounding jurisdiction fee structures.

Suggested changes are highlighted in yellow on the attached table.

A new category has also been added for review of new shared driveway and private roads, and associated maintenance agreements, which require engineering and legal review, costs for which have been born by the Planning Department up to this point.

FINANCIAL IMPACT:

If fees are raised, it will not have a significant impact on Township revenues. If road review fees and escrow are collected, it will pass those costs on to road developers rather than the Township.

BUDGET ACTION REQUIRED:

N/A.

STAFF RECOMMENDATION:

Staff recommends approval of the proposed fees and escrow amounts.

[illegible]



MEMO

Staff Communication

DATE: January 9, 2023

TO: Planning Commission

FROM: Dan Wells, Community Development Director

RE: Draft Master Plan Summary and Highlights – Consideration of Resolution to Authorize Distribution of the Draft Master Plan and Assert the Right of Final Approval

SUMMARY OF TOPIC

Below is a list of things staff thinks PC and Board members should pay close attention to when reviewing the draft Master Plan.

Remember when reviewing that the Master Plan is a guiding document, specific actions related to the goals and principals ("where the rubber hits the road") will be developed through ordinance revisions.

Also following the summaries are proposed process dates. They are not set in stone and may be delayed if the PC or Board desires to debate and consider the plan for a longer period of time.

A subcommittee of the Planning commission met on Friday, December 9, 2022, to discuss the master plan in depth. At the regular December Planning Commission meeting, the Planning Commission recommended that the draft master plan be sent to the Board of Trustees for consideration of public distribution. Please refer to the table on Page 4 of this memo for a tentative timeline of the process.

MASTER PLAN CHAPTER HIGHLIGHTS

Chapter 1

- Review the previous planning efforts, much of this plan echoes what has been developed in previous plans.
- I've tried to create Future Land Use categories in Ch 7 that will guide development in accord with area plans for Dutton, 84th St, and 100th St. I'm trying to rely less on

specific prescriptions for those areas and develop categories that will be a little more flexible but attain the same results.

Chapter 2

- Emphasis on evaluating impacts to woodlands and wetlands has been strengthened compared to previous master plans which didn't address these concerns.

Chapter 3

- Like previous Master Plans, this is generally inventory of population characteristics.

Chapter 4

- Like previous Master Plans, this is generally inventory of public facilities.
- Note that I added Public Art as a consideration, which has not been present in previous plans.

Chapter 5

- Recognizes that we are an auto dependent jurisdiction but outlines alternative transportation methods that we will evaluate for implementation.
- Public comment indicated that people REALLY want more bike paths and sidewalks as an alternative to the car.

Chapter 6

- Outlines the issues facing home buyers and newer forms of housing being built to accommodate higher costs.
- Discussion of residential building form and front garage vs front porch dominated façades, as well as defining Traditional Neighborhood Development (front porch oriented).
- Outlines variety of housing being built in the Township.

Chapter 7

- Broadly broken into two categories, residential and commerce/business.
- Residential sections cover how we have developed in the past, and what kind of residential development we want to see in the future.
- Neighborhood Development Section related to Traditional Neighborhood Development and what that is.
- Village Centers discussion focuses on areas within the Township that have historically been considered as such, and summary of areas that were subject of area plans that anticipated development of village centers through mixed use designations in the last future land use plan.
- Commerce and Business section outlines the changes I'd like to see enacted to better define Neighborhood vs General Commercial. These differences will need to be codified in the ordinance.

- Industrial section is pretty much as it was previously, focus on Steelcase lands and area designated for industrial on Division south of 100th.

Chapter 8

- This section will be how we categorize parcels on the future land use plan so it's important to read it carefully!
- Note the difference between single use categories and mixed use which combine several compatible single use categories for flexibility or encouraging quality infill development.
- Rural, covers a quarter+ of the township. Farming and large lot housing.
- Suburban Residential – traditional suburban tract housing.
- Village Residential – traditional suburban mixed in with duplex and townhouses. One entrance per dwelling, so it's *single family*. Enables developments like Alexander Trails and Warren Woods without a PUD process (and resulting major PUD amendments). No multi-family!
- Multi-Family – Apartments! Defined as 3+ units with a shared entrance (as opposed to single-family that does not have shared entry). I incorporated language from the multi-family guidance regarding widened setbacks for 3 story buildings.
- General Retail & Services – pretty much same as previous.
- Neighborhood Retail & Service – This is where the difference from general commercial is drawn. Setbacks and layout are conceived differently to create easier pedestrian access and environments.
- Heavy Manufacturing – pretty much same as previous.
- Public & Institutional – pretty much same as previous.
- Mixed Uses- various combinations of the previous categories, all would likely be done as a special use permit process.
- Residential with Neighborhood Retail – enables some small-scale retail to be tied to housing developments.
- Village Center- like what was proposed for Prairie Wolf Station, walkable retail center connected with apartments, townhouses, and single family. Walkable village. Only a couple locations for this, Dutton infill and the Stoneco gravel pits when they open for development. We want flexibility but good design that will create a thriving village center.
- Industry and Business- co-location of warehousing, manufacturing, office and some commercial. Assume that individual projects would be reviewed as a special use permit to ensure compatible neighbors.

Chapter 9

- Generally defers to the current park plan update but summary of resident input, and identifies some future opportunity sites.

Chapter 10.

- Required by law, identifies what the land use categories in the master plan correspond to in the ordinance. These may change when we overhaul the ordinance next year, but they are valid for now.

PROCESS

Action	Schedule
1. Intent to plan letter	Done
2. Planning process.	In process
3. PC informally approves the draft plan for distribution and makes a request to the Board to distribute for 42-day relevant agency and jurisdiction review	Done December 15 th , 2022
4. Board approval to distribute for 42-day review and asserts right to give final approval (one resolution for both).	January 9 th , 2023
5. Staff distribution and 42-day review notice letter to relevant agencies and jurisdictions (also give date of public hearing).	January 10 th , 2023
6. Public hearing notice (newspaper 15 days in advance of hearing)	February 4 th , 2023
7. Planning Commission public hearing (must occur after 42-day review period ends).	February 23 rd , 2023
8. Planning Commission resolution for approval and recommendation for Board to approve.	February 23 rd , 2023
9. Board approval by resolution.	March 13 th , 2023
10. Approval notice letter to relevant agencies and jurisdictions.	March 14 th , 2023

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

RESOLUTION NO. 2023-_____

The following Resolution was offered and adopted by the Gaines Charter Township Board of Trustees at a regular meeting held on _____, 2023, at the Gaines Charter Township Offices, 8555 Kalamazoo Avenue, Caledonia, Michigan.

Members Present:

Member Absent:

The following Resolution was offered for adoption by Member _____ and supported by Member _____ to authorize the distribution of the 2023 Gaines Charter Township Master Plan Update and to assert the right of final approval.

**RESOLUTION TO AUTHORIZE DISTRIBUTION OF THE DRAFT 2023
GAINES CHARTER TOWNSHIP MASTER PLAN UPDATE AND TO ASSERT
THE RIGHT OF FINAL APPROVAL**

WHEREAS, the Gaines Charter Township Planning Commission has prepared the draft 2023 Gaines Charter Township Master Plan Update; and

WHEREAS, on December 15, 2022, the Gaines Charter Township Planning Commission recommended distribution of the draft 2023 Gaines Charter Township Master Plan Update (last revised December 12, 2022) to neighboring communities and relevant agencies, as required by Section 41 of the Michigan Planning Enabling Act, as amended.

IT IS, THEREFORE, RESOLVED AS FOLLOWS:

1. The Gaines Charter Township Board of Trustees asserts its right to approve or reject the final Master Plan document.
2. The Gaines Charter Township Board of Trustees hereby approves the distribution of the draft 2023 Gaines Charter Township Master Plan Update prepared by the Gaines Charter Township Planning Commission and submitted at this meeting to neighboring communities and relevant agencies, as required by Section 41 of the Michigan Planning Enabling Act.

Township Board Resolution No. 2023-_____
Master Plan Update Distribution
_____, 2023

3. The Township Clerk is authorized and requested to distribute copies (or a website link) of the draft 2023 Gaines Charter Township Master Plan Update to the neighboring communities and relevant agencies entitled by law to receive copies of the draft plan.
4. Neighboring communities and relevant agencies shall be asked to submit comments within 42 days of receipt and shall be provided the date of the official public hearing.

TOWNSHIP BOARD DECISION

Based on the above, the Gaines Charter Township Board of Trustees hereby adopts Resolution No. 2023-_____.

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

AYES: _____
NAYS: _____
ABSENT: _____

RESOLUTION DECLARED ADOPTED

CERTIFICATION

I hereby certify that the above is a true copy of a resolution adopted by the Gaines Charter Township Board at a regular meeting held on _____, 2023.

Respectfully submitted,

Michael Brew, Clerk
Gaines Charter Township

Dated: _____, 2023

Township Board Resolution No. 2023-_____
Master Plan Update Distribution
_____, 2023



MEMO

Staff Communication

DATE: January 9, 2022

TO: Township Board of Trustees

FROM: Dan Wells, Community Development Director; Natalie Davenport, Assistant Planner

RE: 2023 Five-Year Parks and Trails Plan Adoption – 2nd Read and Public Hearing

SUMMARY OF TOPIC:

Planning staff, the Parks and Trails Committee, and the consultants at MCSA Group, Inc. have been working over the past several months to complete the 2023 Five-Year Parks and Trails Plan. The plan was posted on the township's website for a 30-day public review period, which ended on December 5, 2022. The final step for approval is a public hearing and formal adoption of the plan via resolution by the board. The plan must be adopted no later than January 23, 2023, for the township to be eligible for DNR grant funding.

FINANCIAL IMPACT:

None.

BUDGET ACTION REQUIRED:

None.

STAFF RECOMMENDATION:

Staff is recommending that the Township Board of Trustees approve the 2023 Five-Year Parks and Trails Plan via resolution (enclosed) after the public hearing occurs. To be eligible for DNR grant funding, the public hearing portion of the meeting must occur prior to the resolution to adopt the plan.

CHARTER TOWNSHIP OF GAINES COUNTY OF KENT, MICHIGAN

RESOLUTION NO. 2023-_____

The following Resolution was offered and adopted by the Gaines Charter Township Board of Trustees at a regular meeting held on _____, 2023, at the Gaines Charter Township Offices, 8555 Kalamazoo Avenue, Caledonia, Michigan.

Members Present:

Member Absent:

The following Resolution was offered for adoption by Member _____ and supported by Member _____ to document the findings and decision by the Gaines Charter Township Board of Trustees regarding the adoption of the 2023 Five-Year Parks and Trails Plan.

ADOPTION OF THE GAINES CHARTER TOWNSHIP 2023 FIVE-YEAR PARKS AND TRAILS PLAN

Section I General Background:

WHEREAS, the Gaines Charter Township Board Trustees is made up of representatives from Gaines Charter Township, and

WHEREAS, Gaines Charter Township began the process of developing the 2023 Five-Year Parks and Trails Plan in accordance with the most recent guidelines developed by the Department of Natural Resources and made available to local communities, and

WHEREAS, residents of Gaines Charter Township were provided with a well-advertised opportunity during the development of the draft plan to express opinions, ask questions, and discuss all aspects of the 2023 Five-Year Parks and Trails Plan, and

WHEREAS, the public was given a well-advertised opportunity and reasonable accommodations to review the 2023 Five-Year Parks and Trails Plan for a period of at least thirty (30) days, and

WHEREAS, a public hearing was held on January 9, 2023, at Gaines Charter Township Hall to provide an opportunity for all residents of the planning area to express opinions, ask questions, and discuss all aspects of the 2023 Five-Year Parks and Trails Plan, and

WHEREAS, Gaines Charter Township has developed the plan as a guideline for improving recreation and enhancing natural resource conservation for Gaines Charter Township, and

Township Board Resolution No. 23-_____
Adoption of the 2023 Five-Year Parks and Trails Plan
_____, 2023

WHEREAS, after the public hearing, the Gaines Charter Township Board of Trustees voted to adopt said 2023 Five-Year Parks and Trails Plan.

NOW, THEREFORE BE IT RESOLVED the Gaines Charter Township Board of Trustees hereby adopts the 2023 Five-Year Parks and Trails Plan.

TOWNSHIP BOARD DECISION

The Township Board approves the 2023 Five-Year Parks and Trails Plan as presented.

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

AYES: _____
NAYS: _____
ABSENT: _____

RESOLUTION DECLARED ADOPTED

CERTIFICATION

I hereby certify that the above is a true copy of a resolution adopted by the Gaines Charter Township Board at a regular meeting held on _____, 2023.

Respectfully submitted,

Michael Brew, Clerk
Gaines Charter Township

Dated: _____, 2023

Township Board Resolution No. 23-_____
Adoption of the 2023 Five-Year Parks and Trails Plan
_____, 2023



MEMO

Staff Communication

DATE: January 9, 2023

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director; Natalie Davenport,
Assistant Planner

RE: River Birch PUD Major Amendment – 2nd Read (3500 & 3540 60th Street SE)

SUMMARY OF TOPIC:

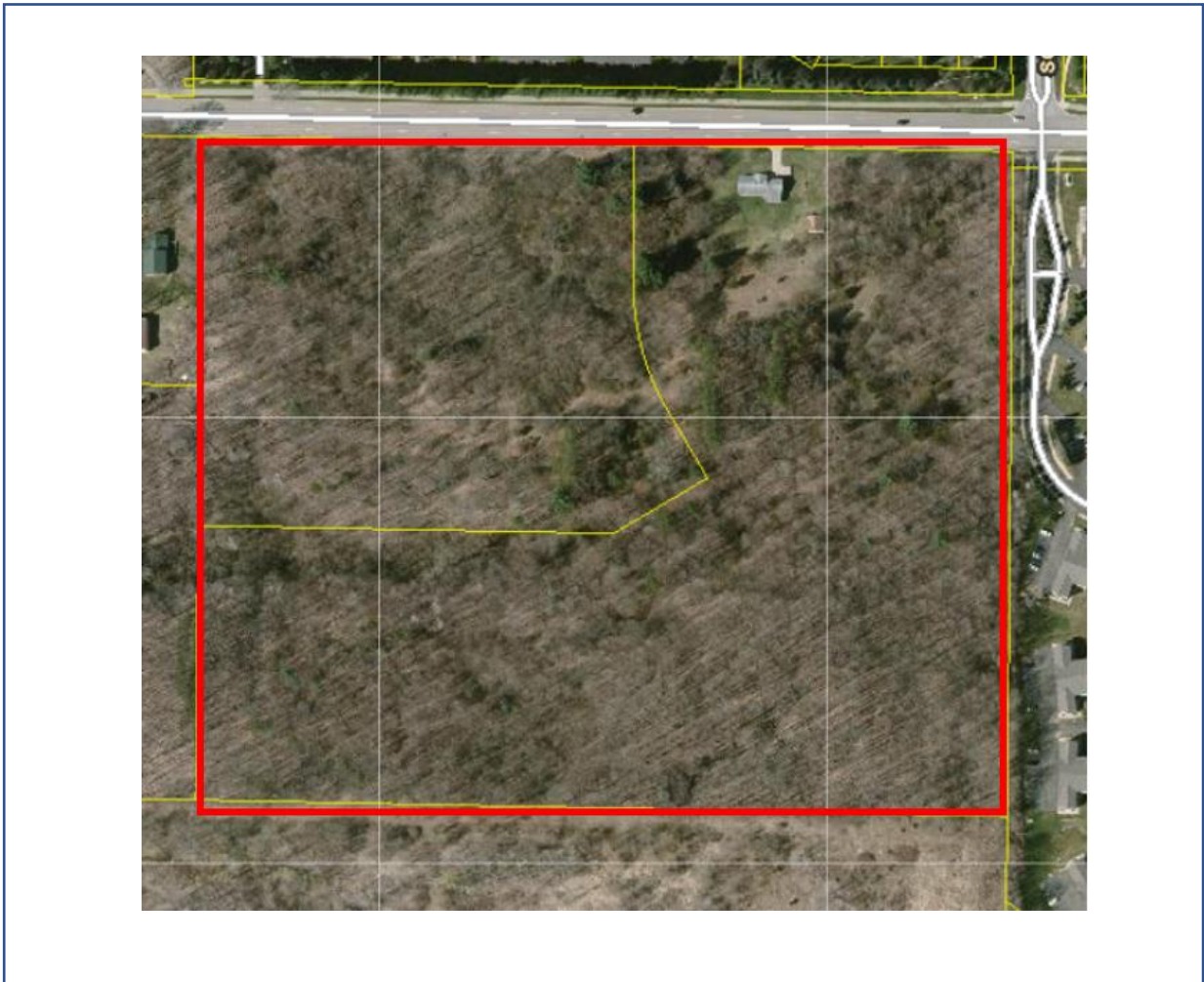
The applicant is requesting a major PUD amendment for modifications in Phases II-IV for River Birch Development. At the November 17, 2022, Planning Commission meeting, the commissioners made a positive recommendation to the Board of Trustees with the conditions of approval outlined in the "Staff Recommendation" section of this memo.

The primary changes from the originally approved PUD plan from 2021 include changes to circulation and common area building locations, additional space in the Village Commons area, and additional sidewalk throughout the development. Due to the necessity to finance phases of the project separately, the developer anticipates dividing the parcel encompassing Phases II-IV; this will change the internal setback distances within the development. The exterior setback distances will remain the same as the original approval.

The proposed changes are shown on the site plan dated 9/6/2022 (see enclosed). It should be noted that the overall feel for the development, building heights, and density are consistent with the previously approved PUD that was approved in October of 2021.

Surrounding Zoning:

	NORTH: City of Kentwood	
WEST: Residential (RL-10)	SUBJECT PARCEL	EAST: Fieldstone Apartments PUD
	SOUTH: Residential (RL-10)	



FINANCIAL IMPACT:

The major PUD amendment is not anticipated to have a financial impact on the Township. Costs associated with the review process are borne by the applicant through administrative and escrow review fees.

BUDGET ACTION REQUIRED:

N/A.

PROCESS:

A review of the PUD application is subject to the following process:

1. Preliminary major PUD amendment review and Planning Commission approval based on Section 11.1 (September 22, 2022)
2. Public Hearing and recommendation concerning major PUD amendment by the Planning Commission through a resolution and draft ordinance (November 17, 2022)
3. Review by the Township Board at first reading (December 12, 2022)
4. Review, public hearing, and consideration of the major PUD amendment by the Township Board at second reading (January 9, 2023)

STAFF RECOMMENDATION:

The Planning Commission approved a resolution that recommended approval of the major PUD amendment with the following conditions of approval:

1. The applicant must secure approval from the Township Engineer/BGUA, Fire Department, Kent County Road Commission, and Kent County Drain Commission.
2. The nature trail in Phase II connecting Building Eight (8) to the Clubhouse shall be a concrete sidewalk when the swimming pool or sports court is built and is permitted to remain a nature trail in the meantime.

Staff recommends that the Township Board approve the proposed PUD amendment via resolution and ordinance (see enclosed). The enclosed resolution reflects the findings of the approved Planning Commission resolution.

**CHARTER TOWNSHIP OF GAINES
COUNTY OF KENT, MICHIGAN
RESOLUTION NO. 22-11-17-PC**

The following Resolution was offered and adopted by the Gaines Charter Township Planning Commission at a regular meeting held on November 17, 2022.

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

Member Absent: None

The following Resolution was offered for adoption by Planning Commissioner Haagsma and supported by Planning Commissioner Wiersema to document the findings and the recommendation of approval by the Gaines Charter Township Planning Commission regarding a request made by Kevin Einfeld & Dave Contant of BDR Inc., on behalf of River Birch Holdings LLC, to approve a major PUD amendment for modifications to Phases II-IV of the River Birch PUD, including changes to the site layout and modification of the setbacks due to the need to divide the parcel for each phase.

**RECOMMENDATION REGARDING A MAJOR PUD AMENDMENT FOR
3500 & 3540 60th STREET FOR SITE LAYOUT CHANGES IN PHASES II-IV
AND A MODIFICATION OF THE SETBACKS FOR RIVER BIRCH PUD**

Section I General Background:

1. The Planning Commission is authorized to review major PUD amendments and provides recommendations to the Township Board.
2. The applicant requests approval of a major PUD amendment to the River Birch PUD, including modifications to Phases II-IV related to changes in the site layout and a modification of the setbacks due to the need to divide the parcel for each phase.
3. The properties subject to the PUD are located at 3500 60th Street (parcel number 41-22-02-100-072) and 3540 60th Street (parcel number 41-22-02-100-073).
4. The Planning Commission held a public hearing on the PUD amendment request on November 17, 2022.

Section II PUD Standards of Review- Findings:

Based on the material and plans submitted, a review of the relevant portions of the Gaines Charter Township Zoning Ordinance ("the Zoning Ordinance"), the applicant's presentation at the public hearing,

and Township Staff's recommendation, and other factors, the Planning Commission hereby adopts the following findings per Section 11.1 Planned Unit Development General Review Standards.

- A. *Consistency with Master Plan and Zoning Ordinance: The Planned Unit Development must further the goals and objectives of the Township Master Plan and must be consistent with it. It must also be consistent with the intent and purpose of this Zoning Ordinance.*

Meets standard. The proposed amendment falls within the intent of the original PUD approval. In terms of amenities, they remain as originally approved but they are laid out differently.

Setbacks will be created by land division. The Planning Commission has made a positive recommendation to the Township Board of Trustees, and if the Board approves, consistency with the Master Plan will be met.

- B. *Aesthetics: The Planned Unit Development must be aesthetically pleasing and be an integrated development with respect to building facades, building materials, landscape and berming, noise and visual screening mechanisms, and signs. It should contribute to creating a distinctive attractive community with a strong sense of place.*

Meets standard. As a request to amend the site layout and setback requirements, the previously approved building elevations, landscaping, screening, and signage requirements will not change.

- C. *Compatibility with Adjacent Uses: The Planned Unit Development must be compatible with surrounding uses. Efforts must be made to reduce any adverse effects on surrounding uses.*

Meets standard. A proposed change to the site layout and setback distance requirements will not alter the previously approved PUD compatibility standard. Building heights will remain the same as previously approved.

- D. *Density: The density requirements of the proposed Planned Unit Development shall be based on the underlying land use district in the Master Plan. The Township Board, upon recommendation of the Planning Commission, may vary the density requirements if doing so would result in a development that better achieves the intent of the Master Plan.*

Meets standard. The previously approved PUD density will not change.

- E. *Traffic: The Planned Unit Development shall be designed to minimize the effect of traffic generated by the proposed development on surrounding uses. Consideration should be given to: 1. The amount and type of traffic generated by the proposed project and capacity of existing and proposed streets to safely absorb that additional traffic. Whether the streets and pedestrian walkways within each project are designed to facilitate safe pedestrian and vehicular traffic flow patterns. 3. All points of ingress and egress to the project shall be located and designed to maximize safety.*

Meets standard. Although the building locations and setback distance requirements are proposed to be changed, the two driveways across 60th Street have not been altered. The internal street plan

has been altered slightly in Phase II but is not anticipated to alter traffic patterns. Additional sidewalk is being proposed in Phase II to enhance pedestrian safety. As stated during the original approval process, all future and final development and road plans will be subject to Township Engineering and Kent County Road Commission review.

- F. *Protection of Natural Environment: Each project shall be designed to minimize adverse effects on the environment. Special emphasis shall be placed on maintaining the quality of air, soils, ground water, streams, wetlands, and rivers.*

Meets standard. The proposed changes will not have any detrimental effects on the environment. There are several wetland areas throughout the development, which restricts the buildable area.

- G. *Schools: Whether a project can be served by existing schools and school related facilities and the impact upon schools if the property is developed in accordance with the Planned Unit Development plans or in accordance with the conventional zoning district requirements shall both be considered. In addition, streets and pedestrian walkways shall be designed and located in any project to facilitate the ability of students to make the best and safest use of existing schools and school related facilities.*

Meets standard. Since there are no proposed changes in density and only slight modifications to the internal sidewalk and street systems, the Planning Commission found that there are no changes to the impacts on local schools from when the PUD was originally approved last year.

- H. *Public Facilities: The Planning Commission shall consider the impact a project will have on: 1. Public safety and protection services. 2. Water and sewer facilities. 3. The costs for such services. Each project shall be designed and located so as to facilitate use of, access to, or the logical expansion or extension of existing facilities in order to minimize any adverse financial or other impact upon the Township and to promote public health and safety.*

Condition recommended. The site plan is currently under review by the Fire Department and Township Engineer. Water and sewer utilities currently serve the site. All future and final development and utility plans will be subject to Township Engineering/BGUA, Fire Department, and Kent County Drain Commission review.

- I. *Water, Sewer, and Drainage Systems: A Planned Unit Development shall be served by a public or private water and sanitary sewer systems. The Kent County Health Department and/or the Township Engineer must approve the systems. A PUD shall also have a drainage system for surface water run-off which the Kent County Drain Commission and / or the Township Engineer must approve.*

Meets standard. Water and sewer utilities currently serve the site. All future and final development and utility plans will be subject to Township Engineering/BGUA and Kent County Drain Commission review.

- J. *Open Space: The Planning Commission and Township Board should consider whether the PUD permanently preserves significant amounts of open space or significant natural features. The*

Township Board may require, upon recommendation of the Planning Commission, that natural amenities such as, but not limited to, ravines, rock outcrops, wooded areas, tree or shrub specimens, unique wildlife habitat, ponds, streams, and wetlands be preserved as part of the open space system.

Meets standard. Wetland permits from EGLE are required for limited wetland crossing impacts and the applicant has obtained the necessary permits.

- K. *Non-Motorized Transportation Network: Projects within an identified trail network corridor may be required to construct a portion of the trail.*

Meets Standard. Plans remain to construct a multi-modal path along the entire length of the south side of 60th Street that will continue the sidewalk westward from the Fieldstone Apartments to the east.

PLANNING COMMISSION RECOMMENDATION

The Planning Commission has determined that the preceding findings support the approval of the major PUD amendment for modifications to Phases II-IV of the River Birch PUD, including changes to the site layout and modification of the setbacks due to the need to divide the parcel for each phase for River Birch Holdings LLC.

The vote on the motion to adopt this Resolution was as follows:

MOTION:	Motion by Haagsma, support by Wiersema to approve the major PUD amendment and resolution with the following conditions: 1. The applicant must secure approval from the Township Engineer/BGUA, Fire Department, Kent County Road Commission, and Kent County Drain Commission. 2. The nature trail in Phase II shall be a concrete sidewalk when the swimming pool or sports court is completed.
YES:	Wiersema, Rober, Giarmo, Thomas, Waayenberg, Haagsma, Billips
NO:	None
ABSTAIN:	None
RESOLUTION DECLARED:	Adopted (7-0)

CERTIFICATION

I hereby certify that the above is a true copy of a resolution adopted by the Gaines Charter Township Planning Commission at a meeting held on November 17, 2022.

Respectfully submitted,


Lani Thomas, Secretary
Gaines Charter Township
Planning Commission

Dated: 11/17/22

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

RESOLUTION NO. 2023-_____

The following Resolution was offered and adopted by the Gaines Charter Township Board of Trustees at a regular meeting held on _____, 2023, at the Gaines Charter Township Offices, 8555 Kalamazoo Avenue, Caledonia, Michigan.

Members Present:

Member Absent:

The following Resolution was offered for adoption by Member _____ and supported by Member _____ to document the findings and decision by the Gaines Charter Township Board of Trustees regarding a request made by Kevin Einfeld & Dave Contant of BDR Inc., on behalf of River Birch Holdings LLC, to approve a major PUD amendment for modifications to Phases II-IV of the River Birch PUD, including changes to the site layout and modification of the setbacks due to the need to divide the parcel for each phase.

**APPROVAL OF A MAJOR PUD AMENDMENT FOR 3500 & 3540 60th
STREET FOR SITE LAYOUT CHANGES IN PHASES II-IV AND A
MODIFICATION OF THE SETBACKS FOR RIVER BIRCH PUD**

Section I General Background:

1. The applicant requests approval of a major PUD amendment to the River Birch PUD, including modifications to Phases II-IV related to changes in the site layout and a modification of the setbacks due to the need to divide the parcel for each phase.
2. The properties subject to the PUD are located at 3500 60th Street (parcel number 41-22-02-100-072) and 3540 60th Street (parcel number 41-22-02-100-073).
3. The Planning Commission held a public hearing on the major PUD amendment on November 17, 2022, and recommended approval of the request with recommended conditions of approval that the applicant secure approval from the Township Engineer/BGUA, Fire Department, Kent County Road Commission, and Kent County Drain Commission, and that the nature trail in Phase II connecting Building Eight (8) to the Clubhouse shall be a concrete sidewalk when the swimming pool or sports court is built and is permitted to remain a nature trail in the meantime.

Township Board Resolution No. 23-_____
River Birch Major PUD Amendment
_____, 2023

Section II PUD Standards of Review- Findings:

Based on the material and plans submitted, a review of the relevant portions of the Gaines Charter Township Zoning Ordinance (“the Zoning Ordinance”), the applicant’s presentation at the public hearings, and Township Staff’s recommendation, and other factors, the Gaines Charter Township Board of Trustees hereby adopts the following findings per Section 11.1 Planned Unit Development General Review Standards.

- A. *Consistency with Master Plan and Zoning Ordinance: The Planned Unit Development must further the goals and objectives of the Township Master Plan and must be consistent with it. It must also be consistent with the intent and purpose of this Zoning Ordinance.*

Meets standard. The proposed amendment falls within the intent of the original PUD approval. In terms of amenities, they remain as originally approved but they are laid out differently.

Setbacks will be created by land division. The Planning Commission has made a positive recommendation to the Board of Trustees for the approval of the proposed setbacks. If the Board of Trustees approves the request, then consistency with the Master Plan will be met.

- B. *Aesthetics: The Planned Unit Development must be aesthetically pleasing and be an integrated development with respect to building facades, building materials, landscape and berming, noise and visual screening mechanisms, and signs. It should contribute to creating a distinctive attractive community with a strong sense of place.*

Meets standard. As a request to amend the site layout and setback requirements, the previously approved building elevations, landscaping, screening, and signage requirements will not change.

- C. *Compatibility with Adjacent Uses: The Planned Unit Development must be compatible with surrounding uses. Efforts must be made to reduce any adverse effects on surrounding uses.*

Meets standard. A proposed change to the site layout and setback distance requirements will not alter the previously approved PUD compatibility standard. Building heights will remain the same as previously approved.

- D. *Density: The density requirements of the proposed Planned Unit Development shall be based on the underlying land use district in the Master Plan. The Township Board, upon recommendation of the Planning Commission, may vary the density requirements if doing so would result in a development that better achieves the intent of the Master Plan.*

Meets standard. The previously approved PUD density will not change.

- E. *Traffic: The Planned Unit Development shall be designed to minimize the effect of traffic generated by the proposed development on surrounding uses. Consideration should be given to: 1. The*

amount and type of traffic generated by the proposed project and capacity of existing and proposed streets to safely absorb that additional traffic. Whether the streets and pedestrian walkways within each project are designed to facilitate safe pedestrian and vehicular traffic flow patterns. 3. All points of ingress and egress to the project shall be located and designed to maximize safety.

Meets standard. Although the building locations and setback distance requirements are proposed to be changed, the two driveways across 60th Street have not been altered. The internal street plan has been altered slightly in Phase II but is not anticipated to alter traffic patterns. Additional sidewalk is being proposed in Phase II to enhance pedestrian safety. As stated during the original approval process, all future and final development and road plans will be subject to Township Engineering and Kent County Road Commission review.

- F. *Protection of Natural Environment: Each project shall be designed to minimize adverse effects on the environment. Special emphasis shall be placed on maintaining the quality of air, soils, ground water, streams, wetlands, and rivers.*

Meets standard. The proposed changes will not have any detrimental effects on the environment. There are several wetland areas throughout the development, which restricts the buildable area.

- G. *Schools: Whether a project can be served by existing schools and school related facilities and the impact upon schools if the property is developed in accordance with the Planned Unit Development plans or in accordance with the conventional zoning district requirements shall both be considered. In addition, streets and pedestrian walkways shall be designed and located in any project to facilitate the ability of students to make the best and safest use of existing schools and school related facilities.*

Meets standard. Since there are no proposed changes in density and only slight modifications to the internal sidewalk and street systems, there are no changes to the impacts on local schools from when the PUD was originally approved last year.

- H. *Public Facilities: The Planning Commission shall consider the impact a project will have on: 1. Public safety and protection services. 2. Water and sewer facilities. 3. The costs for such services. Each project shall be designed and located so as to facilitate use of, access to, or the logical expansion or extension of existing facilities in order to minimize any adverse financial or other impact upon the Township and to promote public health and safety.*

Condition recommended. The site plan is currently under review by the Fire Department and Township Engineer. Water and sewer utilities currently serve the site. All future and final development and utility plans will be subject to Township Engineering/BGUA, Fire Department, and Kent County Drain Commission review.

- I. *Water, Sewer, and Drainage Systems: A Planned Unit Development shall be served by a public or private water and sanitary sewer systems. The Kent County Health Department and/or the*

Township Engineer must approve the systems. A PUD shall also have a drainage system for surface water run-off which the Kent County Drain Commission and / or the Township Engineer must approve.

Meets standard. Water and sewer utilities currently serve the site. All future and final development and utility plans will be subject to Township Engineering/BGUA and Kent County Drain Commission review.

- J. *Open Space: The Planning Commission and Township Board should consider whether the PUD permanently preserves significant amounts of open space or significant natural features. The Township Board may require, upon recommendation of the Planning Commission, that natural amenities such as, but not limited to, ravines, rock outcrops, wooded areas, tree or shrub specimens, unique wildlife habitat, ponds, streams, and wetlands be preserved as part of the open space system.*

Meets standard. Wetland permits from EGLE are required for limited wetland crossing impacts and the applicant has obtained the necessary permits.

- K. *Non-Motorized Transportation Network: Projects within an identified trail network corridor may be required to construct a portion of the trail.*

Meets Standard. Plans remain to construct a multi-modal path along the entire length of the south side of 60th Street that will continue the sidewalk westward from the Fieldstone Apartments to the east.

TOWNSHIP BOARD DECISION

The Township Board and Planning Commission determined that the preceding findings support the approval of the major PUD amendment to allow for a major PUD amendment for modifications to Phases II-IV of the River Birch PUD, including changes to the site layout and modification of the setbacks due to the need to divide the parcel for each phase for "BDR Inc." on behalf of "River Birch Holdings LLC."

The Township Board approves the major PUD amendment as requested by the applicant.

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

AYES: _____
NAYS: _____
ABSENT: _____

RESOLUTION DECLARED ADOPTED

Township Board Resolution No. 23-_____
River Birch Major PUD Amendment
_____, 2023

CERTIFICATION

I hereby certify that the above is a true copy of a resolution adopted by the Gaines Charter Township Board at a regular meeting held on January 9, 2023.

Respectfully submitted,

Michael Brew, Clerk
Gaines Charter Township

Dated: _____, 2023

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

ORDINANCE NO. 2023-_____

The following Ordinance was offered and adopted by the Gaines Charter Township Board of Trustees at a regular meeting held on _____, 2023, at the Gaines Charter Township Offices, 8555 Kalamazoo Avenue, Caledonia, Michigan.

Members Present:

Member Absent:

The following ordinance was offered for adoption by Member _____ and supported by Member _____ to document the findings and approval of the Gaines Charter Township Board of Trustees regarding a request made by Kevin Einfeld & Dave Contant of BDR Inc., on behalf of River Birch Holdings LLC, to approve a major PUD amendment for modifications to Phases II-IV of the River Birch PUD, including changes to the site layout and modification of the setbacks due to the need to divide the parcel for each phase.

**AN ORDINANCE TO APPROVE A MAJOR PUD AMENDMENT FOR 3500
& 3540 60th STREET FOR SITE LAYOUT CHANGES IN PHASES II-IV AND A
MODIFICATION OF THE SETBACKS FOR RIVER BIRCH PUD**

THE CHARTER TOWNSHIP OF GAINES (the "Township") ORDAINS:

Section 1. Final PUD Plan and PUD Rezoning. The Gaines Charter Township Board of Trustees approves the major PUD amendment for modifications to Phases II-IV of the River Birch PUD, including changes to the site layout and modification of the setbacks due to the need to divide the parcel for each phase.

Section 2. Findings. For the relevant findings of fact, details, and conditions of approval, please see Resolution No. 22-11-17-PC.

Section 3. Effective Date. This Ordinance shall become effective seven (7) days after a summary is published in a newspaper of general circulation within the Township.

Township Board Ordinance No. 23-_____
River Birch Major PUD Amendment
_____, 2023

The vote in favor of this Ordinance was as follows:

YEAS: _____

NAYS: _____
ABSENT/ABSTAIN: _____

ORDINANCE DECLARED ADOPTED

CERTIFICATION

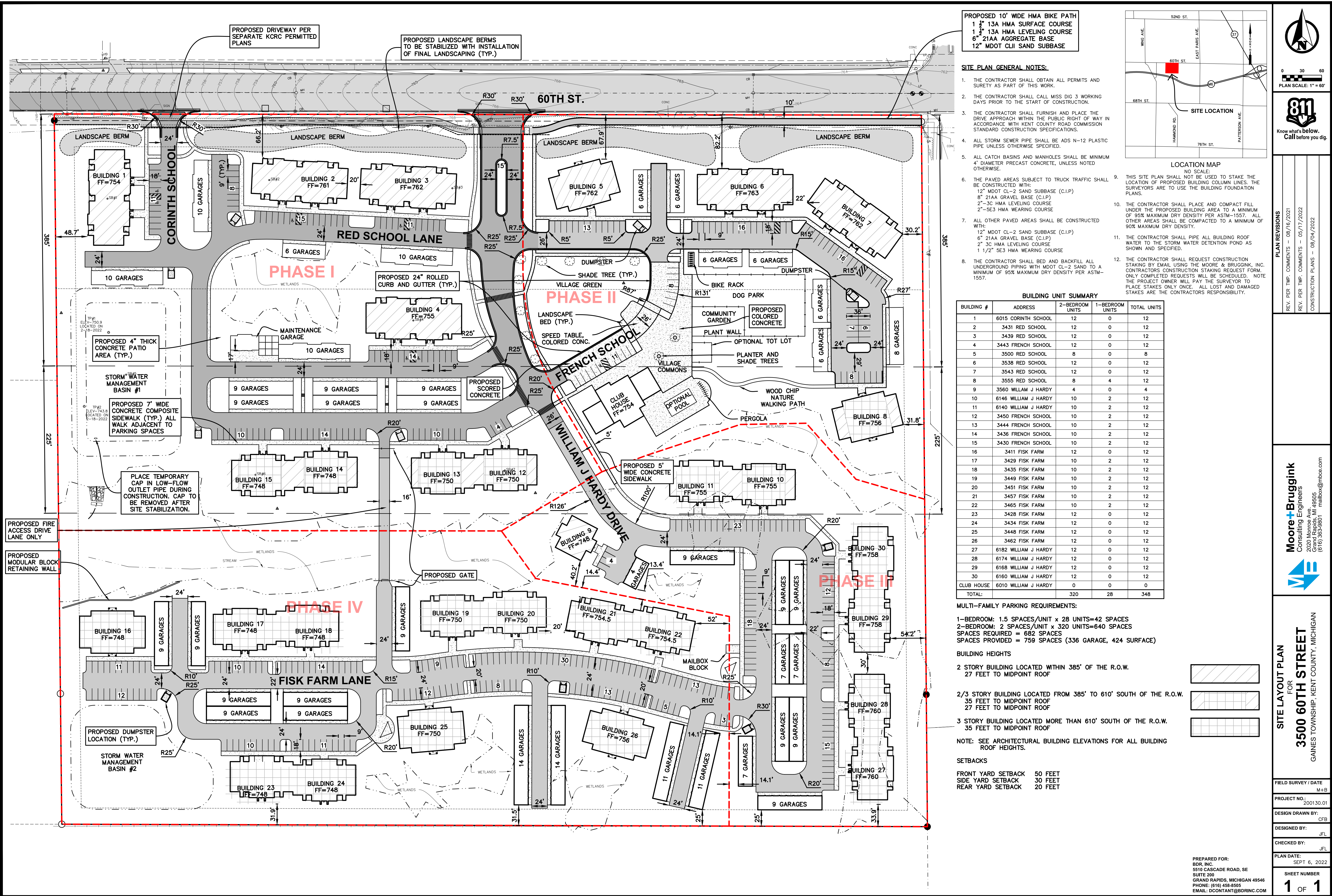
I hereby certify that the above is a true copy of an Ordinance adopted by the Township Board for Gaines Charter Township at the time, date, and place specified above pursuant to the required statutory procedures.

Respectfully submitted,

By _____

Michael Brew

Gaines Charter Township Clerk





MEMO

Staff Communication

DATE: January 9th, 2023

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: Moratorium on Residential-10 Zoning Development

SUMMARY OF TOPIC:

Staff recommends a moratorium on condominium and plat development across the Residential-10 zone. Staff is concerned that potential development will be proposed that does not fit with past area plans, and newly developing visions for housing subdivisions and village center development identified by public input.

A proposed ordinance is attached for review.

The moratorium is recommended to be put in place for six (6) months, with an option to extend it as the Board sees fit.

FINANCIAL IMPACT:

A moratorium is not anticipated to have a negative financial impact on the Township.

BUDGET ACTION REQUIRED:

N/A.

STAFF RECOMMENDATION:

Staff recommends approval of the proposed moratorium as presented.

**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 January 9th, 2023, 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 IMPOSE A MORATORIUM ON THE ISSUANCE OF ANY ZONING APPROVALS, REZONINGS, PERMITS, LICENSES OR OTHER APPROVALS BY THE TOWNSHIP FOR NEW OR EXPANDED RESIDENTIAL HOUSING DEVELOPMENTS WITHIN THE RESIDENTIAL (RL-10) ZONING DISTRICT PURSUANT TO THE GAINES CHARTER TOWNSHIP ZONING ORDINANCE AND ZONING MAP, AND A PROHIBITION ON THE CREATION, EXPANSION, CONSTRUCTION OR INITIATION OF CERTAIN RESIDENTIAL HOUSING DEVELOPMENTS WITHIN THE RESIDENTIAL (RL-10) ZONING DISTRICT WHILE THE MORATORIUM IS IN EFFECT.

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

Section 1. Findings.

- a. The provisions of the Gaines Charter Township Zoning Ordinance (“Zoning Ordinance”) regarding certain residential developments, site condominiums and subdivisions in the Residential (RL-10) zoning district under the Zoning Ordinance and Zoning Map have not kept pace with residential development patterns and other matters.
- b. The Township Board for Gaines Charter Township desires to revise and update the provisions within the Zoning Ordinance regarding residential developments, site condominiums and subdivisions in the Residential (RL-10) zoning district and similar matters.
- c. Imposing a moratorium, on a limited temporary basis, is reasonable and necessary to allow time for the review of potential amendments to the Zoning Ordinance regarding residential developments, site condominiums and subdivisions in the Residential (RL-10) zoning district.

- d. During the 6-month moratorium period, the Township Board and the Gaines Charter Township Planning Commission will investigate potential modifications to the Zoning Ordinance that may establish reasonable regulations regarding residential developments, site condominiums and subdivisions in the Residential (RL-10) zoning district.

Section 2. Administrative Action. A moratorium is hereby imposed upon the issuance and processing of any Gaines Charter Township permit, license, zoning approval, rezoning, land division approval, variance, plat approval, site condominium approval, or similar approval for any residential development, plat, site condominium or subdivision in the Residential (RL-10) zoning district). During the moratorium term specified in this Ordinance, no Township official, board, employee, body, commission, or agent shall: process, issue or approve any such permit, zoning request, rezoning, land division, license, plat, site condominium, plat, variance or other zoning request or application for any new or expanded development, site condominium or subdivision in the Residential (RL-10) zoning district.

Section 3. Prohibition upon Certain Residential Developments. While the moratorium contained in this Ordinance is in effect, no new or expanded plat, subdivision, site condominium or land division shall be created, effectuated, expanded, approved or implemented in the Residential (RL-10) zoning district.

Section 4. Term of This Ordinance. The moratorium imposed by this Ordinance shall remain in effect for six (6) months following the effective date of this Ordinance or until amendments to Gaines Charter Township's ordinances regarding any new or expanded development, plat, site condominium or subdivision in the Residential (RL-10) zoning district become effective, whichever occurs first. Prior to the expiration of this moratorium, Gaines Charter Township may extend the moratorium to allow sufficient time to complete any such amendments to Township ordinances.

Section 5. Effective Date. This Ordinance is declared to be an emergency ordinance and shall become effective the day following its publication (or a summary thereof) 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 emergency 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: January 9th, 2023

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: Moratorium on Residential-10 Zoning Development

SUMMARY OF TOPIC:

Staff recommends a moratorium on condominium and plat development across the Residential-10 zone. Staff is concerned that potential development will be proposed that does not fit with past area plans, and newly developing visions for housing subdivisions and village center development identified by public input.

A proposed ordinance is attached for review.

The moratorium is recommended to be put in place for six (6) months, with an option to extend it as the Board sees fit.

FINANCIAL IMPACT:

A moratorium is not anticipated to have a negative financial impact on the Township.

BUDGET ACTION REQUIRED:

N/A.

STAFF RECOMMENDATION:

Staff recommends approval of the proposed moratorium as presented.

**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 January 9th, 2023, 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 IMPOSE A MORATORIUM ON THE ISSUANCE OF ANY ZONING APPROVALS, REZONINGS, PERMITS, LICENSES OR OTHER APPROVALS BY THE TOWNSHIP FOR NEW OR EXPANDED RESIDENTIAL HOUSING DEVELOPMENTS WITHIN THE RESIDENTIAL (RL-10) ZONING DISTRICT PURSUANT TO THE GAINES CHARTER TOWNSHIP ZONING ORDINANCE AND ZONING MAP, AND A PROHIBITION ON THE CREATION, EXPANSION, CONSTRUCTION OR INITIATION OF CERTAIN RESIDENTIAL HOUSING DEVELOPMENTS WITHIN THE RESIDENTIAL (RL-10) ZONING DISTRICT WHILE THE MORATORIUM IS IN EFFECT.

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

Section 1. Findings.

- a. The provisions of the Gaines Charter Township Zoning Ordinance (“Zoning Ordinance”) regarding certain residential developments, site condominiums and subdivisions in the Residential (RL-10) zoning district under the Zoning Ordinance and Zoning Map have not kept pace with residential development patterns and other matters.
- b. The Township Board for Gaines Charter Township desires to revise and update the provisions within the Zoning Ordinance regarding residential developments, site condominiums and subdivisions in the Residential (RL-10) zoning district and similar matters.
- c. Imposing a moratorium, on a limited temporary basis, is reasonable and necessary to allow time for the review of potential amendments to the Zoning Ordinance regarding residential developments, site condominiums and subdivisions in the Residential (RL-10) zoning district.

- d. During the 6-month moratorium period, the Township Board and the Gaines Charter Township Planning Commission will investigate potential modifications to the Zoning Ordinance that may establish reasonable regulations regarding residential developments, site condominiums and subdivisions in the Residential (RL-10) zoning district.

Section 2. Administrative Action. A moratorium is hereby imposed upon the issuance and processing of any Gaines Charter Township permit, license, zoning approval, rezoning, land division approval, variance, plat approval, site condominium approval, or similar approval for any residential development, plat, site condominium or subdivision in the Residential (RL-10) zoning district). During the moratorium term specified in this Ordinance, no Township official, board, employee, body, commission, or agent shall: process, issue or approve any such permit, zoning request, rezoning, land division, license, plat, site condominium, plat, variance or other zoning request or application for any new or expanded development, site condominium or subdivision in the Residential (RL-10) zoning district.

Section 3. Prohibition upon Certain Residential Developments. While the moratorium contained in this Ordinance is in effect, no new or expanded plat, subdivision, site condominium or land division shall be created, effectuated, expanded, approved or implemented in the Residential (RL-10) zoning district.

Section 4. Term of This Ordinance. The moratorium imposed by this Ordinance shall remain in effect for six (6) months following the effective date of this Ordinance or until amendments to Gaines Charter Township's ordinances regarding any new or expanded development, plat, site condominium or subdivision in the Residential (RL-10) zoning district become effective, whichever occurs first. Prior to the expiration of this moratorium, Gaines Charter Township may extend the moratorium to allow sufficient time to complete any such amendments to Township ordinances.

Section 5. Effective Date. This Ordinance is declared to be an emergency ordinance and shall become effective the day following its publication (or a summary thereof) 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 emergency 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



8555 Kalamazoo Ave., SE
Caledonia, MI 49316

www.gainestownship.org

Phone: 616-698-6640
Fax: 616-698-2490

February 6, 2023

RE: February 8, 2023 Township Board Meeting (5:30PM)

Dear Members of the Board:

The February 8th meeting was scheduled to discuss the proposed moving of the Gannon Schoolhouse, and creation of an Educational Center.

The goal of the meeting is for the Board of Trustees, and the Gannon Schoolhouse move stakeholders to clarify their expectations, so that a memo of understanding can be drafted.

Staff has put together a timeline, outlining documented discussions and communications that have occurred starting in March of 2019. Supporting documentation has been included.

Also included is a document outlining information the Supervisor's office feels the memo of understanding should contain.

There are several questions that need to be answered prior to moving forward. Should the project be looked at as two (2) phases, 1st phase move the schoolhouse, 2nd phase create the educational center. Are there plans for housing the historical materials and learning materials until the educational center is completed? Are there contingency plans should fund raising goals not be met?

You will also find a document submitted by our Treasurer, which contains some questions and what may be possible solutions.

I encourage Board members to put their thinking caps on; this is the time to ask your questions.

A handwritten signature in blue ink, appearing to read "Rob DeWard", with a stylized flourish at the end.

Rob DeWard
Supervisor



CHARTER TOWNSHIP OF GAINES

MEETING LOCATION: 8555 Kalamazoo Ave., SE, Caledonia, MI 49316

Township Board Meeting

PRELIMINARY AGENDA

Wednesday – February 8, 2023

5:30 PM-Lower-Level Community Room

Please follow current CDC COVID-19 Guidelines

- A. Opening (Prayer) – Supervisor DeWard
 - B. Lead Pledge of Allegiance – Supervisor DeWard
 - C. Call to Order and Attendance – Supervisor DeWard
 - D. Declaration of Conflict of Interest
 - E. Approval of Agenda
 - F. Scheduled speakers: NONE
 - G. Public Comments – Anything on the Agenda NOT scheduled for a public hearing (comments limited to 3 minutes per speaker)
 - H. Public Hearings: NONE
 - J. Business
 - 1) Open dialog with members of the Parks & Trails Committee, Historical Society, and Township Board of Trustees regarding moving of the Gannon Schoolhouse and proposed Educational Center.
 - M. Public Comments – Any non-agenda items (comments limited to 3 minutes per speaker)
 - N. Supervisor's Comments
 - O. Board Member Comments
- Adjournment

NEXT SCHEDULED BOARD OF TRUSTEES MEETINGS: February 13, 2023 ~ 7:00PM

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.

The contents of supporting documents (such as text, graphics, images, information, and references) are created and supplied by the author.

Gannon School Timeline

- #1 March 2019 - Kathy VanderStel gave presentation to Board regarding proposed moving of her house to Township park property to preserve it *(not on agenda as an action item)*.
- #2 June 2019 - From the Parks & Trails meeting minutes – K VanderStel – No action taken. Matter regarding StoneCo and horse farm has to be resolved first
- #3 November 2019 - Township Purchases Wiseman property adjacent to Prairie Wolf Park (\$95,000.00 + \$8,290.00 for required environmental assessments)
- #4 General Ledger – Expenditures to Dixon Environmental for assessments
- #5 February 2020 - From the Parks and Trails Committee passed Resolution No. 2020-01P (to be presented to the Board of Trustees) stating full support of the development of an educational center and the moving of the Gannon School to Prairie Wolf Park and the construction of a lower level to the schoolhouse to house an educational center.
- #6 August 2020 - Dana Lehmann gave presentation to Board regarding proposed moving of Gannon School House to Township park property.
- #7 Township Board approved issuing an RFP for engineering services, not to exceed \$5,000 to site plan Prairie Wolf Park to include the Gannon School Center.
- #8 September 2020 - Opinion Memo from Township Treasurer, Laurie Lemke, regarding use of public funds
- #9 Formal Opinion Letter for Township Attorney.
- #10 Memo from Township Supervisor, Robert DeWard – Memo outlined that in order to move forward Trustee Vander Stel must present a formal written proposal to the Board for consideration. Proposal must include all costs (excavation/parking lot/utilities/septic/well/finishing of leaning enter/etc.).
- #11 Minutes from 9/14/2020 meeting – Motion made (and carried) to move forward with Gannon School Project, and motion made (and carried) to requests bids for engineering services – not to exceed \$5,000.
- #12 September 2020 - From the Parks and Trails Meeting Minutes – Lehmann advised committee members that the Gannon School project had to be reassessed. This is a big project and will take a lot of work. General consensus – all members want to move forward with project.
- #13 Request for Proposal
- #14 November 2020 - Email from Doretta Anema shared with Dana Lehmann

#15 December 2020 - Opinion Memo from Supervisor, Robert DeWard, including an email received Doretta Anema and neighbors opposing the Gannon School project

#16 Board Awarded engineering contract to Rudy Baker to develop conceptual architectural drawings and a site plan for the Gannon School and a possible separate educational center.

#17 September 2021 - From Parks and Trails Meeting Minutes – Lehmann reported that the architect is asking about the plan going forward, such as who will work on fundraising, etc. Seyferth asked if a project cost had been established yet. Lehmann replied the architect was still gathering that info from contractors. Lehmann acknowledged that while a projected cost was important, the “visioning” for how the township would work together, possibly with the Gaines Historical Society accepting the donation of the school, has to be looked at as well. Concerns were expressed about ongoing costs for the center, and whether the Township would be responsible. Lehmann also acknowledged that the homeowner (VanderStel) has capital improvements needed on the school, and that the donation will be withdrawn if the situation demands those improvements be made before we can work out a path for completion of this project. Seyferth offered to place the topic on the November Board meeting agenda. – **NOTE THIS WAS NOT ON THE NOVEMBER 2021 TOWNSHIP BOARD OF TRUSTEES MEETING AGENDA**

2021 - *NO ACTIVITY AT TOWNSHIP BOARD LEVEL (by neither the Board of Trustees nor the Parks & Trails Committee)*

#18 January 2022 - From Parks and Trails Meeting Minutes – Just received new drawings/layout changed; waiting for colored renderings

#19 June 2022 - From Parks and Trails Meeting Minutes – Lehmann needs further clarification on the status of the project. Lehmann will confer with Seyferth.

#20 September 2022 - From Parks and Trails Meeting Minutes – Lehmann reminded the Committee of the upcoming event. Lehmann will have a booth set up to talk with residents about the idea of an education center. The architect from Gannon School is creating presentation boards to display at the event to garner public opinion on the project. Lehmann also stated she conducted a survey of the eleven school districts in the area and there was widespread support for the project among those interviewed.

#21 & 22 October 2022 - Dana Lehmann makes a presentation to the Board of Trustees

#23 November 2022 - Memo to Board from Jonathan Seyferth

#24 November 2022 - Denny Cooper and Brian Diemer spoke in support of Gannon School House move to Prairie Wolf Park

#25 January 2023 - Township Board – Fund raising for the Gannon School project needs to move forward. Suggested that the Township Board have a joint meeting with the Gaines Township

#26

Historical Society to work out a formal agreement and create a plan to move the project forward.

#27

From the Parks and Trails Meeting Minutes – Lehmann will work with the Township Board to reach a memorandum of understanding on the specifics of the project.

SL / 9/11/2017

Gaines Township's Gannon School



Built in 1883

Last class was held in 1960

I purchased Gannon School in 1996 and spent one year of nights and Saturdays doing a complete remodel and update of mechanical, electrical and plumbing. When I moved in I always felt it was a privilege to live in a historic building that had so many stories to tell within its walls.

Over the years I've been able to open the doors many times to historic tours, fund raising tours and the frequent passer-by that stops and asks questions about the building. It was always a special treat when former students (and even a former teacher) visited and shared their memories of attending school there.

But life moves on and things change and progress happens. Part of that progress within our West Michigan area involves the construction of roads and buildings that require materials like gravel and sand for their base. Apparently there is a pretty rich vein of gravel that runs thru the Kalamazoo Avenue and 100th Street area. That's good news for the land owners around me, but not such great news for those of us who make our home in that area.

After hearing that the farm land surrounding my house was going to be mined for gravel, I approached Stoneco, the mining contractor, and asked if there was any interest in buying my property but allowing me to keep and move the house. They were very interested in that possibility. They wanted to see the schoolhouse preserved, so my proposal sounded like a win-win for both of us.

After speaking at the zoning public hearing and expressing my dream of moving the schoolhouse to Prairie Wolf Park and donating the structure to the township, Stoneco indicated that they would be open to paying for the move of the building IF it were to be moved to the park. They saw this as a good way to show support for the community of Gaines Township.

So here we are today... There are many moving parts to seeing this come to fruition; not the least being support from the Parks & Trails Committee (which we have) and now the township board.

Just a few bullet points as I've considered what this means to Gaines Township:

- This is a once-in-a-life-time opportunity to make this building a permanent structure in our park and preserve it. If the board decides to not accept this offer, I will remain in the house and eventually sell it thru normal real estate channels.
- The Parks Committee has been talking for many years about having a facility to hold classes and events within the park. This would cost much less than starting out with a new building.
- If it is moved, we are considering pursuing LEED certification, which would be a wonderful example to our community of good stewardship of our natural resources (a great tie-in with the nature of our park).

- I would plan to continue to live in the house and would be willing to assume a “resident park manager” role of some type if that is agreeable to the board.
- I envision the basement being available immediately for holding classes and events. I believe between myself and the many contacts I have, we could offer events on a monthly basis or even more frequently if the response is good. Long term, there would certainly be opportunity to work with the schools in the area to offer a curriculum of classes combining field work with classroom work. See the website of the Wittenbach/Wege Education Center in Lowell for some ideas of what could be offered (<https://www.lowellschools.com/our-district/wittenbach-center/>).

How do the numbers shake out?

Two quotes to move the structure: \$26,000 & \$35,000 (covered by Stoneco)

Additional fees tied to the move estimated to be about \$15,000, which would cover road closures and police escorts, tree cut backs, electrical line disconnects, street light moves, etc. (also covered by Stoneco)

Budget number for preparing site for structure and installing utilities: \$185,000

Architectural/structural design

Site work, including tree removal and excavation (fill provided by Stoneco)

Footings, foundations and basement walls

Well drilled / drainfield installed

Geothermal heat pump system

Solar & rainwater collection system

Electrical service install

Other expenses to consider:

Masonry repair after move

Reinsulate where necessary

Replace 22 year old vinyl windows

Sidewalks and expanded parking lot

Landscaping around structure

Finishes for the basement: restroom(s), flooring, furnishings, security

Property procurement:

Purchase of 5.5 acres currently owned by Jan Wiseman

Let's dream!



CALL TO ORDER AND ATTENDANCE

A. Call to Order 6:36am

B. Attendance and Introduction of Guests

Present: Lemke, DeWard, VanderStel, Lehmann, Thomas, Rober, Diemer

Absent: Crumback

Guests: K Triplett – Recording Secretary

C. Approval of Meeting Agenda

Motion to Approve: VanderStel

2nd: Rober

Discussion: None

Ayes: All

Nays: None

Motion Carried

D. Approve Meeting Minutes from April 17, 2019

Motion to Approve: Diemer

2nd: Lemke

Discussion: Lehmann would like details of history on Heritage festival that S. Bruursema supplied added to the minutes

Ayes: All

Nays: None

Motion Carried

E. Declaration of conflict of interest - None

F. Public comments on agenda items – None

A letter was received from Chloe M. Losey-Kuiphof regarding Little Red School House - Copy was distributed to committee

II. REGULAR BUSINESS

• Committee Business

- Calendar items –planned meeting dates: September 18

- Movie in the Park: August 16 – Movie will be Ralph Breaks the Internet

Rain Date 8/21/19

- Heritage Festival October 12

- Township Board Report – Lemke

Paul Henry Trail is winding up – bills are starting to roll in

- **Update of Parks & Trails Master Plan- *Planning Department***

M McKernan not present – advised Lehmann the plan should be ready for review early fall. Lehmann expressed her disappointment, especially since we know we have “community” who are watching and waiting for the updated plan.

- **Other**

- **PARKS**

- **Prairie Wolf**

- **Community Involvement/Friends - *VanderStel***

The early May work date went very well (big thanks to B Diemer). Crew of volunteers was all new people, nice to see new faces. They did trail clearing and pulled Garlic Mustard along the way. When we first started to pull Garlic Mustard VanderStel said they averaged around 20 bags full. This year they got three bags. This shows how affective the annual pulling has been.

M McKernan provided a new map showing the phases of the prairie. Everyone agreed how nice it was.

There are two more phases to complete.

Rag weed needs to be mowed to keep it under control.

B Diemer: Along main trail toward the bridges there are a couple Box Elder trees that are growing at an angle and need to be trimmed. This should be done late fall/early winter. Should rent a lift and do it. Lehmann thanked Diemer for help with the work day. Diemer advised they went along the main trail and not in the orchard. There was a large tree down at the entrance to Mahingan Run. Diemer advised it would take a lot of work to open up the orchard but it should be done in late fall or winter.

It was suggested the orchard be done in phases (like the prairie); working with the trees that are viable. Lehmann asked Diemer to work with McKernan to put an orchard phase map together.

Lemke provided a picture of an apple orchard and suggested we “do” the entrance to the park like the picture (she was referring to underneath the trees/not to the actual trees). The area needs to be cleaned up. Lemke got a quote to clean the scrub trees etc. in between apple trees (two lines of trees by the fence row – north side of trail and between barns). Quote came in at \$2K (quote from O’Neil Tree Service).

Lemke talked about using plants for office area landscaping that need to be split-up. There is a lot of poison ivy that will need to be cleaned up.

General discussion regarding maintaining the orchard and getting rid of the poison ivy.

Diemer advised a chemical herbicide would have to be used to get rid of the poison ivy. It will most likely take more than one treatment, and then would have to be repeated seasonally. The herbicide he is suggesting is “selective” and won’t kill other plants.

Suggestion to schedule a late fall work day and work along with O'Neil – he could bring chipper and work crew could do the cleaning up right alongside of him.

Diemer – this area was cleaned up 2 to 2 ½ years ago – it can be done.

General consensus to do the tree line in late fall/early winter –clean up barn area now. Lemke get two separate quotes – one for barn area and one for north of trail area.

Motion – K Vander Stel: Ask O'Neil Tree Service for quote for doing between barns now and come back in the fall to do cleanup of tree line and add monthly weed whacking to DJ's contract.

2nd: Rober

Discussion: DeWard suggested hiring O'Neil on a time and materials basis – cap it at \$2K total. \$1K to \$1,200 for area between barns, rest for north side of trail. Deal with Phase II later.

General consensus to add this to the motion.

Rewording of motion: Ask O'Neil Tree Service for quote for doing between barns now and come back in the fall to do cleanup of tree line. Hire O'Neil on a time and materials basis – cap it at \$2K total. \$1K to \$1,200 for area between barns, rest for north side of trail. Add monthly weed whacking to DJ's contract.

Ayes: All

Nays: None

***NOTE: Triplett checked with DJ's and clarified contract – mowing is to be done bi-weekly and it includes weed whacking. DJ's was contacted immediately and they came out same day and did mowing and weed whacking. Monitor to make sure it is being done regularly.*

Lehmann – Lemke to bring information regarding maintenance to September meeting.

Goals – get rid of poison ivy/severe pruning/work up ground and do seeding/mow/trimming

•Gannon School- VanderStel

No action to date. Matter regarding StoneCo and horse farm has to be resolved first.

•Clean up & landscaping by barns- SEE ABOVE

•Apple Orchard - NONE

•Birders – Lehmann

Some of the “new” birders have dropped out. One of the remaining members is a great photographer and has taken some great shots. No new recommendations to date. Google doc has not been created as of this date (Lehmann may create it)

•Display/"Trailhead" cases– Lehmann

This project needs to be acted on now. Scout turns 18 next month and project must be completed prior to his birthday. Lehmann explained the building process: dismantle/take to different

puts them in that tree row. Branches are from silver maples. Lemke's quote would cover cleaning it all up.

VanderStel – should we ask Everett's to do it? Diemer said let O'Neil's do it and get a start on the project. O'Neil's would not be "digging in" but will do the very necessary beginning work, which would be a good help.

Lemke offered that if we transplant plants from around the Township offices it would be done in the fall. Also, Wayne noted there is some pachysandra growing around the barns. Lemke asked if Everett's would like to give a quote. Diemer stated he would not want to take the business away from O'Neil's.

Lehmann – Do we want a "manicured" area, possibly just to the fence? It would look beautiful and would be appreciated by residents but it would need to be maintained.

Diemer thinks \$2k is a good quote from O'Neil, but then what?

Lemke has not gotten a quote from Burdo for transplanting.

It was noted that DJ's has not been mowing the entrance and up the path by the barns. Triplett will contact them.

Diemer stated that we will find that 50% of the people want the entire park to remain natural. What do we want to do? Possibly a blended look, keep the saplings out and do weed whacking. There is a part of the community that may feel manicuring the area is not money well spent.

Lehmann – we need to get quotes, but first need to decide what we want, what is our vision? Should Lemke get more quotes – tree cutter to clean up/landscaper to manicure the area.

General discussion regarding what direction to go. General consensus was that the area needs to be cleaned up. Vander Stel prefers natural approach – not manicured like Meijer Gardens. The park is a natural park, cleanup is okay but not in favor of planting Hosta, etc. If we are going to do plantings they should be period plantings.

Lemke -We could benefit from a nice picnic/picture area – we have rustic area and could benefit from "park like setting".

What type of plantings – ferns? No ornamental grasses, etc. Whatever is done should be done in the fall. Diemer stated end of November/early December.

Lemke suggested two phases – between barns now and tree line this fall.

More general discussion – there is poison ivy and saplings to deal with. More discussion regarding "vision" – what does the committee want the area to look like.

Vote today or wait? Are we prepared to pay for maintenance?

Lemke wants to see at least front of entry area cleaned up, neater, it is embarrassing.

Suggestion to schedule a late fall work day and work along with O'Neil – he could bring chipper and work crew could do the cleaning up right alongside of him.

Diemer – this area was cleaned up 2 to 2 ½ years ago – it can be done.

General consensus to do the tree line in late fall/early winter –clean up barn area now. Lemke get two separate quotes – one for barn area and one for north of trail area.

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Ayes: All

Nays: None

***NOTE: Triplett checked with DJ's and clarified contract – mowing is to be done bi-weekly and it includes weed whacking. DJ's was contacted immediately and they came out same day and did mowing and weed whacking. Monitor to make sure it is being done regularly.*

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•**Gannon School-** *VanderStel*

No action to date. Matter regarding StoneCo and horse farm has to be resolved first.

•**Clean up & landscaping by barns-** **SEE ABOVE**

•**Apple Orchard -** **NONE**

•**Birders** – *Lehmann*

Some of the “new” birders have dropped out. One of the remaining members is a great photographer and has taken some great shots. No new recommendations to date. Google doc has not been created as of this date (Lehmann may create it)

•**Display/"Trailhead" cases**– *Lehmann*

This project needs to be acted on now. Scout turns 18 next month and project must be completed prior to his birthday. Lehmann explained the building process: dismantle/take to different

location/bring back to park and re-assemble with new poles and roof, etc. Poles will be 13 ft. – 9 ft. above ground/4 ft. cemented into ground.

Color of roof – committee agreed on dark green

General discussion regarding the structure itself (4 posts so it is actually two separate structures or 2 posts so it is one structure). Decision – 2 posts one structure. The pitch and size of the roof was discussed. Decision – 4 x 5 metal – shorter pitch – flatten out.

General discussion on how the materials are paid for.

Township will give \$300 – Edde will raise rest

Township will pay for our portion up front (rather than reimburse him) – Lehmann and Lemke will work out the details

Motion: Vander Stel – Accept proposal with changes to roof dimension and pitch. Township will contribute \$300 toward costs.

2nd: Lemke

Discussion: None

Ayes: All

Nays: None

- On Hold: Gaines School sign/bench, Legacy trees project, Potential Scout Projects: (Butterfly collection); P&T brochure

•Other: **NONE**

- Additional Parks (Brewer, Creekside, Shadyside) – **Committee made note of how nice Shady Side Park is looking**

- TRAILS (M-6, Brewer Park, Paul Henry, Hammond) - **NONE**
- Public Comment for items unrelated to the agenda - **NONE**
- Committee member comments

DeWard spoke with County Commissioner Emily Brieve, she wanted to discuss Dog Parks. DeWard said he would meet with her but he wanted to meet with her at Brewer Park so she could see what poor shape it is in. Playground equipment is broken, wood chips haven't been replaced (or at very least refreshed), sand hasn't been replaced or refreshed, tennis and basketball courts have very large cracks in them. The Township will not support a new park until the existing ones are maintained.

General discussion about conditions of local parks and dog parks.

III. ADJOURNMENT 8:10am

Nov. 2019
#3

MEMO

TO: Gaines Charter Township Board of Trustees
DATE: 11/7/19
FROM: Robert DeWard, Township Supervisor
RE: Purchase of Wiseman Property Adjacent to Prairie Wolf Park

During the process of obtaining the land for this building, and the actual building of the Township Hall, the Township secured first right of refusal for the 6 acres of property adjacent to Prairie Wolf Park (to the south) owned by the Janet E Schoen Trust (Jan Wiseman). The address of the property is 8665 Kalamazoo Ave., SE, Caledonia, MI 49316.

The Parks and Trails Committee members have always been interested in obtaining the property, knowing that Jan's desire was/is to have the property become part of the park.

Don Hilton and Kathy VanderStel recently sat down with Jan to discuss the Township purchasing the property. After much thought and discussion Jan is offering to sell the property to the Township for \$100,000. The 2019 SEV is \$32,000.00.

Based on recent property sales and development in the area, \$100,000 is a very fair price.

Because of a scheduled trip to Florida Jan would like an answer to her offer within a day of our Township Board meeting.

Should the Board decide to purchase the property, a buy/sell agreement could be drawn up by our attorney and the purchase of the property secured.

I have attached the Real Estate Summary Sheet for the property .

Real Estate Summary Sheet

Information herein deemed reliable but not guaranteed

11/07/2019 1:57 PM

Parcel:	41-22-20-200-018	Current Class:	402.RESIDENTIAL-VACANT
Owner's Name:	SCHOEN JANET E TRUST	Previous Class:	402.RESIDENTIAL-VACANT
Property Address:	8665 KALAMAZOO AVE SE CALEDONIA, MI 49316	Gov. Unit:	20 Gaines Charter Township
		MAP #	.
		School:	41050 CALEDONIA
		Neighborhood:	45502 45502 CALEDONIA RURAL LARGE PARC
Liber/Page:	3715:1299	Created:	02/01/2001
Split:	02/01/2001	Active:	Active
Public Impr.:	None		
Topography:	None		
Mailing Address:	SCHOEN JANET E TRUST JANET WISEMAN TRUSTEE 2503 108TH ST SE CALEDONIA MI 49316	Description:	PART OF NE 1/4 COM 1350.0 FT S 0D 44M 52S W ALONG E SEC LINE FROM NE COR OF SEC TH S 0D 44M 52S W ALONG E SEC LINE 792.0 FT TH N 89D 15M 08S W 330.0 FT TH N 0D 44M 52S E 792.0 FT TH S 89D 15M 08S E 330.0 FT TO BEG * SEC 20 T5N R11W 6.00 A.

Most Recent Sale Information

Sold on 09/20/1995 for 110,000 by .

Terms of Sale: NOT USED

Liber/Page: 3715:1299

Most Recent Permit Information

None Found

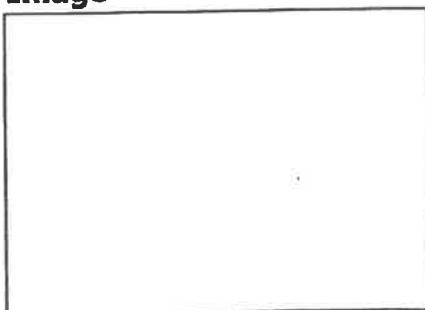
Physical Property Characteristics

2020 S.E.V.:	Tentative	2020 Taxable:	Tentative	Lot Dimensions:	
2019 S.E.V.:	32,000	2019 Taxable:	9,245	Acreage:	6.00
Zoning:	AR-AG/RURAL-RES	Land Value:	Tentative	Frontage:	0.0
PRE:	0.000	Land Impr. Value:	Tentative	Average Depth:	0.0

Improvement Data

None

Image



**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE SPECIAL MEETING
November 25, 2019**

Present: Osterink, Burnside, DeWard, Lemke, Haagsma, VanderStel
Absent with notice: Fryling

1. The meeting was called to order at 5:10 p.m. by Supervisor DeWard

2. Question of Conflict of Interest

None.

3. Proposed Agenda

Motion by Burnside and supported by VanderStel to accept the agenda as presented.

VOICE VOTE – All Ayes. Motion carried.

4. Recognition of Individuals and/or Delegations

No one wished to speak.

5. Supervisor's Office

1) Proposed changes to Personnel Manual

Motion by Burnside and supported by VanderStel to table the proposed changes to the Personnel Manual, so the Committee can reword the changes.

ROLL CALL VOTE: Osterink – yes, Burnside – yes, DeWard – yes, Lemke – yes, Haagsma – yes, VanderStel – yes. Motion carried.

2) Office of the Township Clerk

Motion by Burnside and supported by Osterink to table any decisions about the Clerk's position until the December 2nd meeting.

VOICE VOTE – All Ayes. Motion carried.

3) 4th Draft of the Proposed 2020 Budget

Motion by Lemke and supported by Haagsma to include funding in the 2020 Building Department budget for a temporary employee to complete the scanning project.

ROLL CALL VOTE: Osterink – yes, Burnside – yes, DeWard – yes, Lemke – yes, Haagsma – yes, VanderStel – yes. Motion carried.

6. Comments & Discussion

DeWard informed the Board of the purchase of the Wiseman property for \$95,000. There was discussion about the potential sale of the Cody's Mill property. Haagsma stated that the

manager sub-committee has had some informative meetings with other Townships that have hired managers, and that the next step will be developing a job description specific to our Township.

7. Adjournment

Motion by Haagsma and supported by DeWard to adjourn the meeting at 7:47 p.m.

VOICE VOTE – All Ayes. Meeting adjourned.

Angela Burnside, Clerk

Robert DeWard, Supervisor

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
November 11, 2019**

Present: Fryling, Osterink, Burnside, DeWard, Lemke, Haagsma, VanderStel

Absent with notice: None

Assistant Planner McKernan was also present

Opening prayer was given by Treasurer Lemke and the Pledge of Allegiance was recited

1. The meeting was called to order at 7:00 p.m. by Supervisor DeWard

2. Question of Conflict of Interest

VanderStel declared a conflict with Item "a" under the Supervisor's Office, the Wiseman property adjacent to Prairie Wolf Park.

3. Proposed Agenda

DeWard added transferring funds from the TIRF and Parks and Trails accounts into the General Fund under the Supervisor's office.

4. Recognition of Individuals and/or Delegations

- Doretta Anema submitted the petitions that she had collected in her attempt to bring the StoneCo gravel mining expansion to referendum, as informational only.
- An anonymous property owner within the Township questioned if there is an ordinance against unlicensed vehicles and trailers being parked in the street, as there are both on Coleman St. and he would like them addressed.
- **Public Hearing – Proposed 2020 Township Budget**

Motion by Burnside and supported by Fryling to open the public hearing.

ROLL CALL VOTE: Fryling – yes, Osterink – yes, Burnside – yes, DeWard – yes, Lemke – yes, Haagsma – yes, VanderStel – yes. Motion carried.

No one wished to speak.

Motion by VanderStel and supported by Haagsma to close the public hearing.

ROLL CALL VOTE: Osterink – yes, Burnside – yes, DeWard – yes, Lemke – yes, Haagsma – yes, VanderStel – yes, Fryling – yes. Motion carried.

5. Consent Agenda

Motion by Haagsma and supported by VanderStel to approve the consent agenda including payment of bills for 10/1/19 through 10/25/19 in the amount of \$137,766.85.

ROLL CALL VOTE: Burnside – yes, DeWard – yes, Lemke – yes, Haagsma – yes, VanderStel – yes, Fryling – yes, Osterink – yes. Motion carried.

6. Department/Office Reports

A. Clerk's Office

None.

B. Planning Department

Amend half-way house ordinance – 1st Reading

C. Treasurer's Office

1) Accept and File 3rd Quarter Financial Reports

Motion by Haagsma and supported by VanderStel to accept the 3rd Quarter Financial Reports, subject to audit.

ROLL CALL VOTE: DeWard – yes, Lemke – yes, Haagsma – yes, VanderStel – yes, Fryling – yes, Osterink – yes, Burnside – yes. Motion carried.

2) Grant Application

Motion by Lemke and supported by Fryling to approve the resolution in support of the Par Plan grant for safety measures at the Township Office.

ROLL CALL VOTE: Lemke – yes, Haagsma – yes, VanderStel – yes, Fryling – yes, Osterink – yes, Burnside – yes, DeWard – yes. Motion carried.

D. Assessing Department

Assessor Megan VanHoose requested additional funds in her budget for training.

E. Water and Sewer Department

None.

F. Building Department

Building Official John Stuyfzand requested additional funds in his budget for scanning, staffing, and a BS&A module that would enable online permit applications & payments.

7. Recognition of individuals and/or delegations

- No one wished to comment.

8. Supervisor's Office

A. Transfer of TIRF and Parks & Trails accounts into General Fund

Lemke will bring a resolution and account balances to the next meeting.

B. Wiseman property adjacent to Prairie Wolf Park

Motion by Fryling and supported by Lemke to discuss the purchase of the property in closed session after completion of the rest of the agenda items under the Supervisor's Office.

Motion by Haagsma and supported by VanderStel to move into closed session at 8:40 p.m., to discuss the purchase of property adjacent to Prairie Wolf Par, and for a Personnel issue.

ROLL CALL VOTE: Lemke – yes, Haagsma – yes, VanderStel – yes, Fryling – yes, Osterink – yes, Burnside – yes, DeWard – yes. Motion carried.

Motion by Haagsma and supported by Fryling to return from closed session at 9:20.

VOICE VOTE: All Ayes. Motion carried.

Motion by Haagsma and supported by Lemke to authorize the Township Supervisor to negotiate the purchase of the Wiseman land adjacent to Prairie Wolf Park, up to \$100,000.

ROLL CALL VOTE: Haagsma – yes, Fryling – yes, Osterink – yes, Burnside – yes, DeWard – yes, Lemke – yes. VanderStel abstained. Motion carried.

9. Comments & Discussion

There will be a special meeting will be on December 2, 2019 to finalize the 2020 Budget.

10. Adjournment

Motion by Burnside and supported by Haagsma to adjourn the meeting at 9:25 p.m.

VOICE VOTE: All Ayes. Meeting adjourned.

Angela Burnside, Clerk

Robert DeWard, Supervisor

VOICE VOTE: All Ayes. Motion carried.

C. Resolution to establish guidelines for poverty exemptions

Motion by Haagsma and supported by Lemke to approve the Resolution establishing 2020 guidelines for poverty exemptions to be considered by the Board of Review.

ROLL CALL VOTE: Haagsma – yes, VanderStel – yes, Fryling – yes, Osterink – yes, Burnside – yes, DeWard – yes, Lemke – yes. Motion carried.

D. Resolution to establish Treasurer's Salary for 2020

Motion by VanderStel and supported by Haagsma to adopt the Resolution establishing the Treasurer's salary for 2020 at \$74,000.00.

ROLL CALL VOTE: VanderStel – yes, Fryling – yes, Osterink – yes, Burnside – yes, DeWard – yes, Lemke – yes, Haagsma – yes. Motion carried.

E. Resolution to establish Supervisor's Salary for 2020

Motion by VanderStel and supported by Haagsma to adopt the Resolution establishing the Supervisor's salary for 2020 at \$74,000.00.

ROLL CALL VOTE: Fryling – yes, Osterink – yes, Burnside – yes, DeWard – yes, Lemke – yes, Haagsma – yes, VanderStel – yes. Motion carried.

F. Resolution to establish Clerk's Salary for 2020

Motion by VanderStel and supported by Haagsma to adopt the Resolution establishing the Clerk's salary for 2020 at \$74,000.00.

ROLL CALL VOTE: Osterink – yes, Burnside – yes, DeWard – yes, Lemke – yes, Haagsma – yes, VanderStel – yes, Fryling – yes. Motion carried.

G. Resolution to exempt the Township from the requirements of Public Act 251 of 2011

Motion by Haagsma and supported by Lemke to adopt the Resolution exempting the Township from the requirements of Public Act 251 of 2011.

ROLL CALL VOTE: Burnside – yes, DeWard – yes, Lemke – yes, Haagsma – yes, VanderStel – yes, Fryling – yes, Osterink – yes. Motion carried.

H. Upgrade the Cutlerville Station interior lighting to LED

Motion by VanderStel and supported by Haagsma to approve the quote from Meekhof Electric to upgrade the Cutlerville Fire Station to LED lighting.

ROLL CALL VOTE: DeWard – yes, Lemke – yes, Haagsma – yes, VanderStel – yes, Fryling – yes, Osterink – yes, Burnside – yes. Motion carried.

I. Closed Session

344

DIXON	DIXON ENVIRONMENTAL CONSULTING INC			
02/21/2020	INVOICE	5005	PHASE 1 ASSESSMENT FOR 8665 KALAMAZOO AVE	0.00
		101-265.000-963.001		
		GEN	MISCELLANEOUS	2,000.00
02/21/2020	CHECK	28093		2,000.00
06/11/2020	INVOICE	5060	PHASE II STUDY 8665 KALAMAZOO AVE	0.00
		101-265.000-808.000		
		GEN	CONTRACTED SERVICES	4,090.00
06/11/2020	CHECK	28395		4,090.00
07/25/2020	INVOICE	5095	BASELINE ENVIRONMENTAL ASSESSEMENT	0.00
		101-265.000-808.000		
		GEN	CONTRACTED SERVICES	2,200.00
07/25/2020	CHECK	28518		2,200.00
			Total:	8,290.00
				8,290.00

2-4-2020

#15

**GAINES CHARTER TOWNSHIP
PARKS AND TRAILS COMMITTEE
RESOLUTION No. 2020-01P**

At a regular meeting of the Parks and Trails Committee of Gaines Charter Township, held in the Township Hall in said Township, 8555 Kalamazoo Avenue, SE, Caledonia, MI 49316, on January 15, 2020 there were:

PRESENT: D Lehmann, K VanderStel, S Maier, L Thomas, L Lemke, B Diemer, L Crumback

ABSENT: R DeWard

The following resolution was authored by all present members of said Committee:

Whereas, the Gaines Charter Township Parks and Trails Committee (the "Committee") fully supports the development of an educational center and

Whereas, the Committee supports the moving of the Gannon School to Prairie Wolf Park and the construction of a lower level to the school house to house an educational center

Therefore, be it resolved that the Committee recommends all other funding options (E.g. donations/grant funds/etc.) be exhausted before the sale of the Cody's Mill property is considered as an option to fund the construction of said educational center.

Robert DeWard
Gaines Charter Township, Supervisor
Parks & Trails Committee Member

Date

8/10/2020

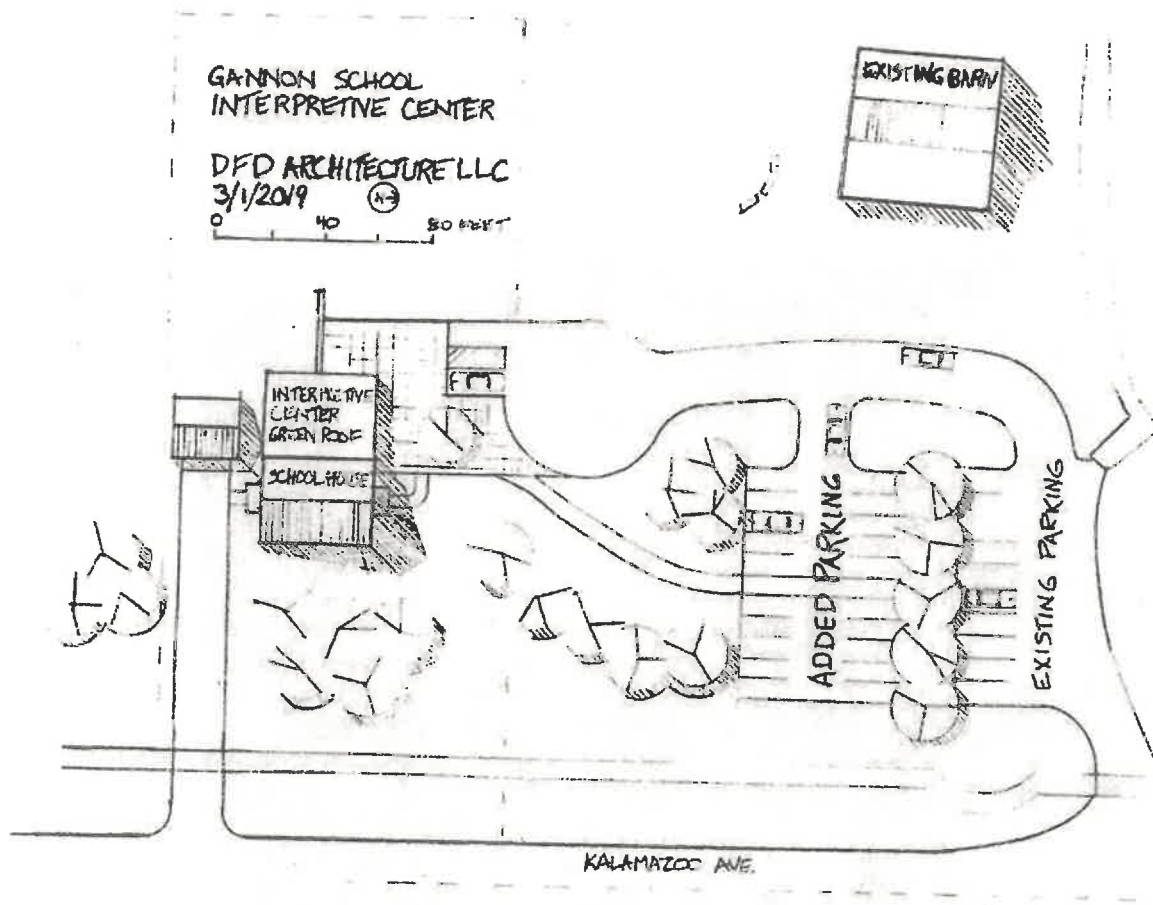
#16

Gannon School Center

From the Parks & Trails Committee

Imagine elementary and middle school children coming to Prairie Wolf Park to learn about insects, plants, birds, and animals. Learning about habitats and ecosystems in a classroom is good, but actually being in the habitat or ecosystem is even better!

Through the proposed generous donation of Kathy Vander Stel, Gaines Township has the opportunity to use one of its own historic schoolhouses as the focal point of a new educational center. This center would offer great learning opportunities to local schools and residents. In time, this center could also house the Gaines Township Historical Society.



Background

Gannon School was opened in 1883 and held its last class in 1960. It was vacant for a number of years and used as storage for a time. After being purchased and converted to a home in the 70's, Kathy Vander Stel (current owner) purchased the school and property in 1996 and completed an extensive remodel. In late 2018 the owner was notified of a request being made to rezone the property to the east and south (at the SE corner of Kalamazoo Avenue and 100th St) for a mineral removal plan.

Because this would mean that the building would then be surrounded on three sides by gravel removal operations, the owner contacted Stoneco to see if there was any interest in adding the property to the mining area. Vander Stel's proposal included moving the schoolhouse building off the property and to Prairie Wolf Park, Gaines Township's only park just two miles to the north. Stoneco was intrigued by the idea and indicated they would continue discussions. The owner also met with two moving companies to determine if the building could be relocated. Both companies indicated it could be done and provided quotes for making the move.



Parks & Trails Committee

Vander Stel met informally with some Parks Committee members to determine if there was interest in what she was considering. After receiving enthusiastic support,

Vander Stel brought the matter to the January 16, 2019 Parks and Trails Committee meeting, making a proposal to donate Gannon School to the township to be relocated to Prairie Wolf Park. At that time Stoneco had indicated they would cover the cost of moving the building to the park. They had not yet finalized their offer to Vander Stel for her property.

Vander Stel's offer to the township includes a life lease provision to live in the schoolhouse, after a new lower level is built. This lower level would be designed as an educational/interpretive center. For years, the Parks & Trails committee has discussed increasing hands-on learning opportunities in the park. Use of the barns has been suggested for activities, but the structures are not approved for public gatherings. The creation of a Gannon School center would fulfill three of the current goals the Parks Committee has for the park:



permanent restrooms, educational space and expanded parking. It could also supply, for the present, a center manager, at low expense to the township.

The Parks & Trails Committee brought a proposal to the township board at the March 11, 2019 meeting. However, at that meeting there were also a number of neighbors present who spoke in the public

hearing against the rezoning and PUD of the property around Gannon School. Due to the opposition expressed at the meeting, no action was taken in regards to the Parks Committee's proposal. Public hearings continued for a number of months and legal action was filed against Gaines Township to rescind the zoning change. By advice of the township's legal counsel due to pending litigation, the matter of Gannon School was not discussed again for over a year.

In recent weeks a legal ruling was made in support of Gaines Township's rezoning decision and at the June 15, 2020 Parks Committee meeting we again discussed and affirmed our support of this proposal to the township board.

Now at the August 10, 2020 township board meeting the Parks Committee is again asking the township board to **discuss and give preliminary approval to the concept** of accepting the donation of the historic one-room school and bringing it to Prairie Wolf Park to be placed on the recently purchased Wiseman property. A conceptual drawing by David Dye of DFD Architecture, LLC showing the location of the school and expanded parking is part of this report.

Preliminary approval of the concept of accepting Vander Stel's donation would allow the township to develop a clear use plan for the building and produce architectural drawings that could be used to create a budget for the project. This work has been estimated at approximately \$5,000. After those drawings are put out for budget or bid, the township board would again have the opportunity to vote on moving forward with the project or not.

The Parks & Trails Committee is forming a group of interested persons **to explore the project's feasibility and create progress**. These stakeholders include Gaines Township residents,

business owners, a Historical Society representative, Vander Stel, and other interested parties. Ideally, a township board member also joins the committee. Subcommittees will potentially be formed in three areas: Finance, Construction and Media. Statements of support from new committee members are included with this proposal and many of them are planning to be present at the August 10 meeting.



Financing

Because the financing of the project will be a major factor, the committee anticipates finding creative ways to fund this unique project. Preliminary investigation into possible grants has already begun. The State of Michigan Department of Natural Resources has many different grants available for the development of parks, including the Trust Fund and the Recreation

Passport Grant Program. The Land & Water Conservation Fund also awards grants annually; Waste Management offers gifts for environmental education programs, and the Wege Foundation awards grants to LEED projects. All of these sources require an updated five-year

Parks & Recreation Plan, which is currently being developed. A Go-Fund-Me campaign would also be considered. The Parks & Trails Committee is hopeful that funding will be found to cover the costs of this project.



LEED Certification

The committee feels that the pursuit of LEED certification for this project would be a great goal

to strive for and would tie in well with the nature of Prairie Wolf Park. There may be other grant opportunities made available through seeking LEED certification. Our hope is that efficient systems also provide low running costs for the township.

Center Manager

As part of an agreement with the township to continue living in the schoolhouse for an unspecified time, Vander Stel would agree to serve as the center manager at no cost to the township. Vander Stel would oversee use of the educational center, including the development of classes and scheduling of teachers, and the promotion of those classes, as well as cleaning. Having a private residence in a public park would be similar to many Michigan privately-owned lighthouses where signs are posted indicating “private residence” while the grounds around lighthouses are open to the public. Gannon School would differ from those arrangements because the building would be township owned and the lower level would be open to the public on a set schedule. When not in use for education, the lower level could be rented out. Vander Stel would also oversee and potentially perform some of the current park upkeep like mowing, trash removal, restroom cleaning, and opening and closing of gates (which may be recommended in the future).

The Parks & Trails Committee would like to study current park maintenance/expenses and create a job description for a park manager, to help determine if having a working park manager could result in cost savings for the township.

Financial Disclosure

In the spring of 2019 Stoneco made an offer of \$130,000 to Vander Stel for her property. Implied in Stoneco’s offer was that the owner would cover the moving costs of the school, which were quoted at \$31,000 (not including utility and tree trimming costs). Vander Stel obtained an informal appraisal of her home and property in 2019, which was then valued at \$180,000. She is hoping to retain \$100,000, resulting in a loss of \$80,000.



Timeline

In December 2019 VanderStel approached Stoneco to inquire about their time schedule in their current phase and how long before they would need to rescind their purchase offer. They indicated that there was between 12-18 months from that time to when it would no longer be feasible to move their operation back to the northwest

corner of the property. There is an urgency to move this project along as soon as possible in order to meet their timeframe. In addition, most grant requests are due early in the calendar year, so work on writing grant proposals would need to start soon.

8/10/2020
#17

1

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
August 10, 2020**

The meeting was held as a virtual meeting via Zoom – Meeting #864-8164-7343 – Password – 183380. Public who attended the meeting obtained meeting information and password by sending a request to info@gainestownship.org on the day of the meeting.

Present: DeWard, Brew, Lemke, Haagsma, VanderStel, Fryling
Absent: Osterink with notice

Opening prayer was given by Chief Paul Sheely.

1. The meeting was called to order at 7:05 p.m. by Supervisor DeWard
2. Approval of the Agenda with Kathy VanderStel property as an action item

Motioned by Lemke and supported by Haagsma to approve the amended agenda.

ROLL CALL VOTE: Brew - yes, DeWard - yes, Fryling — yes, Haagsma - yes, Lemke - yes, VanderStel - yes Motion carried.

3. Question of Conflict of Interest

Kathy VanderStel when Gannon School Center is presented to the board

4. Recognition of Individuals and/or Delegations

Chief Paul Sheely wanted to publicly acknowledge and thank Superior Asphalt for sealing the Dutton Fire Department parking lot for no cost.

5. Public Hearing – Major Amendment to PUD – Loan Oak

Motioned by Fryling and supported by Lemke to open the public hearing on Lone Oaks PUD major amendment.

ROLL CALL VOTE: DeWard - yes, Fryling — yes, Haagsma - yes, Lemke - yes, VanderStel - yes, Brew - yes Motion carried.

Motioned by Haagsma and supported by VanderStel to close the public hearing on Loan Oak PUD.

ROLL CALL VOTE: Fryling — yes, Haagsma - yes, Lemke - yes, VanderStel - yes, Brew — yes, DeWard — yes Motion carried.

6. Public Hearing – Rezone Property – 2451 76th Street

Motioned by VanderStel and supported by Haagsma to open the public hearing on rezoning the property at 2451 76th Street.

ROLL CALL VOTE: Haagsma - yes, Lemke - yes, VanderStel - yes, Brew — yes, DeWard — yes, Fryling — yes Motion carried.

Motioned by Lemke and supported by VanderStel to close the public hearing on rezoning the property at 2451 76th Street.

ROLL CALL VOTE: Lemke - yes, VanderStel - yes, Brew — yes, DeWard - yes, Fryling - yes, Haagsma - yes Motion carried.

7. Consent Agenda

Motioned by Lemke and supported by Haagsma to approve the consent agenda including payment of bills for 07/03/2020 through 07/30/2020 in the amount of \$266,826.46.

ROLL CALL VOTE: VanderStel - yes, Brew - yes, DeWard - yes, Fryling - yes, Haagsma - yes, Lemke - yes Motion carried.

8. Department/Office Reports

A. Clerk

1) Elections – \$50.00 COVID-19 Hazard Pay

Motion by Haagsma and supported by Lemke to pay election workers a \$50.00 hazard pay stipend as other communities are doing

ROLL CALL VOTE: VanderStel - yes, Brew - yes, DeWard - yes, Fryling - yes, Haagsma - yes, Lemke - yes Motion carried.

B. Planning

1) Lone Oak PUD amendment

Motioned by Haagsma and supported by Lemke to approve the Lone Oak PUD Major Amendment.

ROLL CALL VOTE: Brew - yes, DeWard - yes, Fryling — yes, Haagsma - yes, Lemke - yes, VanderStel - yes Motion carried.

2) Rezone Property – 2451 76th Street

Motioned by Fryling and supported by Lemke to table the rezoning resolution due to citizens not able to participate in the Zoom meeting.

ROLL CALL VOTE: DeWard - yes, Fryling — yes, Haagsma - yes, Lemke - yes, VanderStel - yes, Brew - yes Motion carried.

C. Treasurer's Department

Motioned by VanderStel and supported by Haagsma to accept the Treasurer's report as presented.

ROLL CALL VOTE: Fryling — yes, Haagsma - yes, Lemke - yes, VanderStel - yes, Brew - yes, DeWard - yes Motion carried.

D. Water & Sewer Department

1) Request for payment plan at 1499 84th Street

Motion by Haagsma and supported by Lemke to approve the payment plan for 1499 84th Street for the connection fee for sewer at 3.5% for 10 years

ROLL CALL VOTE: Haagsma - yes, Lemke - yes, VanderStel - yes, Brew — yes, DeWard — yes, Fryling — yes Motion carried.

E. Building Department

1) Professional Development Request

Motion by Lemke and supported by Fryling to approve the Code Officials Conference of Michigan conference for John Stuyfzand toward professional development

ROLL CALL VOTE: Lemke - yes, VanderStel - yes, Brew — yes, DeWard - yes, Fryling - yes, Haagsma - yes Motion carried.

F. Parks Committee

1) Gannon School Center

Motion by Brew and supported by Haagsma to approve Requests For Proposals not to exceed \$5,000 to site plan Prairie Wolf Park to include the Gannon School Center

ROLL CALL VOTE: VanderStel - Recused herself, Brew - yes, DeWard — yes, Fryling — yes, Haagsma - yes, Lemke - yes Motion carried.

9. Supervisor's Office

A. Streetlight Installation

Motion by Haagsma and supported by Fryling to amend the Harmon Farms PUD to install a streetlight

ROLL CALL VOTE: VanderStel - yes, Brew - yes, DeWard — yes, Fryling — yes, Haagsma - yes, Lemke - yes Motion carried.

10. Comments & Discussion

None

13. Adjournment

Motion by Lemke and supported by Haagsma to adjourn the meeting at 8:20 p.m.

ROLL CALL VOTE: Brew - yes, DeWard - yes, Fryling - yes, Haagsma - yes, Lemke - yes, VanderStel — yes Motion carried.

Michael Brew, Clerk

Robert DeWard, Supervisor

DRAFT

2/8

Kim Triplett

From: Robert DeWard
Sent: Thursday, September 10, 2020 2:43 PM
To: Kim Triplett
Subject: FW: School house
Attachments: 20200811143952200.pdf

From: Robert DeWard
Sent: Wednesday, September 2, 2020 9:23 AM
To: Cliff H. Bloom <cliff@bloomsluggett.com>
Subject: FW: School house

From: Laurie Lemke
Sent: Wednesday, August 12, 2020 3:36 PM
To: Robert DeWard <robert.deward@gainestownship.org>; Michael Brew <Michael.Brew@gainestownship.org>
Subject: School house

I found this information I would like to share with you both on lawful expenditures. Townships cannot spend money for a private purpose.

It was clearly purposed that the schoolhouse would continue to be used as a private residence for Kathy, only the lower level would be for public purpose.

My overall feeling that I sis expressed Monday evening is that this project be funded by private funds, donations or grants.

Laurie J. Lemke, MICPT, CPFA
Treasurer, Gaines Charter Township
8555 Kalamazoo Ave. SE
Caledonia, MI 49316
616.499-2045

Tax information can be found on our website www.gainestownship.org

Smart Steps to Lawful Expenditures

1. Townships Don't Donate.

A township cannot make a gift of public money, property or other assets. It's a gift if the township gets less than equal value in return.

2. Public Money Can Be Used Only For Public Purposes.

Public money cannot be used for a private interest.

Justice Cooley on taxation and using public funds for a private purpose:

"It must be imposed for a public, and not for a mere private purpose. Taxation is a mode of raising revenue for public purposes only, and ... when it is prostituted to objects in no way connected with the public interests or welfare, it ceases to be taxation and becomes plunder."
People ex rel. Detroit & H.R. Co. v. Salem Township Bd. (20 Mich. 452, 1870)

3. Townships Need Statutory Authority to Spend Public Money. "Simon Says!"

If a law says or implies that a township may spend public money on an activity, then it is a lawful expenditure (as long as you get equal value or better in return).

But if you can't point to a statute that authorizes townships to spend money on a particular activity, then you have no statutory authority. It's an unlawful expenditure.

Keep it in perspective: Townships were not created to "Do Good." Townships exist to assess property, levy taxes, administer elections, and provide other public services.

Many other organizations do exist to "Do Good." The fact that a township board must decline to spend public money on a private activity does not mean that there is anything wrong with the activity or the organization that asked for help. Individual board members can always reach into their own pockets if they feel strongly about an activity or cause.

4. Townships Can Contract.

If it is lawful for a township to spend public money on an activity, then a township may contract with another entity to provide that activity.

But remember—a township cannot make a gift of public money. So you must get equal or better value in return for township money. A written contract can help establish the value the township is getting for its residents.

—Catherine Mullhaupt, MTA Staff Attorney, Revised March 2016
(517) 321-6467, www.michigantownships.org

A township can spend public money only for public purposes that are *expressly authorized or implied by* the Michigan Constitution and statutes.

Article VII, §34 of the Michigan Constitution of 1963 states, "The provisions of this constitution and law concerning counties, townships, cities and villages shall be liberally construed in their favor. Powers granted to counties and townships by this constitution and by law shall include those fairly implied and not prohibited by this constitution."

The Michigan Supreme Court also stated in *Hanselman v Killeen*, 419 Mich. 168 (1984), that "local governments have no inherent powers and possess only those limited powers which are expressly conferred upon them by the state constitution or state statutes or which are necessarily implied therefrom."

A township cannot make a gift of public money or assets. The township must receive equal or better value in exchange for public money or assets.

Article VII, § 26 states: "Except as otherwise provided in this constitution, no city or village shall have the power to loan its credit for any private purpose or, except as provided by law, for any public purpose." According to the Supreme Court in *In re Request for Advisory Opinion on Constitutionality of 1986 PA 281*, 431 Mich. 93 (1988), this applies to townships.

Article IX, §18 also states, "The credit of the state shall not be granted to, nor in aid of any person, association or corporation, public or private, except as authorized in this constitution." The Supreme Court held in *Black Marsh Drainage District v Rowe*, 350 Mich. 470 (1958), that this applies to townships. According to the Court in *Kaplan v City of Huntington Woods*, 357 Mich. 612 (1959), a gift or donation of money or other property by a municipality constitutes a violation of this constitutional prohibition.

If a township is asked for money, a board should follow these steps:

1. Determine if a township is authorized by law to spend money for the purpose involved. Look for a law that authorizes or requires a township to spend money for that purpose.

2. Determine if the township board wants to contract to have the service or activity done. If a township is authorized to spend money to perform a service or activity, then a board may choose to contract with another governmental unit, public or private organization, or person to do so. But remember—the board still decides where and how it will use township money. Simply because a township could contract for a service does **not** mean it must. Board members have a duty to decide how to best use public resources for the township as a whole.

If a township contracts with a private entity, the township may fund or help to fund projects or programs that the township itself would have lawful authority to perform. That means there may be some activities a township might not be able to fund through a private organization. For example, a township can contract with Meals on Wheels to provide meals to senior citizens, because townships are specifically authorized by law to provide services to senior citizens. But a township cannot contract with Meals on Wheels to provide meals to people who are not senior citizens, because no law authorizes townships to do that.

Depending on the program or project done with a private entity, there may also be increased exposure to liability, because although the township has governmental immunity, a private entity does not. A township should work closely with its legal counsel to determine what risks, if any, might arise from the type of program/project being considered.

3. Ensure that the township is receiving an equal or better value for its money. A township cannot give public money with no expectation in return. Even if it is for a valid, public purpose, a township cannot make a gift of public money or assets—it must receive at least the same value in return.

With either a public or private entity, there must be some form of agreement/contract that makes it clear that the money is being spent on a township public purpose and the township is receiving equal or better value in return. The contract need not be lengthy or involved; it can be a simple written agreement describing what will be done and how much the township will pay.

Bloom Sluggett, PC

COUNSELORS & ATTORNEYS

SA 9

Clifford H. Bloom
Direct Dial (616) 965-9342
Direct Fax (616) 965-9352
cliff@bloomsluggett.com

September 11, 2020

Mr. Robert DeWard
Township Supervisor
Gaines Charter Township
Township Offices
8555 Kalamazoo Ave. SE
Caledonia, Michigan 49316

**Re: The Old Gannon Schoolhouse
Issues – The move and related matters**

Dear Rob:

This letter is in response to your recent inquiry regarding what has sometimes been referred to as the old "Gannon Schoolhouse" located at 10034 Kalamazoo Avenue SE (the "Gannon Schoolhouse") within Gaines Charter Township (the "Township").

FACTS

It is believed that the Gannon Schoolhouse is approximately 137 years old. It was used as a public school until about 1960. The Gannon Schoolhouse is currently owned by Township Trustee Kathy VanderStel. Trustee VanderStel resides within the Gannon Schoolhouse. The exterior of the Gannon Schoolhouse remains more or less in its original condition, while the interior of the Gannon Schoolhouse has been renovated for living quarters for Trustee VanderStel.

The Township owns the Prairie Wolf Park, which is approximately 75 acres in size (the "Park") and is located adjacent to the Township's offices.

THE PROPOSAL

The Gannon Schoolhouse is located immediately adjacent to the new / expanded StoneCo mining site. StoneCo has offered to reimburse Trustee VanderStel for the move of the Gannon Schoolhouse to the Park. Just south of the entrance to the Park, a foundation would be built upon which the moved Gannon Schoolhouse would rest, together with the installation of a new septic system, private well, utilities, drive and parking area.

Trustee VanderStel has offered to donate the moved Gannon Schoolhouse to the Township to become part of the Park. In exchange, the Township would pay for all of the incidental costs associated with relocating the building (other than the cost of the building move itself). Thereafter, Trustee VanderStel would also be allowed to live in the living quarters within the Gannon Schoolhouse for the rest of her life. The Township would have to pay for the schoolhouse's new septic system, new private well, installation of utilities, preparing a new foundation to accept the building, driveway and parking area. The Gaines Charter Township Parks and Trails Committee would be charged with raising the funds to cover such Township costs. Trustee VanderStel would also be a paid employee of the Township to care take of the Gannon Schoolhouse, give guided tours for school children and the public and perform similar public functions on behalf of the Township at the Gannon Schoolhouse (collectively, the "Proposal").

To date, the Township Board has not approved Trustee VanderStel's proposal. However, the Township did allocate \$5,000 for an initial review of the feasibility of the Proposal.

DISCUSSION

1. The major two issues – the potential conflict of interest for Trustee VanderStel and whether public funds can be spent on the Proposal.

You have asked whether pursuing the Trustee VanderStel proposal would constitute a potential conflict of interest for Trustee VanderStel as well as whether it would be lawful for the Township to spend public monies on the Proposal.

2. The potential conflict of interest for Trustee Kathy VanderStel.

Clearly, it would be a conflict of interest under Michigan law for Trustee Kathy VanderStel to participate in any fashion as a Township Trustee regarding the Proposal or the Township's pursuit of or implementation of the Proposal. Trustee VanderStel has a direct financial interest in the Proposal. Therefore, Trustee VanderStel must recuse herself as a Township official from and not participate in any Township Board (or other Township body) discussion, vote or implementation of the Proposal or any matter relating to the Gannon Schoolhouse. During those meetings, Trustee VanderStel should excuse herself and go sit in the audience. While some experts disagree, it is our legal opinion that Ms. VanderStel can participate in public comment as a member of the audience at any Township meeting that addresses the Proposal or the Gannon Schoolhouse as a public citizen. We do not believe that a citizen gives up his or her constitutional rights to comment as a member of the public simply because they have a conflict of interest in their official municipal role.

The phrase "conflict of interest" is used as a "catch-all" phrase by courts and lay people and has a variety of different meanings, which often makes the topic confusing.

With regard to the Township Trustee having a conflict of interest, the statutory guidance in Michigan is not extensive and the applicable appellate law is limited. As for state law, there are potentially two statutes that should be considered – MCL 15.321 *et seq.* (entitled “Contracts of Public Servants with Public Entities”) and MCL 15.341 *et seq.* (entitled “Standards of Conduct for Public Officers and Employees”).

Since the Township Trustee has not yet entered into a contract with the Township regarding the Proposal and a conventional service contract will not be involved, MCL 15.321 *et seq.* likely does not apply. With regard to MCL 15.341 *et seq.*, the majority of that statute applies only to employees of the executive branch of Michigan, not township officers or employees. However, MCL 15.342(b) does apply to an elected or appointed official of a township. That section of the statute applies only to a township official or employee reporting a violation of the statute by state officials and contains so-called whistle blower’s protection. Therefore, MCL 15.341 *et seq.* generally does not apply in this situation.¹

The Michigan Attorney General has addressed some of these issues as follows:

The common law of the state furnishes the second source of the law of conflict of interest. In People v Township Board of Overysel, 11 Mich 222, 225-226 (1863), the court stated:

'All public officers are agents, and their official powers are fiduciary. They are trusted with public functions for the good of the public; to protect, advance and promote its interests, and not their own. And, a greater necessity exists than in private life for removing from them every inducement to abuse the trust reposed in them, as the temptations to which they are sometimes exposed are stronger, and the risk of detection and exposure is less. A judge cannot hear and decide his own case, or one in which he is personally interested. He may decide it conscientiously and in accordance with the law. But that is not enough. The law will not permit him to reap personal advantage from an official act performed in favor of himself.'

See OAG, 1981-1982, No 5864, supra, and OAG, 1977-1978, No 5404, p 720 (December 14, 1978).

* * *

Viewing both lines of authority, the rule that may be deduced is that participation by a member of a local legislative body in formulating quasi-judicial municipal action, where such person is employed by the

¹ Additionally, Township officials have a fiduciary duty (i.e. duty of good faith and fidelity) to both the Township and the public. Accordingly, even if a technical conflict of interest situation might not be involved, a Township official might still be required to recuse himself or herself in a particular matter if it would otherwise breach a fiduciary duty. Unfortunately, the Michigan courts have not addressed that type of situation in detail.

beneficiary of such action, results in subjecting such municipal action to direct attack as being void or voidable. It has been stated that a city council acts in a quasi-judicial capacity when it grants or denies a privilege or benefit. Blankenship v City of Richmond, 188 Va 97; 49 SE2d 321, 323 (1948). Quasi-judicial municipal action indicates official acts based on investigation, consideration, and deliberate human judgment, involving the exercise of discretion. Oakman v City of Eveleth, 163 Minn 100; 203 NW 514, 517 (1925); State v Leyse, 60 SD 384; 244 NW 529, 531 (1932); Pyatt, *supra*. Where a general rule is applied to a specific interest, as in the case of a zoning change involving a specific parcel of property, a variance or conditional use permit, such action is quasi-judicial in nature. Allison v Washington County, 24 Or App 571; 548 P2d 188, 191 (1976).

In 4 McQuillin, Municipal Corporations, Sec. 13.03c, p 514 (3d Rev Ed) it is stated:

'A municipal council is primarily a legislative and administrative body, but is often vested with judicial or quasi-judicial functions. When sitting on charges involving the removal of an officer for cause, hearing matters relating to the detachment of territory from the municipality, hearing matter relating to permits, deciding election contests between rivals claimants for seats in the body, and in determining whether a member should be expelled on charges preferred, the council acts in the capacity of a judicial or quasi-judicial tribunal.' [Footnotes omitted.]

* * *

In Wilson, et al v Township Board of Burr Oak, 87 Mich 240; 49 NW 572 (1891), the unanimous action of the four-member township board in ordering the laying out of a highway pursuant to statute was held void where two members of the board were personally and financially interested in the highway's construction. The court stated: 'We think, also, that the township board erred in proceeding to lay out the highway, if . . . , two members of said board, or either of them, were financially interested in its being laid out.' Wilson, supra, 87 Mich 240, 248. It should be noted that the board had rejected the plaintiff's request that the two members in question be removed from the board, and two new appointments made, pursuant to statute. Wilson, supra, 87 Mich 240, 244. See, OAG, 1981-1982, No 5864, *supra*. See, also, Woodward v City of Wakefield, 236 Mich 417; 210 NW 322 (1926); Abrahamson, supra; Barkey v Nick, *supra*.

* * *

Thus, in response to your second question, it is my opinion that under the common law doctrine of conflict of interest as judicially articulated, and pursuant to the ethical constraints of 1973 PA 196, Sec. 2, *supra*, a local governmental official or employee who is also employed by the applicant or beneficiary of specific quasi-judicial municipal action is in conflict of interest, and may not participate in nor vote upon such official action. *Michigan Attorney General Opinion No. 6005, dated November 2, 1981.*

Based on all of the above, it is quite clear that Trustee VanderStel does have a conflict of interest with regard to the Gannon Schoolhouse proposal, and must recuse herself as a Township official regarding all matters relating thereto.

3. The use of Township money for the Proposal or regarding the Gannon Schoolhouse.

A concern has also been raised about the Township spending public monies on either the Proposal or any matter relating to the Gannon Schoolhouse. The issue is whether the Proposal or a particular matter relating to the Gannon Schoolhouse constitutes a "public purpose" for which public money can be spent under Michigan law.

A Michigan municipality can only provide funding or subsidies to a non-public entity or person if it is for a "public purpose." The Michigan Constitution provides in Article 7:

§ 26. Cities and villages, loan of credit.

Sec. 26 Except as otherwise provided in this constitution, no city or village shall have the power to loan its credit for any private purpose or, except as provided by law, for any public purpose.

The Michigan courts have interpreted that portion of the Michigan Constitution to also apply to townships and also have two general meanings. First, a Michigan township cannot loan its credit to any person, association, corporation or any private entity. Therefore, the Township cannot loan money to non-Township entities or persons, nor can the Township "guarantee" a loan involving third parties unless expressly authorized by law. Second, the above-mentioned constitutional provision also means that the Township cannot donate or contribute Township funds, assets or resources for a private purpose unless expressly authorized by law. The Township's expenditures must be made for a "public purpose" as authorized by law. Therefore, the Township must always ensure that it is getting "value-for-value" in any transaction. Although the Township may not make a donation, it can contract with a private person, corporation or entity to provide a specific public service when authorized by law.

Township money can only be spent for a "public purpose". Over 145 years ago, the Michigan Supreme Court noted:

“It must be imposed for a public, and not for a mere private purpose. Taxation is a mode of raising revenue for public purposes only, and ... when it is prostituted to objects in no way connected with the public interests or welfare, it ceases to be taxation and becomes plunder.” *People ex rel. Detroit & H.R. Co. v. Salem Township Bd.* (20 Mich. 452, 1870)

It is highly likely that the Proposal involving the Gannon Schoolhouse would be for a proper public purpose under Michigan law. Creating, purchasing, owning and maintaining parks, public museums and similar places open to the general public is recognized as a public purpose. See MCL 42.14 as follows.:

Sec 14. *Each charter township shall have power to acquire property for public purposes by purchase, gift, condemnation, lease, construction, or otherwise, and to maintain and operate public buildings, parks [and facilities] needed in the performance of the powers and functions, expressed and implied, granted, possessed, and required of them by this act, or any other statute of the state of Michigan relating to townships and may sell and convey or lease any such property or part thereof which is not needed for public purposes: Provided, That no taxes shall be levied to acquire any such property, public building, park, or facility, unless such levy shall be approved by a majority of the electors of the township voting thereon at any regular or special township election. (Emphasis added).*

More recently, the Michigan Court of Appeals stated:

“The courts are especially deferential toward legislative determinations of public purpose; ‘[f]or determination of what constitutes a public purpose involves considerations of economic and social philosophies and principles of political science and government. Such determinations should be made by elected representatives of the people.’” *Hess v Cannon Township*, 265 Mich App 582, 595 (2005) (citation omitted).

The operation of a museum is a public purpose. See generally, *Detroit Museum of Art v Engel*, 187 Mich 432, 440 (1915). See also MCL 339.202 declaring historic preservation to be a public purpose. And, the majority of the Proposal involving the Gannon Schoolhouse would involve a public building and providing public services, including enhancing the Park, promoting historical matters for the Township, having guided tours of the Gannon Schoolhouse for the public and generally enhancing the facilities of the Park. However, that does not mean that every aspect of the Proposal might constitute a public service, particularly with regard to any payments made to Trustee VanderStel or improvements to the Gannon Schoolhouse or new grounds at the Park that might be exclusively for the residential use of Trustee VanderStel.

Allowing Trustee VanderStel to live in the Gannon Schoolhouse could also be viewed as a private benefit, unless it benefits the Township and public when viewed in the overall context

of the Proposal. Furthermore, the Township Board will have to determine whether public use and tours of the Gannon Schoolhouse is consistent (or in conflict) with Trustee VanderStel's living quarters.

Perhaps the most problematic aspect of the Proposal would be Trustee VanderStel serving as a paid Township employee for purposes of guided tours, holding public office hours for members of the public for the Gannon Schoolhouse and similar matters. While Michigan law does allow a township board member to perform additional public services for the township involved (MCL 41.96), the Township Board must still decide whether it is appropriate and also for a public purpose with regard to the Gannon Schoolhouse.

Even though some or all of the funds for the set-up costs of the moved school building may be paid for by private funds, they are still considered Gaines Charter Township monies. And, the value and costs of the building set-up (including, but not necessarily limited to, the new well, septic, foundation, utilities, etc.) must be imputed to Trustee VanderStel. Those set-up costs and installations must be factored into the decision by the Township Board regarding whether Trustee VanderStel would be obtaining an undue benefit from the Proposal.

Before the Township Board commits to any contractual agreement regarding the Gannon Schoolhouse, the Township should have an appraisal done of the true costs to the Township in pursuing the Gannon Schoolhouse project, including the building set-up costs paid for by Township funds and the fair market value of Trustee VanderStel residing within the Gannon Schoolhouse once it is moved for the rest of her life or for whatever time period the parties agree upon. That can then be discounted to the present fair market value, thus allowing for an assessment of the true cost of the rent free proposal. Before entering into the final signed agreement with Trustee VanderStel for the project, the Township Board must be able to appreciate and fully understand any and all potential costs to the Township involving the Gannon Schoolhouse proposal.

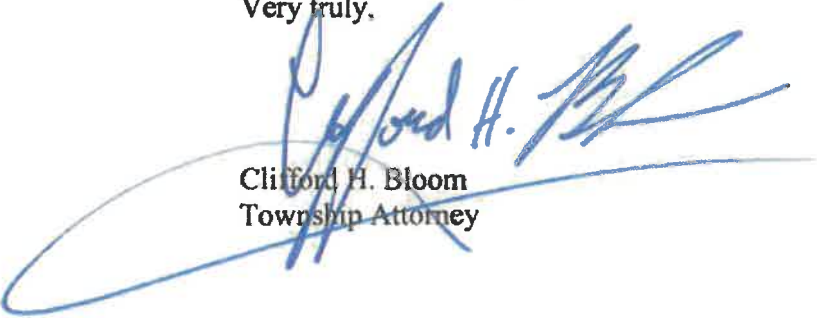
While the type of arrangement being proposed for the Gannon Schoolhouse is unusual, it is not without precedent for municipalities in Michigan. For example, there are a number of public walking trails throughout Michigan for which property has been purchased containing a house, barn or other structure whereby the owner of the property is allowed to continue to live in or utilize the building or structure at issue rent free for the rest of their life or a set period of time. In Sleeping Dunes National Lakeshore Park in the northeast lower peninsula of Michigan, the Federal Government gave many cabin and cottage owners a long period of time within which they could still use their cottages and homes rent free before those structures had to be removed and no private inholdings would be allowed thereafter.

The Township Board has significant discretion regarding whether a particular matter is a "public purpose". If the Township Board decides to pursue the Proposal or spend any significant public monies regarding the Gannon Schoolhouse, the Township Board should adopt the appropriate resolution declaring what public purposes are involved and how it relates to the project. We certainly can assist the Township Board with drafting that resolution.

Mr. Robert DeWard
September 11, 2020
Page 8

Please do not hesitate to contact me should you or any other Township official have any questions regarding these matters. Thank you.

Very truly,



Clifford H. Bloom
Township Attorney

cc: Township Clerk
Township Treasurer
Chairperson of the Parks and Recreation Committee
Trustee Kathy VanderStel

**Gaines Charter
Township**

Memo

To: Gaines Charter Township Board
From: Robert DeWard, Township Supervisor
Date: September 11, 2020
Re: Gannon School

At the August 2020 meeting of this Board, it was decided to allow the Parks and Trails Committee to create an RFP for a site plan for Prairie Wolf Park to include the Gannon School. The services being requested (in the RFP) were to be capped at \$5,000.00.

The RFP document was created and reviewed by the Parks and Trails Committee. While reviewing it, conversation was held with a representative of a local engineering firm (Fishbeck Civil Engineering).

Several members of the Parks and Trails Committee members were impressed with Fishbeck and are asking if it is necessary to put the project out to bid, or can they simply contract with Fishbeck (without going to bid). Township Attorney has advised it is in the best interest of the Township to put the contract out to bid.

Since the last meeting, there has been discussion regarding the legality of the Township investing money that does not benefit the general public. Although the project (when/if completed) would most definitely benefit the general public, there are other considerations at this point.

As has been discussed in the past, complete transparency is of the utmost importance. I would like the Board to review this matter carefully and decide whether or not to move forward.

POINTS TO CONSIDERED:

- The Township can commit \$5K for an engineer to produce a site plan – this would be considered doing our due diligence before committing to the project.
- Once site plan is completed – Trustee Vander Stel must present a formal written proposal to the Board for consideration. Proposal must include all costs (excavation/parking lot/utilities/septic/well/finishing of learning center/etc.)
- Township attorney has advised that offering free life-time rent to Vander Stel would constitute a windfall for her and would then disqualify the project as being for public benefit.

I am asking the Board to take two actions this evening:

#1 Given the new considerations, do we want to move forward with the RFP for engineering of a site plan

#2 Automatically grant the contract to Fishbeck, or require it be put out to bid (which was our previous action).

Additionally, Kathy VanderStel has recused herself when this Board discusses the Gannon School matter, which is appropriate. However, it has also been brought to our attention that she cannot be involved in any discussion regarding the project, not even at the Parks and Trails Committee level. Nor can she be involved in selecting an engineer.

9/14/2020
1 11

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
September 14, 2020**

The meeting was held as a virtual meeting via Zoom – Meeting #846-2774-5615 – Password – 897226. Public who attended the meeting obtained meeting information and password by sending a request to info@gainestownship.org on the day of the meeting.

Present: Deward, Brew, Lemke, Haagsma, VanderStel, Osterink, Fryling
Absent: None

Opening prayer was given by Osterink.

1. Question of Conflict of Interest

VanderStel will have a conflict of interest with the Gannon Schoolhouse. She will be able to speak from the audience as a citizen of Gaines Township.

2. Approve the Agenda

Motioned by Haagsma and supported by VanderStel to approve the agenda as printed.

ROLL CALL VOTE: Brew - yes, DeWard - yes, Fryling - yes, Haagsma - yes, Lemke - yes, Osterink - yes, VanderStel - yes Motion carried.

3. Recognition of Individuals and/or Delegations

None

4. Public Hearing – Rezone Property – 2451 76th Street – Alexander Trails

Motioned by Osterink and supported by Haagsma to open the public hearing on 2451 76th Street.

ROLL CALL VOTE: DeWard - yes, Fryling - yes, Haagsma - yes, Lemke - yes, Osterink - yes, VanderStel - yes, Brew - yes Motion carried.

Leon Pratt, 2490 Crystal Meadows, commented that the Plaster Creek divides between Kentwood Public School district and the Caledonia Public School district. His desire is the proposed traffic bridge over Plaster Creek be eliminated as the busses do not need it to access the neighborhood.

Michael Illikainen, 2840 76th Street SE, in addition to the letter in the board packet, spoke about the condition of 76th street. He also noted that the proposed PUD does not meet Gaines Township Master Plan. He noted that existing residents to the north and the south of the proposed PUD are not being considered pertaining to housing density.

Gary VanderStel, 2045 76th Street SE, in addition to the letter in the board packet, spoke about the condition of 76th street as compared to 60th, 68th, and 8th streets which have been improved in recent years. He spoke of the hills, limited sight distances, narrow nature of the road, and the lack of proper

shoulders. He also commented on the lot width being well below the 80' widths which were a point of contention when Crystal Springs PUD was approved.

Motioned by Fryling and supported by Osterink to close the public hearing on 2451 76th Street.

ROLL CALL VOTE: Fryling - yes, Haagsma - yes, Lemke - yes, Osterink - yes, VanderStel - yes, Brew - yes, DeWard - yes Motion carried.

5. Public Hearing – Private Streets Ordinance

Motioned by Haagsma and supported by VanderStel to open the public hearing on the Private Street Ordinance.

ROLL CALL VOTE: Haagsma - yes, Lemke - yes, Osterink - yes, VanderStel - yes, Brew - yes, DeWard - yes, Fryling - yes Motion carried.

None

Motioned by Lemke and supported by Osterink to close the public hearing on the Private Street Ordinance.

ROLL CALL VOTE: Lemke - yes, Osterink - yes, VanderStel - yes, Brew - yes, DeWard - yes, Fryling - no, Haagsma - yes Motion carried.

6. Public Hearing – Major PUD Amendment - 7115 Kalamazoo Avenue

Motioned by Haagsma and supported by VanderStel to open the public hearing on Major PUD Amendment – 7115 Kalamazoo Avenue.

ROLL CALL VOTE: Osterink - yes, VanderStel - yes, Brew - yes, DeWard - yes, Fryling - yes, Haagsma - yes, Lemke - yes Motion carried.

None

Motioned by VanderStel and supported by Haagsma to close the public hearing on Major PUD Amendment – 7115 Kalamazoo Avenue.

ROLL CALL VOTE: VanderStel - yes, Brew - yes, DeWard - yes, Fryling - yes, Haagsma - yes, Lemke - yes, Osterink - yes Motion carried.

7. Consent Agenda

Motioned by VanderStel and supported by Haagsma to approve the consent agenda including payment of bills for 08/01/2020 through 08/27/2020 in the amount of \$445,141.33.

ROLL CALL VOTE: Brew - yes, DeWard - yes, Fryling - yes, Haagsma - yes, Lemke - yes, Osterink - yes, VanderStel - yes Motion carried.

8. Department/Office Reports

A. Clerk

1) Elections Adjudication Software

Motion by Haagsma and supported by Osterink to purchase Election Adjudication Software and computer equipment contingent on securing a grant for half of the \$10,343.00 cost.

ROLL CALL VOTE: DeWard - yes, Fryling - yes, Haagsma - yes, Lemke - no, Osterink - yes, VanderStel - no, Brew - yes Motion carried.

B. Planning

1) Rezone property – 2451 76th Street

Motioned by Haagsma and supported by DeWard to the resolution and the ordinance for 2451 76th PUD creation.

ROLL CALL VOTE: Fryling – no, Haagsma - yes, Lemke - yes, Osterink - no, VanderStel - no, Brew - yes, DeWard - yes Motion carried.

2) Private Streets Ordinance

Motioned by Haagsma and supported by VanderStel to approve the Private Streets Ordinance.

ROLL CALL VOTE: Haagsma - yes, Lemke - yes, Osterink - yes, VanderStel - yes, Brew – yes, DeWard – yes, Fryling – no Motion carried.

3) Major PUD Amendment – 7115 Kalamazoo Avenue

Motioned by Lemke and supported by Haagsma to adopt the Major PUD Amendment for 7115 Kalamazoo Avenue expansion of existing building.

ROLL CALL VOTE: Lemke - yes, Osterink - yes, VanderStel - yes, Brew - yes, DeWard - yes, Fryling - yes, Haagsma - yes Motion carried.

C. Treasurer's Department

1) BCTV update

9. Recognition of Individuals and/or Delegations.

None

10. Supervisor's Office

A. KEP Technologies (ACD.net) license agreement

Motion by Lemke and supported by VanderStel to approve renewing the KEP Technologies (ACD.net) license agreement

ROLL CALL VOTE: Osterink - yes, VanderStel - yes, Brew - yes, DeWard - yes, Fryling - yes, Haagsma - yes, Lemke - yes, Motion carried.

B. Gannon School

Kathy VanderStel stepped aside due to conflict of interest. She is able to be part of the discussion as a citizen

Motioned by Lemke and supported by Haagsma to move forward with the Gannon School Project

Gaines Township Board Minutes
September 14, 2020

ROLL CALL VOTE: VanderStel - Did not vote, Brew - yes, DeWard – yes, Fryling – yes, Haagsma - yes, Lemke - yes, Osterink – yes Motion carried.

Motioned by Lemke and supported by Haagsma to open bids not to exceed \$5,000 in cost to make preliminary drawings of the Gannon School foundation and educational center addition

ROLL CALL VOTE: DeWard - yes, Fryling - yes, Haagsma - yes, Lemke - yes, Osterink - yes, VanderStel - Did not vote, Brew - yes Motion carried.

VanderStel re-joined as Trustee at 9:04 pm

C. Service Recognition – Sandy Wiltzer

Motioned by Haagsma and supported by Lemke to recognize Sandy Wiltzer's years of service to Gaines Charter Township

ROLL CALL VOTE: Fryling – yes Haagsma - yes, Lemke - yes, Osterink - yes, VanderStel - yes, Brew - yes, DeWard - yes Motion carried.

D. Service Recognition – Matthew Wood

Motioned by Lemke and supported by Haagsma to recognize Matthew Wood's years of service to Gaines Charter Township

ROLL CALL VOTE: Haagsma - yes, Lemke - yes, Osterink - yes, VanderStel - yes, Brew – yes, DeWard – yes, Fryling – yes Motion carried.

E. Service Recognition – Shain Bush

Motioned by Lemke and supported by Fryling to recognize Shain Bush's years of service to Gaines Charter Township

ROLL CALL VOTE: Lemke - yes, Osterink - yes, VanderStel - yes, Brew - yes, DeWard - yes, Fryling - yes, Haagsma - yes Motion carried.

F. Service Recognition – Geoff Evans

Motioned by Lemke and supported by Haagsma to recognize Geoff Evans' years of service to Gaines Charter Township

ROLL CALL VOTE: Osterink - yes, VanderStel - yes, Brew - yes, DeWard - yes, Fryling - yes, Haagsma - yes, Lemke - yes, Motion carried.

G. Service Recognition – Travis Gregg

Motioned by Lemke and supported by Fryling to recognize Travis Gregg's years of service to Gaines Charter Township

ROLL CALL VOTE: VanderStel - Yes, Brew - yes, DeWard – yes, Fryling – yes, Haagsma - yes, Lemke - yes, Osterink – yes Motion carried.

H. Service Recognition – Grant Jelsema

Motioned by Lemke and supported by Haagsma to recognize Grant Jelsema's years of service to Gaines Charter Township

ROLL CALL VOTE: Brew - yes, DeWard - yes, Fryling – yes, Haagsma - yes, Lemke - yes, Osterink - yes, VanderStel - yes Motion carried.

I. Hiring of four firefighters for Dutton Department

Motioned by Haagsma and supported by Lemke to hire Alex Blehm, Brent Cummings, Stephen Downing, Mike Trenshaw for the Dutton Department.

ROLL CALL VOTE: DeWard - yes, Fryling - yes, Haagsma - yes, Lemke - yes, Osterink - yes, VanderStel - yes, Brew - yes Motion carried.

J. Hiring of four firefighters for Cutlerville Department

Motioned by Lemke and supported by Haagsma to hire Ryan Ford, Dan Pratt, Andrew Fittis, Dorian Oestreich for the Cutlerville Department.

ROLL CALL VOTE: Fryling – yes, Haagsma - yes, Lemke - yes, Osterink - yes, VanderStel - yes, Brew - yes, DeWard - yes Motion carried.

12. Comments & Discussion

Jason VanderMolen, township Community Policing Officer, spoke of the new format for National night out on October 6, 2020 from 5:30 pm to 7:30 pm. It will be a drive through event where people stay in their cars. Many emergency service departments will have a presence although some will only be present for part of the event.

13. Adjournment

Motion by Haagsma and supported by Lemke to adjourn the meeting at 9:26 p.m.

ROLL CALL VOTE: Haagsma - yes, Lemke - yes, Osterink - yes, VanderStel - yes, Brew – yes, DeWard – yes, Fryling – yes Motion carried.

Michael Brew, Clerk

Robert DeWard, Supervisor

MEETING ID: 847 0050 7830

PASSCODE: 089350

12

I. CALL TO ORDER AND ATTENDANCE

A. Call to Order: 6:32AM

B. Attendance and Introduction of Guests

Present: Lehmann, VanderStel, Crumback, Maier (7:30), Diemer, Lemke, Thomas

Absent with notice: DeWard

Guests: D Wells/Township Community Development Manager

Jesse Schulte – Kent Conservation District

Others: K Triplett/recording secretary

C. Approval of Meeting Agenda

Motion to approve agenda: K VanderStel

2nd: L Thomas

Discussion: None

Ayes: All

Nays: NONE

MOTION CARRIED

D. Approve Meeting Minutes from May 4 and June 15, 2020

May 4, 2020

Motion to approve 5/4/2020 minutes: K VanderStel

2nd: B Diemer

Discussion: None

Ayes: All

Nays: NONE

MOTION CARRIED

June 15, 2020

Motion to approve 6/15/2020 minutes: K VanderStel

2nd: L Lemke

Discussion: None

Ayes: All

Nays: NONE

MOTION CARRIED

E. Declaration of conflict of interest

K VanderStel – Gannon School

F. Public comments on agenda items - None

II. REGULAR BUSINESS

• Committee Business

• Invasive Species Strike Force

D Lehmann introduced Jesse Schulte from Kent Conservation District. Schulte said she visited PWP in the spring and it was/is beautiful. The DNR funds grants for the West MI Conservation network which consist of seven counties. It was this grant funding that helped finance the spraying of Hardy Pond for phragmites in August. The cost to the Township was \$25.00.

Electronic system “MISIN” is used for public reported invasive species. Goal is to increase public knowledge and stop the spread.

Brochures were shown to the committee showing different invasive species in the area and how to identify them. Under the grant they can cover any public lands, but need permission to go on private property. Also, grant only covers the treating of certain species. For example, Cascade has an issue with oriental bittersweet vine, which is not prioritized by the State so it is not covered by the grant program.

General discussion regarding the different invasive species, growing patterns, etc.

Discussion about adopting a “Best Management Practice” policy for community prevention. Teach early detection, growing habits, and prevention. Fall and Winter is a great time to teach this and also to treat some of the species.

Schulte let the committee know about a work day scheduled for 9/26 at Cannon Township – it will be a bittersweet training day, teaching identification and proper way to achieve long term control.

Lehmann – could use help with language for master plan, long term assessment – Schulte could work with Township, start this winter.

General discussion – learning center/Wege foundation/public education days. Committee should create a watch list for invasive species, and post it.

Lemke suggested scheduling a work day in May – Schulte advised fall and winter is best time to treat, spring is not ideal.

Lemke advised the bottoms of the phragmites are turning brown. Asked about getting the south pond treated. Vander Stel would like to look first; she is not sure it is phragmites. Schulte advised if it is phragmites they can treat for it. Unfortunately, canary reed grass is not listed as a priority, so it would be around \$75 an hour to treat that. Vander Stel advised Black River has been treating the canary reed grass. Schulte said they do a good job.

Wells will post in park cases.

General discussion about retailers and what their practices are (selling bittersweet, etc.).

Schulte again invited members to attend the Service-Learning Day, 9/26/2020, Cannon Township, 9am-noon.

General discussion regarding native plants.

Lehmann – need to create a cohesive plan to follow up, get awareness out to the general public.

Vander Stel – get wording in Master Plan, put in cases, schedule an educational day in the park.

Need to do it this fall – hand brochures out and if we had a speaker it would draw the crowds' attention.

Date of October 31st worked best for everyone – Halloween. General discussion on times/brochures/social distancing/survey.

Public Education day will be 10/31 – have paper survey ready to hand out, brochures on invasive species, etc. (*this survey can be smaller than the all-encompassing survey Wells is working on).

Advised Wells Heritage Festival was cancelled – Lemke said 5K may still be happening.

- **2021 planned meeting dates: January 20, April 21, June 16, September 15 – All in agreement**
- **Other dates: May? workday (9a-12 noon); Heritage Festival October 9 – wait until January to scheduled May work day.**
- **Parks & Trails Master Plan- Wells**

General discussion regarding google docs/dropbox/etc. All agree this has to be a priority: set dates to have things done by/set goals and get accomplished in 6 months. Wells advised we need an updated plan to qualify when applying for grants. General discussion regarding mitigation areas and use of them.

Wells advised the existing plan is a good template, just needs to be edited. (i.e. older trail's section needs to be updated). Planning Department works with contractors when new developments are being planned – trail system – coordinated effort to concentrate on trail connections/green areas/general areas (not exact spot).

Lehmann – Asked for volunteers to work on plan – Lemke and Vander Stel volunteered.

Lehmann will identify sections that need to be worked on, and send new sections out to committee every couple weeks.

General discussion regarding community survey – needs broad coverage, public input. David Jirousek will team up with them to create. Needs to be digital (Survey Monkey, etc.) Master Plan updating will begin in December. Need to put language together and have on hand for 10/31 educational day.

General discussion about apartment complex next to Brewer park – section of property being dedicated to the park – it will be a natural area, not ball fields, etc.

Wells gave general overview of wetland mitigation areas – MDOT and DNR management. Township can't take ownership but can help develop – make people aware of.

Lehmann – Parks master plan update, do we want it standalone or rolled into the Township's Master Plan document? General consensus is stand-alone.

DIEMER LEFT MEETING

- **Township Board Report – Lemke**

Lemke – not much action. Board did revote on the \$5K for engineering services for possible Gannon School move. They will make the \$\$ available, and project must go out to bid.

2021 budget projections are underway. There will be dollars available for keeping the park up (mowing/grooming/etc.) Several areas need work/or have been recently worked on (tree down by bridge/weeding around wolf sculpture/around picnic tables) need to keep park presentable.

Lemke suggested putting information regarding the survey in with the winter tax mailing. Lehmann suggested including invasive species educational page – Lemke felt that would be too much and there is a percentage of individuals who do not read inserts.

Wells stressed he wants a longer survey – not just about the park, but about recreational needs of the Township as a whole. Maybe create a multiple-choice type survey – so we can create a “laundry-list” of wants.

Wells will be working with David Jirousek this afternoon. Lehmann would like to participate.

Might work to provide a link to the survey and invasive species information in the tax bills.

- **Other**

- **PARKS**

- **Prairie Wolf**

Lehmann advised “Dodge Family” plaque has been installed (on bench at Dodge Overlook). Bobolinks – really enjoyed all the information that was presented. Vander Stel – cutting was delayed until 7/3. New trails have been mowed.

S Meier – cutting delayed, discussed flushing bar but it is hard to do on the type of mower being used (switches from side to side), but just delaying until July is a great help to Bobolinks.

Allegan County State Game area doesn't get mowed until July. Trails were mowed, just hard to see right now.

- **Community Involvement/Friends – VanderStel**

Vander Stel – really no activity over the summer – no seed collection, won't be planting this fall because still treating canary reed grass. Want to get rid of it before more planting is done. S Meier

added he had done some seed collection. Maybe incorporate work day with 10/31 educational day – but winter is better.

General discussion regarding trees that have fallen/which have been cleaned up/where to put branches etc., when clean-up is being done.

It was pointed out the DJ's is not mowing about the barns.

WELLS LEFT MEETING

Lemke mentioned the 5K run would be taking place – trails should be re-mowed.

• **Gannon School-** *Lehmann*

Lehmann – need to reassess. This is a big project, and will take a lot of work. The Educational Center is a long-time dream of the Parks Committee, she would like to know how individuals feel about it and would they be willing to serve on the stakeholders committee.

S. Meier – YES to the Educational Center. Vander Stel has a lot of blood, sweat and tears into property where it is located now. Both ways have appeal, he is ambivalent about it.

L Thomas – Either way, but it agrees to be maintained regardless of where it ends up.

L Crumback – Wants to see it saved. If we don't move it, we will lose it. Moving it may be the only way to save it.

Lehmann – Crumback has been doing an excellent job getting a hold of alumni. One individual is an editor in New York City – wants to send donation. We need to get a path set up to collect donations, there will be support for the project.

Questions? – Comments?

Lemke – will put together feed back questions that need to be answered, what hurdles we will have.

Vander Stel – She is “ok” either way. It will cost her a lot if we move it. She wants to preserve it, share the responsibility to save it, combine it with an educational center.

Lehmann – Vander Stel is giving away a lot financially, directly affecting her future-rights, security, etc. Lehmann will keep everyone apprised of all developments. There are spots available on the Stakeholders Committee, if anyone is interested. There is a lot of studying to do. Once we get response back from the RFP, we will have a better idea.

• **Apple "Aspects"-** *Lehmann* **SKIPPED**

• **Steve Maier's list-** *Lehmann*

Has some maps done – how to make copies. Lehmann stated to bring them into Kim and she will make copies and scan for digital copies.

Dodge overlook is very overgrown. Lehmann stated any clean up needs to be coordinated with B Diemer, plants were donated by him and his wife.

• **Butterfly collection-** *Lehmann*

Project is in progress – the best way to store all the information of about each frame is via QR code. General discussion – everyone agrees.

- Potential Scout Projects: bat houses, chimney swift house, Gull Prairie overlook **SKIPPED**
- On Hold: Gaines School sign/bench, P&T brochure **SKIPPED**
- Other

RECAP – Priority to revise P & T Master Plan. Lehmann will sent out “chunks” , editing can be done in word – Lehmann will coordinate.

Work day – 10/31 – Lehmann will ask J Schulte to come survey invasive species.

- Additional Parks (Brewer, Creekside, Shadyside) **SKIPPED**
- TRAILS **SKIPPED**
- Public Comment for items unrelated to the agenda **NONE**
- Committee member comments **NONE**

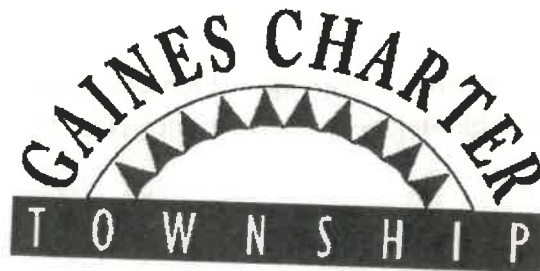
III. ADJOURNMENT **8:10AM**

Sept 2020
#13

Request for Proposal

Architectural Site Plan - PWP

For the Development of a Foundation, including an Educational Center Under Historical Gannon School



Gaines Charter Township

Parks & Trails Committee

8555 Kalamazoo Ave., SE.

Caledonia, MI 49316

PROJECT TYPE:

Conceptual Plan

PROPOSALS DUE BY:

October 16, 2020

PROPOSAL MANAGER:

Dana Lehmann

CONTACT INFORMATION: Ph.: 616-485-3534

Email: glad4@charter.net

September 2020

Request for Proposal

Architectural Site Plan - PWP

For the Development of a Foundation, including an Educational Center Under Historical Gannon School

REQUEST FOR PROPOSAL

The Gaines Charter Township is accepting proposals for a one-time contract to develop a Site Plan for the construction of a foundation and educational center under historical Gannon School, along with additional parking and walkway to the school house, in Prairie Wolf Park.

1) Scope of Work

The Township is seeking, from each respondent, a listing of what services they could perform within the restraints of a set budget.

Engineering services the Township is seeking include conceptual architectural drawings that will serve as the basis for construction bidding by a general contractor. Considerations to be included are, but not limited to:

- The physical concerns of placing/constructing a foundation for the historical Gannon School
- Placement/construction of an education center as an extension of the foundation of the historical Gannon School
- Retaining the historical value/appearance of the structure
- Placement of additional parking and pathways for the facility while maintaining a park like setting
 - Include approximate dimensions, flow of traffic, accessible parking spaces
- Signage

The Township is limited to a maximum of \$5,000.00 for services provided.

2 Consultant Requirements

Gaines Charter Township requires that consultants provide a timeline as outlined below.

TASK	ENGINEERS TIME FRAME (to be completed by respondent)
Initial Site Visit	
Planning /Design work begins	
Preliminary design presented	
Revisions/Completion of design plan(s)	
Presentation of draft plan	
Finalize design plans	
Site Plan complete	

3 PROPOSAL CONTENT

All proposals must include the following:

1. Completed Form of Proposal (*Attachment A*)
2. Company profile: provide a brief company profile that includes general statement of interest and qualifications and any other information that may help us to evaluate your expertise fit with our needs. *Include as Supplement 1 to your RFP response*
3. Services: Provide a summary of the services available. *Include as Supplement 2 to your RFP response*
4. Pricing. *Include as Supplement 3 to your RFP response*
5. References. Submit a list of three (3) references for which company has performed similar work. References should include client name, address, phone number, work performed for client, date of work, and client contact information. *Include as Supplement 4 to your RFP response*

4 TERMS AND CONDITIONS OF THE CONTRACT

The following conditions will apply to any contract awarded as a result of this RFP.

1. **Assignment.** Contract may not be assigned or transferred by either party without the prior written consent of the other party.
2. **Termination of the Contract.**
 - a. Gaines Charter Township may terminate the contract at any time that the Company fails to carry out its provisions or to make substantial progress under the terms specified in this proposal solicitation and the resulting contract.
 - b. This contract may be terminated for convenience by Gaines Charter Township upon written notice to Company. Upon termination, Gaines Charter Township shall pay Company amounts due for goods or services provided in compliance with the agreement, unless such goods or services are in dispute by either party. Gaines Charter Township shall have the right to stop work at any point and will not pay Company for any work completed or commitments made by Company without Gaines Charter Township approval, after receiving notice of work stoppage.
 - c. All goods or services which are rejected for nonconformity with terms and conditions of this agreement are rejected at the Company's risk of loss and expense. Gaines Charter Township reserves the right to terminate for non-conformity by giving oral or written notice to the Company. Such notice shall be effective upon actual receipt.
3. **Remedies Upon Default.** In any case where the Company has failed to deliver services or has delivered nonconforming services, Gaines Charter Township shall provide a Cure notice. If after notice the Company continues to be in default, Gaines Charter Township may procure substitute services from another source and charge the difference between the contracted price and the market price to the defaulting Company.
4. **Indemnification**
 - a. To the fullest extent permitted by law, the Company shall defend, indemnify and hold harmless Gaines Charter Township, its agents and employees from and against all claims, damages, losses

and expenses, including but not limited to attorneys' fees, arising out of or resulting from (A) the material non-performance, non-compliance or breach with the terms and obligations of this Agreement or (B) bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, including the loss of use resulting therefrom caused in whole or in part by any negligent act or omission of the Company or Subcontractor, or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity, which would otherwise exist as to any party or person.

- b. In any and all claims against Gaines Charter Township or its agents by any employee of the Company, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, the Company's indemnification obligation shall not be limited in any way by any definition or boundary on the amount or type of damages, compensation or benefits payable by or for the Company under worker's compensation, disability benefits or other employee benefit acts.
 - c. The Company agrees to jointly and severally indemnify and hold Gaines Charter Township of its agents, harmless from against all liability, loss, damage or expense, including reasonable attorney's fees which Gaines Charter Township may incur or sustain by reason of the failure of the selected Company to fully perform and comply with the terms and obligations of the Agreement.
5. **Contract Changes.** None of the covenants, provisions, terms or conditions of this contract to be kept or performed by Gaines Charter Township or Company shall be in any manner modified, waived or abandoned, except by a written instrument duly signed by the parties and delivered to Gaines Charter Township.
6. **Severability of Contract.** In the event any one or more the provisions contained in this contract shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision of this contract, but this contract shall be construed as if such invalid or unenforceable provision had never been contained. Further, in the event that any provision of this contract shall be held to be unenforceable by virtue of its scope, but may be made enforceable by a limitation thereof, such provision shall be deemed to be amended to the minimum extent necessary to render it enforceable under the laws of the jurisdiction in which enforcement is sought.
7. **Force Majeure.** Neither party shall be held responsible for any losses resulting if the fulfillment of any terms or provisions of this contract are delayed or prevented by any cause not within the control of the party whose performance is interfered with, and which by the exercise of reasonable diligence, said party is unable to prevent.
8. **Method of Award.**

Gaines Charter Township reserves the right to accept any bid or to reject any and all bids, and to waive defects or irregularities in any bid. In particular, erasure or interlineation of the Contract Documents and of the bid shall render the accompanying proposal irregular and subject to (but not requiring) rejection by Gaines Charter Township.

9. Response Submittal.

Sealed bids, addressed as follows, must be received at the Gaines Charter Township offices no later than October 16, 2020 at 10:00 AM, at which time the bids will be publicly opened.

Gaines Charter Township
Gannon School RFP
8555 Kalamazoo Ave., SE
Caledonia, MI 49316

Gaines Charter Township reserves the right to reject any or all bids, to accept any item or items in the bids, and to waive any irregularity in the bids if determined to be in the best interest of Gaines Charter Township. Gaines Township is an equal opportunity employer.

ATTACHMENT A
FORM OF PROPOSAL

**COMPANIES MUST COMPLETE ALL PARTS OF THIS SECTION FOR THEIR PROPOSAL TO BE
CONSIDERED.**

1. Company agrees to Proposal Terms and Conditions?

_____Yes _____No

Note: If no, please list exceptions on Attachment B

2. Company can provide the services and perform them according to the timeline provided?

_____Yes _____No

Note: If no, please list exceptions on Attachment B

3. Payment Terms: _____

Be certain to state your terms of payment. Failure to indicate your terms will mean that if your bid is accepted, Gaines Charter Township will apply a five percent (5%) discount for payments made within 15 days of receipt of your invoice in the Purchasing Department.

4. Company Information

Business Name: _____

Federal I.D. Number/SSN: _____

Official Address: _____

Telephone Number: _____

Fax Number: _____

Authorized Signature: _____

Print Name of Signer: _____ Date: _____

Email Address: _____

ATTACHMENT B
FORM OF PROPOSAL
EXCEPTIONS

**PLEASE LIST ANY AND ALL EXCEPTIONS TO THIS RFP IN THIS SECTION. INCLUDE PAGE NUMBER,
SECTION AND REASON FOR EXCEPTION:**

Please check one of the following:

☐ We have no exceptions to this RFP

☐ We have the following exceptions to this RFP

	Page Number	Section	Exception
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

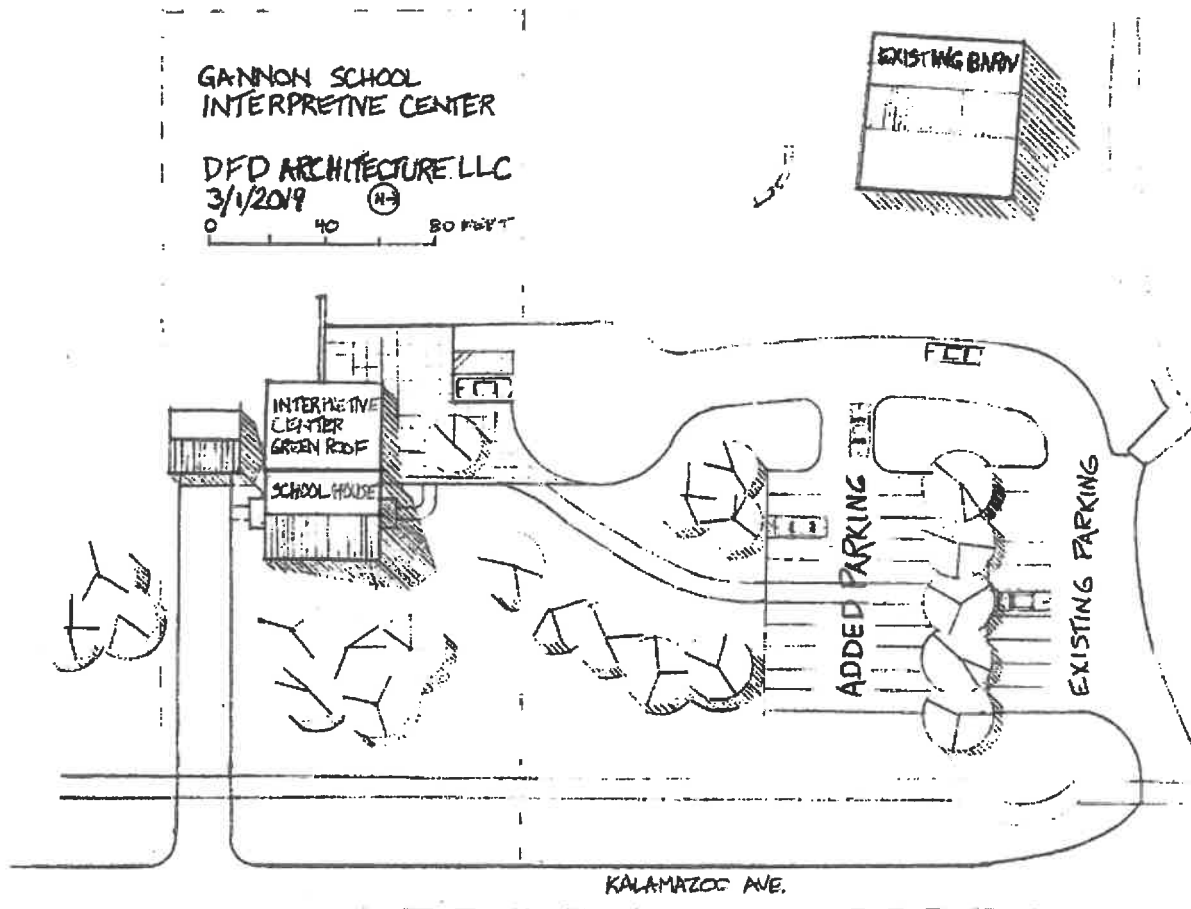
HISTORY

Gannon School Center

From the Parks & Trails Committee

Imagine elementary and middle school children coming to Prairie Wolf Park to learn about insects, plants, birds, and animals. Learning about habitats and ecosystems in a classroom is good, but actually being in the habitat or ecosystem is even better!

Through the proposed generous donation of Kathy Vander Stel, Gaines Township has the opportunity to use one of its own historic schoolhouses as the focal point of a new educational center. This center would offer great learning opportunities to local schools and residents. In time, this center could also house the Gaines Township Historical Society.



Background

Gannon School was opened in 1883 and held its last class in 1960. It was vacant for a number of years and used as storage for a time. After being purchased and converted to a home in the 70's, Kathy Vander Stel (current owner) purchased the school and property in 1996 and completed an extensive remodel. In late 2018 the owner was notified of a request being made to rezone the property to the east and south (at the SE corner of Kalamazoo Avenue and 100th St) for a mineral removal plan.

Because this would mean that the building would then be surrounded on three sides by gravel removal operations, the owner contacted Stoneco to see if there was any interest in adding the property to the mining area. Vander Stel's proposal included moving the schoolhouse building off the property and to Prairie Wolf Park, Gaines Township's only park just two miles to the north. Stoneco was intrigued by the idea and indicated they would continue discussions. The owner also met with two moving companies to determine if the building could be relocated. Both companies indicated it could be done and provided quotes for making the move.

Parks & Trails Committee



Vander Stel met informally with some Parks Committee members to determine if there was interest in what she was considering. After receiving enthusiastic support, Vander Stel brought the matter to the January 16, 2019 Parks and Trails Committee meeting, making a proposal to donate Gannon School to the township to be relocated to Prairie Wolf Park. At that time Stoneco had indicated they would cover the cost of moving the building to the park. They had not yet finalized their offer to Vander Stel for her

property.

Vander Stel's offer to the township includes a life lease provision to live in the schoolhouse, after a new lower level is built. This lower level would be designed as an educational/interpretive center. For years, the Parks &

Trails committee has discussed increasing hands-on learning opportunities in the park. Use of the barns has been suggested for activities, but the structures are not approved for public gatherings. The creation of a Gannon School center would fulfill three of the current goals the Parks Committee has for the park: permanent restrooms, educational space and expanded parking. It could also supply, for the present, a center manager, at low expense to the township.



The Parks & Trails Committee brought a proposal to the township board at the March 11, 2019 meeting. However, at that meeting there were also a number of neighbors present who spoke in the public hearing against the rezoning and PUD of the property around Gannon School. Due to the opposition expressed at the meeting, no action was taken in regards to the Parks Committee's proposal. Public hearings continued for a number of months and legal action was filed against Gaines Township to rescind the zoning change. By advice of the township's legal counsel due to pending litigation, the matter of Gannon School was not discussed again for over a year.

In recent weeks a legal ruling was made in support of Gaines Township's rezoning decision and at the June 15, 2020 Parks Committee meeting we again discussed and affirmed our support of this proposal to the township board.

Now at the August 10, 2020 township board meeting the Parks Committee is again asking the township board to **discuss and give preliminary approval to the concept** of accepting the donation of the historic one-room school and bringing it to Prairie Wolf Park to be placed on the recently purchased Wiseman property. A conceptual drawing by David Dye of DFD Architecture, LLC showing the location of the school and expanded parking is part of this report.

Preliminary approval of the concept of accepting Vander Stel's donation would allow the township to develop a clear use plan for the building and produce architectural drawings that could be used to create a budget for the project. This work has been estimated at approximately \$5,000. After those drawings are put out for budget or bid, the township board would again have the opportunity to vote on moving forward with the project or not.

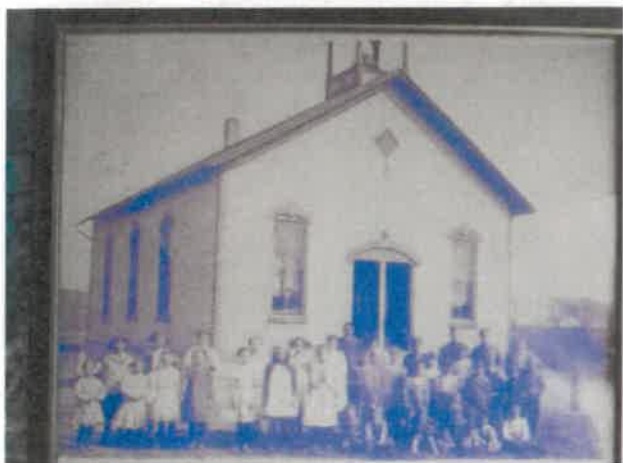
The Parks & Trails Committee is forming a group of interested persons **to explore the project's feasibility and create progress**. These stakeholders include Gaines Township residents, business owners, a Historical Society representative, Vander Stel, and other interested parties. Ideally, a township board member also joins the committee. Subcommittees will potentially be formed in three areas: Finance, Construction and Media. Statements of support from new committee members are included with this proposal and many of them are planning to be present at the August 10 meeting.



Financing

Because the financing of the project will be a major factor, the committee anticipates finding creative ways to fund this unique project. Preliminary investigation into possible grants has already begun. The State of Michigan Department of Natural Resources has many different grants available for the development of parks, including the Trust Fund and the Recreation Passport Grant Program. The Land & Water Conservation Fund also awards grants annually; Waste Management offers gifts for

environmental education programs, and the Wege Foundation awards grants to LEED projects. All of these sources require an updated five-year Parks & Recreation Plan, which is currently being developed. A Go-Fund-Me campaign would also be considered. The Parks & Trails Committee is hopeful that funding will be found to cover the costs of this project.



LEED Certification

The committee feels that the pursuit of LEED certification for this project would be a great goal to strive for and would tie in well with the nature of Prairie Wolf Park. There may be other grant opportunities made available through seeking LEED certification. Our hope is that efficient systems also provide low running costs for the township.

Center Manager

As part of an agreement with the township to continue living in the schoolhouse for an unspecified time, Vander Stel would agree to serve as the center manager at no cost to the township. Vander Stel would oversee use of the educational center, including the development of classes and scheduling of teachers, and the promotion of those classes, as well as cleaning. Having a private residence in a public park would be similar to many Michigan privately-owned lighthouses where signs are posted indicating "private residence" while the grounds around lighthouses are open to the public. Gannon School would differ from those arrangements because the building would be township owned and the lower level would be open to the public on a set schedule. When not in use for education, the lower level could be rented out. Vander Stel would also oversee and potentially perform some of the current park upkeep like mowing, trash removal, restroom cleaning, and opening and closing of gates (which may be recommended in the future).

The Parks & Trails Committee would like to study current park maintenance/expenses and create a job description for a park manager, to help determine if having a working park manager could result in cost savings for the township.

#14

From: [Robert DeWard](#)
To: [Dan Wells](#)
Subject: RE: Gannon School
Date: Thursday, November 12, 2020 8:40:48 AM

This is the most recent. Otherwise not much since the trial.

Rob

From: Dan Wells
Sent: Wednesday, November 11, 2020 4:46 PM
To: Robert DeWard <robert.deward@gainestownship.org>
Subject: RE: Gannon School

I spoke to Tony H. today about the annual operating review they need to submit and he asked if there had been any recent complaints. We need to publicly notice for that review in December so I'm sure the nearby residents will be in attendance.

Is this the only one you have gotten recently? I haven't heard anything.

Dan Wells
Community Development Director

From: Robert DeWard <robert.deward@gainestownship.org>
Sent: Wednesday, November 11, 2020 4:32 PM
To: Lehmann <glad4@charter.net>
Cc: Dan Wells <dan.wells@gainestownship.org>
Subject: FW: Gannon School

Dana,

I think this email from Doretta explains why I am concerned about the process of moving the Gannon School. We are going to be criticized at every step of the way.

Rob

From: doretta [<mailto:ddanema@aol.com>]
Sent: Wednesday, November 11, 2020 10:02 AM
To: Robert DeWard <robert.deward@gainestownship.org>; Laurie Lemke <laurie.lemke@gainestownship.org>; Dan Fryling; Michael Brew <Michael.Brew@gainestownship.org>; Crystal Osterink <crystalosterink3@gmail.com>; Tim Haagsma <tim.haagsma@gainestownship.org>; Kathy Vanderstel - Hotmail <kathy.vanderstel@hotmail.com>
Cc: Genie Eardley <genieb@eardleylaw.com>; Nicholas Gumina <nickg@eardleylaw.com>
Subject: Gannon School

To the Trustees of Gaines Township,

This email is on behalf of the residents of your township who live along the edge of the newly expanded Stoneco gravel pit at Kalamazoo and 100th st. (Anema, TenElshof, Heffernan, Smith, et al). We are the residents you are NOT spending thousands of dollars on in efforts to mitigate the negative impact of living next to an active mine, as you are doing for resident and fellow trustee Kathy VanderStel. We are the residents dealing every day with Stoneco's dust, noise, and safety issues created in our homes, on our property, and along Kalamazoo ave. .

We noticed last Friday that the Gannon school was the site of a large gathering of what appeared to be township officials. If that was supposed to be a public meeting, none of us received notice of it, nor could we find the meeting posted in any print source. We would have eagerly attended such a meeting because we are very concerned about what happens to that historic site, to the school and to our tax dollars. It seems to us that some very inappropriate actions have been taken by this Board of Trustees.

Earlier this year Kathy Vanderstel negotiated on behalf of the township the purchase of a parcel of land for \$95,000 which she intends to use for her new residence. Another \$5,000 taxpayer dollars has been spent just to explore the cost of moving Kathy's house. An undisclosed amount of tax payer dollars has been spent getting legal advice from Cliff Bloom on all of these matters. And the proposed cost to the tax payer on actually moving of that house is staggering.

We empathize with Kathy's desire to get away from the toxic new Stoneco environment and find a quiet place to live, but we agree with Cliff Bloom's legal findings: if she wants to do that, she must pay for it herself, as we are having to do. We want to be on record as supporting Cliff Bloom's legal advice to this Board: using taxpayer dollars to move the Gannon school and create a new residence for Kathy Vanderstel would be a gross "conflict of interest" and would amount to an inappropriate "windfall" for Ms. Vanderstel. Kathy Vanderstel should not negotiate (nor should she ever have negotiated) any matters regarding that school as anything other than a resident, like the rest of us.

We would also like to correct the record on the verdict of Judge Sullivan. It was noted in the Gannon school presentation in August that the Judge ruled in favor of the Township. But that is inaccurate. Judge Sullivan did elect not to halt and roll back the mining activity given that this township allowed it to occur for months, even though litigation was underway and judgment not yet rendered. However, he was very clear in his verdict to state that the township did NOT apply the law properly because they were "confused" about how to do so. Sullivan also very clearly identified that Doretta Anema was/is indeed "an aggrieved party."

Those are two very important legal points to highlight going forward, as they essentially give grounds for residents to sue for damages: loss of property value, loss of income, loss of wetlands, health issues, and more....

We hope you understand that we have felt for a long time now that our voices have NOT been heard by our Trustees. We are paying very careful attention to the decisions you are making and whether or not they represent the interests of all your residents.

Thank you for your time.

Sent from [Mail](#) for Windows 10

**Gaines Charter
Township**

Memo

To: Gaines Charter Township Board
From: Robert DeWard, Township Supervisor
Date: December 3, 2020
Re: Awarding Contractor for Architect designs – Gannon School Move

The architect design contract for the move of Gannon School was put out to bid (as approved by this Board). One response was received. A meeting (interview) was held with Rudy Baker on November 6th, at the Gannon School. It was agreed that Mr. Baker's bid response was what we were looking for, and his references all stated he would do a great job for us.

The contract has yet to be awarded. My hesitation in awarding the contract is a direct result of the email we all received from Doretta Anema (copy attached).

My thought is that this email shows that there will always be misconceptions regarding the Township's actions, regardless of how transparent we are, and we will always have a very vocal group of residents opposed to this project.

I would like it if this Board would revisit this matter, should we move forward with awarding this contract, or hold off.

At this point there have been no "fund raising" strategies put in place (that we have been made aware of). If we move forward with the architect's designs, and the funds can't be raised to actually complete the project, will it be viewed by our opponents that we "wasted" \$5K of taxpayer money?

Kim Triplett

From: Michael Brew
Sent: Monday, December 7, 2020 8:33 AM
To: Kim Triplett
Subject: FW: Gannon School

From: doretta [mailto:ddanema@aol.com]
Sent: Wednesday, November 11, 2020 10:02 AM
To: Robert DeWard <robert.deward@gainestownship.org>; Laurie Lemke <laurie.lemke@gainestownship.org>; Dan Fryling; Michael Brew <Michael.Brew@gainestownship.org>; Crystal Osterink <crystalosterink3@gmail.com>; Tim Haagsma <tim.haagsma@gainestownship.org>; Kathy Vanderstel - Hotmail <kathy.vanderstel@hotmail.com>
Cc: Genie Eardley <genieb@eardleylaw.com>; Nicholas Gumina <nickg@eardleylaw.com>
Subject: Gannon School

To the Trustees of Gaines Township,

This email is on behalf of the residents of your township who live along the edge of the newly expanded Stoneco gravel pit at Kalamazoo and 100th st. (Anema, TenElshof, Heffernan, Smith, et al). We are the residents you are NOT spending thousands of dollars on in efforts to mitigate the negative impact of living next to an active mine, as you are doing for resident and fellow trustee Kathy VanderStel. We are the residents dealing every day with Stoneco's dust, noise, and safety issues created in our homes, on our property, and along Kalamazoo ave. .

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Thank you for your time.

Sent from Mail for Windows 10

#16

12-07-2020

1

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
December 07, 2020**

The meeting was held as a virtual meeting via Zoom – Meeting # 854 1688 2102 – Password – 416595. Public who attended the meeting obtained meeting information and password by sending a request to info@gainestownship.org on the day of the meeting.

Present: DeWard, Brew, Lemke, Fryling, VanderStel, Terpstra
Absent with notice: Haagsma, Jansen

Opening prayer was given by DeWard

1. The meeting was called to order at 7:03 p.m. by Supervisor DeWard

2. Question of Conflict of Interest

Kathy VanderStel will not participate in the meeting when discussing the Gannon School move.

3. Proposed Agenda

Motioned by VanderStel and supported by Lemke to approve the agenda.

ROLL CALL VOTE: VanderStel - yes, Terpstra - yes, Lemke - yes, Fryling – yes, DeWard - yes, Brew - yes
Motion carried.

4. Recognition of Individuals and/or Delegations.

No one spoke.

5. Department/Office Reports

A. Clerk's Office

1) Professional Development Request – Clerk – New Official's Training

Motioned by VanderStel and supported by Lemke to approve the Clerk's professional development request for New Official's training through the Michigan Township Association.

ROLL CALL VOTE: Brew - yes, VanderStel – yes, Terpstra - yes, Lemke - yes, Fryling – yes, DeWard - yes
Motion carried.

2) Professional Development Request – Clerk – Clerk's Institute

Motioned by Lemke and supported by VanderStel to approve the Clerk's professional development request for Clerk's Institute through the Michigan Association of Municipal Clerks.

ROLL CALL VOTE: DeWard - yes, Brew - yes, VanderStel – yes, Terpstra - yes, Lemke - yes, Fryling – yes
Motion carried.

3) Professional Development Request – Deputy Clerk – New Officials Training

Motioned by Lemke and supported by VanderStel to approve the Deputy Clerk's professional development request for New Official's training through the Michigan Township Association.

ROLL CALL VOTE: Fryling – yes, DeWard - yes, Brew - yes, VanderStel – yes, Terpstra - yes, Lemke - yes
Motion carried

B. Planning Department

a. Zoning Ordinance Amendment – Setback Averaging – 2nd Read

Motion by VanderStel and supported by Lemke to approve the Setback Averaging Ordinance.

ROLL CALL VOTE: Fryling – yes, DeWard - yes, Brew - yes, VanderStel – yes, Terpstra - yes, Lemke - yes
Motion carried.

b. Zoning Ordinance Amendment – Rezone parcel from RL14 to RL10 – 2nd Read

Motion by VanderStel and supported by Lemke to approve the Ordinance to change 2410 68th Street from RL-14 to RL-10.

ROLL CALL VOTE: Lemke – yes, Fryling – yes, DeWard - yes, Brew - yes, VanderStel – yes, Terpstra - yes
Motion carried.

c. Clover PUD Rezoning – 1st Read

Motion by Fryling and supported by Lemke to table so the developer can be questioned at the 12-14-2020 Township Board Meeting.

ROLL CALL VOTE: Terpstra - yes, Lemke – yes, Fryling – yes, DeWard - yes, Brew - yes, VanderStel – yes
Motion carried.

d. Preservation Lakes Phase 4 Preliminary Plot Review

Motion by VanderStel and supported by Lemke to approve the Preservation Lakes Phase 4 Resolution.

ROLL CALL VOTE: VanderStel - yes, Terpstra - yes, Lemke - yes, Fryling – yes, DeWard - yes, Brew - yes
Motion carried.

e. 7100 & 7120 Division – Land division of plotted lots

Motion by VanderStel and supported by Fryling to approve the land division from 7120 Division to 7100 Division.

ROLL CALL VOTE: Brew - yes, VanderStel – yes, Terpstra - yes, Lemke - yes, Fryling – yes, DeWard - yes
Motion carried.

C. Assessing Department

1) 2021 Poverty Exemption Guidelines

Motioned by Lemke and supported by Fryling to approve the 2021 Guidelines for Poverty Exemptions to be implemented by the Board of Review.

ROLL CALL VOTE: DeWard - yes, Brew - yes, VanderStel – yes, Terpstra - yes, Lemke - yes, Fryling – yes
Motion carried.

6. Recognition of individuals and/or delegations

No one spoke.

7. Supervisor's Office

A. Resolution to establish Clerk's 2021 Salary

Motioned by VanderStel and supported by Fryling to correct the Clerk's salary to what was approved by the Personnel Committee

ROLL CALL VOTE: Fryling – yes, DeWard - yes, Brew - yes, VanderStel – yes, Terpstra - yes, Lemke - yes
Motion carried.

B. Declaration of Local State of Emergency – Resolution to Extend the Local State of Emergency due to COVID-19 for an additional fifty-one (51) day period ending January 31, 2021

Motioned by Lemke and supported by VanderStel to adopt the Resolution to extend the Local State of Emergency.

ROLL CALL VOTE: Fryling – yes, DeWard - yes, Brew - yes, VanderStel – yes, Terpstra - yes, Lemke - yes
Motion carried.

C. Contract for Architect – Gannon School

Motioned by Terpstra and supported by DeWard to award the contract to Rudy Baker to develop conceptual architectural drawings and a site plan for the Gannon School and a possible separate educational center.

ROLL CALL VOTE: Lemke – no, Fryling – yes, DeWard - yes, Brew - yes, Terpstra - yes Motion carried.

D. Committee Appointments for 2021

Motioned by Lemke and supported by Lemke to approve the township committee appointments for 2021.

ROLL CALL VOTE: Terpstra - yes, Lemke – yes, Fryling – yes, DeWard - yes, Brew - yes, VanderStel – yes
Motion carried.

E. Personnel Committee Matter

Motioned by VanderStel and supported by Fryling to enter closed session to discuss a personnel committee matter at 8:55 pm.

ROLL CALL VOTE: VanderStel - yes, Terpstra - yes, Lemke - yes, Fryling – yes, DeWard - yes, Brew - yes
Motion carried.

Motioned by VanderStel and supported by Fryling to enter open session at 9:07 pm.

ROLL CALL VOTE: Brew - yes, VanderStel – yes, Terpstra - yes, Lemke - yes, Fryling – yes, DeWard - yes
Motion carried.

Motioned by Lemke and supported by VanderStel to accept Township Attorney Cliff Bloom's recommendation pertaining to the personnel matter.

ROLL CALL VOTE: DeWard - yes, Brew - yes, VanderStel – yes, Terpstra - yes, Lemke - yes, Fryling – yes
Motion carried.

8. Adjournment

Motion by VanderStel and supported by Fryling to adjourn the meeting at 9:11 p.m.

ROLL CALL VOTE: Fryling – yes, DeWard - yes, Brew - yes, VanderStel – yes, Terpstra - yes, Lemke - yes
Motion carried.

Michael Brew, Clerk

Robert DeWard, Supervisor

I. CALL TO ORDER AND ATTENDANCE

A. Call to Order: 6:36AM

B. Attendance and Introduction of Guests

Committee: Lehmann (Chair & recording secretary), VanderStel, Maier, Lemke, Crumback, Diemer

Absent with notice: Thomas

Staff/Guests: Jonathan Seyferth/Township Manager, D Wells/Gaines Community Development Manager,
Phillip Steffes/Resident & Creator of Virtual PWP Map

C. Approval of Meeting Agenda

Motion to approve agenda: K VanderStel

2nd: L Lemke

Discussion: None

Ayes: All

Nays: NONE

MOTION CARRIED

D. Approve Meeting Minutes from June 16, 2021

Motion to approve: K VanderStel

2nd: L Crumback

Discussion: None

Ayes: All

Nays: NONE

MOTION CARRIED

E. Declaration of conflict of interest

K VanderStel – Gannon School

F. Public comments on agenda items - None

II. REGULAR BUSINESS

• **Committee Business**

- 2022 planned meeting dates: **11:30am-1pm** on January 19, April 20, June 15, September 21
- Heritage Festival October 9 – Crumback affirmed preparations are going well. Committee members are encouraged to attend and take a shift in the Welcome/Info booth. Lemke agreed PWP maps/brochures would be good to have on hand.
- Township Board Report - Lemke reported on South Division revitalization. Also mentioned the current work on Township budget development. Lemke proposed a capital improvement fund for PWP

be established, to pay for yearly improvements at PWP, with 2022 monies being used toward a shelter over the picnic table near the Wolf sculpture. Discussion ensued regarding priorities for Committee work, and members referred to the annual Recap/Goals list. Possibilities were public restrooms. Educational signage near the Critter Corridor, shelter over table by Wolf, and Dodge Overlook shelter. Discussion followed regarding possible placement of restrooms. Seyferth and Wells added that possible site plan analysis would be needed, and this is outside of P&T Committee scope. Dollars for this work would come out of the current maintenance/contract work fund. Diemer stated the Educational signage should be the top priority, followed by a shelter. Discussion occurred regarding recent problems with trash near the parking lot and portajohn; highlighting the need for a trash can in that area. Comments settled on a can to be placed near the portajohn for now, as potential developments around Gannon School might disturb placement closer to the entrance. Lemke stated she will check with Plummer's to learn if they have trash can options. Seyferth stated monies for the trash solution will come from current maintenance funds. VanderStel made a motion for \$50,000 capital fund to be recommended to the Board. Seconded by Lemke. All in favor. In reference to discussion at our June meeting, Seyferth stated the maintenance of trail section in Dutton is our responsibility, so plan is to reimburse the County for maintenance of this section. Maintenance of Cook's Crossing Trail also discussed. Diemer said the willows need to be controlled in this trail, or they will destroy it.

- **Parks & Trails Master Plan** – Seyferth and Wells have decided to contract out the creation of the P&T Master Plan. Held discussion of reasoning (DNR rules for plan use in grant application are very specific, and Wells is overloaded with current business and residential development). Material already vetted by P&T (Goals & Objectives, Recreation Inventory), and maps created by Regis will be used in new plan. Lehmann asked committee members to please review the Regis maps for any needed adjustments.

- **Gaines History:** Lehmann and Crumback will meet again to complete editing of this document.

- **Parks**

-Prairie Wolf Virtual Map – Phillip Steffes introduced as creator of a virtual map of PWP. Attempt made to have committee members view map on a laptop. Lehmann will email map link to committee, and have the link added to township website. Steffes has already printed and laminated guides for the map, and placed them in the trailhead cases. Lehmann recommended that Phillip be added to the committee, as he is very willing to help on other projects.

-Trimming around Barns – Decision was made to have landscape management keep an 8 ft cleared area around each barn. This language will be included in new contracts being developed this fall. Discussed need to have clear demarcations between "park" property and "township" property to give clear directions to landscape management contractors. Seyferth stated he, Wells, & Lemke would define those parameters for the contract(s). Lehmann had been asked to learn who had authorized

storm cleanup in August. Discussion found that likely that cleanup was necessitated to continue mowing work. Questions were raised whether these instances should be brought to the attention of the township. New contracts will ask that landscape management proceed as planned in such instances, but that the township manager be notified, when possible, of charges for extra work (such as storm cleanup).

-Bat Houses – Maier continues to work with Casey (scout) on bat house project.

-Gannon School – Lehmann reported that the architect is asking about the plan going forward, such as who will work on fundraising, etc. Seyferth asked if a project cost had been established yet. Lehmann replied the architect was still gathering that info from contractors. Lehmann acknowledged that while a projected cost was important, the "visioning" for how the township would work together, possibly with the Gaines Historical Society accepting the donation of the school, has to be looked at as well. Concerns were expressed about ongoing costs for the center, and whether the township would be responsible. Lehmann also acknowledged that the homeowner (VanderStel) has capital improvements needed on the school, and that the donation will be withdrawn if the situation demands those improvements be made before we can work out a path for completion of this project. Seyferth offered to place the topic on the November Board meeting agenda.

Public Comment for items unrelated to the agenda **NONE**

- **Committee member comments** **NONE**

III. ADJOURNMENT 8:20 AM

I. CALL TO ORDER AND ATTENDANCE

A. Call to Order: 11:30 AM

B. Attendance and Introduction of Guests

Committee: Lehmann (Chair & recording secretary), VanderStel, Lemke, Diemer

Absent: Thomas, Maier, Crumback

Staff/Guests: Jonathan Seyferth/Township Manager, D Wells/Gaines Community Development Manager, Shirley Bruursema

C. Approval of Meeting Agenda

Motion to approve agenda: VanderStel

2nd: Lemke

Discussion: None

Ayes: All

Nays: NONE

MOTION CARRIED

D. Approve Meeting Minutes from September 15, 2021

Motion to approve: VanderStel

2nd: Diemer

Discussion: None

Ayes: All

Nays: NONE

MOTION CARRIED

E. Declaration of conflict of interest

K VanderStel – Gannon School

F. Public comments on agenda items - None

II. REGULAR BUSINESS

• Committee Business

- 2022 planned meeting dates: April 20, June 15, September 21; Heritage Festival October 8th
- Heritage Festival 2021 – Shirley Bruursema reported the event went very well; 33 vendors that were very happy to be able to participate, and lots of people attended. Fire trucks and hot dogs were very popular, as was the hayride. New petting zoo was well received. Parking alongside Kalamazoo Avenue was not planned, and will be discouraged by signs next year, so as to not be a safety hazard. Diemer asked if a person who is very animated/engaging as a storyteller could be scheduled to tell

the story of the Prairie Wolf at scheduled times during next year's event. Attempts to reach Denny Cooper, who has volunteered in this role previously, were not successful.

- **Township Board Report** - Lemke reported on South Division revitalization, and the \$50,000 approved by the Township Board for park improvements. Lehmann would like the Committee to create specific plans for these funds; prioritized in order. Seyferth stated a site study would be needed to explore permanent restrooms, and that as a public structure, the picnic shelter would have to be engineered. He expects the site study to be the more costly item. Lemke stated the educational signage and picnic shelter are the top priorities for the \$50,000, and asked if the verbiage/layout for the sign has been prepared. Lehmann asked that Diemer and VanderStel work on this, and offered assistance as well. Uniformity of signage was also discussed. Diemer is willing to work on the content, but not the design. Decision to bring content, and possibly layout/design to the next meeting. Lehmann asked for **a motion to list the three priorities in order (sign, shelter, site study). Lemke made the motion; Diemer seconded.** Lemke stated this should also go to the Township Board as a recommendation. Diemer asked if a tunnel under Kalamazoo Avenue was a possibility. Wells reported it would be cost-prohibitive. Much discussion about possible development across from Township on Kalamazoo Ave. Lemke checked with Plummer's – they do have a trash can option. Discussion on proceeding with this in the spring – Lemke to follow up. Diemer will check to see if a proposal has been sent to the township for controlling the willows on Cook's Crossing Trail.
- **Parks & Trails Master Plan** – Seyferth stated an RFP will need to be done for contracting the Parks Master Plan. He is hoping to have this Master plan completed by the end of 2022. It is likely the contractor may be able to attend the June meeting of this Committee, for feedback on the plan. Lehmann mentioned the Regis map link was not working – Wells explained that Regis was updating their system, so maybe try again in a few days, although the links may have changed. Crumback had provided history of "Cody's Mills", which Lehmann briefly shared with the Committee. Lehmann repeated request for committee members to review the Regis maps (when available) for any needed adjustments.
- **Parks**
 - **Prairie Wolf**
 - **Community Involvement/Friends** – Vander Stel reported the seed collection went well. She is considering another round of spraying for some ground cover and the Canary Reed grass – it is tough to battle.
 - **Apple Aspects** – Diemer will check trees for maintenance needs/planning.
 - **Bat Houses** – no report
 - **Gannon School** – just received new drawings/layout changed; waiting for colored renderings

- **Other:** **2021 Recap/2011 Goals** document provided for Committee members with request they review it for any needed adjustments. Suggestion was made to include the "Capital Fund" of \$50,000 for P&T educational signage in Critter Corridor and a picnic shelter near the Prairie Wolf sculpture. Briefly discussed placement for Gaines School sign, and new contracts for maintenance around barns.

- **Public Comment for items unrelated to the agenda** **NONE**

➤ **Committee member comments** **NONE**

III. ADJOURNMENT 12:44 PM

I. CALL TO ORDER AND ATTENDANCE

A. Call to Order

The meeting was called to order at 11:35 a.m.

B. Attendance and Introduction of Guests

Lehmann, Maier, VanderStel, Diemer were in attendance.

Lemke and DeWard were absent with excuse. Crumback and Thomas were absent without notice.

A quorum was present.

Others present include Dan Wells, Community Development Director, and Natalie Davenport, Assistant Planner.

C. Approval of Meeting Agenda

Motion to approve agenda: Maier

2nd: Diemer

Discussion: None

Ayes: All

Nays: None

MOTION CARRIED

D. Approve Meeting Minutes from April 20, 2022

Motion to approve agenda: VanderStel

2nd: Maier

Discussion: None

Ayes: All

Nays: None

MOTION CARRIED

E. Declaration of conflict of interest

VanderStel - Gannon School

F. Public comments on agenda items

None

II. REGULAR BUSINESS

• Committee Business

• 2022 planned meeting dates: September 21

There is a tentative fall workday in Prairie Wolf Park – likely in December. The date will be set at the next committee meeting. Heritage Festival is scheduled for October 8th, 2022.

• Township Board Report

VanderStel gave an overview of the June Township Board meeting.

• Parks & Trails Master Plan: status of RFP

Wells gave an overview of the Parks & Trails Master Plan RFP process. The Township Board approved a proposal from M.C. Smith & Associates, Inc. (MCSA) for an update to the Parks & Recreation Master Plan Update. Planning staff had a kick-off meeting with MCSA on June 14th to discuss the plan. Lehmann

requested that MCSA be on the September committee agenda. Wells stated that public input will begin in late August/early September via a survey questionnaire. Staff will hold a public forum at Township Hall for residents to voice their opinions. Having the plan completed by the beginning of 2023 will allow staff to apply for MDNR grants. Opportunity sites were discussed, including parcels that the Township could transform into parks; there was a discussion on the details for acquiring land from outside agencies, including Kent County and MDOT. Wells provided an update for the Master Plan public input process. Some tentative projects may include a dog park and a splash pad. Wells gave an overview of the Master Plan public input survey results, which reflect the desire for outdoor recreation facilities. Priorities include increasing pedestrian walking and bicycle trails, as well as obtaining land for outdoor recreation. Wells displayed a copy of the proposal by MCSA that was approved by the Township Board. A splash pad, playground equipment, and a dog park would be ideal for Cody's Mill Park. The committee members discussed linkages between parks for connectivity.

Lehmann asked about the tentative public open house in August and asked if the committee can join MCSA for the walk-throughs of the parks and potential opportunity sites. Lehmann discussed the possibility of an extra Parks & Trails Committee meeting; it may be easier to have a cohesive plan if the committee works alongside MCSA throughout the process.

Wells and Lehmann gave an overview of the park maps provided by GVMC. There were two major discussion points for Cody's Mills Park, which is approximately 25 acres. First, tentative amenities for the park were discussed, including a dog park, splash pad, playground, and sledding hill. Second, the historical name for the site is Cody's Mills but is often referred to as Cody's Mill or Cody Mills. The name of the park was discussed further. Lehmann will email the history of the name to the committee members so that a consensus may be reached. Lehmann asked about the large dirt pile at Cody's Mills Park and if Wells can get ahold of Eastbrook to ensure it is not depositing into the pond.

County parks were briefly discussed – along with errors in how trails are depicted on the maps. Diemer explained that there is an asphalt trail that wraps around Creekside Park. Dutton Shadyside Park and connecting trails are discussed with corrections. Brewer Park trails were also discussed; both needed corrections, and the northeastern trail needs a culvert installed.

The Fred Meijer Trail, Hammond Estates Trail, and Paul Henry Thornapple Trails were discussed. Improved crosswalks are contemplated. The maps are inaccurate in their depiction of where the Paul Henry Thornapple Trail merges with Hammond Estates Trail. The maps need to be updated to depict the true pathway and where they intersect. Lehmann asked the committee members to review the rest of the maps and provide feedback via email.

Prairie Wolf Park is discussed. The Prairie Wolf Park map needs to be updated where it shows the cut-out on Kalamazoo, as well as the trails in that area, and Tall Timber Trail in the southeastern corner.

- **Other**

Discussion about the trash removal at Prairie Wolf Park. There have been complaints about overflowing trash. Lemke arranged a trash can from Plummer's. There have been conflicting reports of whether this can is being emptied on a regular (and frequent enough) basis. There was a discussion of making a recommendation

to the Township Board to install a trash can (similar to the cans by the gate and the wolf sculpture) near the parking lot at Prairie Wolf Park and having it emptied by the service that currently empties the other two cans.

- **PARKS**

- **Prairie Wolf**

- **Community Involvement/Friends**

- Maier discussed this item in lieu of VanderStel. Two people were present, but the great outcome is that not much garlic mustard was found. Efforts to control this invasive appear to be working.

- **Progress of \$50,000 Allocation: #1 sign, #2 shelter, #3 possible site study**

- Two drafts for the educational information have been presented to the sub-committee; one by Diemer and another by Lehmann. The sub-committee will review, edit, and present a final draft to the full Parks and Trails Committee via email, or at the September meeting. Committee decided the "Legacy Tree" info and map would not be part of this sign, but will be added to the trail head cases. Maier asked if we could put graphics on the sign. Lehmann asked if an aerial of the corridor would work, to which Maier stated that photos of birds (bobolinks, bluebirds, etc.) and mammals (deer, fox, coyote, etc.) native to the area on the sign would be ideal. Diemer said a graphic showing the isolated pieces of land and the need for connection between them may look nice. Sign materials were discussed. The sub-committee will continue to further this project, and bring it back to the full Committee.

- **Apple "Aspects"-**

- Diemer sent a quote for the December 2022 work to Township. The contract has been approved.

- **Steve Maier's list- Bat houses**

- Maier will report on the final number and placement of the houses completed by Casey.

- **Gannon School**

- Lehmann needs further clarification on the status of this project. Lehmann will confer with Seyferth.

- **Potential Scout Projects: chimney swift house, Gull Prairie overlook**

- **On Hold: P&T brochure, Gaines School sign/bench**

- **Other**

- **Additional Parks (Brewer, Creekside, Shadyside)**

- **TRAILS**

- **Public Comment for items unrelated to the agenda**

- **Committee member comments**

III. ADJOURNMENT

The meeting adjourned at 1:00 p.m.

I. CALL TO ORDER AND ATTENDANCE

A. Call to Order

The meeting was called to order at 11:30 a.m.

B. Attendance and Introduction of Guests:

Lehmann, Maier, Diemer, Crumback, and DeWard were in attendance.

Lemke was absent with excuse. VanderStel and Thomas were absent without notice.

Others present include Dan Wells, Community Development Director; Natalie Davenport, Assistant Planner; Tiffany Smith, MCSA Group; and Emily Brusveen, MCSA group.

C. Approval of Meeting Agenda

Motion to approve agenda: Maier

2nd: Crumback

Discussion: None

Ayes: All

Nays: None

MOTION CARRIED

D. Approve Meeting Minutes from June 15, 2022

Lehmann stated that the silt fencing issue along the pond at Cody's Mill has been addressed, which was a discussion item at the June Parks & Trails Committee meeting but not included in the minutes as this was confirmed by Township Staff after the meeting.

Motion to approve agenda: Maier

2nd: Crumback

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

- **2023 planned meeting dates: January 18, April 19, June 21, September 20**

Lehmann reminded the Committee of the upcoming meeting dates for 2023.

- **Heritage Festival: October 8th, 2022**

Lehmann reminded the Committee of the upcoming event. Lehmann will have a booth set up to talk with residents about the idea of an education center. The architect for Gannon School is creating presentation boards to display at the event to garner public opinion on the project. Lehmann also stated she conducted a survey of the eleven school districts in the area and there was widespread support for the project among those interviewed.

- **PWP December Workday:**

Diemer stated that December 3 or December 10 would work for him. Lehmann will check with VanderStel regarding the proposed dates. Diemer discussed the chainsaw work that needs to be done for trees that have fallen across the trail. Several of the trees need to be cut up smaller and brought into the woods. Lehmann will check with her family to see if they would be willing to volunteer. Maier asked if tree treating can be done in December, to which Diemer replied it should be done before winter.

- **Township Board Report**

VanderStel was not present to give an update. Wells stated that the master plan update has been an ongoing process. Wells is working with Consumers and MDOT to gain a better understanding of land acquisition for trail implementation.

- **Parks & Trails Master Plan**

A discussion took place among the Committee Members and MCSA regarding the 91-page draft Parks & Trails master plan.

Page 1.1 – Smith asked about Lehmann’s suggestion to include the number of years of the parks and trails plan to correspond with the master plan. These are two separate plans with different implementation schedules. This sentence needs to be removed.

Page 2.1 – Wells would like to see at least a sentence on Native American settlements in the area; Wells does not want to exclude their history from this plan. Smith stated she would integrate more Native American history into the plan. Crumback will send info on Indian history in Gaines to Lehmann, who will send to Smith.

Page 2.2 – Lehmann stated that this is not only a plan for development but also an educational piece for the community to reference. The goals and objectives are laid out nicely. Wells would like to see a trail system identified in the plan that runs along Plaster Creek. 84th street to 68th street. Maybe not the best spot for this but needs to be somewhere included in the plan. Smith stated she will find the correct section of the plan to include this information.

Page 2.4 – Lehmann stated that the maps show a nice layout, but the zoning map needs to be updated. Smith asked where the most current map can be located, to which Wells stated it is available on the website.

Page 3.1 – DeWard asked where this organizational chart came from. Lehmann stated that several iterations of the organizational chart were discussed in a workshop meeting (Oct. 2019) with the Township Board, Planning Commission, and Parks and Trails Committee. It is interesting to see the progression of P&T Committee through these charts – they are removed in the latest version.

Lehmann stated that the Township does not have Parks Department – should be changed to “parks management.” Wells stated that the plan needs to clarify that the current trail systems are managed by Kent County. Smith stated that Kent Trails is accessible by the M-6 trail, although located in Byron Center. Smith questioned if this should be in the plan.

Lehmann stated that the plan needs to exclude “parks and recreation” and change it to “parks and trails.” Lehmann also stated that we need to reword responsibilities in this section. Lehmann would like something from the Township Board stating “what is the role/job” of the Parks Committee. Lehmann stated that the committee meets four times a year and can meet extra as approved by the Township Board. This section needs to be updated.

Smith asked who maintains the website because the parks section of the website needs to be updated. Regarding the budget summary, this information needs to be updated once the 2023 budget is approved by the Township Board in November.

Page 3.4 – Maier asked about the Eagle Scouts and if they can be included since they’ve done a lot of work in Prairie Wolf Park. Crumback suggested we should include a picture of the park logo (created by a Gold Award scout) and featured on the entrance sign somewhere in the plan.

Page 4.3 – DeWard asked about the acreage of Prairie Wolf Park. This needs to be updated in the plan.

Lehmann asked if we could put the fall foliage photo on the cover.

Page 4.4 – Lehmann mentioned the historical significance of Cody’s Mills and asked the committee what we should call it, whether it be Cody’s Mill or Cody’s Mills. Cody’s Mills is historically accurate. Lehmann suggested we go with Cody’s Mill for now.

Smith asked if fitness trails are still what we are aiming for in Cody’s Mill. Lehmann stated that a dog park may not be a good idea due to the common issues that are found in dog parks, including maintenance and the spread of illnesses amongst dogs. Wells stated that the public input survey results show that people want a dog park. Smith recommends a 5-acre minimum dog park. Do we include this in the capital improvement plan? If so, we have to commit. It could be mentioned under future improvements without a specific location provided. DeWard stated that maintenance may be an issue. Wells believes we should put it in as an evaluation item for future consideration. Maier stated that we should mention a dog park under future improvements as a possibility.

Page 4.6 – Removed "Old Blaine Elementary School". Lehmann to share current list of schools with Smith.

Page 4.7 – DeWard asked if all of Ottawa County and Allegan County parks are included, why aren’t all the Kent County parks included. Smith will update this.

Lehmann stated that the area trail maps need to be updated. Need an updated map showing the spur of Paul Henry Trail to Shadyside Park.

Smith asked what trail systems we maintain. Wells stated that Manager Seyferth recently created a list of who maintains what trails and that we will get this information to MCSA. Maier stated that Everett’s maintains the trail that goes through Cook’s Crossing and the trail west of Eastern Ave north of Steven’s Pointe to Brewer Park.

Smith asked how many picnic tables Prairie Wolf Park has. Lehmann will create a list of benches/amenities.

Smith needs the total miles of trails in Gaines Township. Wells stated that we should be able to figure this out on REGIS. Wells asked if we should differentiate between paved and unpaved trails. Wells stated he wants to update the zoning ordinance to provide specifications for new trails. Wells asked how we can reference this in the plan. Smith will look into this.

Page 5.2 - Lehmann stated that we only had one open house for the master plan, not a series. Lehmann stated that we also need to mention the survey in this section. Wells asked if we could move survey results to an Appendix so that it doesn't break up the document.

Page 6.4 – Smith stated for a population of this size, we need 230 acres of parks. Diemer asked about the pocket park in Cooks Crossing. Smith said this is privately owned and cannot be included. “Cody’s Mile” – needs to be changed.

Page 6.5 – Wells to work with Smith on wording: "evaluating ownership" versus "partnering with".

Smith stated that the committee needs to discuss the goals and objectives, as well as the capital improvement plan. Committee members need to read through goals and ensure there's nothing in there that the Committee does not want to see happen. This is a working document, and we can go back and check for progress in future years, and add more projects as needed. Cody's Mill will need its own Master Plan.

Lehmann asked about another meeting to discuss the draft plan since we are out of time. Tuesday, October 18th we will have the next Parks and Trails Committee meeting from 11:30 AM – 1:00 PM.

- **PARKS**

- **Trash receptacle by parking lot** – Lehmann stated that a tub of trash was dumped in Prairie Wolf Park. Lehmann asked if we could install a camera.
- **Tree ID signs**; Signage throughout Prairie Wolf Park should be updated. Lehmann stated that we should contact Ottawa County parks to see where they get their signs; Maier agreed to contact them.
- **Progress of \$50,000 Allocation: #1 sign, #2 shelter (Polygon; engineering phase), #3 possible site study** – Lehmann stated that the Committee needs to work on the content of the sign and the sign materials. Wells stated that the shelter is still in the engineering phase by Township Engineer Jeff Gritter; he is looking for 3-4 options for where the shelter can be located. Lehmann stated Tiffany has indicated a grant for a shelter is very possible.

III. ADJOURNMENT

Meeting adjourned at 1:01 PM.

Outdoor Education Center at Prairie Wolf Park

#21

Vision for the Educational Program

Initially the Education Center would be mainly utilized by two large groups:

1. The residents and guests of Gaines Township (the public)
2. The students who attend schools within Gaines Township

Beginning immediately upon completion of the Education Center, weekly events would be scheduled for the benefit of our Gaines Township residents and others who enjoy our park. Through the creative use of current and retired local teachers and those with experience in the natural sciences (Master Naturalists, birders, wild life rehabilitators, etc.), classes would be developed for individuals and families to attend. Advance signups would be offered and a fee structure would be used (minimal for Gaines Township residents).

In addition to the classes being offered, the Education Center would also be open on a set schedule to those using Prairie Wolf Park. Self-led discovery opportunities could be made available (scavenger hunts, educational displays, etc.).

The second group of people using the Education Center would be the students of Gaines Township. Our township is uniquely situated with three large public school districts within its boundaries as well as a number of additional schools:

- a. Kentwood Public Schools, including
 - i. East Kentwood High School
 - ii. East Kentwood Freshman Campus
 - iii. Pinewood Middle School
 - iv. Explorer Elementary
 - v. Southwood Elementary
 - vi. Townline Elementary
- b. Byron Center Public Schools – Countryside Elementary
- c. Caledonia Public Schools – Dutton Elementary
- d. South Christian High School
- e. Crosscreek Charter Academy
- f. Dutton Christian Middle School
- g. Dutton Christian Pre-K and Elementary School
- h. Legacy Christian Middle School

School administrators have always looked for unique ways to engage their students in hands on learning. That has become even more important during the events of the past few years, when outdoor learning is being sought. By partnering with a number of the above schools, a curriculum could be developed where middle school children within our township are given opportunity to attend classes at Prairie Wolf Park's Education Center. Initially this could be contracted out through Holland's Outdoor Discover Center (<https://outdoordiscovery.org/education-network/>). They have seen their services in high demand throughout West Michigan schools. For another example of a highly successful partnership program between a school district and an educational center, check out the Witttenbach/Wege Education Center in Lowell – Schedule a Field Trip tab (<https://www.lowellschools.com/our-district/wittenbach-center/>).

By developing an Education Center in Gaines Township, the opportunities to serve our ever growing schools and our resident population would only multiply in the years ahead. The Gannon School Education Center would become a destination and would offer something to our area that is not currently available.

Proposal for the creation of a new home for the Gaines Historical Society, and an outdoor educational center; both in a unified location in Prairie Wolf Park

Steps to be taken:

- Gaines Historical Society accepts donation of historic Gannon School
- Gaines Historical Society is recipient of major fundraising drive and membership drive
- A revitalized Gaines Historical Society prepares for management of their new home (Gannon School, located in Prairie Wolf Park), and the attached, new outdoor educational center

Community Support

Schools:

All schools in Gaines Charter Township were contacted by phone, email, or letter (see attached). All phone responses were positive.

A simple 5-question survey was offered. All results were in favor of an outdoor educational center in Gaines Township.

Sample of collated comments include: We are unable to schedule at other such centers in the area – having one close by would be wonderful! / I could see partnerships where we help with education and upkeep./ I would take my class several times a year – especially with each new season./ We study some Michigan native and invasive species of plants and animals. If there was an educational experience that included topics like this I would schedule a visit with my class. Also, as a formational learning experience, I could see having my students partner with the park to work toward some kind of conservation or restoration project./ We talk about human characteristics and natural characteristics, so exploring natural characteristics of our community would be great. It would also be cool to know how natural resources have been used in this area throughout history./ We do a lot of studying of the outdoors it would be nice to be able to come closer for a field trip./ Our school is very close to this park and we would love to take students there!

Public: (Will host a booth at the Gaines Heritage Festival, October 8th, to learn public support)

Zero "No" responses.

16 "Yes" responses with no comment.

5 "yes" with comment: "Great idea!"

1 "yes" with comment: "!!"

40 "yes" with following comments:

Wonderful idea

Like it!

Love this idea

Good idea!

Splendid idea

I think this is a fantastic idea!

All should say yes!

We need this

Sounds like it is something needed

We like the idea of something close to take our kids to.

Would take our children here regularly

We homeschool - this would be great!

Would love to have this for my child to visit.

Great addition!

Great idea - so awesome for our community! Much needed.

Would be great addition to community for all ages!

We would love this! What a great idea!

What an awesome addition to our community!

Great plan! Looks good!

Great community idea!

Great way to get the community participating!

Handed out at the
Oct. 10 TWP Board
Meeting. Park + Rec
Chair took comments
from Public @
Heritage Fest.

Great idea! Enhances area.

Wonderful for community and students

Love to support the local community

I think it would be great to have.

It looks cool!

Great learning opportunity!

An excellent educational opportunity.

A way to enhance the education of the area and keep the legacy of Gaines going.

Love the Park! Would love more educational opportunities.

Great educational opportunities!

I like the idea of a local outdoor educational center.

Great for local schools as a field trip opportunity.

I think this is a great idea to preserve history!

We need to preserve this history, especially with this gift of the schoolhouse!

Will donate a windmill for the park, if you (proceed with this project).

This would be better than another sub-division!

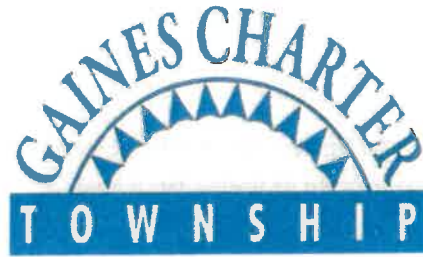
As long as it doesn't raise our taxes.

(As long as) it is self-supported and no cost to taxpayers.

It would be worth a property tax increase.

11-10-2022

#23



MEMO

Staff Communication – Discussion/Action

DATE: November 10, 2022
TO: Township Board of Trustees
FROM: Jonathan Seyferth, Township Manager
RE: Gannon School

SUMMARY OF TOPIC:

Last month, Dana Lehmann from the Township's Parks & Recreation Committee presented on a proposal to move the Gannon School from its current location at 100th and Kalamazoo to Prairie Wolf Park. On Monday night she'll be back to participate in a board discussion on the topic.

Between the two meetings, Dana and I met to discuss what staff perceived to be some of the Board's questions following the presentation in October. The questions largely focused on what was expected of the Township long term and what would the economics of the project be?

Dana has provided some additional context for that (follows below). As this is a topic the Board has requested a legal opinion on, I wanted to provide that opinion to the Board again for reference.

From Parks and Recreation Committee Chair, Dana Lehmann

At the October 10th meeting, Dana Lehmann presented the colored renderings and proposal for a history and outdoor education center located at Prairie Wolf Park.

Dana was asked to:

- Gather more information about relationships between townships and local historical groups
Result: Dana has communicated with the Historical Society of Michigan, Redford Township Historical Commission, Plymouth Museum, Mill Race Historical Village, Troy Historical Society, City of Livonia/Greenmead Historical Park, Byron Township, Bowne Township, Caledonia Township and more. She has learned there are many ways that municipalities and local history groups work together to preserve and promote local history. Some of these relationships are created by ordinance, and some are simply people working together to produce the best product for their community. Dana has also been in contact with The Right Place (serving all of West Michigan), and was told this project offers a lot of value to the community. Her contact there is also looking into township/historical group relationships, so more information may be ahead. Dana is willing to work with the Township to help craft a plan tailored to our community.
- Delineate how the historical and educational center would integrate **Result:** Dana thinks this is a work in progress, and that hopefully a Board of Directors will be formed to direct both the outdoor educational center and the history center, however to begin, the Gaines Historical Society will direct management of both. Community members can come to visit, help, attend events, and more. Dana urges Board members to visit the website of Holland's Outdoor Discovery Center, so they can see an example of a wonderful educative center!
- Understand the current state of the Gaines Historical Society and expected support
Result: Dana met with Shirley Bruursema and Linda Crumback. They agree with the stated need for a fundraising and membership drive to fund the project, create a foundation, and increase their membership. That said, their society is very much in agreement and willing to assist with the process.
- Explain how she sees the capital campaign happening **Result:** As I explained to the Board, I do not have this level of fund raising expertise. I do believe, however, that people with such expertise can be found in our community, and I know there will be many people willing to be "worker bees" to support this project, myself included.
- Address the September 2020 letter from Attorney Cliff Bloom **Result:** First, there were inaccuracies in the premise of this letter – I am happy to address those with anyone who wants to cover them, instead of taking space here. The larger issue is that much of Attorney Bloom's comments no longer apply, as the township is not being asked to raise or donate funds.

- Assist the Board with identifying the "public purpose" (for the standard that must be met)

Result: First and foremost, MCL 339.202 declares historic preservation to be a public purpose. (This was stated in Attorney Bloom's letter - pg 6.) By preserving the historic Gannon Schoolhouse on public property, and making it the home of the Gaines Historical Society, the Board will be helping to create a Gaines Township Museum, for education, events, and the display and storage of historical artifacts currently located in the homes of Society members. All these are efforts in historic preservation, and therefore serve a public purpose. The Gaines Historical Society encourages all citizens, including Board members, to also preserve and promote our local history through membership in the organization. Secondly, at the October 2018 joint workshop of the Township Board, Planning Commission, and Parks Committee, Mark Sisson (then Planning and Zoning Administrator) tabulated results of the attendees – indicating additional parking and permanent restrooms in the top priorities for Prairie Wolf Park. These items will continue to be requested by users of the park, and providing them is a public purpose. By moving forward in this project, these items would be provided via project fundraising, versus solely via township funds.

The Board is being asked to allow the relocation of the historic schoolhouse, and the construction of an educational center in Prairie Wolf Park.

Bloom Sluggett, PC

COUNSELORS & ATTORNEYS

Clifford H. Bloom

Direct Dial (616) 965-9342

Direct Fax (616) 965-9352

cliff@bloomsluggett.com

September 11, 2020

Mr. Robert DeWard
Township Supervisor
Gaines Charter Township
Township Offices
8555 Kalamazoo Ave. SE
Caledonia, Michigan 49316

**Re: The Old Gannon Schoolhouse
Issues – The move and related matters**

Dear Rob:

This letter is in response to your recent inquiry regarding what has sometimes been referred to as the old "Gannon Schoolhouse" located at 10034 Kalamazoo Avenue SE (the "Gannon Schoolhouse") within Gaines Charter Township (the "Township").

FACTS

It is believed that the Gannon Schoolhouse is approximately 137 years old. It was used as a public school until about 1960. The Gannon Schoolhouse is currently owned by Township Trustee Kathy VanderStel. Trustee VanderStel resides within the Gannon Schoolhouse. The exterior of the Gannon Schoolhouse remains more or less in its original condition, while the interior of the Gannon Schoolhouse has been renovated for living quarters for Trustee VanderStel.

The Township owns the Prairie Wolf Park, which is approximately 75 acres in size (the "Park") and is located adjacent to the Township's offices.

THE PROPOSAL

The Gannon Schoolhouse is located immediately adjacent to the new / expanded StoneCo mining site. StoneCo has offered to reimburse Trustee VanderStel for the move of the Gannon Schoolhouse to the Park. Just south of the entrance to the Park, a foundation would be built upon which the moved Gannon Schoolhouse would rest, together with the installation of a new septic system, private well, utilities, drive and parking area.

Trustee VanderStel has offered to donate the moved Gannon Schoolhouse to the Township to become part of the Park. In exchange, the Township would pay for all of the incidental costs associated with relocating the building (other than the cost of the building move itself). Thereafter, Trustee VanderStel would also be allowed to live in the living quarters within the Gannon Schoolhouse for the rest of her life. The Township would have to pay for the schoolhouse's new septic system, new private well, installation of utilities, preparing a new foundation to accept the building, driveway and parking area. The Gaines Charter Township Parks and Trails Committee would be charged with raising the funds to cover such Township costs. Trustee VanderStel would also be a paid employee of the Township to care take of the Gannon Schoolhouse, give guided tours for school children and the public and perform similar public functions on behalf of the Township at the Gannon Schoolhouse (collectively, the "Proposal").

To date, the Township Board has not approved Trustee VanderStel's proposal. However, the Township did allocate \$5,000 for an initial review of the feasibility of the Proposal.

DISCUSSION

1. The major two issues – the potential conflict of interest for Trustee VanderStel and whether public funds can be spent on the Proposal.

You have asked whether pursuing the Trustee VanderStel proposal would constitute a potential conflict of interest for Trustee VanderStel as well as whether it would be lawful for the Township to spend public monies on the Proposal.

2. The potential conflict of interest for Trustee Kathy VanderStel.

Clearly, it would be a conflict of interest under Michigan law for Trustee Kathy VanderStel to participate in any fashion as a Township Trustee regarding the Proposal or the Township's pursuit of or implementation of the Proposal. Trustee VanderStel has a direct financial interest in the Proposal. Therefore, Trustee VanderStel must recuse herself as a Township official from and not participate in any Township Board (or other Township body) discussion, vote or implementation of the Proposal or any matter relating to the Gannon Schoolhouse. During those meetings, Trustee VanderStel should excuse herself and go sit in the audience. While some experts disagree, it is our legal opinion that Ms. VanderStel can participate in public comment as a member of the audience at any Township meeting that addresses the Proposal or the Gannon Schoolhouse as a public citizen. We do not believe that a citizen gives up his or her constitutional rights to comment as a member of the public simply because they have a conflict of interest in their official municipal role.

The phrase "conflict of interest" is used as a "catch-all" phrase by courts and lay people and has a variety of different meanings, which often makes the topic confusing.

With regard to the Township Trustee having a conflict of interest, the statutory guidance in Michigan is not extensive and the applicable appellate law is limited. As for state law, there are potentially two statutes that should be considered – MCL 15.321 *et seq.* (entitled “Contracts of Public Servants with Public Entities”) and MCL 15.341 *et seq.* (entitled “Standards of Conduct for Public Officers and Employees”).

Since the Township Trustee has not yet entered into a contract with the Township regarding the Proposal and a conventional service contract will not be involved, MCL 15.321 *et seq.* likely does not apply. With regard to MCL 15.341 *et seq.*, the majority of that statute applies only to employees of the executive branch of Michigan, not township officers or employees. However, MCL 15.342(b) does apply to an elected or appointed official of a township. That section of the statute applies only to a township official or employee reporting a violation of the statute by state officials and contains so-called whistle blower’s protection. Therefore, MCL 15.341 *et seq.* generally does not apply in this situation.¹

The Michigan Attorney General has addressed some of these issues as follows:

The common law of the state furnishes the second source of the law of conflict of interest. In People v Township Board of Overysel, 11 Mich 222, 225-226 (1863), the court stated:

'All public officers are agents, and their official powers are fiduciary. They are trusted with public functions for the good of the public; to protect, advance and promote its interests, and not their own. And, a greater necessity exists than in private life for removing from them every inducement to abuse the trust reposed in them, as the temptations to which they are sometimes exposed are stronger, and the risk of detection and exposure is less. A judge cannot hear and decide his own case, or one in which he is personally interested. He may decide it conscientiously and in accordance with the law. But that is not enough. The law will not permit him to reap personal advantage from an official act performed in favor of himself.'

See OAG, 1981-1982, No 5864, supra, and OAG, 1977-1978, No 5404, p 720 (December 14, 1978).

* * *

Viewing both lines of authority, the rule that may be deduced is that participation by a member of a local legislative body in formulating quasi-judicial municipal action, where such person is employed by the

¹ Additionally, Township officials have a fiduciary duty (i.e. duty of good faith and fidelity) to both the Township and the public. Accordingly, even if a technical conflict of interest situation might not be involved, a Township official might still be required to recuse himself or herself in a particular matter if it would otherwise breach a fiduciary duty. Unfortunately, the Michigan courts have not addressed that type of situation in detail.

beneficiary of such action, results in subjecting such municipal action to direct attack as being void or voidable. It has been stated that a city council acts in a quasi-judicial capacity when it grants or denies a privilege or benefit. Blankenship v City of Richmond, 188 Va 97; 49 SE2d 321, 323 (1948). Quasi-judicial municipal action indicates official acts based on investigation, consideration, and deliberate human judgment, involving the exercise of discretion. Oakman v City of Eveleth, 163 Minn 100; 203 NW 514, 517 (1925); State v Leyse, 60 SD 384; 244 NW 529, 531 (1932); Pyatt, *supra*. Where a general rule is applied to a specific interest, as in the case of a zoning change involving a specific parcel of property, a variance or conditional use permit, such action is quasi-judicial in nature. Allison v Washington County, 24 Or App 571; 548 P2d 188, 191 (1976).

In 4 McQuillin, Municipal Corporations, Sec. 13.03c, p 514 (3d Rev Ed) it is stated:

'A municipal council is primarily a legislative and administrative body, but is often vested with judicial or quasi-judicial functions. When sitting on charges involving the removal of an officer for cause, hearing matters relating to the detachment of territory from the municipality, hearing matter relating to permits, deciding election contests between rivals claimants for seats in the body, and in determining whether a member should be expelled on charges preferred, the council acts in the capacity of a judicial or quasi-judicial tribunal.' [Footnotes omitted.]

* * *

In Wilson, et al v Township Board of Burr Oak, 87 Mich 240; 49 NW 572 (1891), the unanimous action of the four-member township board in ordering the laying out of a highway pursuant to statute was held void where two members of the board were personally and financially interested in the highway's construction. The court stated: 'We think, also, that the township board erred in proceeding to lay out the highway, if . . ., two members of said board, or either of them, were financially interested in its being laid out.' Wilson, supra, 87 Mich 240, 248. It should be noted that the board had rejected the plaintiff's request that the two members in question be removed from the board, and two new appointments made, pursuant to statute. Wilson, supra, 87 Mich 240, 244. See, OAG, 1981-1982, No 5864, *supra*. See, also, Woodward v City of Wakefield, 236 Mich 417; 210 NW 322 (1926); Abrahamson, supra; Barkey v Nick, *supra*.

* * *

Thus, in response to your second question, it is my opinion that under the common law doctrine of conflict of interest as judicially articulated, and pursuant to the ethical constraints of 1973 PA 196, Sec. 2, supra, a local governmental official or employee who is also employed by the applicant or beneficiary of specific quasi-judicial municipal action is in conflict of interest, and may not participate in nor vote upon such official action. *Michigan Attorney General Opinion No. 6005, dated November 2, 1981.*

Based on all of the above, it is quite clear that Trustee VanderStel does have a conflict of interest with regard to the Gannon Schoolhouse proposal, and must recuse herself as a Township official regarding all matters relating thereto.

3. The use of Township money for the Proposal or regarding the Gannon Schoolhouse.

A concern has also been raised about the Township spending public monies on either the Proposal or any matter relating to the Gannon Schoolhouse. The issue is whether the Proposal or a particular matter relating to the Gannon Schoolhouse constitutes a “public purpose” for which public money can be spent under Michigan law.

A Michigan municipality can only provide funding or subsidies to a non-public entity or person if it is for a “public purpose.” The Michigan Constitution provides in Article 7:

§ 26. Cities and villages, loan of credit.

Sec. 26 Except as otherwise provided in this constitution, no city or village shall have the power to loan its credit for any private purpose or, except as provided by law, for any public purpose.

The Michigan courts have interpreted that portion of the Michigan Constitution to also apply to townships and also have two general meanings. First, a Michigan township cannot loan its credit to any person, association, corporation or any private entity. Therefore, the Township cannot loan money to non-Township entities or persons, nor can the Township “guarantee” a loan involving third parties unless expressly authorized by law. Second, the above-mentioned constitutional provision also means that the Township cannot donate or contribute Township funds, assets or resources for a private purpose unless expressly authorized by law. The Township’s expenditures must be made for a “public purpose” as authorized by law. Therefore, the Township must always ensure that it is getting “value-for-value” in any transaction. Although the Township may not make a donation, it can contract with a private person, corporation or entity to provide a specific public service when authorized by law.

Township money can only be spent for a “public purpose”. Over 145 years ago, the Michigan Supreme Court noted:

“It must be imposed for a public, and not for a mere private purpose. Taxation is a mode of raising revenue for public purposes only, and ... when it is prostituted to objects in no way connected with the public interests or welfare, it ceases to be taxation and becomes plunder.” *People ex rel. Detroit & H.R. Co. v. Salem Township Bd.* (20 Mich. 452, 1870)

It is highly likely that the Proposal involving the Gannon Schoolhouse would be for a proper public purpose under Michigan law. Creating, purchasing, owning and maintaining parks, public museums and similar places open to the general public is recognized as a public purpose. See MCL 42.14 as follows.:

Sec 14. Each charter township shall have power to acquire property for public purposes by purchase, gift, condemnation, lease, construction, or otherwise, and to maintain and operate public buildings, parks [and facilities] needed in the performance of the powers and functions, expressed and implied, granted, possessed, and required of them by this act, or any other statute of the state of Michigan relating to townships and may sell and convey or lease any such property or part thereof which is not needed for public purposes: Provided, That no taxes shall be levied to acquire any such property, public building, park, or facility, unless such levy shall be approved by a majority of the electors of the township voting thereon at any regular or special township election. (Emphasis added).

More recently, the Michigan Court of Appeals stated:

“The courts are especially deferential toward legislative determinations of public purpose; ‘[f]or determination of what constitutes a public purpose involves considerations of economic and social philosophies and principles of political science and government. Such determinations should be made by elected representatives of the people.’” *Hess v Cannon Township*, 265 Mich App 582, 595 (2005) (citation omitted).

The operation of a museum is a public purpose. See generally, *Detroit Museum of Art v Engel*, 187 Mich 432, 440 (1915). See also MCL 339.202 declaring historic preservation to be a public purpose. And, the majority of the Proposal involving the Gannon Schoolhouse would involve a public building and providing public services, including enhancing the Park, promoting historical matters for the Township, having guided tours of the Gannon Schoolhouse for the public and generally enhancing the facilities of the Park. However, that does not mean that every aspect of the Proposal might constitute a public service, particularly with regard to any payments made to Trustee VanderStel or improvements to the Gannon Schoolhouse or new grounds at the Park that might be exclusively for the residential use of Trustee VanderStel.

Allowing Trustee VanderStel to live in the Gannon Schoolhouse could also be viewed as a private benefit, unless it benefits the Township and public when viewed in the overall context

of the Proposal. Furthermore, the Township Board will have to determine whether public use and tours of the Gannon Schoolhouse is consistent (or in conflict) with Trustee VanderStel's living quarters.

Perhaps the most problematic aspect of the Proposal would be Trustee VanderStel serving as a paid Township employee for purposes of guided tours, holding public office hours for members of the public for the Gannon Schoolhouse and similar matters. While Michigan law does allow a township board member to perform additional public services for the township involved (MCL 41.96), the Township Board must still decide whether it is appropriate and also for a public purpose with regard to the Gannon Schoolhouse.

Even though some or all of the funds for the set-up costs of the moved school building may be paid for by private funds, they are still considered Gaines Charter Township monies. And, the value and costs of the building set-up (including, but not necessarily limited to, the new well, septic, foundation, utilities, etc.) must be imputed to Trustee VanderStel. Those set-up costs and installations must be factored into the decision by the Township Board regarding whether Trustee VanderStel would be obtaining an undue benefit from the Proposal.

Before the Township Board commits to any contractual agreement regarding the Gannon Schoolhouse, the Township should have an appraisal done of the true costs to the Township in pursuing the Gannon Schoolhouse project, including the building set-up costs paid for by Township funds and the fair market value of Trustee VanderStel residing within the Gannon Schoolhouse once it is moved for the rest of her life or for whatever time period the parties agree upon. That can then be discounted to the present fair market value, thus allowing for an assessment of the true cost of the rent free proposal. Before entering into the final signed agreement with Trustee VanderStel for the project, the Township Board must be able to appreciate and fully understand any and all potential costs to the Township involving the Gannon Schoolhouse proposal.

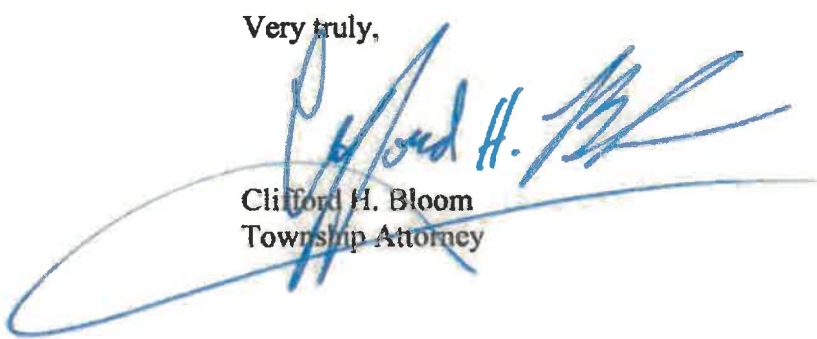
While the type of arrangement being proposed for the Gannon Schoolhouse is unusual, it is not without precedent for municipalities in Michigan. For example, there are a number of public walking trails throughout Michigan for which property has been purchased containing a house, barn or other structure whereby the owner of the property is allowed to continue to live in or utilize the building or structure at issue rent free for the rest of their life or a set period of time. In Sleeping Dunes National Lakeshore Park in the northeast lower peninsula of Michigan, the Federal Government gave many cabin and cottage owners a long period of time within which they could still use their cottages and homes rent free before those structures had to be removed and no private inholdings would be allowed thereafter.

The Township Board has significant discretion regarding whether a particular matter is a "public purpose". If the Township Board decides to pursue the Proposal or spend any significant public monies regarding the Gannon Schoolhouse, the Township Board should adopt the appropriate resolution declaring what public purposes are involved and how it relates to the project. We certainly can assist the Township Board with drafting that resolution.

Mr. Robert DeWard
September 11, 2020
Page 8

Please do not hesitate to contact me should you or any other Township official have any questions regarding these matters. Thank you.

Very truly,



Clifford H. Bloom
Township Attorney

cc: Township Clerk
Township Treasurer
Chairperson of the Parks and Recreation Committee
Trustee Kathy VanderStel

11-11-2022
1
#24

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
NOVEMBER 14, 2022**

Present: Supervisor DeWard, Clerk Brew, Treasurer Lemke, Trustees Fryling, Haagsma, Terpstra, VanderStel

Absent with notice: None

Other attendees: Township Manager Seyferth

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

1. The meeting was called to order at 7:00 p.m. by Board Member DeWard

2. Question of Conflict of Interest

Board Member VanderStel on Gannon School presentation.

3. Review of the Consent Agenda.

October 10, 2022 7:00 PM combined Byron Township meeting minutes removed from the consent agenda

4. Meeting Agenda

Motion by Board Member VanderStel and seconded by Board Member Haagsma to approve the proposed agenda with the addition of pulled minutes from the consent agenda.

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

5. Scheduled Speakers.

None

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

Fire Chief VanHall informed the Township Board of Captain Darryl Oliver and Engine Operator Dave Van Putten receiving the 2022 Leland Gayheart Prevention Award for among other items smoke and Carbon Monoxide alarm installation program.

Denny Cooper spoke his support for the Gannon School House move to Prairie Wolf Park.

Bryan Diemer spoke his support for the Gannon School House move to Prairie Wolf Park.

7. Public Hearings

A. Public Hearing on Proposed FY 2023 Budgets

Motion by Board Member Terpstra and seconded by Board Member Haagsma to open the Public Hearing on the Proposed Fiscal Year 2023 budgets.

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

Township Manager Jonathan Seyferth explained the Proposed Fiscal Year 2023 Budgets.

No one from the public spoke.

Motion by Board Member VanderStel and seconded by Board Member Haagsma to close the Public Hearing on the Proposed Fiscal Year 2023 budgets.

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

B. Public Hearing to Repeal Chapter 8 Animals of the Township's Ordinance

Motion by Board Member Haagsma and seconded by Board Member VanderStel to open the Public Hearing to Repeal Chapter 8 of Gaines Charter Township Ordinances per request of the Kent County Sheriff's Office.

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

Lieutenant John DeGroot

Motion by Board Member Haagsma and seconded by Board Member VanderStel to close the Public Hearing to Repeal Chapter 8 of Gaines Charter Township Ordinances per request of the Kent County Sheriff's Office.

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

8. Approval of the Consent Agenda

Motion by Board Member Haagsma and seconded by Board Member VanderStel to approve the Consent Agenda excluding the 7:00 pm Byron Township Combined Meeting Minutes but including the October 10, 2022 5:30 PM board meeting minutes; General Fund expenditures from 10/01/2022 through 10/31/2022 totaling \$262,446.11; Public Safety Special Assessment District expenditures totaling \$93,263.23; Building Inspections totaling \$8,999.14; Water and Sewer Fund expenditures totaling \$299,513.54; 7884 Eastern Avenue Water and Sewer Connection Fee Payment Plan totaling \$97,302.80; 6925 Fairway Vista Drive Utility Bill Relief totaling \$36.57; 7341 Heather Ridge Court Utility Bill relief totaling \$336.27; 104 Lily Street Utility Bill relief totaling \$347.03 Cutlerville Engine 36 Maintenance totaling \$23,254.66; Dutton Engine 69 repairs projected to total \$6,000.00; Vacation / Sick Time Conversion one time formula to transition to 24 hour shifts; October 2022 Webpage stats; October 2022 Community Policing Report; October 2022 Cutlerville and Dutton Fire run reports; Byron Gaines Utility Authority October 2022 Board Update; Kent County Administrator's Digest; and Grand Valley Metro Council Department of Transportation Fall Newsletter.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member VanderStel - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Terpstra - yes, Board Member Lemke - yes, Board Member Fryling - yes. Motion carried.

9. New Business

A. Approval of the 7:00 PM Combined Meeting with Byron Township Meeting Minutes with exclusion change

Gaines Township Board Minutes
November 14, 2022

Motion by Board Member Haagsma and seconded by Board Member VanderStel to approve the Combined Meeting with Byron Township Meeting Minutes with the noted change.

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

B. Resolution Establishing the Supervisor's 2023 Salary

Motion by Board Member Haagsma and seconded by Board Member VanderStel to adopt the resolution establishing the Supervisor's 2023 Salary.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member VanderStel - yes, Board Member Terpstra - yes, Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes. Motion carried.

C. Resolution Establishing the Clerk's 2023 Salary

Motion by Board Member Haagsma and seconded by Board Member Fryling to adopt the resolution establishing the Clerk's 2023 Salary.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Fryling - yes, Board Member Terpstra - yes, Board Member Lemke - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member VanderStel - yes. Motion carried.

D. Resolution Establishing the Treasurer's 2023 Salary

Motion by Board Member VanderStel and seconded by Board Member Terpstra to adopt the resolution establishing the Treasurer's 2023 Salary.

ROLL CALL VOTE: Board Member VanderStel - yes, Board Member Terpstra - yes, Board Member Lemke - yes, Board Member Haagsma - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes. Motion carried.

E. Resolution Establishing the Trustee's 2023 Per Diem

Motion by Board Member Terpstra and seconded by Board Member VanderStel to adopt the resolution establishing the Trustee's 2023 Per Diem.

ROLL CALL VOTE: Board Member Terpstra - yes, Board Member VanderStel - yes, Board Member Haagsma - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Lemke - yes. Motion carried.

F. Resolution Exempting Gaines Township from Requirements of Public Act 152 of 2011

Motion by Board Member Haagsma and seconded by Board Member VanderStel to adopt the resolution exempting Gaines Township from requirements of Public Act 152 of 2011.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member VanderStel - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Terpstra - yes, Board Member Lemke - yes. Motion carried.

G. Resolution Setting the Public Safety Special Assessment Rate to .75 mil

Motion by Board Member Lemke and seconded by Board Member Haagsma to adopt the resolution setting the Public Safety Special Assessment Rate to .75 mil.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Haagsma - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member VanderStel - yes, Board Member Terpstra - yes, Board Member Fryling - yes. Motion carried.

H. Resolution Adopting the 2023 Budget

Motion by Board Member VanderStel and seconded by Board Member Terpstra to adopt the resolution adopting the 2023 Township Budgets.

ROLL CALL VOTE: Board Member VanderStel - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member Lemke - yes, Board Member Haagsma - yes, Board Member Fryling - no, Board Member DeWard - yes. Motion carried.

I. Resolution to Repeal Chapter 8 Animals of the Township's Ordinance

Motion by Board Member Haagsma and seconded by Board Member Lemke to set the 2023 Budget Hearing for November 14, 2022.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Lemke - yes, Board Member VanderStel - yes, Board Member Terpstra - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes. Motion carried.

J. Dutton Fire Department Hiring Full-Time Firefighters

Motion by Board Member Brew and seconded by Board Member Haagsma to hire 5 full time firefighters as recommended by the interview committee.

ROLL CALL VOTE: Board Member Brew - yes, Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member VanderStel - yes. Motion carried.

K. Dutton Fire Department Personnel Handbook Addendum

Motion by Board Member Lemke and seconded by Board Member Terpstra to adopt the addendum to the Gaines Township Personnel manual.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Terpstra - yes, Board Member Haagsma - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member VanderStel - yes. Motion carried.

L. Dutton Fire Department Turnout Gear / Uniform Orders

Motion by Board Member Lemke and seconded by Board Member Fryling to approve the purchase of turnout gear and uniforms for the newly hired full time Dutton firefighters.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Fryling - yes, Board Member Haagsma - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member VanderStel - yes, Board Member Terpstra - yes. Motion carried.

M. Fund Transfer From General Fund to Public Safety Fund

Motion by Board Member Haagsma and seconded by Board Member VanderStel to transfer \$1,000,000.00 from the General Fund to the Public Safety Fund.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member VanderStel - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Terpstra - yes, Board Member Lemke - yes. Motion carried.

N. Township Manager Interview Timeline / Special Meeting December 5, 2022

Motion by Board Member Brew and seconded by Board Member Terpstra to discuss Township manager position at 5:30 pm Monday, December 5, 2022.

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

O. Amend Supervisor's Salary For Remainder Of 2022

Motion by Board Member Haagsma and seconded by Board Member Terpstra to increase the Supervisor's salary by \$600 a week based upon the increase in hours worked from 24 hours to 40 hours.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member VanderStel - yes, Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes. Motion carried.

10. Recognition of individuals and/or delegations

None.

11. Comments & Discussion

The Township extending utility services on Division south of 100th Street.

12. Adjournment

Motion by Board Member Lemke and seconded by Board Member Haagsma to adjourn the meeting at 09:22 p.m.

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

Michael Brew, Clerk

Robert DeWard, Supervisor

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 7:00 PM MEETING
JANUARY 09, 2023**

Present: Supervisor DeWard, Clerk Brew, Treasurer Lemke, Trustees Fryling, Terpstra, VanderStel

Absent with notice: Haagsma

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

1. The meeting was called to order at 7:06 p.m. by Board Member DeWard

2. Question of Conflict of Interest

None

3. Review of the Consent Agenda.

None.

4. Meeting Agenda

Board Member DeWard added an additional public comment section for items not on the agenda.

Motion by Board Member Fryling and seconded by Board Member Lemke to approve the proposed agenda.

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

5. Scheduled Speakers.

None.

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

Luke Malski spoke about housing trends, increased approval of Planned Unit Developments in Gaines Township, and efforts made to provide dense housing for future residents which increase the need for and use of public services. He also spoke against the Township Board decision approving the consent judgement in *Caleydonia LLC v Gaines Charter Township* and statements which appeared in the Sun and News paper.

Stu Warsen and Barb Nauta spoke in support of purchasing additional decorative light poles for Division Avenue.

7. Public Hearings

A. Parks and Trails Plan

Motion by Board Member VanderStel and seconded by Board Member Terpstra to open the Public Hearing on the Parks and Trails plan.

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

Planner Dan Wells introduced Tiffany Smith, the consultant that worked on the Parks and Trails plan for the township. The deadline for approval is January 23, 2023 in order to submit applications for many grants throughout 2023. Tiffany encouraged the Township Board to acquire more land for public use based on our population growth to match what other communities offer. In addition, surveys indicate 57.58% of the public would be in favor of a special millage for public parks.

Dana Lehmann and Board Member VanderStel inquired about the process to submit changes that the Parks and Trails Committee would like to be made to the plan. The changes do not pertain to the Goals and Objectives or the Capital Improvement Schedule sections of the plan.

Motion by Board Member Lemke and seconded by Board Member Terpstra to close the Public Hearing on the Parks and Trails plan.

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

B. River Birch Planned Unit Development (PUD) Major Amendment

Motion by Board Member Lemke and seconded by Board Member VanderStel to open the Public Hearing on the River Birch PUD Major Amendment.

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

Township Planner Dan Wells explained the language and purpose of the River Birch Major PUD Amendment. No one from the public spoke.

Motion by Board Member Lemke and seconded by Board Member VanderStel to close the Public Hearing on the River Birch PUD Major Amendment.

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

C. RL-10 Moratorium

Motion by Board Member Lemke and seconded by Board Member Terpstra to open the Public Hearing on the RL-10 Moratorium.

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

Township Planner Dan Well explained the language and purpose of the RL-10 6 Month Moratorium. No one from the public spoke.

Motion by Board Member Lemke and seconded by Board Member Terpstra to close the Public Hearing on the RL-10 Moratorium.

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

8. Approval of the Consent Agenda

Motion by Board Member VanderStel and seconded by Board Member Terpstra to approve the Consent Agenda including the December 5, 2022, December 12, 2022 6:00 pm and 7:00 pm Township Board Meetings minutes; General Fund expenditures from 12/01/2022 through 12/31/2022 totaling \$149,086.25; Public Safety Special Assessment District expenditures totaling \$135,479.37; Building Inspections totaling \$3,614.22; Water and Sewer Fund expenditures totaling \$721,397.32; December 2022 Building Department Revenue Report; Building Department 2022 Annual Revenue Report;

December 2022 Webpage stats; December 2022 Community Policing Report; 2022 3rd Quarter Financial Report; December 2022 BGUA Board Update.

ROLL CALL VOTE: Board Member VanderStel - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Lemke - yes. Motion carried.

9. New Business

A. Approval of the Metro Act Application Uniti Fiber LLC

Motion by Board Member Lemke and seconded by Board Member Fryling to approve the Metro Act Application extending fiber cable along Patterson Avenue.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Terpstra - yes, Board Member VanderStel - yes, Board Member Brew - yes. Motion carried.

B. Purchase Decorative Poles for Division Avenue

Motion by Board Member Fryling and seconded by Board Member Terpstra to purchase 12 new decorative lighting poles to replace damaged poles along Division Avenue.

ROLL CALL VOTE: Board Member Fryling - yes, Board Member Terpstra - yes, Board Member Lemke - yes, Board Member VanderStel - yes, Board Member Brew - yes, Board Member DeWard - yes. Motion carried.

C. Waiver of Just Compensation 84th and Kalamazoo Avenue Round-a-bout

Motion by Board Member Terpstra and seconded by Board Member VanderStel to approve the waiver of Just Compensation for township land that will be used for the Round-a-bout scheduled to be built the Summer of 2023.

ROLL CALL VOTE: Board Member Terpstra - yes, Board Member VanderStel - yes, Board Member Lemke - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes. Motion carried.

D. 6197 Hanna Lake Avenue Payment in Lieu of Sidewalk

Motion by Board Member Fryling and seconded by Board Member Terpstra to table the 6197 Hanna Lake Avenue Payment in Lieu of Sidewalk for further information.

ROLL CALL VOTE: Board Member Fryling - yes, Board Member Terpstra - yes, Board Member Lemke - yes, Board Member VanderStel - yes, Board Member Brew - yes, Board Member DeWard - yes. Motion carried.

E. Planning and Zoning Fee Schedule

Motion by Board Member Lemke and seconded by Board Member VanderStel to approve the Planning and Zoning Fee Schedule increases effective 01/10/2023.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member VanderStel - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes. Motion carried.

F. Master Plan 1st Public Distribution

Motion by Board Member Lemke and seconded by Board Member Terpstra to adopt the resolution to submit the Gaines Charter Township 2023 Master Plan update for 1st Public Distribution.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Terpstra - yes, Board Member VanderStel - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - no. Motion carried.

G. Adoption of Parks and Trails Master Plan

Motion by Board Member Lemke and seconded by Board Member Terpstra to approve the 2023 5 year Parks and Trails Master plan contingent on Dan Wells reviewing the list of changes and insert into the plan where appropriate.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member VanderStel - yes. Motion carried.

H. River Birch Planned Unit Development (PUD) Major Amendment

Motion by Board Member Lemke and seconded by Board Member VanderStel to approve the River Birch PUD Major Amendment Resolution.

David Contant from BDR Development addressed the board with drawings for understanding.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member VanderStel - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Terpstra - yes, Board Member Brew - yes. Motion carried.

Motion by Board Member Lemke and seconded by Board Member VanderStel to approve the River Birch PUD Major Amendment Ordinance.

ROLL CALL VOTE: Board Member Lemke – yes, Board Member VanderStel - yes, Board Member Fryling - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member DeWard - yes. Motion carried.

I. RL-10 Moratorium

Motion by Board Member Lemke and seconded by Board Member VanderStel to approve the ordinance for a moratorium on RL-10 development for 6 months.

ROLL CALL VOTE: Board Member Lemke – yes, Board Member VanderStel - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes. Motion carried.

10. Comments & Discussion

Two candidates will be interviewed on January 16, 2023 at 5:30 pm for the position of Township Manager. Board Member VanderStel will be absent with notice.

Fund raising for the Gannon School project needs to move forward. Suggested that the Township board have a joint meeting with the Gaines Township Historical Society to work out a formal agreement and create a plan to move the project forward.

11. Adjournment

Motion by Board Member VanderStel and seconded by Board Member Lemke to adjourn the meeting at 09:55 p.m.

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

Michael Brew, Clerk

Robert DeWard, Supervisor

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 7:00 PM MEETING
JANUARY 16, 2023**

Present: Supervisor DeWard, Clerk Brew, Treasurer Lemke, Trustees Fryling, Haagsma, Terpstra

Absent with notice: VanderStel

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

1. The meeting was called to order at 5:37 p.m. by Board Member DeWard

2. **Question of Conflict of Interest**

None

3. **Meeting Agenda**

Motion by Board Member Haagsma and seconded by Board Member Fryling to approve the proposed agenda.

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

4. **Scheduled Speakers.**

None.

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

None

6. **Public Hearings**

None

7. **New Business**

A. **Interview of Rod Weersing**

B. **Interview of Haley Snyder**

C. **Closed Session**

Motion by Board Member Lemke and seconded by Board Member Terpstra to go into closed session according to the Open Meetings Act, in regards to confidential employee discussion, subject to the Open Meetings Act a public body may meet in a closed session to "consider material exempt from disclosure by state or federal statute." Thus any document or topic that is specifically exempt or deemed confidential by state or federal law may be discussed in closed session at 7:17 pm.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Terpstra - yes, Board Member Haagsma - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes. Motion carried.

D. Open Session

Motion by Board Member Lemke and seconded by Board Member Fryling to close our closed door meeting and return to open session at 8:06 pm.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Fryling - yes, Board Member Haagsma - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Terpstra – yes. Motion carried.

E. 6197 Hanna Lake Avenue Payment in Lieu of Sidewalk

Motion by Board Member Lemke and seconded by Board Member Fryling to adopt the 6197 Hanna Resolution and accept payment in lieu of sidewalk in the amount of \$3007.00.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Terpstra - yes, Board Member Haagsma – yes. Motion carried.

F. Township Manager

Motion by Board Member Fryling and seconded by Board Member Haagsma to hire Rod Weersing as Gaines Charter Township Manager.

ROLL CALL VOTE: Board Member Fryling - yes, Board Member Haagsma - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Terpstra - yes, Board Member Lemke – yes. Motion carried.

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

No one spoke

9. Comments & Discussion

Fund raising for the Gannon School project needs to move forward. Suggested that the Township board have a joint meeting with the Gaines Township Historical Society and the Parks Committee to work out a memo of understanding and create a plan to move the project forward.

10. Adjournment

Motion by Board Member Haagsma and seconded by Board Member Lemke to adjourn the meeting at 08:39 p.m.

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

Michael Brew, Clerk

Robert DeWard, Supervisor

I. CALL TO ORDER AND ATTENDANCE

A. Call to Order

Chair Lehmann called the meeting to order at 11:40 PM.

B. Attendance and Introduction of Guests

Lehmann, Lemke, Maier, Diemer, Crumback, and DeWard (late) were in attendance.

VanderStel was absent with notice. Thomas was absent without notice.

Others present include Dan Wells, Community Development Director; Natalie Davenport, Assistant Planner.

C. Approval of Meeting Agenda

Motion to approve agenda: Maier

2nd: Crumback

Discussion: None

Ayes: All

Nays: None

MOTION CARRIED

D. Approve Meeting Minutes from September 21, 2022

Motion to approve agenda: Maier

2nd: Diemer

Discussion: None

Ayes: All

Nays: None

MOTION CARRIED

Approve Meeting Minutes from October 18, 2022

Motion to approve agenda: Diemer

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**

- **2023 planned meeting dates: April 19, June 21, September 20**
- **Heritage Festival: October 14th**
- **PWP Spring Workday**

Tentatively Saturday, May 6th, 2023. Lehmann asked if any one else thought the phragmites were re-appearing by Hardy Pond, and should we consider treating them again. Lemke agreed and stated Black River had done the treatment previously. Lehmann asked if treatment was best in spring or fall. Diemer stated that a second application should be done in the spring and a third application in the fall as needed.

- **Township Board Report**

Lemke stated that the budget approved for FY2023 did not allocate funding for contracted services. The Township Board will do a budget amendment at their next meeting. Lemke asked how much should be allocated for contracted services. Discussion ensued about how much was spent last budget for these services. Diemer stated that we will likely need to treat the willows in Cooks Crossing again, so this should be included in the 2023 cost estimation. Diemer also described work to push back the brush on the west side of Gull Prairie. He will provide a quote for this service. Maier pointed out that the tulip tree should be left, as it is the only one in PWP. Diemer will flag the this tree. It was decided that \$22,000 should be allocated in 2023 for contracted services.

Lemke stated that the Township Board hired a new manager, Rod Weersing, currently Georgetown Assistant Superintendent. Weersing will be involved with the committee when he starts in February.

- **Parks & Trails Master Plan**

Lehmann stated that the Township Board approved the Parks and Trails Master Plan on January 9th contingent upon a few edits being made- these were done January 13th. Wells stated that the Spark Grant was submitted in December – it is separate from the Parks and Trails Master Plan. Lehmann mentioned the Non-Motorized Trail Plan is slated to be updated in 2024. Diemer will update the Prairie Wolf Park map for the brochure. Lemke stated that the bench locations should be edited. Lehmann found that the right of way at the intersection of Kalamazoo and 84th Street was recently acquired by the Kent County Road Commission for the construction of a roundabout, in which the trail location will need to be changed in the brochure. Lehmann urged the committee to think of any other edits to the brochure map and give them to Diemer before the next meeting.

- **Other**

- **PARKS**

- **Prairie Wolf**

- **December Workday & tree work follow-up**

Lehmann gave an overview of the December workday. It was well attended. Diemer suggested putting woodchips on the Old Orchard Trail as it is quite slippery and is too shaded for grass to grow. Lehmann will check to see if O'Neil's or Integrity would be willing to donate woodchips. DeWard will call the Kent County Road Commission to see if they can donate any woodchips from the trees that are being removed on 84th and 100th Streets. If so, woodchip piles can be placed on Township property at the southern end of the parking lot where the seasonal yard waste dumpsters are placed. Diemer said 100 yards or more of wood chips could be utilized on trails in the spring, and that he could get the pile(s) pushed up periodically if needed.

Later, Diemer and team did add'l clearing in apple orchards – looks really good! They also cleaned up the stones in the Dodge Overlook, where the "Halfway to Arkansas" plants donated by the Diemers will fill in and prevent weed overgrowth.

- **Tree ID signs; signage throughout park** – Lehmann stated that there have been issues with vandalism on park signs. Davenport stated that a resident visited Township Hall a few days prior informing staff that they found park signs on private property off Eastern Avenue. One sign was a Common Paw Paw tree identification sign; the other sign was a no trespassing “you are now entering private property” sign for Prairie Wolf Park. Lehmann will call the resident back for more information. Maier checked with Ottawa County Parks to see how their signs get produced. They have their own shop, but do not have the ability to fulfill an order for us. The Outdoor Discover Center in Ottawa County may be able to assist with the creation of new signs, as they have the same sign-making equipment. Lehmann will ask VanderStel if she will contact the Outdoor Discovery Center to see if they can make signs for PWP. The trail marker signs were also discussed. Diemer measured the distances for these with a wheel. These signs tell viewers the color of the trail they are on, and the length. The colors correspond to the colors on the aerial PWP Map and Trail Legend. Diemer stated one is missing along the 84th St sidewalk (south side) by Hardy Pond. He thinks it was likely hit by a mower. Lemke brought up the one west of the Kalamzoo sidewalk, near the entrance to PWP, where two signs are stuck in the same hole. Discussion ensued over whether these signs still have value, and should be replaced. Diemer will take an inventory of these signs, so we know what is present and missing. **Progress of \$50,000 Allocation: #1 sign, #2 shelter (Poligon; engineering phase), #3 possible site study** – Lemke stated the Township Board has allocated 100,000 for the Poligon shelter project.

- **Gannon School**

Lehmann will work with the Township Board to reach a memorandum of understanding on the specifics for the project.

- **PWP brochure/map update**

Lehmann stated that this was already discussed. Committee members should give suggested edits to Diemer before the next meeting. Also discussed the Yankee Boy American Beech tree (no longer standing), and the need to move its tree sign to another beech. Discussion ensued on the history behind the name Yankee Boy, and also the need to create signage (whether in Trail cases or otherwise) that tells the history of the historical names used throughout the park. Also the story of the wolf found in the previous park brochures.

- **Potential Scout Projects: chimney swift house, Gull Prairie overlook**
- **On Hold: Gaines School sign/bench, trash receptacle by parking lot**
- **Other**
- **Additional Parks (Brewer, Creekside, Shadyside)**

Diemer asked about maintenance in Creekside Park. Lemke stated that all maintenance is handled by Kent County. Diemer suggested that we get in touch with Kent County to determine if Everett's can mow a natural path through the park. This will not entail any ground disturbance but will instead create a natural walking path on the north side of the parcel using the existing tall grass. **Wells will contact Kent County to see if Everett's can perform this work if the county will maintain it over time.**

Diemer stated that there are issues with drainage over the asphalt trail on the northern boundary of Brewer Park. This section of trail is under water for 3 plus months of the winter and spring, and is dangerous for trail users when frozen. Wells will contact Kent County to see how this can be addressed. The boardwalk near Steven's Point was also discussed as possibly needing replacement boards – DeWard will have Dale Wind look at them.

- **TRAILS**
- **Public Comment for items unrelated to the agenda**
- **Committee member comments**

III. ADJOURNMENT

Meeting adjourned at 12:45 PM.

Gannon School House Considerations -

Money would need to be raised to move the schoolhouse onto township park property.

Including cost of all:

- Utilities such as gas, electric, well drilled and septic system.

- Driveway, parking and landscaping.

Once it is moved:

A lower level plan that includes accessible restrooms for park guests and a space for historical society display.

Who would pay for the monthly utilities and maintenance?

If Kathy were to live in the schoolhouse as park caretaker., would she need to?

- Resign from the board as trustee.

- Pay a Building on Lease Land Tax?

- Draw a salary for her role as park a director.

Other Questions:

Does the current board have the authority to grant a “lifetime” lease? There is no guarantee future boards would revoke it.

Does the schoolhouse have more historical value in its original location?

What happens if the schoolhouse is damaged in transit?

Educational Center:

We could consider renovating the small barn by:

Removing the loft and stairs.

Install Barn wood siding on the interior walls.

Run electric and utilities.

Outfit it with farm tables for rental picnic pavilion.

Add an addition to the east for restrooms accessible from the barn as well as outside park goers.

Incorporate a fire pit and a cedar pergola with picnic / seating area.

This would serve as rental revenue for the park as well.

Outdoor Educational Programs – currently not in place but could develop this small barn to accomplish a meeting area, warming area for winter park guests.

DIVISION 3. HISTORICAL COMMISSION

Sec. 2-231. Duties.

It shall be the duty of the historical commission to collect and preserve historical materials relating to the history of the Northwest Territory, the state, and the township; to acquire ownership and control of landmarks of the township with the funds budgeted by the township board of trustees; to compile histories of the township and the area; and to participate in other historical endeavors which the commission believes to be of sufficient interest to the township.

(Ord. No. 252, § 1, 4-19-99)

Sec. 2-232. Members; officers.

The commission shall consist of seven members to be appointed by the township board of trustees for a term of three years each (except for the initial appointments which shall provide for three members to serve for three years, two members to serve for two years, and two members to serve for one year). The members shall be residents of the township, except that up to three nonresident members may be appointed on an ad hoc basis when such nonresident demonstrates a special interest or expertise in matters pertinent to the duties of the commission. The members shall adopt bylaws and establish rules of their procedure. The members shall select a chairperson, a vice chairperson, and a secretary from its membership.

(Ord. No. 252, § 2, 4-19-99)

Sec. 2-233. Compensation; expenses.

Members of the historical commission shall act without compensation, but may be reimbursed for actual expenses as approved by the township board of trustees.

(Ord. No. 252, § 3, 4-19-99)

Sec. 2-234. Accountability.

The treasurer of the historical commission shall file an annual report with the township board of trustees showing receipts and expenditures during the year. The commission shall also submit a proposed budget for the following year at the same time.

(Ord. No. 252, § 4, 4-19-99)

Sec. 2-235. Authority.

The establishment of the historical commission is done under the authority of Act No. 213 of the Public Acts of Michigan of 1957 as amended (MCL 399.171, et seq.), and shall apply to all land and activity within the corporate limits of the township and beyond where provided by law. It is needed to ensure the health, safety, and welfare of the residents of the township.

(Ord. No. 252, § 5, 4-19-99)

Secs. 2-236—2-240. Reserved.

At the October 10th meeting, Dana Lehmann presented the colored renderings and proposal for a history and outdoor education center located at Prairie Wolf Park.

Dana was asked to:

- Gather more information about relationships between townships and local historical groups **Result:** Dana has communicated with the Historical Society of Michigan, Redford Township Historical Commission, Plymouth Museum, Mill Race Historical Village, Troy Historical Society, City of Livonia/Greenmead Historical Park, Byron Township, Bowne Township, Caledonia Township and more. She has learned there are many ways that municipalities and local history groups work together to preserve and promote local history. Some of these relationships are created by ordinance, and some are simply people working together to produce the best product for their community. Dana has also been in contact with The Right Place (serving all of West Michigan), and was told this project offers a lot of value to the community. Her contact there is also looking into township/historical group relationships, so more information may be ahead. Dana is willing to work with the Township to help craft a plan tailored to our community.
- Delineate how the historical and educational center would integrate **Result:** Dana thinks this is a work in progress, and that hopefully a Board of Directors will be formed to direct both the outdoor educational center and the history center, however to begin, the Gaines Historical Society will direct management of both. Community members can come to visit, help, attend events, and more. Dana urges Board members to visit the website of Holland's Outdoor Discovery Center, so they can see an example of a wonderful educative center!
- Understand the current state of the Gaines Historical Society and expected support **Result:** Dana met with Shirley Bruursema and Linda Crumback. They agree with the stated need for a fundraising and membership drive to fund the project, create a foundation, and increase their membership. That said, their society is very much in agreement and willing to assist with the process.
- Explain how she sees the capital campaign happening **Result:** As I explained to the Board, I do not have this level of fund raising expertise. I do believe, however, that people with such expertise can be found in our community, and I know there will be many people willing to be "worker bees" to support this project, myself included.
- Address the September 2020 letter from Attorney Cliff Bloom **Result:** First, there were inaccuracies in the premise of this letter – I am happy to address those with anyone who wants to cover them, instead of taking space here. The larger issue is that much of Attorney Bloom's comments no longer apply, as the township is not being asked to raise or donate funds.
- Assist the Board with identifying the "public purpose" (for the standard that must be met) **Result:** First and foremost, MCL 339.202 declares historic preservation to be a public purpose. (This was stated in Attorney Bloom's letter - pg 6.) By preserving the historic Gannon Schoolhouse on public property, and making it the home of the Gaines Historical Society, the Board will be helping to create a Gaines Township Museum, for education, events, and the display and storage of historical artifacts currently located in the homes of Society members. All these are efforts in historic preservation, and therefore serve a public purpose. The Gaines Historical Society encourages all citizens, including Board members, to also preserve and promote our local history through membership in the organization. Secondly, at the October 2018 joint workshop of the Township Board, Planning Commission, and Parks Committee,

Mark Sisson (then Planning and Zoning Administrator) tabulated results of the attendees – indicating additional parking and permanent restrooms in the top priorities for Prairie Wolf Park. These items will continue to be requested by users of the park, and providing them is a public purpose. By moving forward in this project, these items would be provided via project fundraising, versus solely via township funds.

The Board is being asked to allow the relocation of the historic schoolhouse, and the construction of an educational center in Prairie Wolf Park.

The Memo of Understanding should include:

The Role of Historical society-

The historical society will accept donations as the 501c3 of record and serves as a "sponsor nonprofit".

The Gannon Schoolhouse relocation group as part of the historical society should:

1. Conduct a needs assessment.

- Talk to other nonprofits with related missions
- interview people who might need your services
- research federal, state, and local laws

Use this research to write a needs assessment that describes your nonprofits mission.

2. Complete a market analysis.

A plan for getting financial and volunteer support for your nonprofit is a must.

-List the kind of supporters that you want such as donors and volunteers. Write down characteristics of the ideal supporter such as: age, income, occupation, reasons for supporting you.

-Interview or survey potential donors to uncover their motivations for giving and the types of communication to which they respond best. Use your research to help you target your fundraising and outreach to the people most likely to be enthusiastic donors and volunteers for your cause.

3. Create a business plan.

The key elements that you will want to include are:

- Executive Summary: This includes your mission statement and purpose, goals, and how you will meet the needs so your target audience.

- Services and programs that you plan to offer, how they will impact the community, and how you will measure your success.
- Organizational structure and staffing: How it will operate and what roles you will need to fill to execute day to day operations.
- Marketing Plan to include potential donors and your plan for recruiting and getting people involved in your mission.
- Financial plan to get funding-including grants and donations – to operate.

4. Secure Funding

You may need a hefty amount of funding upfront to cover startup cost as well as continuous funding to help you sustain the organization.

-**Grants** may be available at the local, state, and federal level. To secure a grant you should; search for grants that are a good fit, review the requirements and determine your eligibility, review the application requirements, and submit the application.

-**Donations and Fundraising** can be individual donations made on a one-time or recurring basis, usually online or in person at events.

-**Membership programs** that includes a membership fee to help with running cost. These fees result in membership benefits like free entry and access to a member newsletter.

5. Consider forming your own nonprofit.

-Partner with the Historical Society while forming your own nonprofit.

-Choose a nonprofit name, set up a board of directors, file incorporation papers, create bylaws and operating rules, get an employer identification number, apply for tax-exempt status.

Bloom Sluggett, PC

COUNSELORS & ATTORNEYS

Clifford H. Bloom
Direct Dial (616) 965-9342
Direct Fax (616) 965-9350
cliff@bloomsluggett.com

February 2, 2023

Mr. Robert DeWard
Township Supervisor
Gaines Charter Township
Township Offices
8555 Kalamazoo Ave. SE
Caledonia, Michigan 49316

**Re: The Old Gannon Schoolhouse
Issues – The move and related matters**

Dear Rob:

In light of a slightly revised new proposal regarding the Old Gannon Schoolhouse (the "Old Schoolhouse"), you have asked that I follow up on my earlier letter to you of September 11, 2020 (a copy of which I have enclosed for your information). That earlier letter remains correct as to the facts then present as of September 11, 2020, and this letter will supplement and update that earlier correspondence.

The newest proposal is that a fund raising effort will be spearheaded by the Gaines Charter Township Historical Society (the "Historical Society") to move the Old Schoolhouse to Prairie Wolf Park (the "Park"), as well as for the Historical Society to install the required infrastructure such as a foundation for the building, a water well, septic system and public parking.¹ Once moved, the Township would own the relocated building and improvements. Township Trustee Kathy VanderStel would live in the relocated Old Schoolhouse, but would work at least X hours a week providing tours to members of the public, cleaning the building and generally assisting with the building's exhibits, events and upkeep.

MCL 41.96 does allow a member of an elected township board in Michigan to take on additional compensated tasks and responsibilities beyond the statutory duties of their elected office. Accordingly, Trustee VanderStel can be hired as the director or coordinator of the Old Schoolhouse at its relocated place in the Park.

As I indicated in the earlier September 11, 2020 opinion letter, it would be a conflict of interest for Trustee VanderStel to benefit from public funds beyond what would normally be provided to a volunteer or other paid Township employee who would be giving tours of the Old Schoolhouse, updating exhibits, etc. You have indicated that under the current updated proposal, the moving of the Old Schoolhouse, as well as the installation of the infrastructure (such as a foundation, septic system,

¹ It is our understanding that the Historical Society is a private organization and it is not part of or an agency of the Gaines Charter Township government. Furthermore, we are providing no legal opinion regarding the legal authority of the Historical Society or its ability under the law to fund this type of project.

Mr. Robert DeWard
February 2, 2023
Page 2

well and public parking facilities), would not be paid for by Township funds but rather would be based solely on private donations obtained by the Historical Society. The Township would, of course, be responsible for the costs of electric, upkeep and maintenance over time.

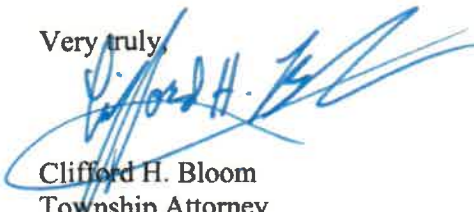
In our legal opinion, it would be lawful (and not a conflict of interest) for Trustee VanderStel to live at the relocated Old Schoolhouse so long as all of the following conditions and requirements are met:

1. The Historical Society would pay all of the costs to move the Old Schoolhouse to the Park, as well as to install the required infrastructure such as a foundation for the building, water well, septic system and public parking based on private donations to the Historical Society.
2. The Township would not have to pay any cleaning, electrical, natural gas or similar costs attributable solely to Trustee VanderStel's living situation, apart from those costs that would otherwise still have to be paid attributable to keeping the Old Schoolhouse available for public tours, public activities, etc. Any excess expenses attributable to Trustee VanderStel would either have to be paid by her or the Historical Society.
3. Trustee VanderStel would commit to providing a certain minimum number of uncompensated hours every week to public tours, maintaining public exhibits, etc.
4. Once Trustee VanderStel permanently vacates the premises, the living facilities would potentially be available for a similar Township employee or volunteer to provide public tours, maintain the exhibits, etc.

Overall, in order to avoid a potential conflict of interest for Trustee VanderStel, the Township should ensure that she is not receiving any free or complimentary benefit (apart from any private support from the Historical Society) that would not be present for a different third-party Township employee or volunteer residing and working at the relocated Old Schoolhouse. Or put another way, Trustee VanderStel can live at and work on behalf of the Old Schoolhouse so long as she is not receiving any extra benefit(s) from the Township and the same would be the case were she a third-party non-elected official for Gaines Charter Township.

Please do not hesitate to contact me should you or any other Township official have any further questions regarding these matters. Thank you.

Very truly,



Clifford H. Bloom
Township Attorney

Enclosure
cc (w/encl.): Township Clerk



8555 Kalamazoo Ave., SE
Caledonia, MI 49316

www.gainestownship.org

Phone: 616-698-6640
Fax: 616-698-2490

February 9, 2023

RE: February 13, 2023 7PM township Board Meeting

Dear Members of the Board:

January has come and gone. With the approval of his contract (on the 2/13/23 agenda), Rod Weersing will start as our new Township Manager on February 27th.

In January we also covered the purchase of new poles for Division Avenue; a waiver for just compensation needed by the KCRC to proceed with the planned 84th & Kalamazoo Avenue round-a-bout, the Parks and Trails Master Plan was approved, and the updated Master Plan was ok'd for the first public distribution.

The matter of the Gannon School Project was the topic of discussion at both the January 9th and 16th meetings. It was recommended that a joint meeting be held with the Parks and Trails committee.

The joint meeting was held Wednesday, February 8th. It was a round table type of open discussion, which I feel was very productive. When all was said and done, my office was charged with presenting a draft Memo of Understanding at our March 13, 2023 meeting.

Our February 13th agenda is on the light side. Hopefully, it will be a short evening. I want to thank the Board again for their flexibility. This regularly scheduled meeting will be our 4th Board meeting in just over six weeks.

We are all looking forward to Rod joining our team. In the meantime, remember my door is always open.

A handwritten signature in dark ink, appearing to read "Rob DeWard", with a large, stylized flourish at the end.

Rob DeWard
Supervisor, Gaines Charter Township



CHARTER TOWNSHIP OF GAINES

MEETING LOCATION: 8555 Kalamazoo Ave., SE, Caledonia, MI 49316

Township Board Meeting

PRELIMINARY AGENDA

MONDAY – February 13, 2023

7:00PM

Please follow current CDC COVID-19 Guidelines

- A. Opening (Prayer) – Bob Terpstra
- B. Lead Pledge of Allegiance – Supervisor DeWard
- C. Call to Order and Attendance – Supervisor DeWard
- D. Declaration of Conflict of Interest
- E. Review Consent Agenda
- F. Approval of Agenda
- G. Scheduled speakers: NONE
- H. Public Comments – Anything on the Agenda NOT scheduled for a public hearing (comments to 3 minutes per speaker)
- I. Public Hearings: NONE
- J. Approval of Consent Agenda
 - A. Consider for Approval:
 - i) Minutes - January 9, 2023
January 16, 2023
 - ii) Check Registers January 1, 2023 thru January 31, 2023:

a) General Fund:	\$ 130,719.44
b) Public Safety SAD:	\$ 240,855.18
c) Building Inspections:	\$ 15,277.39
d) Water & Sewer:	\$ 339,767.92
e) TOTAL ALL FUNDS:	\$ 726,619.93
 - B. Receive & File:
 - i. January 2023 Building Department Revenue Report
 - ii. January 2023 Webpage stats: 8,948 visits
 - iii. January 2023 Community Policing Officer's report
 - iv. Financial Report - Treasurer
 - v. Planning and Zoning Annual Report

- vi. Dutton Fire Report – January 2023
- vii. Cutlerville Fire Report – January 2023
- viii. January 2023 BGUA Board Update

K. New Business

- i. Consider – Approval of Rod Weersing's employment contract
- ii. Consider – W & S Townline Elementary Development Contract
- iii. Consider – W & S Streams of Hope Development Contract
- iv. Consider – W & S Switch Development Contract
- v. Consider – Assessing – Amazon.com Appraisal for MTT Appeal
- vi. Consider – Road Closure Request for 2023 Diemer Run
- vii. Consider – Updates at Township Library

M. Supervisor's Comments

N. Board Member Comments

Adjournment

NEXT SCHEDULED BOARD OF TRUSTEES MEETINGS: March 13, 2023 @ 7PM

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

The contents of supporting documents (such as text, graphics, images, information, and references) are created and supplied by the author.

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 7:00 PM MEETING
JANUARY 09, 2023**

Present: Supervisor DeWard, Clerk Brew, Treasurer Lemke, Trustees Fryling, Terpstra, VanderStel

Absent with notice: Haagsma

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

1. The meeting was called to order at 7:06 p.m. by Board Member DeWard

2. Question of Conflict of Interest

None

3. Review of the Consent Agenda.

None.

4. Meeting Agenda

Board Member DeWard added an additional public comment section for items not on the agenda.

Motion by Board Member Fryling and seconded by Board Member Lemke to approve the proposed agenda.

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

5. Scheduled Speakers.

None.

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

Luke Malski spoke about housing trends, increased approval of Planned Unit Developments in Gaines Township, and efforts made to provide dense housing for future residents which increase the need for and use of public services. He also spoke against the Township Board decision approving the consent judgement in *Caleydonia LLC v Gaines Charter Township* and statements which appeared in the Sun and News paper.

Stu Warsen and Barb Nauta spoke in support of purchasing additional decorative light poles for Division Avenue.

7. Public Hearings

A. Parks and Trails Plan

Motion by Board Member VanderStel and seconded by Board Member Terpstra to open the Public Hearing on the Parks and Trails plan.

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

Planner Dan Wells introduced Tiffany Smith, the consultant that worked on the Parks and Trails plan for the township. The deadline for approval is January 23, 2023 in order to submit applications for many grants throughout 2023. Tiffany encouraged the Township Board to acquire more land for public use based on our population growth to match what other communities offer. In addition, surveys indicate 57.58% of the public would be in favor of a special millage for public parks.

Dana Lehmann and Board Member VanderStel inquired about the process to submit changes that the Parks and Trails Committee would like to be made to the plan. The changes do not pertain to the Goals and Objectives or the Capital Improvement Schedule sections of the plan.

Motion by Board Member Lemke and seconded by Board Member Terpstra to close the Public Hearing on the Parks and Trails plan.

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

B. River Birch Planned Unit Development (PUD) Major Amendment

Motion by Board Member Lemke and seconded by Board Member VanderStel to open the Public Hearing on the River Birch PUD Major Amendment.

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

Township Planner Dan Wells explained the language and purpose of the River Birch Major PUD Amendment. No one from the public spoke.

Motion by Board Member Lemke and seconded by Board Member VanderStel to close the Public Hearing on the River Birch PUD Major Amendment.

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

C. RL-10 Moratorium

Motion by Board Member Lemke and seconded by Board Member Terpstra to open the Public Hearing on the RL-10 Moratorium.

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

Township Planner Dan Well explained the language and purpose of the RL-10 6 Month Moratorium. No one from the public spoke.

Motion by Board Member Lemke and seconded by Board Member Terpstra to close the Public Hearing on the RL-10 Moratorium.

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

8. Approval of the Consent Agenda

Motion by Board Member VanderStel and seconded by Board Member Terpstra to approve the Consent Agenda including the December 5, 2022, December 12, 2022 6:00 pm and 7:00 pm Township Board Meetings minutes; General Fund expenditures from 12/01/2022 through 12/31/2022 totaling \$149,086.25; Public Safety Special Assessment District expenditures totaling \$135,479.37; Building Inspections totaling \$3,614.22; Water and Sewer Fund expenditures totaling \$721,397.32; December 2022 Building Department Revenue Report; Building Department 2022 Annual Revenue Report;

December 2022 Webpage stats; December 2022 Community Policing Report; 2022 3rd Quarter Financial Report; December 2022 BGUA Board Update.

ROLL CALL VOTE: Board Member VanderStel - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Lemke - yes. Motion carried.

9. New Business

A. Approval of the Metro Act Application Uniti Fiber LLC

Motion by Board Member Lemke and seconded by Board Member Fryling to approve the Metro Act Application extending fiber cable along Patterson Avenue.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Terpstra - yes, Board Member VanderStel - yes, Board Member Brew - yes. Motion carried.

B. Purchase Decorative Poles for Division Avenue

Motion by Board Member Fryling and seconded by Board Member Terpstra to purchase 12 new decorative lighting poles to replace damaged poles along Division Avenue.

ROLL CALL VOTE: Board Member Fryling - yes, Board Member Terpstra - yes, Board Member Lemke - yes, Board Member VanderStel - yes, Board Member Brew - yes, Board Member DeWard - yes. Motion carried.

C. Waiver of Just Compensation 84th and Kalamazoo Avenue Round-a-bout

Motion by Board Member Terpstra and seconded by Board Member VanderStel to approve the waiver of Just Compensation for township land that will be used for the Round-a-bout scheduled to be built the Summer of 2023.

ROLL CALL VOTE: Board Member Terpstra - yes, Board Member VanderStel - yes, Board Member Lemke - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes. Motion carried.

D. 6197 Hanna Lake Avenue Payment in Lieu of Sidewalk

Motion by Board Member Fryling and seconded by Board Member Terpstra to table the 6197 Hanna Lake Avenue Payment in Lieu of Sidewalk for further information.

ROLL CALL VOTE: Board Member Fryling - yes, Board Member Terpstra - yes, Board Member Lemke - yes, Board Member VanderStel - yes, Board Member Brew - yes, Board Member DeWard - yes. Motion carried.

E. Planning and Zoning Fee Schedule

Motion by Board Member Lemke and seconded by Board Member VanderStel to approve the Planning and Zoning Fee Schedule increases effective 01/10/2023.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member VanderStel - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes. Motion carried.

F. Master Plan 1st Public Distribution

Motion by Board Member Lemke and seconded by Board Member Terpstra to adopt the resolution to submit the Gaines Charter Township 2023 Master Plan update for 1st Public Distribution.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Terpstra - yes, Board Member VanderStel - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - no. Motion carried.

G. Adoption of Parks and Trails Master Plan

Motion by Board Member Lemke and seconded by Board Member Terpstra to approve the 2023 5 year Parks and Trails Master plan contingent on Dan Wells reviewing the list of changes and insert into the plan where appropriate.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member VanderStel - yes. Motion carried.

H. River Birch Planned Unit Development (PUD) Major Amendment

Motion by Board Member Lemke and seconded by Board Member VanderStel to approve the River Birch PUD Major Amendment Resolution.

David Contant from BDR Development addressed the board with drawings for understanding.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member VanderStel - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Terpstra - yes, Board Member Brew - yes. Motion carried.

Motion by Board Member Lemke and seconded by Board Member VanderStel to approve the River Birch PUD Major Amendment Ordinance.

ROLL CALL VOTE: Board Member Lemke – yes, Board Member VanderStel - yes, Board Member Fryling - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member DeWard - yes. Motion carried.

I. RL-10 Moratorium

Motion by Board Member Lemke and seconded by Board Member VanderStel to approve the ordinance for a moratorium on RL-10 development for 6 months.

ROLL CALL VOTE: Board Member Lemke – yes, Board Member VanderStel - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes. Motion carried.

10. Comments & Discussion

Two candidates will be interviewed on January 16, 2023 at 5:30 pm for the position of Township Manager. Board Member VanderStel will be absent with notice.

Fund raising for the Gannon School project needs to move forward. Suggested that the Township board have a joint meeting with the Gaines Township Historical Society to work out a formal agreement and create a plan to move the project forward.

11. Adjournment

Motion by Board Member VanderStel and seconded by Board Member Lemke to adjourn the meeting at 09:55 p.m.

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

Michael Brew, Clerk

Robert DeWard, Supervisor

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 7:00 PM MEETING
JANUARY 16, 2023**

Present: Supervisor DeWard, Clerk Brew, Treasurer Lemke, Trustees Fryling, Haagsma, Terpstra

Absent with notice: VanderStel

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

1. The meeting was called to order at 5:37 p.m. by Board Member DeWard

2. Question of Conflict of Interest

None

3. Meeting Agenda

Motion by Board Member Haagsma and seconded by Board Member Fryling to approve the proposed agenda.

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

4. Scheduled Speakers.

None.

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

None

6. Public Hearings

None

7. New Business

A. Interview of Rod Weersing

B. Interview of Haley Snyder

C. Closed Session

Motion by Board Member Lemke and seconded by Board Member Terpstra to go into closed session according to the Open Meetings Act, in regards to confidential employee discussion, subject to the Open Meetings Act a public body may meet in a closed session to "consider material exempt from disclosure by state or federal statute." Thus any document or topic that is specifically exempt or deemed confidential by state or federal law may be discussed in closed session at 7:17 pm.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Terpstra - yes, Board Member Haagsma - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes. Motion carried.

D. Open Session

Motion by Board Member Lemke and seconded by Board Member Fryling to close our closed door meeting and return to open session at 8:06 pm.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Fryling - yes, Board Member Haagsma - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Terpstra – yes. Motion carried.

E. 6197 Hanna Lake Avenue Payment in Lieu of Sidewalk

Motion by Board Member Lemke and seconded by Board Member Fryling to adopt the 6197 Hanna Resolution and accept payment in lieu of sidewalk in the amount of \$3007.00.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Terpstra - yes, Board Member Haagsma – yes. Motion carried.

F. Township Manager

Motion by Board Member Fryling and seconded by Board Member Haagsma to hire Rod Weersing as Gaines Charter Township Manager.

ROLL CALL VOTE: Board Member Fryling - yes, Board Member Haagsma - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Terpstra - yes, Board Member Lemke – yes. Motion carried.

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

No one spoke

9. Comments & Discussion

Fund raising for the Gannon School project needs to move forward. Suggested that the Township board have a joint meeting with the Gaines Township Historical Society and the Parks Committee to work out a memo of understanding and create a plan to move the project forward.

10. Adjournment

Motion by Board Member Haagsma and seconded by Board Member Lemke to adjourn the meeting at 08:39 p.m.

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

Michael Brew, Clerk

Robert DeWard, Supervisor

J.A. ii)a)

02/06/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 01/01/2023 - 01/31/2023

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
01/06/2023	GEN 2	31910#	AMAZON CAPITAL SERVICES	DRY ERASE CALENDAR	727.000	215.000	31.71
01/06/2023	GEN 2	31910	AMAZON CAPITAL SERVICES	PUSH PINS	727.000	261.000	15.98
				CHECK GEN 2 31910 TOTAL FOR FUND 101:			47.69
01/06/2023	GEN 2	31911#	ARROWASTE INC	4 YD FOR PLASTIC BAGS	815.000	265.000	125.00
01/06/2023	GEN 2	31911	ARROWASTE INC	TWP OFFICE 4 YD FOR PLASTIC BAGS	815.000	265.000	83.64
01/06/2023	GEN 2	31911	ARROWASTE INC	TWP OFFICE	822.000	265.000	75.27
01/06/2023	GEN 2	31911	ARROWASTE INC	BLAIN CEMETERY	822.000	567.000	59.64
01/06/2023	GEN 2	31911	ARROWASTE INC	LIBRARY	822.000	790.000	76.64
				CHECK GEN 2 31911 TOTAL FOR FUND 101:			420.19
01/06/2023	GEN 2	31914	BUIST ELECTRIC INC	HIT POLE ON DIVISION AVENUE	973.001	446.000	675.00
01/06/2023	GEN 2	31915	CHARTER COMMUNICATIONS	TWP OFFICE	853.000	261.000	239.95
01/06/2023	GEN 2	31918#	CONSUMERS ENERGY	LED LIGHTS	920.000	448.000	1,172.22
01/06/2023	GEN 2	31918	CONSUMERS ENERGY	STREET LIGHTS	920.000	448.000	11,980.29
01/06/2023	GEN 2	31918	CONSUMERS ENERGY	DIVISION STREET LIGHTS	920.001	448.000	167.35
01/06/2023	GEN 2	31918	CONSUMERS ENERGY	DIVISION STREET LIGHTS	920.001	448.000	169.53
01/06/2023	GEN 2	31918	CONSUMERS ENERGY	DIVISION STREET LIGHTS	920.001	448.000	128.76
01/06/2023	GEN 2	31918	CONSUMERS ENERGY	68TH AND LEISURE CREEK DRIVE STREET LIGHT	920.002	448.000	2,386.00
01/06/2023	GEN 2	31918	CONSUMERS ENERGY	BLAIN CEMETERY	920.000	567.000	37.65
01/06/2023	GEN 2	31918	CONSUMERS ENERGY	BLAIN CEMETERY	920.000	567.000	28.81
				CHECK GEN 2 31918 TOTAL FOR FUND 101:			16,070.61
01/06/2023	GEN 2	31920	ELECTION SOURCE	BALLOT TEST DECK	963.001	262.000	822.09
01/06/2023	GEN 2	31921	EVERETT'S LANDSCAPE MANAGEMENT INC	PRUNING IN PRARIE WOLF PARK	808.000	751.000	3,360.00
01/06/2023	GEN 2	31922	FIRST BANKCARD CENTER	BUILDING HOTEL AND ASSESSING MEMBERSHIP	832.000	257.000	292.14
01/06/2023	GEN 2	31923	FIRST BANKCARD CENTER	LIBRARY WINDOW REPAIR	775.000	790.000	21.06
01/06/2023	GEN 2	31925#	FIRST BANKCARD CENTER	MEALS, TRAINING, SAFETY BARRIERS	812.000	101.000	180.71
01/06/2023	GEN 2	31925	FIRST BANKCARD CENTER	MEALS, TRAINING, SAFETY BARRIERS	831.000	171.000	74.50
01/06/2023	GEN 2	31925	FIRST BANKCARD CENTER	MEALS, TRAINING, SAFETY BARRIERS	831.000	172.000	74.50
01/06/2023	GEN 2	31925	FIRST BANKCARD CENTER	MEALS, TRAINING, SAFETY BARRIERS	963.001	261.000	142.99

01/06/2023	GEN 2	31925	FIRST BANKCARD CENTER	MEALS, TRAINING, SAFETY BARRIERS	775.000	265.000	226.84
				CHECK GEN 2 31925 TOTAL FOR FUND 101:			699.54
01/06/2023	GEN 2	31926	FIRST BANKCARD CENTER	BOBCAT TIRES	932.000	567.000	559.11
01/06/2023	GEN 2	31927	FIRST BANKCARD CENTER	MASTER ACADEMY, INSTITUTE, MEALS, SUPPLIES, F	727.000	215.000	66.44
01/06/2023	GEN 2	31927	FIRST BANKCARD CENTER	MASTER ACADEMY, INSTITUTE, MEALS, SUPPLIES, F	812.000	215.000	106.04
01/06/2023	GEN 2	31927	FIRST BANKCARD CENTER	MASTER ACADEMY, INSTITUTE, MEALS, SUPPLIES, F	831.000	215.000	1,254.80
				CHECK GEN 2 31927 TOTAL FOR FUND 101:			1,427.28
01/06/2023	GEN 2	31932	GRAND VALLEY METRO COUNCIL	LGROW DUES FY 22-23	832.000	261.000	400.00
01/06/2023	GEN 2	31933	HORIZON COMMUNITY PLANNING LLC	GENERAL ZONING AND MASTER PLAN INQUIRIES	808.000	701.000	123.00
01/06/2023	GEN 2	31934#	INTEGRITY OFFICE	BAGS, BINDERS	727.000	261.000	31.68
01/06/2023	GEN 2	31934	INTEGRITY OFFICE	NAME PLATE KOOIMAN	727.000	701.000	32.00
01/06/2023	GEN 2	31934	INTEGRITY OFFICE	BAGS, BINDERS	727.000	751.000	28.00
				CHECK GEN 2 31934 TOTAL FOR FUND 101:			91.68
01/06/2023	GEN 2	31935#	JACK'S LAWN & SNOWPLOWING, INC	TWP OFFICE	819.000	265.000	2,062.38
01/06/2023	GEN 2	31935	JACK'S LAWN & SNOWPLOWING, INC	SHERIFF	819.000	265.000	690.04
01/06/2023	GEN 2	31935	JACK'S LAWN & SNOWPLOWING, INC	DUTTON CEMETERY	819.000	567.000	285.71
01/06/2023	GEN 2	31935	JACK'S LAWN & SNOWPLOWING, INC	BLAIN CEMETERY	819.000	567.000	285.71
01/06/2023	GEN 2	31935	JACK'S LAWN & SNOWPLOWING, INC	LIBRARY	819.000	790.000	1,030.81
				CHECK GEN 2 31935 TOTAL FOR FUND 101:			4,354.65
01/06/2023	GEN 2	31936	JND SNOWPLOWING INC	3 OF 7	808.000	446.000	2,142.86
01/06/2023	GEN 2	31938	KENT COUNTY TREASURER	REIMBURSE TAXES PER MICHIGAN TAX TRIBUNAL	964.000	261.000	2.20
01/06/2023	GEN 2	31939	KENT COUNTY TREASURER ASSOCIATION	2023 MEMBERSHIP DUES	832.000	253.000	50.00
01/06/2023	GEN 2	31941	LAMPHEAR SERVICE COMPANY INC	ANNUAL MAINTENANCE, INSPECTIONS, AND FILTER	932.000	265.000	1,295.00
01/06/2023	GEN 2	31942	LAURIE LEMKE	STREET LIGHT ASSESSMENT, BANKING AND MEETIN	727.000	253.000	34.92
01/06/2023	GEN 2	31942	LAURIE LEMKE	STREET LIGHT ASSESSMENT, BANKING AND MEETIN	817.000	253.000	135.00
				CHECK GEN 2 31942 TOTAL FOR FUND 101:			169.92
01/06/2023	GEN 2	31943	MAYNARDS WATER CONDITIONING LLC	SALT DELIVERED	932.000	265.000	189.60

01/06/2023	GEN 2 31944	MEDMUTUAL LIFE	LIFE	717.000	261.000	313.70
01/06/2023	GEN 2 31946#	MEYERS CLEANING SERVICE INC	TWP OFFICE, LIBRARY, SUPPLIES	821.000	265.000	1,196.00
01/06/2023	GEN 2 31946	MEYERS CLEANING SERVICE INC	TWP OFFICE, LIBRARY, SUPPLIES	821.000	790.000	1,292.25
			CHECK GEN 2 31946 TOTAL FOR FUND 101:			2,488.25
01/06/2023	GEN 2 31947	MI MUNICIPAL TREASURER'S ASSOC	MEMBERSHIP RENEWAL	832.000	253.000	198.00
01/06/2023	GEN 2 31948	MICHAEL BREW	DFD ONBOARD	817.000	215.000	5.90
01/06/2023	GEN 2 31949	MINER SUPPLY COMPANY	LIBRARY	821.000	790.000	167.65
01/06/2023	GEN 2 31949	MINER SUPPLY COMPANY	LIBRARY CLEANING SUPPLIES	821.000	790.000	130.38
			CHECK GEN 2 31949 TOTAL FOR FUND 101:			298.03
01/06/2023	GEN 2 31952	O'NEIL TREE SERVICE	TRAIL MAINTENANCE	808.000	751.000	1,800.00

01/06/2023	GEN 2	31954	PLUMMERS DISPOSAL SERVICE	PT WHEELCHAIR ACCESSIBLE AND TRASH CART	808.000	751.000	299.00
01/06/2023	GEN 2	31956#	SPRINT	CELL	853.000	171.000	21.65
01/06/2023	GEN 2	31956	SPRINT	CELL	853.000	215.000	43.30
01/06/2023	GEN 2	31956	SPRINT	CELL	853.000	253.000	21.65
01/06/2023	GEN 2	31956	SPRINT	CELL	853.000	257.000	30.00
01/06/2023	GEN 2	31956	SPRINT	CELL	853.000	261.000	100.50
01/06/2023	GEN 2	31956	SPRINT	CELL	853.000	265.000	21.65
01/06/2023	GEN 2	31956	SPRINT	CELL	853.000	443.000	21.65
01/06/2023	GEN 2	31956	SPRINT	CELL	853.000	701.000	21.65
				CHECK GEN 2 31956 TOTAL FOR FUND 101:			282.05
01/06/2023	GEN 2	31957	STAR 2 STAR COMMUNICATIONS	TWP HALL	853.000	261.000	837.48
01/06/2023	GEN 2	31960	THE SUN AND NEWS	PUBLISHING IN PAPER	901.000	261.000	380.55
01/06/2023	GEN 2	31961	ULINE SHIPPING SUPPLY	COMMUNITY ROOM CORK BOARD	963.001	265.000	734.93
01/06/2023	GEN 2	31962	VRIESMAN & KORHORN LLC	MISCELLANEOUS ENGINEERING	808.001	701.000	1,124.38
01/06/2023	GEN 2	31962	VRIESMAN & KORHORN LLC	STONECO MINE EXPANSION	808.001	701.000	216.00
01/06/2023	GEN 2	31962	VRIESMAN & KORHORN LLC	VANLAAN CONSTRUCTION SUPPLY	808.001	701.000	455.00
01/06/2023	GEN 2	31962	VRIESMAN & KORHORN LLC	PRARIE WOLF PARK SHELTER	808.001	701.000	1,218.00
01/06/2023	GEN 2	31962	VRIESMAN & KORHORN LLC	CHIK FIL A DRIVE THRU LANE	808.001	701.000	576.00
01/06/2023	GEN 2	31962	VRIESMAN & KORHORN LLC	THORNAPPLE FARMS	808.001	701.000	294.88
				CHECK GEN 2 31962 TOTAL FOR FUND 101:			3,884.26
01/16/2023	GEN 2	31964	ACCIDENT FUND	WORKERS COMP	719.000	261.000	1,343.10
01/16/2023	GEN 2	31965#	AMAZON CAPITAL SERVICES	NOTEBOOK STANDS, WIRELESS TELEPHONE HEADSE	727.000	215.000	25.98
01/16/2023	GEN 2	31965	AMAZON CAPITAL SERVICES	NOTEBOOK STANDS, WIRELESS TELEPHONE HEADSE	979.000	215.000	298.76
01/16/2023	GEN 2	31965	AMAZON CAPITAL SERVICES	SUPPLIES FOR GENERAL ADMINISTRATION AND BUII	727.000	257.000	40.81
01/16/2023	GEN 2	31965	AMAZON CAPITAL SERVICES	SUPPLIES FOR GENERAL ADMINISTRATION AND BUII	727.000	261.000	174.57
01/16/2023	GEN 2	31965	AMAZON CAPITAL SERVICES	COVID TESTS AND MASKS	727.000	261.000	232.63
01/16/2023	GEN 2	31965	AMAZON CAPITAL SERVICES	INDEX TAPS, LAMINATED TAB DIVIDERS	727.000	261.000	15.71
01/16/2023	GEN 2	31965	AMAZON CAPITAL SERVICES	HP LAPTOP POWER ADAPTERS	963.001	261.000	80.91
				CHECK GEN 2 31965 TOTAL FOR FUND 101:			869.37

01/16/2023	GEN 2	31966	APPLIED IMAGING	COPIER STANDARD PAYMENT	808.000	261.000	729.45
01/16/2023	GEN 2	31968#	BLOOM SLUGGETT	TWP, PLANNING, CFD LEGAL	802.000	101.000	1,610.00
01/16/2023	GEN 2	31968	BLOOM SLUGGETT	TWP, PLANNING, CFD LEGAL	802.000	261.000	138.00
01/16/2023	GEN 2	31968	BLOOM SLUGGETT	TWP, PLANNING, CFD LEGAL	802.000	701.000	5,193.50
				CHECK GEN 2 31968 TOTAL FOR FUND 101:			6,941.50
01/16/2023	GEN 2	31969#	BURNHAM AND FLOWER AGENCY	TOWNSHIP INSURANCE PAYMENT 2023	958.000	265.000	16,814.46
01/16/2023	GEN 2	31969	BURNHAM AND FLOWER AGENCY	TOWNSHIP INSURANCE PAYMENT 2023	958.000	790.000	3,351.69
				CHECK GEN 2 31969 TOTAL FOR FUND 101:			20,166.15
01/16/2023	GEN 2	31971	CINTAS CORPORATION #301	TWP OFFICE MATS	805.000	265.000	81.10
01/16/2023	GEN 2	31972	DAN CHANDLER	ROOM RENTAL DEPOSIT MINUS MONEY FOR TAPE C 667.003		000.000	75.00
01/16/2023	GEN 2	31973	ELECTION SOURCE	MAINTENANCE CONTRACT ON ELECTION EQUIPMEI	808.000	262.000	10,330.00
01/16/2023	GEN 2	31980	MAYNARDS WATER CONDITIONING LLC	40 LB RED OUT SALT DELIVERED WITH FUEL CHARGI	932.000	265.000	187.60
01/16/2023	GEN 2	31981	MCSA GROUP INC.	5 YEAR RECREATION PLAN CONTRACT	808.000	701.000	250.00
01/16/2023	GEN 2	31983	MICHIGAN MUNICIPAL EXECUTIVES	MME 2023 MEMBERSHIP NATALIE DAVENPORT	832.000	701.000	175.00
01/16/2023	GEN 2	31984	MICRO VISIONS INCORPORATED	SHERIFF DEPT SPECIFIC VPN INTO HVAC SERVER	809.000	261.000	120.00
01/16/2023	GEN 2	31985	PRINTING SYSTEMS	ELECTION	900.000	262.000	1.48
01/17/2023	GEN 2	31989#	AMAZON CAPITAL SERVICES	LAPTOP CASE BAGS, WIRELESS MICE	727.000	101.000	73.78
01/17/2023	GEN 2	31989	AMAZON CAPITAL SERVICES	IBUPROFEN TABLETS,	727.000	261.000	10.77
01/17/2023	GEN 2	31989	AMAZON CAPITAL SERVICES	CATALOG ENVELOPE, NCR PAPER, SPIRAL NOTEBOO	727.000	261.000	72.20
				CHECK GEN 2 31989 TOTAL FOR FUND 101:			156.75

01/17/2023	GEN 2	31991#	BLUE CROSS HSA	HEALTH INSURANCE - ADD LEE YOUNG FOR JANUAR 717.000	171.000	47.62
01/17/2023	GEN 2	31991	BLUE CROSS HSA	HEALTH INSURANCE - ADD LEE YOUNG FOR JANUAR 717.000	172.000	497.51
01/17/2023	GEN 2	31991	BLUE CROSS HSA	HEALTH INSURANCE - ADD LEE YOUNG FOR JANUAR 717.000	215.000	1,801.01
01/17/2023	GEN 2	31991	BLUE CROSS HSA	HEALTH INSURANCE - ADD LEE YOUNG FOR JANUAR 717.000	253.000	1,393.00
01/17/2023	GEN 2	31991	BLUE CROSS HSA	HEALTH INSURANCE - ADD LEE YOUNG FOR JANUAR 717.000	257.000	3,511.09
01/17/2023	GEN 2	31991	BLUE CROSS HSA	HEALTH INSURANCE - ADD LEE YOUNG FOR JANUAR 717.000	443.000	969.02
01/17/2023	GEN 2	31991	BLUE CROSS HSA	HEALTH INSURANCE - ADD LEE YOUNG FOR JANUAR 717.000	701.000	1,998.29
				CHECK GEN 2 31991 TOTAL FOR FUND 101:		10,217.54
01/17/2023	GEN 2	31993	CHARTER COMMUNICATIONS	TWP OFFICE	853.000	239.95
01/17/2023	GEN 2	31995	GORDON WATER	TWP OFFICE WATER	808.000	43.79
01/17/2023	GEN 2	31996	INTERURBAN TRANSIT PARTNERSHIP	RUAL GO BUS SERVICE	860.000	583.31
01/17/2023	GEN 2	31996	INTERURBAN TRANSIT PARTNERSHIP	RUAL LINEHAUL SERVICE	860.000	2,869.89
				CHECK GEN 2 31996 TOTAL FOR FUND 101:		3,453.20
01/17/2023	GEN 2	31997	K.C. DRAIN COMMISSION	CHAPTER 20 DRAIN EXPENDITURES THRU 12-31-202	808.000	6,615.09
01/17/2023	GEN 2	31999	PRINTING SYSTEMS	LASER CHECKS	900.000	143.77
01/17/2023	GEN 2	32000	RICHMOND STAMP WORKS INC	CLERK OFFICIAL COPY STAMP	727.000	89.99
01/17/2023	GEN 2	32001#	ROBERT DEWARD	SUPERVISOR MILEAGE AND WATER FOR TWP OFFIC	817.000	191.25
01/17/2023	GEN 2	32001	ROBERT DEWARD	SUPERVISOR MILEAGE AND WATER FOR TWP OFFIC	963.001	12.87
				CHECK GEN 2 32001 TOTAL FOR FUND 101:		204.12
01/20/2023	GEN 2	32004#	BS&A SOFTWARE	PERMIT, CEMETERY MANAGEMENT, GL, AP, CASH R	809.000	2,613.40
01/20/2023	GEN 2	32004	BS&A SOFTWARE	PERMIT, CEMETERY MANAGEMENT, GL, AP, CASH R	809.000	110.70
				CHECK GEN 2 32004 TOTAL FOR FUND 101:		2,724.10
01/20/2023	GEN 2	32005	BURNHAM AND FLOWER AGENCY	FSA FEES	969.002	7.50
01/20/2023	GEN 2	32007#	DELTA DENTAL	FEBRUARY 2023 DENTAL	717.000	144.66
01/20/2023	GEN 2	32007	DELTA DENTAL	FEBRUARY 2023 DENTAL	717.000	69.65
01/20/2023	GEN 2	32007	DELTA DENTAL	FEBRUARY 2023 DENTAL	717.000	278.25
01/20/2023	GEN 2	32007	DELTA DENTAL	FEBRUARY 2023 DENTAL	717.000	89.55
01/20/2023	GEN 2	32007	DELTA DENTAL	FEBRUARY 2023 DENTAL	717.000	268.30
01/20/2023	GEN 2	32007	DELTA DENTAL	FEBRUARY 2023 DENTAL	717.000	79.60
01/20/2023	GEN 2	32007	DELTA DENTAL	FEBRUARY 2023 DENTAL	717.000	39.80
01/20/2023	GEN 2	32007	DELTA DENTAL	FEBRUARY 2023 DENTAL	717.000	173.95
				CHECK GEN 2 32007 TOTAL FOR FUND 101:		1,143.76

01/20/2023	GEN 2	32008	FIRST UNUM LIFE INSURANCE COMPANY	LONG TERM SHORT TERM DISABILITY	717.000	261.000	995.71
01/20/2023	GEN 2	32010	INTEGRITY OFFICE	FOLDERS, HANGING FOLDERS, DIVIDERS, PAPER	727.000	261.000	34.89
01/20/2023	GEN 2	32012#	LAKE MICHIGAN LIGHTING LLC	WATER SEWER SWITCH REPLACEMENT	933.000	265.000	210.00
01/20/2023	GEN 2	32012	LAKE MICHIGAN LIGHTING LLC	LIBRARY LIGHT PROBLEM	933.000	790.000	198.00
				CHECK GEN 2 32012 TOTAL FOR FUND 101:			408.00
01/20/2023	GEN 2	32013	MINER SUPPLY COMPANY	LIBRARY CLEANING SUPPLIES	821.000	790.000	117.12
01/20/2023	GEN 2	32016	STAR 2 STAR COMMUNICATIONS	TWP OFFICE	853.000	265.000	837.48
01/20/2023	GEN 2	32016	STAR 2 STAR COMMUNICATIONS	TWP OFFICE	853.000	265.000	829.87
				CHECK GEN 2 32016 TOTAL FOR FUND 101:			1,667.35
01/20/2023	GEN 2	32017	TOTAL FIRE PROTECTION	TWP OFFICE FIRE INSPECTIONS	808.000	265.000	980.00
01/20/2023	GEN 2	32018#	WAYNE BOURDO	TWP OFFICE AND LIBRARY LANDSCAPE MAINT	935.000	265.000	748.33
01/20/2023	GEN 2	32018	WAYNE BOURDO	TRASH SERVICE PRARIE WOLF PARK	808.000	751.000	135.00
01/20/2023	GEN 2	32018	WAYNE BOURDO	TWP OFFICE AND LIBRARY LANDSCAPE MAINT	935.000	790.000	196.25
				CHECK GEN 2 32018 TOTAL FOR FUND 101:			1,079.58
01/27/2023	GEN 2	32020	AMAZON CAPITAL SERVICES	TWP OFFICE	727.000	171.000	13.99
01/27/2023	GEN 2	32023	BUSINESS SYSTEM SOLUTIONS, INC	SECURE LINK CFD DFD MICROSOFT OFFICE 365	809.000	261.000	4,061.40
01/27/2023	GEN 2	32024	CINTAS CORPORATION #301	BLACK MATS TWP OFFICE	805.000	265.000	81.10
01/27/2023	GEN 2	32026#	CONSUMERS ENERGY	DIVISION STREET LIGHTS	920.001	448.000	124.24
01/27/2023	GEN 2	32026	CONSUMERS ENERGY	LIBRARY	920.000	790.000	750.61
				CHECK GEN 2 32026 TOTAL FOR FUND 101:			874.85
01/27/2023	GEN 2	32027	DAN CHANDLER	REMAINING DEPOSIT PER SUPERVISOR OFFICE	667.003	000.000	25.00
01/27/2023	GEN 2	32028#	DTE ENERGY	TWP HALL	923.000	265.000	2,635.96
01/27/2023	GEN 2	32028	DTE ENERGY	LIBRARY	923.000	790.000	752.16
				CHECK GEN 2 32028 TOTAL FOR FUND 101:			3,388.12

01/27/2023	GEN 2	32031	INTERNATIONAL INST OF CLERKS	2023 MEMBERSHIP MIKE	832.000	215.000	250.00
01/27/2023	GEN 2	32031	INTERNATIONAL INST OF CLERKS	2023 MEMBERSHIP AMBER	832.000	215.000	150.00
				CHECK GEN 2 32031 TOTAL FOR FUND 101:			400.00
01/27/2023	GEN 2	32033	KIM TRIPLETT	CELL PHOINE, MILEAGE, FOOD FOR MEETING	812.000	171.000	9.98
01/27/2023	GEN 2	32033	KIM TRIPLETT	CELL PHOINE, MILEAGE, FOOD FOR MEETING	817.000	171.000	4.66
01/27/2023	GEN 2	32033	KIM TRIPLETT	CELL PHOINE, MILEAGE, FOOD FOR MEETING	853.000	171.000	25.00
				CHECK GEN 2 32033 TOTAL FOR FUND 101:			39.64
01/27/2023	GEN 2	32035	LAMPHEAR SERVICE COMPANY INC	LIBRARY INSPECTIONS AND MAINTENANCE	932.000	790.000	460.00
01/27/2023	GEN 2	32038	PLUMMERS DISPOSAL SERVICE	PT AND TRASH CAN	808.000	751.000	299.00
01/27/2023	GEN 2	32039	STERICYCLE INC.	REGULAR MONTHLY SERVICE	808.000	261.000	229.69
01/27/2023	GEN 2	32041	VRIESMAN & KORHORN LLC	MISCELLANEOUS ENGINEERING	808.001	701.000	637.76
01/27/2023	GEN 2	32041	VRIESMAN & KORHORN LLC	BREWER PARK PUD	808.001	701.000	1,173.28
01/27/2023	GEN 2	32041	VRIESMAN & KORHORN LLC	1116 VANLAAN CONSTRUCTION SUPPLY	808.001	701.000	1,032.93
01/27/2023	GEN 2	32041	VRIESMAN & KORHORN LLC	1174 123 NET - 3950 60TH STREET	808.001	701.000	1,435.00
				CHECK GEN 2 32041 TOTAL FOR FUND 101:			4,278.97
				Total for fund 101 GENERAL FUND			130,719.44

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

J.A. iii) b)

02/06/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 01/01/2023 - 01/31/2023

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
01/06/2023	GEN 2	31910#	AMAZON CAPITAL SERVICES	CFD EMPLOYEE ONLY SIGN, THERMOMETER, EXAM	727.000	336.001	14.99
01/06/2023	GEN 2	31910	AMAZON CAPITAL SERVICES	CFD COFFEE,	727.000	336.001	83.48
01/06/2023	GEN 2	31910	AMAZON CAPITAL SERVICES	CFD CAR WASH, FABRIC SOFTNER, BATH TISSUE, HA	740.000	336.001	245.59
01/06/2023	GEN 2	31910	AMAZON CAPITAL SERVICES	CFD SNOW PUSHER,	740.000	336.001	78.99
01/06/2023	GEN 2	31910	AMAZON CAPITAL SERVICES	CFD EMPLOYEE ONLY SIGN, THERMOMETER, EXAM	740.000	336.001	18.99
01/06/2023	GEN 2	31910	AMAZON CAPITAL SERVICES	CFD EMPLOYEE ONLY SIGN, THERMOMETER, EXAM	740.000	336.001	134.95
01/06/2023	GEN 2	31910	AMAZON CAPITAL SERVICES	CFD SURFACE CAR CHARGER	931.000	336.001	49.99
01/06/2023	GEN 2	31910	AMAZON CAPITAL SERVICES	DFD PAPER TOWELS, DRILL BIT, ANDROID CHARGER	727.000	336.002	66.01
01/06/2023	GEN 2	31910	AMAZON CAPITAL SERVICES	DFD COAT HANGERS	740.000	336.002	74.91
01/06/2023	GEN 2	31910	AMAZON CAPITAL SERVICES	DFD AREA RUG, BUSINESS CARD POCKETS, CARPET	1963.001	336.002	191.69
				CHECK GEN 2 31910 TOTAL FOR FUND 205:			959.59
01/06/2023	GEN 2	31911#	ARROWASTE INC	CFD	822.000	336.001	120.47
01/06/2023	GEN 2	31911	ARROWASTE INC	DFD	822.000	336.002	50.40
				CHECK GEN 2 31911 TOTAL FOR FUND 205:			170.87
01/06/2023	GEN 2	31912	AUTOZONE	CFD WINDSHIELD WASHER	931.000	336.001	15.64
01/06/2023	GEN 2	31912	AUTOZONE	CFD POWER STRIP	931.000	336.001	45.99
				CHECK GEN 2 31912 TOTAL FOR FUND 205:			61.63
01/06/2023	GEN 2	31913	BOUND TREE MEDICAL LLC	CFD CATHETER, GLUCOSE GEL, LANCET, O2 GEL, DIS	740.000	336.001	125.47
01/06/2023	GEN 2	31913	BOUND TREE MEDICAL LLC	CFD CO2 DETECTOR, OXYGEN REGULATOR	740.000	336.001	68.34
01/06/2023	GEN 2	31913	BOUND TREE MEDICAL LLC	CFD PARKA	776.000	336.001	190.99
				CHECK GEN 2 31913 TOTAL FOR FUND 205:			384.80
01/06/2023	GEN 2	31916	CMP DISTRIBUTORS INC	CFD BALLISTICS VESTS	972.000	336.001	29,304.00
01/06/2023	GEN 2	31917#	COMCAST	CFD	853.000	336.001	263.36
01/06/2023	GEN 2	31917	COMCAST	DFD	853.000	336.002	210.91
				CHECK GEN 2 31917 TOTAL FOR FUND 205:			474.27

01/06/2023	GEN 2	31918	CONSUMERS ENERGY	CFD	920.000	336.001	1,159.11
01/06/2023	GEN 2	31919	CUMMINS SALES AND SERVICE	DFD PM SERVICE GENERATOR	932.000	336.002	455.11
01/06/2023	GEN 2	31925	FIRST BANKCARD CENTER	MEALS, TRAINING, SAFETY BARRIERS	963.001	336.002	74.96
01/06/2023	GEN 2	31927	FIRST BANKCARD CENTER	MASTER ACADEMY, INSTITUTE, MEALS, SUPPLIES, F	963.001	336.001	11.22
01/06/2023	GEN 2	31928	FIRST BANKCARD CENTER	COMMENDATION PINS, ICE MELT	727.000	336.002	21.60
01/06/2023	GEN 2	31928	FIRST BANKCARD CENTER	COMMENDATION PINS, ICE MELT	740.000	336.002	177.75
				CHECK GEN 2 31928 TOTAL FOR FUND 205:			199.35
01/06/2023	GEN 2	31929	FIRST BANKCARD CENTER	CFD STAPLES	956.000	336.001	394.07
01/06/2023	GEN 2	31930	GORDON WATER	DFD	808.000	336.002	10.79
01/06/2023	GEN 2	31931	GRAND RAPIDS GRAPHIX	DFD UNIFORM	776.000	336.002	335.00
01/06/2023	GEN 2	31935#	JACK'S LAWN & SNOWPLOWING, INC	CFD	819.000	336.001	981.72
01/06/2023	GEN 2	31935	JACK'S LAWN & SNOWPLOWING, INC	DFD	819.000	336.002	981.72
				CHECK GEN 2 31935 TOTAL FOR FUND 205:			1,963.44
01/06/2023	GEN 2	31937	KENT COUNTY TREASURER	CP OFFICER AND TOWNSHIP LAW	820.000	301.000	78,363.66
01/06/2023	GEN 2	31940	KLEYN MOBILE REPAIR LLC	CFD ENGINE 36 EGR VALVE PROBLEM	931.000	336.001	1,574.46
01/06/2023	GEN 2	31940	KLEYN MOBILE REPAIR LLC	CFD EGR PROBLEM	931.000	336.001	219.40
				CHECK GEN 2 31940 TOTAL FOR FUND 205:			1,793.86
01/06/2023	GEN 2	31945	MENARDS- WYOMING	CFD ICE MELT, BATTERIES	727.000	336.001	160.26

01/06/2023	GEN 2	31950	NORTH AMERICAN RESCUE	16 KIT, MEDIC LEG RIG	740.000	336.001	3,908.68
01/06/2023	GEN 2	31951	NYE UNIFORM COMPANY	CFD UNIFORM	776.000	336.001	31.00
01/06/2023	GEN 2	31953	PHOENIX SAFETY OUTFITTERS	DFD UNIFORMS	776.000	336.002	1,749.29
01/06/2023	GEN 2	31955	PURITY CYLINDER GASES INC	MEDICAL PORTABLE	740.000	336.001	25.58
01/06/2023	GEN 2	31955	PURITY CYLINDER GASES INC	CFD MEDICAL PORTABLE	740.000	336.001	165.99
				CHECK GEN 2 31955 TOTAL FOR FUND 205:			191.57
01/06/2023	GEN 2	31956#	SPRINT	CELL	853.000	336.001	43.50
01/06/2023	GEN 2	31956	SPRINT	CELL	853.000	336.002	21.65
				CHECK GEN 2 31956 TOTAL FOR FUND 205:			65.15
01/06/2023	GEN 2	31957	STAR 2 STAR COMMUNICATIONS	DFD TELECOMMUNICATION	853.000	336.002	441.21
01/06/2023	GEN 2	31958	STRYKER	DFD LUCAS	808.000	336.002	1,426.90
01/06/2023	GEN 2	31959	TARGETSOLUTIONS LEARNING LLC	DFD MEMBERSHIP FEES	809.000	336.002	5,728.50
01/06/2023	GEN 2	31963#	WEX BANK	CFD AND DFD FUEL	741.000	336.001	1,364.25
01/06/2023	GEN 2	31963	WEX BANK	CFD AND DFD FUEL	741.000	336.002	48.82
				CHECK GEN 2 31963 TOTAL FOR FUND 205:			1,413.07
01/16/2023	GEN 2	31964#	ACCIDENT FUND	WORKERS COMP	719.000	336.001	2,406.39
01/16/2023	GEN 2	31964	ACCIDENT FUND	WORKERS COMP	719.000	336.002	1,846.76
				CHECK GEN 2 31964 TOTAL FOR FUND 205:			4,253.15

01/16/2023	GEN 2	31965	AMAZON CAPITAL SERVICES	PAPER TOWELS, STEEL KNIVES SET	727.000	336.001	(6.00)
01/16/2023	GEN 2	31965	AMAZON CAPITAL SERVICES	PAPER TOWELS, STEEL KNIVES SET	727.000	336.001	76.27
01/16/2023	GEN 2	31965	AMAZON CAPITAL SERVICES	PAPER TOWELS, STEEL KNIVES SET	740.000	336.001	29.99
				CHECK GEN 2 31965 TOTAL FOR FUND 205:			100.26
01/16/2023	GEN 2	31967	AUTOZONE	CALTERM 200 ASST TIE	931.000	336.001	6.64
01/16/2023	GEN 2	31968	BLOOM SLUGGETT	TWP, PLANNING, CFD LEGAL	802.000	336.001	69.00
01/16/2023	GEN 2	31969#	BURNHAM AND FLOWER AGENCY	TOWNSHIP INSURANCE PAYMENT 2023	958.000	336.001	21,951.05
01/16/2023	GEN 2	31969	BURNHAM AND FLOWER AGENCY	TOWNSHIP INSURANCE PAYMENT 2023	958.000	336.002	21,951.05
				CHECK GEN 2 31969 TOTAL FOR FUND 205:			43,902.10
01/16/2023	GEN 2	31970	BYRON TOWNSHIP TREASURER	MIKA MEYER SZAKACS MATTER	802.000	336.001	105.00
01/16/2023	GEN 2	31974	EMERGENCY VEHICLE PRODUCTS	CFD E35 PREVENTATIVE MAINTENANCE	931.000	336.001	1,777.18
01/16/2023	GEN 2	31974	EMERGENCY VEHICLE PRODUCTS	CFD E35 REAR ENGINE MOUNTS	931.000	336.001	751.38
				CHECK GEN 2 31974 TOTAL FOR FUND 205:			2,528.56
01/16/2023	GEN 2	31975#	ENCOMPASS EAP LLC	EAP CONTRACT	808.000	336.001	1,300.00
01/16/2023	GEN 2	31975	ENCOMPASS EAP LLC	EAP CONTRACT	808.000	336.002	1,300.00
				CHECK GEN 2 31975 TOTAL FOR FUND 205:			2,600.00
01/16/2023	GEN 2	31976#	IMAGE TREND	SOFTWARE MAINTENANCE FEE	809.000	336.001	10,056.00
01/16/2023	GEN 2	31976	IMAGE TREND	SOFTWARE MAINTENANCE FEE	809.000	336.002	10,056.00
				CHECK GEN 2 31976 TOTAL FOR FUND 205:			20,112.00
01/16/2023	GEN 2	31978	K.C. EMERGENCY MEDICAL SERVICE	FY 2022-2023 QTR ASSESSMENT JAN - MAR 2023	816.000	336.001	254.86
01/16/2023	GEN 2	31979#	KENT COUNTY FIRE CHIEFS' ASSOC	CFD DFD ANNUAL MEMBERSHIP	832.000	336.001	20.00
01/16/2023	GEN 2	31979	KENT COUNTY FIRE CHIEFS' ASSOC	CFD DFD ANNUAL MEMBERSHIP	832.000	336.002	20.00
				CHECK GEN 2 31979 TOTAL FOR FUND 205:			40.00

01/16/2023	GEN 2	31984#	MICRO VISIONS INCORPORATED	CFD AND DFD SWITCH TO MICROVISIONS	809.000	336.001	2,800.00
01/16/2023	GEN 2	31984	MICRO VISIONS INCORPORATED	CFD AND DFD SWITCH TO MICROVISIONS	809.000	336.002	2,800.00
				CHECK GEN 2 31984 TOTAL FOR FUND 205:			5,600.00
01/16/2023	GEN 2	31988#	WEX BANK	CFD AND DFD FUEL	741.000	336.001	82.71
01/16/2023	GEN 2	31988	WEX BANK	CFD AND DFD FUEL	741.000	336.002	809.88
				CHECK GEN 2 31988 TOTAL FOR FUND 205:			892.59
01/17/2023	GEN 2	31990	BLOOM CREDIT UNION	ERROR ON HSA DEPOSIT	963.001	336.002	144.00
01/17/2023	GEN 2	31991	BLUE CROSS HSA	HEALTH INSURANCE - ADD LEE YOUNG FOR JANUAR	717.000	336.001	5,211.25
01/17/2023	GEN 2	31991	BLUE CROSS HSA	HEALTH INSURANCE - ADD LEE YOUNG FOR JANUAR	717.000	336.001	488.42
				CHECK GEN 2 31991 TOTAL FOR FUND 205:			5,699.67
01/17/2023	GEN 2	31992	BYRON TOWNSHIP TREASURER	CFD COPER AND TELECOMUNICATON	816.001	336.001	478.02
01/17/2023	GEN 2	31994	COMCAST	CFD	853.000	336.001	263.36
01/17/2023	GEN 2	31998	LAWN RX	DFD 2023 LAWN TREATMENT	935.000	336.002	809.10
01/20/2023	GEN 2	32002#	AMAZON CAPITAL SERVICES	CFD PAPER TOWELS, BRUSH SET, POST IT NOTES, SH	727.000	336.001	61.03
01/20/2023	GEN 2	32002	AMAZON CAPITAL SERVICES	CFD PAPER TOWELS, BRUSH SET, POST IT NOTES, SH	740.000	336.001	22.07
01/20/2023	GEN 2	32002	AMAZON CAPITAL SERVICES	CFD GAS GRILL IGNITER	932.000	336.001	49.95
01/20/2023	GEN 2	32002	AMAZON CAPITAL SERVICES	COFFEE, RED PAINT,	740.000	336.002	68.68
01/20/2023	GEN 2	32002	AMAZON CAPITAL SERVICES	DFD HEADLIGHTS	931.000	336.002	292.42
				CHECK GEN 2 32002 TOTAL FOR FUND 205:			494.15
01/20/2023	GEN 2	32003	AUTOZONE	CFD MIGHTYLIFT LIFT SUPPORT	931.000	336.001	20.89
01/20/2023	GEN 2	32007#	DELTA DENTAL	FEBRUARY 2023 DENTAL	717.000	336.001	638.48
01/20/2023	GEN 2	32007	DELTA DENTAL	FEBRUARY 2023 DENTAL	717.000	336.002	524.80
				CHECK GEN 2 32007 TOTAL FOR FUND 205:			1,163.28

01/20/2023	GEN 2	32009	GORDON WATER	DFD WATER AND COOLER RENTAL	808.000	336.002	55.99
01/20/2023	GEN 2	32011	K & S PLUMBING CO. INC.	DFD NO HOT WATER	933.000	336.002	396.07
01/20/2023	GEN 2	32014	PHOENIX SAFETY OUTFITTERS	DFD JOB SHIRTS	776.000	336.002	876.26
01/20/2023	GEN 2	32014	PHOENIX SAFETY OUTFITTERS	DFD SHIRTS, PANTS, BELTS	776.000	336.002	3,820.75
				CHECK GEN 2 32014 TOTAL FOR FUND 205:			4,697.01
01/20/2023	GEN 2	32015#	PURITY CYLINDER GASES INC	CFD OXYGEN	740.000	336.001	30.00
01/20/2023	GEN 2	32015	PURITY CYLINDER GASES INC	DFD OXYGEN PORTABLE	740.000	336.002	81.33
				CHECK GEN 2 32015 TOTAL FOR FUND 205:			111.33
01/20/2023	GEN 2	32016	STAR 2 STAR COMMUNICATIONS	DFD	853.000	336.002	441.21
01/20/2023	GEN 2	32016	STAR 2 STAR COMMUNICATIONS	DFD	853.000	336.002	437.40
				CHECK GEN 2 32016 TOTAL FOR FUND 205:			878.61
01/20/2023	GEN 2	32017	TOTAL FIRE PROTECTION	CFD FIRE INSPECTIONS	808.000	336.001	425.00
01/27/2023	GEN 2	32020#	AMAZON CAPITAL SERVICES	CFD ORION ROAD SAFETY FLARES, LAUNDRY DETERGENT, TP, CO, 740.000	740.000	336.001	225.82
01/27/2023	GEN 2	32020	AMAZON CAPITAL SERVICES	DFD PAPER TOWELS, LAUNDRY DETERGENT, TP, CO, 740.000	740.000	336.002	111.68
01/27/2023	GEN 2	32020	AMAZON CAPITAL SERVICES	DFD PAPER TOWELS, LAUNDRY DETERGENT, TP, CO, 979.000	979.000	336.002	12.89
				CHECK GEN 2 32020 TOTAL FOR FUND 205:			350.39
01/27/2023	GEN 2	32021	AUTO VALUE PARTS STORES	DFD 2 MINI C. B. SILICONE	931.000	336.002	17.75
01/27/2023	GEN 2	32022	BOUND TREE MEDICAL LLC	CFD DISINFECTANT CAVIWIPES	740.000	336.001	94.74
01/27/2023	GEN 2	32023#	BUSINESS SYSTEM SOLUTIONS, INC	SECURE LINK CFD DFD MICROSOFT OFFICE 365	809.000	336.001	1,173.60
01/27/2023	GEN 2	32023	BUSINESS SYSTEM SOLUTIONS, INC	SECURE LINK CFD DFD MICROSOFT OFFICE 365	809.000	336.002	916.20
				CHECK GEN 2 32023 TOTAL FOR FUND 205:			2,089.80

01/27/2023	GEN 2	32025	COMCAST	DFD	853.000	336.002	211.26
01/27/2023	GEN 2	32028#	DTE ENERGY	CFD	923.000	336.001	1,225.99
01/27/2023	GEN 2	32028	DTE ENERGY	DFD	923.000	336.002	1,554.77
				CHECK GEN 2 32028 TOTAL FOR FUND 205:			2,780.76
01/27/2023	GEN 2	32029	EAGLE ENGRAVING, INC.	AWARD	963.001	336.001	152.35
01/27/2023	GEN 2	32030	ESO SOLUTIONS, INC	CFD FIRE AND EMS PACKAGE	809.000	336.001	212.53
01/27/2023	GEN 2	32032	JBL ENTERPRISES	LASER ENGRAVED 2X5 PLATES	740.000	336.002	14.00
01/27/2023	GEN 2	32034	KLEYN MOBILE REPAIR LLC	DFD AIR LEAK ON DRIVER SIDE	931.000	336.002	232.90
01/27/2023	GEN 2	32036	LEXIPOL LLC	CFD POLICY UPDATE	808.000	336.001	6,437.13
01/27/2023	GEN 2	32037	PHOENIX SAFETY OUTFITTERS	CFD BOOT	776.000	336.001	112.99
01/27/2023	GEN 2	32040	T-MOBILE	DFD	853.000	336.002	51.00
01/27/2023	GEN 2	32042#	WEX BANK	CFD AND DFD FUEL`	741.000	336.001	49.31
01/27/2023	GEN 2	32042	WEX BANK	CFD AND DFD FUEL`	741.000	336.002	716.27
				CHECK GEN 2 32042 TOTAL FOR FUND 205:			765.58
				Total for fund 205 PUBLIC SAFETY SAD			240,855.18

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

J.A. ii) c)

02/08/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 01/01/2023 - 01/31/2023

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
01/06/2023	GEN 2	31922	FIRST BANKCARD CENTER	BUILDING HOTEL AND ASSESSING MEMBERSHIP	831.000	371.000	233.26
01/06/2023	GEN 2	31924	FIRST BANKCARD CENTER	BUILDING DEPT ACROBAT	809.000	371.000	15.89
01/06/2023	GEN 2	31956	SPRINT	CELL	853.000	371.000	43.30
01/16/2023	GEN 2	31965	AMAZON CAPITAL SERVICES	SUPPLIES FOR GENERAL ADMINISTRATION AND BUII	727.000	371.000	27.67
01/16/2023	GEN 2	31965	AMAZON CAPITAL SERVICES	DIPLAY PORT TO HDMI CABLE, DISPLAY PORT TO DV	727.000	371.000	16.58
				CHECK GEN 2 31965 TOTAL FOR FUND 549:			44.25
01/16/2023	GEN 2	31977	JOHN STUYFZAND	BUILDING INSPECTIONS	817.000	371.000	230.63
01/16/2023	GEN 2	31977	JOHN STUYFZAND	BUILDING INSPECTIONS	817.000	371.000	261.25
01/16/2023	GEN 2	31977	JOHN STUYFZAND	BUILDING INSPECTIONS	817.000	371.000	236.88
				CHECK GEN 2 31977 TOTAL FOR FUND 549:			728.76
01/16/2023	GEN 2	31982	METRO BUILDING INSP ASSOCIATION	2023 CONFERENCE AND MEMBERSHIPS	831.000	371.000	135.00
01/16/2023	GEN 2	31986	PROFESSIONAL CODE INSPECTIONS INC	MECHANICAL, PLUMBING INSPECTIONS	808.000	371.000	4,480.00
01/16/2023	GEN 2	31987	ROGER STERK	ELECTRICAL INSPECTIONS	817.000	371.000	219.38
01/17/2023	GEN 2	31989	AMAZON CAPITAL SERVICES	CATALOG ENVELOPE, NCR PAPER, SPIRAL NOTEBOO	727.000	371.000	107.70
01/17/2023	GEN 2	31991	BLUE CROSS HSA	HEALTH INSURANCE - ADD LEE YOUNG FOR JANUAR	717.000	371.000	2,781.44

01/20/2023	GEN 2	32004	BS&A SOFTWARE	PERMIT, CEMETERY MANAGEMENT, GL, AP, CASH R 809.000	371.000	394.00
01/20/2023	GEN 2	32006	BUSINESS SYSTEM SOLUTIONS, INC	BUILDING DEPARTMENT LAPTOPS AND DOCKING ST 979.000	371.000	5,704.94
01/20/2023	GEN 2	32010	INTEGRITY OFFICE	FOLDERS, HANGING FOLDERS, DIVIDERS, PAPER 727.000	371.000	54.47
01/27/2023	GEN 2	32019	ALL STAR PRINTING COMPANY	3PT INSPECTION SHEETS 900.000	371.000	285.00
				Total for fund 549 BUILDING INSPECTIONS DEPT		15,227.39

J. A. ii) d)

Water & Sewer Check Register

January 2023

Post Date	Check Date	Check	Vendor Name	Description	Amount
12/31/22	1/20/23	5655	B-G UTILITY AUTHORITY	RAPIDS DR	284.69
				CITY OF GR SEWER DEC 2022	11,886.56
				PAYROLL, INSP DEC 2022	34,770.81
				OP EXP, METERS DEC 2022	94,401.18
				WYOMING W&S DEC 2022	184,784.27
					<u>326,127.51</u>
1/30/23	1/30/23	3(E)	GAINES CHARTER TOWNSHIP TAX FUND	6653 AVALON CT TFR TAX PYMT FROM W/S	280.75
1/30/23	1/30/23	5656	BS & A SOFTWARE	GL,AP,CR,UB SUPPORT 2/1/23-2/1/24	3,941.90
1/30/23	1/30/23	5657	BYRON GAINES UTILITY AUTHORITY	OP EXP	4,273.65
1/30/23	1/30/23	5658	BYRON TOWNSHIP	TFR 7058 SHKD PYMT TO 1448 BEACONSFIELD	196.57
1/30/23	1/30/23	5659	DIEMER, SHIRLEY	UB refund for account: BRIC-001784-0000-	22.21
1/30/23	1/30/23	5660	HABITAT FOR MISSIONS	UB refund for account: WAVS-000120-0000-	6.30
1/30/23	1/30/23	5661	HETZAMAN, SUSAN	UB refund for account: CIDD-007657-0000-	5.04
1/30/23	1/30/23	5662	LIEN, MY	UB refund for account: WAVS-000059-0000-	36.12
1/30/23	1/30/23	5663	O'MALLEY, ZACHARY	UB refund for account: WING-006185-0000-	39.97
1/30/23	1/30/23	5664	VARNEY, ANDREW	UB refund for account: CULD-000887-0000-	5.00
1/30/23	1/30/23	5665	VRIESMAN & KORHORN	TOWNLINE ECC	202.50
				RAPIDS DR EXT	340.12
				4640 60TH PH 2	568.50
				RIVER BIRCH APTS	567.00
				SWITCH PH2	936.00
				GPS UTILITY PICKUP	1,144.50
				MISC SEWER	226.78
				MISC WATER SYS	523.50
				68TH SEWER	324.00
					<u>4,832.90</u>
WSCK2 TOTALS:					
Total of 11 Paper Checks:					339,487.17
Total of 1 EFT					280.75
Less 0 Void Checks:					0.00
Total					<u>339,767.92</u>



Revenue Breakdown Report

Page: 1 of 23

02/01/2023

Filter: All Records, Transaction Date To Post On Between 1/1/2023 12:00:00 AM AND 1/31/2023 11:59:59 PM

Unit Totals		
Unit Name	Records	Revenue
	136	27,493.55
TOTAL	136	27,493.55

Record Type Totals		
Unit:	Records	Revenue
Name	2	65.00
Permit	134	27,428.55
UNIT TOTAL:	136	27,493.55

Record Type Breakdowns		
Unit:	Records	Revenue
Record Type: Name		
	2	65.00
TOTAL:	2	65.00

Record Type: Permit	Records	Revenue
Building	11	4,226.00
Commercial Sign	2	260.00
Electrical	46	9,849.00
Mechanical	51	9,146.55
Plumbing	17	3,327.00
Residential Roofing	5	450.00
Storm Drain	2	170.00
TOTAL:	134	27,428.55

Pages

Jan 1, 2023 - Jan 31, 2023

 All Users
100.00% Pageviews

Explorer

● Pageviews



Page	Pageviews	Unique Pageviews	Avg. Time on Page	Entrances	Bounce Rate	% Exit	Page Value
	8,948	7,343	00:01:46	4,137	52.03%	46.23%	\$0.00
	(100.00%)	(100.00%)	(00:01:46)	(100.00%)	(52.03%)	(46.23%)	(\$0.00)
	(8,948)	(7,343)	(00:01:46)	(4,137)	(52.03%)	(46.23%)	(\$0.00)
1. /	2,345	1,896	00:01:24	1,693	40.93%	45.59%	\$0.00
	(26.21%)	(25.82%)		(40.93%)			(\$0.00)
	(2,345)	(1,896)		(1,693)	(40.93%)	(45.59%)	(\$0.00)
2. /document_center/index.php	645	525	00:04:55	231	79.65%	66.98%	\$0.00
	(7.21%)	(7.15%)		(5.58%)			(\$0.00)
	(645)	(525)		(231)	(79.65%)	(66.98%)	(\$0.00)
3. /how_do_i_(faq)/contact/office.php	365	297	00:00:50	94	53.19%	39.45%	\$0.00
	(4.08%)	(4.04%)		(2.27%)			(\$0.00)
	(365)	(297)		(94)	(53.19%)	(39.45%)	(\$0.00)
4. /online_services/index.php	331	300	00:03:45	161	57.14%	49.24%	\$0.00
	(3.70%)	(4.08%)		(3.89%)			(\$0.00)
	(331)	(300)		(161)	(57.14%)	(49.24%)	(\$0.00)
5. /departments/water_sewer.php	329	251	00:02:25	211	50.24%	48.02%	\$0.00
	(3.68%)	(3.42%)		(5.10%)			(\$0.00)
	(329)	(251)		(211)	(50.24%)	(48.02%)	(\$0.00)
6. /revize/gaines/	319	239	00:00:55	226	31.42%	30.09%	\$0.00
	(3.57%)	(3.25%)		(5.41%)			(\$0.00)
	(319)	(239)		(226)	(31.42%)	(30.09%)	(\$0.00)
7. /residents/index.php	294	233	00:02:13	39	74.36%	48.30%	\$0.00
	(3.29%)	(3.17%)		(0.94%)			(\$0.00)
	(294)	(233)		(39)	(74.36%)	(48.30%)	(\$0.00)
8. /trustee_log-in/index.php	214	179	00:03:14	66	51.52%	57.01%	\$0.00
	(2.39%)	(2.44%)		(1.60%)			(\$0.00)
	(214)	(179)		(66)	(51.52%)	(57.01%)	(\$0.00)
9. /departments/treasurer_.php	166	126	00:02:30	93	54.84%	52.41%	\$0.00
	(1.86%)	(1.72%)		(2.25%)			(\$0.00)
	(166)	(126)		(93)	(54.84%)	(52.41%)	(\$0.00)
10. /departments/planning_zoning.php	162	131	00:01:02	63	26.98%	32.72%	\$0.00
	(1.81%)	(1.78%)		(1.52%)			(\$0.00)
	(162)	(131)		(63)	(26.98%)	(32.72%)	(\$0.00)

Rows 1 - 10 of 376



JANUARY 2023 GAINES TOWNSHIP CP REPORT

Michelle LaJoye-Young
SHERIFF

COMPLETED

- A bunch of time has been spent working with and training Byron Townships new Community Policing Officer (my same role just in Byron Twp)
- Handled an ongoing business alarm issue on S Division
- Assisted Pine Rest staff with a patient issue
- Assisted Fieldstone Apartments with a tenant issue
- Gave some medical training (Narcan and bag mask use) to Deps working out of the South Precinct due to the large number of heroin overdoses we have down here
- Taught CPR / AED to some newly hired road patrol and correctional staff
- Met with the Stevens Pointe Neighborhood watch group
- Responded to a hanging
- Responded to a fight at Pine Rest
- Responded to a rollover accident on 68th St
- Handled a bus stop issue with the Byron School Resource Officer on Eastern Ave
- Had multiple meeting/calls with the Southwood MHP attorney for an upcoming eviction
- Met with the administrator of Dutton Christian School about the New Life thrift store
- Worked with a resident in reference to a dog bite issue on Manilla St SE
- Compiled the monthly Woodfield report
- Dealt with a student issue at East Kentwood High School
- Dealt with a homeless subject issue along S Division near M6 overpass
- Handled an ongoing Woodfield Tenant issue with management
- Responded to a stolen vehicle in progress call on Woodfield Dr

- Attended a meeting with Rob and the Kent County Road Commission
- Responded to a subject pinned in a vehicle from a crash at 100th and Hanna Lake
- Dealt with an abandoned vehicle issue on Glenn canyon for the Crystal Springs Homeowners Association
- Assisted Deputies on a felonious assault stabbing on Kalamazoo Ave
- Assisted South Christian with some updated security measures for their building
- Handled a drug issue at East Kentwood high school
- Dealt with a parking issue at Peppinos for Natalie
- Conducted some extra patrols in Crystal Springs
- Met with the newly formed Southwood MHP neighborhood watch
- Dealt with an employee issue at Revolution Farms
- Investigated a possible ordinance junk vehicle issue for Natalie on Glencreek Court

ONGOING / UPCOMING

- Teaching a CPR AED segment at the upcoming February block training for all Sheriff Department road patrol
- Attend a court hearing for an eviction in reference to a shooting inside Southwood MHP
- Continue to assist the new Byron Cp Deputy and train her on things I do in Gaines Twp

GAINES CHARTER TOWNSHIP

LAURIE J LEMKE, TREASURER

CASH, INVESTMENTS; CD'S , MM AND POOL ACCOUNTS

December of 2022

Bank	Type	Amount	APR	Term	Maturity Date
101 GENERAL FUND					
<i>Macatawa Checking</i>	Ckg	\$ 1,495,074.42	0.90		
CFD - Truck Fund	Assigned	\$ 400,000.00			
DFD - Truck Fund	Assigned	\$ 450,000.00			
Library	Assigned	\$ 15,000.00			
Cemetery	Assigned	\$ 10,000.00			
Township Hall & Grounds	Assigned	\$ 59,800.00			
		\$ 2,429,874.42			
<i>Macatawa MM Savings</i>					
Building Department	Committed	\$ 1,553,309.00			
Streetlights	Committed	\$ 56,622.00			
GF Investment		\$ 1,000,000.00			
Interest Paid to Date		\$ 39,071.46			
		\$ 2,649,002.46	2.00		
<i>Investments</i>					
Kent Co. Pool - ARPA Funds	Pooled	\$ 2,888,254.87	1.88		
Kent Co. Pool - General	Pooled	\$ 377,763.36	1.88		
Michigan Class	Pooled	\$ 865,448.56	4.26		
Lake MI Credit Union	Save	\$ -	0.00		
Grand River Bank	CD	\$ 250,876.41	0.20	12 Mos.	1.26.2023
Consumers Credit Union	CD	\$ 302,276.87	0.65	18 Mos.	4.4.2023
CIBC	CD	\$ 250,000.00	0.20	12 Mos.	6.5.2023
		\$ 4,934,620.07			
GENERAL FUND TOTAL		\$ 10,007,522.98			
DIVISION AVE CORRIDOR		\$ 7,447.58			
TRUST & AGENCY		\$ 263,996.74			
TAX FUND		\$ 5,238,687.52			
PETTY CASH		\$ 334.93			
WATER & SEWER					
Bank	Type	Amount	APR	Term	Maturity Date
Macatawa Bank	Checking	\$ 5,346,833.52			
Kent Co. Pool	Pooled	\$ 9,255,752.14	1.88		
Michigan Class	Pooled	\$ 1,575,367.60	3.15		
Consumers Credit Union	Share	\$ 27.74			
" " "	MMM	\$ 362,391.95	1.25		
Huntington Investments	Meeder PF	\$ -			
Horizon	MM	\$ 1,055,486.75	1.26		
First Community Bank	MM	\$ 250,668.35	0.20		
Flagstar Bank	CD	\$ 250,000.00	0.20	12 Months	1.6.2023
First National Bank of MI	RR CD	\$ 301,575.97	0.45	18 Months	1.21.2023
CIBC	CD	\$ 250,000.00	0.40	12 Months	1.19.2023
United Bank of MI	CD	\$ 300,749.95	0.20	12 Months	1.29.2023
Grand River Bank	CD	\$ 300,901.23	0.65	12 Months	3.26.2023
West MI Community Bank	CDars	\$ 301,963.80	0.75	52 Weeks	4.6.2023
Choice One Bank	CD	\$ 250,668.43	0.30	12 Months	4.9.2023
Flagstar Bank	CD	\$ 300,608.82	1.50	12 Months	5.11.2023
Choice One Bank	CD	\$ 300,811.00	0.65	12 Months	5.28.2023
West MI Community Bank	CDars	\$ 504,275.27	1.52	52 Weeks	6.8.2023
First National Bank of A	CD	\$ 253,893.32	1.89	12 Months	6.14.2023
" " "	CD	\$ 255,623.71	0.65	18 Months	6.17.2023
Flagstar Bank	CD	\$ 250,507.14	3.50	12 Months	10.2.2023
Mercantile Bank of MI	CD	\$ 251,012.70	2.10	365 Days	10.20.2023
Macatawa Bank	CD	\$ 750,000.00	3.15	15 Months	2.16.2024
Restricted W&S Fees	Committed	\$ 22,669,119.39			

GAINES CHARTER

— TOWNSHIP —

PLANNING & ZONING DEPARTMENT

2022 ANNUAL REPORT



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Executive Summary

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

The 2022 Planning & Zoning Department Annual Report provides the Planning Commission and Township Board with the following information:

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

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

The following statement serves as the Department’s vision:

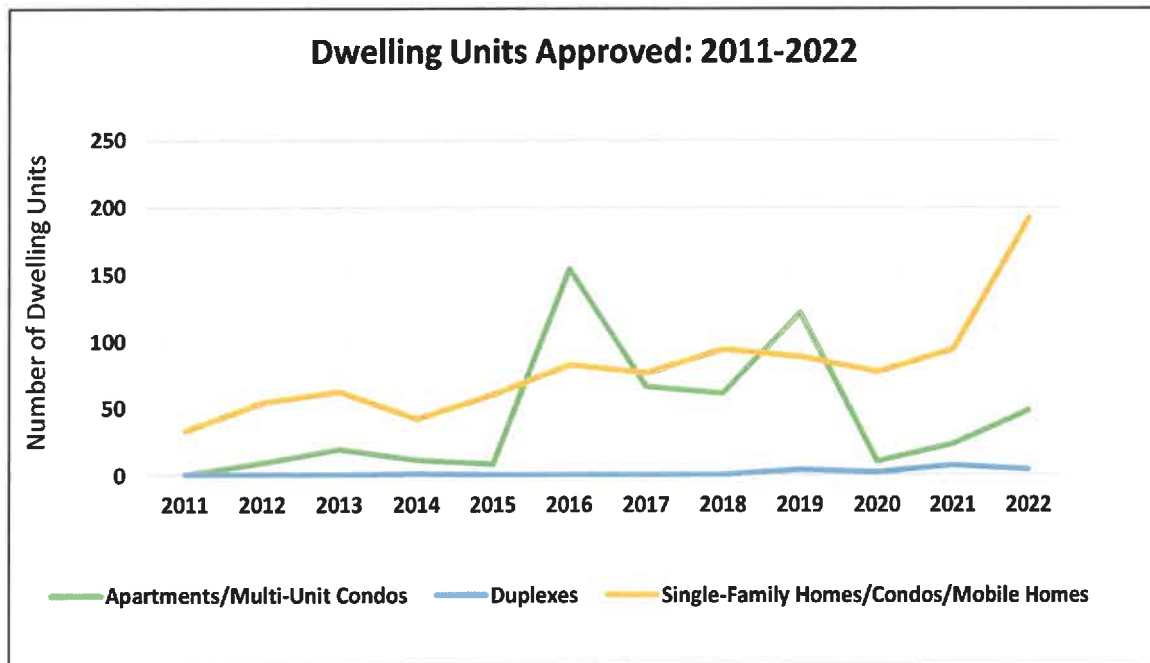
In our capacity as Planning and Zoning Department staff, we are committed to providing the Planning Commission, Zoning Board of Appeals, and Township Board with professional assistance so that together we may work towards the vision created in the Township Master Plan. As staff, we see ourselves as the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

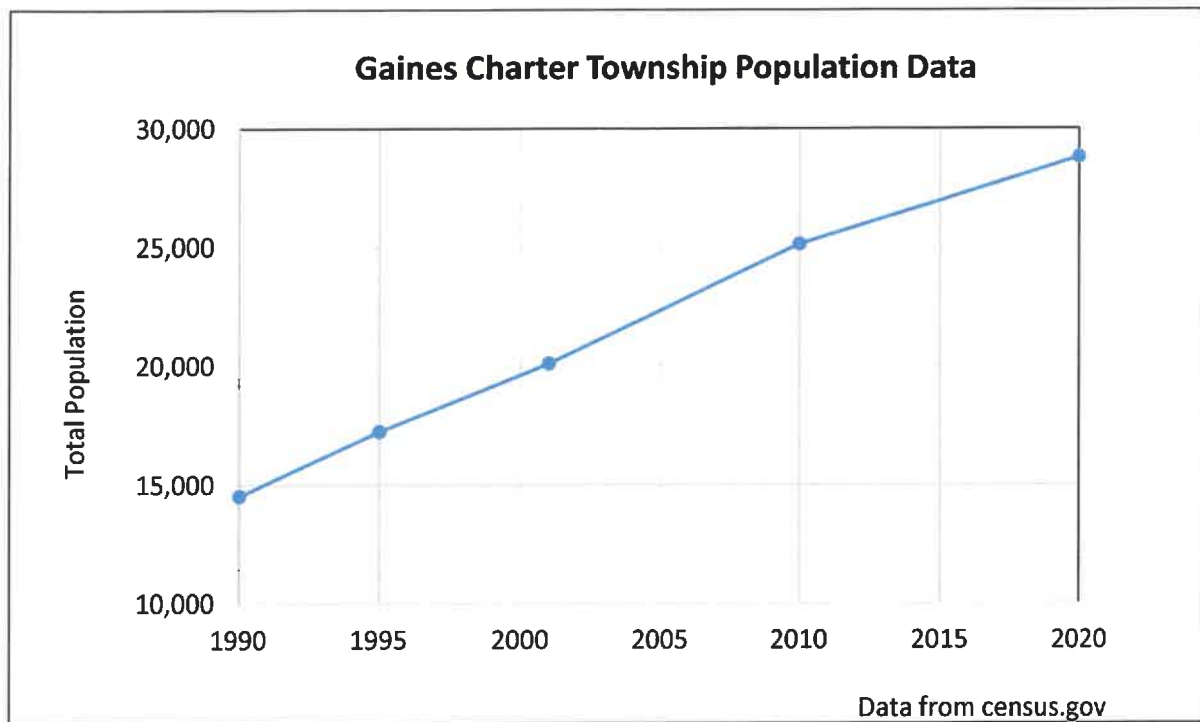
Current Planning Division

RESIDENTIAL BUILDING PERMITS

Table 1 details the number of new dwelling units per year over the last 11 years 2011 to 2022. This includes single-family dwellings as well as attached units and apartments/condos.

	Apartments/ Multi-Unit Condos	Duplexes	Single Family Homes/Condos/ Mobile Homes	Total Units
2022	48	4	192	244
2021	23	7	94	124
2020	10	2	77	89
2019	121	4	88	213
2018	61	0	94	161
2017	66	0	76	142
2016	154	0	82	236
2015	8	0	60	68
2014	11	1	42	54
2013	19	0	62	81
2012	9	0	54	63
2011	0	0	33	33





PROJECT REVIEWS

Table 2.

Summary of 38 application reviews completed by the Planning Commission, and subsequent Township Board action if applicable. The items are listed by the order in which they were considered.

Development Name/Address	Request Type	Description	Planning Commission Action	Township Board Action
South Christian High School – 7979 Kalamazoo Ave SE	Special Land Use	Request for a Special Land Use permit for two additions (215 SF and 9200 SF) to the South Christian High School building.	Approved	No Action
8390 Eastern Ave	Conditional Rezone	Request to conditionally rezone one parcel from Residential (RL-14) to Neighborhood Commercial (C-1) to allow for limited commercial development.	Approved (2021)	Approved
Cook's Crossing	PUD Amendment	Removal of one parcel and widening of the remaining lots in Phase 3 of the Cooks Crossing development.	Approved	Approved

Development Name/Address	Request Type	Description	Planning Commission Action	Township Board Action
Prairie Wolf Station PUD	PUD Rezone	A request to rezone a single parcel of approximately 82 acres to a PUD in order to create a walkable, mixed-use town center and residential development.	Approved (2021)	Approved via Consent Judgement
2457 100 th St	Special Land Use	Special Land Use request to allow a total of 5,003 SF of accessory buildings.	Approved	No Action
VREI Investments, LLC/CarbonSix – 6174 & 6200 Wing Ave	Site Plan Review	Construction of a 27,300- SF office and warehouse building.	Approved	No Action
Jack's Landscaping – 2096 76 th St	Special Use Permits/Site Plan Review	Two Special Use Permit requests for a 12,012 SF commercial accessory building and to operate a commercial landscaping business in the A-R zoning district. Site plan review of new commercial accessory building.	Denied	No Action
3596 76 th St	Special Use Permit	Special Land Use request to allow a Place of Religious Worship in the Residential A-R zoning district.	Approved	No Action
8190SD LLC – 8190 Division Ave SE	PUD Rezone	A preliminary review for a 16.37-acre Mixed-Use PUD.	Tabled	No Action
Alexander Trails – 2701 & 2571 76 th St SE	Tentative Preliminary Plat Review	Tentative preliminary plat review of 60 single-family lots within the first phase of the Alexander Trails PUD, an increase of two lots over the original preliminary plat reviewed in July of 2021.	Approved	No Action (Tentatively Withdrawn by Applicant)
Pine Rest Rustic Market – 389 68 th Street	Special Use Permit	Special Use Permit Request for an outdoor sales tent for the months of July, August, September, and October 2022.	Approved	No Action
994 61 st Street	Special Use Permit	Special Land Use request to build a 1,792 SF accessory building for a total of 2,342 SF	Approved	No Action

Development Name/Address	Request Type	Description	Planning Commission Action	Township Board Action
		of accessory buildings on the property.		
2571 76 th Street	4:1 Ratio Waiver	A four-to-one (4:1) depth-to-width ratio waiver to divide the parcel north to south for the construction of a single-family home.	Approved	No Action
3950 Deer Crossing Ln	Special Use Permit	Special Land Use request to construct a new 1,600 SF accessory building for a total of 3,200 SF of accessory buildings on the property.	Approved	No Action
Marathon Gas Station – 6350 Division Ave	Special Use Permit	Special Land Use request to allow a new pylon sign in the C-2 zoning district.	Approved	No Action
Cross Creek Charter School – 7701 Kalamazoo Ave	Special Use Permit	Special Use Permit Request for an Electronic Changeable Copy sign in the RL-14 zoning district.	Approved	No Action
Amazon – 6665 Patterson Ave & 4675 68 th Street	Major PUD Amendment	A major PUD amendment to allow for freestanding signage of 88 SF in area and 8 feet in height, and 220 SF for wall signage.	Approved	No Action
Steelcase – 4100 68 th Street	4:1 Ratio Waiver	A 4:1 depth-to-width ratio waiver request to enable the applicant to divide the parcel and sell a portion of it to a new light industrial user.	Approved	Approved
1120 60 th Street	Rezoning Request	Request to rezone one parcel from RL-10 to R-3.	Denial Recommended	No Action (Tentatively Withdrawn by Applicant)
Pine Rest Rustic Market – 389 68 th Street	Site Plan Review	A site plan review for a 7,100-SF building addition and parking lot expansion.	Approved	No Action
Switch – 4200 60 th Street	Site Plan Extension	A request for a one-year extension of a previously approved site plan.	Approved	No Action
6972 & 6980 Division Avenue	Rezoning Request	Request to rezone two parcels from C-1 to C-2.	Approved	Approved

Development Name/Address	Request Type	Description	Planning Commission Action	Township Board Action
Hillside Community Church – 4100 68 th Street	Special Use Permit	Special Land Use request to build a 320 SF accessory building in the RL-10 zoning district, for a total of 2,540 SF of accessory buildings on the property.	Approved	Approved
9525 Meadow Valley Ln	Special Use Permit	Special Land Use request to build a 576 SF freestanding carport in the A-B zoning district, for a total of 3,168 SF of accessory buildings on the property.	Approved	No Action
Warren Woods PUD – 2355 & 2207 76 th Street	Preliminary PUD Review	A preliminary PUD rezone and site plan review of a new residential development containing a mix of single-family homes and townhouses (165 units total).	Preliminary Approval – Public Hearing Set	No Action
Arthur's Dream – 9999 Sunrise Ridge SE	Major PUD Amendment	A PUD major amendment request to amend the rear setback distance requirement from 100 feet to 25 feet for 9999 Sunrise Ridge SE.	Approved	Approved
Steelcase – 4100 68 th Street	Special Use Permit	Special Use Permit request to extend Rapids Drive approximately 950 feet southward of the Steelcase PUD.	Approved	No Action
River Birch PUD – 3500 & 3540 60 th St	Major PUD Amendment	A major PUD amendment for slight modifications in Phases II-IV for River Birch Development.	Approved	Public Hearing Set
110 Wavell Street	Special Use Permit	Special Land Use request to allow a total of 394 SF of accessory buildings in the R-3 zoning district.	Approved	No Action
8869 Kalamazoo Ave	Special Use Permit	Special Land Use request to allow 3,440 SF of accessory building square footage in the A-B zoning district.	Approved	No Action
4700 84 th Street	Special Use Permit	Special Land Use request to allow a 2,929 SF accessory building in the A-R zoning	Approved	No Action

Development Name/Address	Request Type	Description	Planning Commission Action	Township Board Action
		district, for a total of 3,217 SF of accessory buildings on the property.		
6072 Hanna Lake Ave	Special Use Permit	Special Land Use request to allow a 960 SF accessory building in the Residential (RL-10) zoning district.	Approved	No Action
6105 East Paris Ave	Special Use Permit	Special Land Use request to allow a Contractor's Yard in the Light Industrial (I-1) zoning district.	Denied	No Action
3179 84 th Street	Special Use Permit	Special Land Use request to allow a 3,584 SF accessory building in the Agricultural/Rural-Residential (A-R) zoning district for residential use.	Approved	No Action
Grooters Development Co. – 4640 60 th Street	Site Plan Review	Site Plan Review for a 195,625 SF industrial building to be utilized for offices, warehousing, and light manufacturing/assembly located within the Steelcase PUD-LSP.	Approved	No Action
10245 Patterson Avenue	Special Use Permit	Special Land Use request to allow a 4,992 SF accessory building in the Agricultural/Agri-Business (A-B) zoning district for residential use, for a total of 7,728 SF of accessory buildings on the property.	Approved	No Action
Steelcase – 4149 & 4450 76 th Street	Rezoning Request	A preliminary request to rezone approximately 330 acres of land from Agricultural/Rural-Residential (A-R) and Agricultural/Agri-Business (A-B) to Light Industrial (I-1).	Preliminary Approval - Public Hearing Set	No Action
Stoneco – 1856 100 th Street	Annual Operating Plan	Annual review of Stoneco's operating plan.	Approved	No Action

Table 3

Summary of 12 application reviews completed by Township staff as administrative approvals.

Development Name/Address	Request Type	Description	Planning Staff Action
Dutton Auto Body – 3385 68 th Street	Site Plan Review	Building Addition	Withdrawn by Applicant
Townline Elementary – 100 th 60 th Street	Utility and Stormwater Review	The proposed improvements will involve site improvements at Townline Elementary School and the construction of a new Early Childhood Center Building. This request was reviewed by the Township Engineer, Jeff Gritter, for utility and stormwater compliance.	Approved
Amazon – 6665 Patterson Ave	Site Plan Amendment	A site plan amendment to add six (6) additional parking spaces.	Approved
First Companies – 6355 East Paris Ave	Site Plan Amendment	A site plan amendment to allow job trailer parking on the existing pavement.	Approved
The Crossings – 1440 Eastport Drive	Site Plan Review	Request to add a new fitness center, fire pit and grilling areas, a 24' x 24' storage building, and parking area.	Approved
River Birch – 3500 60 th Street	Minor PUD Amendment	Administrative amendment to the site plan for Phase 1 of the River Birch Apartments project	Approved
Switch – 4200 60 th Street	Site Plan Review	Review of the final landscaping plan dated February 8, 2022, as a condition of approval for a site plan amendment approved by the PC on July 22, 2021.	Approved
Switch – 4200 60 th Street	Site Plan Amendment	Request for a site plan amendment to install ClearVu fencing instead of the previously approved concrete wall, as well as widening of the access road.	Approved
Taco Bell – 6728 Kalamazoo Ave	Site Plan Review	A request to add a second drive-thru lane, replace the trash and recycling enclosure, install new sign faces on the site sign, and install two (2) digital menu board signs.	Approved
Railtown Brewing – 3555 68 th Street	Temporary Outdoor Service Event	“Trunk or treat” event to be held on October 22 nd , 2022, from 12:00 p.m. – 8:00 p.m. in the Railtown Brewing parking lot.	Approved
South Christian High School – 7979 Kalamzoo Avenue	Site Plan Review	A request to add a new canopy to the existing shop.	Approved

Development Name/Address	Request Type	Description	Planning Staff Action
Chick-Fil-A – 1545 Edgeknoll Drive	Site Plan Amendment	A request to modify the drive-thru lanes, including a dual flex line drive-thru approach. Expansion of storage adjacent to the dumpster, resulting in the loss of one parking space.	Approved

VARIANCES

Table 4 provides a summary of the variance requests in 2022.

Address	Variance Type	Description	Staff Recommendation	Action
7171 Willard Street	Dimensional Variance	Request for a 9.1-foot setback Dimensional Variance to the 50-foot side setback requirement for a Place of Religious Worship in the RL-10 zoning district in order to divide the parsonage from the church property.	Denial	Denied
3596 76 th Street	Dimensional Variance	Request for a Dimensional Variance for reduced setbacks based on the existing building footprint and parcel configuration for use as a place of religious worship in the A-R zoning district.	Approval	Approved
8390 Eastern Avenue	Dimensional Variance	Request for a Dimensional Variance to construct a new commercial building 20 feet from the front property line, a variance from the required 50-foot front yard setback.	Approval	Approved

ORDINANCE UPDATES

One text amendment to the Gaines Charter Township Zoning Ordinance was approved:

1. Zoning Board of Appeals Reduction of Variance Standards; Reduction of standards from nine to five for dimensional and use variances. Added definitions for “self-created problem”, and “unique circumstance.”

REZONINGS

Table 5 provides information on the five rezoning applications received in 2022. Although the applications were received, not all were granted approval.

Development Name/Address	Description
8190SD LLC – 8190 Division Ave SE	A request to rezone a 16.37-acre parcel from RL-10 and RL-14 to a Mixed-Use PUD.
1120 60 th Street	A request to rezone one parcel from RL-10 to R-3.
6972 & 6280 Division Avenue	A request to rezone two parcels from C-1 to C-2.
Warren Woods PUD – 2355 & 2207 76 th Street	A request to rezone two parcels from RL-10 to a Planned Unit Development containing a mix of single-family homes and townhouses.
Steelcase PUD – 4149 & 4450 76 th Street	A request to rezone approximately 330 acres of land from Agricultural/Rural-Residential (A-R) and Agricultural/Agri-Business (A-B) to Light Industrial (I-1).

Long-Range Planning Division

MASTER PLAN IMPLEMENTATION

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

Table 6 lists the proposed implementation tasks and their current status. Planning Department staff performed work on 4 of the 12 implementation steps laid out in the 2002 Master Plan.

Task	Status	Comments
Evaluate and Revise the Zoning Ordinance	Continued Action	One ordinance text amendment was approved in 2022.
Inventory Key Natural and Cultural Features	No Action	These tasks have been done on a case by case basis through PUDs, but not on a Township-wide, or Subarea basis.
Develop A Program for Natural Buffers and Scenic Easements	No Action	
Develop Performance Standards for the PUD District	Continued Action	The Multi-Family Development Guidance, a document for architectural and design standards for apartment complexes, was regularly implemented in 2022.

Prepare a Sub-Area Plan for the Dutton Village Area	Completed	This was accomplished as part of the 2008 Master Plan Update.
Prepare a Sub-Area Plan for the Cutlerville Village Center	No Action	The 2022/2023 Master Plan update does not include a sub-area plan for the Cutlerville Village Center. Instead, changes to this area will be implemented through the Master Plan update, Future Land Use Plan update, and subsequent zoning ordinance text amendments.
Prepare a Corridor Plan for Kalamazoo Avenue	Completed	The Kalamazoo Avenue/84 Street Subarea plan was passed by the Planning Commission in November 2015 and was approved by the Township Board in March 2016.
Establish Consistent Standards for Calculating Density	Mixed Results	No formal action taken on this item. We have been consistent in measuring density using the net density approach, but with no formal standards.
Improve Public Understanding of Growth Management Benefits	No Action	The Department has not actively been pursuing this area.
Promote the Purchase of Development Rights	No Action	The Department has not actively been pursuing this area.
Promote Transfer of Development Rights	No Action	The Department has not actively been pursuing this area.
Improve Non-Motorized Transportation Network	Positive Action	Staff and the Planning Commission worked with developers on specific projects to enhance the non-motorized transportation network throughout the township.

PARKS & RECREATION

In 2022, Township Planning Staff in conjunction with the Parks and Trails Committee and MCSA Group, Inc., made major progress to update the Gaines Charter Township Parks & Trails Plan. The five-year plan is completed and was approved by the Township Board of Trustees in January of 2023. The committee continues to focus on the management of Prairie Wolf Park and is still in the initial stages of trying to establish an environmental education center at 8665 Kalamazoo, which the Township acquired in 2020.

Planning staff also applied for a SPARK grant through DNR to build a pavilion and make parking lot improvements in Prairie Wolf Park.

Code Enforcement Division

The Planning Department continued to use BS&A software to register and track code enforcement cases in 2022. Filed cases are those where a complaint has been received and registered in the software, and staff has completed a physical inspection of the property and contacted the property owner regarding a potential violation. Warning letters are sent and followed up with a second letter or Sherriff's Deputy site visit. Complaints that have no corresponding enforceable ordinance are not included (e.g., high grass or weeds).

Table 7 is a summary of the enforcement cases undertaken by planning staff.

Address	Category	Date Filed	Status
7390 Hammond Avenue	Accumulation of Rubbish	1/27/2021	Citations Issued; Judge's Order Issued; Monitoring
97 Roth Street	Recreational Vehicle Storage; Accumulation of Rubbish; Inoperable Vehicle	2/15/2021	Citations Issued; Monitored throughout 2021 and 2022; Case Closed
883 61 st Street	Accumulation of Rubbish; Inoperable Vehicles	10/27/2021	Monitored throughout 2021 and 2022; Case closed
84 84 th Street	Accumulation of Rubbish	12/20/2021	Monitored throughout 2021 and 2022; Case Closed
144 Brownell Street	Adult Care Facility	2/24/2022	Case Closed
10656 Eastern Avenue	Home Occupation	3/7/2022	Case Closed
6024 Campus Park Drive	Trash Receptacles	3/11/2022	Case Closed
715 Coleman Street	Trash Receptacles; Inoperable Vehicle	3/11/2022	Case Closed
714 Coleman Street	Accumulation of Rubbish	3/11/2022	Case Closed
528 Coleman Street	Accumulation of Rubbish	3/11/2022	Case Closed
940 68 th Street	Accumulation of Rubbish	4/01/2022	Case Closed

6020 W Fieldstone Hills Drive	Zoning Violation	4/4/2022	Case Closed
7605 Cidermill Drive	Keeping of Animals	4/5/2022	Case Closed
9980 Division Avenue	Unpermitted commercial activity in A-R	4/11/2022	Case Closed
880 61 st Street	Recreational Vehicle Storage	4/11/2022	Case Closed
8474 Division Court	Accumulation of Rubbish; Inoperable Vehicle	4/11/2022	Case Closed
9371 Westview Drive	Recreational Vehicle Storage; Accumulation of Rubbish	4/11/2022	Case Closed
2764 60 th Street	Accumulation of Rubbish	4/11/2022	Case Closed
880 61 st Street	Recreational Vehicle Storage	4/28/2022	Case Closed
6141 E Paris Avenue	Accumulation of Rubbish; Operation of a Junkyard in I-1	5/5/2022	Citations Issued; Judge's Order Issued; Monitoring
3607 68 th Street	Temporary Storage Unit; Unlawful Outdoor Storage	6/17/2022	Case Closed
6065 E Paris Avenue	Accumulation of Rubbish; Operating a Contractor's Yard without a Special Use Permit	6/21/2022	Monitoring
6105 E Paris Avenue	Operating a Contractor's Yard without a Special Use Permit	6/21/2022	Citation Issued; Judge's Order Issued; Monitoring
Ada Bible Church – 2045 68 th Street	Sidewalk Repair	6/21/2022	Case Closed
2297 68 th Street	Accumulation of Rubbish	6/29/2022	Case Closed
6527 College Avenue	Keeping of Animals	6/29/2022	Case Closed
48 Kenton Street	Temporary Storage Unit in the C-2 Zoning District	7/5/2022	Warning Letter Issued; Monitoring
6974 Willard Avenue	Keeping of Animals	7/8/2022	Warning Letter Issued; Monitoring
6684 Vantage Drive	Recreational Vehicle Parking	7/8/2022	Case Closed
51 76 th Street	Unpermitted Outdoor Storage	7/8/2022	Citations Issued; Monitoring

3376 68 th Street	Accumulation of Rubbish; Inoperable Vehicles	7/8/2022	Warning Letter Issued; Monitoring for now
466 Sunbrook Drive	Accumulation of Rubbish; Recreational Vehicle Storage	7/8/2022	Case Closed
7001 Dutton Avenue	Accumulation of Rubbish	7/8/2022	Case Closed
7439 Eastern Avenue	Inoperable Vehicle	7/19/2022	Case Closed
6488 College Avenue	Accumulation of Rubbish	8/11/2022	Case Closed
7252 Eastern Avenue	Recreational Vehicle Storage; Accumulation of Rubbish	8/15/2022	Warning Letter Issued; Monitoring
7660 Division Avenue	Recreational Vehicle Storage	8/26/2022	Case Closed
Bloomfield Townhomes – 1698 Bloomfield Drive	Accumulation of Rubbish	9/19/2022	
1510 Eastport Drive	Illegal Sign	9/19/2022	Case Closed
Mayweather Boxing – 6670 Kalamazoo Avenue	Illegal Sign	9/19/2022	Case Closed
3179 84 th Street	Recreational Vehicle Storage	9/28/2022	Case Closed
3100 60 th Street	Accumulation of Rubbish	9/28/2022	Warning Letter Issued; Monitoring
862 72 nd Street	Accumulation of Rubbish	9/28/2022	Case Closed
146 Fontenelle Street	Accumulation of Rubbish	9/28/2022	Case Closed
7835 Cidermill Drive	Recreational Vehicle Storage	9/28/2022	Case Closed
7845 Jonagold Street	Recreational Vehicle Storage	9/28/2022	Case Closed
Bloomfield Townhomes – 1850 60 th Street	Accumulation of Rubbish	9/30/2022	Case Closed
Veurink's RV - 7144 Division Avenue	Noncompliance with site plan	10/6/2022	Case Closed
7213 Regal Avenue	Accumulation of Rubbish	10/17/2022	Citation Issued; Monitoring
9300 East Paris Avenue	Illegal Building	10/24/2022	Warning letter Issued; Monitoring
Pinecircle Townhomes – 135 72 nd Street	Accumulation of Rubbish	11/9/2022	Case Closed
6510 Nearpoint Drive	Recreational Vehicle Storage	11/17/2022	Warning Letter Issued; Monitoring
6522 Nearpoint Drive	Recreational Vehicle Storage	11/17/2022	Warning Letter Issued; Monitoring

6858 Aleda Street	Recreational Vehicle Storage	12/2/2022	Warning Letter Issued; Monitoring
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Department Administration

PLANNING COMMISSION

Table 8 lists the members of the Planning Commission during 2022.

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

Table 9 illustrates the attendance at Planning Commission Meetings in 2022.

2022 Meeting Attendance							
	Billips	Wiersema	Haagsma	Giarmo	Rober	Thomas	Waayenberg
January	X	X	X	X	X	X	X
February	X	X	X	Absent	X	X	X
March	X	X	X	X	X	Absent	X
April	X	X	X	X	Absent	X	X
May	X	X	X	X	X	Absent	X
June	Absent	X	X	Absent	X	X	X
July	Absent	X	Absent	X	X	Absent	X
August	X	X	Absent	X	X	X	X
September	X	X	X	X	Absent	X	X
October	X	X	X	X	X	X	X
November	X	X	X	X	X	X	X
December Special Meeting	Absent	Absent	X	X	X	X	X
December Regular Meeting	X	Absent	X	X	Absent	X	X
Absences	3	2	2	2	3	3	0

ZONING BOARD OF APPEALS

The Zoning Board of Appeals met on three occasions in 2022.

Table 10 lists the members of the Zoning Board of Appeals in 2022.

Member	3-Year Term Ends	Member Since	Officers
Tom Werkema	December 2023	2012	Chair
Ruth Ringnalda	December 2024	2002	Vice Chair
Matt Kooiman	December 2023	2022	Member
Phil Tietz	December 2023*	2018	Alternate
Don Hilton	December 2025	2018	Secretary
Ryan Wiersema	December 2025	2022	Member (PC Liaison)

**With the unfortunate passing of Member Phil Tietz in October of 2022, James Peacock will complete Tietz's term, as approved by the Board of Trustees in December of 2022. Thank you, Phil, for your years of dedication and service to the township!*

Table 11 lists the meeting dates of the ZBA in 2022.

2022 Meeting Attendance						
	Werkema	Ringnalda	Kooiman	Hilton	Tietz	Wiersema
March	Absent	X	Absent	X	X	X
May	X	X	X	X	X	X
November	X	X	X	X	N/A	X
No. of Absences	1	0	1	0	0	0

DEPARTMENT PERSONNEL

Community Development Director Dan Wells has led planning efforts for the Township since taking office in March 2020. The Planning Department hired a full-time Assistant Planner, Natalie Davenport, in February of 2022 who assists with plan reviews, zoning enforcement, and larger projects on an as-needed basis. Planning Consultant David Jirousek, AICP continues to assist with plan reviews and provides guidance on the Master Plan and zoning ordinance. Jeff Gritter of Vriesman & Korhorn Civil Engineering continued to provide support and guidance to the Planning Department.

BUDGET

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

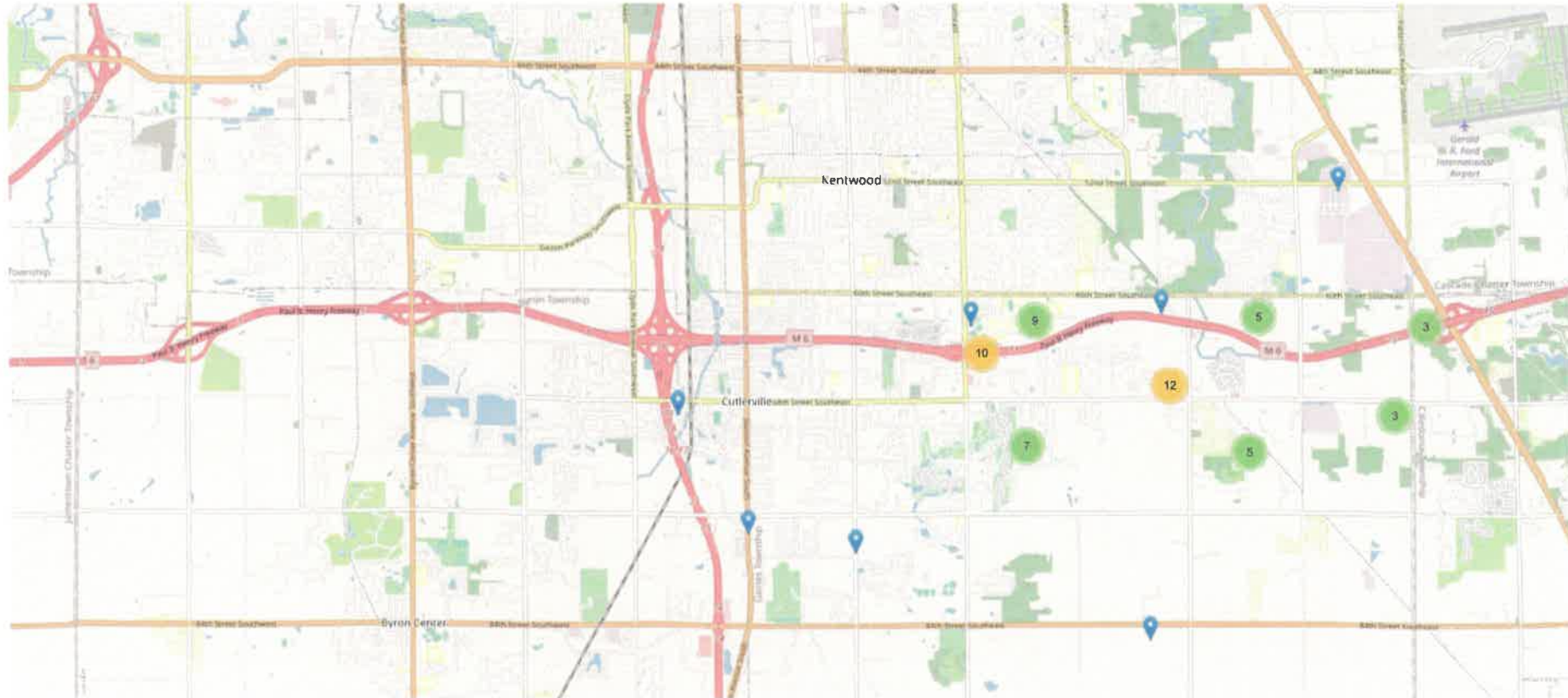
Table 12 lists the adopted budgets for the Planning and Zoning Department for fiscal years 2016-2022 and also shows the Department's Budget as a percentage of the overall General Fund Budget.

	2016	2017	2018	2019	2020	2021	2022
P/Z Budget	\$209,274	\$209,815	\$222,837	\$219,223	\$236,439	\$219,031	\$339,256
% of Gen. Fund	5.7%	5.9%	5.9%	5.2%	4.5%	4.4%	7.2%

Table 13 presents the actual dollar amount spent in the fiscal years 2016 – 2022 and is also expressed as a percentage of the approved Planning and Zoning Department's Budget.

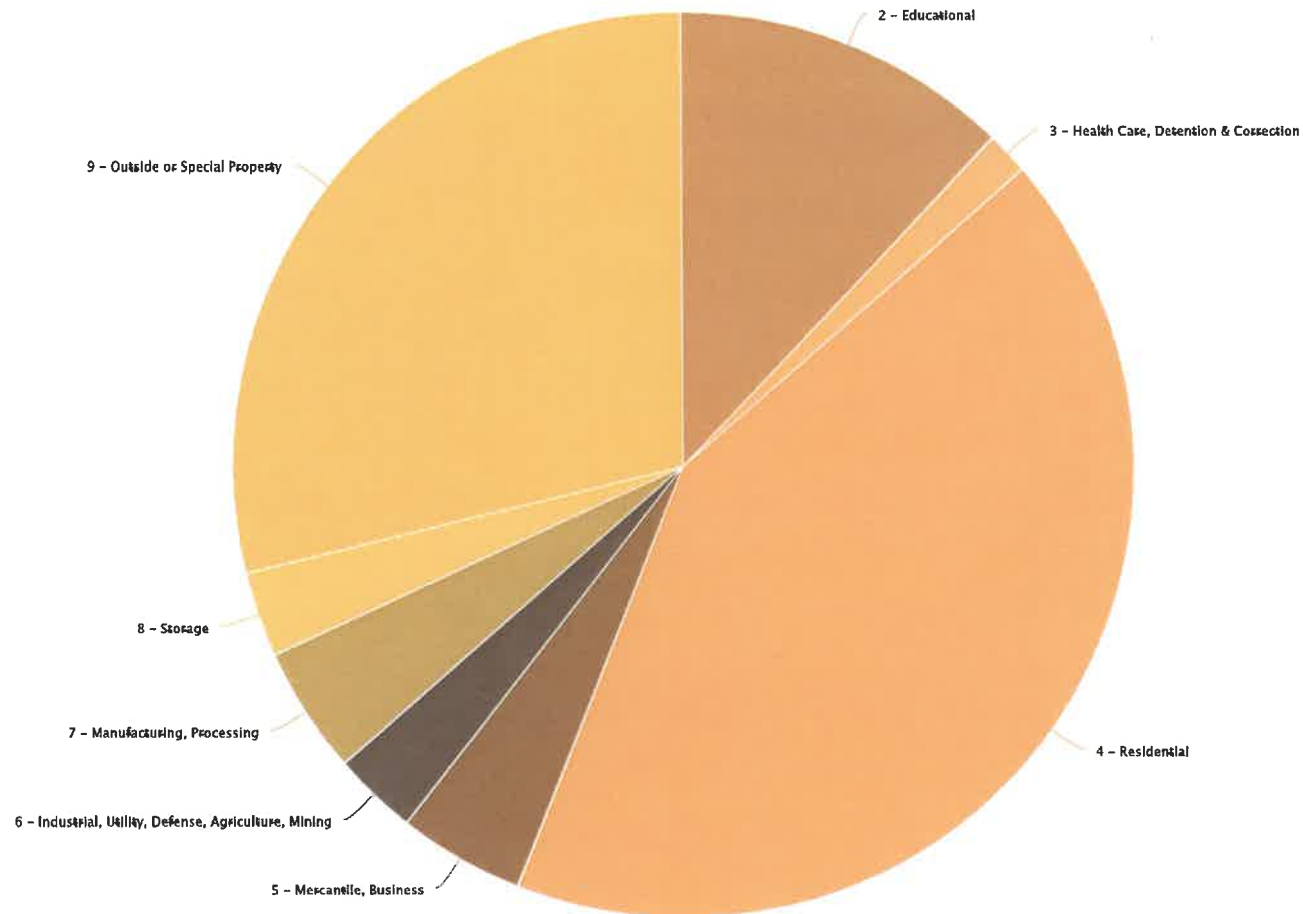
	2016	2017	2018	2019	2020	2021	2022
Actual Expenditures	\$173,548	\$174,995	\$189,710	\$204,153	\$198,665	\$156,395	\$261,558
% of Budget	82.7 %	83.4%	85.1%	93.1%	84%	71.4%	77.1%

Scene Locations of Fire Incidents
N = 66 Jan 01, 2023 to Jan 31, 2023



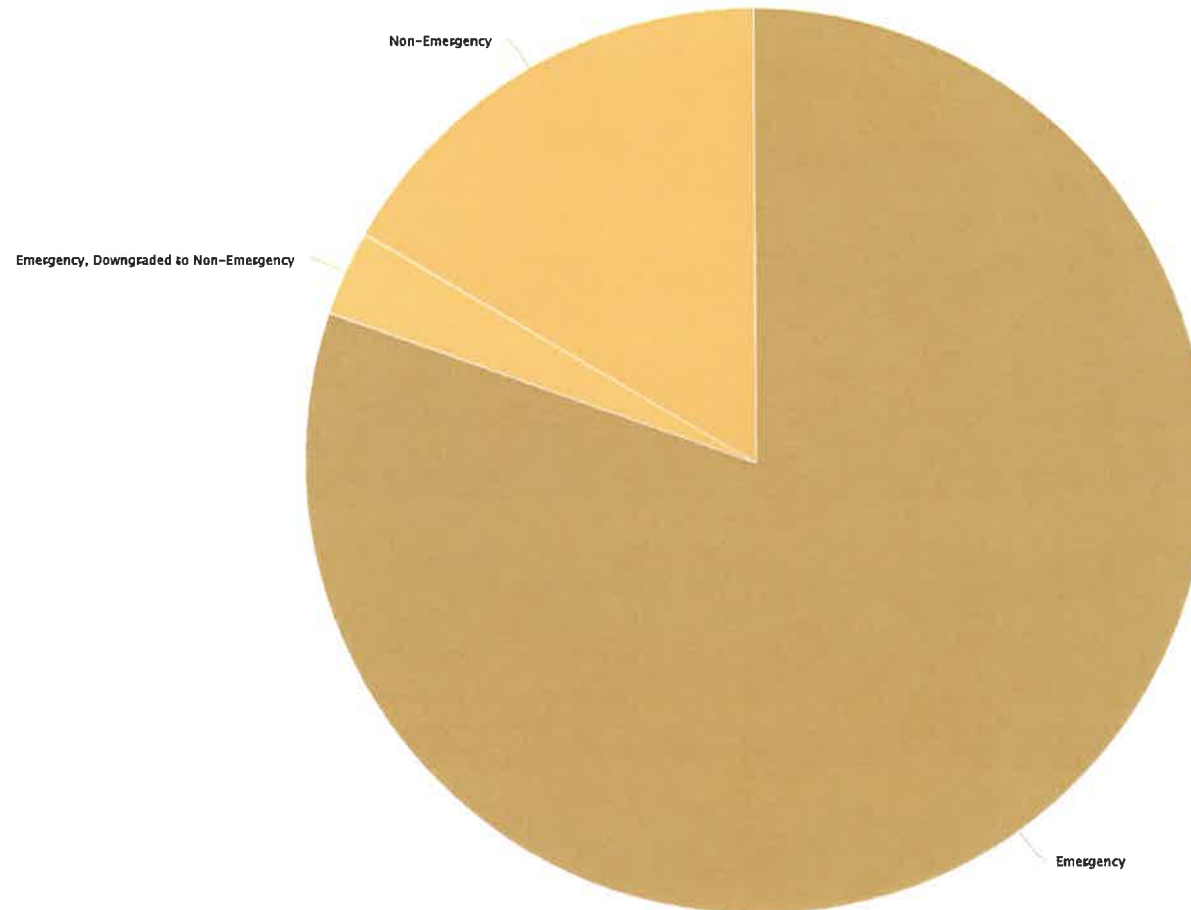
Incidents by Property Use Category

Jan 01, 2023 to Jan 31, 2023



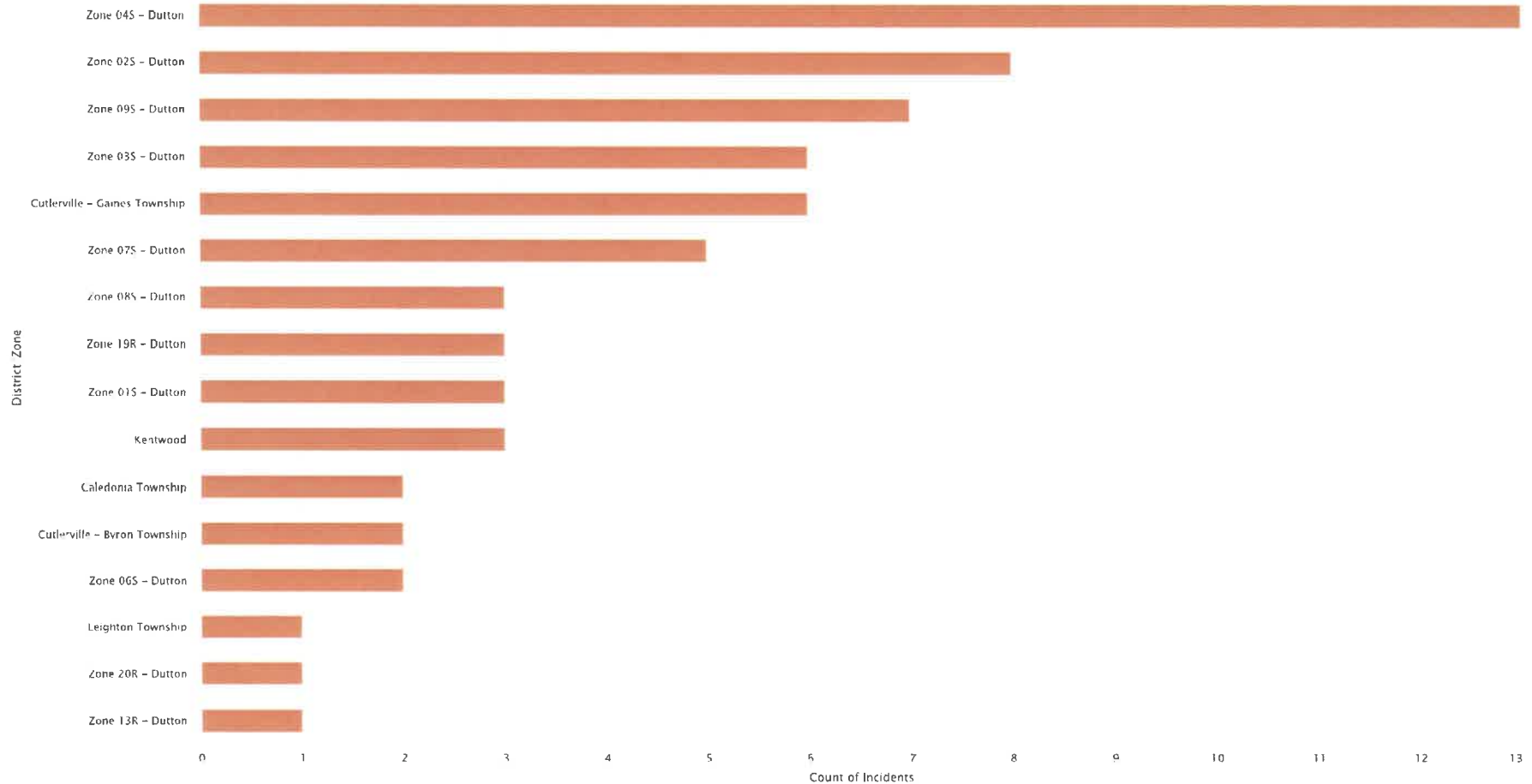
Incidents by Response Mode To Scene

Jan 01, 2023 to Jan 31, 2023



Incidents by District/Zone

Jan 01, 2023 to Jan 31, 2023



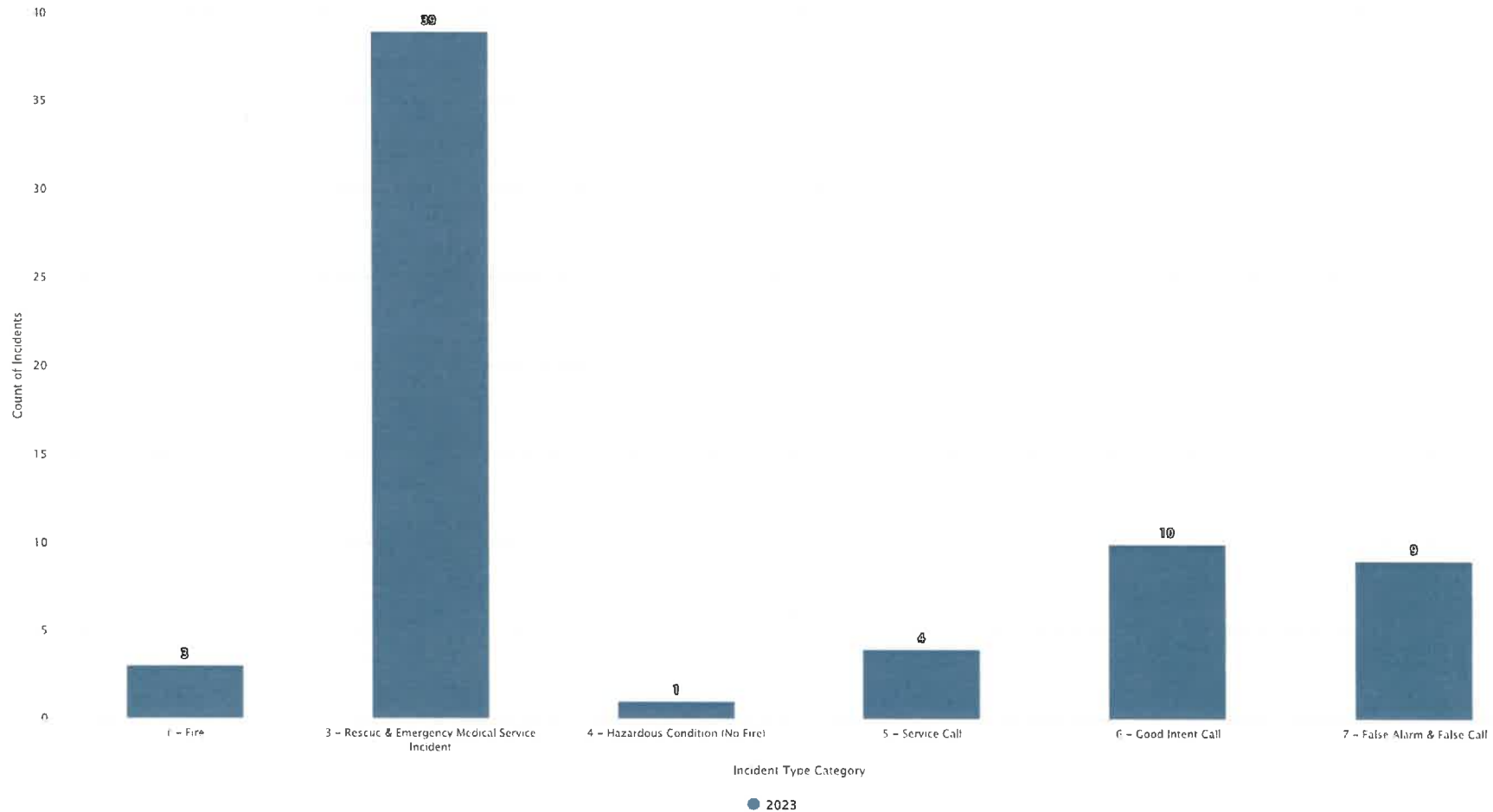
Incidents by District/Zone

Jan 01, 2022 12:00 AM to Feb 06, 2023 04:04 PM

District/Zone	2023		2023		2022		YTD % Change
	Jan	Feb	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
Caledonia Township	2	0	2	3%	0	N/A	N/A
Cutlerville - Byron Township	2	0	2	3%	0	N/A	N/A
Cutlerville - Gaines Township	6	1	7	9%	0	N/A	N/A
Kentwood	3	0	3	4%	0	N/A	N/A
Leighton Township	1	0	1	1%	0	N/A	N/A
Zone 01S - Dutton	3	0	3	4%	0	N/A	N/A
Zone 02S - Dutton	8	3	11	14%	0	N/A	N/A
Zone 03S - Dutton	6	0	6	8%	0	N/A	N/A
Zone 04S - Dutton	13	2	15	19%	0	N/A	N/A
Zone 06S - Dutton	2	1	3	4%	0	N/A	N/A
Zone 07S - Dutton	5	1	6	8%	0	N/A	N/A
Zone 08S - Dutton	3	1	4	5%	0	N/A	N/A
Zone 09S - Dutton	7	1	8	10%	0	N/A	N/A
Zone 13R - Dutton	1	1	2	3%	0	N/A	N/A
Zone 19R - Dutton	3	0	3	4%	0	N/A	N/A
Zone 20R - Dutton	1	0	1	1%	0	N/A	N/A
Grand Total	66	11	77	100%	0	100%	N/A

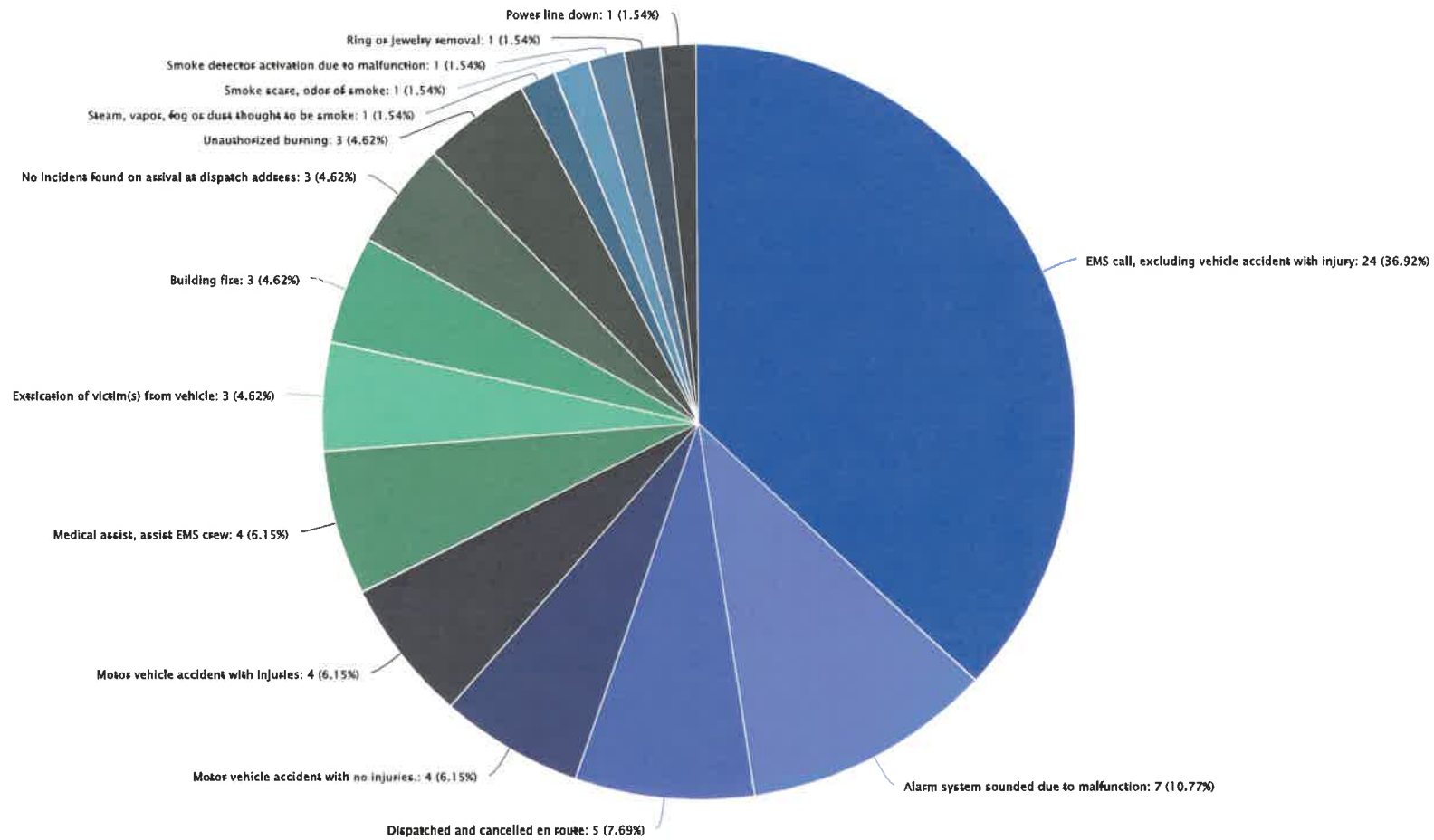
Incidents by Category and Year

Jan 01, 2023 to Jan 31, 2023



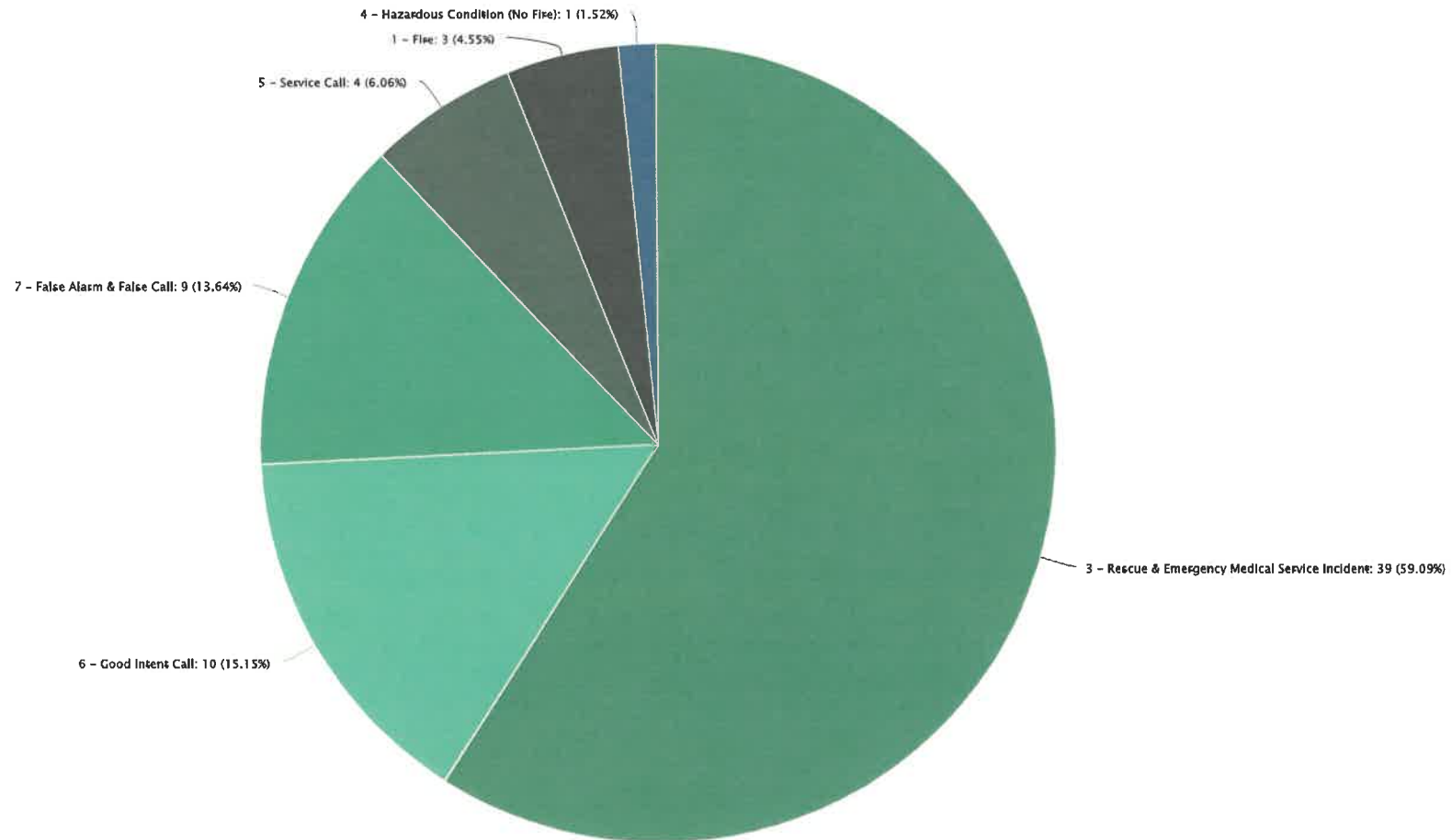
Incident Types (Top 15)

Jan 01, 2023 to Jan 31, 2023



Incident Type Categories

Jan 01, 2023 to Jan 31, 2023



Incidents by Category and Month
 Jan 01, 2022 12:00 AM to Feb 06, 2023 04:04 PM

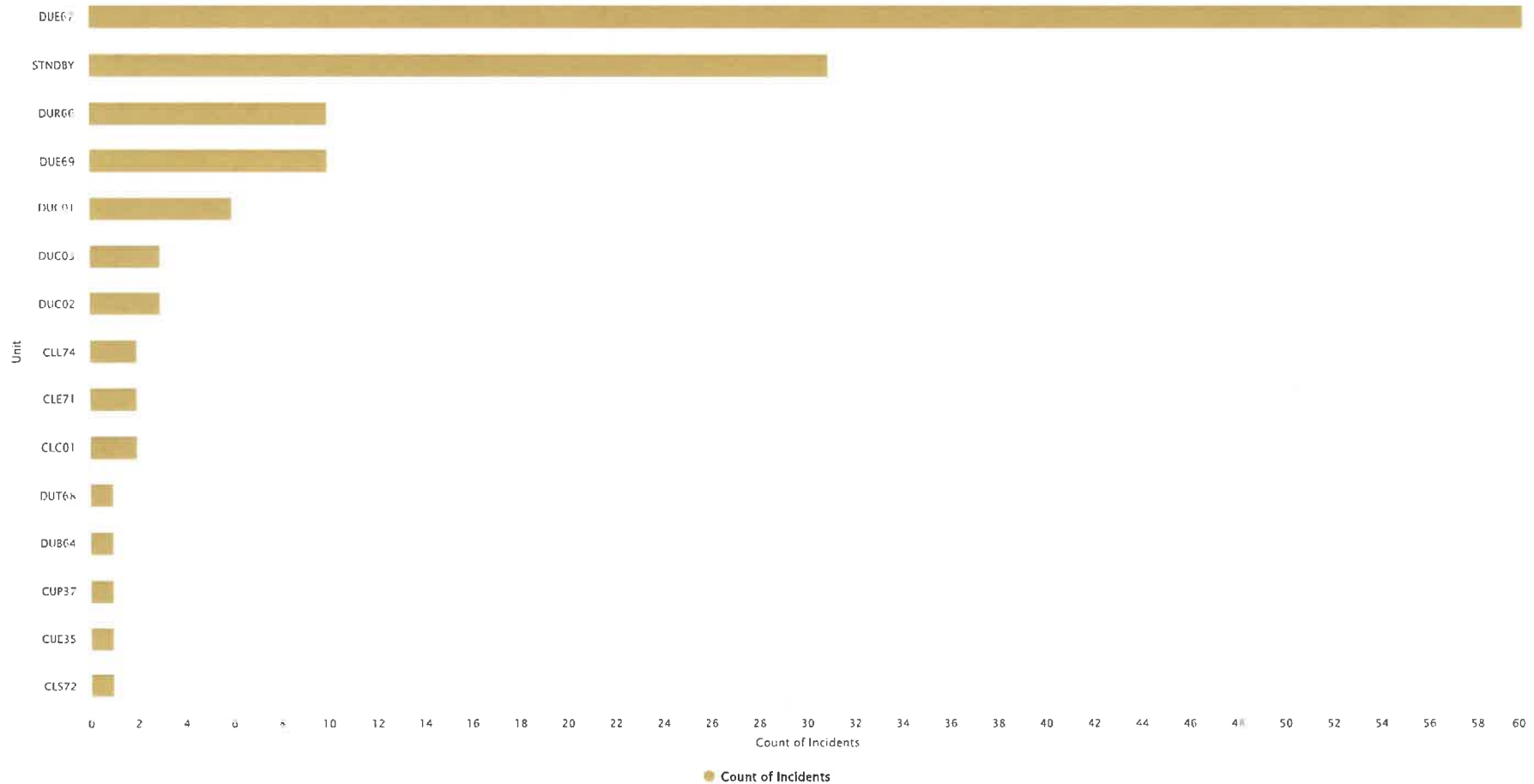


Incident Type Category	2023		2023		2022		YTD % Change
	Jan	Feb	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
1 - Fire	3	0	3	4%	0	N/A	N/A
3 - Rescue & Emergency Medical Service Incident	39	8	47	61%	0	N/A	N/A
4 - Hazardous Condition (No Fire)	1	0	1	1%	0	N/A	N/A
5 - Service Call	4	0	4	5%	0	N/A	N/A
6 - Good Intent Call	10	1	11	14%	0	N/A	N/A
7 - False Alarm & False Call	9	2	11	14%	0	N/A	N/A
Grand Total	66	11	77	100%	0	100%	N/A

Incidents by Apparatus Resource ID (Top 40)



Jan 01, 2023 to Jan 31, 2023



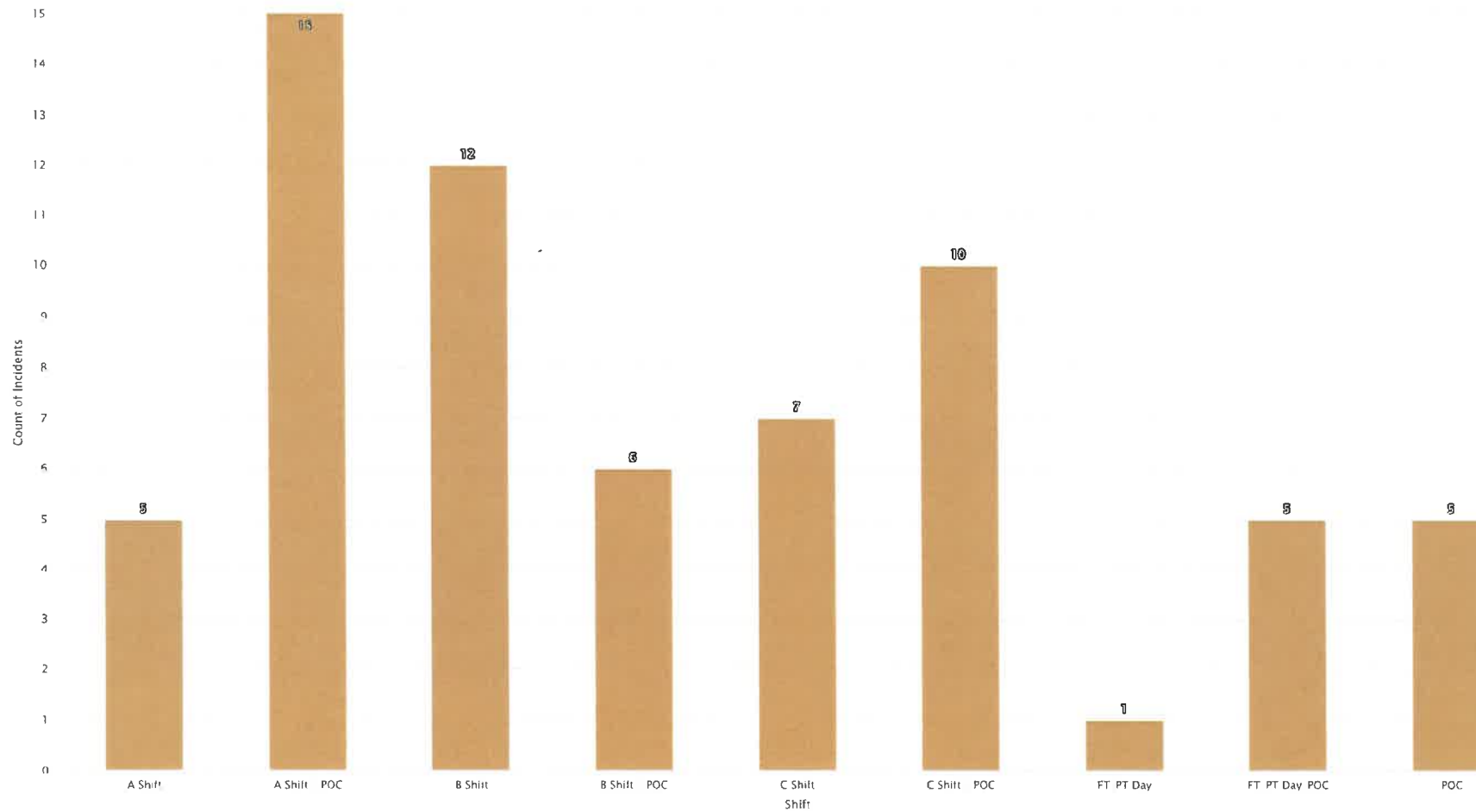
Station Summary Report

Jan 01, 2023 to Jan 31, 2023

Station	EMS Incidents	Fire Incidents	Other Incidents	Total Incidents	% of Total Incidents	Station Reliability	90th Percentile Response Time (PSAP to Arrival)
Dutton Fire Station	39	3	24	66	100%	90.91%	00:11:19
Overall	39	3	24	66	100%	90.91%	00:11:19

Incidents by Shift

Jan 01, 2023 to Jan 31, 2023

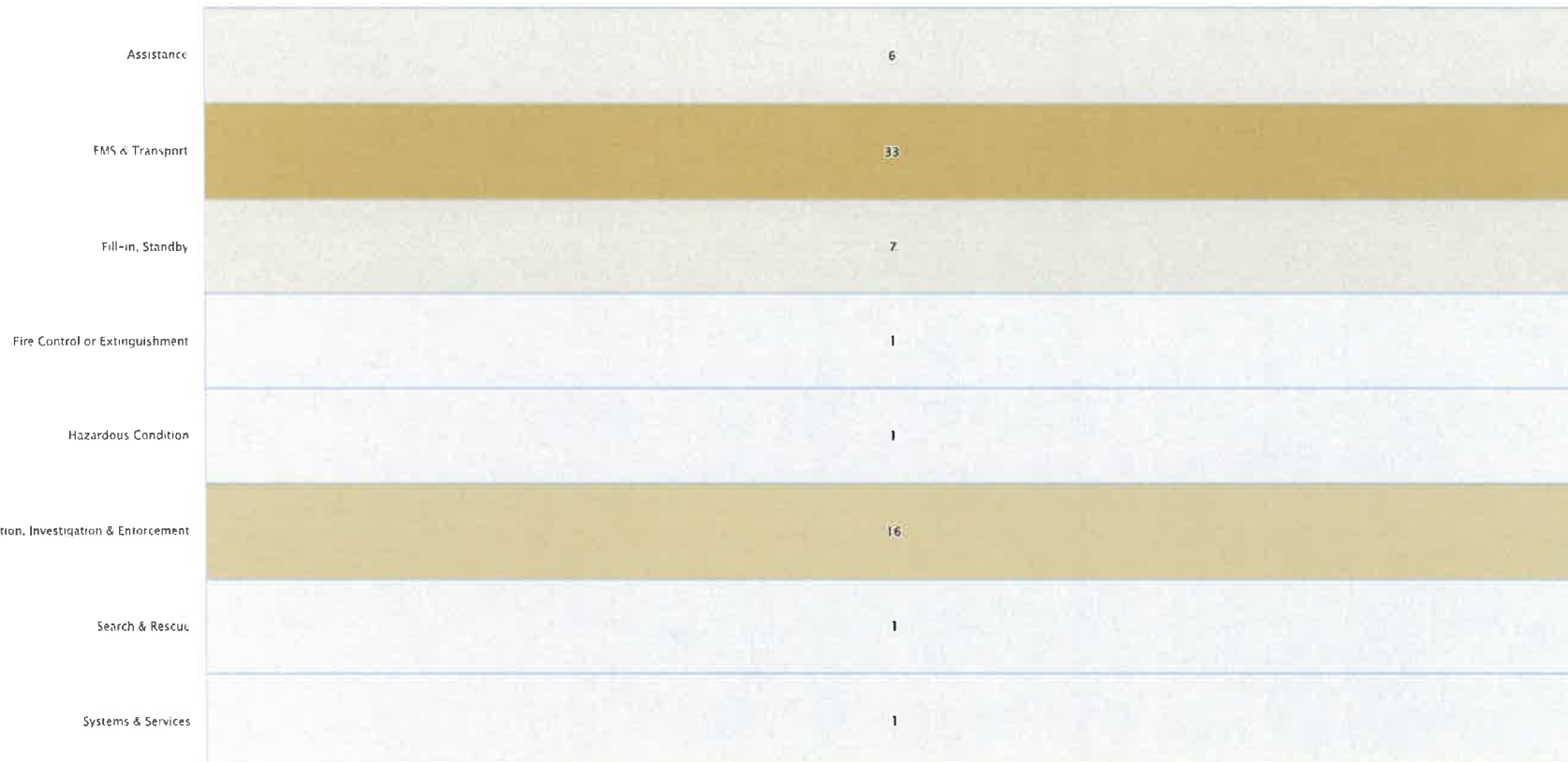


Primary Action Taken Categories by Month

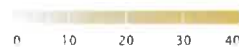
Jan 01, 2023 to Jan 31, 2023



Primary Action Taken Categories



January
Month



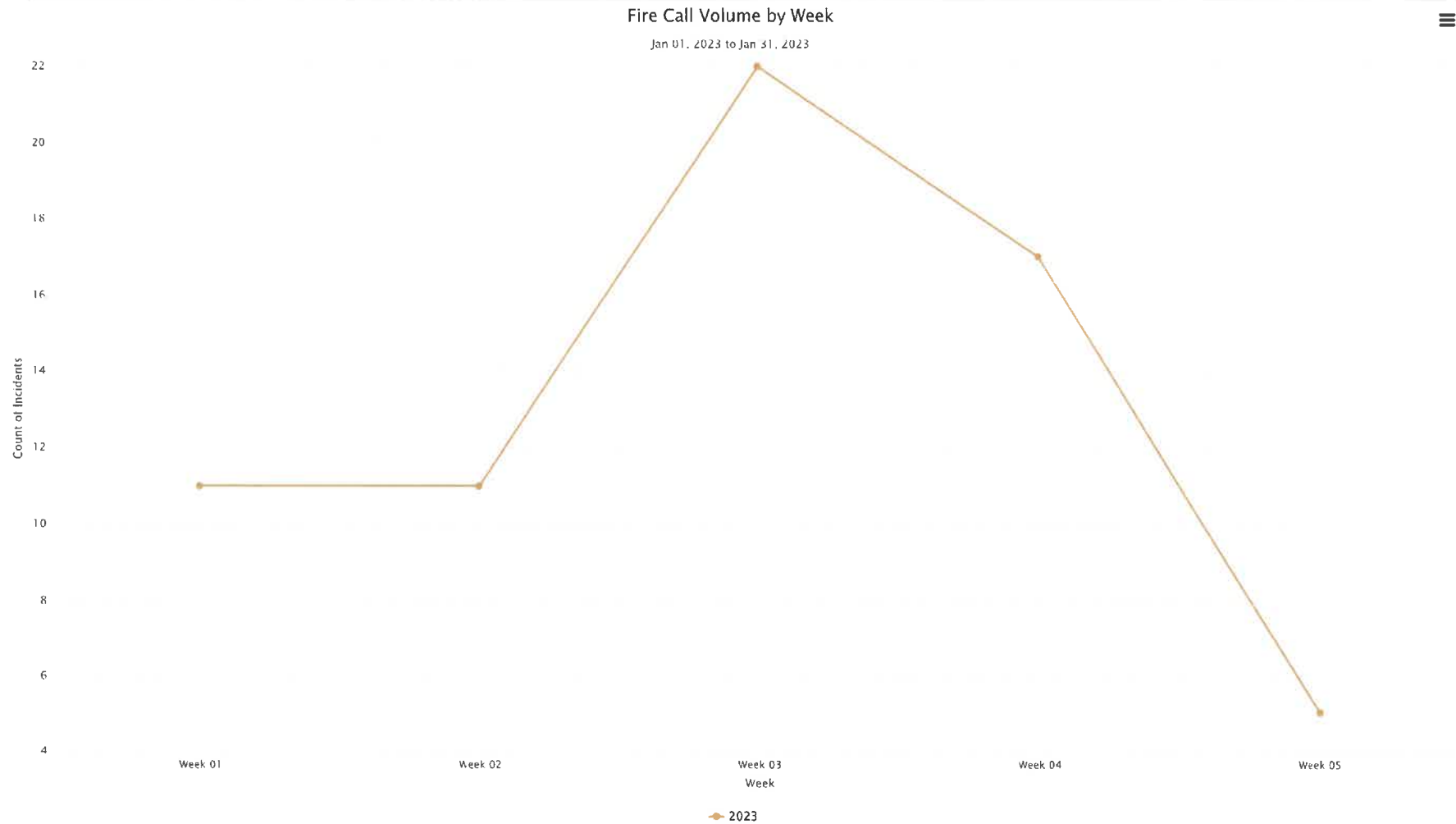
Fire Call Volume by Month

Jan 01, 2023 to Jan 31, 2023

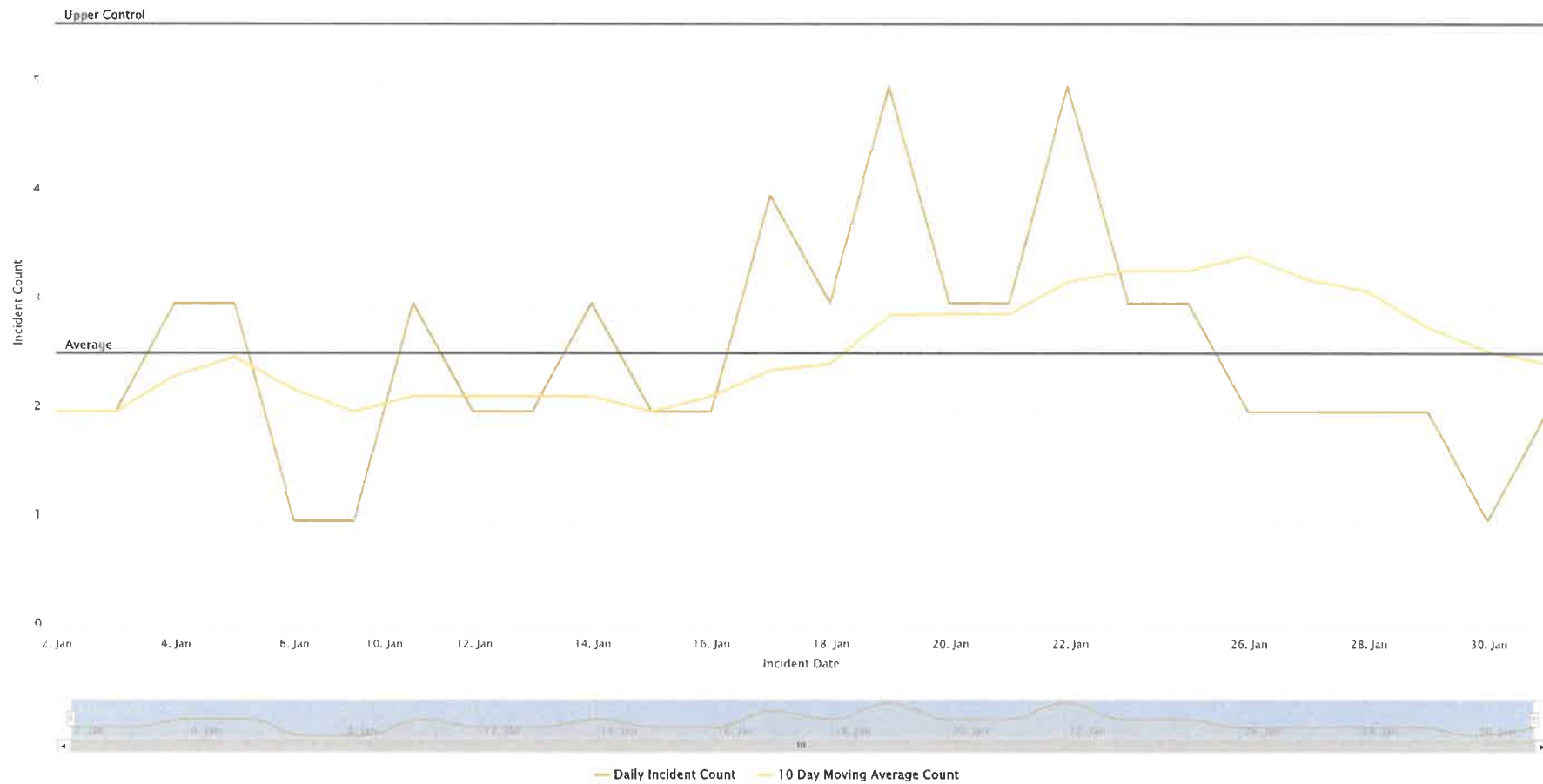


Count of Incidents
66

January
Month
2023



Fire Call Volume by Day
Jan 01, 2023 to Jan 31, 2023



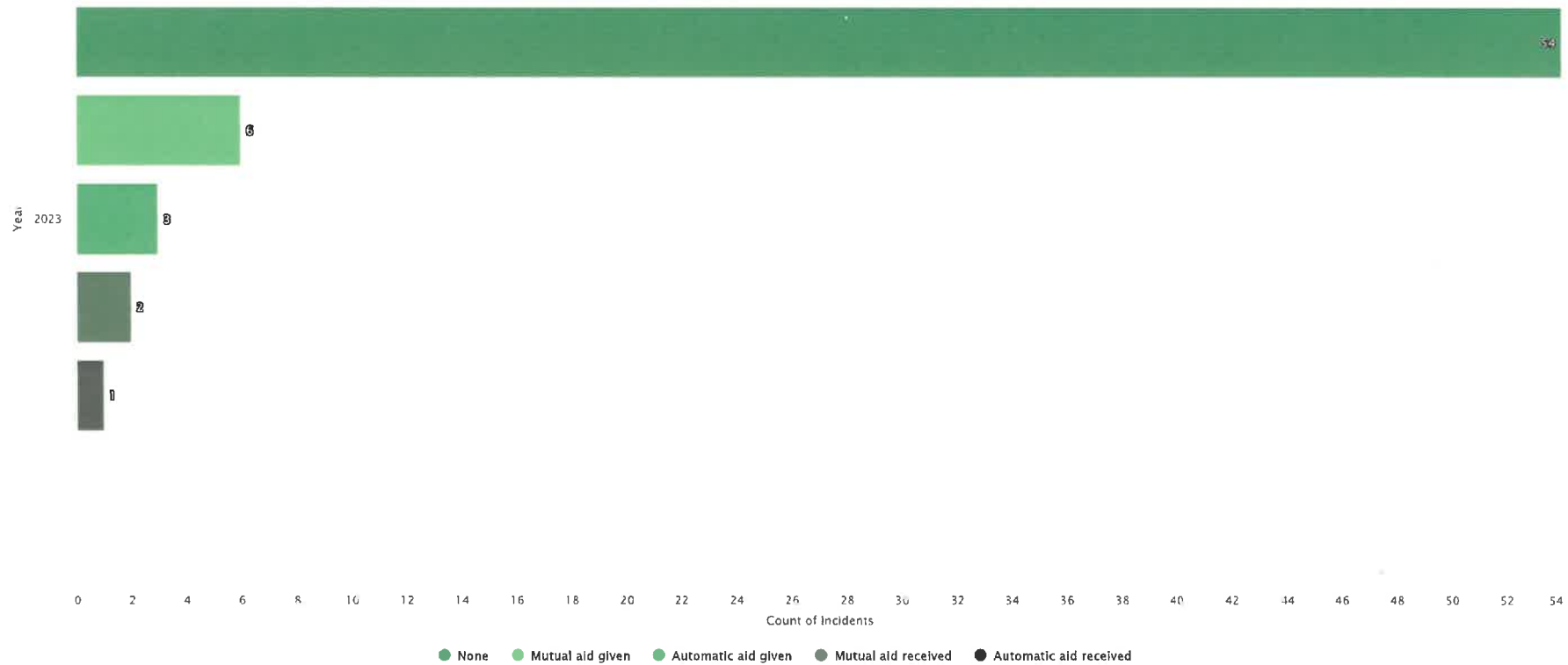
Aid Given and Received Summary

Jan 01, 2023 to Jan 31, 2023

Fire Department	Automatic Aid Given	% of Total Automatic Aid Given	Automatic Aid Received	% of Total Automatic Aid Received	Mutual Aid Given	% of Total Mutual Aid Given	Mutual Aid Received	% of Total Mutual Aid Received
Caledonia Township Fire Department	0	0%	1	50%	1	16.67%	2	100%
City of Kentwood Fire Department	2	66.67%	0	0%	1	16.67%	0	0%
Cutlerville Fire Department	1	33.33%	1	50%	4	66.67%	0	0%
Overall	3	100%	2	100%	6	100%	2	100%

Aid Given and Received by Year

Jan 01, 2023 to Jan 31, 2023



Mutual Aid Given by Incident Type Category

Jan 01, 2022 12:00 AM to Feb 06, 2023 04:04 PM

Incident Type Category	2023		2023		2022		YTD % Change
	Jan	Feb	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
3 - Rescue & Emergency Medical Service Incident	6	0	6	100%	0	N/A	N/A
Grand Total	6	0	6	100%	0	100%	N/A

Automatic Aid Given by Incident Type Category

Jan 01, 2022 12:00 AM to Feb 06, 2023 04:04 PM

Incident Type Category	2023		2023		2022		YTD % Change
	Jan	Feb	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
1 - Fire	1	0	1	33%	0	N/A	N/A
5 - Service Call	1	0	1	33%	0	N/A	N/A
6 - Good Intent Call	1	0	1	33%	0	N/A	N/A
Grand Total	3	0	3	100%	0	100%	N/A

Mutual Aid Received by Incident Type Category

Jan 01, 2022 12:00 AM to Feb 06, 2023 04:04 PM

Incident Type Category	2023		2023		2022		YTD % Change
	Jan	Feb	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
3 - Rescue & Emergency Medical Service Incident	2	0	2	100%	0	N/A	N/A
Grand Total	2	0	2	100%	0	100%	N/A

Automatic Aid Received by Incident Type Category

Jan 01, 2022 12:00 AM to Feb 06, 2023 04:04 PM

Incident Type Category	2023		2023		2022		YTD % Change
	Jan	Feb	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
6 - Good Intent Call	1	0	1	100%	0	N/A	N/A
Grand Total	1	0	1	100%	0	100%	N/A

Mutual Aid Given by Fire Department Given Aid

Jan 01, 2022 12:00 AM to Feb 06, 2023 04:04 PM

Fire Department	FDID	2023		2023		2022		YTD % Change
		Jan	Feb	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
Caledonia Township Fire Department	04105	1	0	1	17%	0	N/A	N/A
City of Kentwood Fire Department	04116	1	0	1	17%	0	N/A	N/A
Cutlerville Fire Department		4	0	4	67%	0	N/A	N/A
Grand Total		6	0	6	100%	0	100%	N/A

Automatic Aid Given by Fire Department Given Aid

Jan 01, 2022 12:00 AM to Feb 06, 2023 04:04 PM

Fire Department	FDID	2023		2023		2022		YTD % Change
		Jan	Feb	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
City of Kentwood Fire Department	04116	2	0	2	67%	0	N/A	N/A
Cutlerville Fire Department		1	0	1	33%	0	N/A	N/A
Grand Total		3	0	3	100%	0	100%	N/A

Mutual Aid Received by Fire Department

Jan 01, 2022 12:00 AM to Feb 06, 2023 04:04 PM

Fire Department	2023		2023		2022		YTD % Change
	Jan	Feb	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
Caledonia Township Fire Department	2	0	2	100%	0	N/A	N/A
Grand Total	2	0	2	100%	0	100%	N/A

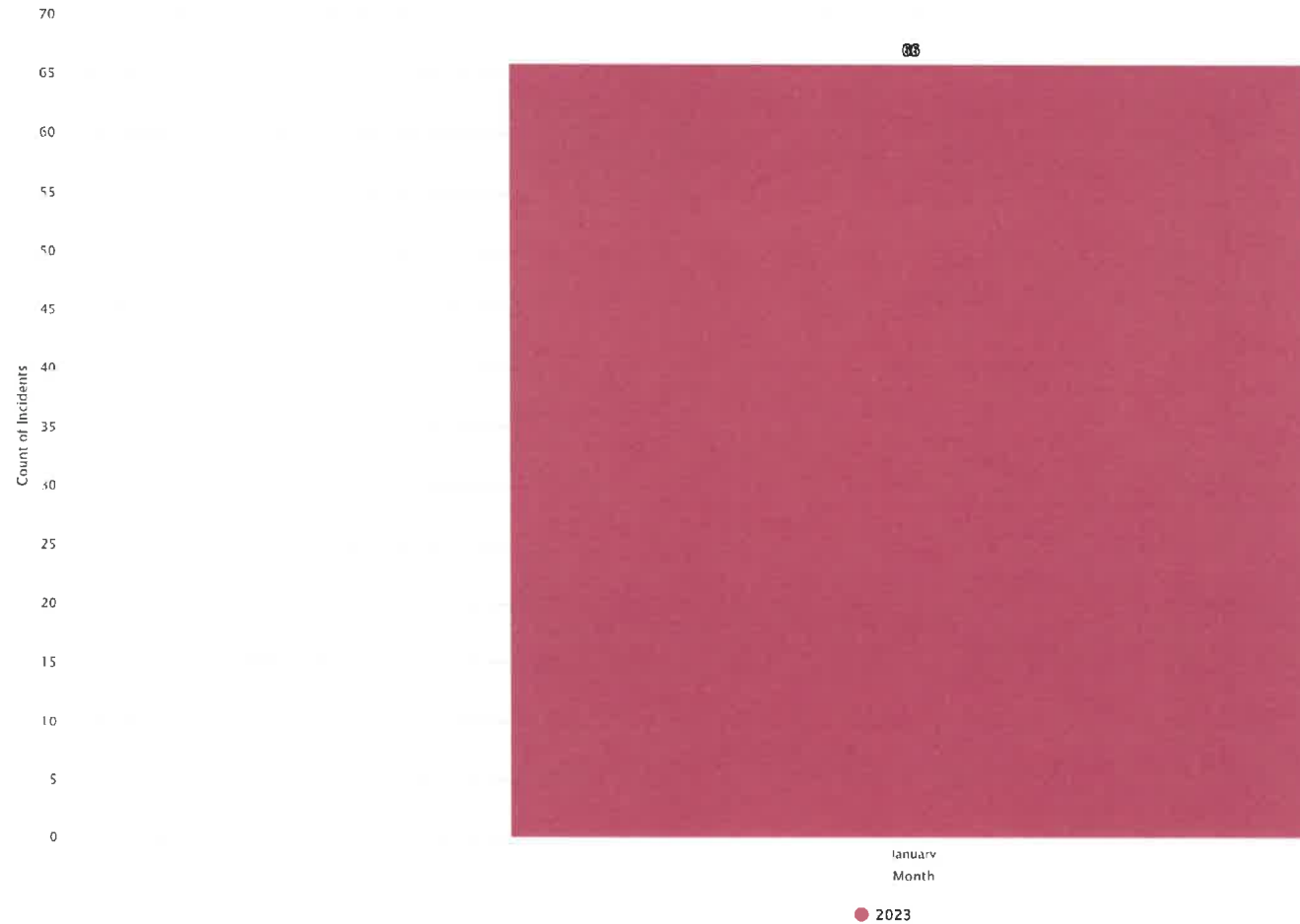
Automatic Aid Received by Fire Department

Jan 01, 2022 12:00 AM to Feb 06, 2023 04:04 PM

Fire Department	2023		2023		2022		YTD % Change
	Jan	Feb	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
Caledonia Township Fire Department	1	0	1	50%	0	N/A	N/A
Cutlerville Fire Department	1	0	1	50%	0	N/A	N/A
Grand Total	2	0	2	100%	0	100%	N/A

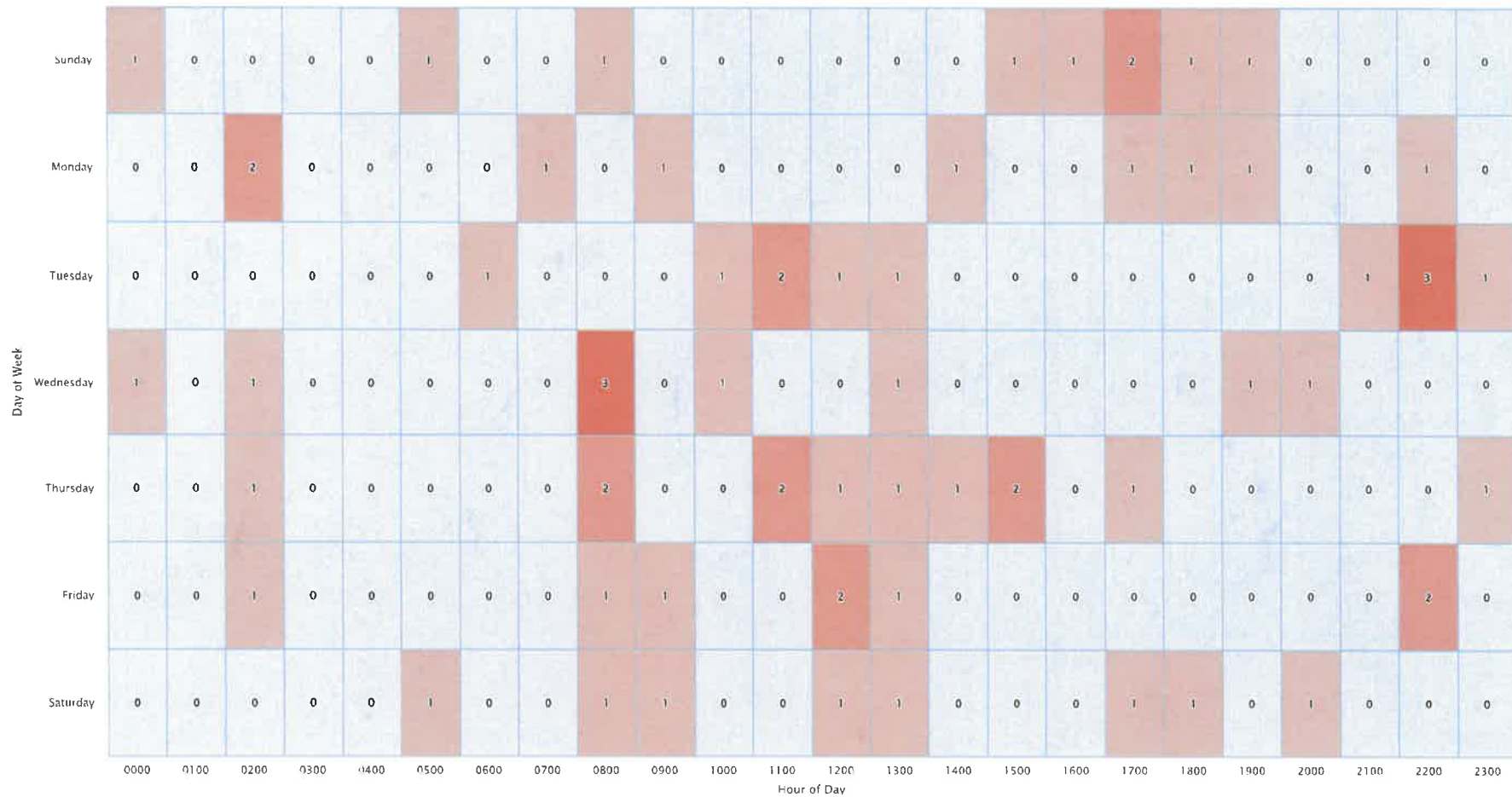
Incidents by Month

Jan 01, 2023 to Jan 31, 2023



Incidents by Day and Hour

Jan 01, 2023 to Jan 31, 2023



Monthly Call Volume Year over Year

Jan 01, 2022 12:00 AM to Feb 06, 2023 04:05 PM

Month Name	2023		2022		YTD % Change
	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
January	66	86%	0	N/A	N/A
February	11	14%	0	N/A	N/A
Grand Total	77	100%	0	100%	N/A

Property Losses by Month

Jan 01, 2023 to Jan 31, 2023



Values

There are no results to display

Property Loss Incidents (Top 20)

Jan 01, 2023 to Jan 31, 2023

Agency Name	Incident Date Time	Incident Number	Property Use	Street Number	Street Name	City	State	Postal Code	Property Pre-Incident Value	Property Loss
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There are no results to display

Firefighter Casualty Summary

Jan 01, 2023 to Jan 31, 2023



Values

There are no results to display

Overlapping Calls and Hours

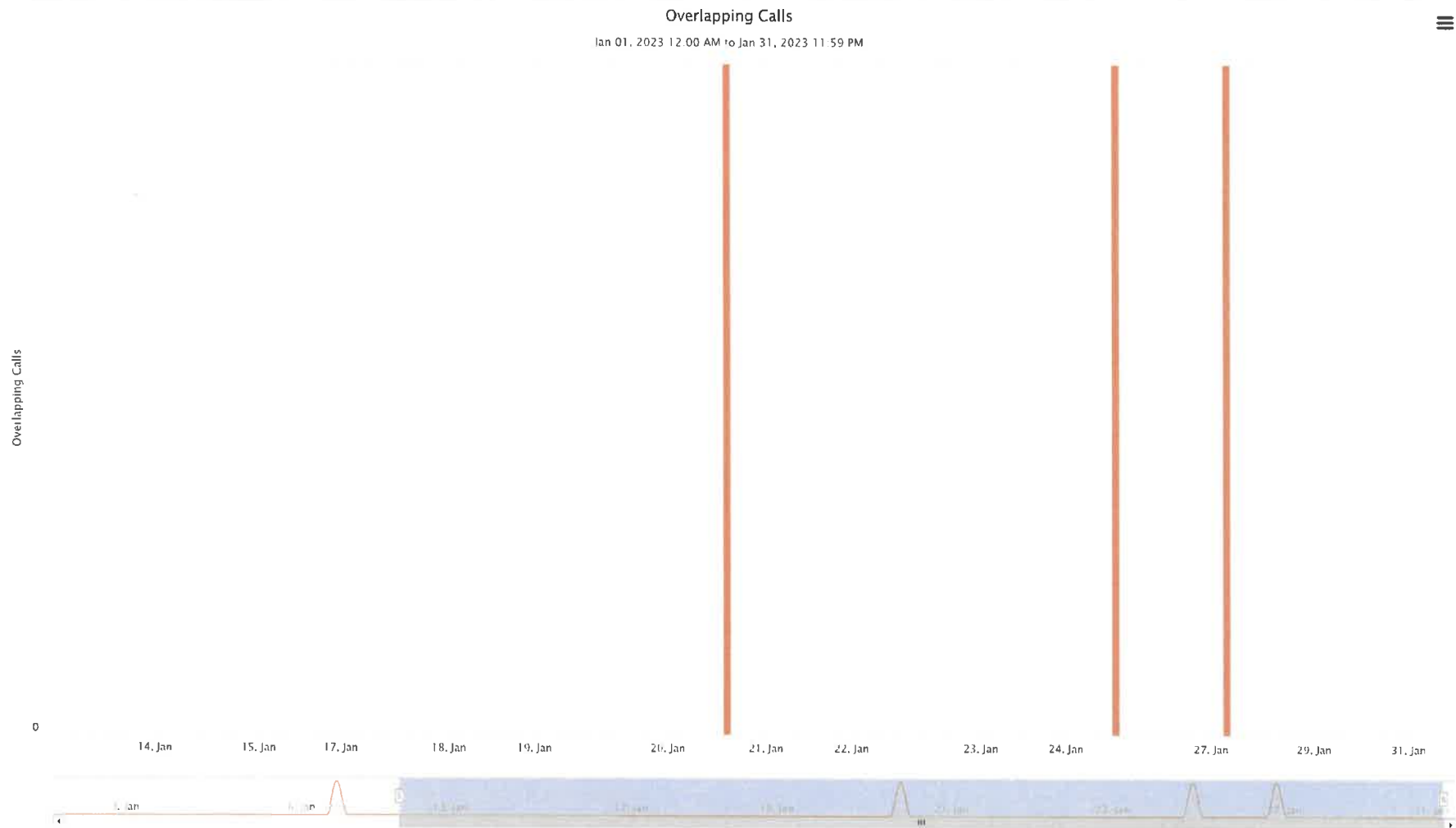
Jan 01, 2023 12:00 AM to Jan 31, 2023 11:59 PM

Overlapping Calls	Occurrences	% of Occurrences	Hours	% of Hours
0 Overlapping Calls	129	96.99%	742.66	99.82%
1 Overlapping Call	4	3.01%	1.34	0.18%
Totals	133	100%	744	100%

Calls in Progress

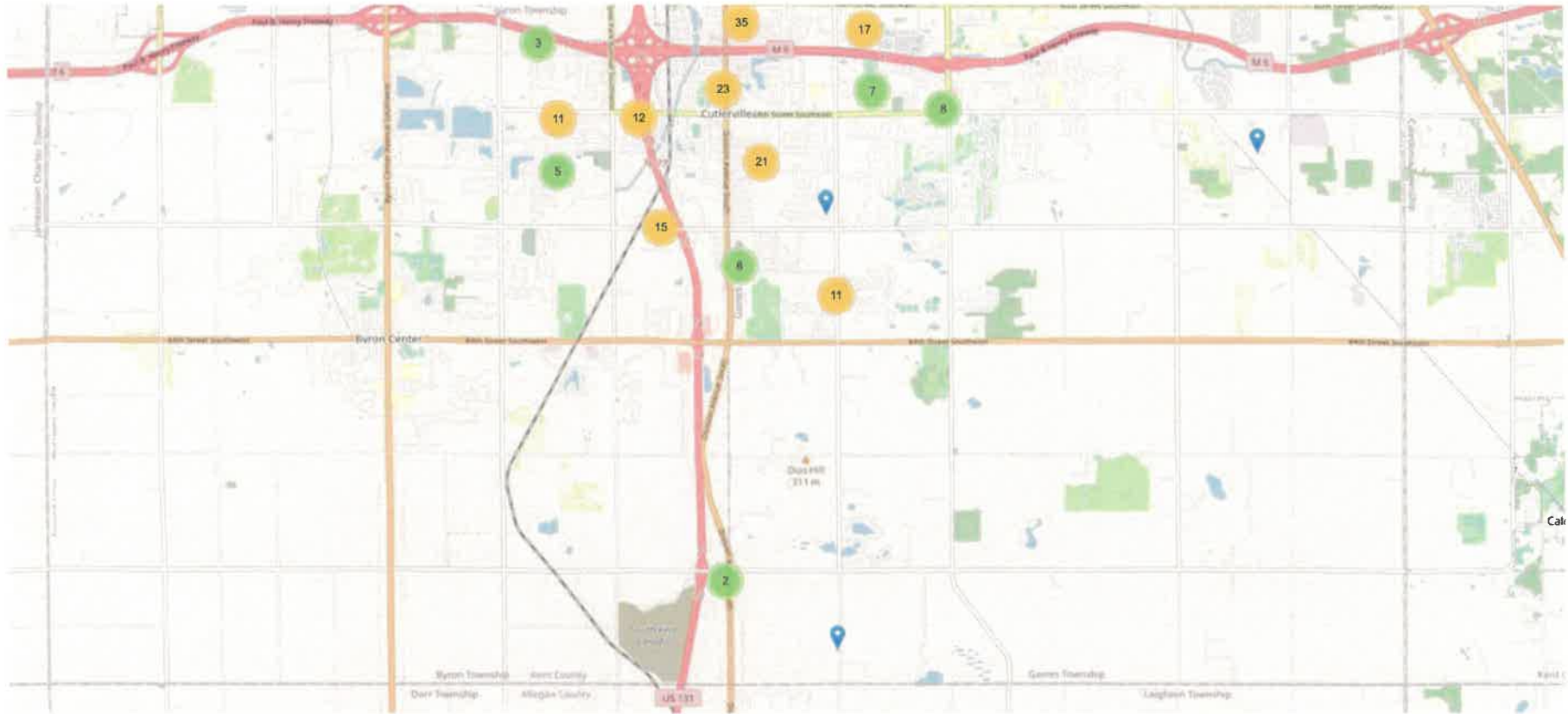
Jan 01, 2023 12:00 AM to Jan 31, 2023 11:59 PM

Calls in Progress	Occurrences	% of Occurrences	Hours	% of Hours
0 Calls In Progress	63	47.37%	715.05	96.11%
1 Call In Progress	66	49.62%	27.61	3.71%
2 Calls In Progress	4	3.01%	1.34	0.18%
Totals	133	100%	744	100%



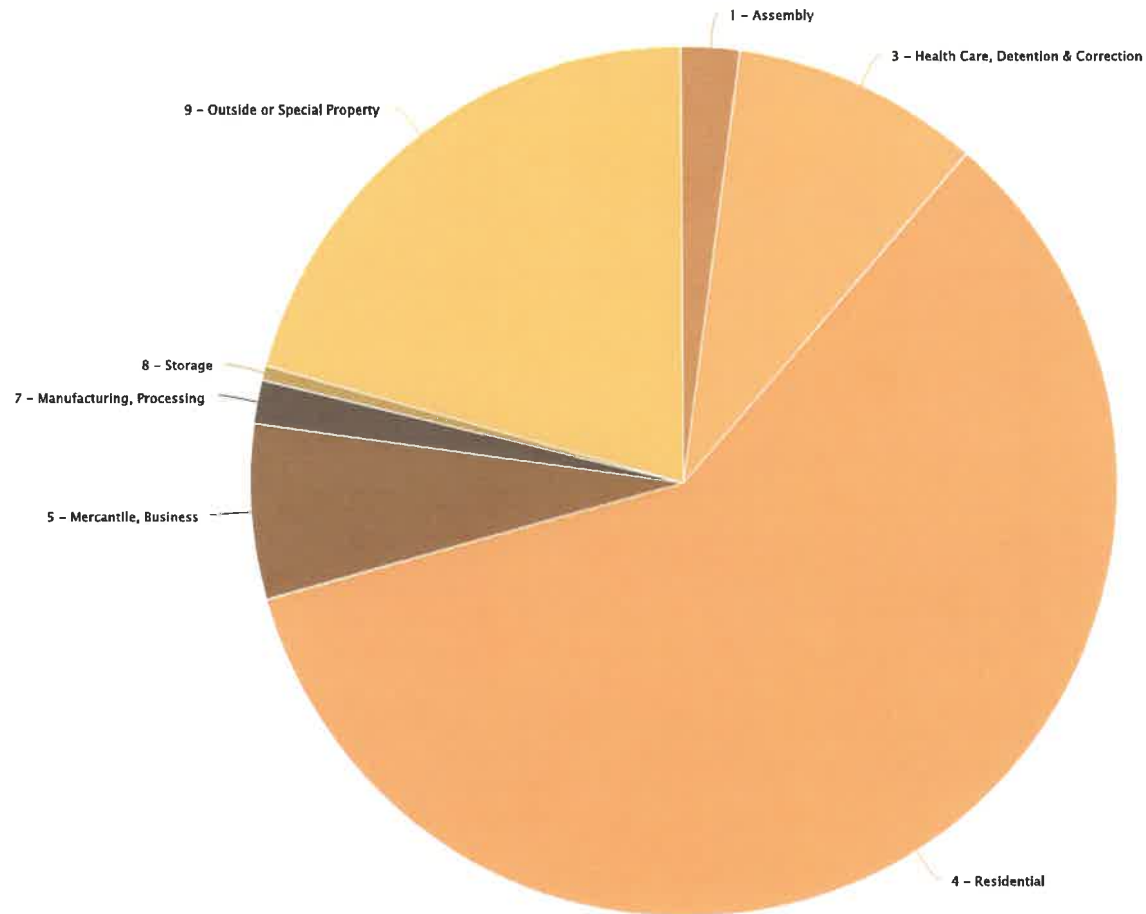
Scene Locations of Fire Incidents

N = 184 Jan 01, 2023 to Jan 31, 2023



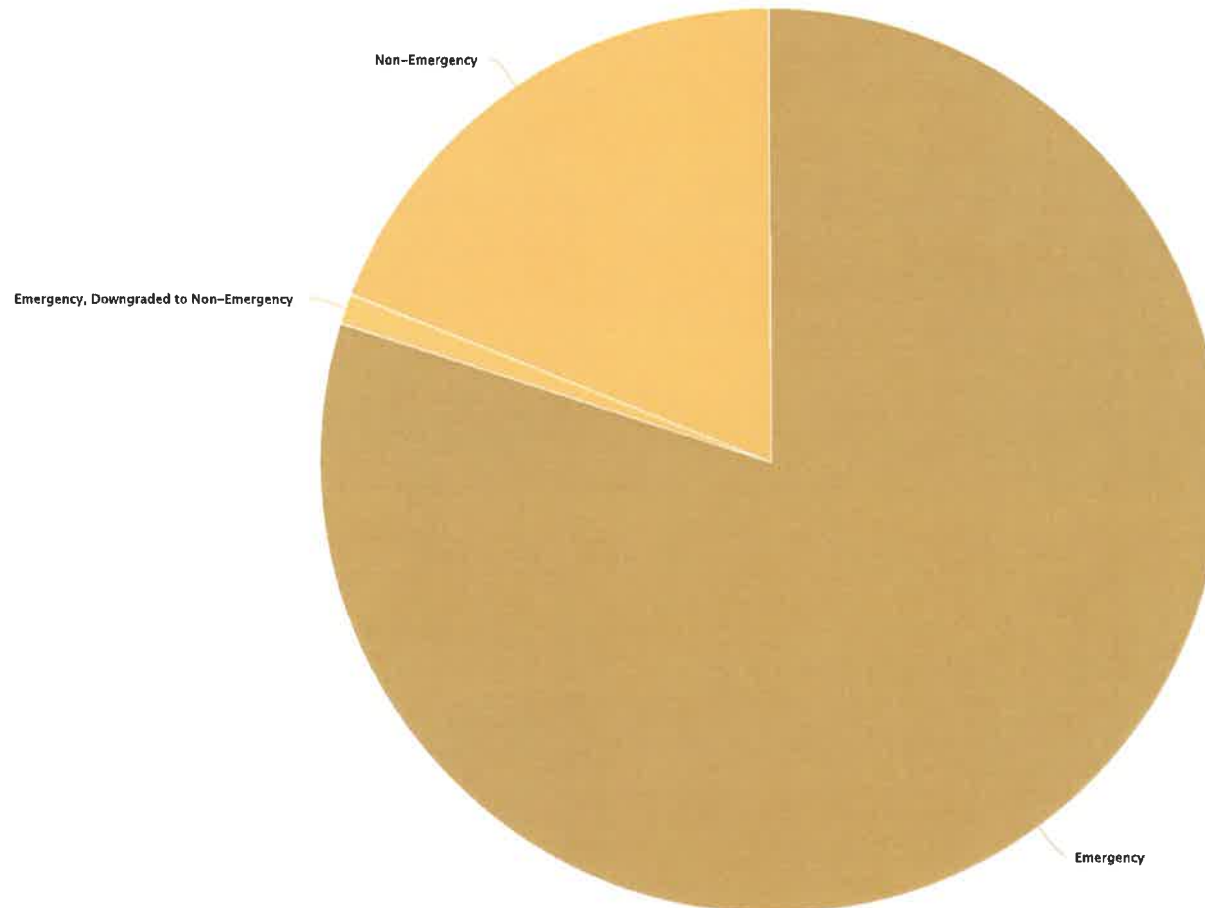
Incidents by Property Use Category

Jan 01, 2023 to Jan 31, 2023



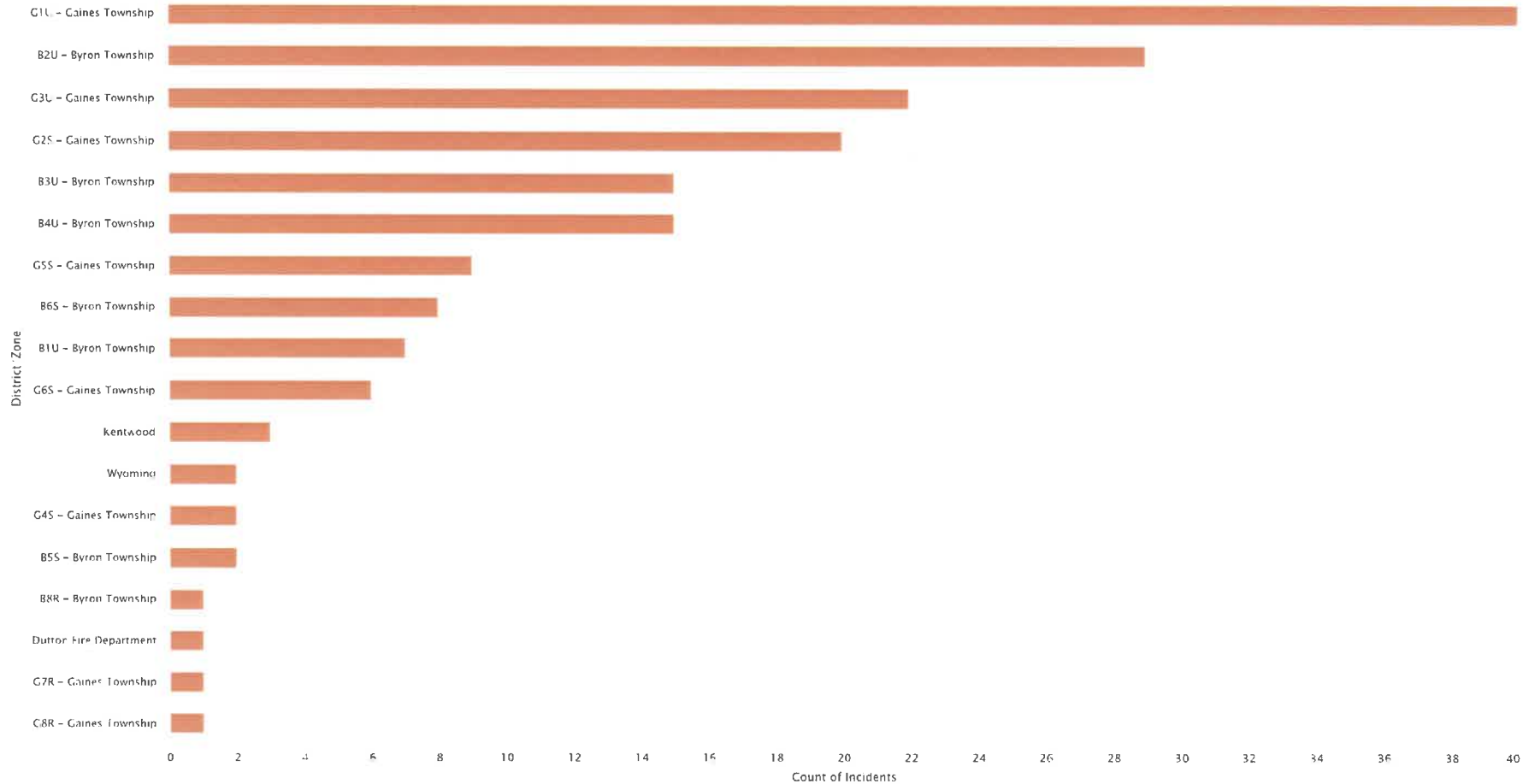
Incidents by Response Mode To Scene

Jan 01, 2023 to Jan 31, 2023



Incidents by District/Zone

Jan 01, 2023 to Jan 31, 2023



Incidents by District/Zone

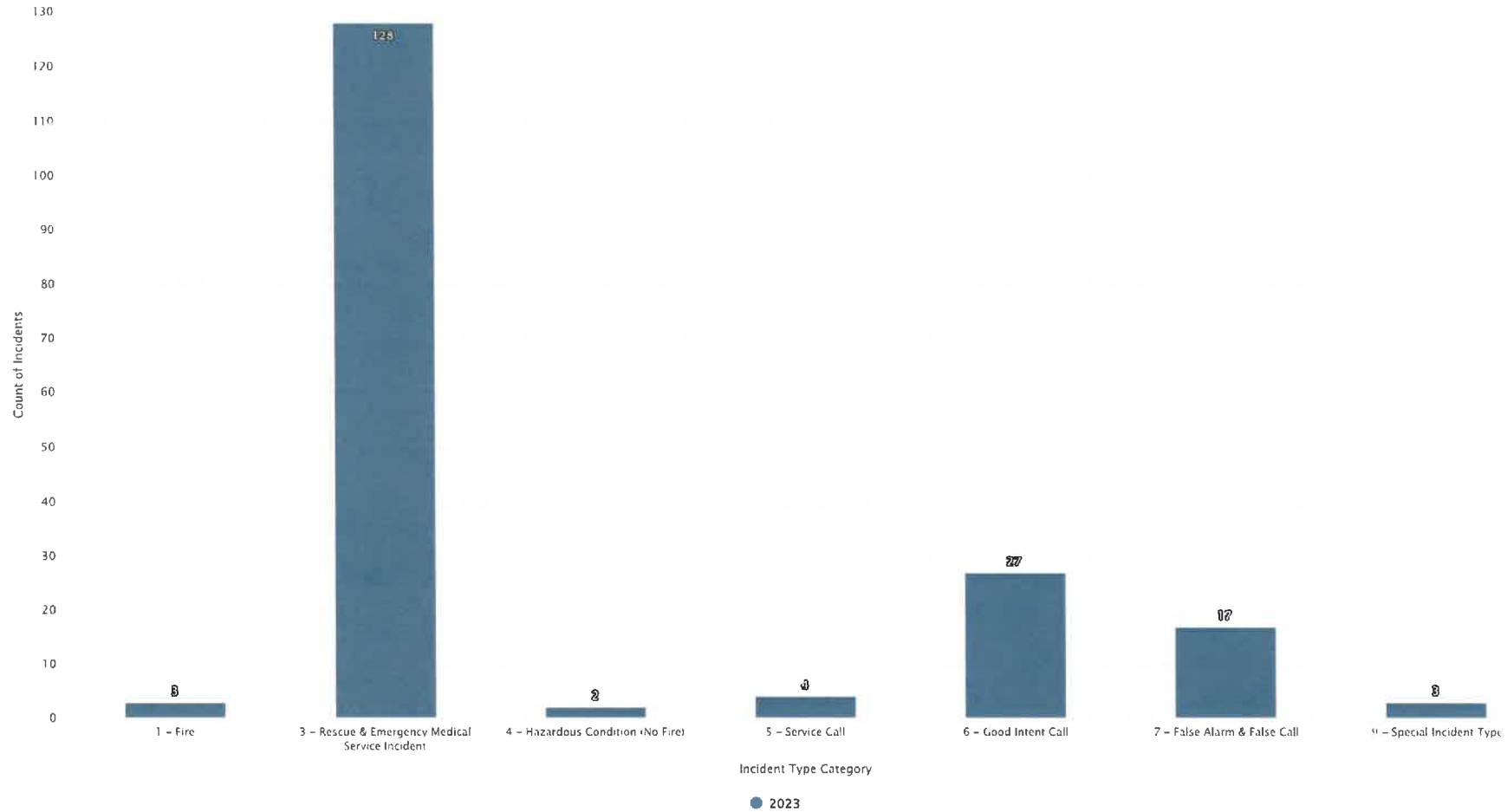
Jan 01, 2022 12:00 AM to Feb 08, 2023 02:28 PM

District/Zone	2023		2023		2022		YTD % Change
	Jan	Feb	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
B1U - Byron Township	7	0	7	3%	0	N/A	N/A
B2U - Byron Township	29	3	32	15%	0	N/A	N/A
B3U - Byron Township	15	1	16	7%	0	N/A	N/A
B4U - Byron Township	15	6	21	10%	0	N/A	N/A
B5S - Byron Township	2	0	2	1%	0	N/A	N/A
B6S - Byron Township	8	4	12	5%	0	N/A	N/A
B8R - Byron Township	1	0	1	0%	0	N/A	N/A
Dutton Fire Department	1	1	2	1%	0	N/A	N/A
G1U - Gaines Township	40	2	42	19%	0	N/A	N/A
G2S - Gaines Township	20	6	26	12%	0	N/A	N/A
G3U - Gaines Township	22	5	27	12%	0	N/A	N/A
G4S - Gaines Township	2	0	2	1%	0	N/A	N/A
G5S - Gaines Township	9	6	15	7%	0	N/A	N/A
G6S - Gaines Township	6	0	6	3%	0	N/A	N/A
G7R - Gaines Township	1	1	2	1%	0	N/A	N/A
G8R - Gaines Township	1	0	1	0%	0	N/A	N/A
Kentwood	3	1	4	2%	0	N/A	N/A
Wyoming	2	0	2	1%	0	N/A	N/A
Grand Total	184	36	220	100%	0	100%	N/A

Incidents by Category and Year

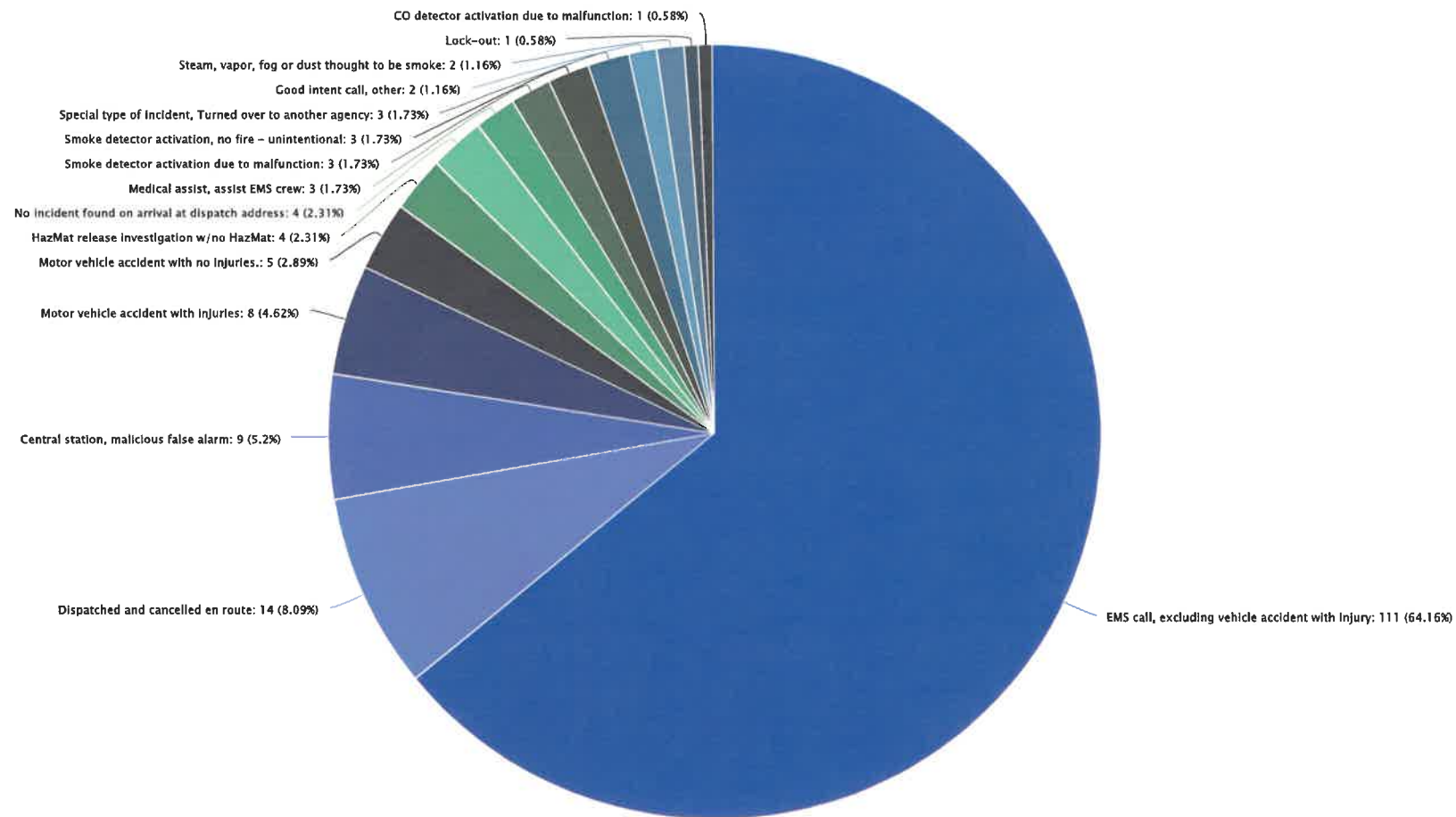


Jan 01, 2023 to Jan 31, 2023



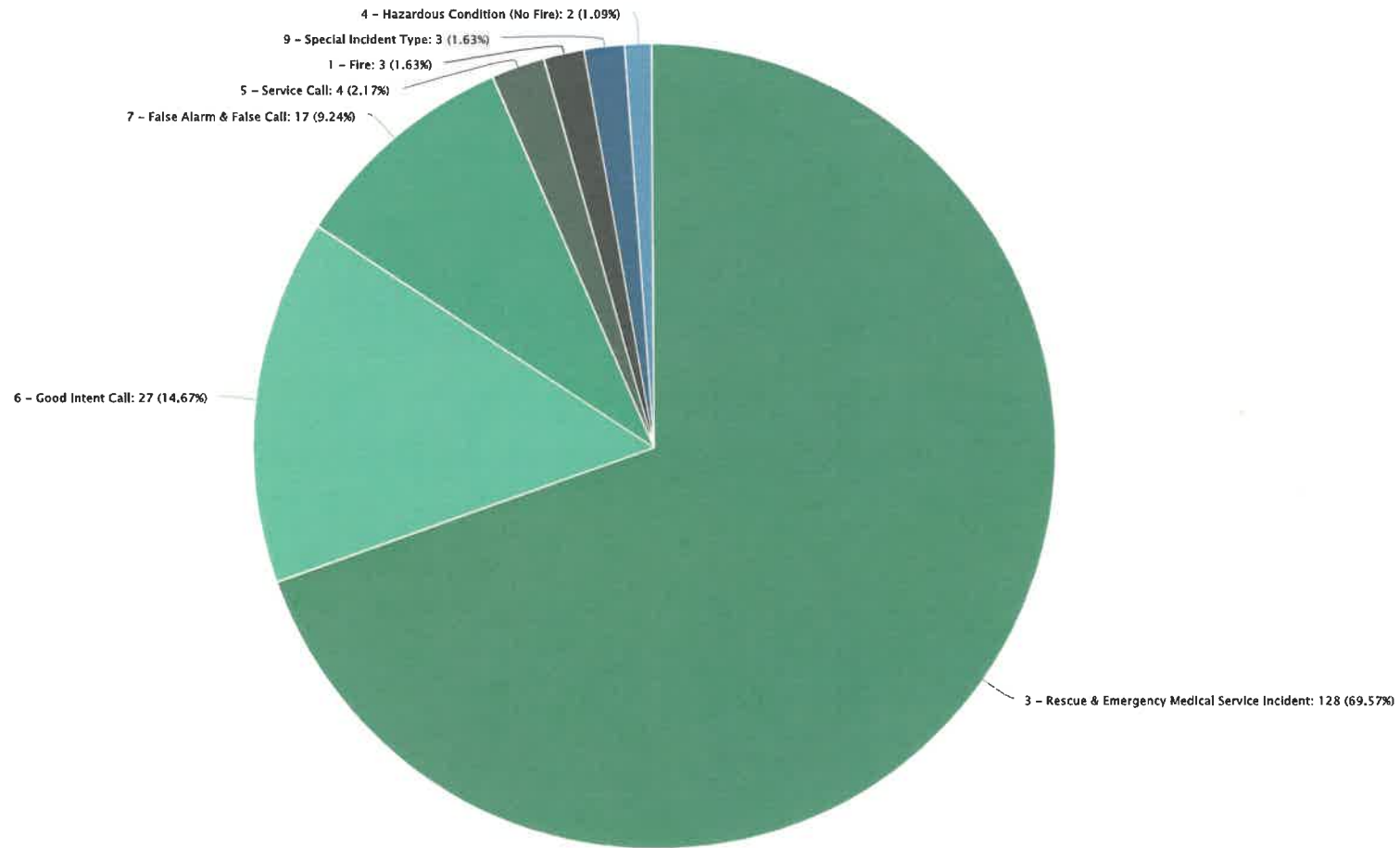
Incident Types (Top 15)

Jan 01, 2023 to Jan 31, 2023



Incident Type Categories

Jan 01, 2023 to Jan 31, 2023



Incidents by Category and Month

Jan 01, 2022 12:00 AM to Feb 08, 2023 02:28 PM

Incident Type Category	2023		2023		2022		YTD % Change
	Jan	Feb	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
1 - Fire	3	0	3	1%	9	4%	-66.67%
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	0	0	0	0%	1	0%	-100%
3 - Rescue & Emergency Medical Service Incident	128	29	157	71%	159	75%	-1.26%
4 - Hazardous Condition (No Fire)	2	1	3	1%	3	1%	0%
5 - Service Call	4	0	4	2%	4	2%	0%
6 - Good Intent Call	27	3	30	14%	23	11%	30.43%
7 - False Alarm & False Call	17	3	20	9%	13	6%	53.85%
9 - Special Incident Type	3	0	3	1%	0	0%	N/A
Grand Total	184	36	220	100%	212	100%	3.77%



Dashboard: Fire Board Report
Topic: Cutlerville
Timeframe: Jan 01, 2023 to Jan 31, 2023

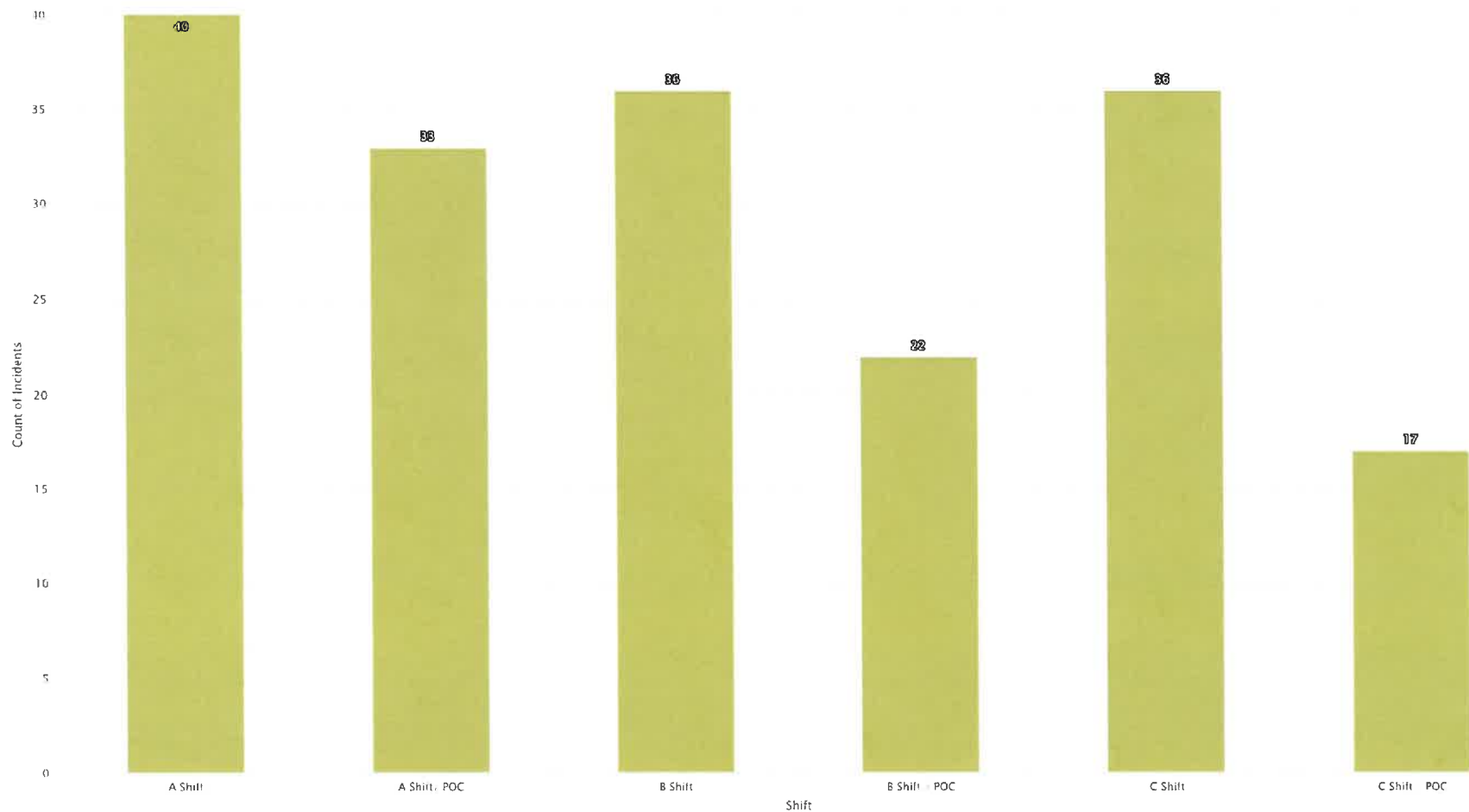
Station Summary Report

Jan 01, 2023 to Jan 31, 2023

Station	EMS Incidents	Fire Incidents	Other Incidents	Total Incidents	% of Total Incidents	Station Reliability	90th Percentile Response Time (PSAP to Arrival)
Cutlerville Fire Department	128	3	53	184	100%	91.30%	00:09:19
Overall	128	3	53	184	100%	91.30%	00:09:19

Incidents by Shift

Jan 01, 2023 to Jan 31, 2023



Fire Call Volume by Month

Jan 01, 2023 to Jan 31, 2023



Count of Incidents

184

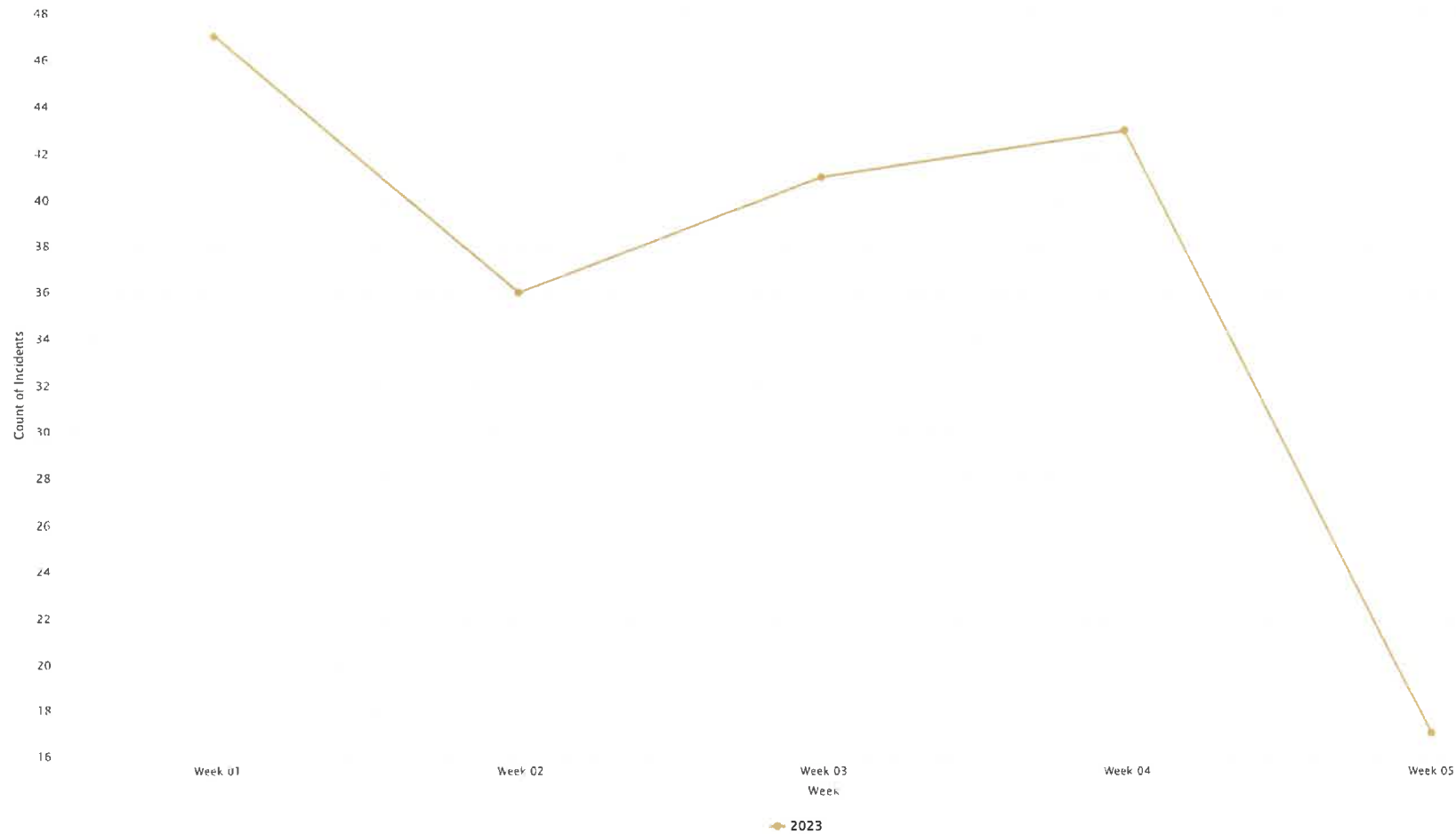


January
Month

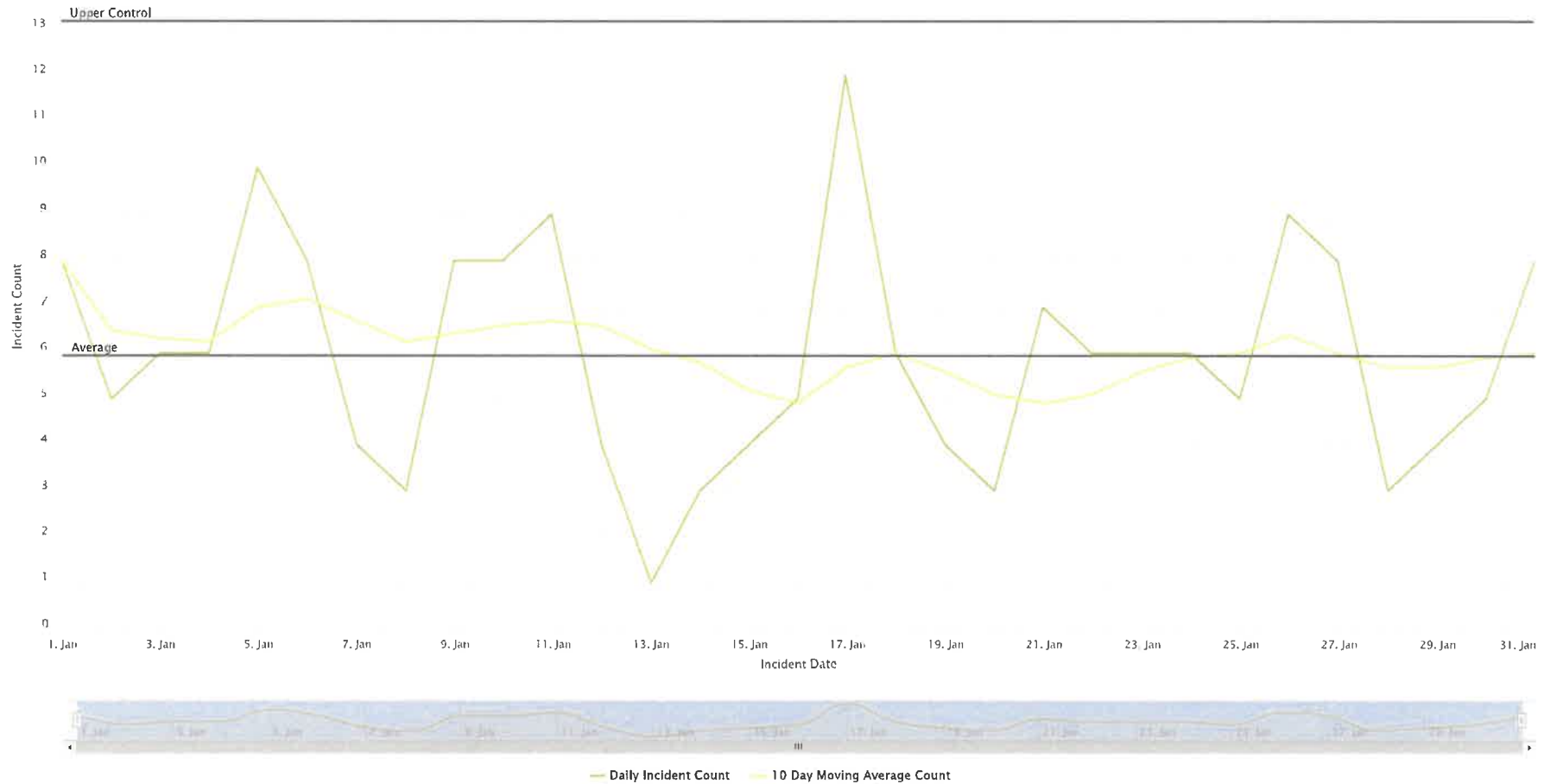
2023

Fire Call Volume by Week

Jan 01, 2023 to Jan 31, 2023



Fire Call Volume by Day
Jan 01, 2023 to Jan 31, 2023



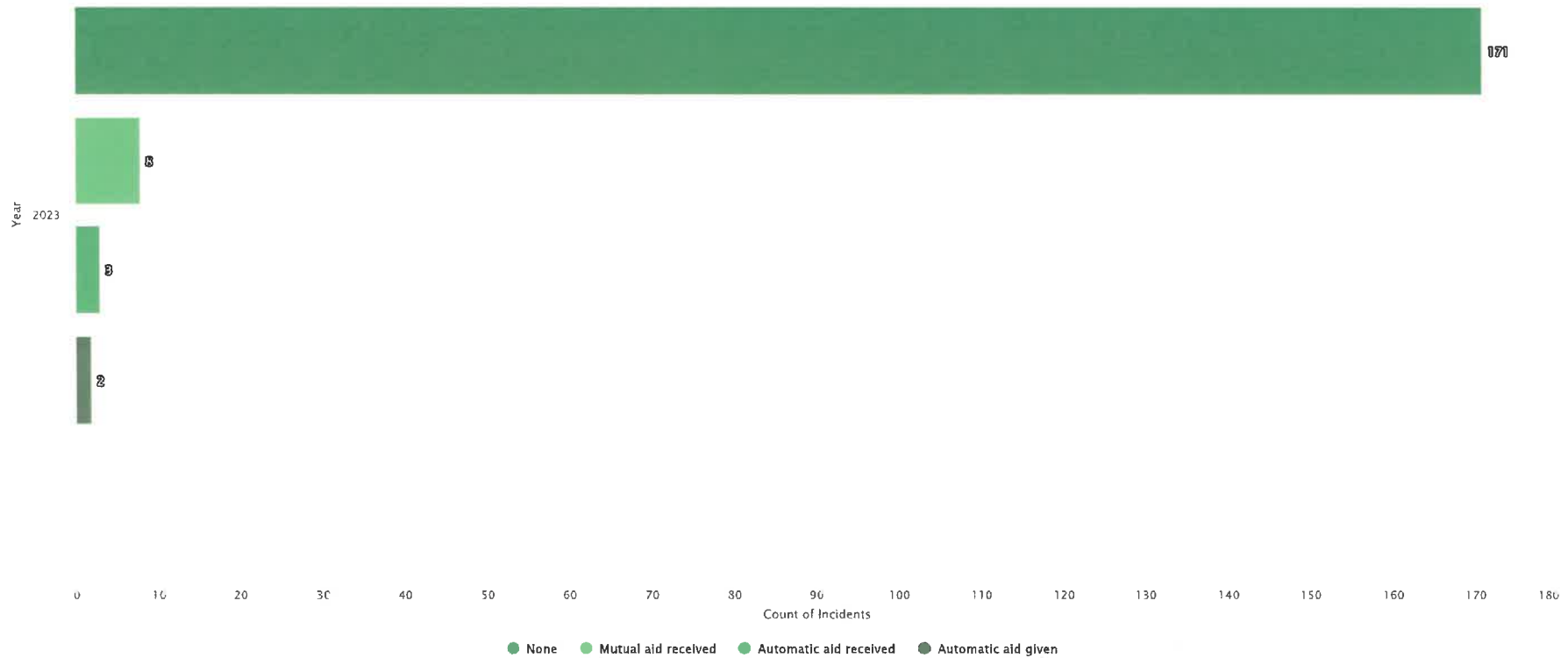
Aid Given and Received Summary

Jan 01, 2023 to Jan 31, 2023

Fire Department	Automatic Aid Given	% of Total Automatic Aid Given	Automatic Aid Received	% of Total Automatic Aid Received	Mutual Aid Given	% of Total Mutual Aid Given	Mutual Aid Received	% of Total Mutual Aid Received
Byron Township Fire Department	0	0%	0	0%	0	0%	5	55.56%
City of Kentwood Fire Department	1	50%	1	33.33%	0	0%	0	0%
City of Wyoming Fire Department	0	0%	1	33.33%	0	0%	0	0%
Dutton Fire Department	1	50%	1	33.33%	0	0%	4	44.44%
Overall	2	100%	3	100%	0	0%	9	100%

Aid Given and Received by Year

Jan 01, 2023 to Jan 31, 2023



Mutual Aid Given by Incident Type Category

Jan 01, 2022 12:00 AM to Feb 08, 2023 02:28 PM

Incident Type Category	2023		2023		2022		YTD % Change
	Jan	Feb	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
3 - Rescue & Emergency Medical Service Incident	0	0	0	N/A	1	100%	-100%
Grand Total	0	0	0	100%	1	100%	-100%

Automatic Aid Given by Incident Type Category

Jan 01, 2022 12:00 AM to Feb 08, 2023 02:28 PM

Incident Type Category	2023		2023		2022		YTD % Change
	Jan	Feb	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
1 - Fire	1	0	1	33%	2	40%	-50%
3 - Rescue & Emergency Medical Service Incident	0	0	0	0%	1	20%	-100%
4 - Hazardous Condition (No Fire)	0	0	0	0%	1	20%	-100%
6 - Good Intent Call	1	0	1	33%	1	20%	0%
7 - False Alarm & False Call	0	1	1	33%	0	0%	N/A
Grand Total	2	1	3	100%	5	100%	-40%

Mutual Aid Received by Incident Type Category

Jan 01, 2022 12:00 AM to Feb 08, 2023 02:28 PM

Incident Type Category	2023		2023		2022		YTD % Change
	Jan	Feb	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
1 - Fire	0	0	0	0%	1	25%	-100%
3 - Rescue & Emergency Medical Service Incident	4	1	5	56%	3	75%	66.67%
7 - False Alarm & False Call	1	0	1	11%	0	0%	N/A
9 - Special Incident Type	3	0	3	33%	0	0%	N/A
Grand Total	8	1	9	100%	4	100%	125%

Automatic Aid Received by Incident Type Category

Jan 01, 2022 12:00 AM to Feb 08, 2023 02:28 PM

Incident Type Category	2023		2023		2022		YTD % Change
	Jan	Feb	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
1 - Fire	1	0	1	25%	2	67%	-50%
4 - Hazardous Condition (No Fire)	1	1	2	50%	0	0%	N/A
6 - Good Intent Call	1	0	1	25%	1	33%	0%
Grand Total	3	1	4	100%	3	100%	33.33%

Mutual Aid Given by Fire Department Given Aid

Jan 01, 2022 12:00 AM to Feb 08, 2023 02:28 PM

Fire Department	FDID	2023		2023		2022		YTD % Change
		Jan	Feb	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
Dutton Fire Department		0	0	0	N/A	1	100%	-100%
Grand Total		0	0	0	100%	1	100%	-100%

Automatic Aid Given by Fire Department Given Aid

Jan 01, 2022 12:00 AM to Feb 08, 2023 02:28 PM

Fire Department	FDID	2023		2023		2022		YTD % Change
		Jan	Feb	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
Byron Township Fire Department	04104	0	0	0	0%	2	40%	-100%
City of Kentwood Fire Department	04116	1	0	1	33%	0	0%	N/A
City of Wyoming Fire Department	04122	0	0	0	0%	2	40%	-100%
Dutton Fire Department		1	1	2	67%	1	20%	100%
Grand Total		2	1	3	100%	5	100%	-40%

Mutual Aid Received by Fire Department

Jan 01, 2022 12:00 AM to Feb 08, 2023 02:28 PM

Fire Department	2023		2023		2022		YTD % Change
	Jan	Feb	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
Byron Township Fire Department	5	1	6	60%	1	20%	500%
City of Kentwood Fire Department	0	0	0	0%	1	20%	-100%
City of Wyoming Fire Department	0	0	0	0%	1	20%	-100%
Dutton Fire Department	4	0	4	40%	2	40%	100%
Grand Total	9	1	10	100%	5	100%	100%

Automatic Aid Received by Fire Department

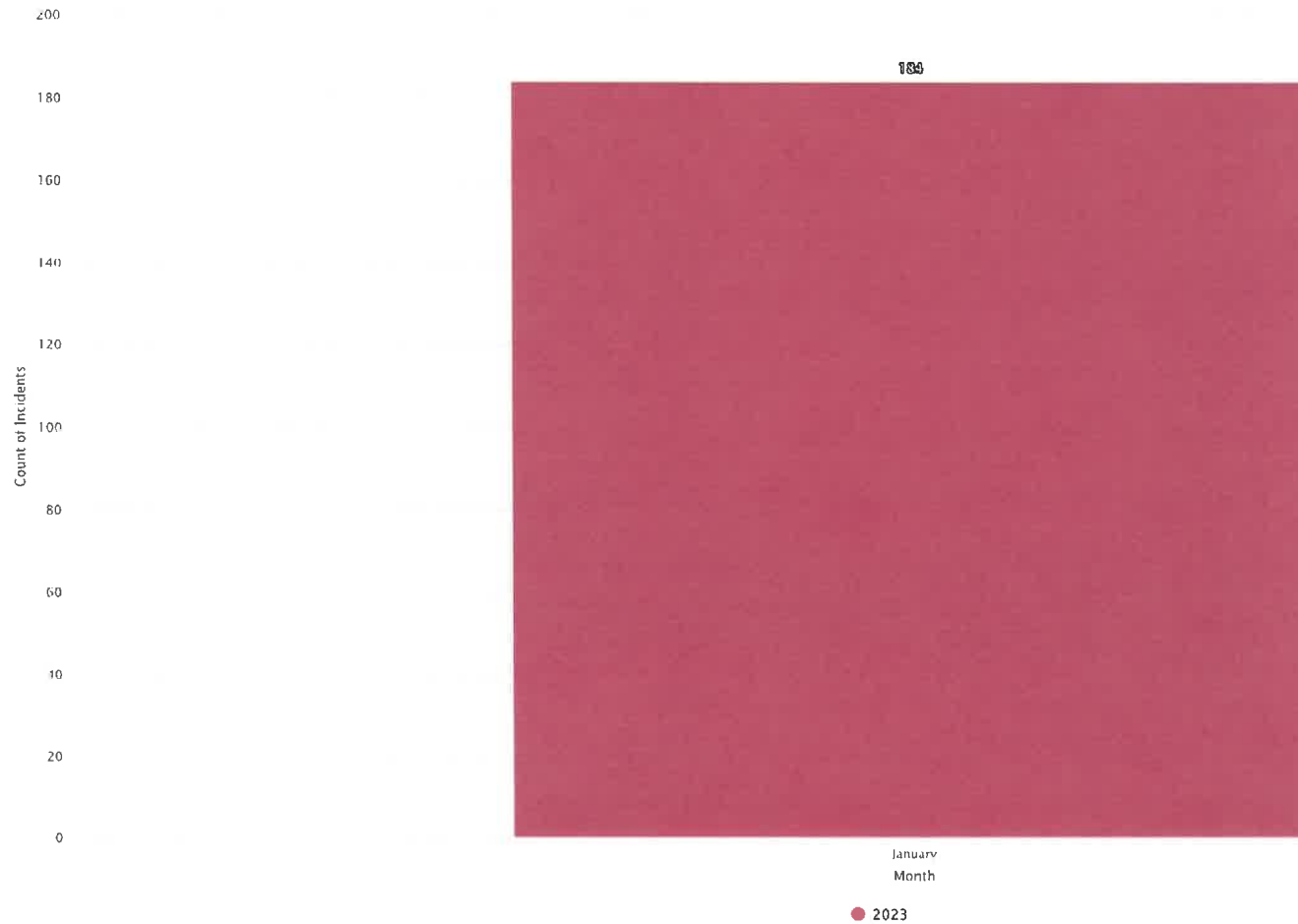
Jan 01, 2022 12:00 AM to Feb 08, 2023 02:28 PM



Fire Department	2023		2023		2022		YTD % Change
	Jan	Feb	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
City of Kentwood Fire Department	1	1	2	50%	0	N/A	N/A
City of Wyoming Fire Department	1	0	1	25%	0	N/A	N/A
Dutton Fire Department	1	0	1	25%	0	N/A	N/A
Grand Total	3	1	4	100%	0	100%	N/A

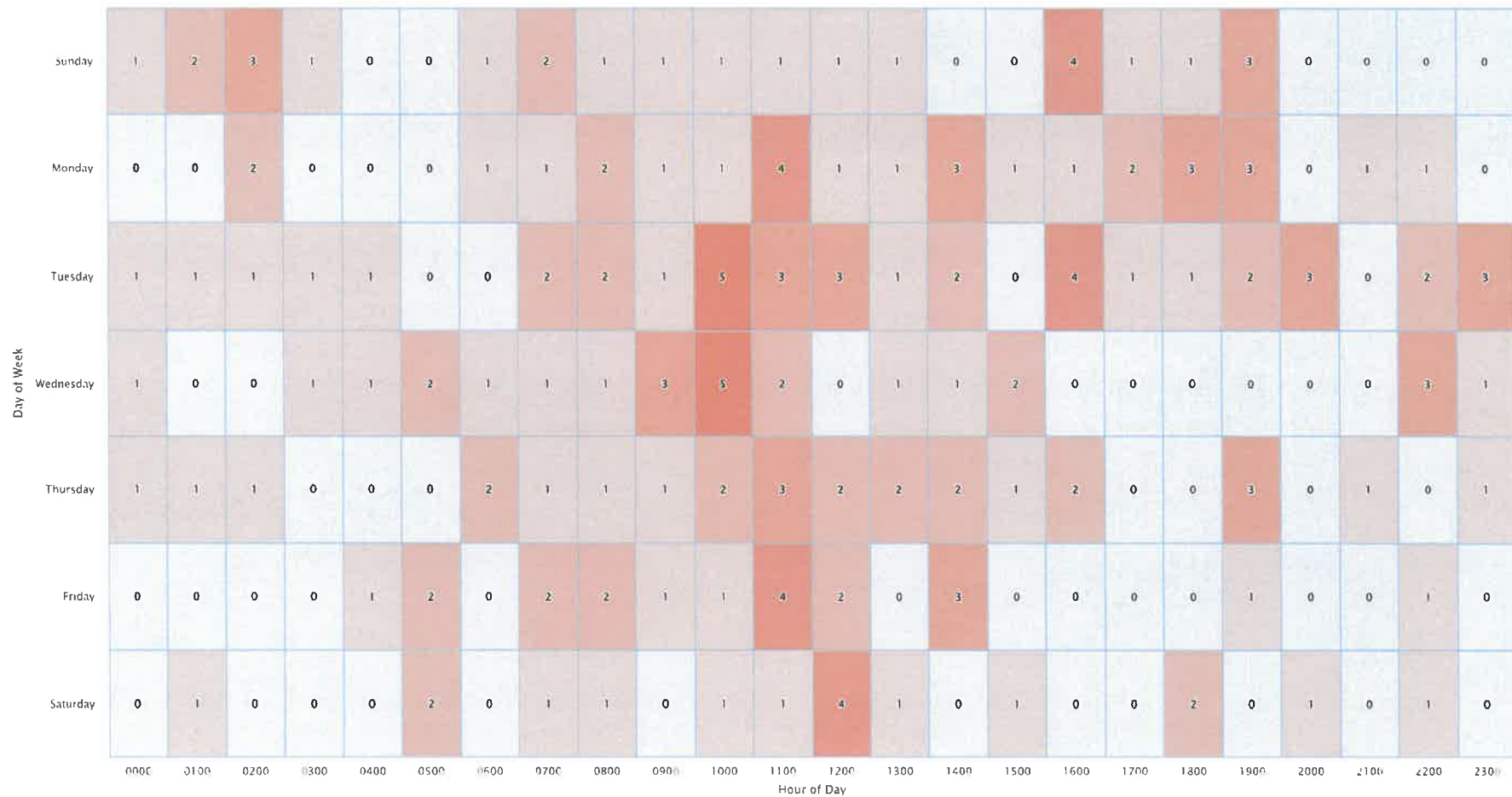
Incidents by Month

Jan 01, 2023 to Jan 31, 2023



Incidents by Day and Hour

Jan 01, 2023 to Jan 31, 2023



Monthly Call Volume Year over Year
Jan 01, 2022 12:00 AM to Feb 08, 2023 02:28 PM



Month Name	2023		2022		YTD % Change
	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
January	184	83%	166	78%	10.84%
February	37	17%	46	22%	-19.57%
Grand Total	221	100%	212	100%	4.25%

Property Losses by Month



Jan 01, 2023 to Jan 31, 2023





Dashboard: Fire Board Report
Topic: Cutlerville
Timeframe: Jan 01, 2023 to Jan 31, 2023

Property Loss Incidents (Top 20)

Jan 01, 2023 to Jan 31, 2023

Agency Name	Incident Date Time	Incident Number	Property Use	Street Number	Street Name	City	State	Postal Code	Property Pre-Incident Value	Property Loss
Cutlerville Fire Department	1/12/2023 6:21 AM	CUF-0000080-2023	Highway or divided highway	(blank)	US 131	Grand Rapids	MI	49548	\$5,500	\$5,000

Firefighter Casualty Summary

Jan 01, 2023 to Jan 31, 2023



Values

There are no results to display

Overlapping Calls and Hours

Jan 01, 2023 12:00 AM to Jan 31, 2023 11:59 PM

Overlapping Calls	Occurrences	% of Occurrences	Hours	% of Hours
0 Overlapping Calls	354	95.68%	740.72	99.56%
1 Overlapping Call	15	4.05%	3.25	0.44%
2 Overlapping Calls	1	0.27%	0.03	0%
Totals	370	100%	744	100%

Calls in Progress

Jan 01, 2023 12:00 AM to Jan 31, 2023 11:59 PM

Calls in Progress	Occurrences	% of Occurrences	Hours	% of Hours
0 Calls In Progress	170	45.95%	688.11	92.49%
1 Call In Progress	184	49.73%	52.61	7.07%
2 Calls In Progress	15	4.05%	3.25	0.44%
3 Calls In Progress	1	0.27%	0.03	0%
Totals	370	100%	744	100%

Overlapping Calls

Jan 01, 2023 12:00 AM to Jan 31, 2023 11:59 PM





Byron-Gaines Utility Authority

monthly update for

January 2023

-The mild start to the year has allowed us to get a good jump on workplan programs for the year. Manhole inspections are wrapped up and the crew has started on valve turning. Construction has been on the slower side in January, but starting to ramp up again. Projects getting started this month include: Walnut Ridge No. 2 and Kentwood Public School— Townline Early Childhood Center.

-The BGUA, along with the Township Water and Sewer Departments, have started the Meter Exchange Program back up this month. This proactive replacement of old water meters was put on hold during the COVID-19 pandemic and due to supply chain issues for getting new meter inventory. With meters more readily available, we will be able to get back to the changeouts as an ongoing program.

-The annual worker's compensation audit took place this month and we saw a \$1480 refund check as a result of a good report for 2022. There were no claims made in 2022; which is positive news. The annual financial audit by Siegfried Crandall is scheduled for February 6, 2023.

-The water service at 8611 Carlisle SW (photo right) was bored through by a contractor on the 20th. Lee's Trenching helped the BGUA make the repair later that day.

-The truck shown below is a new (to the BGUA) vehicle purchased through Tillemma Auto Sales and Service and will be driven by Barry Korhorn. The truck is a 2016 Chevy with very low miles and will be outfitted with emergency strobes and tool boxes.



-We will be meeting with the folks from Central Square this week to look at adding a Cross Connection Control module to the AEM (Lucity) program. This will be ideal to have CCC information together with the rest of the system asset database.

-Chad Brinks has been cleared to return to work and has been working some half days. He will continue to work limited hours until his radiation treatments in

February prevent him from doing so.

-Thank you for the opportunity to be the BGUA Manager for the past seven years. I am so grateful. I look forward to continuing to serve this community in a different role at the BGUA and am thankful for the support of the Commission in finding a way to do so.



MEMO

Staff Communication-Action Required

DATE: February 9, 2023
TO: Gaines Charter Township
FROM: Rob DeWard, Township Supervisor
RE: Township Manager Employment Contract

SUMMARY OF TOPIC:

Rod Weersing was sent a draft contract shortly after we offered him the position (contingent on a background check and reaching an agreement on contract terms),

As Supervisor, I have discussed the contract with him several times (for clarification), and the final draft (which meets Rod's approval) is included in Board meeting packet. Note, if the contract is approved, Rod's start date will be 2/27/2023.

BUDGET ACTION REQUIRED:

NONE – Wages already included in the 2023 Budget

STAFF RECOMMENDATION:

Staff recommends the Board approve the proposed contract

**Gaines Charter Township
8555 Kalamazoo Ave., SE
Caledonia, MI 49316**



**EMPLOYMENT CONTRACT
TOWNSHIP MANAGER**

RODERICK WEERSING

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TOWNSHIP MANAGER – EMPLOYMENT AGREEMENT

THIS AGREEMENT, made and entered into this 27th day of February, 2023, by and between the Charter Township of Gaines, State of Michigan, a charter township, hereinafter called “Employer”, as party of the first part, and Rodrick Weersing, hereinafter called “Employee”, as party of the second part, both of whom understand as follows:

WITNESSETH;

WHEREAS, Employer desires to employ the services of said Employee as Township Manager of the Charter Township of Gaines.

WHEREAS, it is the desire of the Board of Trustees, hereinafter called “Board”, to provide certain benefits, establish certain conditions of employment and to set working conditions of said Employee; and

WHEREAS, Employee desires to accept employment as Manager of the Charter Township of Gaines.

NOW THEREFORE, in consideration of mutual agreements herein contained, the parties agree as follows:

SECTION 1. DUTIES

- A. Employer hereby agrees to employ Employee as Manager of the Charter Township of Gaines to perform the functions and duties specified in EXHIBIT A “Duties of the Township Manager” and to perform other legally permissible and proper duties and functions the Board shall from time-to-time assign.
- B. Employer hereby agrees to the principle of noninterference in the administration of outlined duties (EXHIBIT A) as necessary to insure the orderly and efficient implementation of Board policy and agrees to direct performance concerns and communications to the Township Supervisor. Employee agrees to respond promptly to all performance concerns.

SECTION 2. TERMS

- A. The term of this agreement shall be for two (2) years. Nothing in this agreement shall prevent, limit, or otherwise interfere with the right of the Board to terminate service of Employee at any time, subject only to the provisions set forth in Section 4, of this agreement.
- B. Nothing in this agreement shall prevent, limit or otherwise interfere with the right of Employee to resign at any time from his position with Employer, subject only to the provisions set forth in Section 4.D, of this agreement.
- C. Employee agrees to remain in the exclusive employee of Employer until February 27, 2025, and neither to accept other employment nor to become employed by any other employer until said termination date.

The term “employed” shall not be construed to include occasional teaching, writing, consulting, or military reserve service performed on Employee’s time off. Excluded from the term “employed” shall be the conduct of a private business that has no relation or conflict with the Township as decided by the Board.

- D. In the event written notice is not given by either party to this agreement, to the other, 30 days prior to the termination date as herein given, this agreement shall be extended on the same terms and conditions for two-year terms. If the term is not extended, it will be allowed to reach its existing ending date. This subsection should take full effect upon completion of the first two (2) years of employment. Renewal for the next twenty-four (24) months shall then occur, with bi-annual renewals or notice as provided. Renewal shall automatically occur unless specific action to the contrary is taken or a mutually agreed upon change is made to this agreement.

SECTION 3. SUSPENSION

Employer may suspend Employee with full pay/benefits at any time during the term of this agreement, but only if:

- 1) A majority of the Board and the Employee agree, or
- 2) After a public meeting, a majority of the Board votes to suspend Employee for just Cause, provided however, that Employee shall have been given written notice setting forth any charges at least ten days prior to such hearing by the Board.

SECTION 4. TERMINATION AND SEVERANCE PAY

- A. In the event of Termination without Cause by either party giving 30 days' notice entitles Employee to Severance Pay as specified as follows. Employee shall be provided with one hundred eighty (180) days' Severance Pay in the full amount of his then bi-weekly salary and benefits. The Employers duty to pay such Severance Pay and provide such benefits shall continue for one hundred eighty (180) days from his date of removal.

Employee agrees that during the Severance Period he will not apply for or receive unemployment compensation benefits from the State of Michigan as a result of his termination of employment with the Employer. Should he apply for and receive these unemployment compensation benefits, any Severance Pay shall be offset by the amount of those benefits.

Payment by the Employer of such Severance Pay shall constitute liquidated damages for any claims which the Employee may have against the Employer related to such discharge and shall constitute a full and complete release of the Employer from any liability therefor. In that regard, Employee shall be required to sign the Release (attached as EXHIBIT C) within twenty-one (21) days after his discharge in order to be eligible to receive this Severance Pay and benefits. In additional consideration for such Severance Pay, Employee shall be available to the Employer during the Severance Period at reasonable times and places for consultation on Township business matters on which Employee has knowledge that was acquired during the term of this agreement.

- B. In the event Employee is terminated with Cause by the Board, termination shall be immediate. For purposes of this Agreement, with Cause includes, but is not limited to, Employee doing or being involved with any of the following:

- 1) Conviction of a crime other than a minor traffic violation
- 2) Misappropriation or misuse of Township property, information, or funds
- 3) Violation of applicable laws, rules or regulations governing his conduct in office or the performance of his duties
- 4) Knowingly making statements or taking action that results in increased liability to the Township
- 5) Regularly failing to report to work or perform his duties as Township Manager
- 6) Breach of this Agreement
- 7) Engaging in misfeasance, malfeasance, or nonfeasance in the office
- 8) Disobedience of the directives of the Township Board

- 9) Intentional violation of any material provision of the Employee Personnel Manual
- 10) Material dishonesty

The determination of whether appropriate Cause for termination exists shall be in the sole discretion of a majority vote of the members of the Township Board then in office. If the Township terminates Employee's employment for Cause, Employee's annual base salary and other benefits under this Agreement and the Employee Personnel Manual shall cease immediately and the Township shall not be responsible for any further benefits or compensation of any kind to Employee.

- C. In the event Employer at any time during the term of this agreement reduces the salary or other financial benefits of Employee, with the exception of unavoidable budgetary reasons, or in the event Employer refuses, following written notice, to comply with any other provision benefiting Employee herein, or Employee resigns following a suggestion, whether formal or informal, by the Board that he resign, then, in that event, Employee may, at his option, be deemed to be "terminated" at the date of such refusal to comply within the meaning and context of the herein severance pay provision.
- D. Employee may terminate his employment with the Township by giving the Township Board at least sixty (60) days' notice in writing. The parties may mutually agree to a shorter notice.

SECTION 5. DISABILITY

If Employee is permanently disabled or is otherwise unable to perform his duties because of sickness, accident, injury, mental incapacity or health for a period of four (4) successive weeks beyond any accrued sick leave, or for twenty working days over a thirty (30) day working period, Employer shall have the option to terminate this agreement, subject to the severance pay requirements of Section 4. Employee shall be compensated for accrued sick leave, vacation, holidays, compensatory time, and other benefits.

SECTION 6. WAGES

Employer agrees to pay Employee for his services rendered pursuant hereto an annual base salary of \$120,000.00, payable in installments at the same time as other employees of the Employer are paid.

The base salary shall be reviewed in six (6) months, on or about August 27, 2023, in connection with a performance evaluation, and, if the performance evaluation is positive, said salary shall be increased to \$125,000.00, and to \$130,000.00 starting February 27, 2024, contingent upon a positive performance evaluation. Thereafter

amount of Employee's salary will be reviewed in connection with an annual performance evaluation.

SECTION 7. BENEFITS

In addition to Employee's Annual Base Salary, he shall, during the term of his employment with the Employer, be entitled to participate in all fringe benefits which the Employer provides to full-time Township employees. Enhancements or modifications to these benefits are more specifically identified on EXHIBIT B.

SECTION 8. EXPENSES

- A. All equipment supplies and facilities for providing services under this Agreement shall be provided by the Employer at its expense. During the period of his employment by the Employer, Employee shall be reimbursed for necessary and reasonable expenses incurred in serving the Township in accordance with the general policies and procedures of the Employer as adopted from time to time. In order to be reimbursed for these expenses, Employee must promptly present to the Township Clerk an itemized and detailed account for such expenditures, together with proper documentation as required by the Employer. Employee agrees to any expenses disallowed as an appropriate deduction by a taxing authority, will be treated as income for the Employee.
- B. Mileage for Township related business will be reimbursed at the current IRS business mileage rate. This reimbursement does not include commutes to and from the Township office for daily work or required meetings.
- C. Upon Township Board approval, Employer agrees to pay for professional dues and subscriptions of Employee, and full participation in national, regional, state, and local associations and organizations necessary and desirable for his continued professional participation, growth, and advancement, as it relates to Employee's position as Township Manager.
- D. The Employer recognizes that certain expenses of a non-personal and job-related nature may be incurred by Employee from time to time with respect to the business of the Township, including meals (but not alcoholic beverage) expenses incurred in the course of meetings concerning Township business with persons other than employees of the Township.

SECTION 9. LIABILITY/INDEMNIFICATION

Employer shall defend, save harmless and indemnify Employee against any tort, professional liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of Employee's duties as Township Manager. Employer will compromise and settle any

such claim or suit and pay the amount of any settlement or judgement rendered thereon.

However, the Employee shall have no such obligation if Employee did not act in good faith or knowingly violated applicable laws, rules, regulations, guidelines, orders, directives or policies. With respect to any criminal proceeding, the Employer shall have no obligation under this provision unless Employee had no reasonable cause to believe that his conduct was unlawful.

SECTION 10. TOWNSHIP'S AUTHORITY

Employee agrees to observe and comply with the rules and regulations of the Township as adopted by the Township Board respecting the performance of his duties, and to carry out and to perform orders, directions and policies announced to Employee by the Township Board from time to time, either orally or in writing. Employee will be obligated to take direction only from the Township Board as a whole and not from individual Township Board members. Employee specifically understands that the Township Board shall have the final authority and the power to direct, control or supervise the manner and time of Employee's duties. Nothing contained herein shall prevent an individual Township Board member from making reasonable requests for information from or meetings with Employee. If Employee thinks his work on behalf of the Township is being hampered by unreasonable requests, he shall immediately request a determination from the Township Board through either the Personnel Committee or the Township Supervisor.

SECTION 11. RELATIONSHIP OF DUTIES AS TO THE TOWNSHIP'S ELECTED OFFICIALS

Elected officials have statutory duties defined by the State of Michigan. Michigan statute does not express the division of authority and duties between a township manager and a township supervisor, clerk, and treasurer. Attached EXHIBIT D provides, in more detail, the role and authority of the Gaines Charter Township Manager in relationship to the Gaines Charter Township Supervisor.

SECTION 12. PERFORMANCE REVIEWS

- A. The Supervisor and the Personnel Committee shall conduct a performance review of the job performance of Employee every six (6) month thru February 27, 2025, and not less frequently than annually every year, thereafter. Predefined goals and objectives deemed necessary for the proper operation of the Township and the attainment of the Township's policy objectives will be reviewed.
- B. The Township Board and Employee shall meet at least annually to evaluate and assess performance of Employee to discuss meeting of, or progression towards the predefined goals.

- C. Individual Board members shall be encouraged to periodically identify their concerns regarding Employee's performance to the Township Supervisor by either informal discussions with Supervisor or by more formal means during Township Board meetings.
- D. In the event the Township Board determines that the performance of Employee is unsatisfactory in any respect, or needs significant improvement in any area, Township Board shall describe these concerns in writing, and in reasonable detail, and with specific examples, so as to be objective and positive. Adequate opportunity shall be provided for Employee to discuss the evaluation with the Township Board.
- E. In effecting provision of this Section, the Township Board and Employee mutually agree to abide by the provisions of applicable law.

SECTION 13. HOURS OF WORK

Because Employee will devote time outside normal office hours to business of the Township, flexibility in hours worked and work schedules benefit both Employer and Employee. Work in excess of an average 40-hour week shall be deemed part of the professional responsibility for which Employee shall not be paid overtime.

SECTION 14. OTHER TERMS AND CONDITIONS OF EMPLOYMENT

- A. The Township Board, in consultation with the Township Supervisor and Personnel Committee, shall affix any such other terms and conditions of employment as may be determined from time to time, relating to the performance of Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this agreement, the Gaines Charter Township Charter, or any other law.
- B. All provisions of the Gaines Charter Township Charter, and regulations and rules of Employer relating to vacation and sick leave, retirement and pension system, holidays and other fringe benefits and working conditions as they now exist or hereafter may be amended, also shall apply to Employee as they would to other employees of the Employer, in addition to said benefits enumerated specifically for the benefit of Employee except as herein provided.
- C. Employee shall be entitled to receive the same vacation and sick leave benefits as are accorded department heads, including provisions governing accrual and payment thereof upon termination.

SECTION 15. SEVERABILITY

The provisions of this Agreement are severable and if any one or more provisions are determined to be illegal or unenforceable, in whole or in part, the remaining provisions and any partially enforceable provisions will remain binding and enforceable.

SECTION 16. AMENDMENT

This Agreement may be modified or amended in whole or in part only by mutual written agreement signed by all parties.

SECTION 17. NOTICES

Any notice required or permitted to be given or made by either party to the other shall be sufficient if hand-delivered, mailed postage prepaid, sent by prepaid express or courier delivery service, or sent by facsimile or email transmission actually received by the receiving equipment to the parties at their respective addresses set forth below, or to such changed address as with party shall designate by property notice to the other:

If to the Township:

Attn: Robert DeWard
Township Supervisor
Gaines Charter Township
8555 Kalamazoo Ave., SE
Caledonia, MI 49316
Fax: 616-698-2490
Email: robert.deward@gainestownship.org

If to Employee:

Roderick Weersing
6122 Sheldonoak Drive
Hudsonville, MI 49426
Phone: 616-318-9170
Email: rweersing1@yahoo.com

SECTION 18. ASSIGNMENT

This Agreement, being a personal service contact, is not assignable by Employee without first obtaining prior written consent of the Township.

SECTION 19. ENFORCEABILITY

Even though the Township may fail to insist on strict compliance with any of the terms or conditions of this Agreement, such failure should not be deemed a waiver of any of its terms or conditions.

SECTION 20. STATUTE OF LIMITATION

Neither party shall commence any action or other legal proceeding relating to this Agreement of Employee's employment with the Township or the termination of the employment, more than six (6) months after the event complained of which is the subject of the action or legal proceeding. Both parties specifically waive any statute of limitation to the contrary.

SECTION 21. ENTIRE AGREEMENT

This agreement supersedes all prior agreements between the parties concerning this subject matter and constitutes the entire understanding between the parties with respect to the employment of the Employee. This agreement has not been executed in reliance upon any representations or promises except those specifically contain in the Agreement, including the attached EXHIBITS A, B, C, AND D and the Gaines Charter Township Employee Personnel Manual, as referenced herein. This Agreement has been executed in duplicate.

The parties have executed this Agreement on the day and year first written above.

GAINES CHARTER TOWNSHIP

By: _____
Robert DeWard Date
Its Supervisor

And By: _____
Michael A. Brew Date
Its Clerk

* * * *

By: _____
Roderick Weersing Date

EXHIBIT A

Duties of the Township Manager

The Township hereby delegates to Employee, as Township Manager, the following functions, and duties:

1. As Chief Administrative Officer, contract professionals (i.e., attorneys, engineers, auditors) report to Township Manager.
2. Assume the duties and responsibilities as "Personnel Director":
 - a. Evaluation performance of, and supervise all department heads
 - b. Administer the Township's personnel policies for full and part-time employees
 - c. Administer and enforce rules and regulations
 - d. Participate in labor negotiations

The Township Board retains final hiring and firing authority.

The Township Board requires that a Personnel Committee consisting of three (3) members (a trustee, the Supervisor, a member at large) be retained in an advisory capacity to assist the Township Manager with interviews, personnel policies, other personnel related matters.

After consultation with the Personnel Committee, the Township Manager will provide recommendations to the Township Board for its approval of any Department Head(s).

The creation of any new staff position (including setting pay and benefits) shall be forwarded to the Township Board as a recommendation from the Personnel Committee with background rationale provided by the Township Manager.

3. Develop and prepare a proposed annual budget for submission to the Township Board.
4. Unless an individual specifically requests the Township Supervisor, the Township Manager will meet and/or correspond with citizens interested in Township operations. The Township Manager will generally handle public complaints and help find solutions to problems in a timely and courteous manner.
5. Regularly conduct staff meetings to coordinate departmental activities.

6. Prepare the Township meeting agenda in conjunction with the Township Supervisor. The Supervisor is responsible for setting the agenda and conducting meetings. The Township Manager will assist the Supervisor in agenda preparation by providing background information related to discussion topics. The agenda and related materials will be forwarded to the Township Executive Assistant for preparation, posting and distribution to Township Board members, including the news media and others as determined by the Township Board.
7. Supervise the preparation and distribution of correspondence, notices, and resolutions after each meeting as directed by the Township Board.
8. Oversee publications and/or required legal notices concerning amendments to ordinances, public hearings, rezonings, public improvements, and similar matters as authorized by the Township Board.
9. Where applicable, sign and certify ordinances, contracts, reports, warrants and other documents as authorized by the Township Board.
10. At the direction of and in coordination with the Township Supervisor, attend meetings with representatives of other units of government, business owners, citizens, and groups on matters of mutual concern, and provide verbal or written reports to the Supervisor and the Township Board.
11. Read extensively regarding government topics to keep informed. With Township Board approval, attend various conferences, seminars, and meetings within Michigan in order to keep current on township government trends and needs. Keep the Township Board informed of local, state, and national issues that may affect the well-being of the Township.
12. Attend all meetings of the Township Board, with the right to take part in discussions, but without the right to vote.
13. The Township Supervisor and the Township Manager are members, ex-officio, of all Township committees approved by the Township Board. The Township Manager acts as an advisory member only, without voting privileges.
14. Township Manager is responsible to the Township Board for the efficient operation of all Departments of the Township.
15. Township Manager is responsible for leasing, sales and purchases of equipment as directed by the Township Board.
16. Attend meetings of the Planning Commission, Zoning Board of Appeals, Parks and Trails Committee and any other meetings as is reasonably necessary and/or as determined by the Township Board.
17. Act as the Township's "purchasing agent" and coordinate that authority with Department Heads.
18. Township Managers office shall provide administrative assistance for all Township Board approved commissions, boards, and committees.
19. Coordinate and administer Township insurance and benefit issues, including health, long and short-term disability, workers compensation, building, liability, and pensions.

20. Perform such other duties as may be prescribed from time to time by the Township Board.
21. Meet with the Township Supervisor on a regular basis to keep him/her apprised of Township business and other related matters.

The above is intended to describe the general nature and level of work being performed by a person assigned to this classification. This is not to be construed as a complete list of all job duties and responsibilities, and the above may be periodically changed by the Township Board. An addendum may be included for clarification.

EXHIBIT B

Benefits

Employees shall be entitled to receive and participate in all fringe benefits* as outlined in the Gaines Charter Township Benefit Summary document available in the Clerk's office. Including but not limited to:

1. Medical Insurance (HSA) (\$200 per pay period "buy-out" for opting out of health insurance offered by the Township.)
2. Dental Insurance
3. Vision Insurance
4. Life Insurance:
The Township will provide a life insurance policy on Employee in a maximum amount of \$50,000.00. Additionally, the life insurance benefit includes dependent life coverage of \$5,000 per spouse and \$2,000 per minor child.
5. Short/long term disability
6. Paid vacation:
Employee shall receive three (3) weeks of vacation thru December 31, 2023 and four (4) weeks each calendar year thereafter.
7. Paid Personal Time Off
8. Deferred Compensation Plan (VOYA)
9. Retirement – John Hancock 401A (Equivalent of 10% of salary deposited – no employee match – each pay period. 100% vested at conception.)
10. Direct Deposit
11. Mileage reimbursement:
Employee will not be provided with a Township-owned vehicle or a vehicle allowance but will be reimbursed for the use of his personal vehicle for Township business at the IRS business mileage rate.

***Benefits are subject to change**

EXHIBIT C

Release

This RELEASE is made by Roderick Weersing, in behalf of GAINES CHARTER TOWNSHIP, a Michigan charter township (the "Township") pursuant to the requirements set out in Section 4.A of the Employment Agreement between the parties effective February 27, 2023 ("Employment Agreement").

1. Release. Weersing, for himself, his heirs, successors and assigns, unconditionally and forever releases and discharges the Township, along with its elected and appointed officials, agents, and assigns (collectively referred to as "Releasees"), from all suits, claims or demands of any nature that he ever had or now has against Releasees. In particular, this release includes any rights or claims relating in any way to the Employment Agreement, the employment relationship between Weersing and the Township or the termination of that relationship, including, without limitation by reason of specification, claims under the *Civil Rights Act of 1991*, *Age Discrimination in Employment Act*, *Michigan Elliott-Larsen Civil Rights Act*, or any other federal, state or local laws prohibiting all forms of discrimination, or any claims growing out of any legal restrictions on the Township's right to discharge its employees. This Release shall not affect Weersing's rights to Severance Pay under the Employment Agreement.
2. Covenant Not to Sue. Weersing agrees and covenants that he has not and will not institute any legal, administrative or other action, suit or claim of any kind against the Township, other than to enforce his right to Severance Pay under the Employment Agreement, with any state, federal, or local court, agency or other tribunal. However, this provision will not prevent Weersing from filing a charge with the Equal Employment Opportunity Commission ("EEOC") or similar state agency, or from participating in any investigation conducted by the EEOC or similar state agency; provided, however, that any claims by Weersing for personal relief in connection with such a charge or investigation (such as reinstatement or monetary damages) would be barred by the release in paragraph one (1) of this Release. Weersing agrees, as a matter of contract, that in the event he challenges the validity of any of the terms of the Employment Agreement or this Release in any court or agency, he will forfeit and repay the Township the Severance Pay set forth in the Employment Agreement. Additionally, if he is unsuccessful in his challenge, he will be fully responsible to the Township for

any expenses or damages incurred by the Township, including reasonable attorneys' fees, as a result of the challenge.

3. Nondisparagement. Weersing will not initiate or join in any negative or critical comments about the Township, its services, employees, elected and appointed officials, agents, or assigns.
4. Voluntariness of Agreement. Weersing has read all of the terms of this Agreement, including the fact that his employment relationship with the Township is permanently and irrevocably ended and this Agreement releases forever the Township from any legal action arising from that employment relationship and the termination of that relationship by the Township. Weersing signs this Release of his own free will and in exchange for the Severance Pay outlined in the Employment Agreement. Weersing declares that he is competent to execute this Release and the prior to signing this Release he has been advised to consult with his attorney about this matter.
5. Revocation Period. Pursuant to the terms of the *Older Workers Benefit Protection Act of 1990*, Weersing understands that he has twenty-one (21) days in which to consider this Release. Even after signing this Release, Weersing has seven (7) days to revoke this Release. This Release will not become effective or enforceable until that seven (7) day period is over.

Dated: _____, 2023

Roderick Weersing

GAINES CHARTER TOWNSHIP

Dated: _____, 2023

Supervisor, Robert DeWard

Dated: _____, 2023

Clerk, Michael A. Brew

This Agreement was received by
Roderick Weersing on _____, 2023

Roderick Weersing

EXHIBIT D

Policy Statement

Importance of an Accessible Supervisor

Relationship of Duties to the Elected Supervisor Position

The citizens of Gaines Charter Township have always benefited from a strong, accessible Township Supervisor. The intent of hiring a Township Manager is to provide technical and administrative support to the Township Board and the Supervisor when carrying out statutes, Township policy, and ordinances. The Township Manager will assume certain duties formerly performed by the Supervisor and provide technical and administrative direction and supervision of the Township staff on a daily basis. However, in the event that the Township Manager is absent from the Township's offices for three (3) or more consecutive days, the Township Supervisor will assume all duties of the Township Manager until the Township Manager returns. The Township Supervisor will still be responsible for meeting certain requirements of the Supervisor position as mandated by state statute and the Township Board. By reducing the daily administrative duties currently performed by the Supervisor, it will allow him/her time to explore and provide visionary ideas and policy recommendations to the Township Board for consideration. The Supervisor will continue to represent the Township's residents and property owners and Township Board by serving on various boards and committees such as the Michigan Townships Association (MTA). The Supervisor will continue to function as an *ex officio* member of all committees of the Township Board, will continue to act in an oversight capacity, and if requested, will meet with citizens, other individuals, or delegations on Township related matters.

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ACTION MEMO

Staff Communication

DATE: February 8, 2023
TO: Gaines Charter Township Board of Trustees
FROM: Tracy Lawrence, Water & Sewer Administrator
RE: Townline Early Childhood Center Water Development Contract

SUMMARY:

The Water Development Contract for the Townline Early Childhood Center is the standard agreement the Township has traditionally entered into for developments.

The Developer is extending an 8" public water main from 60th St. to loop around the childhood center, connecting to the existing 8" main along the west side of the Crossroads Alternative High School. No water paybacks or oversizing are included.

FINANCIAL IMPACT:

None.

BUDGET ACTION REQUIRED:

None.

STAFF RECOMMENDATION:

Staff recommends that the Township Board authorize execution of the Development Contract by the Township.



Vriesman
& Korhorn

January 17, 2023
1065

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

RE: Kentwood Public Schools – Townline Early Childhood Center
Water/Sewer Development Contract

Dear Tracy:

Enclosed is the original Townline Early Childhood Center water and sewer development contract. The proposed contract has been signed by a representative of the Kentwood Public School District. We recommend that the Gaines Charter Township Board of Trustees authorize execution of the contract by the Township Supervisor and Clerk. Please note the following items:

Water

- Watermain Availability Frontage Fees have been paid.
- The water trunkage fees have been paid.
- No watermain paybacks or oversizing are included in this project.

Sewer

- Sewer Availability Frontage Fees have been paid.
- The sewer trunkage fees for the property have been paid.
- No sanitary sewer paybacks or oversizing are included in this project.

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

Sincerely,

Vriesman & Korhorn

A handwritten signature in blue ink, appearing to read 'Jeff M. Gritter'.

Jeffrey M. Gritter, P.E.

c. Todd Bell, Kentwood Public Schools

**WATER AND/OR SEWER
DEVELOPMENT CONTRACT**

CONTRACT FACE PAGES

I. PARTIES

A. DEVELOPER (the “Developer”):

Kentwood Public Schools
Todd Bell, Executive Director of Finance and Business Operations
5820 Eastern Avenue
Kentwood, MI 49508

X Government agency - Public School
Type of legal entity, i.e. corporation, partnership, limited liability
Company, individual, etc.

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

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

Kentwood Public Schools is proposing the construction of a new early childhood center and a watermain loop around the proposed building.

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

A proposed 8-inch diameter water main is proposed from the existing main in 60th Street, then south along the east side of the proposed early childhood center building and then heading west along the south side of the proposed building until it connects to the existing 8-inch main along the west side of the Crossroads Alternative High School. See attached construction plans.

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

IV. PROJECT COMPLETION DATE (the “Completion Date”): October 15, 2023

V. IRREVOCABLE LETTER OF CREDIT

A. Required prior to commencement of construction:

YES _____ NO _____

B. Amount of letter of credit: \$ _____

VI. **WATER AVAILABILITY FEE**

A. Basis of Water Availability: N/A

B. Amount of Water Availability Fee: N/A

C. Payment Terms: N/A

VII. **WATER TRUNKAGE FEE**

A. Basis of Water Trunkage Fee: N/A

B. Amount of Water Trunkage Fee: N/A

C. Payment Terms: N/A

VIII. WATERMAIN PAYBACK ARRANGEMENTS

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

IX. PAYMENT TO THE DEVELOPER FOR OVERSIZING WATERMAIN

- A. Basis of Oversizing Payment for Watermain: N/A
- B. Amount of Oversizing Payment to the Developer: N/A
- C. Payment Terms: N/A

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

X. SEWER AVAILABILITY FEE

- A. Basis of Sewer Availability Fee: N/A
- B. Amount of Sewer Availability Fee: \$N/A
- C. Payment Terms: N/A

XI. SEWER TRUNKAGE FEE

- A. Basis of Sewer Trunkage Fee: N/A
- B. Amount of Sewer Trunkage Fee: N/A
- B. Payment Terms: N/A

XII. SANITARY SEWER PAYBACK ARRANGEMENTS

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

XIII. PAYMENT TO THE DEVELOPER FOR OVERSIZING SANITARY SEWER

- A. Basis of Oversizing Payment for Sanitary Sewer: N/A
- B. Amount of Oversizing Payment to the Developer: N/A
- C. Payment Terms: N/A

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

XIV. PAYMENT OF PROJECT COSTS

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

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

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

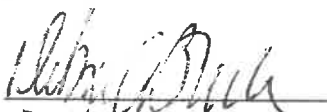
XVI. MISCELLANEOUS

XVII. AGREEMENT OF THE PARTIES:

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

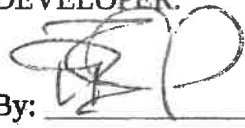
IN WITNESS WHEREOF, the parties have executed this Contract.

Witnesses:

(1) 
Debra Block

(2) _____

DEVELOPER:

By:  Todd Bell
Its: E.D. of Finance & Operations

By: _____

Its: _____

Dated: _____, 20__

Witnesses:

CHARTER TOWNSHIP OF GAINES:

(1) _____

By: _____

Its: Supervisor

(2) _____

By: _____

Its: Clerk

Dated: _____, 20__

WATER AND/OR SEWER DEVELOPMENT CONTRACT

CONTRACT TERMS

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

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

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

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

(d) Submit to the Township a copy of a proposed written contract between the Developer and its general contractor. The Developer may remove from this contract price information. This contract shall not be signed until approved in writing by the Township. A copy of the final signed contract shall be provided to the Township. This contract shall contain

the following provisions: "The construction project to be completed pursuant to this contract shall be completed in all respects in accordance with the Township's Specifications or the Byron-Gaines Utility Authority Standard Construction Specifications and all revisions thereof (together, the "Specifications"), and all terms and provisions of this contract and all plans and specifications and other documentation incorporated by reference in this contract or applicable to the construction project provided for in this contract shall be subordinate to the provisions of the Specifications. The Township of Byron shall be deemed to be a third party beneficiary of this construction contract and all provisions of the construction contract in favor of the owner and/or the Charter Township of Gaines may be enforced by the Township of Byron; however, the Township of Byron shall not be obligated to enforce any such provisions;" and

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Section 11. **MISCELLANEOUS.** Neither this Contract nor any rights under it may be assigned nor may any duty be delegated without the prior written consent of the non-assigning

or non-delegating party. Any attempt to assign or delegate rights or duties without prior written consent shall be void. This Contract shall inure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assigns.

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

[END OF CONTRACT TERMS]



ACTION MEMO

Staff Communication

DATE: February 8, 2023
TO: Gaines Charter Township Board of Trustees
FROM: Tracy Lawrence, Water & Sewer Administrator
RE: Streams of Hope Water & Sewer Development Contract

SUMMARY:

The Water Development Contract for the Streams of Hope project is the standard agreement the Township has traditionally entered into for development.

The Developer is constructing 268 feet of 8-inch public watermain as part of this project. No watermain paybacks or oversizing are included.

The Sewer Development Contract is the standard agreement the Township has traditionally entered into for developments. No public sanitary sewer is being constructed as a part of this project.

FINANCIAL IMPACT:

None.

BUDGET ACTION REQUIRED:

None.

STAFF RECOMMENDATION:

Staff recommends that the Township Board authorize execution of the Development Contract by the Township.



Vriesman
& Korhorn

February 8, 2022
0967

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

RE: Streams of Hope - Water/Sewer Development Contract

Dear Tracy:

Enclosed is the Streams of Hope Water/Sewer Development Contract. The contract has been signed by the Developer. We recommend that the Gaines Charter Township Board of Trustees authorize execution of the contract by the Township. Please note the following items:

Water

- 268 feet of 8-inch public watermain are being constructed as a part of the project.
- Watermain Availability Frontage Fees have been paid.
- Water Trunkage Fees have been paid.
- No watermain paybacks/oversizing are included in this project.

Sewer

- Sewer Availability Frontage Fees have been paid.
- Sewer Trunkage Fees have been paid.
- No additional public sanitary sewer is being constructed as a part of this project.

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

Sincerely,

Vriesman & Korhorn

A handwritten signature in blue ink, appearing to read 'Jeff M. Gritter'.

Jeffrey M. Gritter, P.E.

JMG/nfb

**WATER AND/OR SEWER
DEVELOPMENT CONTRACT**

CONTRACT FACE PAGES

I. PARTIES

A. DEVELOPER (the “Developer”):

Streams of Hope, Attn: Kurtis Kaechele
Name

280 60th Street, Grand Rapids, MI 49548
Address

Non-Profit Corporation
Type of legal entity, i.e. corporation, partnership, limited liability
Company, individual, etc.

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

**II. DESCRIPTION OF DEVELOPER'S DEVELOPMENT (the “Development”).
The Development consists of the following: STREAMS OF HOPE
See Exhibit A**

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

This project includes the following WATERMAIN:
- 268 of 8-inch watermain in public easement from an existing 24” water main in 60th
Street, 500’ East of In the Pines Drive, then to the south and west.

See attached EXHIBIT A

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

IV. PROJECT COMPLETION DATE (the “Completion Date”): December 2022

V. IRREVOCABLE LETTER OF CREDIT

A. Required prior to commencement of construction:

YES _____ NO X _____

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

VI. **WATER AVAILABILITY FEE**

A. Basis of Water Availability: N/A – Developer is constructing all watermain to serve the project.

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

C. Payment Terms: N/A

VII. **WATER TRUNKAGE FEE**

A. Basis of Water Trunkage Fee: The water trunkage fee is based on Township Ordinance requirements.

B. Amount of Water Trunkage Fee: \$ 682 per unit for 2022, subject to change without notice. The current rate will be charged for the date upon which application for connection is made.

C. Payment Terms: N/A – Paid in Full

VIII. **WATERMAIN PAYBACK ARRANGEMENTS**

A. Basis of Payback Arrangements for Watermain: N/A

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

C. Payment Terms: N/A

D. Expiration Date of Payback Arrangements: N/A

E. The Developer acknowledges that the obligation of the Township to make payback payments is contingent upon future events (i.e., water and/or sewer connections) which are not within the control of the Township and therefore the Developer further acknowledges that the amount and frequency of payback payments is not guaranteed by the Township.

IX. **PAYMENT TO THE DEVELOPER FOR OVERSIZING WATERMAIN**

A. Basis of Oversizing Payment for Watermain: N/A – No oversized watermain or sanitary sewer.

B. Amount of Oversizing Payment to the Developer: N/A

C. Payment Terms: N/A

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

X. SEWER AVAILABILITY FEE

- A. Basis of Sewer Availability Fee: N/A- Developer is constructing all sewer to serve the project.
- B. Amount of Sewer Availability Fee: \$ N/A
- C. Payment Terms: N/A

XI. SEWER TRUNKAGE FEE

- A. Basis of Sewer Trunkage Fee: The sewer trunkage fee is based on Township Ordinance requirements.
- B. Amount of Sewer Trunkage Fee: \$ 1,014 / unit for 2022 subject to change without notice and the current rate will be charged for the date upon which application for connection is made.
- C. Payment Terms: N/A – Paid in Full

XII. SANITARY SEWER PAYBACK ARRANGEMENTS

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

XIII. PAYMENT TO THE DEVELOPER FOR OVERSIZING SANITARY SEWER

- A. Basis of Oversizing Payment for Sanitary Sewer: N/A
- B. Amount of Oversizing Payment to the Developer: \$ N/A

C. Payment Terms: N/A

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

XIV. PAYMENT OF PROJECT COSTS

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

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

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

XVI. MISCELLANEOUS

XVII. AGREEMENT OF THE PARTIES:

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

IN WITNESS WHEREOF, the parties have executed this Contract.

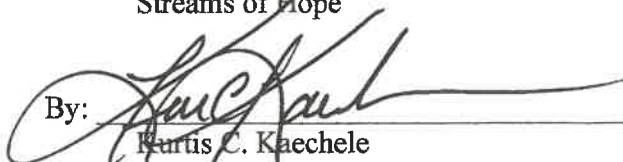
Witnesses:

(1) 

(2) 

DEVELOPER:

Streams of Hope

By: 
Kurtis C. Kaechele
Its: Executive Director

By: 

Its: _____

Dated: Dec. 14, 2022

Witnesses:

(1) _____

(2) _____

CHARTER TOWNSHIP OF GAINES:

By: _____
Robert DeWard
Its: Supervisor

By: _____
Michael Brew
Its: Clerk

Dated: _____, 20__

WATER AND/OR SEWER DEVELOPMENT CONTRACT

CONTRACT TERMS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Section 11. **MISCELLANEOUS.** Neither this Contract nor any rights under it may be assigned nor may any duty be delegated without the prior written consent of the non-assigning or non-delegating party. Any attempt to assign or delegate rights or duties without prior written

consent shall be void. This Contract shall inure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assigns.

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

[END OF CONTRACT TERMS]

60TH STREET

SCALE: 1"=80'

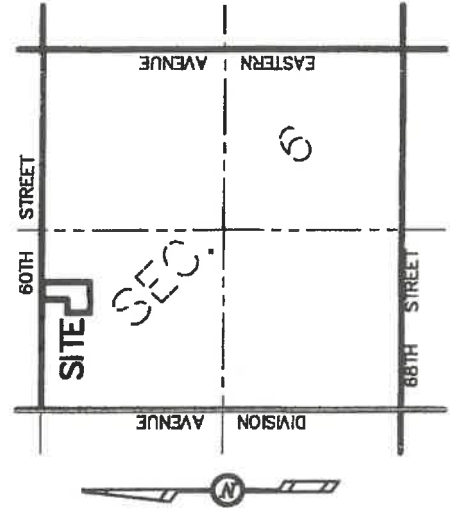
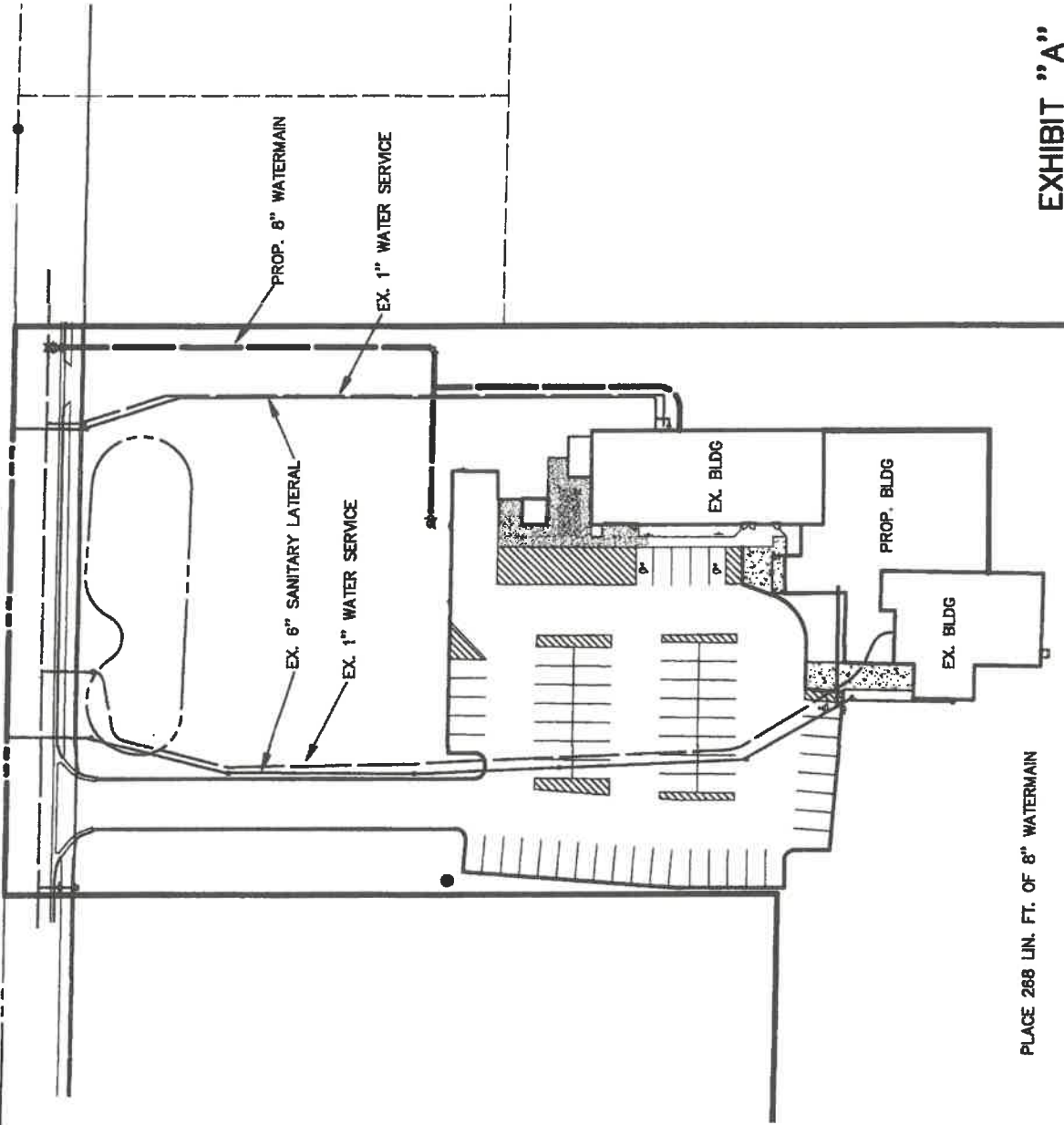
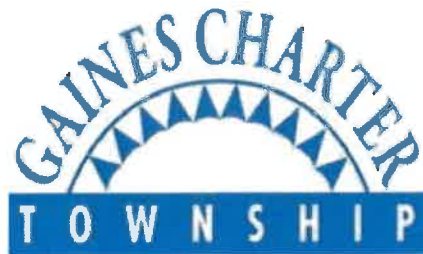


EXHIBIT "A"
280 60TH STREET SE
excelengineering, Inc.
 Surveyors - Engineers - Architects
 280 60th Street SE
 Grand Rapids, MI 49508
 Phone: (616) 371-3600
 www.excelengineering.com

DATE: 12/09/2022



ACTION MEMO

Staff Communication

DATE: February 8, 2023
TO: Gaines Charter Township Board of Trustees
FROM: Tracy Lawrence, Water & Sewer Administrator
RE: Switch GRR Nap 02 Water & Sewer Development Contract

SUMMARY:

The Water Development Contract for the Switch GRR Nap 02 project is the standard agreement the Township has traditionally entered into for development.

The Developer is constructing 1,664 feet of 16-inch public watermain and 1,648 feet of 12-inch public watermain as part of this project. No watermain paybacks are included. Watermain oversizing payments for the 16-inch public watermain will be due back to the developer.

The Sewer Development Contract is the standard agreement the Township has traditionally entered into for developments. No public sanitary sewer is being constructed as a part of this project.

FINANCIAL IMPACT:

The projected watermain oversizing cost of \$94,914.56 will be due to the developer. This watermain is being oversized at the direction of the Township and actual costs will be based on installed quantities.

BUDGET ACTION REQUIRED:

None.

STAFF RECOMMENDATION:

Staff recommends that the Township Board authorize execution of the Development Contract by the Township.



Vriesman
& Korhorn

February 8, 2022
0454

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

RE: Switch GRR Nap 02 - Water/Sewer Development Contract

Dear Tracy:

Enclosed is the Switch GRR Nap 02 Water/Sewer Development Contract. The contract has been signed by the Developer. We recommend that the Gaines Charter Township Board of Trustees authorize execution of the contract by the Township. Please note the following items:

Water

- 1,664 feet of 16-inch public watermain and 1,648 feet of 12-inch public watermain are being constructed as a part of the project.
- Watermain Availability Frontage Fees have been paid.
- Water Trunkage Fees have been paid.
- No watermain paybacks are included in this project.
- Watermain oversizing payments for the 16-inch public watermain being installed by the Developer are projected to cost \$94,914.56. This watermain is being oversized at the direction of the Township and actual costs will be based on installed quantities.

Sewer

- Sewer Availability Frontage Fees have been paid.
- Sewer Trunkage Fees have been paid.
- No additional public sanitary sewer is being constructed as a part of this project. The proposed facility is connecting to an existing public sanitary sewer located east of East Paris Avenue.

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

Sincerely,

VK Civil

A handwritten signature in black ink, appearing to read 'Jeffrey M. Gritter'.

Jeffrey M. Gritter, P.E.

JMG/nfb

**WATER AND/OR SEWER
DEVELOPMENT CONTRACT**

CONTRACT FACE PAGES

I. PARTIES

A. DEVELOPER (the “Developer”):

MI GRR, LLC,
c/o Switch, Ltd.

Name

7135 South Decatur Boulevard, Las Vegas, Nevada, 89118

Address

Limited Liability Company

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

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

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

Switch is adding a new colocation data center, tentatively identified as GRR 02, to its Switch Pyramid Campus in Grand Rapids, Michigan. The planned GRR 02 will add approximately 312,114 square feet to the current 359,735 square feet of data storage and office suites that currently reside within the Switch Pyramid, as well as a 1,024 square foot pump house. The addition will incorporate Switch's data center design, cloud campus, and telecommunication gateways.

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

Water: Switch will provide a public water main extension which includes approximately 1,664 feet of 16” water main along the south side of 60th St from the East Paris Ave intersection east to the north campus driveway, completing a loop in the public system; approximately 1,648 feet of 12” water main along the west side of the existing “ring road” on site, completing a loop from the west campus driveway to the proposed 60th St extension including appurtenances. Ownership of the features described above will be assumed by the Township upon completion and acceptance. Switch will also provide private water infrastructure including a pump and meter house, domestic services, and fire protection services outside the public utility easement. See Exhibit C.

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

IV. **PROJECT COMPLETION DATE** (the "Completion Date"): 10/31/24 (projected)

V. **IRREVOCABLE LETTER OF CREDIT**

A. Required prior to commencement of construction:

YES _____ NO X _____

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

VI. **WATER AVAILABILITY FEE**

A. Basis of Water Availability: N/A – Water Availability Fees have been paid in full.

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

C. Payment Terms:
N/A _____

VII. **WATER TRUNKAGE FEE**

A. Basis of Water Trunkage Fee: N/A – Water Trunkage Fees have been paid in full.

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

C. Payment Terms: N/A _____

VIII. WATERMAIN PAYBACK ARRANGEMENTS

A. Basis of Payback Arrangements for Watermain: N/A – No offsite watermain is being constructed as a part of the Project.

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

C. Payment Terms:
N/A

D. Expiration Date of Payback Arrangements: N/A

E. The Developer acknowledges that the obligation of the Township to make payback payments is contingent upon future events (i.e., water and/or sewer connections) which are not within the control of the Township and therefore the Developer further acknowledges that the amount and frequency of payback payments is not guaranteed by the Township.

IX. PAYMENT TO THE DEVELOPER FOR OVERSIZING WATERMAIN

A. Basis of Oversizing Payment for Watermain: The Developer is constructing oversized watermain along the property's frontage on 60th Street. One Thousand Six Hundred and Sixty Four feet (1,664 ft) of 16-inch watermain is required on the frontage on 60th Street and this watermain is eligible for oversizing payment from the Township for the cost difference between a 16-inch diameter watermain and a 12-inch diameter watermain. The Township has adopted the City of Grand Rapids rate schedule for reimbursement of watermain oversizing and the 12-inch to 16-inch is set at \$57.04/ft for 2023.

B. Amount of Oversizing Payment to the Developer: \$94,914.56 (based on 1,664 ft of 16-inch watermain at \$57.04/ft)

C. Payment Terms: Oversizing payment will based on installed quantities as recorded on the As-Built plans. The Developer's engineer shall submit a written request for reimbursement of oversizing based on the as-built plans once the watermain is completed and accepted for use by the Byron-Gaines Utility Authority.

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

X. SEWER AVAILABILITY FEE

- A. Basis of Sewer Availability Fee: N/A – Sewer Availability Fee is paid in full.
- B. Amount of Sewer Availability Fee: \$ N/A
- C. Payment Terms: N/A

XI. SEWER TRUNKAGE FEE

- A. Basis of Sewer Trunkage Fee: N/A
- B. Amount of Sewer Trunkage Fee: N/A
- C. Payment Terms: N/A

XII. SANITARY SEWER PAYBACK ARRANGEMENTS

- A. Basis of Payback Arrangements for Sanitary Sewer: N/A – No offsite sanitary sewer improvements are proposed as a part of the project.
- B. Maximum Amount of Sanitary Sewer Payback Payments to the Developer: \$ N/A
- C. Payment Terms: N/A
- D. Expiration Date of Payback Arrangements: N/A
- E. The Developer acknowledges that the obligation of the Township to make payback payments is contingent upon future events (i.e., water and/or sewer connections) which are not within the control of the Township and therefore the Developer further acknowledges that the amount and frequency of payback payments is not guaranteed by the Township.

XIII. PAYMENT TO THE DEVELOPER FOR OVERSIZING SANITARY SEWER

- A. Basis of Oversizing Payment for Sanitary Sewer: N/A – no oversized sanitary sewer is proposed as a part of the project.
- B. Amount of Oversizing Payment to the Developer: \$ N/A
- C. Payment Terms: N/A

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

XIV. PAYMENT OF PROJECT COSTS

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

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

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

XVI. MISCELLANEOUS

N/A

XVII. AGREEMENT OF THE PARTIES:

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

IN WITNESS WHEREOF, the parties have executed this Contract.

Witnesses:

DEVELOPER:

(1) 

By: 

Its: CFO

(2)  By: 

Its: _____

Dated: _____, 20__

Witnesses:

CHARTER TOWNSHIP OF GAINES:

(1) _____

By: _____

Its: Supervisor

(2) _____

By: _____

Its: Clerk

Dated: _____, 20__

WATER AND/OR SEWER DEVELOPMENT CONTRACT

CONTRACT TERMS

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

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

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

(c) Submit to the Township the names of the proposed general contractor and all subcontractors who will be constructing and completing the Project on behalf of the Developer. Construction of the Project shall not commence unless and until the Township has approved in writing the Developer's general contractor and all subcontractors, such approval not to be withheld unreasonably. On request, the Developer shall submit to the Township such additional information concerning the Developer's proposed contractors as the Township shall reasonably request. The Township shall not unreasonably withhold, delay or condition its approval of the Developer's general contractor or any subcontractor. In the event the Township denies approval of the Developer's general contractor or any subcontractor, it shall provide the Developer with written notice of the contractor so denied, and the specific reason the contractor was denied. The

Developer shall not propose a general contractor or any subcontractor that appears on the Michigan Debarred Vendor List or any similar federal or local list;

(d) The Developer shall require its general contractor to comply with the following: "The construction project to be completed pursuant to this contract shall be completed in all respects in accordance with the Township's Specifications or the Byron-Gaines Utility Authority Standard Construction Specifications and all revisions thereof (together, the "Specifications"), and all terms and provisions of this contract and all plans and specifications and other documentation incorporated by reference in this contract or applicable to the construction project provided for in this contract shall be subordinate to the provisions of the Specifications. The Township of Byron shall be deemed to be a third party beneficiary of this construction contract and all provisions of the construction contract in favor of the owner and/or the Charter Township of Gaines may be enforced by the Township of Byron; however, the Township of Byron shall not be obligated to enforce any such provisions;" and

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Section 11. **MISCELLANEOUS.** Neither this Contract nor any rights under it may be assigned nor may any duty be delegated without the prior written consent of the non-assigning or non-delegating party. Any attempt to assign or delegate rights or duties without prior written

consent shall be void. This Contract shall inure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assigns.

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

[END OF CONTRACT TERMS]

R.V



MEMO

Staff Communication

DATE: February 2, 2023
TO: Gaines Charter Township Board of Trustees
FROM: Megan VanHoose, Assessor
RE: Amazon.com Appraisal for MTT Appeal

SUMMARY OF TOPIC:

Amazon.com filed an appeal with the Michigan Tax Tribunal (MTT) for their 2022 assessed and taxable value at 4500 68th St SE. This is the second appeal on this property since the building was completed in 2020. The 2020 appeal was settled outside of court at an approximate cost of \$6,000 in attorney fees.

On October 13, 2022, the Revenue & Tax Division of the Michigan Attorney General's Office filed a Motion to Intervene on this case with the MTT. This intervention could potentially result in financial assistance however, we have not yet received confirmation of this. A quote has been obtained from Jeff Genzink of Integra Realty Resources to provide an appraisal of the property for \$14,850. If the appraisal is sufficient to settle this appeal, attorney's fees will likely be around \$5,000. If the case goes to a full Tribunal hearing, these costs will increase significantly. Regardless of the quality of the appraisal, the outcome of a Tribunal hearing is impossible to predict.

FINANCIAL IMPACT:

The Township receives approximately \$24,700 annually from this property between the 1% administration fee and the Township millage. Please note, there is an Industrial Facilities Exemption (IFE) in place which reduces their tax burden by 50%. If the Township settles and accepts Amazon's appraisal, the Township will lose approximately \$4,300 annually. Caledonia Public Schools will lose \$80,000, and KISD will lose \$17,500 annually.

BUDGET ACTION REQUIRED:

N/A – The assessing department's legal services account has approximately \$20,000 remaining for 2023. If additional appeals are filed in 2023, a budget amendment may be required to cover those costs.

STAFF RECOMMENDATION:

Staff recommends approval of the estimated cost of \$14,850 to obtain an appraisal of the property.

Gaines Township Values												
Year	TCV	AV	TV	Millage	Tax Liability	1% Admin	1/2 Mill	Gaines Total Rev.	Cal Schools Debt	Cal Schools Op	KISD	Kent County
2022	\$ 83,978,800	\$ 41,989,800	\$ 36,661,170	0.0265	\$ 970,875.77	\$ 9,708.76	\$ 14,961.42	\$ 24,670.18	\$ 128,314.10	\$ 329,950.53	\$ 99,804.54	\$ 75,723.65

MTT Petition Values												
Year	TCV	AV	TV	Millage	Tax Liability	1% Admin	1/2 Mill	Gaines Total Rev.	Cal Schools Debt	Cal Schools Op	KISD	Kent County
2020	\$ 45,000,000	\$ 22,500,000	\$ 22,500,000	0.0265	\$ 595,854.00	\$ 5,958.54	\$ 9,182.25	\$ 15,140.79	\$ 78,750.00	\$ 202,500.00	\$ 61,252.88	\$ 46,473.75

Allen & Associates Appraisal												
Year	TCV	AV	TV	Millage	Tax Liability	1% Admin	1/2 Mill	Gaines Total Rev.	Cal Schools Debt	Cal Schools Op	KISD	Kent County
2022	\$ 60,500,000	\$ 30,250,000	\$ 30,250,000	0.0265	\$ 801,092.60	\$ 8,010.93	\$ 12,345.03	\$ 20,355.95	\$ 105,875.00	\$ 272,250.00	\$ 82,351.09	\$ 62,481.38

Abated Revenue IFE
\$ 728,913.88

Annual Loss (at MTT Petition value):	\$ 9,529.39	\$ 49,564.10	\$ 127,450.53	\$ 38,551.66	\$ 29,249.90
Annual Loss (at appraisal value):	\$ 4,314.23	\$ 22,439.10	\$ 57,700.53	\$ 17,453.45	\$ 13,242.27



MEMO

Staff Communication-Action Required

DATE: February 9, 2023
TO: Gaines Charter Township
FROM: Rob DeWard, Supervisor
RE: Road Closure Request

SUMMARY OF TOPIC:

Rob Hyde, Diemer Run coordinator, has requested a road closure permit for the 2023 run.

The run will be held June 10, 2023, with road closure requests from 8:15am to 9:45am. A race route map is attached.

BUDGET ACTION REQUIRED:

None

STAFF RECOMMENDATION:

Staff recommends the Board approve the road closure request.

Kim Triplett

From: Rob Hyde <robhyde97@gmail.com>
Sent: Tuesday, January 31, 2023 2:56 PM
To: Kim Triplett
Subject: Re: Diemer in 2023, June 10

Hi Kim! We are going to be on June 10 this year. I am attaching a link for our map. Let me know if you can see that OK. Road closures have been 815 until to 9:40-ish.

<https://www.mapmyrun.com/routes/copy/4395396958/>

Thank you!
Rob

On Jan 31, 2023, at 2:38 PM, Kim Triplett <Kim.triplett@gainestownship.org> wrote:

For Road Closure Permit, simply send me an email with the dates, times, and streets. A map would be great if it is available

-----Original Message-----

From: Rob Hyde <robhyde97@gmail.com>
Sent: Tuesday, January 31, 2023 2:34 PM
To: Kim Triplett <Kim.triplett@gainestownship.org>
Subject: Diemer in 2023, June 10

Hi Kim!

I just wanted to reach out to you so I can start getting my permit process going for this year's event. Let me know what I need to do to help to Keep things moving forward. Thank you again for all your help!

Rob Hyde
616-890-1337

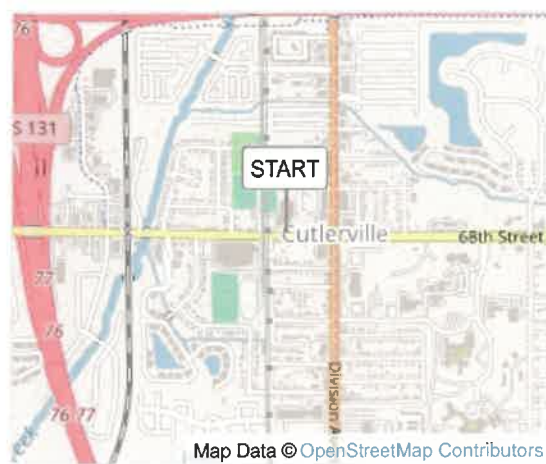


Diemer Run 5k

ROUTE INFORMATION



ROUTE LENGTH 3.172 miles
ASCENT 29 ft
DESCENT 29 ft
HILLS ⬆ 16.1% | ⬇ 16.1% | ➡ 67.9%
TERRAIN Road 🏞
START **LAT: 42.840674, LNG: -85.666040**

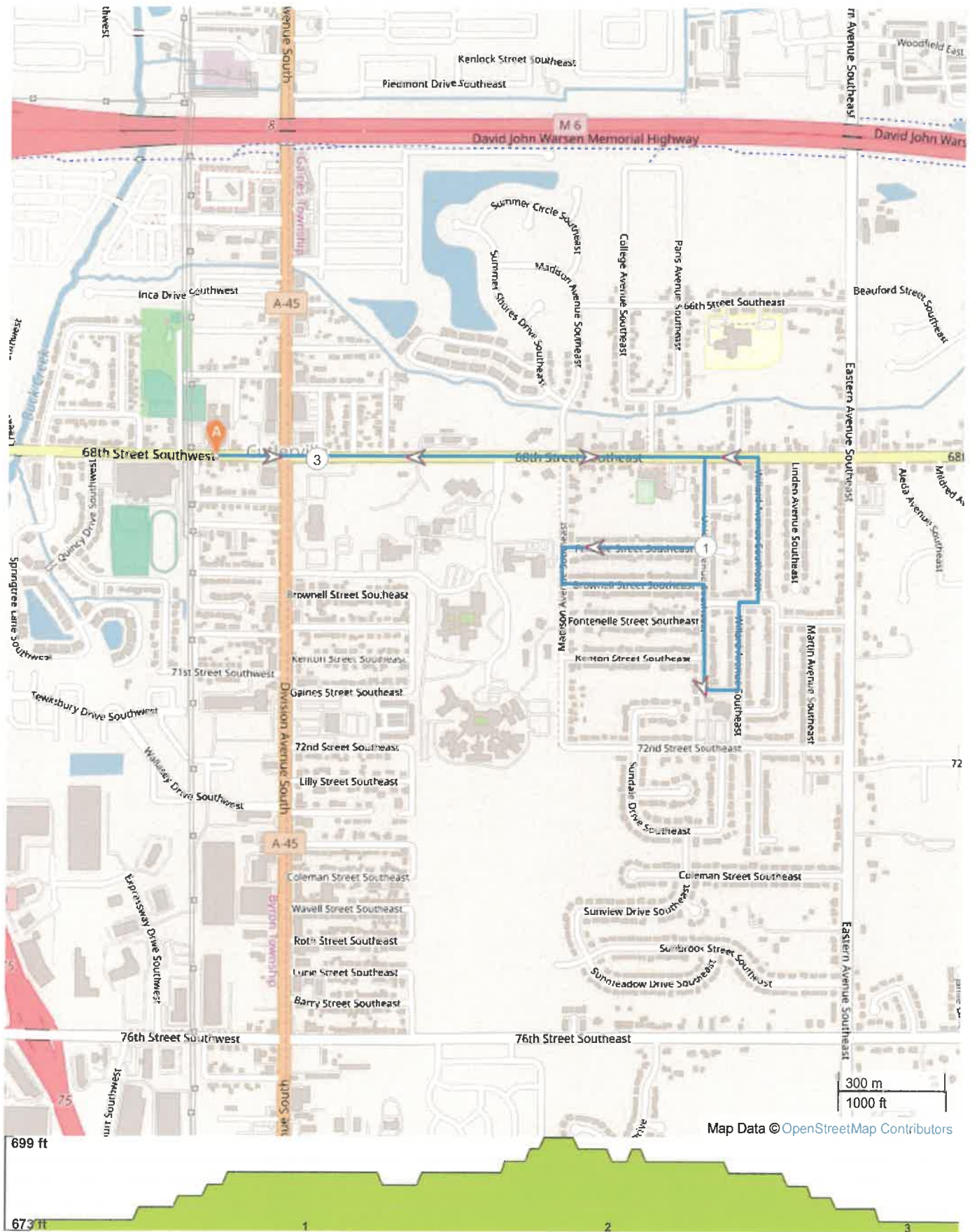


Map Data © OpenStreetMap Contributors

NOTES

<https://runsignup.com/Race/MI/GrandRapids/BrianDiemer5k>

Diemer Run 5k



ROUTE DIRECTIONS

No	Miles	Turn	Directions
1	0.848	➔	Turn right onto Union Avenue Southeast
2	1.004	➔	Turn right onto Fendale Street Southeast
3	1.251	➡	Turn left onto Madison Avenue Southeast
4	1.314	➡	Turn left onto Brownell Street Southeast
5	1.561	➔	Turn right onto Union Avenue Southeast
6	1.800	➡	Turn left onto Willard Avenue Southeast
7	1.952	➔	Turn right onto 70th Street Southeast
8	1.985	➡	Turn left onto Willard Avenue Southeast
9	2.236	➡	Turn left onto 68th Street Southeast
10	3.172		FINISH



MEMO

Staff Communication-Action Required

DATE: February 9, 2023
TO: Gaines Charter Township
FROM: Rob DeWard, Township Supervisor
RE: Library – Interior “facelift”

SUMMARY OF TOPIC:

My office was approached by Kiosha Jeltema, Regional Manager at our KDL Branch, regarding upgrading/updating of the staff areas of the library.

At Kiosha's request, along with Kim Triplett and Dale Wind, I met with Kiosha at the library and walked thru the areas they would like upgraded.

The areas are not large and are very cramped due to the volume of materials (books, etc.) they are storing.

The KDL system has agreed to outfit the staff area with new workstations and storage units.

What Gaines (as owner of the building) has been asked to do is:

- Arrange to have the old fixtures removed (wall units, etc.)
- Have the area painted (in colors of their choice)
- Have new flooring installed (a combination of carpet tiles and linoleum type flooring).

Ideally the walls and flooring will be done at the same time. Doing this would allow us to avoid having to move the vast amount of materials they have, twice (once for painting, once for flooring).

This is the largest part of the project. There are additional repairs needed (smaller in scope, that Dale Wind can do), carpet cleaned (already done), and paint touch ups.

There are also sidewalk repairs needed, along with parking lot patching and re-stripping. Quotes for these exterior items will not be available until March, which is when the paving companies re-open.

The list is not only extensive; I am sure it will also prove to be expensive. We are waiting on quotes.

BUDGET ACTION REQUIRED:

Not known at this time. The Township has earmarked \$15,000 for capital improvements at the library. The Library staff understands the project may have to be spread over two fiscal years.

STAFF RECOMMENDATION:

Staff recommends the Board approve staff continuing to gather quotes, and once they are received, make the decision as to what parts of the upgrade project can be done without exceeding the \$15,000 allocated for this type of project.



8555 Kalamazoo Ave., SE
Caledonia, MI 49316

www.gainestownship.org

Phone: 616-698-6640
Fax: 616-698-2490

March 9, 2023

**Gaines Township Board of Trustees
8555 Kalamazoo Ave SE
Caledonia, MI 49316**

RE: March 13, 2023, Township Board Meeting

Township Board Members:

I hope that this message finds you well. There are quite a few items on this month's agenda for your consideration. A couple of these items are things that come around annually. First, it is time to do the annual renewal of the Liquor Licenses that have been issued by the Township. The Township has also received a request for a Fireworks Display Permit from the Crystal Springs Homeowners Association. The recommendation of the staff is that these items be approved.

You will also see three items from the Planning Department. The first item will be the Township Master Plan. This is the culmination of almost a year of work for the Planning Department and the Planning Commission. A lot of discussion and thought has gone into the preparation of this document. This will be the opportunity for the Board to adopt the Master Plan, or if there are substantive changes that you would like to see it may be sent back to the Planning Commission for further consideration. There is also a rezoning request for 34 Coleman Street. This is a parcel that is just off South Division that has been used commercially for many years. This change will align the parcel with the Master Plan. Lastly, you will see a Zoning Ordinance text amendment request to allow the use of daycares in the Neighborhood Commercial (C-1), General Commercial (C-2), and Office Service (O-S) zoning districts. These last two requests will be a first reading and require that a Public Hearing be set.

At the joint meeting of the Parks & Trails Committee, Historical Society, and Township Board of Trustees that took place on February 8, the Supervisor's office was charged with creating a Memo of Understanding (MOU) that will set the direction and responsibilities for the Gannon School Project. You will find an initial draft MOU has been placed on the agenda for discussion. This version is a starting point that will hopefully help to facilitate the discussion toward the formulation of the final agreement.

If you should have any questions about the agenda packet, please be sure to let me know.

Best regards,


Rod Weersing
Township Manager



CHARTER TOWNSHIP OF GAINES

MEETING LOCATION: 8555 Kalamazoo Ave., SE, Caledonia, MI 49316

Township Board Meeting

PRELIMINARY AGENDA

MONDAY – March 13, 2023

7:00PM

Please follow current CDC COVID-19 Guidelines

- A. Opening (Prayer) – Michael Brew
- B. Lead Pledge of Allegiance – Supervisor DeWard
- C. Call to Order and Attendance – Supervisor DeWard
- D. Declaration of Conflict of Interest
- E. Review Consent Agenda
- F. Approval of Agenda
- G. Scheduled speakers: NONE
- H. Public Comments – Anything on the Agenda NOT scheduled for a public hearing (comments to 3 minutes per speaker)
- I. Public Hearings: NONE
- J. Approval of Consent Agenda
 - A. Consider for Approval:
 - i) Minutes – February 8, 2023
Minutes - February 13, 2023
 - ii) Check Registers February 1, 2023 thru February 28, 2023:
 - a) General Fund: \$ 147,695.01
 - b) Public Safety SAD: \$ 207,502.66
 - c) Building Inspections: \$ 14,191.02
 - d) Water & Sewer: \$ 362,976.71
 - TOTAL ALL FUNDS: \$ 732,365.40**
 - B. Receive/ Accept/File:
 - i. February 2023 Building Department Revenue Report
 - ii. February 2023 Webpage stats: 9,413 visits
 - iii. Dutton Fire Report – February 2023
 - iv. Cutlerville Fire Report – February 2023
 - v. February 2023 BGUA Board Update
 - vi. Letter for KDL – Partnering with the Grand Rapids Chamber of Commerce

K. New Business

- i. Consider – 1st read of Master Plan ~ set public hearing
- ii. Consider – Renewal of Liquor Licenses
 - a. Logan's Restaurant #531
 - b. JD Holdings, LLC – Peppino's
 - c. TSF Apple Venture, LLC – Applebee's
 - d. Stonewater Country Club – Fire Rock Grille
 - e. Carmelo's Italian Pizza – Tavern License
 - f. Grinning Mitten, DBA Railtown
 - o Microbrewer Manufacturers License
 - o Small Wine Maker Manufacturers License
 - g. Celebration Banquets, LLC
- iii. Consider – Addendum to Uniti Fiber Contract
- iv. Consider – Applying for CDBG funding for sidewalk at Dutton Christian Elementary School
- v. Consider – Purchase of patio furniture for lower level
- vi. Consider - Rezoning – 34 Coleman Street – 1st Read
- vii. Consider – Zoning Ordinance Text Amendment – Daycares in C-1/C-2/O-S – 1st Read
- viii. Consider – Appoint Rod Weersing as official GVMC Township representative
- ix. Consider – Fireworks display permit request – Crystal Springs
- x. Discussion – Draft Memo of Understanding and Agreement regarding the Gannon School Project

M. Supervisor's Comments

N. Board Member Comments

Adjournment

NEXT SCHEDULED BOARD OF TRUSTEES MEETINGS: April 10, 2023 @ 7PM
April 24, 2023 (if needed)

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

The contents of supporting documents (such as text, graphics, images, information, and references) are created and supplied by the author.

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 7:00 PM MEETING
FEBRUARY 08, 2023**

Present: Supervisor DeWard, Clerk Brew, Treasurer Lemke, Trustees Fryling, Haagsma, Terpstra, VanderStel, Dana Lehman, Shirley A. Bruursema, Steve Maier, Linda Crumback, and Brian Diemer

Absent with notice: None

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

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

2. Question of Conflict of Interest

Board Member Haagsma motioned, and Board Member Lemke seconded to accept Board Member VanderStel's declaration of Conflict of Interest pertaining to Gannon School.

VOICE VOTE: 6 Aye. 0 Nay. Motion carried on voice vote. VanderStel abstained with notice.

Board Member VanderStel moved to the audience.

3. Meeting Agenda

Motion by Board Member Haagsma and seconded by Board Member Fryling to approve the proposed agenda.

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

4. Scheduled Speakers.

None.

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

None

6. Public Hearings

None

7. New Business

A. Open discussion with members of the Parks & Trails Committee, Historical Society, and Township Board of Trustees regarding moving of the Gannon Schoolhouse and proposed Educational Center.

Motion by Board Member Haagsma and seconded by Board Member Brew for the Supervisor to draft a Memorandum of Understanding between the Gaines Charter Township Board, the Gaines Charter Township Parks & Trails Committee and the Gaines Charter Township Historical Society to be presented to the Township Board for approval at the March 13, 2023 Regular meeting.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Lemke - yes, Board Member Terpstra - yes, Board Member VanderStel abstained with notice. Motion carried.

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

No one spoke.

9. Comments & Discussion

Use of small barn for community events and rental was discussed.

10. Adjournment

Motion by Board Member Haagsma and seconded by Board Member Lemke to adjourn the meeting at 07:45 p.m.

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

Michael Brew, Clerk

Robert DeWard, Supervisor

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 7:00 PM MEETING
FEBRUARY 13, 2023**

Present: Supervisor DeWard, Clerk Brew, Treasurer Lemke, Trustees Fryling (arrived 7:08 pm), Haagsma, Terpstra, VanderStel

Absent with notice: None

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

1. The meeting was called to order at 7:04 p.m. by Board Member DeWard

2. Question of Conflict of Interest

None

3. Review of the Consent Agenda.

None.

4. Meeting Agenda

Board Member DeWard added an additional public comment section for items not on the agenda.

Motion by Board Member Fryling and seconded by Board Member Lemke to approve the proposed agenda.

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

5. Scheduled Speakers.

None.

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

None

7. Public Hearings

None.

8. Approval of the Consent Agenda

Motion by Board Member Haagsma and seconded by Board Member Terpstra to approve the Consent Agenda including the January 09, 2023, January 16, 2023 7:00 pm and 5:30 pm Township Board Meetings minutes; General Fund expenditures from 01/01/2023 through 01/31/2023 totaling \$130,719.44; Public Safety Special Assessment District expenditures totaling \$240,855.18; Building Inspections totaling \$15,277.39; Water and Sewer Fund expenditures totaling \$339,767.92; January 2023 Building Department Revenue Report; January 2023 Webpage stats; January 2023 Community Policing Report; Treasurer Financial Report; Planning and Zoning Annual Report; Dutton Fire January 2023 Report; Cutlerville Fire January 2023 Report; January 2023 BGUA Board Update.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member DeWard - yes, Board Member Lemke - yes, Board Member VanderStel - yes, Board Member Brew - yes, Board Member Fryling - Absent from vote. Motion carried.

9. New Business

A. Approval of Township Manager Candidate Rod Weersing's Employment Contract

Motion by Board Member Haagsma and seconded by Board Member Terpstra to approve the employment contract for Rod Weersing with the elimination of the definition of personnel committee members.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member Fryling - yes, Board Member Lemke - yes, Board Member VanderStel - yes, Board Member Brew - yes, Board Member DeWard - yes. Motion carried.

B. Townline Early Childhood Center Water Development Contract

Motion by Board Member Haagsma and seconded by Board Member VanderStel to approve the Townline Early Childhood Center Water Development Contract.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member VanderStel - yes, Board Member Lemke - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes. Motion carried.

C. Streams of Hope Water Development Contract

Motion by Board Member Haagsma and seconded by Board Member VanderStel to approve the Streams of Hope Water Development Contract.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member VanderStel - yes, Board Member Lemke - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes. Motion carried.

D. Switch GRR Nap 02 Water and Sewer Development Contract

Motion by Board Member VanderStel and seconded by Board Member Terpstra to approve the Switch GRR Nap 02 Water and Sewer Development Contract.

ROLL CALL VOTE: Board Member VanderStel - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Haagsma - yes, Board Member Lemke - yes. Motion carried.

E. Amazon.com Appraisal for Michigan Tax Tribunal Appeal

Motion by Board Member Lemke and seconded by Board Member Haagsma to hire an appraiser not to exceed \$16,000 to appraise the Amazon property for the Michigan Tax Tribunal appeal.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Haagsma - yes, Board Member VanderStel - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Terpstra - yes. Motion carried.

F. Amend Meeting Agenda to Discuss Amazon Industrial Facilities Exemption (IFE)

Motion by Board Member Haagsma and seconded by Board Member Terpstra to add a discussion to the agenda pertaining to the Amazon IFE.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Lemke - yes, Board Member VanderStel - yes. Motion carried.

G. Study Amazon IFE for Breach of Contract Violations

Motion by Board Member Haagsma and seconded by Board Member Terpstra to authorize the Supervisor, the Township Manager, and the Township Assessor to study the Amazon IFE for violations of the agreement, pursue breach of contract proceedings if violations are found, and inform all parties including school districts the results of the Township's inquiry.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Lemke - yes, Board Member VanderStel - yes, Board Member Brew - yes. Motion carried.

H. Road Closure Request for 2023 Brian Diemer Run

Motion by Board Member Fryling and seconded by Board Member Terpstra to approve the 2023 Brian Diemer Run road closure request.

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

I. Updates at Township Library

Motion by Board Member Lemke and seconded by Board Member Haagsma to approve updates to the Gaines Township Library building not to exceed \$30,000.

ROLL CALL VOTE: Board Member Lemke – yes, Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member VanderStel - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - no. Motion carried.

I. Additional Road Repairs

Motion by Board Member Lemke and seconded by Board Member Fryling to approve using ARPA money increasing the 2023 budget \$75,000 for additional road projects.

ROLL CALL VOTE: Board Member Lemke – yes, Board Member Fryling - yes, Board Member Terpstra - yes, Board Member VanderStel - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Haagsma - yes. Motion carried.

I. Purchase Cemetery Equipment

Motion by Board Member VanderStel and seconded by Board Member Lemke to approve the purchase of a loader for the cemetery.

ROLL CALL VOTE: Board Member VanderStel - yes, Board Member Lemke - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Haagsma - yes. Motion carried.

10. Comments & Discussion

Supervisor DeWard spoke in favor of approving the Township Master Plan at the March board meeting.

Trustee Fryling asked for all new hires in the Township be required to be introduced to the board.

11. Adjournment

Motion by Board Member Brew and seconded by Board Member Haagsma to adjourn the meeting at 09:09 p.m.

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

Michael Brew, Clerk

Robert DeWard, Supervisor

03/01/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 02/01/2023 - 02/28/2023

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
02/03/2023	GEN 2	32043#	AMAZON CAPITAL SERVICES	MONITOR STAND FOR STAND UP DESK	979.000	215.000	32.90
02/03/2023	GEN 2	32043	AMAZON CAPITAL SERVICES	CALCULATOR, SUPPLY BOX, 3 HOLE PUNCH PAPER	727.000	262.000	41.13
				CHECK GEN 2 32043 TOTAL FOR FUND 101:			74.03
02/03/2023	GEN 2	32044#	CONSUMERS ENERGY	TWP OFFICE	920.000	265.000	3,677.74
02/03/2023	GEN 2	32044	CONSUMERS ENERGY	DUTTON CEMETERY	920.000	567.000	28.81
				CHECK GEN 2 32044 TOTAL FOR FUND 101:			3,706.55
02/03/2023	GEN 2	32046	FIRST BANKCARD CENTER	MAMC MEMBERSHIP AND INSTITUTE REGISTRATIOI	727.000	215.000	79.45
02/03/2023	GEN 2	32046	FIRST BANKCARD CENTER	MAMC MEMBERSHIP AND INSTITUTE REGISTRATIOI	831.000	215.000	650.00
02/03/2023	GEN 2	32046	FIRST BANKCARD CENTER	MAMC MEMBERSHIP AND INSTITUTE REGISTRATIOI	832.000	215.000	75.00
				CHECK GEN 2 32046 TOTAL FOR FUND 101:			804.45
02/03/2023	GEN 2	32047	FIRST BANKCARD CENTER	ACROBAT, CHAMBER MEETING	812.000	253.000	15.45
02/03/2023	GEN 2	32048	FIRST BANKCARD CENTER	MEAL FOR BOARD MEETING	812.000	101.000	139.46
02/03/2023	GEN 2	32049	FIRST BANKCARD CENTER	FUEL	740.000	567.000	43.46
02/03/2023	GEN 2	32050#	FIRST BANKCARD CENTER	PARKS AND TRAILS MEETING, MME WINTER INSTITI	831.000	701.000	360.00
02/03/2023	GEN 2	32050	FIRST BANKCARD CENTER	PARKS AND TRAILS MEETING, MME WINTER INSTITI	812.000	751.000	41.57
				CHECK GEN 2 32050 TOTAL FOR FUND 101:			401.57
02/03/2023	GEN 2	32051	FIRST BANKCARD CENTER	SUPPLIES FOR TRAIL MAINTENANCE	960.002	446.000	60.87
02/03/2023	GEN 2	32052	FIVE STAR WINDOW COATINGS	WINDOW TREATMENTS FOR BOARD CONFERENCE	933.000	265.000	1,050.00
02/03/2023	GEN 2	32053#	GAINES WATER & SEWER FUND	TWP OFFICE	924.000	265.000	157.46

02/03/2023	GEN 2	32053	GAINES WATER & SEWER FUND	LIBRARY	924.000	790.000	83.98
				CHECK GEN 2 32053 TOTAL FOR FUND 101:			241.44
02/03/2023	GEN 2	32054	GREEN GRASS INC	SOUTH GAINES, DUTTON, BLAIN CEMETERIES LAWN	973.000	567.000	3,872.20
02/03/2023	GEN 2	32055	HORIZON COMMUNITY PLANNING LLC	MASTER PLAN CONSULTATION	808.000	701.000	125.00
02/03/2023	GEN 2	32056	KCAAO	ASSESSMENT ADMINISTRATION	831.000	257.000	375.00
02/03/2023	GEN 2	32058	KENT COUNTY TREASURER	VET EXEMPTION	964.000	261.000	604.60
02/03/2023	GEN 2	32060	LAIR INVESTIGATIONS	TWP MANAGER PRE-EMPLOYMENT BACKGROUND	963.001	172.000	180.00
02/03/2023	GEN 2	32061	MAYNARDS WATER CONDITIONING LLC	RED OUT SALT DELIVERED	932.000	265.000	189.60
02/03/2023	GEN 2	32062	MEDMUTUAL LIFE	LIFE, AD&D, DEP LIFE	717.000	261.000	563.16
02/03/2023	GEN 2	32064	MICHAEL BREW	PRECINCT 4 NOVEMBER 2022 AUDIT	817.000	262.000	** VOIDED **
02/03/2023	GEN 2	32067#	SPRINT	CELL PHONES	853.000	171.000	21.65
02/03/2023	GEN 2	32067	SPRINT	CELL PHONES	853.000	215.000	43.30
02/03/2023	GEN 2	32067	SPRINT	CELL PHONES	853.000	253.000	21.65
02/03/2023	GEN 2	32067	SPRINT	CELL PHONES	853.000	261.000	79.97
02/03/2023	GEN 2	32067	SPRINT	CELL PHONES	853.000	265.000	21.65
02/03/2023	GEN 2	32067	SPRINT	CELL PHONES	853.000	443.000	21.65
02/03/2023	GEN 2	32067	SPRINT	CELL PHONES	853.000	701.000	21.65
				CHECK GEN 2 32067 TOTAL FOR FUND 101:			231.52
02/09/2023	GEN 2	32068	123.NET	TWP OFFICE TELECOMMUNICATION	853.000	265.000	503.00
02/09/2023	GEN 2	32069#	AMAZON CAPITAL SERVICES	STRETCH JACQUARD OFFICE CHAIR SEAT COVERS,	727.000	171.000	39.96
02/09/2023	GEN 2	32069	AMAZON CAPITAL SERVICES	FILE TABS, 3 RING BINDERS	727.000	171.000	31.67
02/09/2023	GEN 2	32069	AMAZON CAPITAL SERVICES	BINDER TABS	727.000	215.000	73.58

02/09/2023	GEN 2	32069	AMAZON CAPITAL SERVICES	DOUBLE SIDED TAPE, MAT	727.000	215.000	74.99
02/09/2023	GEN 2	32069	AMAZON CAPITAL SERVICES	PRINTER PAPER	727.000	261.000	44.99
02/09/2023	GEN 2	32069	AMAZON CAPITAL SERVICES	LEGAL SIZE FILE FOLDERS FOR SECRECY SLEAVES	727.000	262.000	144.40
02/09/2023	GEN 2	32069	AMAZON CAPITAL SERVICES	SELF ADHESIVE POCKET FOR SECRECY SLEAVES	727.000	262.000	203.82
02/09/2023	GEN 2	32069	AMAZON CAPITAL SERVICES	DOUBLE SIDED TAPE, MAT	727.000	262.000	31.99
				CHECK GEN 2 32069 TOTAL FOR FUND 101:			645.40
02/09/2023	GEN 2	32070#	ARROWASTE INC	TWP OFFICE REFUSE	822.000	265.000	75.27
02/09/2023	GEN 2	32070	ARROWASTE INC	BLAIN REFUSE	822.000	567.000	59.64
02/09/2023	GEN 2	32070	ARROWASTE INC	LIBRARY REFUSE	822.000	790.000	76.64
				CHECK GEN 2 32070 TOTAL FOR FUND 101:			211.55
02/09/2023	GEN 2	32073	BUSINESS SYSTEM SOLUTIONS, INC	SERVER OFFICE 365 TWP OFFICE, CFD, DFD	809.000	261.000	3,378.00
02/09/2023	GEN 2	32073	BUSINESS SYSTEM SOLUTIONS, INC	SERVER OFFICE 365 TWP OFFICE, CFD, DFD	809.000	261.000	475.20
				CHECK GEN 2 32073 TOTAL FOR FUND 101:			3,853.20
02/09/2023	GEN 2	32074#	CONSUMERS ENERGY	STREETLIGHTS	920.000	448.000	13,507.16
02/09/2023	GEN 2	32074	CONSUMERS ENERGY	LED LIGHTS	920.000	448.000	1,285.66
02/09/2023	GEN 2	32074	CONSUMERS ENERGY	BLAIN CEMETERY	920.000	448.000	39.76
02/09/2023	GEN 2	32074	CONSUMERS ENERGY	DIVISION STREET LIGHTS	920.001	448.000	157.73
02/09/2023	GEN 2	32074	CONSUMERS ENERGY	DIVISION AVENUE LIGHTS	920.001	448.000	149.80
02/09/2023	GEN 2	32074	CONSUMERS ENERGY	DIVISION STREET LIGHTS	920.001	448.000	113.19
02/09/2023	GEN 2	32074	CONSUMERS ENERGY	BLAIN CEMETERY	920.000	567.000	28.81
				CHECK GEN 2 32074 TOTAL FOR FUND 101:			15,282.11
02/09/2023	GEN 2	32079#	JACK'S LAWN & SNOWPLOWING, INC	SHERIFF	819.000	265.000	690.04
02/09/2023	GEN 2	32079	JACK'S LAWN & SNOWPLOWING, INC	CFD	819.000	265.000	981.72
02/09/2023	GEN 2	32079	JACK'S LAWN & SNOWPLOWING, INC	TWP OFFICE	819.000	265.000	2,062.38
02/09/2023	GEN 2	32079	JACK'S LAWN & SNOWPLOWING, INC	DUTTON CEMETERY	819.000	567.000	285.71
02/09/2023	GEN 2	32079	JACK'S LAWN & SNOWPLOWING, INC	LIBRARY	819.000	790.000	1,030.81
				CHECK GEN 2 32079 TOTAL FOR FUND 101:			5,050.66

02/09/2023	GEN 2	32080	JND SNOWPLOWING INC	PAYMENT 4 OF 7	808.000	446.000	2,142.86
02/09/2023	GEN 2	32081	KENT COUNTY TREASURER	MICHIGAN TAX TRIBUNAL ORDER	964.000	261.000	21.59
02/09/2023	GEN 2	32082#	KIM TRIPLETT	CELL PHONE, MILEAGE, BREAKROOM SUPPLIES	817.000	171.000	3.70
02/09/2023	GEN 2	32082	KIM TRIPLETT	CELL PHONE, MILEAGE, BREAKROOM SUPPLIES	853.000	171.000	25.00
02/09/2023	GEN 2	32082	KIM TRIPLETT	CELL PHONE, MILEAGE, BREAKROOM SUPPLIES	727.000	261.000	32.17
				CHECK GEN 2 32082 TOTAL FOR FUND 101:			60.87
02/09/2023	GEN 2	32084	MCSA GROUP INC.	RECREATION PLAN	808.000	701.000	250.00
02/09/2023	GEN 2	32085	MICHAEL BREW	NOVEMBER 2022 ELECTION AUDIT	817.000	262.000	37.34
02/09/2023	GEN 2	32085	MICHAEL BREW	PARKING FOR AUDIT	963.001	262.000	8.00
				CHECK GEN 2 32085 TOTAL FOR FUND 101:			45.34
02/09/2023	GEN 2	32086	MINER SUPPLY COMPANY	TWP OFFICE RESTROOM SUPPLIES	821.000	265.000	254.30
02/09/2023	GEN 2	32087	PRINTING SYSTEMS	ELECTION SUPPLIES	900.000	262.000	1,125.69
02/09/2023	GEN 2	32088	SIEGFRIED CRANDALL VOS & LEWIS	W-2 AND 1099	801.000	261.000	700.00
02/09/2023	GEN 2	32089	THE RIGHT PLACE	ANNUAL COMMITMENT	832.000	261.000	4,000.00
02/09/2023	GEN 2	32090	THE SUN AND NEWS	TWP POSTINGS	901.000	261.000	283.20
02/09/2023	GEN 2	32091	THYSSENKRUPP ELEVATOR CORP	PLATINUM FULL MAINTENANCE	933.000	265.000	3,338.32
02/09/2023	GEN 2	32091	THYSSENKRUPP ELEVATOR CORP	ELEVATOR TELEPHONE MONITORING	933.000	265.000	399.57
				CHECK GEN 2 32091 TOTAL FOR FUND 101:			3,737.89
02/09/2023	GEN 2	32092	ULINE SHIPPING SUPPLY	CORNER STAND UP DESK	979.000	215.000	463.17

02/13/2023	GEN 2	32093	ALTA EQUIPMENT COMPANY	ASV RT-50	979.000	567.000	56,650.00
02/14/2023	GEN 2	32094	KENT COMMUNICATIONS INC	POSTAGE FOR ASSESSING NOTICES	901.000	257.000	1,270.76
02/14/2023	GEN 2	32094	KENT COMMUNICATIONS INC	POSTAGE FOR ASSESSING NOTICES	965.000	257.000	3,723.72
				CHECK GEN 2 32094 TOTAL FOR FUND 101:			4,994.48
02/18/2023	GEN 2	32095	ACCIDENT FUND	WORKERS COMP	719.000	261.000	1,343.10
02/18/2023	GEN 2	32096#	AMAZON CAPITAL SERVICES	CLERK PHONE CABLE, EARHOOK	979.000	215.000	52.29
02/18/2023	GEN 2	32096	AMAZON CAPITAL SERVICES	TWP OFFICE COFFEE	727.000	261.000	56.05
				CHECK GEN 2 32096 TOTAL FOR FUND 101:			108.34
02/18/2023	GEN 2	32097	APPLIED IMAGING	EQUIPMENT RENTAL	808.000	261.000	729.45
02/18/2023	GEN 2	32099#	BLOOM SLUGGETT	GANNON SCHOOL, CALYDONIA, FD INTERVIEW, DAY	802.000	101.000	966.00
02/18/2023	GEN 2	32099	BLOOM SLUGGETT	GANNON SCHOOL, CALYDONIA, FD INTERVIEW, DAY	802.000	261.000	1,173.00
02/18/2023	GEN 2	32099	BLOOM SLUGGETT	GANNON SCHOOL, CALYDONIA, FD INTERVIEW, DAY	802.000	701.000	857.00
				CHECK GEN 2 32099 TOTAL FOR FUND 101:			2,996.00
02/18/2023	GEN 2	32100#	BLUE CROSS HSA	HEALTH WITH NEW DFD	717.000	171.000	47.62
02/18/2023	GEN 2	32100	BLUE CROSS HSA	HEALTH WITH NEW DFD	717.000	172.000	497.51
02/18/2023	GEN 2	32100	BLUE CROSS HSA	HEALTH WITH NEW DFD	717.000	172.000	(449.88)
02/18/2023	GEN 2	32100	BLUE CROSS HSA	HEALTH WITH NEW DFD	717.000	215.000	1,801.01
02/18/2023	GEN 2	32100	BLUE CROSS HSA	HEALTH WITH NEW DFD	717.000	253.000	1,393.00
02/18/2023	GEN 2	32100	BLUE CROSS HSA	HEALTH WITH NEW DFD	717.000	257.000	3,511.09
02/18/2023	GEN 2	32100	BLUE CROSS HSA	HEALTH WITH NEW DFD	717.000	443.000	969.02
02/18/2023	GEN 2	32100	BLUE CROSS HSA	HEALTH WITH NEW DFD	717.000	701.000	1,998.29
				CHECK GEN 2 32100 TOTAL FOR FUND 101:			9,767.66
02/18/2023	GEN 2	32102	BUIST ELECTRIC INC	DIVISION MAINT	973.001	446.000	443.00
02/18/2023	GEN 2	32102	BUIST ELECTRIC INC	DIV LIGHT POLE REPAIR	973.001	446.000	190.00
				CHECK GEN 2 32102 TOTAL FOR FUND 101:			633.00
02/18/2023	GEN 2	32103	CLARK HILL	FC GRAND RAPIDS MI LANDLORD, LLC	802.000	257.000	312.00

02/18/2023	GEN 2	32104	COMCAST	CFD	853.000	336.002	263.59
02/18/2023	GEN 2	32105#	DELTA DENTAL	DENTAL WITH NEW DFD	717.000	171.000	99.67
02/18/2023	GEN 2	32105	DELTA DENTAL	DENTAL WITH NEW DFD	717.000	172.000	64.75
02/18/2023	GEN 2	32105	DELTA DENTAL	DENTAL WITH NEW DFD	717.000	215.000	272.55
02/18/2023	GEN 2	32105	DELTA DENTAL	DENTAL WITH NEW DFD	717.000	253.000	84.56
02/18/2023	GEN 2	32105	DELTA DENTAL	DENTAL WITH NEW DFD	717.000	257.000	272.54
02/18/2023	GEN 2	32105	DELTA DENTAL	DENTAL WITH NEW DFD	717.000	371.000	44.77
02/18/2023	GEN 2	32105	DELTA DENTAL	DENTAL WITH NEW DFD	717.000	443.000	44.76
02/18/2023	GEN 2	32105	DELTA DENTAL	DENTAL WITH NEW DFD	717.000	701.000	138.75
				CHECK GEN 2 32105 TOTAL FOR FUND 101:			1,022.35
02/18/2023	GEN 2	32106	FIRE FIGHTER SALES & SERVICE	LIBRARY INSPECTION	932.000	790.000	411.00
02/18/2023	GEN 2	32107	FIRST UNUM LIFE INSURANCE COMPANY	SHORT AND LONG TERM DISABILITY	717.000	261.000	989.40
02/18/2023	GEN 2	32108	GORDON WATER	TWP OFFICE WATER	808.000	265.000	68.59
02/18/2023	GEN 2	32109	GREATAMERICA FINANCIAL SERVICES	TWP OFFICE COPIERS	808.000	261.000	917.00
02/18/2023	GEN 2	32110#	INTEGRITY OFFICE	COFFEE AND PAPER	727.000	261.000	165.33
02/18/2023	GEN 2	32110	INTEGRITY OFFICE	NAME PLATE	727.000	701.000	32.00
				CHECK GEN 2 32110 TOTAL FOR FUND 101:			197.33
02/18/2023	GEN 2	32111	IPM SERVICES	TWP OFFICE PEST CONROL	933.000	265.000	42.00
02/18/2023	GEN 2	32112	JACK'S LAWN & SNOWPLOWING, INC	BLAIN CEMETERY	819.000	567.000	285.71
02/18/2023	GEN 2	32113	K.C. ROAD COMMISSION	SEWER 68TH STREET	960.000	446.000	** VOIDED **

02/18/2023	GEN 2	32114	KENT COUNTY CLERKS ASSOCIATION	ANNUAL MEMBERSHIP FEE	832.000	215.000	35.00
02/18/2023	GEN 2	32117#	MICHAEL BREW	ELECTION POST OFFICE CEMETERY SKID STEER	817.000	262.000	9.83
02/18/2023	GEN 2	32117	MICHAEL BREW	ELECTION POST OFFICE CEMETERY SKID STEER	963.001	567.000	4.58
				CHECK GEN 2 32117 TOTAL FOR FUND 101:			14.41
02/18/2023	GEN 2	32118	MICHIGAN ASSOCIATION OF PLANNING	PLANNING AND ZONING ESSENTIALS	831.000	701.000	115.00
02/18/2023	GEN 2	32118	MICHIGAN ASSOCIATION OF PLANNING	PLANNING AND ZONING ESSENTIALS	831.000	701.000	115.00
				CHECK GEN 2 32118 TOTAL FOR FUND 101:			230.00
02/18/2023	GEN 2	32121#	WAYNE BOURDO	LANDSCAPE MAINT LIB TWP OFFICE	935.000	265.000	748.33
02/18/2023	GEN 2	32121	WAYNE BOURDO	TRASH SERVICE BAGS AND DOG WALK	808.000	751.000	135.00
02/18/2023	GEN 2	32121	WAYNE BOURDO	LANDSCAPE MAINT LIB TWP OFFICE	935.000	790.000	196.25
				CHECK GEN 2 32121 TOTAL FOR FUND 101:			1,079.58
02/24/2023	GEN 2	32124#	BUSINESS SYSTEM SOLUTIONS, INC	DUO AUTHENTICATION	808.000	261.000	651.20
02/24/2023	GEN 2	32124	BUSINESS SYSTEM SOLUTIONS, INC	CLOUD SERVICES	809.000	261.000	199.00
02/24/2023	GEN 2	32124	BUSINESS SYSTEM SOLUTIONS, INC	SHERIFF SPECIFIC CONFIGURE VPN ACCESS HVAC SE	775.000	265.000	188.80
				CHECK GEN 2 32124 TOTAL FOR FUND 101:			1,039.00
02/24/2023	GEN 2	32125	CINTAS CORPORATION #301	BLACK MATS FOR TWP OFFICE	805.000	265.000	81.10
02/24/2023	GEN 2	32126#	DTE ENERGY	TWP OFFICE	923.000	265.000	2,321.67
02/24/2023	GEN 2	32126	DTE ENERGY	LIBRARY NATURAL GAS	923.000	790.000	665.48
				CHECK GEN 2 32126 TOTAL FOR FUND 101:			2,987.15
02/24/2023	GEN 2	32129	INTEGRITY OFFICE	TWP OFFICE PAPER	727.000	261.000	84.48
02/24/2023	GEN 2	32129	INTEGRITY OFFICE	COFFEE	727.000	261.000	23.99
				CHECK GEN 2 32129 TOTAL FOR FUND 101:			108.47
02/24/2023	GEN 2	32130	INTERURBAN TRANSIT PARTNERSHIP	RUAL GO BUS SERVICE	860.000	596.000	583.31
02/24/2023	GEN 2	32130	INTERURBAN TRANSIT PARTNERSHIP	RUAL LINEHAUL SERVICE	860.000	596.000	2,869.89
				CHECK GEN 2 32130 TOTAL FOR FUND 101:			3,453.20

02/24/2023	GEN 2	32132	MICHAEL BREW	CEMETERY INSPECTION OF RAFTERS	817.000	215.000	9.83
02/24/2023	GEN 2	32133	PLUMMERS DISPOSAL SERVICE	PT AND TRASH CART	808.000	751.000	299.00
02/24/2023	GEN 2	32134	REVIZE LLC	WEBSITE WITH E-NOTIFY	808.000	261.000	2,275.00
02/24/2023	GEN 2	32135	STAR 2 STAR COMMUNICATIONS	TWP OFFICE	853.000	261.000	829.87
02/24/2023	GEN 2	32138	VRIESMAN & KORHORN LLC	PRARIE WOLF PARK STATION	808.001	701.000	241.21
02/24/2023	GEN 2	32138	VRIESMAN & KORHORN LLC	VANLAAN CONSTRUCTION SUPPLY ADDITION	808.001	701.000	845.93
02/24/2023	GEN 2	32138	VRIESMAN & KORHORN LLC	MISCELLANEOUS ENGINEERING	808.001	701.000	1,126.07
				CHECK GEN 2 32138 TOTAL FOR FUND 101:			2,213.21
				Total for fund 101 GENERAL FUND			147,695.01

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

03/01/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 02/01/2023 - 02/28/2023

J. A. ii) b)

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
02/03/2023	GEN 2	32043#	AMAZON CAPITAL SERVICES	WEIGHT BAR, COFFEE, JUMP ROPES	727.000	336.001	87.99
02/03/2023	GEN 2	32043	AMAZON CAPITAL SERVICES	DIGITAL TIRE PRESSURE GUAGE	931.000	336.001	27.90
02/03/2023	GEN 2	32043	AMAZON CAPITAL SERVICES	WEIGHT BAR, COFFEE, JUMP ROPES	979.000	336.001	129.08
02/03/2023	GEN 2	32043	AMAZON CAPITAL SERVICES	DFD COOKING UTENSILS SET, MOP, DOOR SIGNS, GI	740.000	336.002	204.58
				CHECK GEN 2 32043 TOTAL FOR FUND 205:			449.55
02/03/2023	GEN 2	32044	CONSUMERS ENERGY	DFD	920.000	336.002	1,086.95
02/03/2023	GEN 2	32045	ESO SOLUTIONS, INC	DFD FIRE & EMS PACKAGE	809.000	336.002	212.53
02/03/2023	GEN 2	32057	KENT COUNTY TREASURER	CP OFFICER AND TOWNSHIP LAW DEC 2022	820.000	301.000	84,580.66
02/03/2023	GEN 2	32059	KLEYN MOBILE REPAIR LLC	REPAIR BACK UP ALARM	931.000	336.001	343.87
02/03/2023	GEN 2	32063	MENARDS- WYOMING	WIRE BRUSHES, SEAL SPRAY	740.000	336.002	28.26
02/03/2023	GEN 2	32063	MENARDS- WYOMING	DFD IMPLEMENT SPRAY FORD RED, HANDLE SINGLE	932.000	336.002	43.92
				CHECK GEN 2 32063 TOTAL FOR FUND 205:			72.18
02/03/2023	GEN 2	32066	PURITY CYLINDER GASES INC	DFD OXYGEN	740.000	336.002	62.93
02/03/2023	GEN 2	32067#	SPRINT	CELL PHONES	853.000	336.001	43.30
02/03/2023	GEN 2	32067	SPRINT	CELL PHONES	853.000	336.002	71.65
				CHECK GEN 2 32067 TOTAL FOR FUND 205:			114.95

02/09/2023	GEN 2	32069#	AMAZON CAPITAL SERVICES	CFD CAT + RIGID TOURNIQUET CASE, SHARPIE MARKERS	727.000	336.001	21.99
02/09/2023	GEN 2	32069	AMAZON CAPITAL SERVICES	CFD CAT + RIGID TOURNIQUET CASE, SHARPIE MARKERS	740.000	336.001	205.47
02/09/2023	GEN 2	32069	AMAZON CAPITAL SERVICES	GARAGE DOOR OPENER AND BATTERY	740.000	336.002	22.83
02/09/2023	GEN 2	32069	AMAZON CAPITAL SERVICES	DFD GRILL BRUSH, BITS, PERSONNEL ONLY SIGN, CLEANING SUPPLIES	740.000	336.002	83.57
02/09/2023	GEN 2	32069	AMAZON CAPITAL SERVICES	DFD LARGE FOOD STORAGE	740.000	336.002	36.99
				CHECK GEN 2 32069 TOTAL FOR FUND 205:			370.85
02/09/2023	GEN 2	32070#	ARROWASTE INC	CFD REFUSE	822.000	336.001	120.47
02/09/2023	GEN 2	32070	ARROWASTE INC	DFD REFUSE	822.000	336.002	50.40
				CHECK GEN 2 32070 TOTAL FOR FUND 205:			170.87
02/09/2023	GEN 2	32071	AUTO VALUE PARTS STORES	DFD	931.000	336.002	** VOIDED **
02/09/2023	GEN 2	32072	BOUND TREE MEDICAL LLC	DFD GLOVES	740.000	336.002	86.45
02/09/2023	GEN 2	32073#	BUSINESS SYSTEM SOLUTIONS, INC	SERVER OFFICE 365 TWP OFFICE, CFD, DFD	809.000	336.001	1,150.40
02/09/2023	GEN 2	32073	BUSINESS SYSTEM SOLUTIONS, INC	SERVER OFFICE 365 TWP OFFICE, CFD, DFD	809.000	336.001	264.00
02/09/2023	GEN 2	32073	BUSINESS SYSTEM SOLUTIONS, INC	SERVER OFFICE 365 TWP OFFICE, CFD, DFD	809.000	336.002	883.60
				CHECK GEN 2 32073 TOTAL FOR FUND 205:			2,298.00
02/09/2023	GEN 2	32074	CONSUMERS ENERGY	CFD	920.000	336.001	1,077.92
02/09/2023	GEN 2	32075	FIRST BANKCARD CENTER	DFD CLOCK, BADGES,	776.000	336.002	645.90
02/09/2023	GEN 2	32075	FIRST BANKCARD CENTER	DFD CLOCK, BADGES,	776.000	336.002	43.95
02/09/2023	GEN 2	32075	FIRST BANKCARD CENTER	DFD CLOCK, BADGES,	931.000	336.002	255.77
02/09/2023	GEN 2	32075	FIRST BANKCARD CENTER	DFD CLOCK, BADGES,	932.000	336.002	136.96
				CHECK GEN 2 32075 TOTAL FOR FUND 205:			1,082.58
02/09/2023	GEN 2	32076	GRAND RAPIDS GRAPHIX	T SHIRTS	776.000	336.002	377.50
02/09/2023	GEN 2	32077	GREAT LAKES UPFITTING	DFD ENGINE 67 LIGHT BAR REPAIR	931.000	336.002	307.80

02/09/2023	GEN 2	32078	J&B MEDICAL SUPPLY	DFD BURN SHEET	740.000	336.002	25.50
02/09/2023	GEN 2	32078	J&B MEDICAL SUPPLY	MEDICAL SUPPLIES	740.000	336.002	19.56
02/09/2023	GEN 2	32078	J&B MEDICAL SUPPLY	BLOOD GLUCOSE TEST STRIPS	740.000	336.002	41.00
				CHECK GEN 2 32078 TOTAL FOR FUND 205:			86.06
02/09/2023	GEN 2	32079	JACK'S LAWN & SNOWPLOWING, INC	DFD	819.000	336.002	981.72
02/09/2023	GEN 2	32083	KLEYN MOBILE REPAIR LLC	ENGINE 67 LIGHTBAR DIAGNOSIS	931.000	336.002	438.79
02/18/2023	GEN 2	32095#	ACCIDENT FUND	WORKERS COMP	719.000	336.001	2,406.39
02/18/2023	GEN 2	32095	ACCIDENT FUND	WORKERS COMP	719.000	336.002	1,846.76
				CHECK GEN 2 32095 TOTAL FOR FUND 205:			4,253.15
02/18/2023	GEN 2	32096#	AMAZON CAPITAL SERVICES	CAR WASH SOAP, PACKING TAPE, BODY FAT SCALE	727.000	336.001	7.56
02/18/2023	GEN 2	32096	AMAZON CAPITAL SERVICES	CFD RIGID TOURNIQUET CASE,	740.000	336.001	205.47
02/18/2023	GEN 2	32096	AMAZON CAPITAL SERVICES	CAR WASH SOAP, PACKING TAPE, BODY FAT SCALE	811.000	336.001	49.99
02/18/2023	GEN 2	32096	AMAZON CAPITAL SERVICES	CAR WASH SOAP, PACKING TAPE, BODY FAT SCALE	931.000	336.001	74.58
02/18/2023	GEN 2	32096	AMAZON CAPITAL SERVICES	VACUUM BAGS, WET DRY CARTRIDGE FILTERS	740.000	336.002	39.21
02/18/2023	GEN 2	32096	AMAZON CAPITAL SERVICES	LONG REACH GRABBER, WEDGE BAG AND PUMP, C	740.000	336.002	75.50
				CHECK GEN 2 32096 TOTAL FOR FUND 205:			452.31
02/18/2023	GEN 2	32098	AUTOZONE	CFD LUBERICATION	931.000	336.001	7.49
02/18/2023	GEN 2	32100#	BLUE CROSS HSA	HEALTH WITH NEW DFD	717.000	336.001	5,211.25
02/18/2023	GEN 2	32100	BLUE CROSS HSA	HEALTH WITH NEW DFD	717.000	336.002	6,001.69
02/18/2023	GEN 2	32100	BLUE CROSS HSA	HEALTH WITH NEW DFD	717.000	336.002	7,145.66
				CHECK GEN 2 32100 TOTAL FOR FUND 205:			18,358.60
02/18/2023	GEN 2	32101	BOUND TREE MEDICAL LLC	DFD AIRWAY SUPPLIES, GAUZE, BANDAGE	740.000	336.002	85.61
02/18/2023	GEN 2	32105#	DELTA DENTAL	DENTAL WITH NEW DFD	717.000	336.001	751.68
02/18/2023	GEN 2	32105	DELTA DENTAL	DENTAL WITH NEW DFD	717.000	336.002	66.90
02/18/2023	GEN 2	32105	DELTA DENTAL	DENTAL WITH NEW DFD	717.000	336.002	346.71
				CHECK GEN 2 32105 TOTAL FOR FUND 205:			1,165.29

02/18/2023	GEN 2	32115	KLEYN MOBILE REPAIR LLC	CFD AIR INTAKE HEATER ISSUE	931.000	336.001	811.86
02/18/2023	GEN 2	32116#	LAMPHEAR SERVICE COMPANY INC	CFD PREVENTATIVE MAINTENANCE	932.000	336.001	475.00
02/18/2023	GEN 2	32116	LAMPHEAR SERVICE COMPANY INC	DFD PREVENTATIVE MAINTENANCE	932.000	336.002	405.00
				CHECK GEN 2 32116 TOTAL FOR FUND 205:			880.00
02/18/2023	GEN 2	32120#	PURITY CYLINDER GASES INC	CFD OX MED D AL	740.000	336.001	122.00
02/18/2023	GEN 2	32120	PURITY CYLINDER GASES INC	DFD OX MED DP	740.000	336.002	100.50
				CHECK GEN 2 32120 TOTAL FOR FUND 205:			222.50
02/18/2023	GEN 2	32122	WEX BANK	CFD	741.000	336.001	1,127.86
02/24/2023	GEN 2	32123#	AMAZON CAPITAL SERVICES	CFD TACTICAL HANGER FOR BODY ARMOR	727.000	336.001	32.95
02/24/2023	GEN 2	32123	AMAZON CAPITAL SERVICES	CFD FUSE	933.000	336.001	11.99
02/24/2023	GEN 2	32123	AMAZON CAPITAL SERVICES	DFD KEY FOR FIRE ALARM PANEL, PAPER TOWELS, T	727.000	336.002	60.76
02/24/2023	GEN 2	32123	AMAZON CAPITAL SERVICES	DFD CANVAS BUCKET	740.000	336.002	49.97
02/24/2023	GEN 2	32123	AMAZON CAPITAL SERVICES	DFD KEY FOR FIRE ALARM PANEL, PAPER TOWELS, T	740.000	336.002	37.27
				CHECK GEN 2 32123 TOTAL FOR FUND 205:			192.94
02/24/2023	GEN 2	32126#	DTE ENERGY	CFD NATURAL GAS	923.000	336.001	1,006.87
02/24/2023	GEN 2	32126	DTE ENERGY	DFD NATURAL GASS	923.000	336.002	1,243.33
				CHECK GEN 2 32126 TOTAL FOR FUND 205:			2,250.20
02/24/2023	GEN 2	32127#	ESO SOLUTIONS, INC	HISTORICAL DATA ACCESS	809.000	336.001	500.00
02/24/2023	GEN 2	32127	ESO SOLUTIONS, INC	HISTORICAL DATA ACCESS	809.000	336.002	500.00
				CHECK GEN 2 32127 TOTAL FOR FUND 205:			1,000.00
02/24/2023	GEN 2	32128	GORDON WATER	DFD WATER	808.000	336.002	10.79
02/24/2023	GEN 2	32131	KENT COUNTY TREASURER	JAN 2023 COMMUNITY POLICING OFFICER AND TOV	820.000	301.000	78,938.70

02/24/2023	GEN 2	32135	STAR 2 STAR COMMUNICATIONS	DFD	853.000	336.002	437.40
02/24/2023	GEN 2	32136#	THE BDI TEAM	CFD CONSULTATION AND SET UP FEE	809.000	336.001	1,500.00
02/24/2023	GEN 2	32136	THE BDI TEAM	DFD CONSULTATION AND SET UP FEE	809.000	336.002	1,500.00
				CHECK GEN 2 32136 TOTAL FOR FUND 205:			3,000.00
02/24/2023	GEN 2	32137	ULINE SHIPPING SUPPLY	DFD VEHICLE WASH SYSTEM	740.000	336.002	105.80
				Total for fund 205 PUBLIC SAFETY SAD			207,502.66

#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

03/01/2023

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J. A. ii) C0

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
02/03/2023	GEN 2	32043	AMAZON CAPITAL SERVICES	LAPOTOP TRAY DESK MOUNT	979.000	371.000	67.98
02/03/2023	GEN 2	32047	FIRST BANKCARD CENTER	ACROBAT, CHAMBER MEETING	809.000	371.000	21.19
02/03/2023	GEN 2	32047	FIRST BANKCARD CENTER	ACROBAT, CHAMBER MEETING	809.000	371.000	(15.89)
				CHECK GEN 2 32047 TOTAL FOR FUND 549:			5.30
02/03/2023	GEN 2	32065	NATALIE DAVENPORT	ENFORCEMENT MILEAGE	817.000	371.000	54.06
02/03/2023	GEN 2	32065	NATALIE DAVENPORT	ENFORCEMENT MILEAGE	817.000	371.000	28.95
				CHECK GEN 2 32065 TOTAL FOR FUND 549:			83.01
02/03/2023	GEN 2	32067	SPRINT	CELL PHONES	853.000	371.000	43.30
02/18/2023	GEN 2	32096	AMAZON CAPITAL SERVICES	BUILDING DPT DUAL MONITOR MOUNT	979.000	371.000	49.99
02/18/2023	GEN 2	32100	BLUE CROSS HSA	HEALTH WITH NEW DFD	717.000	371.000	2,781.44
02/18/2023	GEN 2	32119	PROFESSIONAL CODE INSPECTIONS INC	MECHANICAL PLUMBING INSPECTION	808.000	371.000	4,560.00
02/18/2023	GEN 2	32119	PROFESSIONAL CODE INSPECTIONS INC	MECHANICAL, PLUMBING, ELECTRICAL INSPECTION:	808.000	371.000	6,600.00
				CHECK GEN 2 32119 TOTAL FOR FUND 549:			11,160.00
				Total for fund 549 BUILDING INSPECTIONS DEPT			14,191.02

03/08/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 02/01/2023 - 02/28/2023

J. A. ii) c)

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
02/13/2023	WSCK2	5666	BYRON GAINES UTILITY AUTHORITY	OP EXP PAYROLL, INSP	830.000	537.000	23,598.00
02/13/2023	WSCK2	5666	BYRON GAINES UTILITY AUTHORITY	WYOMING WATER & SEWER JAN 2023	922.000	537.000	80,956.61
				CHECK WSCK2 5666 TOTAL FOR FUND 591:			104,554.61
02/13/2023	WSCK2	5668	EXTEND YOUR REACH	FEB UTILITY BILLS	905.000	537.000	189.99
02/13/2023	WSCK2	5669	MCMAHON, CAREY	UB refund for account: NEAD-006468-0000-	633.000	537.000	25.29
02/13/2023	WSCK2	5669	MCMAHON, CAREY	UB refund for account: NEAD-006468-0000-	633.001	537.000	36.88
				CHECK WSCK2 5669 TOTAL FOR FUND 591:			62.17
02/28/2023	WSCK2	5670	APPLIED INNOVATION	TRACY'S PRINTER MAINT 2/22/23-5/21/23	809.000	537.000	86.18
02/28/2023	WSCK2	5671	BYRON GAINES UTILITY AUTHORITY	JAN 2023 OP EXP, CAP EXP, METERS	830.000	537.000	27,360.48
02/28/2023	WSCK2	5671	BYRON GAINES UTILITY AUTHORITY	JAN 2023 OP EXP, CAP EXP, METERS	830.001	537.000	22,190.00
02/28/2023	WSCK2	5671	BYRON GAINES UTILITY AUTHORITY	JAN 2023 OP EXP, CAP EXP, METERS	830.CAP	537.000	587.03
				CHECK WSCK2 5671 TOTAL FOR FUND 591:			50,137.51
02/28/2023	WSCK2	5672	VRIESMAN & KORHORN	WATER & SEWER SYS VAL	803.000	537.000	33.75
02/28/2023	WSCK2	5672	VRIESMAN & KORHORN	MISC WATER SYS	803.000	537.000	1,210.28
				CHECK WSCK2 5672 TOTAL FOR FUND 591:			1,244.03
02/28/2023	WSCK2	5673	NORMAN, MARK	UB refund for account: PARA-006435-0000-	633.000	537.000	12.59
02/28/2023	WSCK2	5673	NORMAN, MARK	UB refund for account: PARA-006435-0000-	633.001	537.000	111.02
				CHECK WSCK2 5673 TOTAL FOR FUND 591:			123.61
				Total for fund 591 WATER FUND			156,398.10



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Unit Totals		
Unit Name	Records	Revenue
	115	148,519.50
TOTAL	115	148,519.50

Record Type Totals		
Unit:	Records	Revenue
Name	1	25.00
Permit	114	148,494.50
UNIT TOTAL:	115	148,519.50

Record Type Breakdowns		
Unit:	Records	Revenue
Record Type: Name	1	25.00
TOTAL:	1	25.00

Record Type: Permit	Records	Revenue
Building	10	132,741.00
Commercial Sign	3	350.00
Deck	2	260.00
Electrical	27	3,023.00
Furnace Replacement	2	220.00
Mechanical	39	7,940.50
Mobile Home Building	4	520.00
Mobile Home Plumbing	2	180.00
Plumbing	17	2,555.00
Residential Roofing	5	450.00
Storm Drain	3	255.00
TOTAL:	114	148,494.50



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Unit Totals		
Unit Name	Records	Revenue
	115	148,519.50
TOTAL	115	148,519.50

Record Type Totals		
Unit:	Records	Revenue
Name	1	25.00
Permit	114	148,494.50
UNIT TOTAL:	115	148,519.50

Record Type Breakdowns		
Unit:		
Record Type: Name	Records	Revenue
	1	25.00
TOTAL:	1	25.00

Record Type: Permit	Records	Revenue
Building	10	132,741.00
Commercial Sign	3	350.00
Deck	2	260.00
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Furnace Replacement	2	220.00
Mechanical	39	7,940.50
Mobile Home Building	4	520.00
Mobile Home Plumbing	2	180.00
Plumbing	17	2,555.00
Residential Roofing	5	450.00
Storm Drain	3	255.00
TOTAL:	114	148,494.50

Record Categories By Type		
Unit:		
Name	Type:	
	1	25.00
TOTAL:	1	25.00

Permit	Type: Building	
Com, Alteration	1	402.00
Com, New Structure	1	129,235.00
Res, Alteration	2	273.00
Res, Garage	1	225.00
Res, Miscellaneous	1	90.00
Res. Foundation	2	180.00
Res. New House	2	2,336.00
TOTAL:	10	132,741.00

Permit	Type: Commercial Sign	
Com. Sign	3	350.00
TOTAL:	3	350.00

Permit	Type: Deck	
Res. Deck	2	260.00



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TOTAL:	2	260.00
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Permit	Type: Electrical	
Com. Sign	4	420.00
Electric for Mobile Home	9	774.00
Electrical	10	1,340.00
Fire Alarms	2	210.00
Fire Suppression	1	130.00
Res, Alteration	1	149.00
TOTAL:	27	3,023.00

Permit	Type: Furnace Replacement	
Furnace	2	220.00
TOTAL:	2	220.00

Permit	Type: Mechanical	
Boiler	1	110.00
Fire Suppression	2	520.50
Fireplace	1	150.00
Furnace	8	895.00
Mechanical	17	5,315.00
Mechanical for Mobile Home	8	780.00
Water Heater	2	170.00
TOTAL:	39	7,940.50

Permit	Type: Mobile Home Building	
Mobile Home	4	520.00
TOTAL:	4	520.00

Permit	Type: Mobile Home Plumbing	
Plumbing for Mobile Home	2	180.00
TOTAL:	2	180.00

Permit	Type: Plumbing	
Irrigation Meter	1	85.00
Plumbing	13	2,205.00
Plumbing for Mobile Home	2	180.00
Water Heater	1	85.00
TOTAL:	17	2,555.00

Permit	Type: Residential Roofing	
Res, Roofing	5	450.00
TOTAL:	5	450.00

Permit	Type: Storm Drain	
Storm Drain	3	255.00
TOTAL:	3	255.00

Receipt Item Summary				
Rec. Type	Record Sub Type	Record Category	Fee Category-Description	Revenue
Name			Registration Fee - Electrical Registratio	25.00
TOTALS FOR: Name				25.00
Permit	Building	Com, Alteration	Standard Item - Building Permit Fee	402.00
Permit	Building	Com, New Structure	Standard Item - Building Permit Fee	129,235.00
Permit	Building	Res, Alteration	Standard Item - Building Permit Fee	273.00
Permit	Building	Res, Garage	Standard Item - Building Permit Fee	225.00
Permit	Building	Res, Miscellaneous	Standard Item - Building Permit Fee	90.00



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Permit	Building	Res. Foundation	Standard Item - Building Permit Fee	180.00
Permit	Building	Res. New House	Standard Item - Building Permit Fee	2,336.00
Permit	Commercial Sign	Com. Sign	Standard Item - Additional Signs	80.00
Permit	Commercial Sign	Com. Sign	Standard Item - First Sign	270.00
Permit	Deck	Res. Deck	Standard Item - DECK	260.00
Permit	Electrical	Com. Sign	Registration Fee - Registration Fee	25.00
Permit	Electrical	Com. Sign	Standard Item - 01. Administrative Fee	160.00
Permit	Electrical	Com. Sign	Standard Item - 07. Circuits	35.00
Permit	Electrical	Com. Sign	Standard Item - 13. Signs - Unit	40.00
Permit	Electrical	Com. Sign	Standard Item - 33. Final Inspection	160.00
Permit	Electrical	Electric for Mobile H	Standard Item - 01. Administrative Fee	360.00
Permit	Electrical	Electric for Mobile H	Standard Item - 17. Mobile Home Park Site	24.00
Permit	Electrical	Electric for Mobile H	Standard Item - 19. Units - Up to 20 KVA	30.00
Permit	Electrical	Electric for Mobile H	Standard Item - 33. Final Inspection	360.00
Permit	Electrical	Electrical	Inspection - 31.5 Additional Inspection	120.00
Permit	Electrical	Electrical	Registration Fee - Registration Fee	50.00
Permit	Electrical	Electrical	Standard Item - 01. Administrative Fee	320.00
Permit	Electrical	Electrical	Standard Item - 02. Service through 200 A	10.00
Permit	Electrical	Electrical	Standard Item - 07. Circuits	90.00
Permit	Electrical	Electrical	Standard Item - 08. Lighting Fixtures - P	12.00
Permit	Electrical	Electrical	Standard Item - 09. Dishwasher	5.00
Permit	Electrical	Electrical	Standard Item - 10. Furnace - Unit Heater	5.00
Permit	Electrical	Electrical	Standard Item - 12. Power Outlets (Ranges	14.00
Permit	Electrical	Electrical	Standard Item - 18. Recreational Vehicle	4.00
Permit	Electrical	Electrical	Standard Item - 24. Over 20 devices	150.00
Permit	Electrical	Electrical	Standard Item - 31. Service Inspection	40.00
Permit	Electrical	Electrical	Standard Item - 32. Rough-In Inspection	200.00
Permit	Electrical	Electrical	Standard Item - 33. Final Inspection	320.00
Permit	Electrical	Fire Alarms	Inspection - 31.5 Additional Inspection	80.00
Permit	Electrical	Fire Alarms	Standard Item - 01. Administrative Fee	40.00
Permit	Electrical	Fire Alarms	Standard Item - 22. Fire Alarm System - U	50.00
Permit	Electrical	Fire Alarms	Standard Item - 33. Final Inspection	40.00
Permit	Electrical	Fire Suppression	Standard Item - 01. Administrative Fee	40.00
Permit	Electrical	Fire Suppression	Standard Item - 22. Fire Alarm System - U	50.00
Permit	Electrical	Fire Suppression	Standard Item - 33. Final Inspection	40.00
Permit	Electrical	Res, Alteration	Standard Item - 01. Administrative Fee	40.00
Permit	Electrical	Res, Alteration	Standard Item - 02. Service through 200 A	10.00
Permit	Electrical	Res, Alteration	Standard Item - 07. Circuits	5.00
Permit	Electrical	Res, Alteration	Standard Item - 16. Feeders & Bus Ducts -	6.00
Permit	Electrical	Res, Alteration	Standard Item - 19. Units - Up to 20 KVA	48.00
Permit	Electrical	Res, Alteration	Standard Item - 33. Final Inspection	40.00
Permit	Furnace Replacem	Furnace	Standard item - 01. Administration Fee	80.00
Permit	Furnace Replacem	Furnace	Standard Item - 03. Gas / Oil Burning Equ	60.00
Permit	Furnace Replacem	Furnace	Standard Item - 34. Final Inspection	80.00
Permit	Mechanical	Boiler	Standard item - 01. Administration Fee	40.00
Permit	Mechanical	Boiler	Standard Item - 04. Residential Boiler	30.00
Permit	Mechanical	Boiler	Standard Item - 34. Final Inspection	40.00
Permit	Mechanical	Fire Suppression	Standard item - 01. Administration Fee	80.00
Permit	Mechanical	Fire Suppression	Standard Item - 27. Fire Suppr/Protection	280.50
Permit	Mechanical	Fire Suppression	Standard Item - 33. Rough Inspection	80.00
Permit	Mechanical	Fire Suppression	Standard Item - 34. Final Inspection	80.00
Permit	Mechanical	Fireplace	Standard item - 01. Administration Fee	40.00
Permit	Mechanical	Fireplace	Standard Item - 07. Solid Fuel Equi (Inc	30.00
Permit	Mechanical	Fireplace	Standard Item - 33. Rough Inspection	40.00
Permit	Mechanical	Fireplace	Standard Item - 34. Final Inspection	40.00
Permit	Mechanical	Furnace	Registration Fee - Registration Fee	15.00
Permit	Mechanical	Furnace	Standard item - 01. Administration Fee	320.00
Permit	Mechanical	Furnace	Standard Item - 03. Gas / Oil Burning Equ	240.00
Permit	Mechanical	Furnace	Standard Item - 34. Final Inspection	320.00



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Permit	Mechanical	Mechanical	Inspection - 35 Additional Inspection	120.00
Permit	Mechanical	Mechanical	Registration Fee - Registration Fee	45.00
Permit	Mechanical	Mechanical	Standard item - 01. Administration Fee	640.00
Permit	Mechanical	Mechanical	Standard Item - 02. Residential Heating S	950.00
Permit	Mechanical	Mechanical	Standard Item - 03. Gas / Oil Burning Equ	210.00
Permit	Mechanical	Mechanical	Standard Item - 05. Water Heater	10.00
Permit	Mechanical	Mechanical	Standard Item - 06. Flue / Vent Damper	10.00
Permit	Mechanical	Mechanical	Standard Item - 10. Gas Piping: Ea Openin	45.00
Permit	Mechanical	Mechanical	Standard Item - 11. Residential A/C	750.00
Permit	Mechanical	Mechanical	Standard Item - 13. Bath & Kit Exhaust Wa	240.00
Permit	Mechanical	Mechanical	Standard Item - 16. Humidifiers	40.00
Permit	Mechanical	Mechanical	Standard Item - 17. Piping 50' (Min \$25 C	125.00
Permit	Mechanical	Mechanical	Standard Item - 18. Duct 50' (Min \$25 Com	205.00
Permit	Mechanical	Mechanical	Standard Item - 19. Heat Pumps: Comm (Pip	120.00
Permit	Mechanical	Mechanical	Standard Item - 23. Heat Recovery Units	20.00
Permit	Mechanical	Mechanical	Standard Item - 25. Unit Ventilators	350.00
Permit	Mechanical	Mechanical	Standard Item - 26. Unit Heaters (Termina	225.00
Permit	Mechanical	Mechanical	Standard Item - 29. Refrigeration (Split	210.00
Permit	Mechanical	Mechanical	Standard Item - 33. Rough Inspection	240.00
Permit	Mechanical	Mechanical	Standard Item - 34. Final Inspection	760.00
Permit	Mechanical	Mechanical for Mobile	Standard item - 01. Administration Fee	320.00
Permit	Mechanical	Mechanical for Mobile	Standard Item - 10. Gas Piping: Ea Openin	20.00
Permit	Mechanical	Mechanical for Mobile	Standard Item - 11. Residential A/C	120.00
Permit	Mechanical	Mechanical for Mobile	Standard Item - 34. Final Inspection	320.00
Permit	Mechanical	Water Heater	Standard item - 01. Administration Fee	80.00
Permit	Mechanical	Water Heater	Standard Item - 05. Water Heater	10.00
Permit	Mechanical	Water Heater	Standard Item - 34. Final Inspection	80.00
Permit	Mobile Home Buil	Mobile Home	Standard Item - Building Permit Fee	520.00
Permit	Mobile Home Plum	Plumbing for Mobile H	Inspection - 28. Final Inspection	80.00
Permit	Mobile Home Plum	Plumbing for Mobile H	Standard Item - 01. Administration Fee	80.00
Permit	Mobile Home Plum	Plumbing for Mobile H	Standard Item - 12. Sewer - Less than 6"	10.00
Permit	Mobile Home Plum	Plumbing for Mobile H	Standard Item - 15. Water Dist. - 3/4"	10.00
Permit	Plumbing	Irrigation Meter	Inspection - 28. Final Inspection	40.00
Permit	Plumbing	Irrigation Meter	Standard Item - 01. Administration Fee	40.00
Permit	Plumbing	Irrigation Meter	Standard Item - 21. Reduced pressure zone	5.00
Permit	Plumbing	Plumbing	Inspection - 26. Storm Inspection	40.00
Permit	Plumbing	Plumbing	Inspection - 27. Additional Inspection	120.00
Permit	Plumbing	Plumbing	Inspection - 28. Final Inspection	440.00
Permit	Plumbing	Plumbing	Registration Fee - Registration Fee	20.00
Permit	Plumbing	Plumbing	Standard Item - 01. Administration Fee	480.00
Permit	Plumbing	Plumbing	Standard Item - 03. Fixtures, Drains, etc	560.00
Permit	Plumbing	Plumbing	Standard Item - 05. Stacks - Soil, Waste,	30.00
Permit	Plumbing	Plumbing	Standard Item - 06. Sewage Ejectors, Sump	10.00
Permit	Plumbing	Plumbing	Standard Item - 08. Water Service - Less	15.00
Permit	Plumbing	Plumbing	Standard Item - 09. Water Service - 2" to	25.00
Permit	Plumbing	Plumbing	Standard Item - 10. Water Service - Over	50.00
Permit	Plumbing	Plumbing	Standard Item - 12. Sewer - Less than 6"	15.00
Permit	Plumbing	Plumbing	Standard Item - 15. Water Dist. - 3/4"	30.00
Permit	Plumbing	Plumbing	Standard Item - 21. Reduced pressure zone	10.00
Permit	Plumbing	Plumbing	Standard Item - 24. Underground Inspectio	120.00
Permit	Plumbing	Plumbing	Standard Item - 25. Rough-In Inspection	240.00
Permit	Plumbing	Plumbing for Mobile H	Inspection - 28. Final Inspection	80.00
Permit	Plumbing	Plumbing for Mobile H	Standard Item - 01. Administration Fee	80.00
Permit	Plumbing	Plumbing for Mobile H	Standard Item - 08. Water Service - Less	5.00
Permit	Plumbing	Plumbing for Mobile H	Standard Item - 12. Sewer - Less than 6"	10.00
Permit	Plumbing	Plumbing for Mobile H	Standard Item - 15. Water Dist. - 3/4"	5.00
Permit	Plumbing	Water Heater	Inspection - 28. Final Inspection	40.00
Permit	Plumbing	Water Heater	Standard Item - 01. Administration Fee	40.00
Permit	Plumbing	Water Heater	Standard Item - 03. Fixtures, Drains, etc	5.00



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Unit	Residential Roof Res, Roofing	Standard Item - Building Permit Fee	450.00
Permit	Storm Drain Storm Drain	Storm Drain - Storm Drain	255.00
TOTALS FOR: Permit			148,494.50
RECEIPT ITEM GRAND TOTAL:			148,519.50

Fees Summary by Record Category

Unit:			
Name			
Fee Category - Fee Description	Receipt Items	Revenue	
Registration Fee - Electrical Re	1	25.00	
TOTAL:	1	25.00	

Permit	Building	Com, Alteration	
Fee Category - Fee Description	Receipt Items	Revenue	
Standard Item - Building Permit	1	402.00	
TOTAL:	1	402.00	

Permit	Building	Com, New Structure	
Fee Category - Fee Description	Receipt Items	Revenue	
Standard Item - Building Permit	1	129,235.00	
TOTAL:	1	129,235.00	

Permit	Building	Res, Alteration	
Fee Category - Fee Description	Receipt Items	Revenue	
Standard Item - Building Permit	2	273.00	
TOTAL:	2	273.00	

Permit	Building	Res, Garage	
Fee Category - Fee Description	Receipt Items	Revenue	
Standard Item - Building Permit	1	225.00	
TOTAL:	1	225.00	

Permit	Building	Res, Miscellaneous	
Fee Category - Fee Description	Receipt Items	Revenue	
Standard Item - Building Permit	1	90.00	
TOTAL:	1	90.00	

Permit	Building	Res. Foundation	
Fee Category - Fee Description	Receipt Items	Revenue	
Standard Item - Building Permit	2	180.00	
TOTAL:	2	180.00	

Permit	Building	Res. New House	
Fee Category - Fee Description	Receipt Items	Revenue	
Standard Item - Building Permit	2	2,336.00	
TOTAL:	2	2,336.00	

Permit	Commercial Sign	Com. Sign	
Fee Category - Fee Description	Receipt Items	Revenue	
Standard Item - Additional Signs	5	350.00	
TOTAL:	5	350.00	

Permit	Deck	Res. Deck	
Fee Category - Fee Description	Receipt Items	Revenue	
Standard Item - DECK	2	260.00	
TOTAL:	2	260.00	

Permit	Electrical	Com. Sign	
Fee Category - Fee Description	Receipt Items	Revenue	
Registration Fee - Registration	13	420.00	



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TOTAL:	13	420.00
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Permit	Electrical	Electric for Mobile Home
Fee Category - Fee Description	Receipt Items	Revenue
Standard Item - 33. Final Inspec	27	774.00
TOTAL:	27	774.00

Permit	Electrical	Electrical
Fee Category - Fee Description	Receipt Items	Revenue
Standard Item - 18. Recreational	38	1,340.00
TOTAL:	38	1,340.00

Permit	Electrical	Fire Alarms
Fee Category - Fee Description	Receipt Items	Revenue
Standard Item - 33. Final Inspec	4	210.00
TOTAL:	4	210.00

Permit	Electrical	Fire Suppression
Fee Category - Fee Description	Receipt Items	Revenue
Standard Item - 22. Fire Alarm S	3	130.00
TOTAL:	3	130.00

Permit	Electrical	Res, Alteration
Fee Category - Fee Description	Receipt Items	Revenue
Standard Item - 33. Final Inspec	6	149.00
TOTAL:	6	149.00

Permit	Furnace Replacement	Furnace
Fee Category - Fee Description	Receipt Items	Revenue
Standard Item - 34. Final Inspec	6	220.00
TOTAL:	6	220.00

Permit	Mechanical	Boiler
Fee Category - Fee Description	Receipt Items	Revenue
Standard Item - 34. Final Inspec	3	110.00
TOTAL:	3	110.00

Permit	Mechanical	Fire Suppression
Fee Category - Fee Description	Receipt Items	Revenue
Standard Item - 34. Final Inspec	8	520.50
TOTAL:	8	520.50

Permit	Mechanical	Fireplace
Fee Category - Fee Description	Receipt Items	Revenue
Standard Item - 34. Final Inspec	4	150.00
TOTAL:	4	150.00

Permit	Mechanical	Furnace
Fee Category - Fee Description	Receipt Items	Revenue
Registration Fee - Registration	25	895.00
TOTAL:	25	895.00

Permit	Mechanical	Mechanical
Fee Category - Fee Description	Receipt Items	Revenue
Standard Item - 16. Humidifiers	87	5,315.00
TOTAL:	87	5,315.00

Permit	Mechanical	Mechanical for Mobile Home
Fee Category - Fee Description	Receipt Items	Revenue
Standard Item - 34. Final Inspec	30	780.00
TOTAL:	30	780.00



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Permit	Mechanical	Water Heater	
Fee Category - Fee Description	Receipt Items		Revenue
Standard Item - 05. Water Heater	6		170.00
TOTAL:	6		170.00

Permit	Mobile Home Building	Mobile Home	
Fee Category - Fee Description	Receipt Items		Revenue
Standard Item - Building Permit	4		520.00
TOTAL:	4		520.00

Permit	Mobile Home Plumbing	Plumbing for Mobile Home	
Fee Category - Fee Description	Receipt Items		Revenue
Inspection - 28. Final Inspectio	8		180.00
TOTAL:	8		180.00

Permit	Plumbing	Irrigation Meter	
Fee Category - Fee Description	Receipt Items		Revenue
Inspection - 28. Final Inspectio	3		85.00
TOTAL:	3		85.00

Permit	Plumbing	Plumbing	
Fee Category - Fee Description	Receipt Items		Revenue
Inspection - 26. Storm Inspectio	68		2,205.00
TOTAL:	68		2,205.00

Permit	Plumbing	Plumbing for Mobile Home	
Fee Category - Fee Description	Receipt Items		Revenue
Inspection - 28. Final Inspectio	16		180.00
TOTAL:	16		180.00

Permit	Plumbing	Water Heater	
Fee Category - Fee Description	Receipt Items		Revenue
Standard Item - 03. Fixtures, Dr	3		85.00
TOTAL:	3		85.00

Permit	Residential Roofing	Res, Roofing	
Fee Category - Fee Description	Receipt Items		Revenue
Standard Item - Building Permit	5		450.00
TOTAL:	5		450.00

Permit	Storm Drain	Storm Drain	
Fee Category - Fee Description	Receipt Items		Revenue
Storm Drain - Storm Drain	3		255.00
TOTAL:	3		255.00

Record Category Detail By Fee

Unit:				
Name	Record	Address	Registration Fee - Electrical Regis	Revenue
Rec. Type			Owner	
Name	KOOLE ELECTRIC	6325 KUIPER DR		25.00
TOTAL:			1	25.00

Permit	Building	Com, Alteration	Standard Item - Building Permit Fee	
Rec. Type	Record	Address	Owner	Revenue
Permit	PB23-0047	6101 KALAMAZOO AVE SE C	DAANES DEVEL CO	402.00
TOTAL:			1	402.00

Permit	Building	Com, New Structure	Standard Item - Building Permit Fee	
Rec. Type	Record	Address	Owner	Revenue
Permit	PB22-0505	6100 EAST PARIS AVE	MI GRR, LLC	129,235.00



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TOTAL:				1	129,235.00
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Permit	Building	Res, Alteration	Standard Item - Building Permit Fee		
Rec. Type	Record	Address	Owner		Revenue
Permit	PB23-0034	1730 GOLFSIDE SE CT	FLOWERS RICHARD & PAM		90.00
Permit	PB23-0036	7118 GLENCREEK SE DR	STEINHART DANIEL & CA		183.00
TOTAL:				2	273.00

Permit	Building	Res, Garage	Standard Item - Building Permit Fee		
Rec. Type	Record	Address	Owner		Revenue
Permit	PB23-0049	6581 COLLEGE SE AVE	TOBIN SAMANTHA ERIN		225.00
TOTAL:				1	225.00

Permit	Building	Res, Miscellaneous	Standard Item - Building Permit Fee		
Rec. Type	Record	Address	Owner		Revenue
Permit	PB23-0021	60 SOUTHBROOK ST SE	ASPEN-GRAND MOBILE ES		90.00
TOTAL:				1	90.00

Permit	Building	Res. Foundation	Standard Item - Building Permit Fee		
Rec. Type	Record	Address	Owner		Revenue
Permit	PB23-0022	127 PARKBROOK ST SE	ASPEN-GRAND MOBILE ES		90.00
Permit	PB23-0038	336 N KENBROOK ST SE	CC KENTWOOD PROPERTY		90.00
TOTAL:				2	180.00

Permit	Building	Res. New House	Standard Item - Building Permit Fee		
Rec. Type	Record	Address	Owner		Revenue
Permit	PB23-0019	8339 BRICKLEY SE ST	SIGNATURE LAND DEVELO		1,241.00
Permit	PB23-0032	1111 CARRIAGE PASS SE CT	SIGNATURE LAND DEVELO		1,095.00
TOTAL:				2	2,336.00

Permit	Commercial Sign	Com. Sign	Standard Item - Additional Signs		
Rec. Type	Record	Address	Owner		Revenue
Permit	PB23-0043	1200 60TH SE ST	KENTWOOD COMMUNITY WE		40.00
Permit	PB23-0050	7800 DIVISION SE AVE	DIVISION METAL RECYCL		40.00
TOTAL:				2	80.00

Permit	Commercial Sign	Com. Sign	Standard Item - First Sign		
Rec. Type	Record	Address	Owner		Revenue
Permit	PB23-0020	6066 KALAMAZOO AVE SE	KENTWOOD PLAZA LLC		90.00
Permit	PB23-0043	1200 60TH SE ST	KENTWOOD COMMUNITY WE		90.00
Permit	PB23-0050	7800 DIVISION SE AVE	DIVISION METAL RECYCL		90.00
TOTAL:				3	270.00

Permit	Deck	Res. Deck	Standard Item - DECK		
Rec. Type	Record	Address	Owner		Revenue
Permit	PB23-0024	565 79TH SE ST	BLAKELY JAMES		130.00
Permit	PB23-0027	6390 LEISURE CREEK SE DR	DURIC ADIN		130.00
TOTAL:				2	260.00

Permit	Electrical	Com. Sign	Registration Fee - Registration Fee		
Rec. Type	Record	Address	Owner		Revenue
Permit	PE23-0068	7800 DIVISION SE AVE	DIVISION METAL RECYCL		25.00
TOTAL:				1	25.00

Permit	Electrical	Com. Sign	Standard Item - 01. Administrative		
Rec. Type	Record	Address	Owner		Revenue
Permit	PE23-0056	6066 KALAMAZOO AVE SE	KENTWOOD PLAZA LLC		40.00
Permit	PE23-0064	1200 60TH SE ST	KENTWOOD COMMUNITY WE		40.00
Permit	PE23-0066	6150 VALLEY LANE DR SE	KENTWOOD PUBLIC SCHOO		40.00
Permit	PE23-0068	7800 DIVISION SE AVE	DIVISION METAL RECYCL		40.00
TOTAL:				4	160.00



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Permit	Electrical	Com. Sign	Standard Item - 07. Circuits	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0066	6150 VALLEY LANE DR SE	KENTWOOD PUBLIC SCHOO	35.00
TOTAL:			1	35.00

Permit	Electrical	Com. Sign	Standard Item - 13. Signs - Unit	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0056	6066 KALAMAZOO AVE SE	KENTWOOD PLAZA LLC	10.00
Permit	PE23-0064	1200 60TH SE ST	KENTWOOD COMMUNITY WE	20.00
Permit	PE23-0068	7800 DIVISION SE AVE	DIVISION METAL RECYCL	10.00
TOTAL:			3	40.00

Permit	Electrical	Com. Sign	Standard Item - 33. Final Inspectio	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0056	6066 KALAMAZOO AVE SE	KENTWOOD PLAZA LLC	40.00
Permit	PE23-0064	1200 60TH SE ST	KENTWOOD COMMUNITY WE	40.00
Permit	PE23-0066	6150 VALLEY LANE DR SE	KENTWOOD PUBLIC SCHOO	40.00
Permit	PE23-0068	7800 DIVISION SE AVE	DIVISION METAL RECYCL	40.00
TOTAL:			4	160.00

Permit	Electrical	Electric for Mobile Hom	Standard Item - 01. Administrative	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0046	474 FARADAY DR SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PE23-0047	482 N KIPPEN DR SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PE23-0048	602 FRESNO CIRCLE SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PE23-0049	6178 E KIPPEN DR SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PE23-0050	654 FRESNO CIRCLE SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PE23-0045	51 NORTH GREEN MEADOW ST SE	CC GREEN MEADOW PROPE	40.00
Permit	PE23-0044	335 SOUTH GREEN MEADOW ST SE	CC KENTWOOD PROPERTY	40.00
Permit	PE23-0054	476 S AMBER DR SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PE23-0062	126 CENTERBROOK ST SE	ASPEN-GRAND MOBILE ES	40.00
TOTAL:			9	360.00

Permit	Electrical	Electric for Mobile Hom	Standard Item - 17. Mobile Home Par	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0045	51 NORTH GREEN MEADOW ST SE	CC GREEN MEADOW PROPE	6.00
Permit	PE23-0044	335 SOUTH GREEN MEADOW ST SE	CC KENTWOOD PROPERTY	6.00
Permit	PE23-0054	476 S AMBER DR SE	SOUTHWOOD MOBILE VILL	6.00
Permit	PE23-0062	126 CENTERBROOK ST SE	ASPEN-GRAND MOBILE ES	6.00
TOTAL:			4	24.00

Permit	Electrical	Electric for Mobile Hom	Standard Item - 19. Units - Up to 2	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0046	474 FARADAY DR SE	SOUTHWOOD MOBILE VILL	6.00
Permit	PE23-0047	482 N KIPPEN DR SE	SOUTHWOOD MOBILE VILL	6.00
Permit	PE23-0048	602 FRESNO CIRCLE SE	SOUTHWOOD MOBILE VILL	6.00
Permit	PE23-0049	6178 E KIPPEN DR SE	SOUTHWOOD MOBILE VILL	6.00
Permit	PE23-0050	654 FRESNO CIRCLE SE	SOUTHWOOD MOBILE VILL	6.00
TOTAL:			5	30.00

Permit	Electrical	Electric for Mobile Hom	Standard Item - 33. Final Inspectio	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0046	474 FARADAY DR SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PE23-0047	482 N KIPPEN DR SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PE23-0048	602 FRESNO CIRCLE SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PE23-0049	6178 E KIPPEN DR SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PE23-0050	654 FRESNO CIRCLE SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PE23-0045	51 NORTH GREEN MEADOW ST SE	CC GREEN MEADOW PROPE	40.00
Permit	PE23-0044	335 SOUTH GREEN MEADOW ST SE	CC KENTWOOD PROPERTY	40.00
Permit	PE23-0054	476 S AMBER DR SE	SOUTHWOOD MOBILE VILL	40.00



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Permit	PE23-0062	126 CENTERBROOK ST SE	ASPEN-GRAND MOBILE ES	40.00
TOTAL:				9 360.00

Permit	Electrical	Electrical	Inspection - 31.5 Additional Inspec	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE22-0162	7884 EASTERN SE AVE	DIEMER EVERETT TRUST	40.00
Permit	PE22-0064	280 60TH SE ST	STREAMS OF HOPE	80.00
TOTAL:				2 120.00

Permit	Electrical	Electrical	Registration Fee - Registration Fee	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0052	318 BIG SKY SE DR	BRINKS RANDALL L & MI	25.00
Permit	PE23-0061	4595 108TH SE ST	RUDE WILLIAM H JR TRU	25.00
TOTAL:				2 50.00

Permit	Electrical	Electrical	Standard Item - 01. Administrative	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0051	1346 100TH SE ST	VANDERZEE BRUCE	40.00
Permit	PE23-0052	318 BIG SKY SE DR	BRINKS RANDALL L & MI	40.00
Permit	PE23-0053	6511 HANNA LAKE SE AVE	DEHOEK MATTHEW S & KA	40.00
Permit	PE23-0059	873 WATERS BLUFF SE DR	SIGNATURE LAND DEVELO	40.00
Permit	PE23-0060	3431 RED SCHOOL LANE	RIVER BIRCH HOLDINGS	40.00
Permit	PE23-0061	4595 108TH SE ST	RUDE WILLIAM H JR TRU	40.00
Permit	PE23-0063	7979 KALAMAZOO SE AVE	SOUTH CHRISTIAN HIGH	40.00
Permit	PE23-0065	7439 STILLWATER SE DR	FRYLING NATHAN & RACH	40.00
TOTAL:				8 320.00

Permit	Electrical	Electrical	Standard Item - 02. Service through	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0059	873 WATERS BLUFF SE DR	SIGNATURE LAND DEVELO	10.00
TOTAL:				1 10.00

Permit	Electrical	Electrical	Standard Item - 07. Circuits	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0053	6511 HANNA LAKE SE AVE	DEHOEK MATTHEW S & KA	5.00
Permit	PE23-0059	873 WATERS BLUFF SE DR	SIGNATURE LAND DEVELO	50.00
Permit	PE23-0061	4595 108TH SE ST	RUDE WILLIAM H JR TRU	5.00
Permit	PE23-0063	7979 KALAMAZOO SE AVE	SOUTH CHRISTIAN HIGH	30.00
TOTAL:				4 90.00

Permit	Electrical	Electrical	Standard Item - 08. Lighting Fixtur	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0059	873 WATERS BLUFF SE DR	SIGNATURE LAND DEVELO	6.00
Permit	PE23-0063	7979 KALAMAZOO SE AVE	SOUTH CHRISTIAN HIGH	6.00
TOTAL:				2 12.00

Permit	Electrical	Electrical	Standard Item - 09. Dishwasher	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0059	873 WATERS BLUFF SE DR	SIGNATURE LAND DEVELO	5.00
TOTAL:				1 5.00

Permit	Electrical	Electrical	Standard Item - 10. Furnace - Unit	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0059	873 WATERS BLUFF SE DR	SIGNATURE LAND DEVELO	5.00
TOTAL:				1 5.00

Permit	Electrical	Electrical	Standard Item - 12. Power Outlets (	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0052	318 BIG SKY SE DR	BRINKS RANDALL L & MI	7.00
Permit	PE23-0063	7979 KALAMAZOO SE AVE	SOUTH CHRISTIAN HIGH	7.00
TOTAL:				2 14.00



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Permit	Electrical	Electrical	Standard Item - 18. Recreational Ve	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0065	7439 STILLWATER SE DR	FRYLING NATHAN & RACH	4.00
TOTAL:			1	4.00

Permit	Electrical	Electrical	Standard Item - 24. Over 20 devices	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0060	3431 RED SCHOOL LANE	RIVER BIRCH HOLDINGS	150.00
TOTAL:			1	150.00

Permit	Electrical	Electrical	Standard Item - 31. Service Inspect	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0059	873 WATERS BLUFF SE DR	SIGNATURE LAND DEVELO	40.00
TOTAL:			1	40.00

Permit	Electrical	Electrical	Standard Item - 32. Rough-In Inspec	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0053	6511 HANNA LAKE SE AVE	DEHOEK MATTHEW S & KA	40.00
Permit	PE23-0059	873 WATERS BLUFF SE DR	SIGNATURE LAND DEVELO	40.00
Permit	PE23-0060	3431 RED SCHOOL LANE	RIVER BIRCH HOLDINGS	40.00
Permit	PE23-0063	7979 KALAMAZOO SE AVE	SOUTH CHRISTIAN HIGH	80.00
TOTAL:			4	200.00

Permit	Electrical	Electrical	Standard Item - 33. Final Inspectio	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0051	1346 100TH SE ST	VANDERZEE BRUCE	40.00
Permit	PE23-0052	318 BIG SKY SE DR	BRINKS RANDALL L & MI	40.00
Permit	PE23-0053	6511 HANNA LAKE SE AVE	DEHOEK MATTHEW S & KA	40.00
Permit	PE23-0059	873 WATERS BLUFF SE DR	SIGNATURE LAND DEVELO	40.00
Permit	PE23-0060	3431 RED SCHOOL LANE	RIVER BIRCH HOLDINGS	40.00
Permit	PE23-0061	4595 108TH SE ST	RUDE WILLIAM H JR TRU	40.00
Permit	PE23-0063	7979 KALAMAZOO SE AVE	SOUTH CHRISTIAN HIGH	40.00
Permit	PE23-0065	7439 STILLWATER SE DR	FRYLING NATHAN & RACH	40.00
TOTAL:			8	320.00

Permit	Electrical	Fire Alarms	Inspection - 31.5 Additional Inspec	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE22-0005	6665 PATTERSON AVE.	AMAZON.COM SERVICES L	80.00
TOTAL:			1	80.00

Permit	Electrical	Fire Alarms	Standard Item - 01. Administrative	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0067	3431 RED SCHOOL LANE	RIVER BIRCH HOLDINGS	40.00
TOTAL:			1	40.00

Permit	Electrical	Fire Alarms	Standard Item - 22. Fire Alarm Syst	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0067	3431 RED SCHOOL LANE	RIVER BIRCH HOLDINGS	50.00
TOTAL:			1	50.00

Permit	Electrical	Fire Alarms	Standard Item - 33. Final Inspectio	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0067	3431 RED SCHOOL LANE	RIVER BIRCH HOLDINGS	40.00
TOTAL:			1	40.00

Permit	Electrical	Fire Suppression	Standard Item - 01. Administrative	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0055	6200 WING SE AVE	VREI WING AVE LLC	40.00
TOTAL:			1	40.00

Permit	Electrical	Fire Suppression	Standard Item - 22. Fire Alarm Syst	
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Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0055	6200 WING SE AVE	VREI WING AVE LLC	50.00
TOTAL:			1	50.00

Permit	Electrical	Fire Suppression	Standard Item - 33. Final Inspectio	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0055	6200 WING SE AVE	VREI WING AVE LLC	40.00
TOTAL:			1	40.00

Permit	Electrical	Res, Alteration	Standard Item - 01. Administrative	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0057	1730 GOLFSIDE SE CT	FLOWERS RICHARD & PAM	40.00
TOTAL:			1	40.00

Permit	Electrical	Res, Alteration	Standard Item - 02. Service through	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0057	1730 GOLFSIDE SE CT	FLOWERS RICHARD & PAM	10.00
TOTAL:			1	10.00

Permit	Electrical	Res, Alteration	Standard Item - 07. Circuits	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0057	1730 GOLFSIDE SE CT	FLOWERS RICHARD & PAM	5.00
TOTAL:			1	5.00

Permit	Electrical	Res, Alteration	Standard Item - 16. Feeders & Bus D	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0057	1730 GOLFSIDE SE CT	FLOWERS RICHARD & PAM	6.00
TOTAL:			1	6.00

Permit	Electrical	Res, Alteration	Standard Item - 19. Units - Up to 2	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0057	1730 GOLFSIDE SE CT	FLOWERS RICHARD & PAM	48.00
TOTAL:			1	48.00

Permit	Electrical	Res, Alteration	Standard Item - 33. Final Inspectio	
Rec. Type	Record	Address	Owner	Revenue
Permit	PE23-0057	1730 GOLFSIDE SE CT	FLOWERS RICHARD & PAM	40.00
TOTAL:			1	40.00

Permit	Furnace Replacement	Furnace	Standard item - 01. Administration	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0050	571 TRIANN DR SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PM23-0057	6448 MILLSTREAM LOOP SE	DUTTON MILL VILLAGE L	40.00
TOTAL:			2	80.00

Permit	Furnace Replacement	Furnace	Standard Item - 03. Gas / Oil Burni	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0050	571 TRIANN DR SE	SOUTHWOOD MOBILE VILL	30.00
Permit	PM23-0057	6448 MILLSTREAM LOOP SE	DUTTON MILL VILLAGE L	30.00
TOTAL:			2	60.00

Permit	Furnace Replacement	Furnace	Standard Item - 34. Final Inspectio	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0050	571 TRIANN DR SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PM23-0057	6448 MILLSTREAM LOOP SE	DUTTON MILL VILLAGE L	40.00
TOTAL:			2	80.00

Permit	Mechanical	Boiler	Standard item - 01. Administration	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0061	1015 WOODFIELD EAST DR SE BL WOODFIELD LLC		40.00
TOTAL:			1	40.00



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Permit	Mechanical	Boiler	Standard Item - 04. Residential Boi	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0061	1015 WOODFIELD EAST DR SE BL WOODFIELD LLC		30.00
TOTAL:			1	30.00

Permit	Mechanical	Boiler	Standard Item - 34. Final Inspectio	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0061	1015 WOODFIELD EAST DR SE BL WOODFIELD LLC		40.00
TOTAL:			1	40.00

Permit	Mechanical	Fire Suppression	Standard item - 01. Administration	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0064	389 68TH ST SE	PINE REST CHRISTIAN M	40.00
Permit	PM23-0070	3431 RED SCHOOL LANE	RIVER BIRCH HOLDINGS	40.00
TOTAL:			2	80.00

Permit	Mechanical	Fire Suppression	Standard Item - 27. Fire Suppr/Prot	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0064	389 68TH ST SE	PINE REST CHRISTIAN M	153.00
Permit	PM23-0070	3431 RED SCHOOL LANE	RIVER BIRCH HOLDINGS	127.50
TOTAL:			2	280.50

Permit	Mechanical	Fire Suppression	Standard Item - 33. Rough Inspectio	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0064	389 68TH ST SE	PINE REST CHRISTIAN M	40.00
Permit	PM23-0070	3431 RED SCHOOL LANE	RIVER BIRCH HOLDINGS	40.00
TOTAL:			2	80.00

Permit	Mechanical	Fire Suppression	Standard Item - 34. Final Inspectio	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0064	389 68TH ST SE	PINE REST CHRISTIAN M	40.00
Permit	PM23-0070	3431 RED SCHOOL LANE	RIVER BIRCH HOLDINGS	40.00
TOTAL:			2	80.00

Permit	Mechanical	Fireplace	Standard item - 01. Administration	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0069	2350 PEERPOINT SE DR	KENTWOOD PUBLIC SCHOO	40.00
TOTAL:			1	40.00

Permit	Mechanical	Fireplace	Standard Item - 07. Solid Fuel Equi	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0069	2350 PEERPOINT SE DR	KENTWOOD PUBLIC SCHOO	30.00
TOTAL:			1	30.00

Permit	Mechanical	Fireplace	Standard Item - 33. Rough Inspectio	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0069	2350 PEERPOINT SE DR	KENTWOOD PUBLIC SCHOO	40.00
TOTAL:			1	40.00

Permit	Mechanical	Fireplace	Standard Item - 34. Final Inspectio	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0069	2350 PEERPOINT SE DR	KENTWOOD PUBLIC SCHOO	40.00
TOTAL:			1	40.00

Permit	Mechanical	Furnace	Registration Fee - Registration Fee	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0089	146 LURIE SE ST	2444 CLYDE PARK LLC/W	15.00
TOTAL:			1	15.00

Permit	Mechanical	Furnace	Standard item - 01. Administration	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0056	6574 W MILL RUN DR SE	DUTTON MILL VILLAGE L	40.00



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Permit	PM23-0059	6478 DEW POINTE SE AVE	GHULAMI MURTAZA & GHU	40.00
Permit	PM23-0060	7108 GLENCREEK SE DR	LOWERY CASEY & DANA	40.00
Permit	PM23-0058	149 FONTANA ST SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PM23-0066	1469 CRYSTAL VALLEY SE CT	STRUNK MARK F	40.00
Permit	PM23-0084	1970 CRYSTAL VIEW SE CT	NEIL REVOCABLE TRUST	40.00
Permit	PM23-0085	464 N AMBER DR SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PM23-0089	146 LURIE SE ST	2444 CLYDE PARK LLC/W	40.00
TOTAL:				8 320.00

Permit	Mechanical	Furnace	Standard Item - 03. Gas / Oil Burni	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0056	6574 W MILL RUN DR SE	DUTTON MILL VILLAGE L	30.00
Permit	PM23-0059	6478 DEW POINTE SE AVE	GHULAMI MURTAZA & GHU	30.00
Permit	PM23-0060	7108 GLENCREEK SE DR	LOWERY CASEY & DANA	30.00
Permit	PM23-0058	149 FONTANA ST SE	SOUTHWOOD MOBILE VILL	30.00
Permit	PM23-0066	1469 CRYSTAL VALLEY SE CT	STRUNK MARK F	30.00
Permit	PM23-0084	1970 CRYSTAL VIEW SE CT	NEIL REVOCABLE TRUST	30.00
Permit	PM23-0085	464 N AMBER DR SE	SOUTHWOOD MOBILE VILL	30.00
Permit	PM23-0089	146 LURIE SE ST	2444 CLYDE PARK LLC/W	30.00
TOTAL:				8 240.00

Permit	Mechanical	Furnace	Standard Item - 34. Final Inspectio	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0056	6574 W MILL RUN DR SE	DUTTON MILL VILLAGE L	40.00
Permit	PM23-0059	6478 DEW POINTE SE AVE	GHULAMI MURTAZA & GHU	40.00
Permit	PM23-0060	7108 GLENCREEK SE DR	LOWERY CASEY & DANA	40.00
Permit	PM23-0058	149 FONTANA ST SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PM23-0066	1469 CRYSTAL VALLEY SE CT	STRUNK MARK F	40.00
Permit	PM23-0084	1970 CRYSTAL VIEW SE CT	NEIL REVOCABLE TRUST	40.00
Permit	PM23-0085	464 N AMBER DR SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PM23-0089	146 LURIE SE ST	2444 CLYDE PARK LLC/W	40.00
TOTAL:				8 320.00

Permit	Mechanical	Mechanical	Inspection - 35 Additional Inspecti	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0067	6101 KALAMAZOO AVE SE STE B	DAANES DEVEL CO	40.00
Permit	PM22-0524	7884 EASTERN SE AVE	DIEMER EVERETT TRUST	80.00
TOTAL:				2 120.00

Permit	Mechanical	Mechanical	Registration Fee - Registration Fee	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0065	3287 HIDEAWAY SE DR	DAVIS KENNETH M & CYN	15.00
Permit	PM23-0067	6101 KALAMAZOO AVE SE STE B	DAANES DEVEL CO	15.00
Permit	PM23-0073	4200 60TH ST SE	MI GRR, LLC	15.00
TOTAL:				3 45.00

Permit	Mechanical	Mechanical	Standard item - 01. Administration	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0048	735 SUNBROOK SE DR	CROSSLEY EZEKIEL	40.00
Permit	PM23-0049	1127 76TH SE ST	THOMAS SYBIL A	40.00
Permit	PM23-0054	6178 E KIPPEN DR SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PM23-0065	3287 HIDEAWAY SE DR	DAVIS KENNETH M & CYN	40.00
Permit	PM23-0067	6101 KALAMAZOO AVE SE STE B	DAANES DEVEL CO	40.00
Permit	PM23-0071	1440 68TH SE ST	HILLSIDE COMMUNITY CH	40.00
Permit	PM23-0072	264 QUAIL RUN N SE	BROOKSHIRE MEADOWS EA	40.00
Permit	PM23-0075	7148 MARTIN SE AVE	POTERACK TIMOTHY J	40.00
Permit	PM23-0073	4200 60TH ST SE	MI GRR, LLC	40.00
Permit	PM23-0078	3593 MILLRACE CT SE	DUTTON MILL VILLAGE L	40.00
Permit	PM23-0081	3431 RED SCHOOL LANE	RIVER BIRCH HOLDINGS	40.00
Permit	PM23-0083	10291 HANNA LAKE SE AVE	CNOSSEN JOSHUA M & SU	40.00



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Permit	Mechanical	Mechanical	Standard Item - 02. Residential Hea	Revenue
Rec. Type	Record	Address	Owner	
Permit	PM23-0082	873 WATERS BLUFF SE DR	SIGNATURE LAND DEVELO	40.00
Permit	PM23-0086	3925 CARPET ROSE SE CT	OLSON DANE M & CYNTHI	40.00
Permit	PM23-0087	6749 UNION SE AVE	VENNEN PROPERTY MANAG	40.00
Permit	PM23-0088	1490 SMITH FARMS SE CT	BEST TROY M & TRISHA	40.00
TOTAL:			16	640.00

Permit	Mechanical	Mechanical	Standard Item - 02. Residential Hea	Revenue
Rec. Type	Record	Address	Owner	
Permit	PM23-0065	3287 HIDEAWAY SE DR	DAVIS KENNETH M & CYN	50.00
Permit	PM23-0071	1440 68TH SE ST	HILLSIDE COMMUNITY CH	250.00
Permit	PM23-0081	3431 RED SCHOOL LANE	RIVER BIRCH HOLDINGS	600.00
Permit	PM23-0082	873 WATERS BLUFF SE DR	SIGNATURE LAND DEVELO	50.00
TOTAL:			4	950.00

Permit	Mechanical	Mechanical	Standard Item - 03. Gas / Oil Burni	Revenue
Rec. Type	Record	Address	Owner	
Permit	PM23-0048	735 SUNBROOK SE DR	CROSSLEY EZEKIEL	30.00
Permit	PM23-0049	1127 76TH SE ST	THOMAS SYBIL A	30.00
Permit	PM23-0072	264 QUAIL RUN N SE	BROOKSHIRE MEADOWS EA	30.00
Permit	PM23-0078	3593 MILLRACE CT SE	DUTTON MILL VILLAGE L	30.00
Permit	PM23-0086	3925 CARPET ROSE SE CT	OLSON DANE M & CYNTHI	30.00
Permit	PM23-0087	6749 UNION SE AVE	VENNEN PROPERTY MANAG	30.00
Permit	PM23-0088	1490 SMITH FARMS SE CT	BEST TROY M & TRISHA	30.00
TOTAL:			7	210.00

Permit	Mechanical	Mechanical	Standard Item - 05. Water Heater	Revenue
Rec. Type	Record	Address	Owner	
Permit	PM23-0075	7148 MARTIN SE AVE	POTERACK TIMOTHY J	5.00
Permit	PM23-0087	6749 UNION SE AVE	VENNEN PROPERTY MANAG	5.00
TOTAL:			2	10.00

Permit	Mechanical	Mechanical	Standard Item - 06. Flue / Vent Dam	Revenue
Rec. Type	Record	Address	Owner	
Permit	PM23-0083	10291 HANNA LAKE SE AVE	CNOSSEN JOSHUA M & SU	5.00
Permit	PM23-0087	6749 UNION SE AVE	VENNEN PROPERTY MANAG	5.00
TOTAL:			2	10.00

Permit	Mechanical	Mechanical	Standard Item - 10. Gas Piping: Ea	Revenue
Rec. Type	Record	Address	Owner	
Permit	PM23-0065	3287 HIDEAWAY SE DR	DAVIS KENNETH M & CYN	25.00
Permit	PM23-0082	873 WATERS BLUFF SE DR	SIGNATURE LAND DEVELO	20.00
TOTAL:			2	45.00

Permit	Mechanical	Mechanical	Standard Item - 11. Residential A/C	Revenue
Rec. Type	Record	Address	Owner	
Permit	PM23-0054	6178 E KIPPEN DR SE	SOUTHWOOD MOBILE VILL	30.00
Permit	PM23-0065	3287 HIDEAWAY SE DR	DAVIS KENNETH M & CYN	30.00
Permit	PM23-0071	1440 68TH SE ST	HILLSIDE COMMUNITY CH	150.00
Permit	PM23-0072	264 QUAIL RUN N SE	BROOKSHIRE MEADOWS EA	30.00
Permit	PM23-0078	3593 MILLRACE CT SE	DUTTON MILL VILLAGE L	30.00
Permit	PM23-0081	3431 RED SCHOOL LANE	RIVER BIRCH HOLDINGS	360.00
Permit	PM23-0082	873 WATERS BLUFF SE DR	SIGNATURE LAND DEVELO	30.00
Permit	PM23-0086	3925 CARPET ROSE SE CT	OLSON DANE M & CYNTHI	30.00
Permit	PM23-0087	6749 UNION SE AVE	VENNEN PROPERTY MANAG	30.00
Permit	PM23-0088	1490 SMITH FARMS SE CT	BEST TROY M & TRISHA	30.00
TOTAL:			10	750.00

Permit	Mechanical	Mechanical	Standard Item - 13. Bath & Kit Exha	Revenue
Rec. Type	Record	Address	Owner	
Permit	PM23-0065	3287 HIDEAWAY SE DR	DAVIS KENNETH M & CYN	25.00
Permit	PM23-0067	6101 KALAMAZOO AVE SE STE B	DAANES DEVEL CO	15.00



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Permit	PM23-0081	3431 RED SCHOOL LANE	RIVER BIRCH HOLDINGS	180.00
Permit	PM23-0082	873 WATERS BLUFF SE DR	SIGNATURE LAND DEVELO	20.00
TOTAL:				4 240.00

Permit	Mechanical	Mechanical	Standard Item - 16. Humidifiers	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0048	735 SUNBROOK SE DR	CROSSLEY EZEKIEL	10.00
Permit	PM23-0065	3287 HIDEAWAY SE DR	DAVIS KENNETH M & CYN	10.00
Permit	PM23-0082	873 WATERS BLUFF SE DR	SIGNATURE LAND DEVELO	10.00
Permit	PM23-0088	1490 SMITH FARMS SE CT	BEST TROY M & TRISHA	10.00
TOTAL:				4 40.00

Permit	Mechanical	Mechanical	Standard Item - 17. Piping 50' (Min	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0067	6101 KALAMAZOO AVE SE STE B	DAANES DEVEL CO	25.00
Permit	PM23-0073	4200 60TH ST SE	MI GRR, LLC	100.00
TOTAL:				2 125.00

Permit	Mechanical	Mechanical	Standard Item - 18. Duct 50' (Min \$	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0067	6101 KALAMAZOO AVE SE STE B	DAANES DEVEL CO	25.00
Permit	PM23-0073	4200 60TH ST SE	MI GRR, LLC	180.00
TOTAL:				2 205.00

Permit	Mechanical	Mechanical	Standard Item - 19. Heat Pumps: Com	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0067	6101 KALAMAZOO AVE SE STE B	DAANES DEVEL CO	20.00
Permit	PM23-0073	4200 60TH ST SE	MI GRR, LLC	100.00
TOTAL:				2 120.00

Permit	Mechanical	Mechanical	Standard Item - 23. Heat Recovery U	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0073	4200 60TH ST SE	MI GRR, LLC	20.00
TOTAL:				1 20.00

Permit	Mechanical	Mechanical	Standard Item - 25. Unit Ventilator	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0073	4200 60TH ST SE	MI GRR, LLC	350.00
TOTAL:				1 350.00

Permit	Mechanical	Mechanical	Standard Item - 26. Unit Heaters (T	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0073	4200 60TH ST SE	MI GRR, LLC	225.00
TOTAL:				1 225.00

Permit	Mechanical	Mechanical	Standard Item - 29. Refrigeration (	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0067	6101 KALAMAZOO AVE SE STE B	DAANES DEVEL CO	30.00
Permit	PM23-0073	4200 60TH ST SE	MI GRR, LLC	180.00
TOTAL:				2 210.00

Permit	Mechanical	Mechanical	Standard Item - 33. Rough Inspectio	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0065	3287 HIDEAWAY SE DR	DAVIS KENNETH M & CYN	40.00
Permit	PM23-0067	6101 KALAMAZOO AVE SE STE B	DAANES DEVEL CO	40.00
Permit	PM23-0073	4200 60TH ST SE	MI GRR, LLC	40.00
Permit	PM23-0081	3431 RED SCHOOL LANE	RIVER BIRCH HOLDINGS	80.00
Permit	PM23-0082	873 WATERS BLUFF SE DR	SIGNATURE LAND DEVELO	40.00
TOTAL:				5 240.00

Permit	Mechanical	Mechanical	Standard Item - 34. Final Inspectio	
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Type	Record	Address	Owner	Revenue
Permit	PM23-0048	735 SUNBROOK SE DR	CROSSLEY EZEKIEL	40.00
Permit	PM23-0049	1127 76TH SE ST	THOMAS SYBIL A	40.00
Permit	PM23-0054	6178 E KIPPEN DR SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PM23-0065	3287 HIDEAWAY SE DR	DAVIS KENNETH M & CYN	40.00
Permit	PM23-0067	6101 KALAMAZOO AVE SE STE B	DAANES DEVEL CO	40.00
Permit	PM23-0071	1440 68TH SE ST	HILLSIDE COMMUNITY CH	200.00
Permit	PM23-0072	264 QUAIL RUN N SE	BROOKSHIRE MEADOWS EA	40.00
Permit	PM23-0073	4200 60TH ST SE	MI GRR, LLC	40.00
Permit	PM23-0078	3593 MILLRACE CT SE	DUTTON MILL VILLAGE L	40.00
Permit	PM23-0083	10291 HANNA LAKE SE AVE	CNOSSEN JOSHUA M & SU	40.00
Permit	PM23-0082	873 WATERS BLUFF SE DR	SIGNATURE LAND DEVELO	40.00
Permit	PM23-0075	7148 MARTIN SE AVE	POTERACK TIMOTHY J	40.00
Permit	PM23-0086	3925 CARPET ROSE SE CT	OLSON DANE M & CYNTHI	40.00
Permit	PM23-0087	6749 UNION SE AVE	VENNEN PROPERTY MANAG	40.00
Permit	PM23-0088	1490 SMITH FARMS SE CT	BEST TROY M & TRISHA	40.00
TOTAL:				15 760.00

Permit	Mechanical	Mechanical for Mobile H Standard item - 01. Administration		
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0051	474 FARADAY DR SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PM23-0052	482 N KIPPEN DR SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PM23-0053	602 FRESNO CIRCLE SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PM23-0055	654 FRESNO CIRCLE SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PM23-0068	476 S AMBER DR SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PM23-0068	476 S AMBER DR SE	SOUTHWOOD MOBILE VILL	(40.00)
Permit	PM23-0068	476 S AMBER DR SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PM23-0076	126 CENTERBROOK ST SE	ASPEN-GRAND MOBILE ES	40.00
Permit	PM23-0063	817 KEELER	COUNTRY CORNERS MHP,	40.00
Permit	PM23-0062	821 KEELER	COUNTRY CORNERS MHP,	40.00
TOTAL:				10 320.00

Permit	Mechanical	Mechanical for Mobile H Standard Item - 10. Gas Piping: Ea		
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0068	476 S AMBER DR SE	SOUTHWOOD MOBILE VILL	5.00
Permit	PM23-0068	476 S AMBER DR SE	SOUTHWOOD MOBILE VILL	(5.00)
Permit	PM23-0068	476 S AMBER DR SE	SOUTHWOOD MOBILE VILL	5.00
Permit	PM23-0076	126 CENTERBROOK ST SE	ASPEN-GRAND MOBILE ES	5.00
Permit	PM23-0063	817 KEELER	COUNTRY CORNERS MHP,	5.00
Permit	PM23-0062	821 KEELER	COUNTRY CORNERS MHP,	5.00
TOTAL:				6 20.00

Permit	Mechanical	Mechanical for Mobile H Standard Item - 11. Residential A/C		
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0051	474 FARADAY DR SE	SOUTHWOOD MOBILE VILL	30.00
Permit	PM23-0052	482 N KIPPEN DR SE	SOUTHWOOD MOBILE VILL	30.00
Permit	PM23-0053	602 FRESNO CIRCLE SE	SOUTHWOOD MOBILE VILL	30.00
Permit	PM23-0055	654 FRESNO CIRCLE SE	SOUTHWOOD MOBILE VILL	30.00
TOTAL:				4 120.00

Permit	Mechanical	Mechanical for Mobile H Standard Item - 34. Final Inspectio		
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0051	474 FARADAY DR SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PM23-0052	482 N KIPPEN DR SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PM23-0053	602 FRESNO CIRCLE SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PM23-0055	654 FRESNO CIRCLE SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PM23-0068	476 S AMBER DR SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PM23-0068	476 S AMBER DR SE	SOUTHWOOD MOBILE VILL	(40.00)
Permit	PM23-0068	476 S AMBER DR SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PM23-0076	126 CENTERBROOK ST SE	ASPEN-GRAND MOBILE ES	40.00



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Permit	PM23-0063	817 KEELER	COUNTRY CORNERS MHP,	40.00
Permit	PM23-0062	821 KEELER	COUNTRY CORNERS MHP,	40.00
TOTAL:				10 320.00

Permit	Mechanical	Water Heater	Standard item - 01. Administration	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0074	244 SHORESIDE DR S SE	BRADAC JEFFREY J & PA	40.00
Permit	PM23-0090	139 WAVELL SE ST	SWANSON MATTHEW J & M	40.00
TOTAL:				2 80.00

Permit	Mechanical	Water Heater	Standard Item - 05. Water Heater	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0074	244 SHORESIDE DR S SE	BRADAC JEFFREY J & PA	5.00
Permit	PM23-0090	139 WAVELL SE ST	SWANSON MATTHEW J & M	5.00
TOTAL:				2 10.00

Permit	Mechanical	Water Heater	Standard Item - 34. Final Inspectio	
Rec. Type	Record	Address	Owner	Revenue
Permit	PM23-0074	244 SHORESIDE DR S SE	BRADAC JEFFREY J & PA	40.00
Permit	PM23-0090	139 WAVELL SE ST	SWANSON MATTHEW J & M	40.00
TOTAL:				2 80.00

Permit	Mobile Home Building	Mobile Home	Standard Item - Building Permit Fee	
Rec. Type	Record	Address	Owner	Revenue
Permit	PB23-0033	476 S AMBER DR SE	SOUTHWOOD MOBILE VILL	130.00
Permit	PB23-0035	126 CENTERBROOK ST SE	ASPEN-GRAND MOBILE ES	130.00
Permit	PB23-0031	817 KEELER	COUNTRY CORNERS MHP,	130.00
Permit	PB23-0030	821 KEELER	COUNTRY CORNERS MHP,	130.00
TOTAL:				4 520.00

Permit	Mobile Home Plumbing	Plumbing for Mobile Hom	Inspection - 28. Final Inspection	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0025	817 KEELER	COUNTRY CORNERS MHP,	40.00
Permit	PP23-0024	821 KEELER	COUNTRY CORNERS MHP,	40.00
TOTAL:				2 80.00

Permit	Mobile Home Plumbing	Plumbing for Mobile Hom	Standard Item - 01. Administration	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0025	817 KEELER	COUNTRY CORNERS MHP,	40.00
Permit	PP23-0024	821 KEELER	COUNTRY CORNERS MHP,	40.00
TOTAL:				2 80.00

Permit	Mobile Home Plumbing	Plumbing for Mobile Hom	Standard Item - 12. Sewer - Less th	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0025	817 KEELER	COUNTRY CORNERS MHP,	5.00
Permit	PP23-0024	821 KEELER	COUNTRY CORNERS MHP,	5.00
TOTAL:				2 10.00

Permit	Mobile Home Plumbing	Plumbing for Mobile Hom	Standard Item - 15. Water Dist. - 3	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0025	817 KEELER	COUNTRY CORNERS MHP,	5.00
Permit	PP23-0024	821 KEELER	COUNTRY CORNERS MHP,	5.00
TOTAL:				2 10.00

Permit	Plumbing	Irrigation Meter	Inspection - 28. Final Inspection	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0039	849 WATERS BLUFF SE DR	EASTBROOK HOMES INC	40.00
TOTAL:				1 40.00

Permit	Plumbing	Irrigation Meter	Standard Item - 01. Administration	
Rec. Type	Record	Address	Owner	Revenue



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Permit	PP23-0039	849 WATERS BLUFF SE DR	EASTBROOK HOMES INC	40.00
TOTAL:			1	40.00

Permit	Plumbing	Irrigation Meter	Standard Item - 21. Reduced pressur	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0039	849 WATERS BLUFF SE DR	EASTBROOK HOMES INC	5.00
TOTAL:			1	5.00

Permit	Plumbing	Plumbing	Inspection - 26. Storm Inspection	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0029	1091 SWATHER SE DR	CORWIN CHARLES JR & L	40.00
TOTAL:			1	40.00

Permit	Plumbing	Plumbing	Inspection - 27. Additional Inspect	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0030	4200 60TH ST SE	MI GRR, LLC	40.00
Permit	PP22-0163	7884 EASTERN SE AVE	DIEMER EVERETT TRUST	80.00
TOTAL:			2	120.00

Permit	Plumbing	Plumbing	Inspection - 28. Final Inspection	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0022	1976 GLENN CANYON SE DR	CUNNINGHAM STEPAHNIE	40.00
Permit	PP23-0023	1359 BENTREE SE DR	CARTER JIMMY & JUDY	40.00
Permit	PP23-0028	2540 MCBRAYER SE CT	KONING HARVEY J & MAR	40.00
Permit	PP23-0030	4200 60TH ST SE	MI GRR, LLC	40.00
Permit	PP23-0033	8368 BRICKLEY SE ST	EASTBROOK HOMES INC	40.00
Permit	PP23-0034	873 WATERS BLUFF SE DR	SIGNATURE LAND DEVELO	40.00
Permit	PP23-0035	6511 HANNA LAKE SE AVE	DEHOEK MATHEW S & KA	40.00
Permit	PP22-0309	675 66TH SE ST	VANSTRIEN NANCY JO	40.00
Permit	PP23-0038	7884 EASTERN SE AVE	DIEMER EVERETT TRUST	40.00
Permit	PP23-0032	7888 HANNA LAKE SE AVE	BOOT TIMOTHY W	40.00
Permit	PP23-0037	22 BREWER PARK SE CIR	DEHAAN FREDRICK & RUT	40.00
TOTAL:			11	440.00

Permit	Plumbing	Plumbing	Registration Fee - Registration Fee	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0030	4200 60TH ST SE	MI GRR, LLC	20.00
TOTAL:			1	20.00

Permit	Plumbing	Plumbing	Standard Item - 01. Administration	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0022	1976 GLENN CANYON SE DR	CUNNINGHAM STEPAHNIE	40.00
Permit	PP23-0023	1359 BENTREE SE DR	CARTER JIMMY & JUDY	40.00
Permit	PP23-0028	2540 MCBRAYER SE CT	KONING HARVEY J & MAR	40.00
Permit	PP23-0030	4200 60TH ST SE	MI GRR, LLC	40.00
Permit	PP23-0033	8368 BRICKLEY SE ST	EASTBROOK HOMES INC	40.00
Permit	PP23-0034	873 WATERS BLUFF SE DR	SIGNATURE LAND DEVELO	40.00
Permit	PP23-0035	6511 HANNA LAKE SE AVE	DEHOEK MATHEW S & KA	40.00
Permit	PP22-0309	675 66TH SE ST	VANSTRIEN NANCY JO	40.00
Permit	PP23-0038	7884 EASTERN SE AVE	DIEMER EVERETT TRUST	40.00
Permit	PP23-0032	7888 HANNA LAKE SE AVE	BOOT TIMOTHY W	40.00
Permit	PP23-0037	22 BREWER PARK SE CIR	DEHAAN FREDRICK & RUT	40.00
Permit	PP23-0029	1091 SWATHER SE DR	CORWIN CHARLES JR & L	40.00
TOTAL:			12	480.00

Permit	Plumbing	Plumbing	Standard Item - 03. Fixtures, Drain	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0022	1976 GLENN CANYON SE DR	CUNNINGHAM STEPAHNIE	5.00
Permit	PP23-0023	1359 BENTREE SE DR	CARTER JIMMY & JUDY	5.00
Permit	PP23-0028	2540 MCBRAYER SE CT	KONING HARVEY J & MAR	5.00
Permit	PP23-0030	4200 60TH ST SE	MI GRR, LLC	335.00



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Permit	PP23-0033	8368 BRICKLEY SE ST	EASTBROOK HOMES INC	50.00
Permit	PP23-0034	873 WATERS BLUFF SE DR	SIGNATURE LAND DEVELO	60.00
Permit	PP23-0035	6511 HANNA LAKE SE AVE	DEHOEK MATTHEW S & KA	20.00
Permit	PP22-0309	675 66TH SE ST	VANSTRIEN NANCY JO	20.00
Permit	PP23-0032	7888 HANNA LAKE SE AVE	BOOT TIMOTHY W	40.00
Permit	PP23-0037	22 BREWER PARK SE CIR	DEHAAN FREDRICK & RUT	5.00
Permit	PP23-0029	1091 SWATHER SE DR	CORWIN CHARLES JR & L	15.00
TOTAL:			11	560.00

Permit	Plumbing	Plumbing	Standard Item - 05. Stacks - Soil,	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0033	8368 BRICKLEY SE ST	EASTBROOK HOMES INC	9.00
Permit	PP23-0034	873 WATERS BLUFF SE DR	SIGNATURE LAND DEVELO	9.00
Permit	PP23-0035	6511 HANNA LAKE SE AVE	DEHOEK MATTHEW S & KA	6.00
Permit	PP22-0309	675 66TH SE ST	VANSTRIEN NANCY JO	6.00
TOTAL:			4	30.00

Permit	Plumbing	Plumbing	Standard Item - 06. Sewage Ejectors	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0033	8368 BRICKLEY SE ST	EASTBROOK HOMES INC	5.00
Permit	PP23-0034	873 WATERS BLUFF SE DR	SIGNATURE LAND DEVELO	5.00
TOTAL:			2	10.00

Permit	Plumbing	Plumbing	Standard Item - 08. Water Service -	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0033	8368 BRICKLEY SE ST	EASTBROOK HOMES INC	5.00
Permit	PP23-0034	873 WATERS BLUFF SE DR	SIGNATURE LAND DEVELO	5.00
Permit	PP22-0309	675 66TH SE ST	VANSTRIEN NANCY JO	5.00
TOTAL:			3	15.00

Permit	Plumbing	Plumbing	Standard Item - 09. Water Service -	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0030	4200 60TH ST SE	MI GRR, LLC	25.00
TOTAL:			1	25.00

Permit	Plumbing	Plumbing	Standard Item - 10. Water Service -	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0030	4200 60TH ST SE	MI GRR, LLC	50.00
TOTAL:			1	50.00

Permit	Plumbing	Plumbing	Standard Item - 12. Sewer - Less th	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0033	8368 BRICKLEY SE ST	EASTBROOK HOMES INC	5.00
Permit	PP23-0034	873 WATERS BLUFF SE DR	SIGNATURE LAND DEVELO	5.00
Permit	PP22-0309	675 66TH SE ST	VANSTRIEN NANCY JO	5.00
TOTAL:			3	15.00

Permit	Plumbing	Plumbing	Standard Item - 15. Water Dist. - 3	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0033	8368 BRICKLEY SE ST	EASTBROOK HOMES INC	5.00
Permit	PP23-0034	873 WATERS BLUFF SE DR	SIGNATURE LAND DEVELO	5.00
Permit	PP23-0035	6511 HANNA LAKE SE AVE	DEHOEK MATTHEW S & KA	5.00
Permit	PP22-0309	675 66TH SE ST	VANSTRIEN NANCY JO	5.00
Permit	PP23-0029	1091 SWATHER SE DR	CORWIN CHARLES JR & L	10.00
TOTAL:			5	30.00

Permit	Plumbing	Plumbing	Standard Item - 21. Reduced pressur	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0030	4200 60TH ST SE	MI GRR, LLC	5.00
Permit	PP23-0038	7884 EASTERN SE AVE	DIEMER EVERETT TRUST	5.00
TOTAL:			2	10.00



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Permit	Plumbing	Plumbing	Standard Item - 24. Underground Ins	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0030	4200 60TH ST SE	MI GRR, LLC	40.00
Permit	PP23-0033	8368 BRICKLEY SE ST	EASTBROOK HOMES INC	40.00
Permit	PP23-0034	873 WATERS BLUFF SE DR	SIGNATURE LAND DEVELO	40.00
TOTAL:			3	120.00

Permit	Plumbing	Plumbing	Standard Item - 25. Rough-In Inspec	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0030	4200 60TH ST SE	MI GRR, LLC	40.00
Permit	PP23-0033	8368 BRICKLEY SE ST	EASTBROOK HOMES INC	40.00
Permit	PP23-0034	873 WATERS BLUFF SE DR	SIGNATURE LAND DEVELO	40.00
Permit	PP23-0035	6511 HANNA LAKE SE AVE	DEHOEK MATTHEW S & KA	40.00
Permit	PP22-0309	675 66TH SE ST	VANSTRIEN NANCY JO	40.00
Permit	PP23-0029	1091 SWATHER SE DR	CORWIN CHARLES JR & L	40.00
TOTAL:			6	240.00

Permit	Plumbing	Plumbing for Mobile Hom	Inspection - 28. Final Inspection	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0027	476 S AMBER DR SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PP23-0027	476 S AMBER DR SE	SOUTHWOOD MOBILE VILL	(40.00)
Permit	PP23-0027	476 S AMBER DR SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PP23-0031	126 CENTERBROOK ST SE	ASPEN-GRAND MOBILE ES	40.00
TOTAL:			4	80.00

Permit	Plumbing	Plumbing for Mobile Hom	Standard Item - 01. Administration	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0027	476 S AMBER DR SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PP23-0027	476 S AMBER DR SE	SOUTHWOOD MOBILE VILL	(40.00)
Permit	PP23-0027	476 S AMBER DR SE	SOUTHWOOD MOBILE VILL	40.00
Permit	PP23-0031	126 CENTERBROOK ST SE	ASPEN-GRAND MOBILE ES	40.00
TOTAL:			4	80.00

Permit	Plumbing	Plumbing for Mobile Hom	Standard Item - 08. Water Service -	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0031	126 CENTERBROOK ST SE	ASPEN-GRAND MOBILE ES	5.00
TOTAL:			1	5.00

Permit	Plumbing	Plumbing for Mobile Hom	Standard Item - 12. Sewer - Less th	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0027	476 S AMBER DR SE	SOUTHWOOD MOBILE VILL	5.00
Permit	PP23-0027	476 S AMBER DR SE	SOUTHWOOD MOBILE VILL	(5.00)
Permit	PP23-0027	476 S AMBER DR SE	SOUTHWOOD MOBILE VILL	5.00
Permit	PP23-0031	126 CENTERBROOK ST SE	ASPEN-GRAND MOBILE ES	5.00
TOTAL:			4	10.00

Permit	Plumbing	Plumbing for Mobile Hom	Standard Item - 15. Water Dist. - 3	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0027	476 S AMBER DR SE	SOUTHWOOD MOBILE VILL	5.00
Permit	PP23-0027	476 S AMBER DR SE	SOUTHWOOD MOBILE VILL	(5.00)
Permit	PP23-0027	476 S AMBER DR SE	SOUTHWOOD MOBILE VILL	5.00
TOTAL:			3	5.00

Permit	Plumbing	Water Heater	Inspection - 28. Final Inspection	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0036	878 COBBLESTONE WAY SE DR	REISS DARRIN L	40.00
TOTAL:			1	40.00

Permit	Plumbing	Water Heater	Standard Item - 01. Administration	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0036	878 COBBLESTONE WAY SE DR	REISS DARRIN L	40.00



Revenue Breakdown Report

Page: 22 of 22

03/01/2023

Filter: All Records, Transaction.DateToPostOn Between 2/1/2023 12:00:00 AM AND 2/28/2023 11:59:59 PM

TOTAL:		1	40.00
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Permit	Plumbing	Water Heater	Standard Item - 03. Fixtures, Drain	
Rec. Type	Record	Address	Owner	Revenue
Permit	PP23-0036	878 COBBLESTONE WAY SE DR	REISS DARRIN L	5.00
TOTAL:			1	5.00

Permit	Residential Roofing	Res, Roofing	Standard Item - Building Permit Fee	
Rec. Type	Record	Address	Owner	Revenue
Permit	PB23-0025	1349 CRYSTALAIRES SE CT	ESSENBERG JAMES R	90.00
Permit	PB23-0026	7086 SUMMIT HILL SE CT	HAAS JASON R & EMILY	90.00
Permit	PB23-0029	50 WAVELL SE ST	SAENZ SARA & SAENZ VI	90.00
Permit	PB23-0039	43 WAVELL SE ST	MOL TRUDDIE	90.00
Permit	PB23-0040	69 BROWNELL SE ST	THOMAS DEBBIE A	90.00
TOTAL:			5	450.00

Permit	Storm Drain	Storm Drain	Storm Drain - Storm Drain	
Rec. Type	Record	Address	Owner	Revenue
Permit	PS23-0003	8292 BRICKLEY SE ST	SIGNATURE LAND DEVELO	85.00
Permit	PS23-0004	1111 CARRIAGE PASS SE CT	SIGNATURE LAND DEVELO	85.00
Permit	PS23-0005	8339 BRICKLEY SE ST	SIGNATURE LAND DEVELO	85.00
TOTAL:			3	255.00

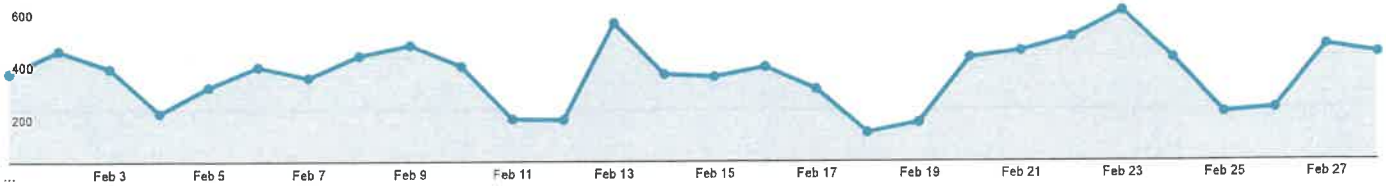
Pages

Feb 1, 2023 - Feb 28, 2023

All Users
100.00% Pageviews

Explorer

Pageviews

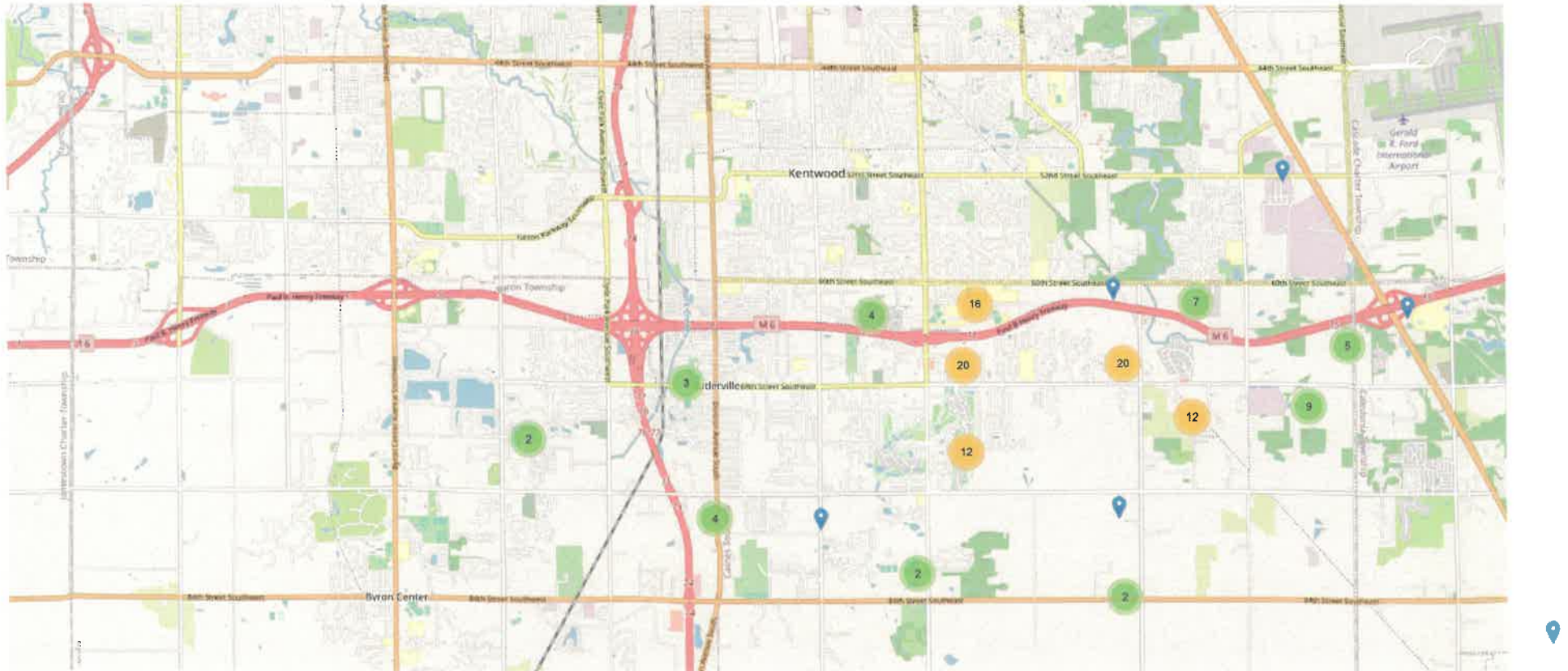


Page	Pageviews	Unique Pageviews	Avg. Time on Page	Entrances	Bounce Rate	% Exit	Page Value
	9,413	7,662	00:01:54	4,394	50.73%	46.68%	\$0.00
	(29.93%)	(23.18%)	(00:01:54)	(13.24%)	(15.54%)	(12.00%)	(\$0.00)
1. /	2,817	2,159	00:01:43	1,902	38.80%	45.26%	\$0.00
	(29.93%)	(28.18%)	(00:01:43)	(4.33%)	(8.86%)	(9.70%)	(\$0.00)
2. /document_center/index.php	682	571	00:04:41	241	80.50%	69.94%	\$0.00
	(7.25%)	(7.44%)	(00:04:41)	(5.48%)	(17.94%)	(14.99%)	(\$0.00)
3. /online_services/index.php	496	432	00:04:16	220	60.00%	51.61%	\$0.00
	(5.27%)	(5.63%)	(00:04:16)	(5.01%)	(13.86%)	(11.24%)	(\$0.00)
4. /how_do_i_(faq)/contact/office.php	452	367	00:01:18	130	59.23%	46.90%	\$0.00
	(4.80%)	(4.78%)	(00:01:18)	(2.96%)	(13.36%)	(10.20%)	(\$0.00)
5. /residents/index.php	355	262	00:02:28	31	77.42%	46.20%	\$0.00
	(3.77%)	(3.42%)	(00:02:28)	(0.71%)	(17.42%)	(10.00%)	(\$0.00)
6. /departments/water_sewer.php	281	214	00:02:19	181	43.09%	41.99%	\$0.00
	(2.99%)	(2.79%)	(00:02:19)	(4.12%)	(10.44%)	(9.00%)	(\$0.00)
7. /departments/treasurer.php	260	221	00:01:35	179	59.22%	57.69%	\$0.00
	(2.76%)	(2.88%)	(00:01:35)	(4.07%)	(13.86%)	(12.40%)	(\$0.00)
8. /revize/gaines/	229	161	00:00:42	151	29.80%	27.51%	\$0.00
	(2.43%)	(2.10%)	(00:00:42)	(3.44%)	(6.78%)	(5.90%)	(\$0.00)
9. /departments/planning_zoning.php	206	153	00:01:32	92	32.61%	25.24%	\$0.00
	(2.19%)	(1.99%)	(00:01:32)	(2.09%)	(7.47%)	(5.44%)	(\$0.00)
10. /departments/assessing.php	163	131	00:02:39	80	52.50%	50.31%	\$0.00
	(1.73%)	(1.71%)	(00:02:39)	(1.82%)	(12.00%)	(10.81%)	(\$0.00)

Rows 1 - 10 of 396

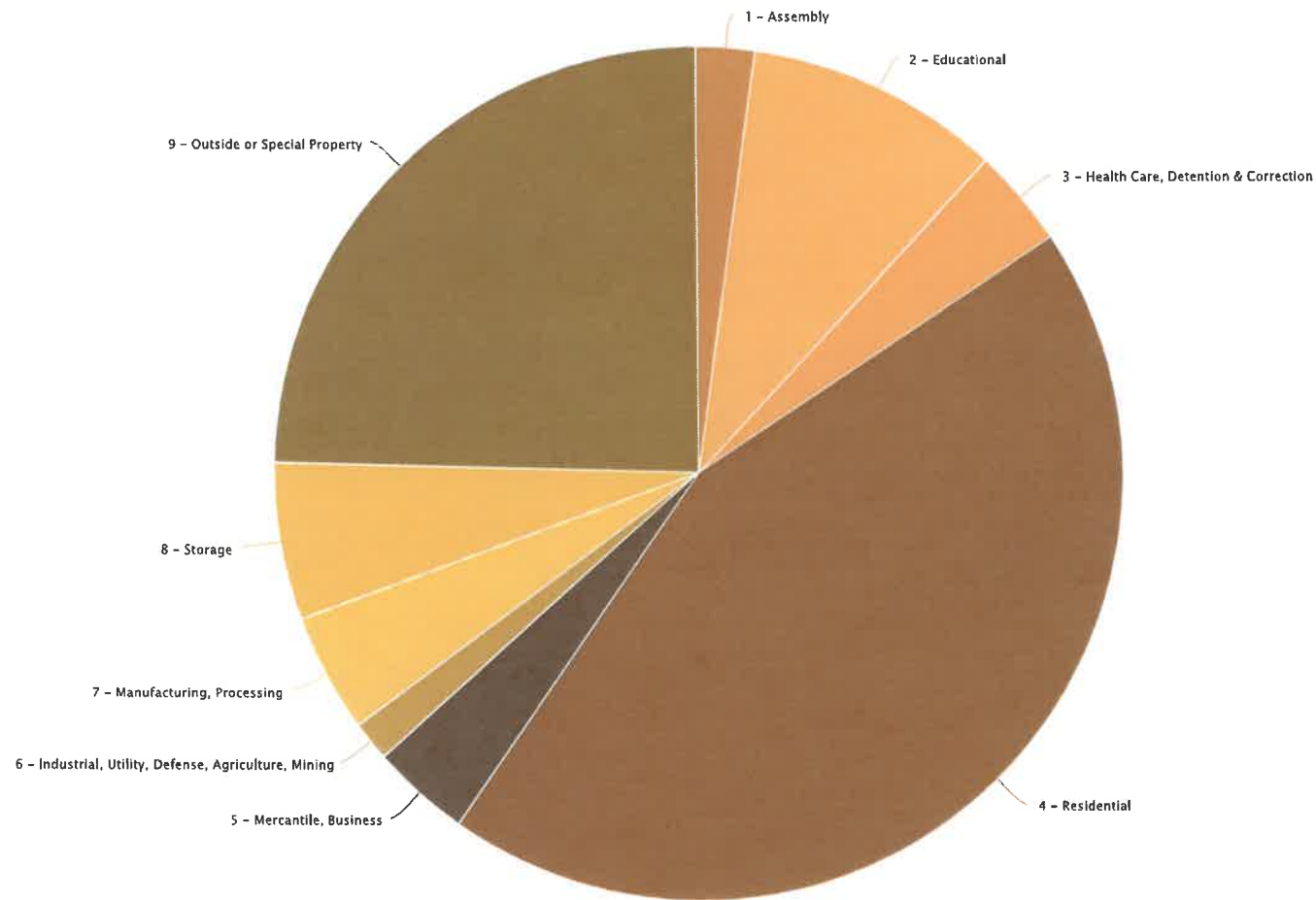
Scene Locations of Fire Incidents

N = 134 Jan 01, 2023 to Feb 28, 2023



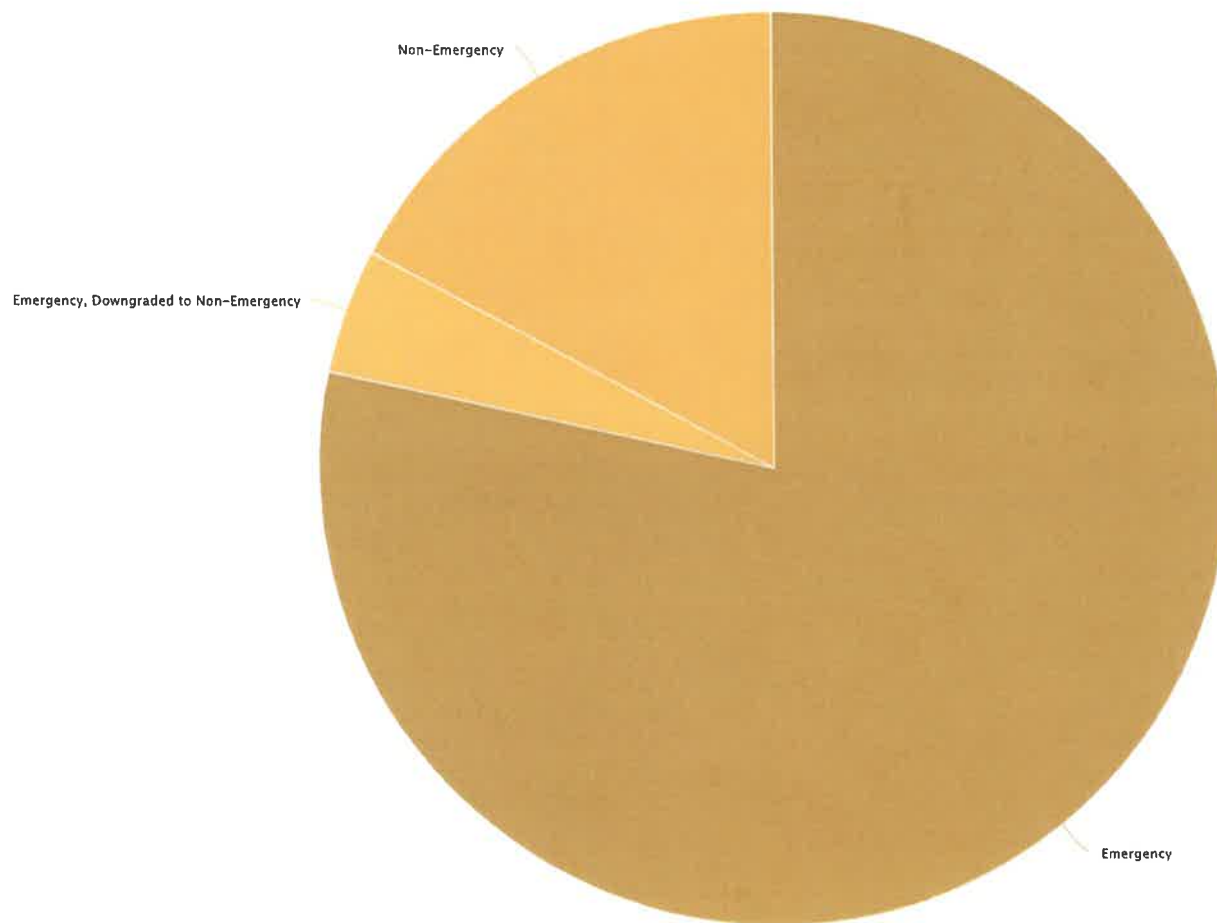
Incidents by Property Use Category

Jan 01, 2023 to Feb 28, 2023



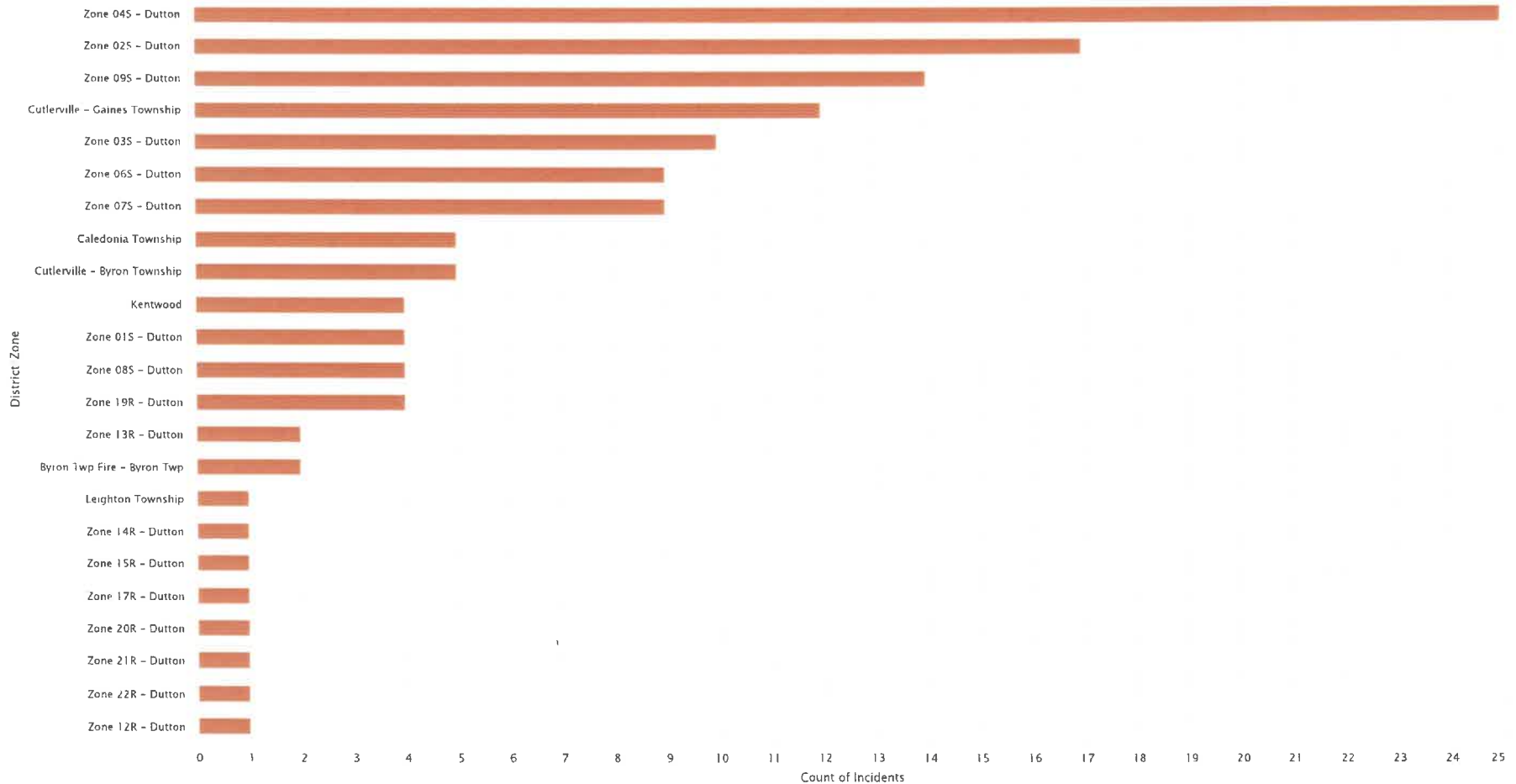
Incidents by Response Mode To Scene

Jan 01, 2023 to Feb 28, 2023



Incidents by District/Zone

Jan 01, 2023 to Feb 28, 2023



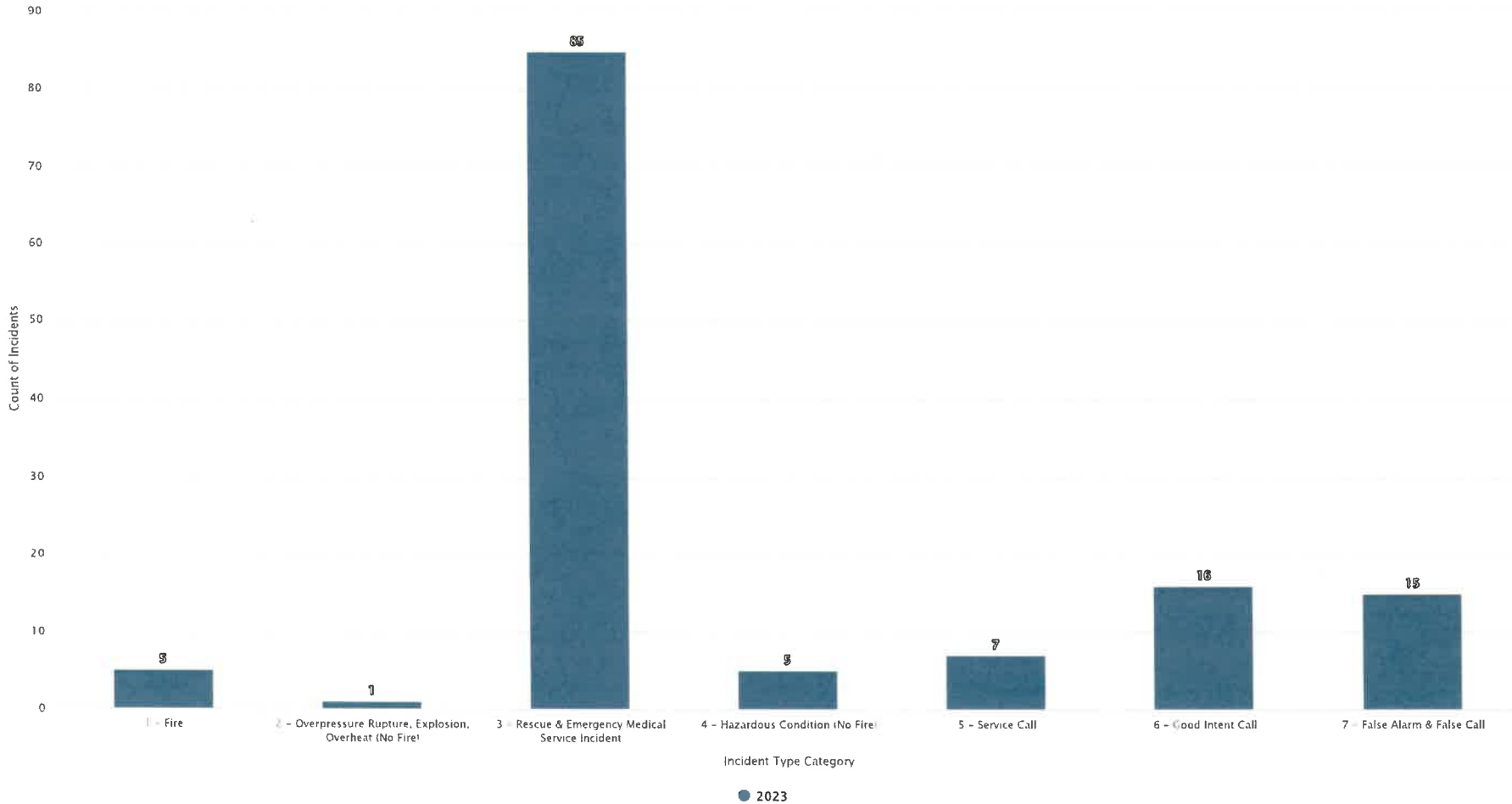
Incidents by District/Zone

Jan 01, 2022 12:00 AM to Mar 08, 2023 03:25 PM

District/Zone	2023			2023		2022		YTD % Change
	Jan	Feb	Mar	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
Byron Twp Fire - Byron Twp	0	2	0	2	1%	0	N/A	N/A
Caledonia Township	2	3	0	5	3%	0	N/A	N/A
Cutlerville - Byron Township	2	3	0	5	3%	0	N/A	N/A
Cutlerville - Gaines Township	6	6	1	13	8%	0	N/A	N/A
Kentwood	3	1	0	4	3%	0	N/A	N/A
Leighton Township	1	0	0	1	1%	0	N/A	N/A
Zone 01S - Dutton	3	1	0	4	3%	0	N/A	N/A
Zone 02S - Dutton	8	9	2	19	12%	0	N/A	N/A
Zone 03S - Dutton	6	4	3	13	8%	0	N/A	N/A
Zone 04S - Dutton	13	12	1	26	16%	0	N/A	N/A
Zone 06S - Dutton	2	7	3	12	8%	0	N/A	N/A
Zone 07S - Dutton	5	4	1	10	6%	0	N/A	N/A
Zone 08S - Dutton	3	1	2	6	4%	0	N/A	N/A
Zone 09S - Dutton	7	7	3	17	11%	0	N/A	N/A
Zone 11R - Dutton	0	0	1	1	1%	0	N/A	N/A
Zone 12R - Dutton	0	1	2	3	2%	0	N/A	N/A
Zone 13R - Dutton	1	1	0	2	1%	0	N/A	N/A
Zone 14R - Dutton	0	1	1	2	1%	0	N/A	N/A
Zone 15R - Dutton	0	1	0	1	1%	0	N/A	N/A
Zone 16R - Dutton	0	0	1	1	1%	0	N/A	N/A
Zone 17R - Dutton	0	1	0	1	1%	0	N/A	N/A
Zone 19R - Dutton	3	1	0	4	3%	0	N/A	N/A
Zone 20R - Dutton	1	0	1	2	1%	0	N/A	N/A
Zone 21R - Dutton	0	1	1	2	1%	0	N/A	N/A
Zone 22R - Dutton	0	1	0	1	1%	0	N/A	N/A
Zone 23R - Dutton	0	0	1	1	1%	0	N/A	N/A
Grand Total	66	68	24	158	100%	0	100%	N/A

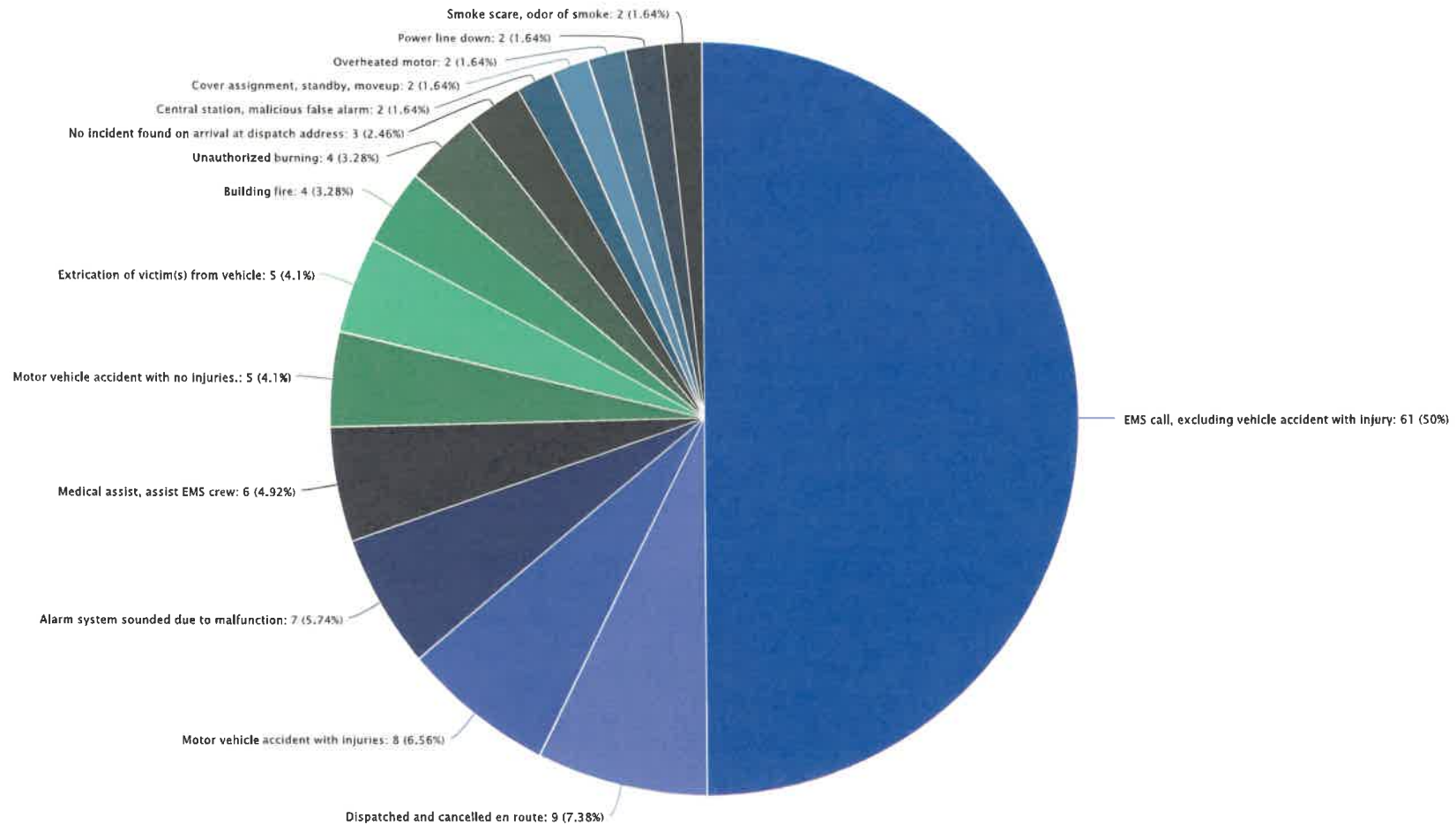
Incidents by Category and Year

Jan 01, 2023 to Feb 28, 2023



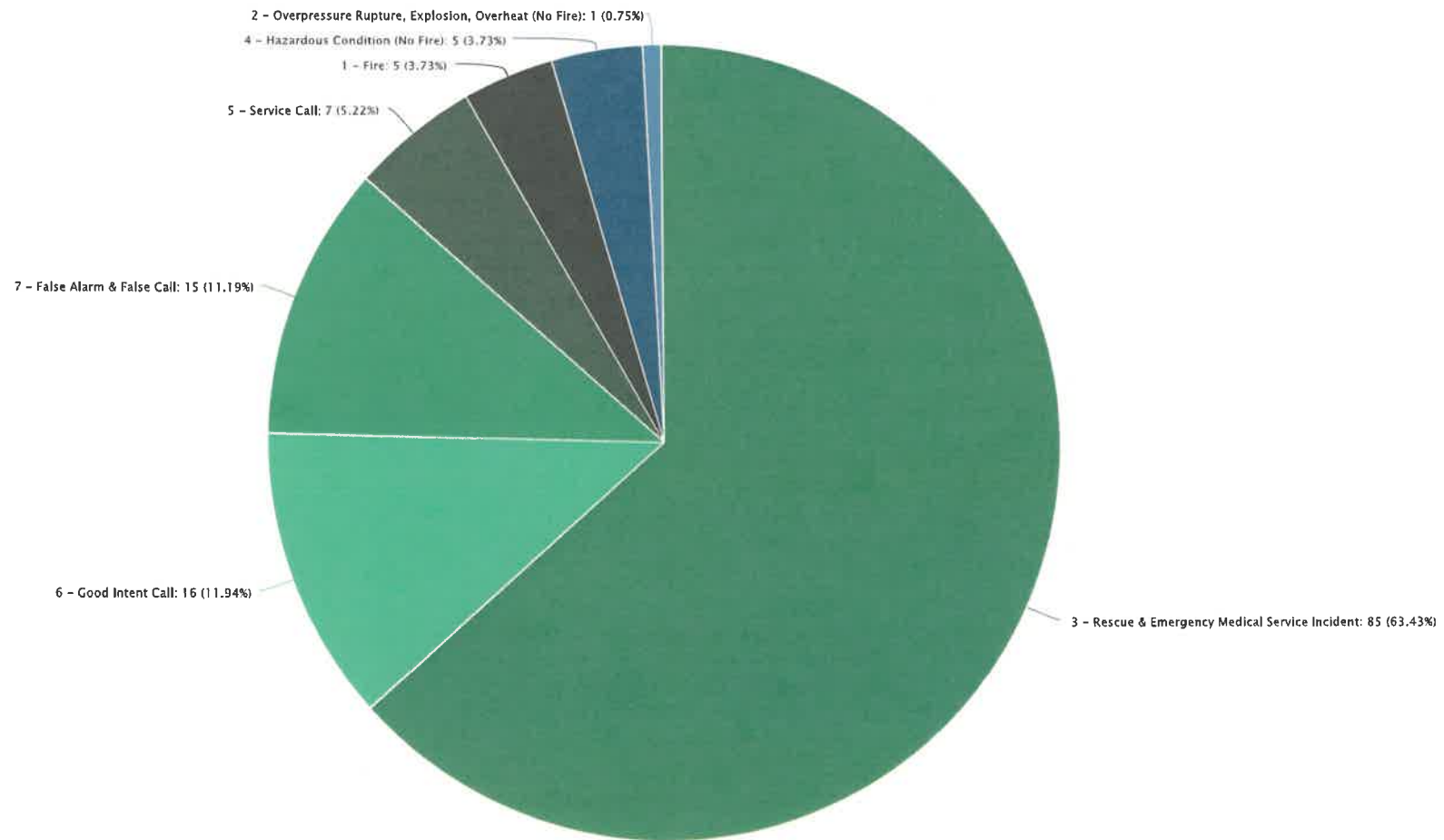
Incident Types (Top 15)

Jan 01, 2023 to Feb 28, 2023



Incident Type Categories

Jan 01, 2023 to Feb 28, 2023



Incidents by Category and Month
 Jan 01, 2022 12:00 AM to Mar 08, 2023 03:25 PM

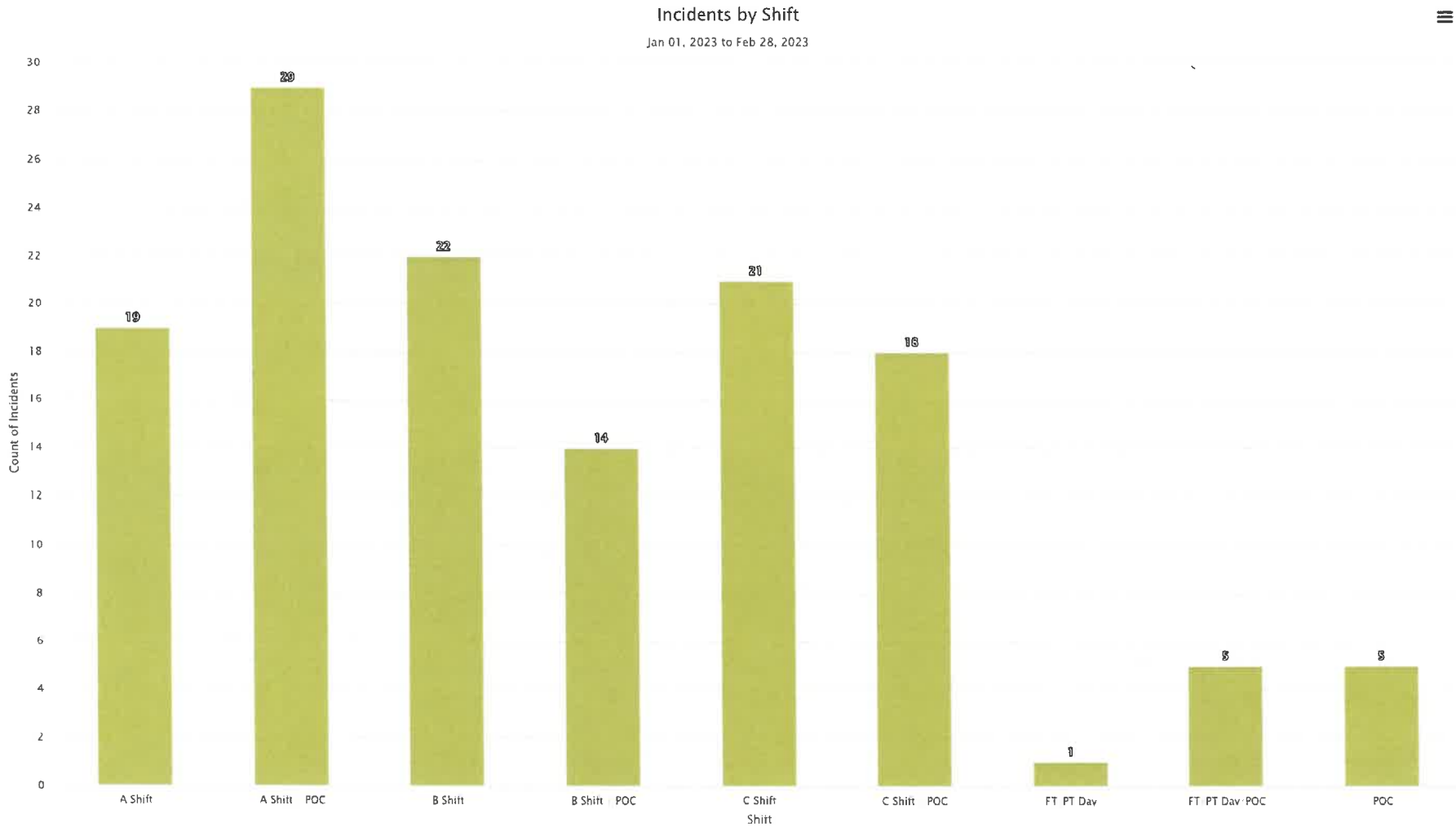


Incident Type Category	2023			2023		2022		YTD % Change
	Jan	Feb	Mar	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
1 - Fire	3	2	0	5	3%	0	N/A	N/A
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	0	1	0	1	1%	0	N/A	N/A
3 - Rescue & Emergency Medical Service Incident	39	46	18	103	65%	0	N/A	N/A
4 - Hazardous Condition (No Fire)	1	4	0	5	3%	0	N/A	N/A
5 - Service Call	4	3	2	9	6%	0	N/A	N/A
6 - Good Intent Call	10	6	2	18	11%	0	N/A	N/A
7 - False Alarm & False Call	9	6	2	17	11%	0	N/A	N/A
Grand Total	66	68	24	158	100%	0	100%	N/A

Station Summary Report

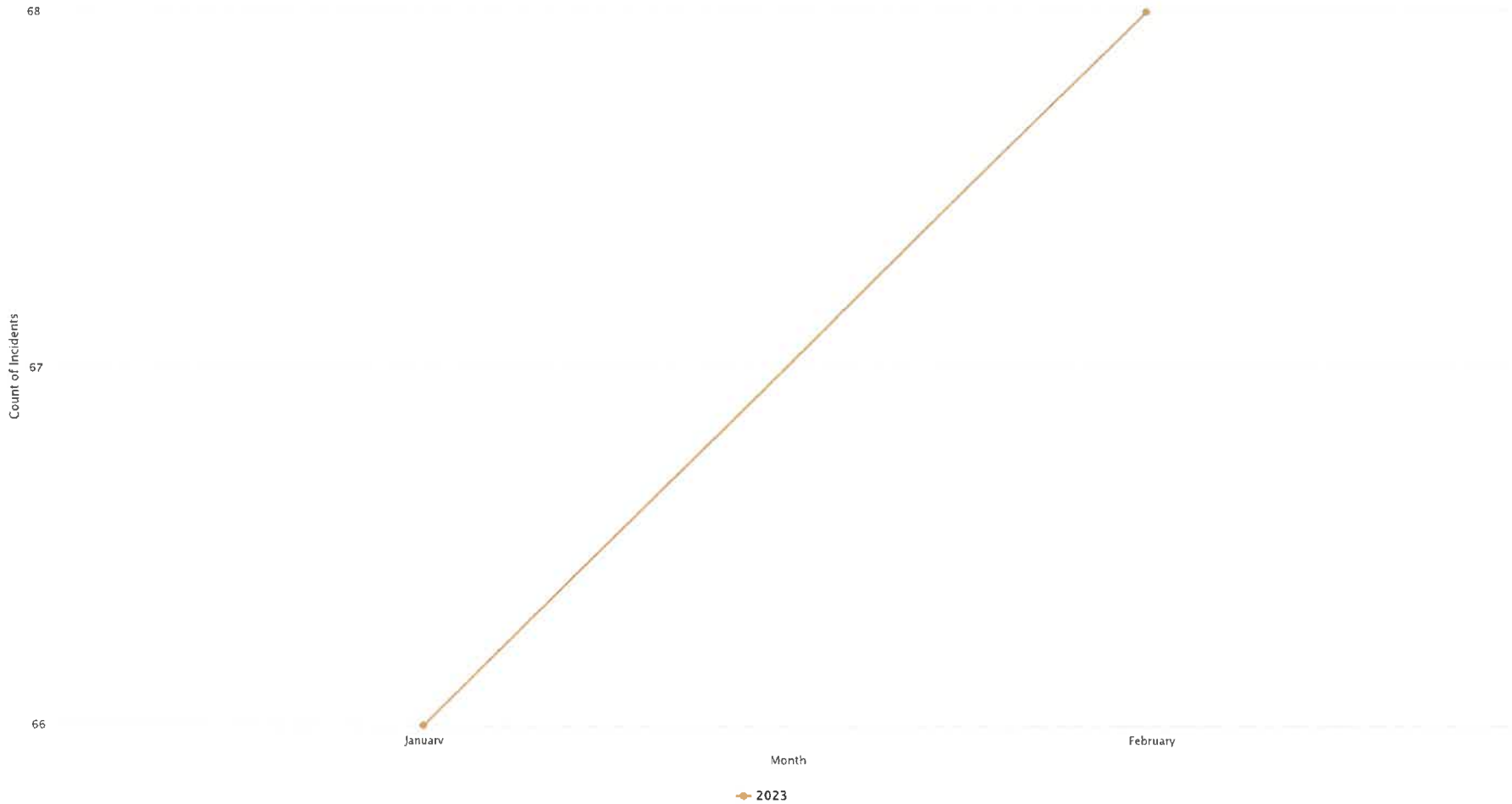
Jan 01, 2023 to Feb 28, 2023

Station	EMS Incidents	Fire Incidents	Other Incidents	Total Incidents	% of Total Incidents	Station Reliability	90th Percentile Response Time (PSAP to Arrival)
Dutton Fire Station	85	5	44	134	100%	92.54%	00:10:58
Overall	85	5	44	134	100%	92.54%	00:10:58



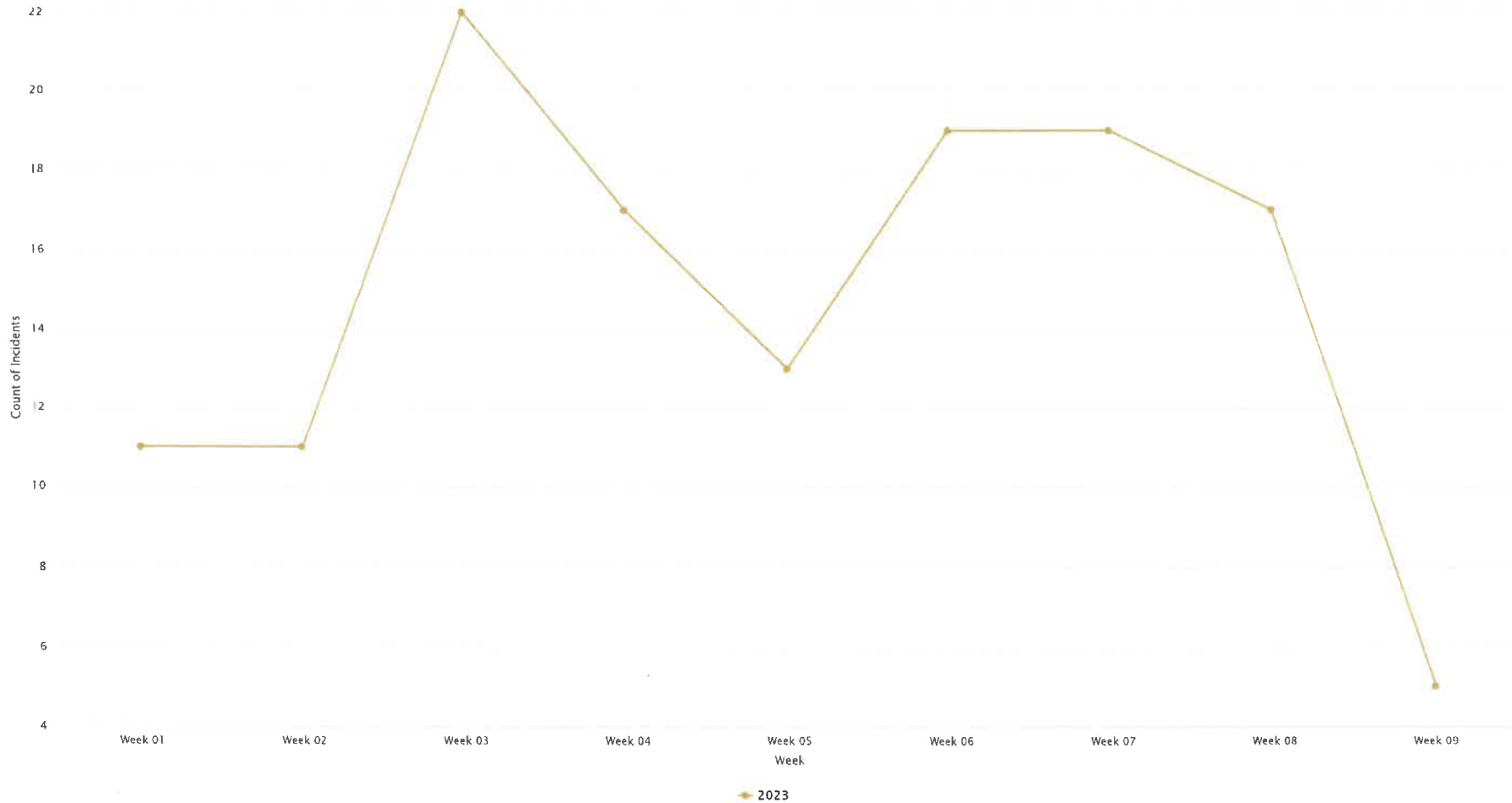
Fire Call Volume by Month

Jan 01, 2023 to Feb 28, 2023



Fire Call Volume by Week

Jan 01, 2023 to Feb 28, 2023



Fire Call Volume by Day

Jan 01, 2023 to Feb 28, 2023



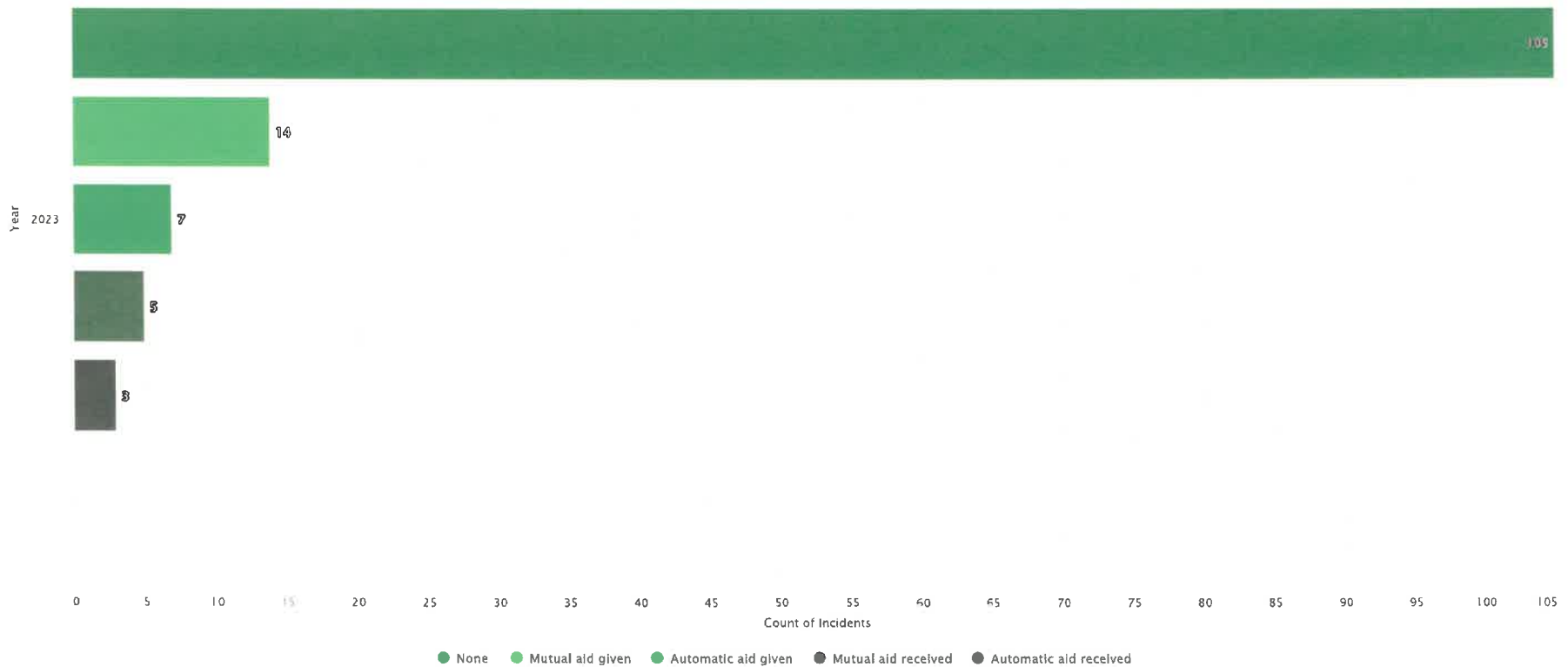
Aid Given and Received Summary

Jan 01, 2023 to Feb 28, 2023

Fire Department	Automatic Aid Given	% of Total Automatic Aid Given	Automatic Aid Received	% of Total Automatic Aid Received	Mutual Aid Given	% of Total Mutual Aid Given	Mutual Aid Received	% of Total Mutual Aid Received
Byron Township Fire Department	0	0%	0	0%	2	14.29%	0	0%
Caledonia Township Fire Department	1	14.29%	1	16.67%	1	7.14%	4	80%
City of Kentwood Fire Department	3	42.86%	2	33.33%	1	7.14%	1	20%
Cutlerville Fire Department	3	42.86%	3	50%	10	71.43%	0	0%
Overall	7	100%	6	100%	14	100%	5	100%

Aid Given and Received by Year

Jan 01, 2023 to Feb 28, 2023



Mutual Aid Given by Incident Type Category

Jan 01, 2022 12:00 AM to Mar 08, 2023 03:25 PM



Incident Type Category	2023			2023		2022		YTD % Change
	Jan	Feb	Mar	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
3 - Rescue & Emergency Medical Service Incident	6	7	0	13	93%	0	N/A	N/A
5 - Service Call	0	1	0	1	7%	0	N/A	N/A
Grand Total	6	8	0	14	100%	0	100%	N/A

Automatic Aid Given by Incident Type Category
 Jan 01, 2022 12:00 AM to Mar 08, 2023 03:25 PM



Incident Type Category	2023			2023		2022		YTD % Change
	Jan	Feb	Mar	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
1 - Fire	1	1	0	2	29%	0	N/A	N/A
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	0	1	0	1	14%	0	N/A	N/A
4 - Hazardous Condition (No Fire)	0	1	0	1	14%	0	N/A	N/A
5 - Service Call	1	0	0	1	14%	0	N/A	N/A
6 - Good Intent Call	1	1	0	2	29%	0	N/A	N/A
Grand Total	3	4	0	7	100%	0	100%	N/A

Mutual Aid Received by Incident Type Category

Jan 01, 2022 12:00 AM to Mar 08, 2023 03:25 PM

Incident Type Category	2023			2023		2022		YTD % Change
	Jan	Feb	Mar	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
3 - Rescue & Emergency Medical Service Incident	2	3	0	5	100%	0	N/A	N/A
Grand Total	2	3	0	5	100%	0	100%	N/A

Automatic Aid Received by Incident Type Category

Jan 01, 2022 12:00 AM to Mar 08, 2023 03:25 PM



Incident Type Category	2023			2023		2022		YTD % Change
	Jan	Feb	Mar	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
4 - Hazardous Condition (No Fire)	0	1	0	1	33%	0	N/A	N/A
6 - Good Intent Call	1	0	0	1	33%	0	N/A	N/A
7 - False Alarm & False Call	0	1	0	1	33%	0	N/A	N/A
Grand Total	1	2	0	3	100%	0	100%	N/A

Mutual Aid Given by Fire Department Given Aid
 Jan 01, 2022 12:00 AM to Mar 08, 2023 03:25 PM



Fire Department	FDID	2023			2023		2022		YTD % Change
		Jan	Feb	Mar	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
Byron Township Fire Department	04104	0	2	0	2	14%	0	N/A	N/A
Caledonia Township Fire Department	04105	1	0	0	1	7%	0	N/A	N/A
City of Kentwood Fire Department	04116	1	0	0	1	7%	0	N/A	N/A
Cutlerville Fire Department		4	6	0	10	71%	0	N/A	N/A
Grand Total		6	8	0	14	100%	0	100%	N/A

Automatic Aid Given by Fire Department Given Aid

Jan 01, 2022 12:00 AM to Mar 08, 2023 03:25 PM



Fire Department	FDID	2023			2023		2022		YTD % Change
		Jan	Feb	Mar	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
Caledonia Township Fire Department	04105	0	1	0	1	14%	0	N/A	N/A
City of Kentwood Fire Department	04116	2	1	0	3	43%	0	N/A	N/A
Cutlerville Fire Department		1	2	0	3	43%	0	N/A	N/A
Grand Total		3	4	0	7	100%	0	100%	N/A

Mutual Aid Received by Fire Department
 Jan 01, 2022 12:00 AM to Mar 08, 2023 03:25 PM

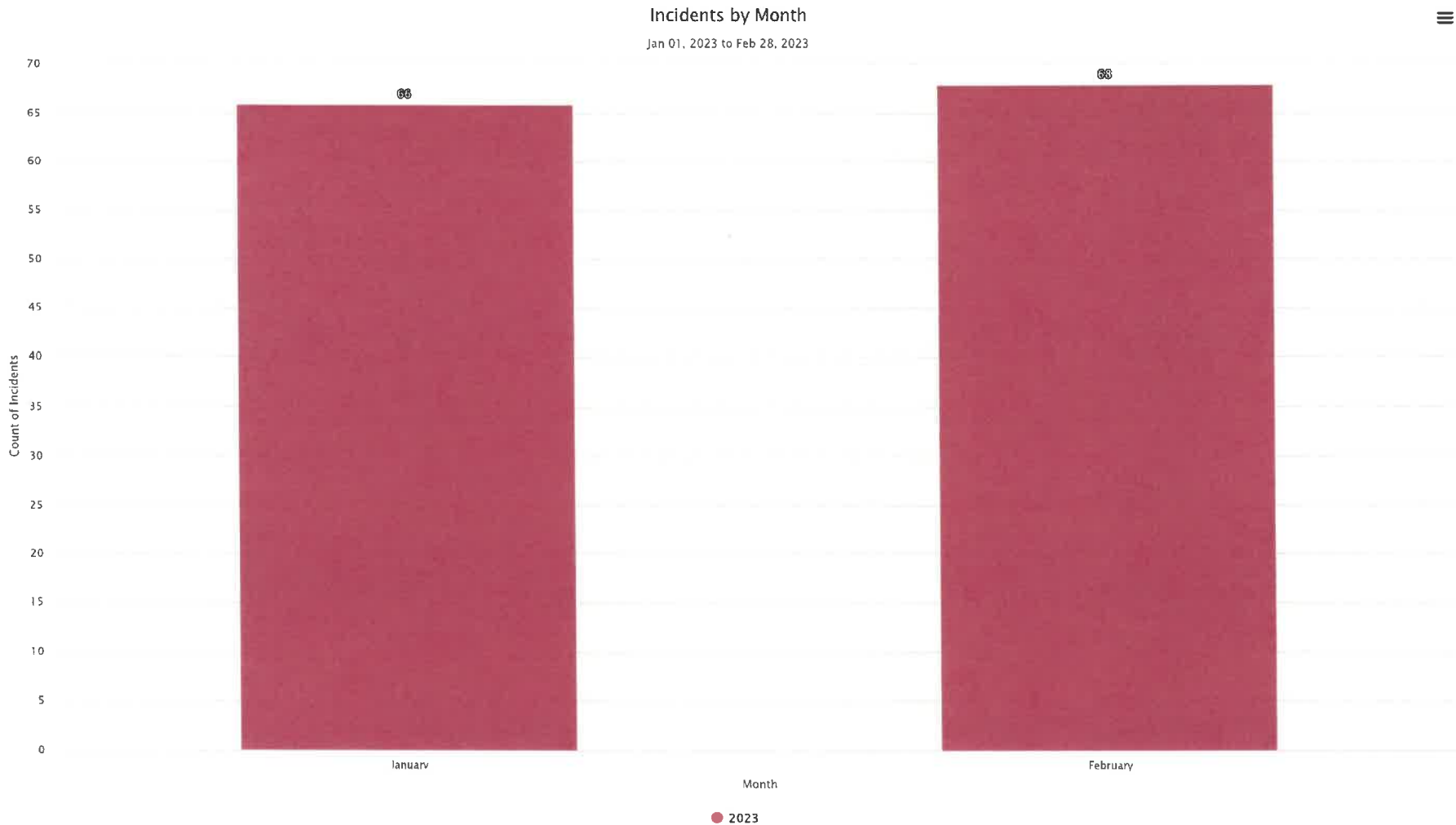


Fire Department	2023			2023		2022		YTD % Change
	Jan	Feb	Mar	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
Caledonia Township Fire Department	2	2	0	4	80%	0	N/A	N/A
City of Kentwood Fire Department	0	1	0	1	20%	0	N/A	N/A
Grand Total	2	3	0	5	100%	0	100%	N/A

Automatic Aid Received by Fire Department

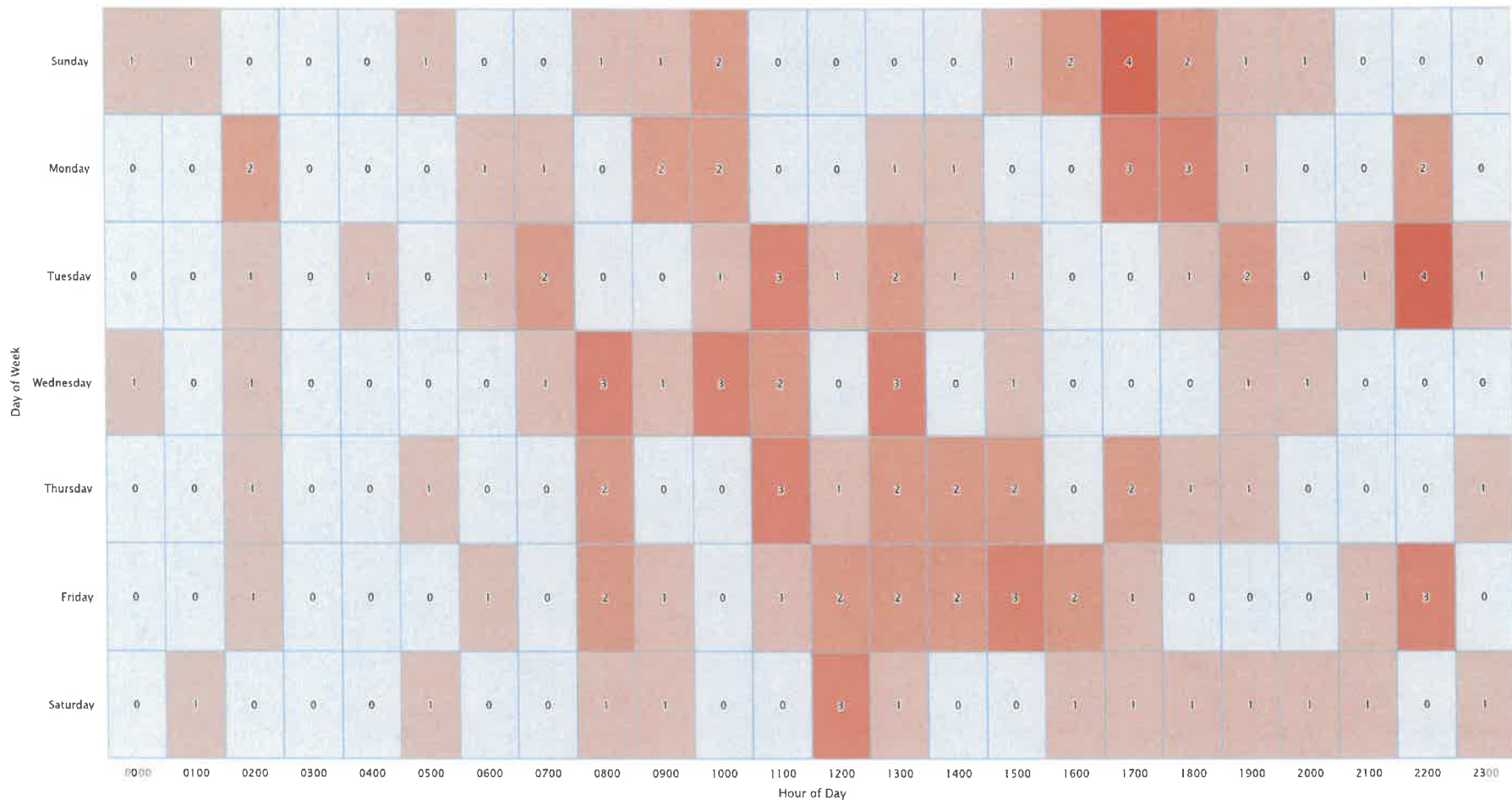
Jan 01, 2022 12:00 AM to Mar 08, 2023 03:25 PM

Fire Department	2023			2023		2022		YTD % Change
	Jan	Feb	Mar	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
Caledonia Township Fire Department	1	0	0	1	17%	0	N/A	N/A
City of Kentwood Fire Department	0	2	0	2	33%	0	N/A	N/A
Cutlerville Fire Department	1	2	0	3	50%	0	N/A	N/A
Grand Total	2	4	0	6	100%	0	100%	N/A



Incidents by Day and Hour

Jan 01, 2023 to Feb 28, 2023



Monthly Call Volume Year over Year
Jan 01, 2022 12:00 AM to Mar 08, 2023 03:25 PM



Month Name	2023		2022		YTD % Change
	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
January	66	42%	0	N/A	N/A
February	68	43%	0	N/A	N/A
March	24	15%	0	N/A	N/A
Grand Total	158	100%	0	100%	N/A

Property Losses by Month

Jan 01, 2023 to Feb 28, 2023



Values

There are no results to display

Property Loss Incidents (Top 20)
Jan 01, 2023 to Feb 28, 2023



Agency Name	Incident Date Time	Incident Number	Property Use	Street Number	Street Name	City	State	Postal Code	Property Pre-Incident Value	Property Loss
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There are no results to display

Overlapping Calls and Hours

Jan 01, 2023 12:00 AM to Feb 28, 2023 11:59 PM

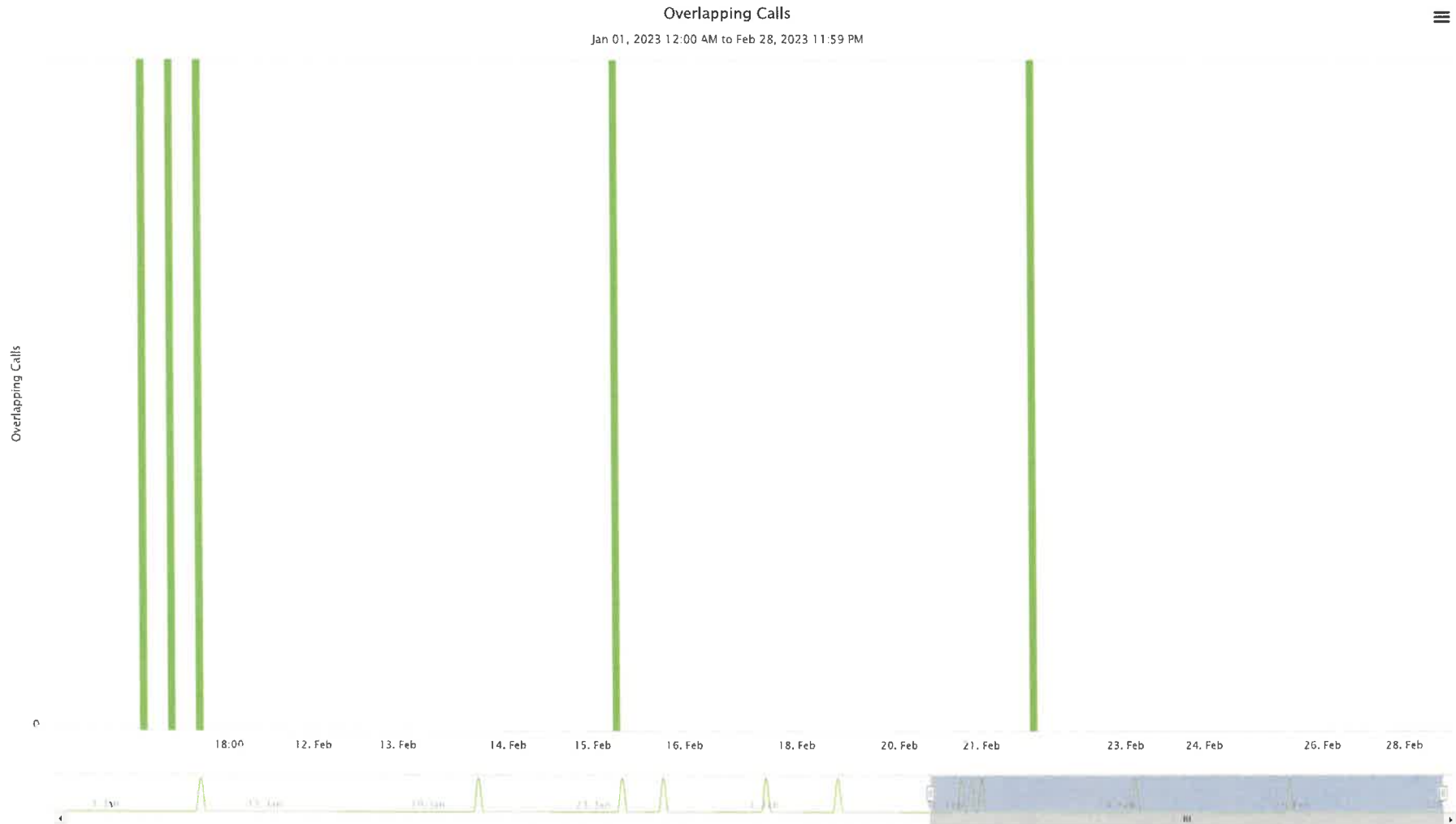


Overlapping Calls	Occurrences	% of Occurrences	Hours	% of Hours
0 Overlapping Calls	258	95.91%	1,413.58	99.83%
1 Overlapping Call	11	4.09%	2.42	0.17%
Totals	269	100%	1,416	100%

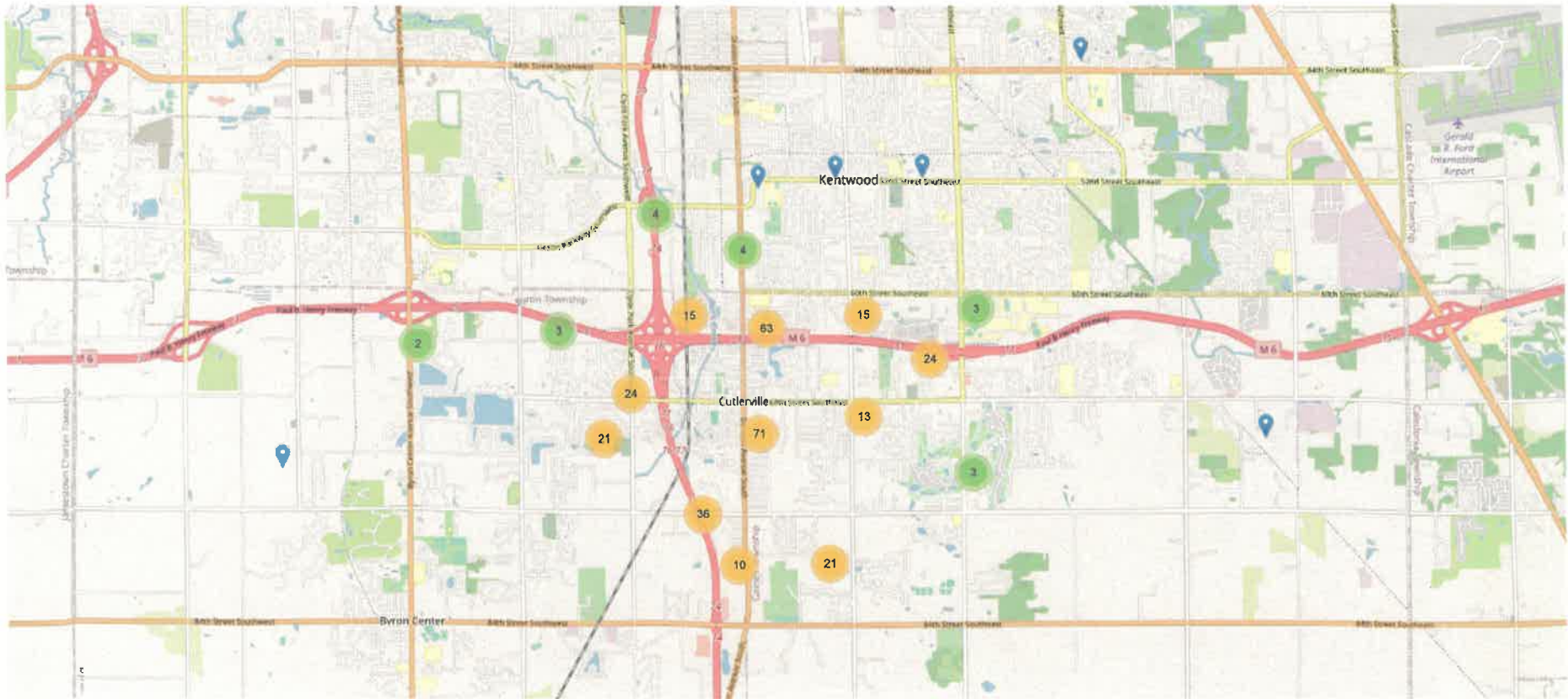
Calls in Progress

Jan 01, 2023 12:00 AM to Feb 28, 2023 11:59 PM

Calls in Progress	Occurrences	% of Occurrences	Hours	% of Hours
0 Calls In Progress	124	46.10%	1,355.86	95.75%
1 Call In Progress	134	49.81%	57.72	4.08%
2 Calls In Progress	11	4.09%	2.42	0.17%
Totals	269	100%	1,416	100%

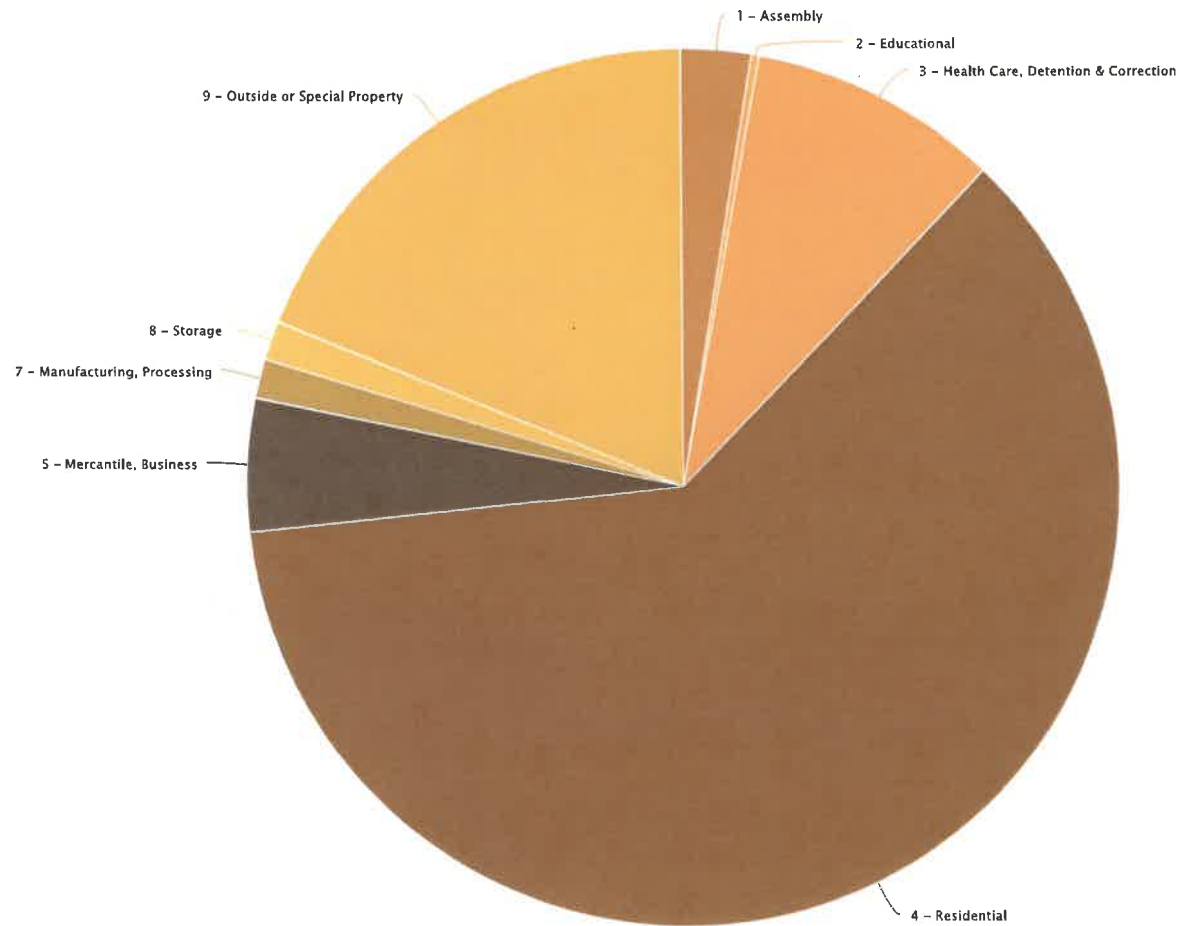


Scene Locations of Fire Incidents
N = 345 Jan 01, 2023 to Feb 28, 2023



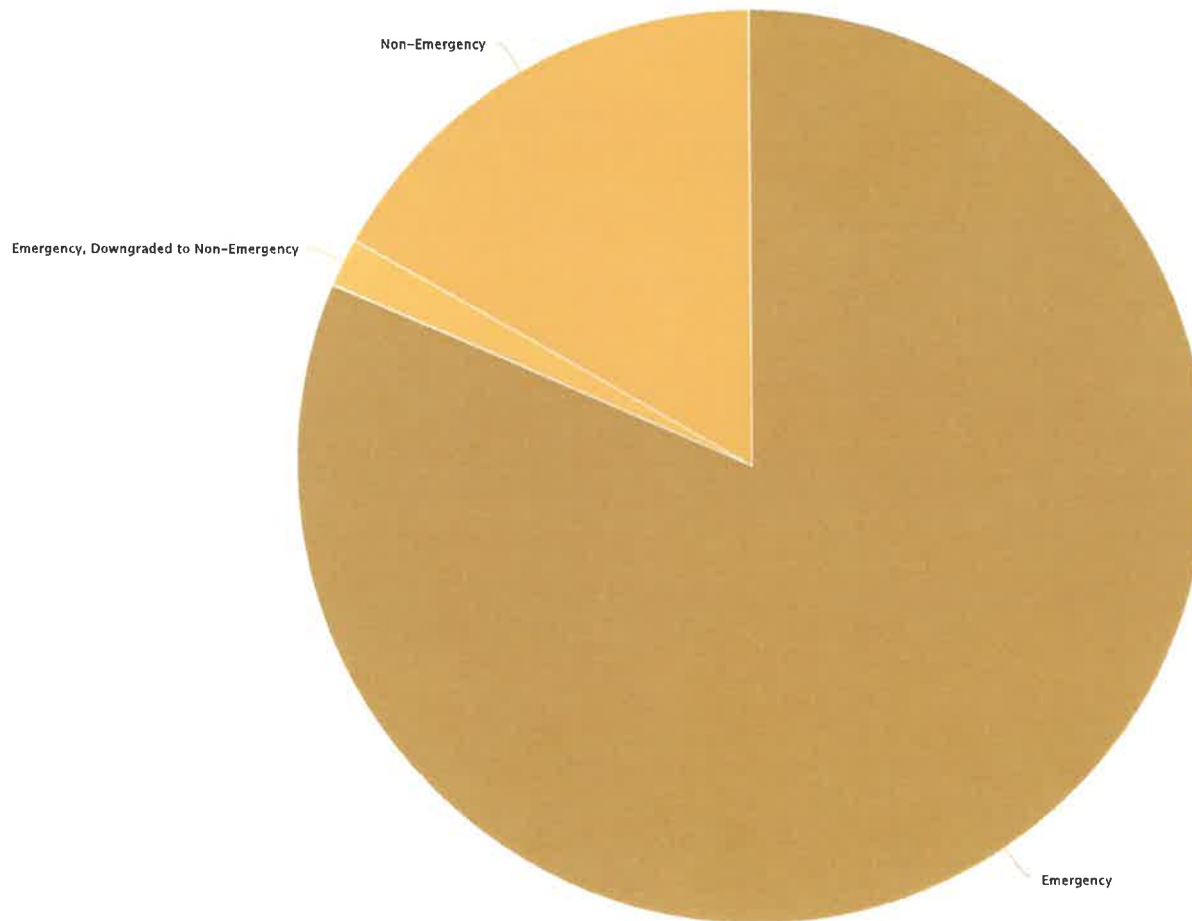
Incidents by Property Use Category

Jan 01, 2023 to Feb 28, 2023



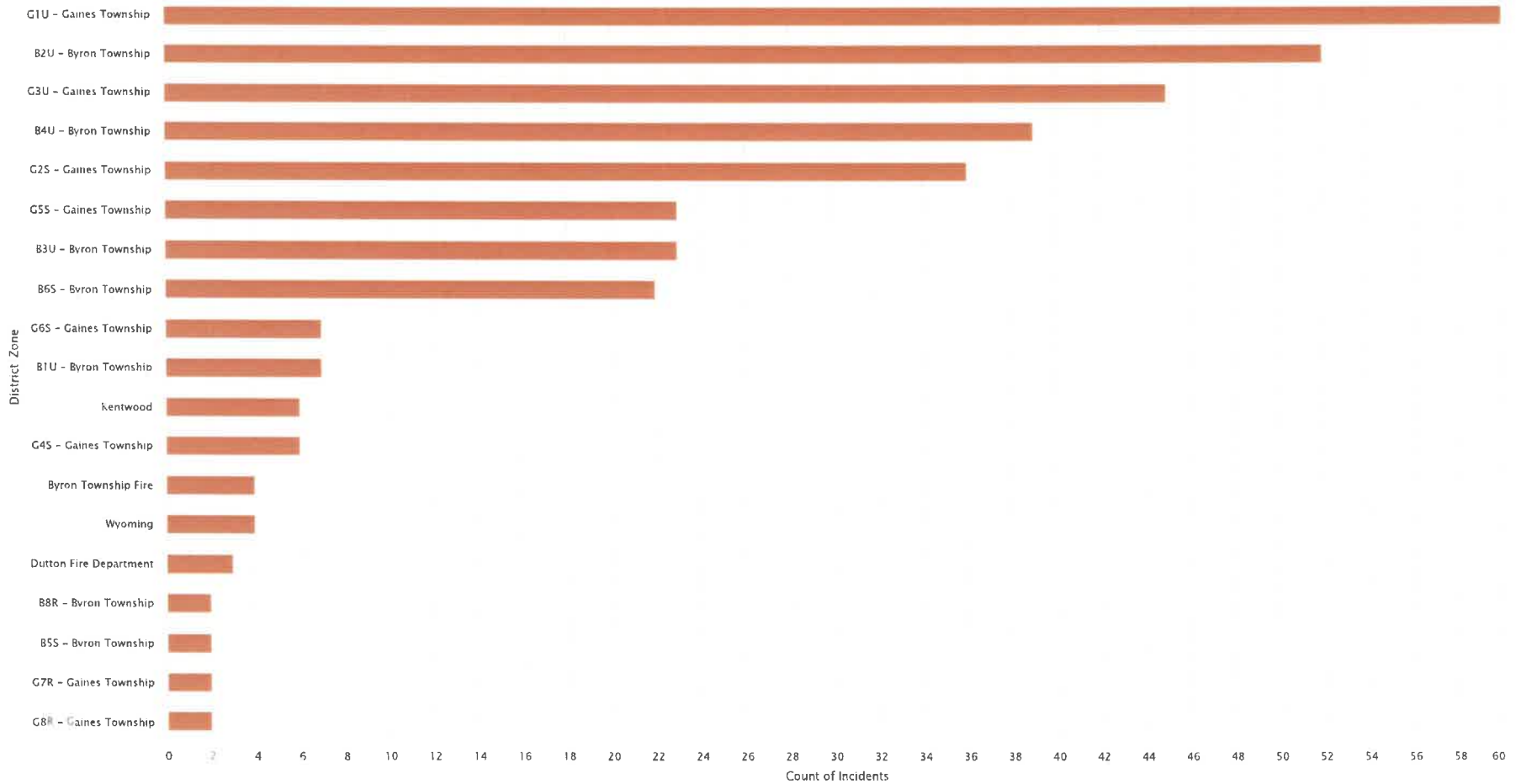
Incidents by Response Mode To Scene

Jan 01, 2023 to Feb 28, 2023



Incidents by District/Zone

Jan 01, 2023 to Feb 28, 2023



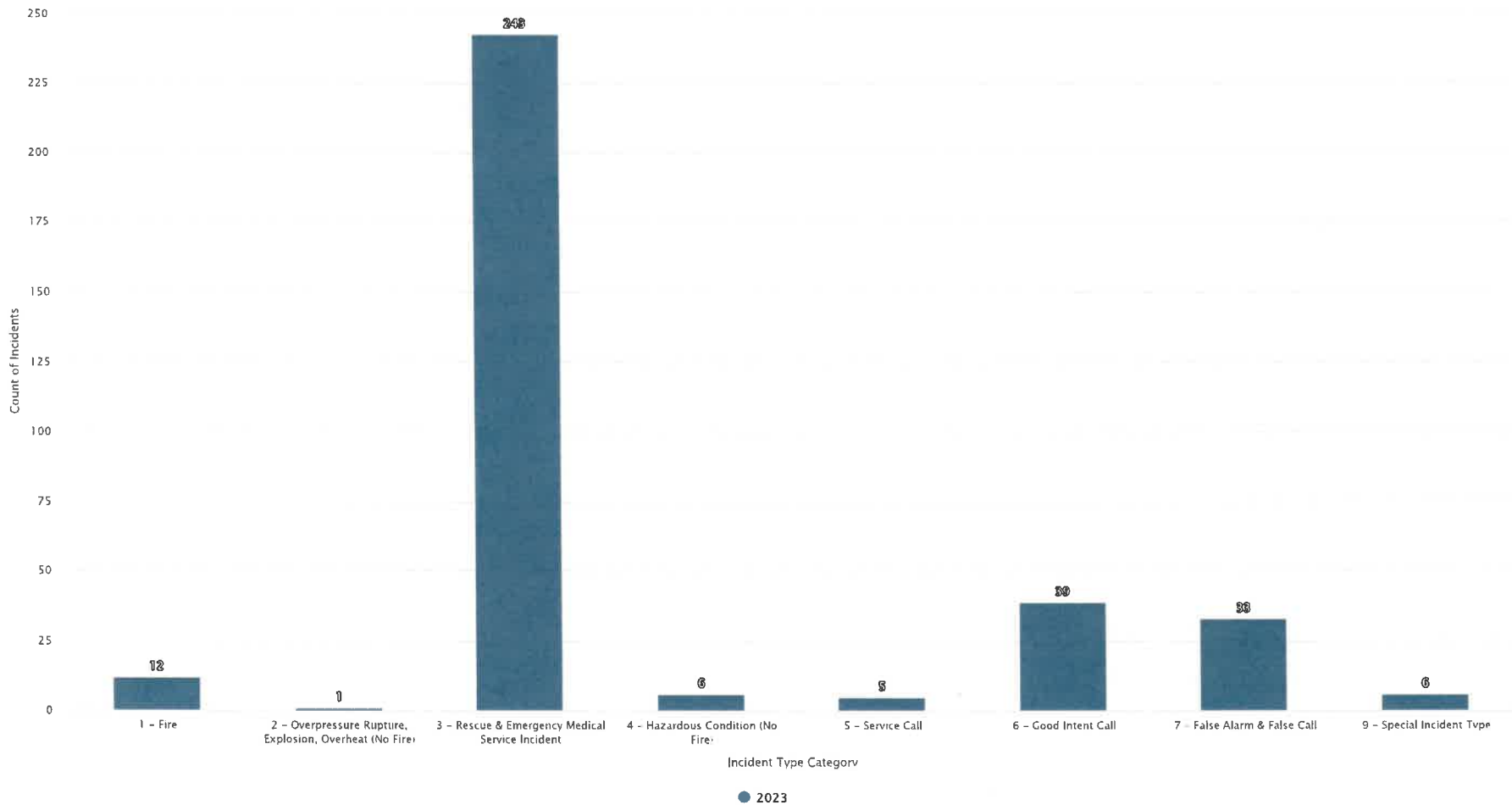
Incidents by District/Zone

Jan 01, 2022 12:00 AM to Mar 08, 2023 03:13 PM

District/Zone	2023			2023		2022		YTD % Change
	Jan	Feb	Mar	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
B1U - Byron Township	7	0	1	8	2%	0	N/A	N/A
B2U - Byron Township	29	23	4	56	15%	0	N/A	N/A
B3U - Byron Township	15	8	1	24	6%	0	N/A	N/A
B4U - Byron Township	15	24	5	44	11%	0	N/A	N/A
B5S - Byron Township	2	0	3	5	1%	0	N/A	N/A
B6S - Byron Township	8	14	3	25	7%	0	N/A	N/A
B8R - Byron Township	1	1	0	2	1%	0	N/A	N/A
Byron Township Fire	0	4	1	5	1%	0	N/A	N/A
Dutton Fire Department	1	2	0	3	1%	0	N/A	N/A
G1U - Gaines Township	40	20	5	65	17%	0	N/A	N/A
G2S - Gaines Township	20	16	3	39	10%	0	N/A	N/A
G3U - Gaines Township	22	23	7	52	14%	0	N/A	N/A
G4S - Gaines Township	2	4	1	7	2%	0	N/A	N/A
G5S - Gaines Township	9	14	1	24	6%	0	N/A	N/A
G6S - Gaines Township	6	1	1	8	2%	0	N/A	N/A
G7R - Gaines Township	1	1	0	2	1%	0	N/A	N/A
G8R - Gaines Township	1	1	0	2	1%	0	N/A	N/A
Kentwood	3	3	2	8	2%	0	N/A	N/A
Wyoming	2	2	0	4	1%	0	N/A	N/A
Grand Total	184	161	38	383	100%	0	100%	N/A

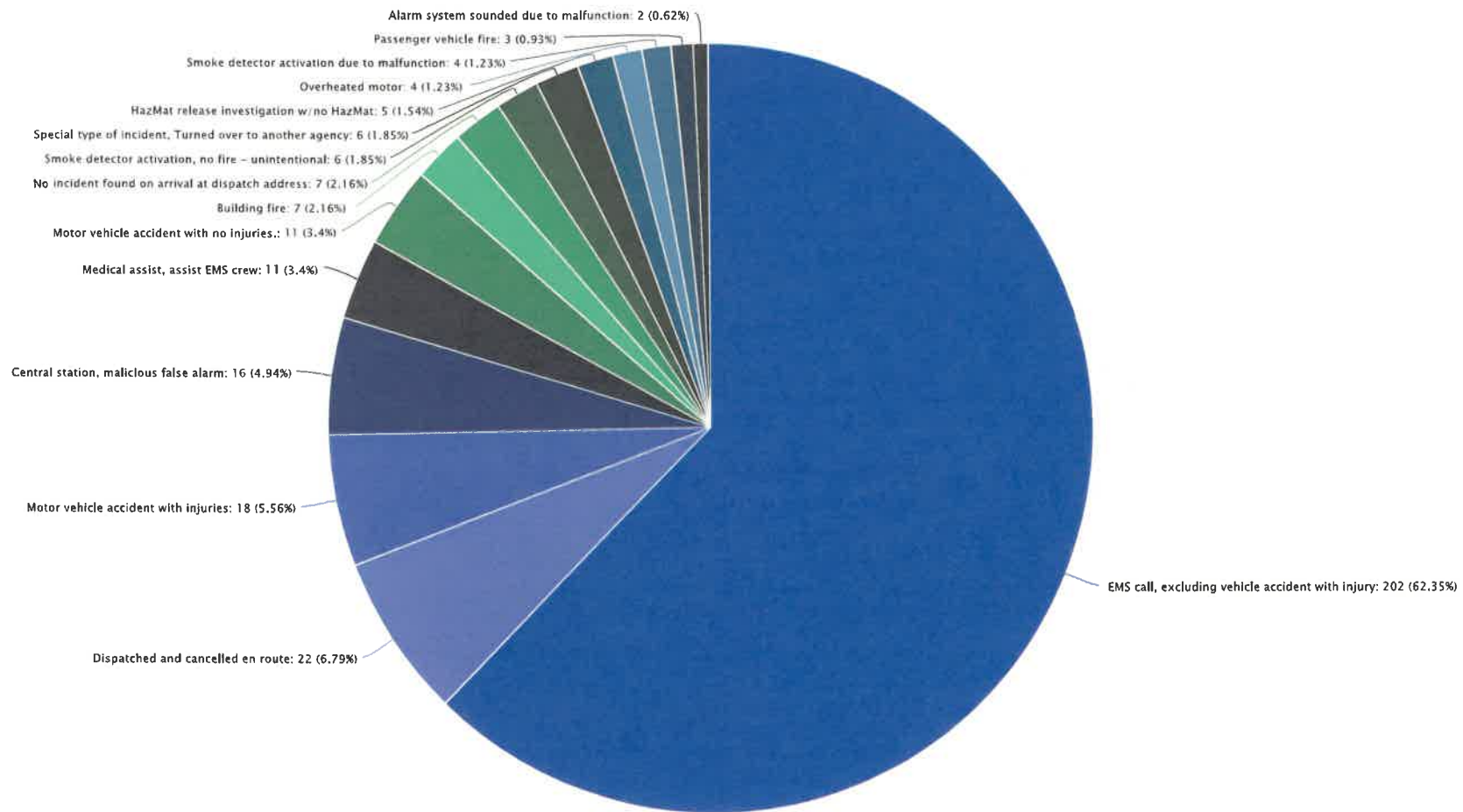
Incidents by Category and Year

Jan 01, 2023 to Feb 28, 2023



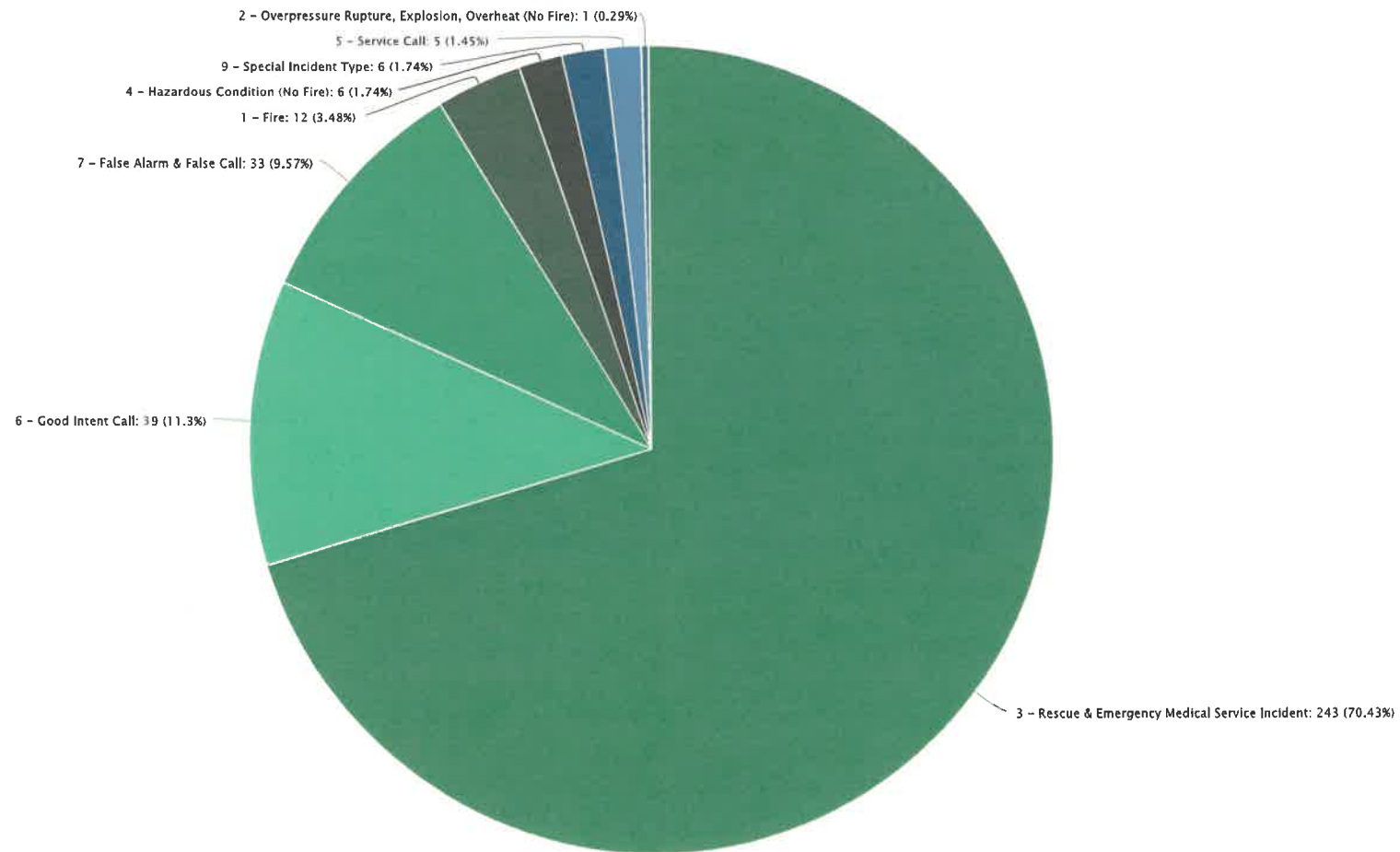
Incident Types (Top 15)

Jan 01, 2023 to Feb 28, 2023



Incident Type Categories

Jan 01, 2023 to Feb 28, 2023



Incidents by Category and Month

Jan 01, 2022 12:00 AM to Mar 08, 2023 03:13 PM

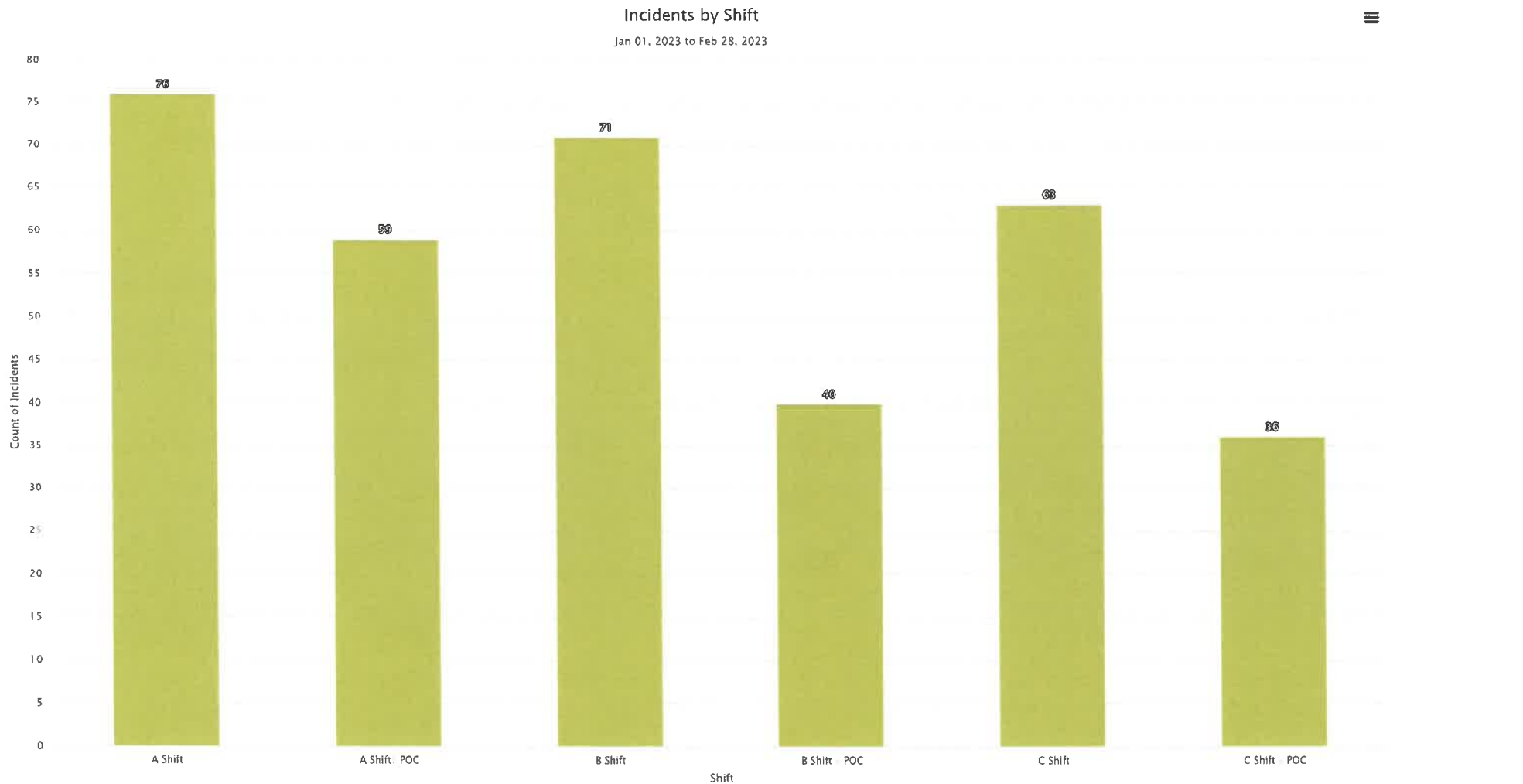
Incident Type Category	2023			2023		2022		YTD % Change
	Jan	Feb	Mar	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
1 - Fire	3	9	1	13	3%	14	4%	-7.14%
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	0	1	0	1	0%	1	0%	0%
3 - Rescue & Emergency Medical Service Incident	128	115	25	268	70%	300	76%	-10.67%
4 - Hazardous Condition (No Fire)	2	4	0	6	2%	7	2%	-14.29%
5 - Service Call	4	1	0	5	1%	9	2%	-44.44%
6 - Good Intent Call	27	12	7	46	12%	39	10%	17.95%
7 - False Alarm & False Call	17	16	5	38	10%	24	6%	58.33%
8 - Severe Weather & Natural Disaster	0	0	0	0	0%	1	0%	-100%
9 - Special Incident Type	3	3	0	6	2%	0	0%	N/A
Grand Total	184	161	38	383	100%	395	100%	-3.04%

Station Summary Report

Jan 01, 2023 to Feb 28, 2023

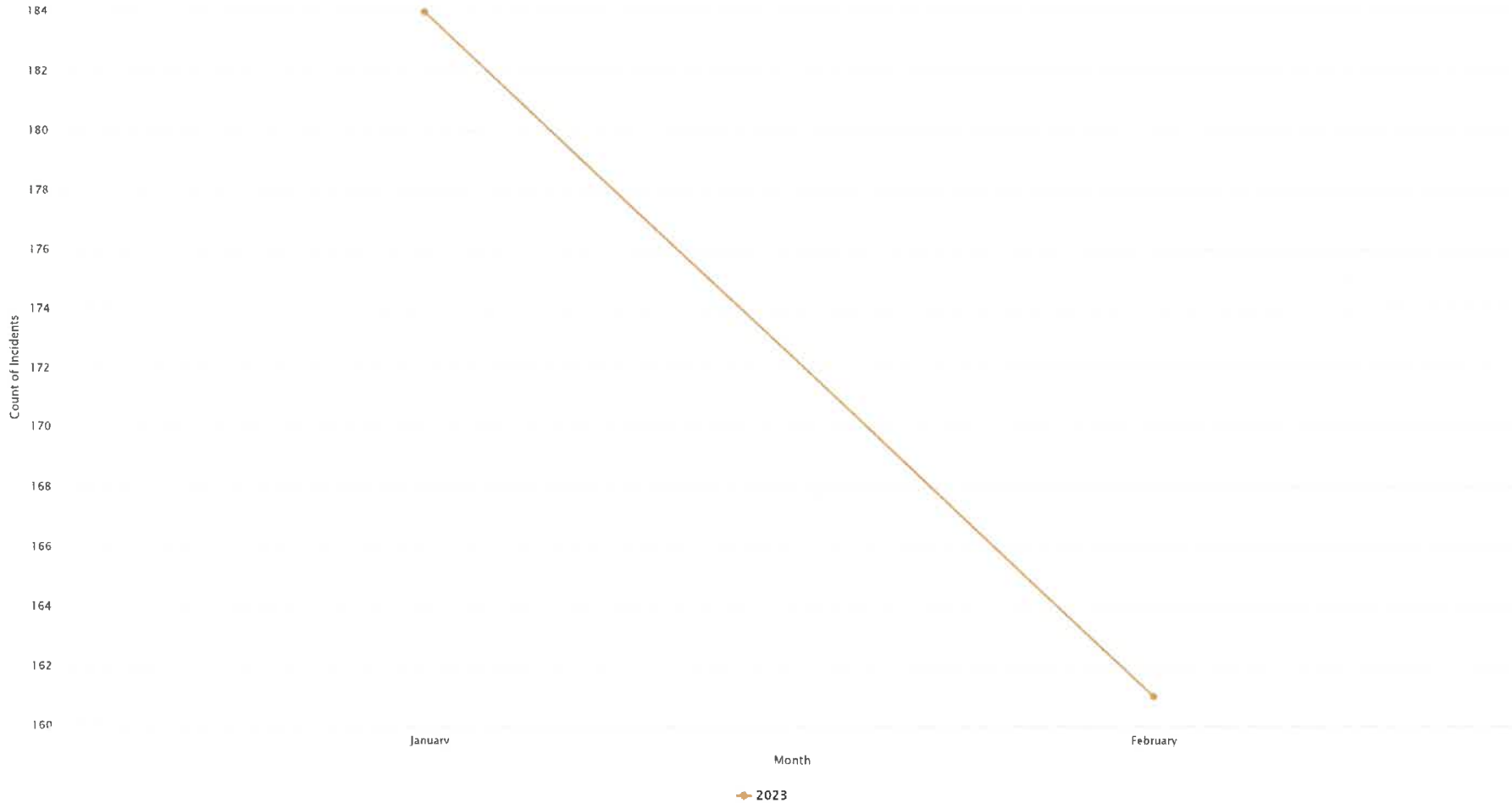


Station	EMS Incidents	Fire Incidents	Other Incidents	Total Incidents	% of Total Incidents	Station Reliability	90th Percentile Response Time (PSAP to Arrival)
Cutlerville Fire Department	243	12	90	345	100%	91.88%	00:09:04
Overall	243	12	90	345	100%	91.88%	00:09:04



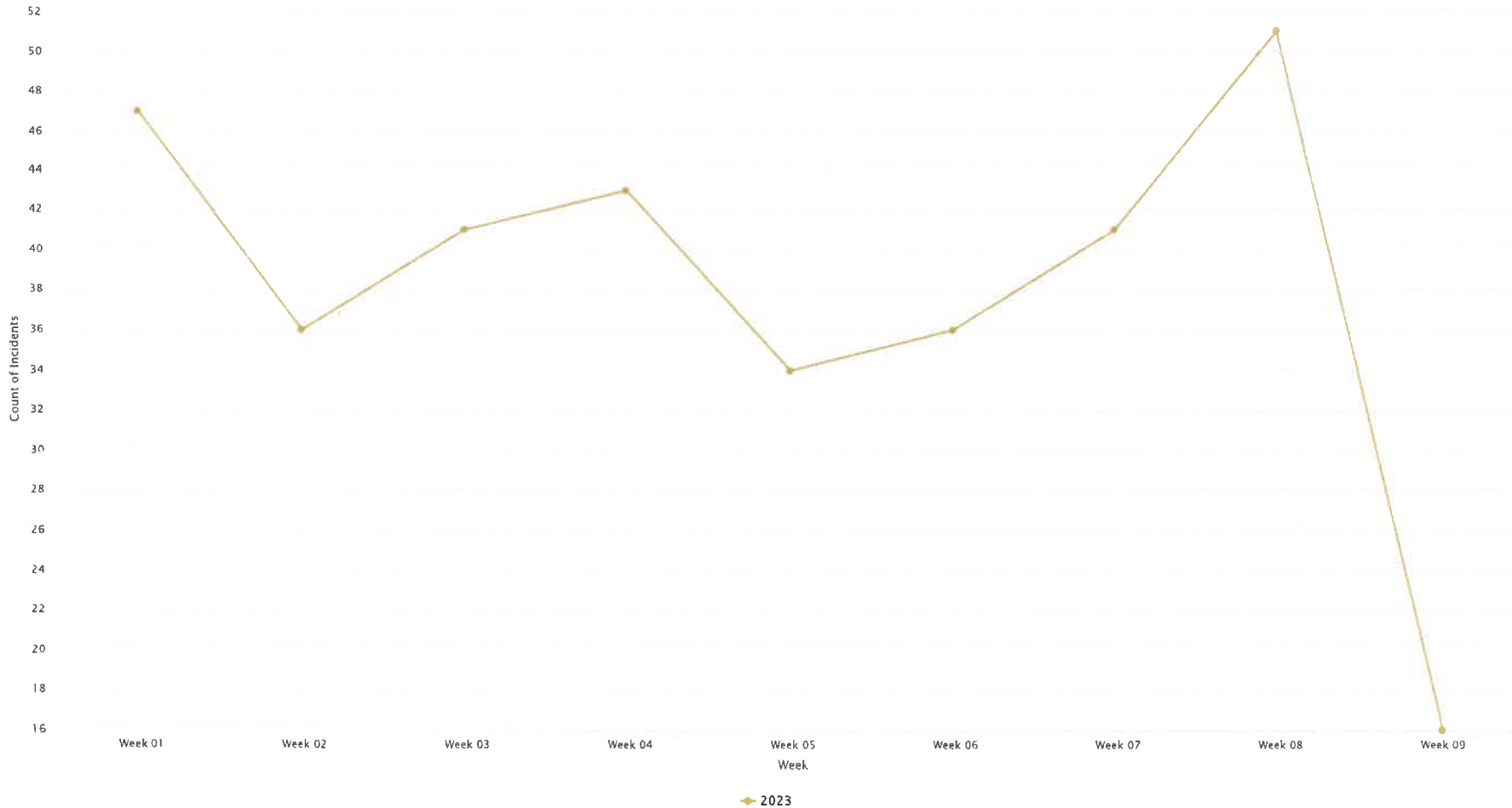
Fire Call Volume by Month

Jan 01, 2023 to Feb 28, 2023



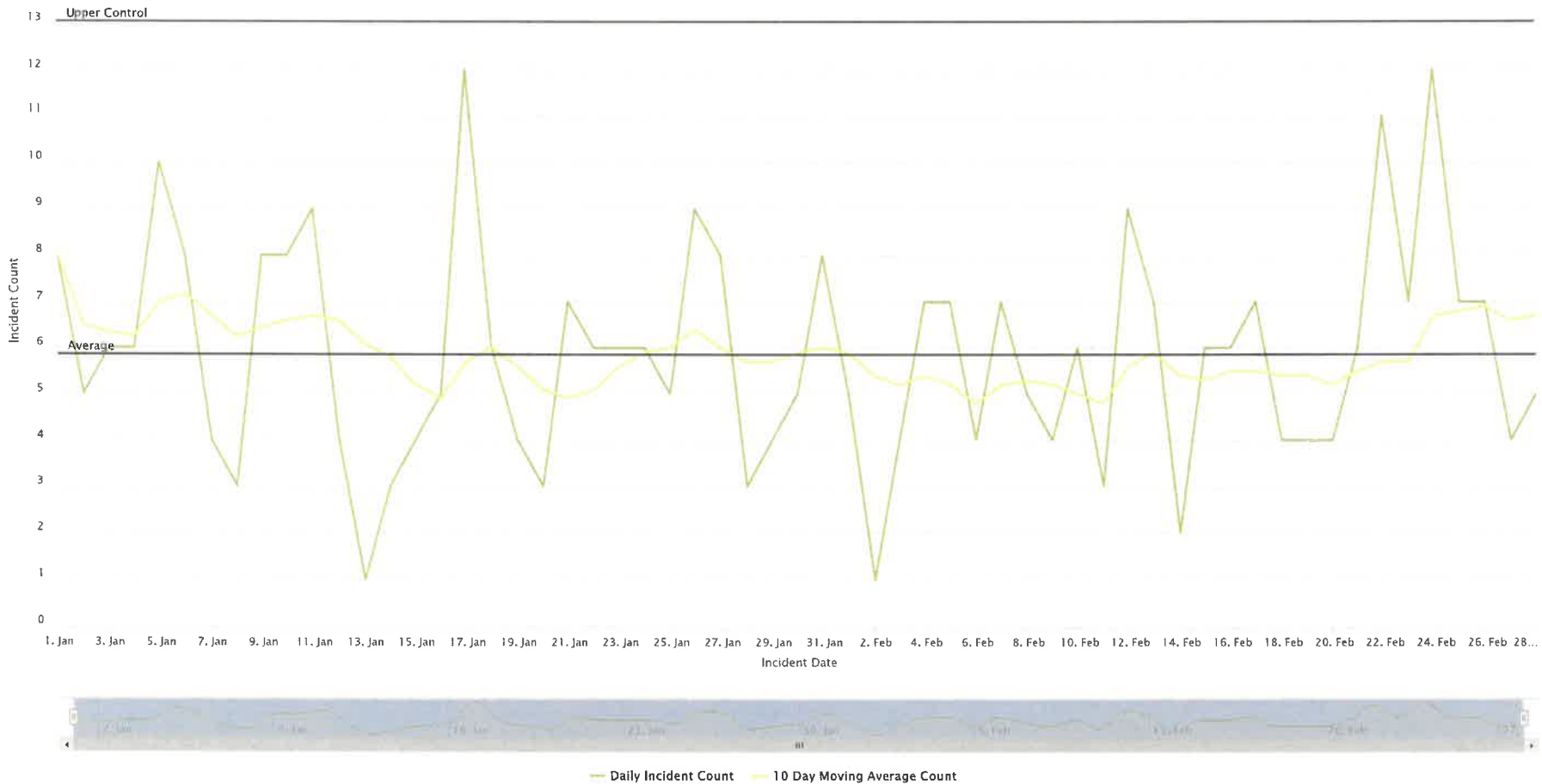
Fire Call Volume by Week

Jan 01, 2023 to Feb 28, 2023



Fire Call Volume by Day

Jan 01, 2023 to Feb 28, 2023



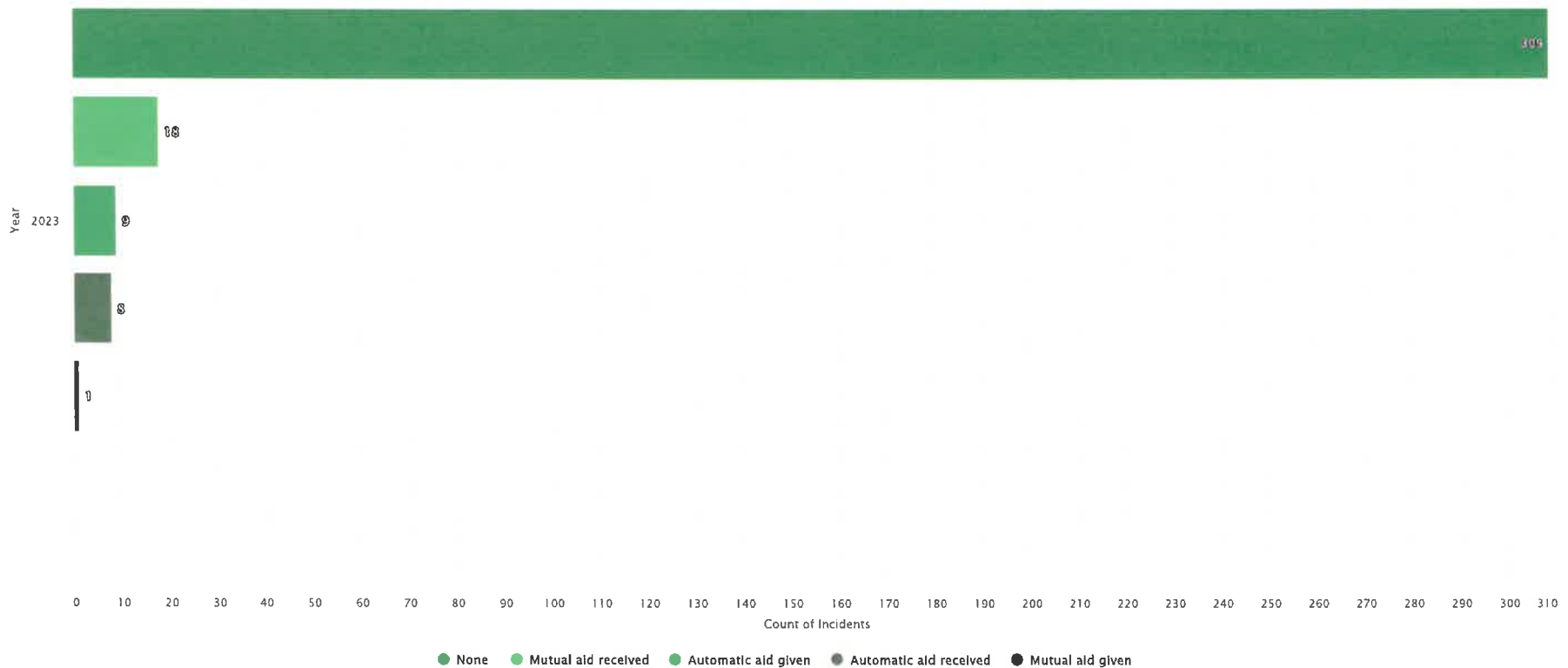
Aid Given and Received Summary

Jan 01, 2023 to Feb 28, 2023

Fire Department	Automatic Aid Given	% of Total Automatic Aid Given	Automatic Aid Received	% of Total Automatic Aid Received	Mutual Aid Given	% of Total Mutual Aid Given	Mutual Aid Received	% of Total Mutual Aid Received
Byron Township Fire Department	2	22.22%	0	0%	1	100%	11	55%
City of Kentwood Fire Department	2	22.22%	3	33.33%	0	0%	0	0%
City of Wyoming Fire Department	2	22.22%	4	44.44%	0	0%	0	0%
Dutton Fire Department	3	33.33%	2	22.22%	0	0%	9	45%
Overall	9	100%	9	100%	1	100%	20	100%

Aid Given and Received by Year

Jan 01, 2023 to Feb 28, 2023



Mutual Aid Given by Incident Type Category

Jan 01, 2022 12:00 AM to Mar 08, 2023 03:13 PM



Incident Type Category	2023			2023		2022		YTD % Change
	Jan	Feb	Mar	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
3 - Rescue & Emergency Medical Service Incident	0	1	1	2	100%	1	100%	100%
Grand Total	0	1	1	2	100%	1	100%	100%

Automatic Aid Given by Incident Type Category
 Jan 01, 2022 12:00 AM to Mar 08, 2023 03:13 PM



Incident Type Category	2023			2023		2022		YTD % Change
	Jan	Feb	Mar	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
1 - Fire	1	3	0	4	40%	3	38%	33.33%
3 - Rescue & Emergency Medical Service Incident	0	1	0	1	10%	3	38%	-66.67%
4 - Hazardous Condition (No Fire)	0	1	0	1	10%	1	13%	0%
6 - Good Intent Call	1	1	1	3	30%	1	13%	200%
7 - False Alarm & False Call	0	1	0	1	10%	0	0%	N/A
Grand Total	2	7	1	10	100%	8	100%	25%

Mutual Aid Received by Incident Type Category
 Jan 01, 2022 12:00 AM to Mar 08, 2023 03:13 PM



Incident Type Category	2023			2023		2022		YTD % Change
	Jan	Feb	Mar	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
1 - Fire	0	0	0	0	0%	1	17%	-100%
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	0	1	0	1	6%	0	0%	N/A
3 - Rescue & Emergency Medical Service Incident	4	6	0	10	56%	4	67%	150%
7 - False Alarm & False Call	1	0	0	1	6%	1	17%	0%
9 - Special Incident Type	3	3	0	6	33%	0	0%	N/A
Grand Total	8	10	0	18	100%	6	100%	200%

Automatic Aid Received by Incident Type Category

Jan 01, 2022 12:00 AM to Mar 08, 2023 03:13 PM

Incident Type Category	2023			2023		2022		YTD % Change
	Jan	Feb	Mar	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
1 - Fire	1	0	0	1	13%	4	80%	-75%
3 - Rescue & Emergency Medical Service Incident	0	3	0	3	38%	0	0%	N/A
4 - Hazardous Condition (No Fire)	1	2	0	3	38%	0	0%	N/A
6 - Good Intent Call	1	0	0	1	13%	1	20%	0%
Grand Total	3	5	0	8	100%	5	100%	60%

Mutual Aid Given by Fire Department Given Aid

Jan 01, 2022 12:00 AM to Mar 08, 2023 03:13 PM

Fire Department	FDID	2023			2023		2022		YTD % Change
		Jan	Feb	Mar	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
Byron Township Fire Department	04104	0	1	1	2	100%	0	0%	N/A
Dutton Fire Department		0	0	0	0	0%	1	100%	-100%
Grand Total		0	1	1	2	100%	1	100%	100%

Automatic Aid Given by Fire Department Given Aid

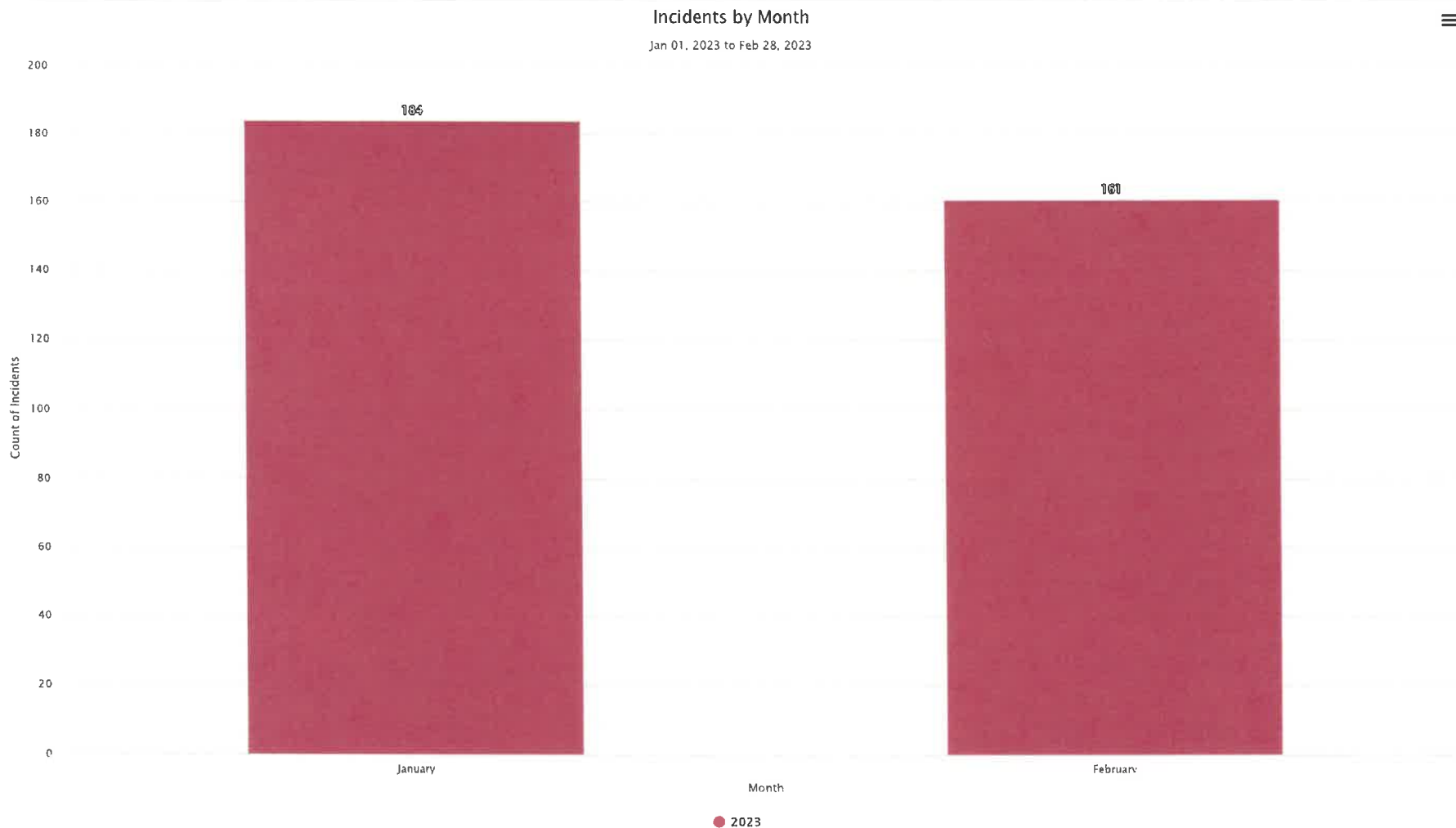
Jan 01, 2022 12:00 AM to Mar 08, 2023 03:13 PM

Fire Department	FDID	2023			2023		2022		YTD % Change
		Jan	Feb	Mar	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
Byron Township Fire Department	04104	0	2	0	2	20%	3	38%	-33.33%
City of Kentwood Fire Department	04116	1	1	1	3	30%	0	0%	N/A
City of Wyoming Fire Department	04122	0	2	0	2	20%	4	50%	-50%
Dutton Fire Department		1	2	0	3	30%	1	13%	200%
Grand Total		2	7	1	10	100%	8	100%	25%

Mutual Aid Received by Fire Department
 Jan 01, 2022 12:00 AM to Mar 08, 2023 03:13 PM

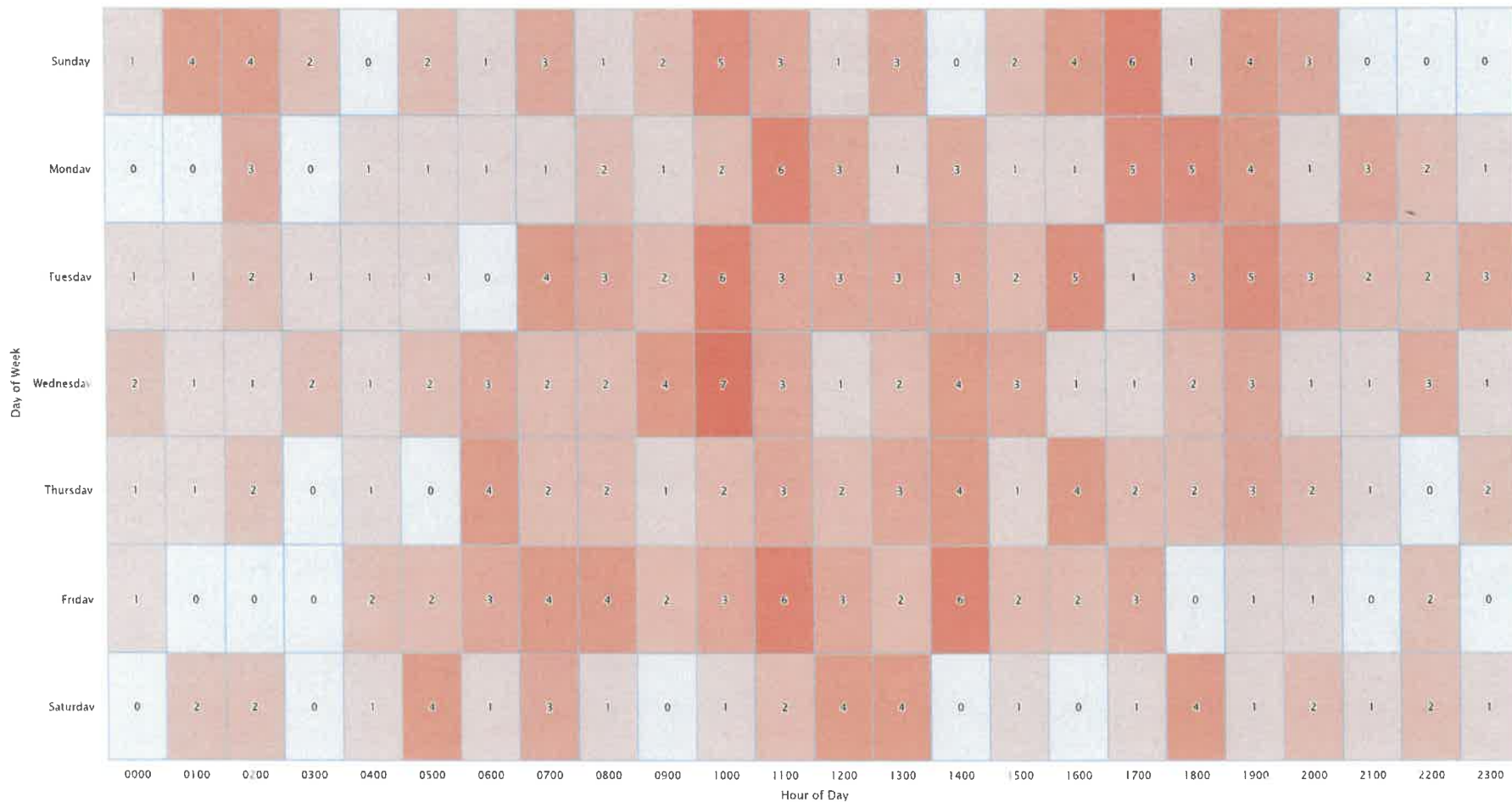


Fire Department	2023			2023		2022		YTD % Change
	Jan	Feb	Mar	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
Byron Township Fire Department	5	6	0	11	55%	2	29%	450%
City of Kentwood Fire Department	0	0	0	0	0%	1	14%	-100%
City of Wyoming Fire Department	0	0	0	0	0%	1	14%	-100%
Dutton Fire Department	4	5	0	9	45%	3	43%	200%
Grand Total	9	11	0	20	100%	7	100%	185.71%



Incidents by Day and Hour

Jan 01, 2023 to Feb 28, 2023

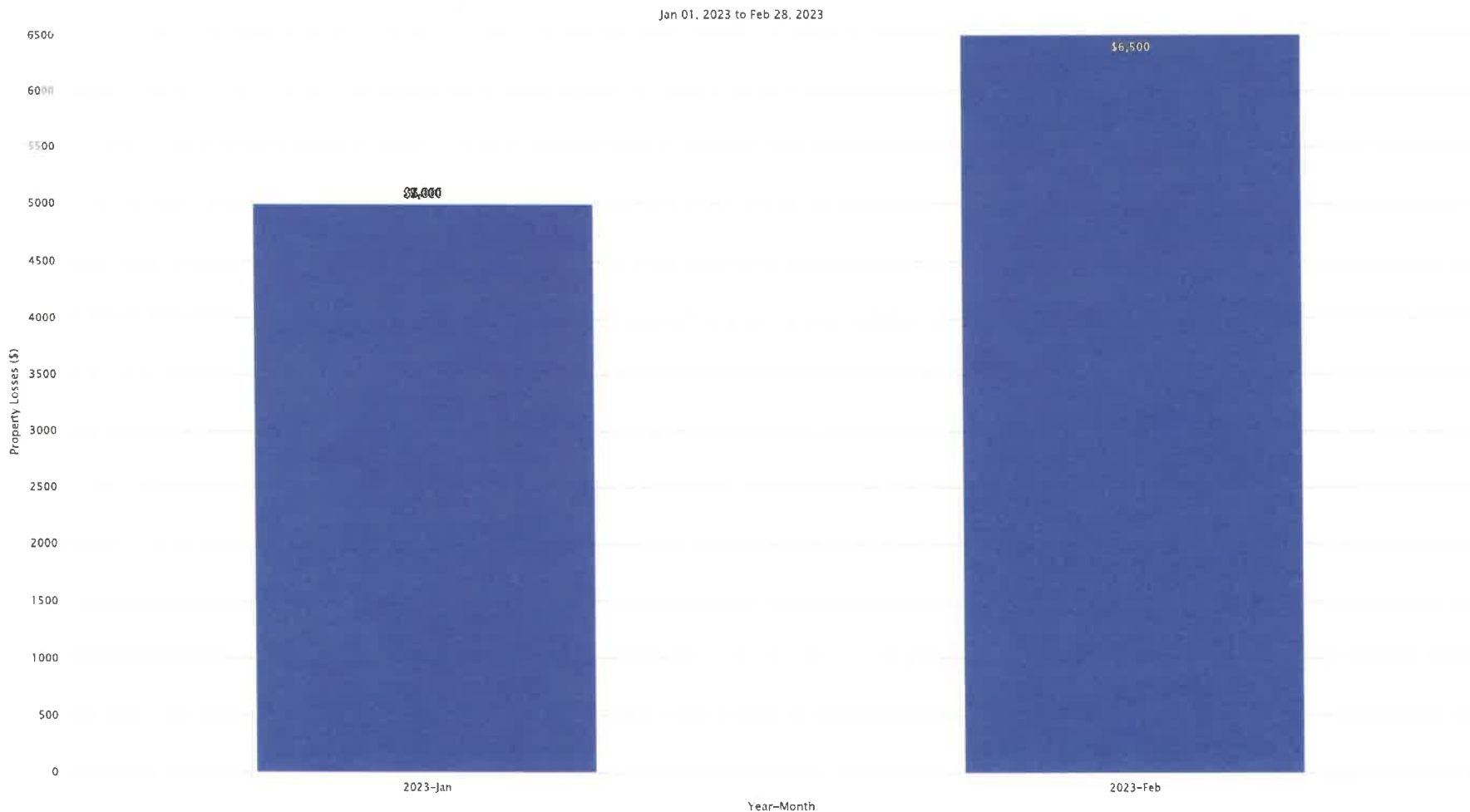


Monthly Call Volume Year over Year
 Jan 01, 2022 12:00 AM to Mar 08, 2023 03:13 PM



Month Name	2023		2022		YTD % Change
	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
January	184	48%	166	42%	10.84%
February	161	42%	174	44%	-7.47%
March	38	10%	55	14%	-30.91%
Grand Total	383	100%	395	100%	-3.04%

Property Losses by Month



Property Loss Incidents (Top 20)

Jan 01, 2023 to Feb 28, 2023



Agency Name	Incident Date Time	Incident Number	Property Use	Street Number	Street Name	City	State	Postal Code	Property Pre-Incident Value	Property Loss
Cutlerville Fire Department	1/12/2023 6:21 AM	CUF-0000080-2023	Highway or divided highway	(blank)	US 131	Grand Rapids	MI	49548	\$5,500	\$5,000
Cutlerville Fire Department	2/12/2023 3:34 PM	CUF-0000250-2023	Vehicle parking area	7295	Clyde Park	Byron Center	MI	49315	\$5,000	\$5,000
Cutlerville Fire Department	2/27/2023 12:52 PM	CUF-0000347-2023	Vehicle parking area	6026	Woodfield	Grand Rapids	MI	49548	\$3,500	\$1,500

Overlapping Calls and Hours
 Jan 01, 2023 12:00 AM to Feb 28, 2023 11:59 PM

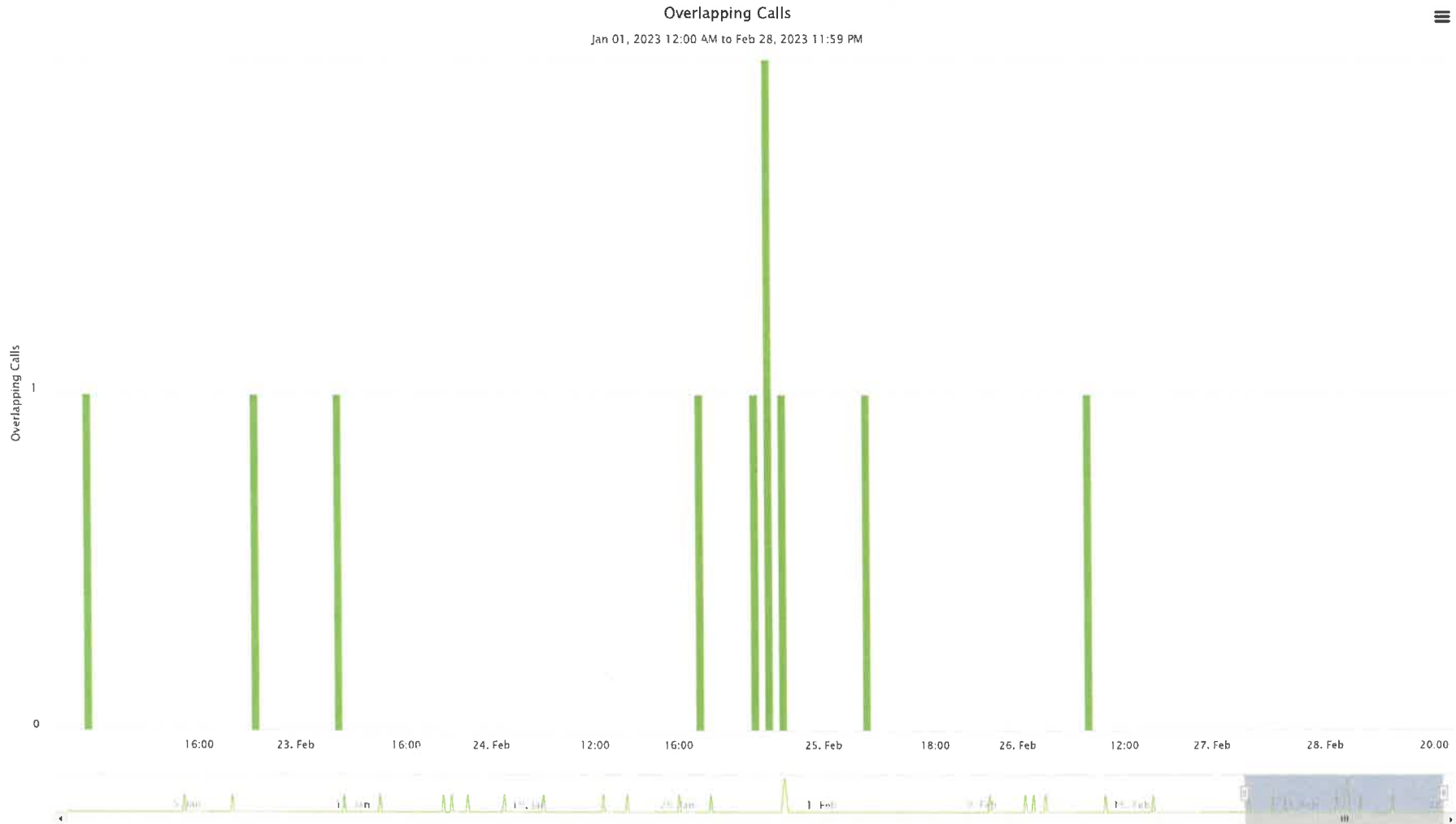


Overlapping Calls	Occurrences	% of Occurrences	Hours	% of Hours
0 Overlapping Calls	661	95.52%	1,410.56	99.62%
1 Overlapping Call	29	4.19%	5.25	0.37%
2 Overlapping Calls	2	0.29%	0.20	0.01%
Totals	692	100%	1,416	100%

Calls in Progress

Jan 01, 2023 12:00 AM to Feb 28, 2023 11:59 PM

Calls in Progress	Occurrences	% of Occurrences	Hours	% of Hours
0 Calls In Progress	317	45.81%	1,305.73	92.21%
1 Call In Progress	344	49.71%	104.83	7.40%
2 Calls In Progress	29	4.19%	5.25	0.37%
3 Calls In Progress	2	0.29%	0.20	0.01%
Totals	692	100%	1,416	100%





Byron-Gaines Utility Authority

monthly update for

February 2023

-The annual BGUA financial audit was completed by Siegfried Crandall on February 6. The initial feedback on the audit was positive. A report of the audit will be presented to the Commission at an upcoming regular meeting.

-Plummer's Environmental started on the annual contractual sanitary sewer cleaning and televising work this past week. This is the third year of a ten year project to maintain/televiser all sanitary sewer mains in the Byron-Gaines system.

-The BGUA Manager position has been posted on a number of websites, including: Michigan Rural Water Association, Michigan Township Association, Indeed, and the Township and BGUA websites.

-BGUA staff (Paul in the photo to the right) are working on setting up our enclosed utility trailer for emergency and workorder field response. This includes shelving, work bench, organizing bins, and interior/ exterior lighting.



-The City of Wyoming is coordinating a project to move away from AT&T supported communications for SCADA and water system monitoring at all wholesaler and city sites. The move will be to cellular modem style communication instead of physical copper phone lines. Wyoming has used this new type of communication infrastructure for police and fire communication for a number of years, with a high rate of success. This will result in a significant monthly savings for the BGUA (approx. \$1500 per month).

-We have approved a quote for Central Square to add a Cross Connection Control Program module to the BGUA EAM program. Erik Batt will be working on developing this module to meet our needs for the growing BGUA CCC program.



-The photo to the left shows a tool that was developed by Tyler Metternick. It is a cordless valve turner. He thought of this idea based on a product he saw called "The Hydrant Buddy". The cost for this tool is significantly less than the traditional corded models and is much easier to use. This is a great example of the mechanical ability Tyler has and his willingness to use that ability for the benefit of our entire group. Way to go, Tyler!

-Erik and Dan responded to a sanitary sewer back up in the public sewer main in Byron Center Mobile Village this past weekend. A result of the back up

was a Sanitary Sewer Overflow of about 1000 gallons of sewage into the community's storm drain system. This was reported to EGLE. The backup was cleared and occurred due to grease build up in the main.



March 1, 2023

Jonathan Seyferth
Gaines Township
8855 kalamazoo Ave SE
Grandville, MI 49316

Dear Jonathan,

The number of people using the library continues to climb, and the value our patrons receive continues to grow. In 2022, Kent District Library patrons saved more than \$85 million by checking out materials rather than purchasing them, for an average of \$1,348 saved per patron. Patrons saved even more if you consider the value of study rooms, public computers, Wi-Fi, printers, more than 4,000 in-person programs, online resources and personal services provided by the KDL team. A breakdown of patron checkout savings in 2022 can be found on the KDL website: <https://kdl.org/blogs/post/patron-savings-by-municipality/>.

We are thrilled to announce that the Grand Rapids Chamber of Commerce will be partnering with Kent District Library to launch the Center for Economic Inclusion (CEI). The CEI will provide important resources and services to help entrepreneurs and small businesses grow and prosper. This exciting new initiative will promote a strong Kent County economy.

Accessibility, particularly for people who experience barriers, is a growing focus for us. We are particularly excited about the return of American Sign Language storytimes, in partnership with Deaf and Hard of Hearing Services of Kentwood. Language access and online digital resources are also important areas where we are expanding to keep pace with demand.

The spring edition of Kaleidoscope is enclosed to keep you up to date on the many things happening at your library. As always, reach out any time if you have questions or suggestions.

Sincerely,

A handwritten signature in black ink, appearing to read "Lance Wemer", with a long horizontal line extending to the right.

Lance Wemer
Executive Director
Kent District Library | Service Center



MEMO

Staff Communication

DATE: March 13, 2023

TO: Planning Commission

FROM: Dan Wells, Community Development Director

RE: Draft Master Plan Summary and Highlights – Consideration of Resolution to Approve Gaines Charter Township Master Plan

SUMMARY OF TOPIC

The Draft Master Plan has been through the required public comment period and has been reviewed and recommended for approval by the Planning Commission.

The Master Plan is a guiding document and is the culmination of nearly a year of public, staff, Planning Commission, and Board review, discussion, and development. After final consideration and approval, the Master Plan will serve as the basis to rework the zoning ordinance to align with its goals and principles over the next year. Any substantive changes recommended by the Board to the Draft Master Plan or Future Land Use Plan will need to be returned to and reviewed by Planning Commission.

MASTER PLAN CHAPTER HIGHLIGHTS

Chapter 1

- Review the previous planning efforts, much of this plan echoes what has been developed in previous plans.
- I've tried to create Future Land Use categories in Ch 7 that will guide development in accord with area plans for Dutton, 84th St, and 100th St. I'm trying to rely less on specific prescriptions for those areas and develop categories that will be a little more flexible but attain the same results.

Chapter 2

- Emphasis on evaluating impacts to woodlands and wetlands has been strengthened compared to previous master plans which didn't address these concerns.

Chapter 3

- Like previous Master Plans, this is generally an inventory of population characteristics.

Chapter 4

- Like previous Master Plans, this is generally an inventory of public facilities.
- Note that I added Public Art as a consideration, which has not been present in previous plans.

Chapter 5

- Recognizes that we are an auto-dependent jurisdiction but outlines alternative transportation methods that we will evaluate for implementation.
- Public comment indicated that people REALLY want more bike paths and sidewalks as an alternative to the car.

Chapter 6

- Outlines the issues facing home buyers and newer forms of housing being built to accommodate higher costs.
- Discussion of residential building form and front garage vs front porch dominated façades, as well as defining Traditional Neighborhood Development (front porch oriented).
- Outlines a variety of housing being built in the Township.

Chapter 7

- Broadly broken into two categories, residential and commerce/business.
- Residential sections cover how we have developed in the past, and what kind of residential development we want to see in the future.
- Neighborhood Development Section related to Traditional Neighborhood Development and what that is.
- Village Centers discussion focuses on areas within the Township that have historically been considered as such, and a summary of areas that were subject of area plans that anticipated development of village centers through mixed-use designations in the last future land use plan.
- Commerce and Business section outlines the changes I'd like to see enacted to better define Neighborhood vs General Commercial. These differences will need to be codified in the ordinance.
- Industrial section is pretty much as it was previously, focusing on Steelcase lands and the area designated for industrial on Division south of 100th.

Chapter 8

- This section will be how we categorize parcels on the future land use plan so it's important to read it carefully!

- Note the difference between single-use categories and mixed-use which combine several compatible single-use categories for flexibility or encouraging quality infill development.
- Rural, covers a quarter+ of the township. Farming and large lot housing.
- Suburban Residential – traditional suburban tract housing.
- Village Residential – traditional suburban mixed in with duplexes and townhouses. One entrance per dwelling, so it's *single family*. Enables developments like Alexander Trails and Warren Woods without a PUD process (and resulting major PUD amendments). Does not include multi-family.
- Multi-Family – Apartments! Defined as 3+ units with a shared entrance (as opposed to single-family that does not have shared entry). I incorporated language from the multi-family guidance regarding widened setbacks for 3 story buildings.
- General Retail & Services – pretty much the same as previous.
- Neighborhood Retail & Service – This is where the difference from general commercial is drawn. Setbacks and layouts are conceived differently to create easier pedestrian access and environments.
- Heavy Manufacturing –same as previous.
- Public & Institutional –same as previous.
- Mixed Uses- various combinations of the previous categories, all would likely be done as a special use permit process as determined in the zoning ordinance.
- Residential with Neighborhood Retail – enables some small-scale retail to be tied to housing developments. Would likely be done as a special use permit process as determined in the zoning ordinance.
- Village Center- Walkable village retail center connected with apartments, townhouses, and single-family. Only a couple of locations for this, Dutton infill and the Stoneco gravel pits when they open for development. We want flexibility but good design that will create a thriving village center. Would likely be done as a special use permit process or overlay zone as determined in the zoning ordinance.
- Industry and Business- co-location of warehousing, manufacturing, office and some commercial. Assume that individual projects would be reviewed as a special use permit to ensure compatible neighbors.

Chapter 9

- Generally defers to the current park plan update but a summary of resident input, and identifies some future opportunity sites.

Chapter 10.

- Required by law, identifies what the land use categories in the master plan correspond to in the ordinance. These may change when we overhaul the ordinance next year, but they are valid for now.

PROCESS

Action	Schedule
1. Intent to plan letter	Done
2. Planning process.	In process
3. PC informally approves the draft plan for distribution and makes a request to the Board to distribute for 42-day relevant agency and jurisdiction review	Done December 15 th , 2022
4. Board approval to distribute for 42-day review and asserts right to give final approval (one resolution for both).	January 9 th , 2023
5. Staff distribution and 42-day review notice letter to relevant agencies and jurisdictions (also give date of public hearing).	January 10 th , 2023
6. Public hearing notice (newspaper 15 days in advance of hearing)	February 4 th , 2023
7. Planning Commission public hearing (must occur after 42-day review period ends).	February 23 rd , 2023
8. Planning Commission resolution for approval and recommendation for Board to approve.	February 23 rd , 2023
9. Board consideration of the Final Master Plan.	March 13 th , 2023
10. Approval notice letter to relevant agencies and jurisdictions.	Following approval.

GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES

KENT COUNTY, MICHIGAN

At a meeting of the Gaines Charter Township Board of Trustees held on _____ 2023,
at _____ PM.

PRESENT:

ABSENT:

The following preamble and resolution were offered by ____ and supported by ____.

**RESOLUTION TO APPROVE THE
2023 GAINES CHARTER TOWNSHIP MASTER PLAN UPDATE**

WHEREAS, the Michigan Planning Enabling Act provides for the preparation and adoption of master plans and amendments therein for the use, development, and preservation of lands in the Township;

WHEREAS, the Gaines Charter Township Planning Commission has prepared the 2023 Gaines Charter Township Master Plan Update, being an update to the version last revised on March 16th, 2016; and

WHEREAS, on February 23rd, 2023, the Gaines Charter Township Planning Commission held a public hearing on the proposed Master Plan update following the distribution of the tentative draft of the Master Plan to the contiguous municipalities and other relevant planning and governmental entities and following public notice as required by law; and

WHEREAS, on February 23rd, 2023, the Gaines Charter Township Planning Commission adopted a resolution approving the 2023 Gaines Charter Township Master Plan Update and recommending that the Gaines Charter Township Board of Trustees grant final approval.

IT IS, THEREFORE, RESOLVED AS FOLLOWS:

1. The Gaines Charter Township Board of Trustees hereby approves the 2023 Gaines Charter Township Master Plan Update prepared by the Gaines Charter Township Planning Commission, dated December 12th, 2022.

2. The Township Clerk is requested to distribute copies of the 2023 Gaines Charter Township Master Plan Update to the contiguous municipalities and the other governmental bodies and planning agencies entitled by law to receive copies of the approved Master Plan.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

Township Clerk

GAINES CHARTER TOWNSHIP PLANNING COMMISSION

KENT COUNTY, MICHIGAN

RESOLUTION 23-02-23-PC

At a meeting of the Gaines Charter Township Planning Commission held on February 23rd, 2023, at 7:00 PM.

PRESENT: Thomas, Waayenberg, Giarmo, Rober, Wiersema

ABSENT: Haagsma and Billips with excuse

The following preamble and resolution were offered by Member Rober and supported by Member Waayenberg.

**RESOLUTION TO APPROVE THE DRAFT 2023 GAINES CHARTER TOWNSHIP
MASTER PLAN UPDATE AND TO RECOMMEND FINAL APPROVAL
BY THE GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES**

WHEREAS, the Gaines Charter Township Planning Commission has prepared the draft 2023 Gaines Charter Township Master Plan Update, being an update to the version last revised on March 16th, 2016; and

WHEREAS, on December 15th, 2022, the Planning Commission approved the tentative text of the Master Plan and requested that the Gaines Charter Township Board of Trustees authorize the distribution of the draft Master Plan to the contiguous municipalities and the governmental and other agencies entitled to receive the draft for review and comment; and

WHEREAS, on January 9th, 2023, the Gaines Charter Township Board of Trustees approved the distribution of the draft Master Plan and asserted its right to give final approval or rejection of the Plan; and

WHEREAS, the required period of public comment on the draft Master Plan has expired; and

WHEREAS, the Gaines Charter Township Planning Commission held a public hearing on February 23rd, 2023, with the required notice, on the proposed Master Plan update.

IT IS, THEREFORE, RESOLVED AS FOLLOWS:

1. The Gaines Charter Township Planning Commission approves the draft 2023 Gaines Charter Township Master Plan Update, dated December 12th, 2022.
2. The Gaines Charter Township Planning Commission recommends that the Gaines Charter Township Board of Trustees give final approval of the Master Plan; and
3. The Secretary of the Planning Commission is requested to forward this resolution and the approved draft of the 2023 Gaines Charter Township Master Plan Update to the Township Clerk for submission to the Gaines Charter Township Board of Trustees.

AYES: Thomas, Waayenberg, Giarro, Rober, Wiersema

NAYS: None

RESOLUTION DECLARED ADOPTED.

A handwritten signature in blue ink, appearing to read "Carmen J. Rober", is written over a horizontal line.

Planning Commission Chair



GAINES TOWNSHIP MASTER PLAN

December 12, 2022

ACKNOWLEDGEMENTS

The Gaines Township Master Plan was made possible through the substantial effort among Township Board members, Planning Commissioners, Township staff, stakeholders, and the residents of Gaines Township.

TOWNSHIP BOARD

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TOWNSHIP STAFF

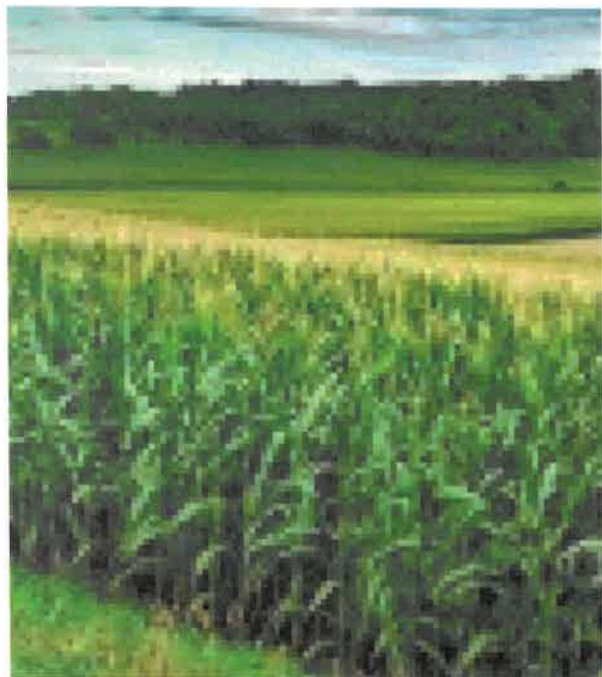
Dan Wells, Community Development Director
Natalie Davenport, Assistant Planner
Jeff Gritter, P.E., Vreisman & Korhorn,
Township Engineer

GAINES CHARTER
— TOWNSHIP —

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CHAPTER 1. INTRODUCTION

This document is the community's master plan, a guide for growth, conservation, investment, and future decision-making. It is the vision of the citizens and officials of Gaines Charter Township.



WELCOME

Gaines Charter Township is a growing community that features urban and suburban residential areas, shopping centers and commercial developments, industrial and transportation logistics business areas, and farmlands and woods.

From the early-1800s onward, the area was extensively farmed. Division Avenue was a major north-south corridor connecting Grand Rapids to Kalamazoo. The Paul B. Henry Freeway (M-6) traverses the northern third of the township and has brought growth and change to the region over the last 20 years.

The Township is part of the growing southern tier of metropolitan area communities, including the City of Kentwood to the north, Byron Township to the west, and Caledonia Township to the east. To the south is Leighton Township located in Allegan County.

The Township can generally be described as a growing suburb. Residential neighborhoods and attendant commercial and industrial areas have been developed in its northern half and rural homes and agricultural areas in its southern half. Commercial uses are

clustered along major roads including 68th Street, Division Avenue, and around the M-6/Kalamazoo Avenue interchange. These businesses are supported by new subdivisions, mostly containing single-family homes, with enclaves of higher-density housing including apartment buildings and mobile home parks in the northwest corner of the Township and along 60th and 68th Streets. Further east, industrial parks, large-scale manufacturing and research facilities around 68th Street and East Paris Avenue.

The Township has experienced steady growth in both population and development for many decades. The full opening of the Paul B. Henry Freeway (M-6) in 2004 accelerated growth, particularly commercial development along Kalamazoo Avenue between 60th Street and 68th Street. This area has become a regional destination, with two large “big-box” retailers, several grocery stores, chain restaurants, and a multiplex movie theater.

Overall, Gaines Charter Township is a desirable location in the metropolitan area, with great access to employment centers, good shopping, and quality parks and schools. The township exemplifies a growing area that encourages quality growth and development yet still treasures the rural atmosphere of its undeveloped agricultural areas.



Map 1. Gaines Charter Township

MASTER PLANNING

The Gaines Charter Township Master Plan is intended to be a guide for the Township's development over the next 20 years. The Master Plan is a product of the planning process that included robust and varied opportunities for citizen input. Through text and maps, it explains the philosophy and desires of citizens concerning the future. The Master Plan seeks to express an ideal and achievable community in terms of growth potential and preservation. However, the plan is flexible enough so that changing conditions will allow the Township to adapt as necessary to accomplish the general goals of the plan.

The Master Plan was developed under the authority of the Michigan Planning Enabling Act, PA 33 of 2008. The Master Plan is the basis for the Zoning Ordinance, which regulates the use of land, and serves as the framework for decision-making concerning future growth, development, preservation, and community services.

PREVIOUS PLANNING EFFORTS

This Master Plan is based upon the foundation built by several previous planning efforts. This plan recognizes the significant public efforts to establish the overall community vision, goals, principles, and implementation actions.

2002 Master Plan. The original 2002 Master Plan represented the culmination of nearly two years of work by numerous residents and local officials. It reflected the community's strong commitment to retaining and strengthening the local quality of life.

The document outlined the preferred future for the Township and a comprehensive plan to realize it. It set the framework for the fast pace of growth and infrastructure development during the early and mid-2000s. Additionally, the first Future Land Use Map and plan was developed during this effort.



2008 Dutton & 100th Street Sub-Area

Plan. In 2007, the Township performed its 5-year review of the 2002 Master Plan and recognized the need to revisit specific “sub-areas” within the township. The 2002 Future Land Use Map identified the Dutton area and 100th Street as two areas dedicated to industry. As a part of this effort, the Township determined how these two areas affect one another and how new employment uses could be encouraged within the township. Strategies concerning future land use, economic development, and infrastructure were developed during this planning effort.

2009 Parks and Recreation Plan. The Township’s Parks and Recreation Plan identified the recreational needs of the citizens of the Township. The plan helped guide project development and budgeting and qualified the Township for Michigan Department of Natural Resources grant opportunities. This plan is currently being updated and will be finalized in 2023.

2010 Nonmotorized Transportation Plan.

The Nonmotorized Transportation Plan (NMTP) was one of the first steps taken by the Township to achieve the goal of providing increased transportation options that result in improved public health and an overall greater quality of life.

The NMTP planning effort intended to create a connected internal network of sidewalks, shared-use paths and bikeways, provide links to important destination points, and improve the functionality and safety of the overall nonmotorized transportation system.

2015 84th Street and Kalamazoo Avenue Sub-Area Plan. In early 2014, Township officials determined it was time to create a Sub-Area plan for the Kalamazoo Avenue and 84th Street intersection, and the 84th Street Corridor between Kalamazoo Avenue and Division Avenue. The goal of this document is to establish the future character of the area to ensure development will be compatible with Township objectives, as identified by the Public and by Township Officials during the planning process.

2019 Four Corners Transportation Plan.

There are four communities that comprise the “Four Corners” in the southeast Grand Rapids metro area: the City of Kentwood, Cascade Township, Gaines Township, and Caledonia Township. The successful collaboration led to several joint planning projects in the area. This update is focused on improving multi-modal transportation to provide safe and convenient travel options for pedestrians and bicyclists in the area.

2023 Parks and Recreation Plan. The Township is currently undergoing a new Parks and Trails Plan to determine the recreational needs of the citizens of the Township. The plan will help determine opportunities, guide project development, and budgeting, and will qualify the Township for Michigan Department of Natural Resources grant opportunities.

PUBLIC ENGAGEMENT

To gain a good understanding of residents' thoughts about how the Township should develop over the next 10-20 years, Township staff developed a multi-pronged input process that involved two surveys and two open houses. Overall, 332 survey responses were obtained. These responses will help inform both Planning Commissioners and the Board of Trustees about how people view development going forward and will help define goals and objectives for the Master Plan.

Outreach Effort. The overall outreach effort was undertaken over a period from May 11th, 2022, to July 31st, 2022. Multiple formats for public engagement were utilized including paper and web-based surveys, a web-based mapping tool, and two open houses. Flyers were posted at popular businesses and several articles were run in the local Sun & News newspaper. Finally, notices of the input opportunity with QR codes were sent out with summer tax bills to all taxpayers in the Township.

Surveys. A survey ("Master Plan Public Input Survey") with 33 questions was developed that covered a range of topics. The survey was distributed at the Township Hall, Kent District Library - Gaines Township Branch, Streams of Hope, and Townline Elementary School. Kentwood Schools also assisted the outreach effort by translating the survey into Burmese, Nepali, Bosnian, Spanish, and Vietnamese. They also distributed hard copies to students to take home to parents.

A GIS-based app was developed in cooperation with REGIS that allowed people to place dots on a map of the township that was coded to specific land uses. This was developed to mimic the "sticky dot" method typically used in open houses. The remotely gathered information related to how people feel about future land use, and what uses should go where.

Both the survey and GIS map were distributed digitally via posting on the Township website, on two Facebook groups; "Gaines Township / Cutlerville Community Chatter" and "Dutton Fire Department, Gaines Township Michigan". A QR code link for both surveys was also sent out with the summer tax bill which was received by every taxpayer in the Township. The Sun & News newspaper also ran three separate stories on the engagement effort.

Flyers. To notify residents of the opportunity to comment, staff posted flyers bearing QR codes for mobile phone connections at twenty-six apartment, mobile home park, business, and non-profit locations.



Two open houses were held to garner public opinion on the Master Plan. Public input maps (pictured above) were on display for residents to provide feedback on future land use in the Township.

Respondents. Three hundred and thirty-two people filled out written surveys, 96% of whom were residents, or non-residents that own land in the Township.

Eighty-six percent (86%) of respondents fell into the 21–70-year-old age categories (n=286). Compared to census data, we know that only about 45% of the overall population falls within this age group, so the under 20 and 70+-year-old age brackets are underrepresented.

In terms of the current housing situation, most respondents (74%) live in single-family houses, with a majority of respondents in this category living on lots less than half an acre (38.4%). Approximately 12% of respondents live in apartments, 7% are in multi-unit condominiums, and the rest (8%) are in mobile homes, duplexes, or some other living arrangement. Respondents in the “Other” category consist of stand-alone condos, single villa condos, and residents who live in their businesses. The number of single-family homes responding is almost identical to estimates of overall home ownership in the Township (around 72%).

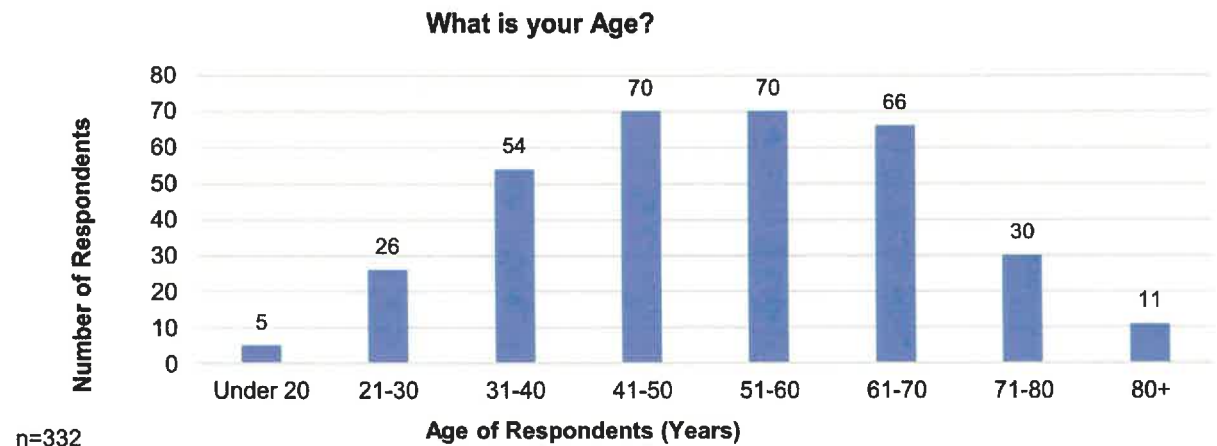


Figure 1. 2022 Master Plan Public Input Survey Question 2

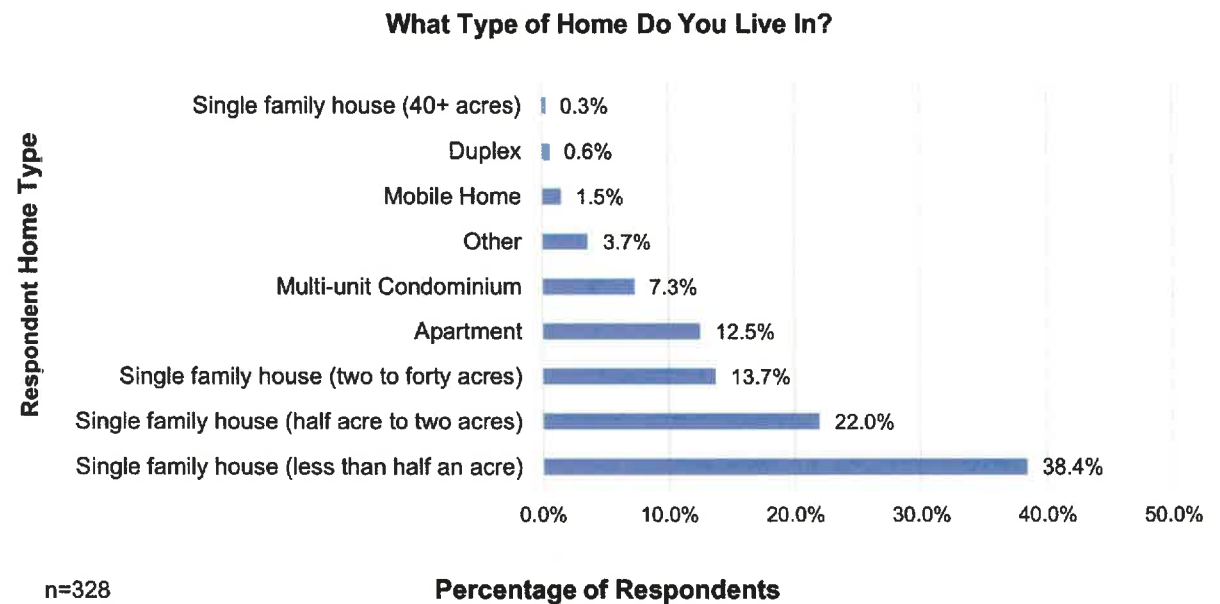


Figure 2. 2022 Master Plan Public Input Survey Question 3

GOAL 1.1 INTRODUCTION TO ACHIEVE A BALANCE BETWEEN THE DEVELOPMENT OF THE TOWNSHIP AND PRESERVING THE NATURAL FEATURES AND RURAL ATMOSPHERE WITHIN THE TOWNSHIP.

GOAL 1.2 INTRODUCTION RESIDENTS WILL HAVE AMPLE OPPORTUNITY TO VOICE THEIR OPINIONS TO TOWNSHIP LEADERS WHEN CONSIDERING PROJECTS THAT WILL IMPACT THEIR COMMUNITY.

Actions

1. Creation of quality housing, employment centers, and shopping areas which will continue to elevate Gaines Township as a premier community within the Grand Rapids metro area.
2. Conservation and preservation of natural features, as well as agricultural lands and traditions.
3. Review and possibly revise the zoning ordinance to ensure that public engagement is robust, and resident input is heard during deliberations on projects.



CHAPTER 2. ENVIRONMENT & NATURAL FEATURES





SOILS

The land area of Kent County is the result of continental glaciation, which left the foundation rock buried by many feet of glacial debris. This occurred when ice sheets nearly one mile thick covered the Upper Midwest portion of the United States and Canada. Roughly the west half of Gaines is the result of end moraines, which run in a north-to-south direction and are rocky and well-drained. The moraines were formed along halted ice fronts, which deposited unsorted debris consisting of rocks, soil, and vegetation. The longer the glacier was stopped in one spot, the greater the deposit. Moraines consist of whatever kind of material the ice was carrying at that place. Sometimes this material was sand and at other points clay-like materials. The proportions of boulders varied greatly also.

The northern and eastern portions of Gaines Township consist of gentle slopes ranging from level to eight percent. The southeast and southern sections of the Township are the areas that consist of rolling hills. Clay soils are predominant, which sometimes limit use for sanitary systems, and limit drainage leading to pockets of wetland soils scattered across the area. The most significant topographical feature is around 92nd Street and Eastern Avenue, where the steepest slopes are found and reaches a high point on Dias Hill (A.K.A. "92nd Street Hill") of over 1,030 feet. Hanna Lake, Orissa Lake, and Martin

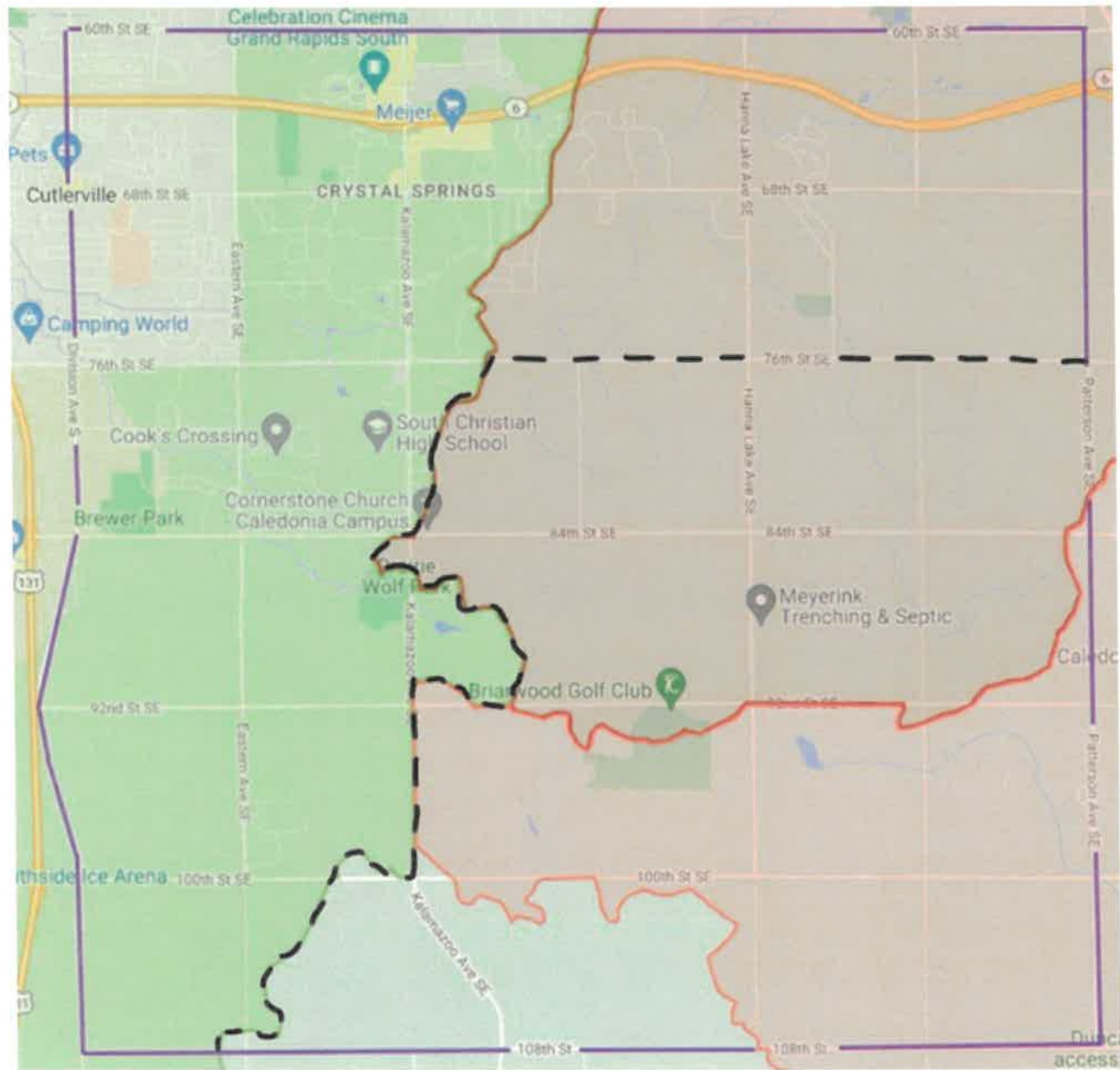


WATERSHEDS

Lake are three natural lakes within Gaines Township of substantial size. Hanna Lake, approximately 20 acres, is located in Section 26 and has a number of "flag lots" surrounding the northern shore and other larger lots on the southern shore. The soils surrounding the lake, being typically mucky, are not suitable for onsite disposal systems, structural development, cropland, or pasture. Summer Shores Lake, a manmade lake of approximately 13 acres was created in Section 6 of the Township after the area was mined for gravel to build M-6. Many other small, unnamed, water bodies are present in the Township. They are typically associated with mucky soils.

The Township is divided into three primary drainage basins of the Grand River Watershed and one primary drainage basin of the Kalamazoo River Watershed. Surface drainage from the east half of Sections 30 and 31; the southwest part of Section 29; Sections 32 and 33; and the southwest portion of Section 34 flows to the Rabbit River and eventually into the Kalamazoo River. All other Township drainage flows to the Grand River by way of Plaster Creek, Buck Creek, or the Thornapple River.

In several places, the low ridges that separate these watersheds form a barrier to providing gravity-flow sewage systems. Generally, the Plaster and Buck Creek watersheds allow sanitary systems to flow to the north and west towards water treatment facilities. The Rabbit River and Duncan Lake watersheds flow south and eastward respectively. Service within the Plaster Creek watershed flows northward to the Grand Rapids system



Map 2. Watersheds with Current Sewer Service Boundary Demarcated

Public comments from the Master Plan Public Input Survey indicate that respondents are generally very/somewhat concerned with preserving surface wetlands and ground water quality, and to a lesser degree failing septic systems. The township may seek to protect its headwater, wetland, and groundwater resources better than it has in the past, where it has deferred to regulation and management by state agencies.

How Concerned Are You About Preserving Surface Water and Wetlands?

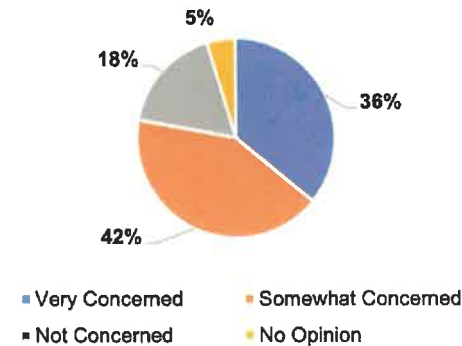


Figure 3. 2022 Master Plan Public Input Survey Question 11

How Concerned Are You About Failing Septic Systems?

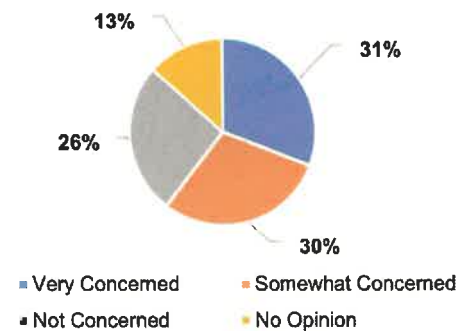


Figure 4. 2022 Master Plan Public Input Survey Question 13

WOODLANDS, VEGETATION AND WILDLIFE

Prior to Anglo-American settlement Gaines Charter Township was extensively forested and probably used seasonally by Native Americans for hunting and gathering. The predominant forest type was Beech-Sugar Maple, with stands of White Pine and Mixed Hardwoods in the northwest corner of the township. Pockets of mixed hardwood and conifer swamp were scattered across the southern half of the township in wetland areas.

Following the intense logging of the nineteenth and early twentieth centuries, the rural portions of the Township are characterized by farm fields and other cultivated lands. Remnant second-growth woodlots represent an important resource for their recreational opportunities and their aesthetic qualities in a rural landscape, as well as habitat for various animal species.

GOAL 2. ENVIRONMENT & NATURAL FEATURES DEVELOP TOWNSHIP ORDINANCES AND POLICIES THAT WILL PRESERVE AND ENHANCE THE NATURAL FEATURES OF GAINES TOWNSHIP WHILE PERMITTING SMART DEVELOPMENT OF THE TOWNSHIP.

Principles

1. Replacement trees and vegetation in developed areas should utilize historically native species to the extent possible.
2. Limit development on steep slopes, near wetlands, and within woodlands, and promote the preservation of open space, sensitive environmental areas, and habitat.

Actions

1. Reevaluate landscaping requirements in the zoning ordinance to include preferred tree and plant species to promote native varieties when possible.
2. Evaluate the cost of performing a Natural Features Inventory that may be used for evaluating areas that may be designated for conservation or preservation.
3. Consider amending the zoning ordinance to restrict the development of non-regulated wetlands or create development setbacks for wetlands.
4. Evaluate pathways to connect parks, significant green spaces, and natural features.

CHAPTER 3. PEOPLE



The heart of Gaines Charter Township is its residents, workers, and students. As such, it is important to understand characteristics of the people of the Township and the unique needs that result. As changes occur over time, Township needs, goals, and priorities will likely evolve.



ESRI Inc has developed a very useful data analysis tool that categorizes various groups of people and describes their “cultures”. Summaries of the various groups of people they identify in the Township are below. Each of these segment descriptions is broadly written, clearly there is a lot of variability within each segment, and there are people that don’t neatly fit these categories. The interpretations of the people in the Township do help broaden our understanding of who lives here and what their interests and needs are.

The largest group of people at 46% of residents are “Middleburgs”; traditional, family-oriented consumers. More country than rock and roll, they are thrifty but willing to carry some debt and are already investing in their futures. They rely on their smartphones and mobile devices to stay in touch and pride themselves on their expertise. They prefer to buy American and travel in the US. This market is younger but growing in size and assets.

“Metro Fusion” (11.4%); is a young segment. Many residents do not speak English fluently and have moved into their homes recently. They are highly mobile and over three-quarters of households are occupied by renters. Many households have young children; a quarter are single-parent families. Most residents live in midsize apartment buildings. Metro Fusion is a hardworking market with residents that are dedicated to climbing the ladders of their professional and social lives.

“Green Acres” (11.4%); this lifestyle features country living and self-reliance. Avid do-it-yourselfers, they maintain and remodel their homes with all the necessary power tools to accomplish the jobs. Gardening, especially growing vegetables, is a priority, again with the right tools, tillers, tractors, and riding mowers. Outdoor living features a variety of sports: hunting and fishing, motorcycling, hiking, camping, and golf.

“Young and Restless” (10.3%); Well-educated young workers, some of whom are still completing their education, are employed in professional and technical occupations, as well as sales and office and administrative support roles. These residents are not established yet but are striving to get ahead and improve themselves. This market ranks in the top five for renters, movers, college enrollment, and labor force participation rate. Almost one in five residents move each year. More than half of all householders are under the age of 35, the majority living alone or in shared nonfamily dwellings. Median household income is still below the US. Smartphones are a way of life, and they use the internet extensively.

“Workday Drive” (8.8%); is an affluent, family-oriented market with a country flavor. Residents are partial to new housing away from the bustle of the city but close enough to commute to professional job centers. Life in this suburban wilderness offsets the hectic pace of two working parents with growing children. They favor time-saving devices, like banking online or housekeeping services, and family-oriented pursuits.

“Savvy Suburbanites” (8.4%); residents are well educated, well read, and well capitalized. Families include empty nesters and empty nester wannabes, who still have adult children at home. Located in older neighborhoods outside the urban core, their suburban lifestyle includes home remodeling and gardening plus the active pursuit of sports and exercise. They enjoy good food and wine, plus the amenities of the nearby city’s cultural events.

“Traditional Living” (3.7%); Residents in this segment live primarily in low-density, settled neighborhoods in the Midwest. The households are a mix of married-couple families and singles. Many families encompass two generations who have lived and worked in the community; their children are likely to follow suit. The manufacturing, retail trade, and health-care sectors are the primary sources of employment for these residents. This is a younger market—beginning householders who are juggling the responsibilities of living on their own or in a new marriage, while retaining their youthful interests in style and fun.

A community is more than just groups of people living and working together. The Master Plan Public Input Survey showed that residents want more public places to interact with their neighbors, including community gathering spaces and event spaces. It is important to recognize the benefits of social gathering places for people to interact and create community bonds. These are the “third places”; places of worship, cafes, clubs, public libraries, bookstores, recreation centers or parks where people can interact and enjoy each other’s company, meet new people, and share experiences. These spaces contribute to a sense of place, whether temporary festival events or permanent parks.

The Master Plan Public Input Survey asked respondents how they felt about certain issues surrounding Township development, in which 36.1% stated there are “Not enough” community gathering spaces and community events. Additionally, Question 14 asked what types of development respondents would like to see more of, with 59.7% of respondents stating they’d like to see more social gathering places. Respondents indicated that they tend to travel out of the Township to Grand Rapids, Kalamazoo and Holland for entertainment. The Township should prioritize developing public places that encourage social interaction and community bonding.

“... if we introduce community building opportunities for folks to come together and meet each other via events, it could help many people re-affirm themselves and have a better overall perspective of their local area all together. Over time, if people come to appreciate their local area, they will be naturally inclined to appreciate its growth through involvement.”

*- Gaines Charter Township Resident;
2022 Master Plan Public Input Survey*

POPULATION

In the 2020 US Decennial Census, the Township's population was 28,812 residents, an increase of +14.5% from the 2010 population of 25,146. While the most significant 10-year increases in population were the 1990's (+38%) and 2000's (+25%), population is steadily increasing, although at a slower rate than previous decades. In comparison to its neighboring townships, the 10-year growth rate was less than Caledonia Township (+34%) Byron Township (+36%), and Leighton Township (+48%), although Gaines remains the most populous. Southern Kent County Townships are growing significantly as a whole, with population growth far greater than the +10% 10-year average for the County as a whole.

If rates of population growth continue, projections for the Township show the population increasing to around 36,000 in 10 years (2032) and close to 43,000 residents in 20 years (2042). Over the next 20 years, the Township should plan for a population increase of approximately 15,000 residents. Approximately 4,000-5,000 new dwellings will be needed to accommodate this increase.

There are approximately 9,682 total households and they average 2.77 persons overall. 39.5% of households have one or more children under 18, and 35.1% have at least one person over 60. Of these households, 5,389 are married couples, 594 are cohabiting couples, and 3,699 are single-parent homes.

In broad terms Gaines Township has slightly more persons under 5 and under 18 than Kent County and the United States, and slightly less people 65 and older, which is reflective of the steady influx of population over the last 20 years.

Census Data	Gaines Twp.	Kent Co.	U.S.
Persons under 5 years, percent	7.10%	6.20%	5.70%
Persons under 18 years, percent	26.50%	23.70%	22.20%
Persons 65 years and over, percent	12.30%	14.60%	16.80%

Source: US Census Bureau

Census Data	Gaines Twp.	Byron Twp.	Caledonia Twp.	Leighton Twp.
2020	28,812	26,927	15,811	7,001
2010	25,146	20,317	12,332	4,934
2000	20,360			
1990	14,564			

Source: US Census Bureau

EMPLOYMENT & INCOME

Gaines Township is currently in a favorable situation for new economic development. The proximity of the adjacent north-south corridor of U.S. 131, the east-west corridors of M-6 and I-96, and Gerald Ford Airport place Gaines squarely in the middle of excellent surface and air transportation facilities. This combined with a relative abundance of developable land has led to two decades of steady job growth in the Township. These attributes have led to several large investors and employers locating here in recent years including Steelcase, Amazon, Alliance Beverage, Coca Cola, Old Dominion, ALRO Steel, and Switch. These employers, in addition to Spectrum Health and Pine Rest, retail developments along Kalamazoo, the ongoing construction industry, and East Kentwood and South Christian High Schools make a relatively diverse job market.

Major sectors of employment within the township with over 1,000 people employed are: Manufacturing (3,037); Educational services, and health care and social assistance (2,638); Professional, scientific, and management, and administrative and waste management services (1,532); Retail Trade (1,432); and Finance and insurance, and real estate and rental and leasing (1,096).

Overall, the Township is wealthier than Kent County and the United States as a whole. In general Gaines Township residents make more money per household, but less money per capita. The community exhibits a lower poverty rate than Kent County and the US as well. Its commute times are also lower.

Census Data	Gaines Twp.	Byron Twp.	Caledonia Twp.	Leighton Twp.
White	78.3%	84.6%	94.60%	93.50%
African American	7.9%	3.9%	1.00%	0.60%
Asian	7.6%	3.9%	1.00%	3.10%
Hispanic or Latino, percent	7.3%	7.8%	1.10%	4.40%
American Indian	0.3%	0.4%	0.50%	0.00%
Two or More Ethnicities	4.2%	4.2%	2.60%	2.80%

Source: US Census Bureau

Job Descriptions	2020	2015	2011	Change (2011 - 2020)	
Civilian employed population 16 years and over	14,121	13,375	11,427	2,694	+19%
Manufacturing	3,037	2,398	2,236	801	+26%
Educational services, and health care and social assistance	2,638	2,862	2,418	220	+8%
Professional, scientific, and management, and administrative and waste management services	1,532	1,499	1,073	459	+30%
Retail trade	1,432	1,580	1,330	102	+7%
Finance and insurance, and real estate and rental and leasing	1,096	859	912	184	+17%
Arts, entertainment, and recreation, and accommodation and food services	957	1,147	730	227	+24%
Construction	750	712	528	222	+30%
Wholesale trade	735	606	672	63	+9%
Other services, except public administration	733	399	619	114	+16%
Transportation and warehousing, and utilities	713	771	427	286	+40%
Public administration	333	309	333	0	0%
Agriculture, forestry, fishing and hunting, and mining	94	31	10	84	+89%
Information	71	202	139	-68	-96%

Source: US Census Bureau

Census Data	Gaines Twp.	Kent Co.	U.S.
Median household income (in 2020 dollars), 2016-2020	\$70,071	\$65,722	\$64,994
Per capita income in past 12 months (in 2020 dollars), 2016-2020	\$31,372	\$33,629	\$35,384
Persons in poverty, percent	6.70%	11.10%	11.40%
Mean travel time to work (minutes), workers aged 16 years+, 2016-2020	20.4	21.3	26.9

Source: US Census Bureau

GOAL 3. PEOPLE OUR TOWNSHIP WILL BE HOME TO A DIVERSITY OF AGES, ETHNICITIES, INCOME LEVELS AND EDUCATION LEVELS.

Principles

1. Work towards a Township that enables its residents to achieve their desired quality of life and upward economic mobility.
2. Develop public places that encourage social interaction and community bonding.
3. Promote community events that celebrate the diversity of ethnicities, cultures, and age groups that reside in the Township.
4. Search for opportunity sites to create “third places” or social places not associated with home or work.

Actions

1. Evaluate costs to perform a market study specific to the Township and carry out study if funded.
2. Evaluate opportunities for the Township to promote and support community festivals and events to bring residents together for social interaction.
3. Work with civic groups to bring back “Cutlerville Days”, “Dutton Days” and continue “Harvest Festival”.
4. Evaluate options to require creation of public parks and facilities as part of the land development process.

CHAPTER 4. COMMUNITY FACILITIES & UTILITIES



WATER AND SANITARY SEWER

Services are provided through the Byron-Gaines Utility Authority (BGUA), which purchases water capacity from the City of Wyoming and sewer capacity from the Cities of Wyoming and Grand Rapids. Byron and Gaines Townships jointly own and operate the authority.

The presence of water and sewer utilities make certain kinds of development feasible. Any kind of residential development is dependent on sanitary sewer availability, whether via a septic system or utility connection. Areas that are not served by utilities are limited to rural, or suburban residential use if the residential home can find a location with suitable soils for an independent septic system. Community wastewater systems are generally not desirable septic systems to use in the Township.

Areas served by utilities are conducive to a full range of development use, and only limited by capacity of the available system. Sewer service is currently available in the Buck Creek watershed via Wyoming and is restricted to the north side of 76th Street in the Plaster Creek watershed, as 76th is the dividing line where the City of Grand Rapids service area ends. The City of Grand Rapids service area line will likely need to be moved southward to 92nd Street in the next 10-20 years to incorporate the headwaters of Plaster Creek.

LIGHTING

The changing technology of lighting has led to the wide 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 benefits such as much lower energy demands and 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 negative effects can affect driving safety due to distraction, loss of night sky visibility, effects on human circadian rhythms, and effects on wildlife. If deployed incorrectly, light trespass may be considered a nuisance, and 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. High levels of background lighting can affect the view to the night sky and present a more urban look. Commercial areas in particular can have an impact on lighting levels since parking lots tend to be larger and require more illumination. There is a need to balance the requirements of safety and the effect of lighting on the night sky.

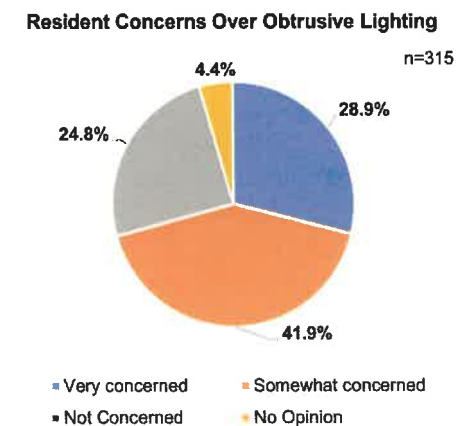
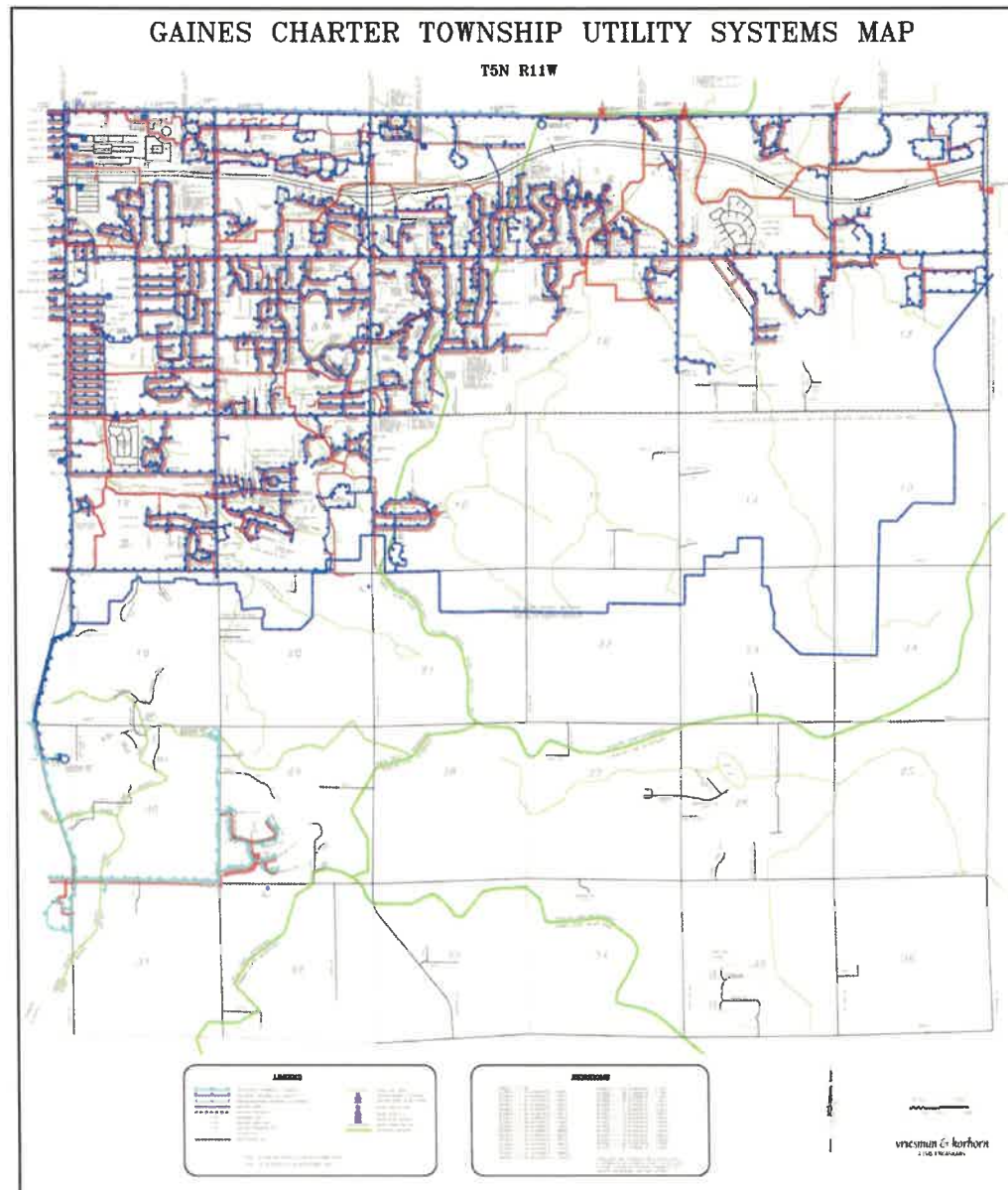


Figure 5. 2022 Master Plan Public Input Survey Question 12



Map 3. BGUA 2022 Service Area in Gaines Township



TOWNSHIP HALL

Gaines Township Hall accommodates all the administrative functions of the Township services and is located at the southwest corner of 84th Street and Kalamazoo Avenue, adjacent to Prairie Wolf Park. The \$4.4 million project was completed in 2003. A portion of the lower level of the Township Hall also serves as the South Substation for the Kent County Sheriff's Department.

PARKS

Prairie Wolf Park is the only developed park managed by the Township, but several sites are currently being evaluated for improvements under the Parks and Trails Master Plan including 1269 84th Street (Cody's Mill). Brewer, Creekside and Shadyside Parks are all managed by Kent County.

LIBRARY

Kent District Library operates the Gaines Branch on 68th Street, east of Division Avenue. The building is owned and maintained by the Township. Residents have access to all of the Kent District Library branches, including the Grand Rapids Public Library and its branches.



FIRE PROTECTION

There are two fire districts serving the Township. The Cutlerville Fire Department serves the developed area in the western edge of the township; the fire hall is in Byron Township. The Dutton Fire Department serves the remainder of the township and has facilities on 68th Street in Dutton.

SCHOOLS

There are three public school districts in Gaines Charter Township: Byron Center Public Schools, located in the southwestern portion of the township; Kentwood Public Schools, in the northern portion of the township, and Caledonia Public Schools, covering the approximately eastern two-thirds of the township. East Kentwood High School is the only high school located within the township boundaries. The township also hosts a publicly supported charter school and several parochial schools.

LAW ENFORCEMENT

The Kent County Sheriff Department provides law enforcement services in Gaines Township, and the department leases a portion of the Township Hall for its South Substation



CEMETERIES

The Township maintains three cemeteries: South Gaines (Kalamazoo and 92nd); Blain (68th Street, between Eastern and Kalamazoo); and Dutton (Hanna Lake Avenue, just south of 68th Street).

CAPITAL IMPROVEMENT PLAN

The Michigan Planning Enabling Act requires townships that operate a water and/or sewer utility to adopt an annual capital improvements plan (CIP). Since Gaines Charter Township operates (with Byron Township) both water and sewer utilities, the Planning Commission will begin conducting an annual review of the CIP each year. The Township has prepared a CIP for the current year and will review and update it annually.

PUBLIC ART

Gaines Township lacks public art other than the "welcome to" signs at Kalamazoo and 60th, and the Cutlerville sign on 68th. Public art can be an important part of community identity and beautification and should be integrated into the community fabric as a placemaking feature.



8555 Kalamazoo Ave., SE
Caledonia, MI 49316

www.gainestownship.org

Phone: 616-698-6640
Fax: 616-698-2490

April 6, 2023

Gaines Township Board of Trustees
8555 Kalamazoo Ave SE
Caledonia, MI 49316

RE: April 10, 2023, Township Board Meeting

Township Board Members:

I hope that your Spring is off to a great start! Once again, we are heading into another Board meeting with a very healthy agenda. There are quite a few items on this month's agenda for your consideration.

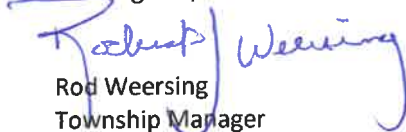
You will again see several items from the Planning Department. Three of these items are coming back to the Board to be considered for adoption as final drafts or second readings with Public Hearings. These items include the Master Plan, which includes the changes that the Board requested at the last meeting, as recommended by the Planning Commission. There will be a second reading of the rezoning request for 34 Coleman Street. As you will recall, this is a parcel that is just off South Division, and this change will align the parcel with the Master Plan. There will also be a second reading for the Zoning Ordinance text amendment request to allow the use of daycares in the Neighborhood Commercial (C-1), General Commercial (C-2), and Office Service (O-S) zoning districts.

The Planning Department is also asking the Board to consider awarding the Zoning Ordinance Update contract to Horizon Community Planning. They were the only company that submitted a bid for the Request for Proposal that was sent out earlier this year. They are very familiar with the Township's current Zoning Ordinance, and they will do an excellent job on this update project. There will be a presentation at the beginning of the meeting by Brooke Oosterman from Housing Next. Dan Wells uncovered this opportunity to seek grant funds to help offset the expense of the Zoning Ordinance Update.

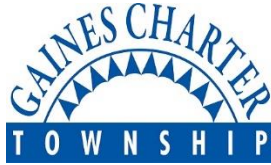
It is time to renew the Health Insurance for Township staff. This year there is an increase of just shy of 7%, which equates to an annual cost of around \$25,600 for the year. There are also a couple of small plan changes for the year. The deductibles for individuals and families will go from \$2,800 and \$5,600 to \$3,000 and \$6,000. Also, the out-of-pocket maximums will go from \$5,000 and \$10,000 to \$6,000 and \$12,000. Lastly, there are some slight changes to prescription co-pays once the deductible has been met. Staff is recommending that the Board approve this renewal option. Staff will also be seeking alternative options for future renewals to help cut down on this expense.

If you should have any questions about the agenda packet, please be sure to let me know.

Best regards,

A handwritten signature in blue ink, appearing to read "Rod Weersing", is written over the printed name and title.

Rod Weersing
Township Manager



CHARTER TOWNSHIP OF GAINES

MEETING LOCATION: 8555 Kalamazoo Ave., SE, Caledonia, MI 49316

Township Board Meeting

PRELIMINARY AGENDA

MONDAY – April 10, 2023

7:00PM

Please follow current CDC COVID-19 Guidelines

- A. Opening (Prayer) – Rob DeWard
- B. Lead Pledge of Allegiance – Supervisor DeWard
- C. Call to Order and Attendance – Supervisor DeWard
- D. Declaration of Conflict of Interest
- E. Review Consent Agenda
- F. Approval of Agenda
- G. Scheduled speakers:
 - I. Brooke Oosterman – Housing Next Grant
- H. Public Comments – Anything on the Agenda NOT scheduled for a public hearing (comments to 3 minutes per speaker)
- I. Public Hearings:
 - A. Use of CDBG Funds (if awarded)
 - B. Coleman Rezone
 - C. Ordinance rewording
- J. Approval of Consent Agenda
 - A. Consider for Approval:
 - i) Minutes – March 13, 2023
 - ii) Check Registers February 1, 2023 thru February 28, 2023:
 - a) General Fund: \$ 110,239.78
 - b) Public Safety SAD: \$ 127,376.03
 - c) Building Inspections: \$ 10,436.14
 - d) Water & Sewer: \$ 361,574.36
 - TOTAL ALL FUNDS: \$ 609,626.31
 - B. Receive/ Accept/File:
 - i. March 2023 Building Department Revenue Report
 - ii. March 2023 Webpage stats: 9,693 visits

- iii. March 2023 Dutton Fire Report
- iv. March Cutlerville Fire Report
- v. Treasurer – Financial Report (subject to audit)
 - a) Macatawa Bank Statement
- vi. 2023 1st Qtr. Revenue and Expenditure Reports
 - a) General Fund
 - b) Public Safety SAD
 - c) Building Inspections
 - d) Water & Sewer

K. New Business

- i. Consider –Adoption of Master Plan
- ii. Consider - Rezoning – 34 Coleman Street – 2nd Read
- iii. Consider – Zoning Ordinance Text Amendment – Daycares in C-1/C-2/O-S – 2nd Read
- iv. Consider – Award Zoning Ordinance Update contract to Horizon Community Planning
- v. Consider – Thornapple Farms Tentative Preliminary Plat Review
- vi. Consider – 76th Street Road Waiver Request
- vii. Consider – Road Closure Request – Crystal Springs Little Firecracker parade July 1, 2023
- viii. Consider – Annual Renewal of Health Insurance Policy
- ix. Consider – Housing Next Grant

L. Manager's Comments

M. Supervisor's Comments

N. Board Member Comments

Adjournment

NEXT SCHEDULED BOARD OF TRUSTEES MEETINGS: *April 24, 2023 (if needed)*
May 8, 2023

ANY INTERESTED PERSONS ARE INVITED TO ATTEND AND PARTICIPATE IN ALL TOWNSHIP BOARD OF TRUSTEE MEETINGS. PERSONS WITH DISABILITIES NEEDING ANYT 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

The contents of supporting documents (such as text, graphics, images, information, and references) are created and supplied by the author.

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 7:00 PM MEETING
MARCH 13, 2023**

Present: Supervisor DeWard, Clerk Brew, Treasurer Lemke, Trustees Fryling (arrived 7:06 pm), Haagsma, Terpstra, VanderStel

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 7:03 p.m. by Board Member DeWard

2. Question of Conflict of Interest

Board Member VanderStel may have conflict of interest when discussing the Gannon School

3. Review of the Consent Agenda.

None items were removed.

4. Meeting Agenda

Board Member DeWard added an additional public comment section for items not on the agenda.

Motion by Board Member Haagsma and seconded by Board Member VanderStel to approve the proposed agenda.

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

5. Scheduled Speakers.

None.

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

Luke Malski spoke on the trouble he is having building his café, ice cream, and farm shop at 839 Eastern on the corner of Eastern and 84th due to the inability to put in a septic system and requested sewer service at his address. Next step will be direct discussion with Jeff Gritter, Township Engineer and Byron Gaines Utility Authority (BGUA) board.

7. Public Hearings

None.

8. Approval of the Consent Agenda

Motion by Board Member Haagsma and seconded by Board Member VanderStel to approve the Consent Agenda including the February 08, 2023, February 13, 2023 5:30 pm and 7:00 pm Township Board Meetings minutes; General Fund expenditures from 02/01/2023 through 02/28/2023 totaling \$147,695.01; Public Safety Special Assessment District expenditures totaling \$207,502.66; Building Inspections totaling \$14,191.02; Water and Sewer Fund expenditures totaling \$362,976.71; February

2023 Building Department Revenue Report; February 2023 Webpage stats; February 2023 Community Policing Report; Dutton Fire February 2023 Report; Cutlerville Fire February 2023 Report; February 2023 BGUA Board Update; Letter for KDL partnering with the Grand Rapids Chamber of Commerce.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member VanderStel - yes, Board Member Terpstra - yes, Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes. Motion carried.

9. New Business

A. Master Plan Final – 1st Read

Motion by Board Member Lemke and seconded by Board Member VanderStel to send the Master Plan back to the Planning Commission for revisions changing the corner of 100th Street and Eastern into a L shaped Village Retail wrapped around a village residential zone to exclude apartments; changing Hanna Lake Avenue and M-6 from Light Industrial zone to R-3 Multi-family Residential to include apartments; and set the lot near Target on Marketplace Drive as Public / Institutional.

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

B. Renewal of Liquor Licenses

Motion by Board Member Haagsma and seconded by Board Member Terpstra to approve the renewal of the liquor licenses for Logan's Restaurant #531, JD Holdings, LLC – Peppino's, TSF Apple Venture, LLC – Applebee's, Stonewater Country Club – Fire Rock Grille, Carmelo's Italian Pizza – Tavern License, Grinning Mitten, DBA Railtown – Microbrewer Manufacturers License and Small Wine Maker Manufacturers License, and Celebration Banquets, LLC.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member VanderStel - yes, Board Member Lemke - yes. Motion carried.

C. Addendum to Uniti Fiber Contract

Motion by Board Member VanderStel and seconded by Board Member Terpstra to approve the Uniti Fiber Contract addendum to place fiber to the west side of Patterson Avenue.

ROLL CALL VOTE: Board Member VanderStel - yes, Board Member Terpstra - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Lemke - yes, Board Member Haagsma - yes. Motion carried.

D. Applying for CDBG funding for sidewalk at Dutton Christian Elementary School

Motion by Board Member Fryling and seconded by Board Member Terpstra to approve the Resolution to apply for CDBG grant funding for sidewalks from 68th Street to Dutton Christian Elementary School.

ROLL CALL VOTE: Board Member Fryling - yes, Board Member Terpstra - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member VanderStel - yes, Board Member Lemke - yes, Board Member Haagsma - yes. Motion carried.

Motion by Board Member VanderStel and seconded by Board Member Haagsma to hold a public hearing on April 10, 2023 for the application for CDBG grant funding for sidewalks from 68th Street to Dutton Christian Elementary School.

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

E. Purchase of patio furniture for lower level of Township Offices

Motion by Board Member Lemke and seconded by Board Member VanderStel to purchase picnic style tables and chairs for the area that formerly had flower boxes using ARPA funds.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member VanderStel - yes, Board Member Terpstra - yes, Board Member Haagsma - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew – yes. Motion carried.

F. Rezoning – 34 Coleman Street

Motion by Board Member Haagsma and seconded by Board Member VanderStel to set a Public Hearing for April 10 for the Zoning Text Amendment from Multi-Family Residential (R-3) to General Commercial (C-2) pertaining to 34 Coleman Street.

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

G. Zoning Ordinance Text Amendment – Daycares in C-1 / C-2 / O-S - 1st Read

Motion by Board Member Lemke and seconded by Board Member Haagsma to set a Public Hearing for the Zoning Ordinance Text Amendment allowing Daycare operations in C-1 / C-2 / O-S zones.

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

H. Appoint Rod Weersing as official GVMC Township representative.

Motion by Board Member Haagsma and seconded by Board Member Fryling to approve appointing Rod Weersing as the official Grand Valley Metro Council Gaines Charter Township representative to the Policy Committee and the Metro Council itself.

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

I. Fireworks display permit request – Crystal Springs – June 30, 2023

Motion by Board Member VanderStel and seconded by Board Member Haagsma to approve request for the fireworks display permit for Crystal Springs.

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

J. Draft Memo of Understanding and Agreement regarding the Gannon School Project

Item tabled due to viability of selling the property where the Gannon School presently sits.

10. Comments & Discussion

Supervisor DeWard informed the board that the next big project is the revised employee manual through the Personnel Committee.

Community Policing Officer Jason VanderMolen spoke of the increase in Priority One and Priority Two calls for service and the need for a long-term plan as the trend increases. This would involve more officers and cars assigned to Gaines Township.

August 4th is being slated for Movies in the park.

11. Adjournment

Motion by Board Member VanderStel and seconded by Board Member Haagsma to adjourn the meeting at 09:02 p.m.

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

Michael Brew, Clerk

Robert DeWard, Supervisor

03/31/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 03/01/2023 - 03/31/2023

101 General Fund

Check Date	Bank	Check #	Payee	Description	Amount
03/02/2023	GEN 2	32139	AMAZON CAPITAL SERVICES	SNOW AND ICE MELT	143.96
03/02/2023	GEN 2	32140	CIVICPLUS LLC	MUNICODE FULL SERVICE SUPPLEMENTATION SUBSCRIPTION	784.01
03/02/2023	GEN 2	32141#	CONSUMERS ENERGY	TWP OFFICE	3,408.91
03/02/2023	GEN 2	32141	CONSUMERS ENERGY	DIVISION STREET LIGHTS	106.61
03/02/2023	GEN 2	32141	CONSUMERS ENERGY	DUTTON CEMETERY	28.81
03/02/2023	GEN 2	32141	CONSUMERS ENERGY	LIBRARY	715.37
				CHECK GEN 2 32141 TOTAL FOR FUND 101:	4,259.70
03/02/2023	GEN 2	32143	HORIZON COMMUNITY PLANNING LLC	GENERAL ZONING, MASTER PLAN, DAY CARE ORDINANCE, THORNAPPLE PLAT	1,562.50
03/02/2023	GEN 2	32144	KENT COMMUNICATIONS INC	REMAINING POSTAL	127.24
03/02/2023	GEN 2	32145	MEDMUTUAL LIFE	APRIL 2023	405.60
03/02/2023	GEN 2	32146#	MEYERS CLEANING SERVICE INC	TWP OFFICE LIBRARY CLEANING AND SUPPLIES	1,196.00
03/02/2023	GEN 2	32146	MEYERS CLEANING SERVICE INC	TWP OFFICE LIBRARY CLEANING AND SUPPLIES	1,225.50
				CHECK GEN 2 32146 TOTAL FOR FUND 101:	2,421.50

03/02/2023	GEN 2	32147	MI DEPARTMENT OF TREASURY	STATE TAX COMMISSION MICHIGAN CERTIFIED ASSESSING TECHNICIAN COURSE	150.00
03/02/2023	GEN 2	32148	MINER SUPPLY COMPANY	LIBRARY RESTROOM SUPPLIES	153.74
03/02/2023	GEN 2	32149	PERSONNEL CONCEPTS	TWP OFFICE LABOR POSTERS	71.87
03/02/2023	GEN 2	32150	STERICYCLE INC.	TWP OFFICE SHREDDING	125.03
03/02/2023	GEN 2	32152	TOTAL FIRE PROTECTION	FIRE ALARM MONITORING	540.00
03/07/2023	GEN 2	32154	123.NET	TOWNSHIP COMMUNICATION	251.50
03/07/2023	GEN 2	32155	AMAZON CAPITAL SERVICES	DYMO LABELS	62.73
03/07/2023	GEN 2	32156	APPLIED IMAGING	PRINTER LEASE	910.80
03/07/2023	GEN 2	32157#	ARROWASTE INC	TWP OFFICE	75.27
03/07/2023	GEN 2	32157	ARROWASTE INC	BLAIN	59.64
03/07/2023	GEN 2	32157	ARROWASTE INC	LIBRARY	76.64
				CHECK GEN 2 32157 TOTAL FOR FUND 101:	211.55
03/07/2023	GEN 2	32158	BUSINESS SYSTEM SOLUTIONS, INC	SERVER LINK AND OFFICE 365	475.20

03/07/2023	GEN 2	32159#	CONSUMERS ENERGY	STREET LIGHTS	14,049.59
03/07/2023	GEN 2	32159	CONSUMERS ENERGY	LED LIGHTS	1,426.02
03/07/2023	GEN 2	32159	CONSUMERS ENERGY	BLAIN CEMETERY	37.04
03/07/2023	GEN 2	32159	CONSUMERS ENERGY	BLAIN	28.81
				CHECK GEN 2 32159 TOTAL FOR FUND 101:	15,541.46
03/07/2023	GEN 2	32160	EVERETT'S LANDSCAPE MANAGEMENT INC	SPREAD WOOD CHIPS IN PRARIE WOLF PARK	3,341.50
03/07/2023	GEN 2	32161	FIRST BANKCARD CENTER	NATIONAL USPAP	349.00
03/07/2023	GEN 2	32162	FIRST BANKCARD CENTER	CEMETERY FUEL AND CAR WASH	27.78
03/07/2023	GEN 2	32163	FIRST BANKCARD CENTER	LIBRARY RENOVATION	73.24
03/07/2023	GEN 2	32164	FIRST BANKCARD CENTER	CONFERENCE FOR JENNA, LUNCH	15.78
03/07/2023	GEN 2	32164	FIRST BANKCARD CENTER	CONFERENCE FOR JENNA, LUNCH	99.00
				CHECK GEN 2 32164 TOTAL FOR FUND 101:	114.78
03/07/2023	GEN 2	32165#	FIRST BANKCARD CENTER	MANAGER LUNCH, BOARD OF REVIEW TRAINING, WATER AND COFFEE, PARKS TRAILS PIZZA, ADMIN ASSISTANT TRAINI	36.21
03/07/2023	GEN 2	32165	FIRST BANKCARD CENTER	MANAGER LUNCH, BOARD OF REVIEW TRAINING, WATER AND COFFEE, PARKS TRAILS PIZZA, ADMIN ASSISTANT TRAINI	274.50
03/07/2023	GEN 2	32165	FIRST BANKCARD CENTER	MANAGER LUNCH, BOARD OF REVIEW TRAINING, WATER AND COFFEE, PARKS TRAILS PIZZA, ADMIN ASSISTANT TRAINI	174.50
03/07/2023	GEN 2	32165	FIRST BANKCARD CENTER	MANAGER LUNCH, BOARD OF REVIEW TRAINING, WATER AND COFFEE, PARKS TRAILS PIZZA, ADMIN ASSISTANT TRAINI	12.98

03/07/2023	GEN 2	32165	FIRST BANKCARD CENTER	MANAGER LUNCH, BOARD OF REVIEW TRAINING, WATER AND COFFEE, PARKS TRAILS PIZZA, ADMIN ASSISTANT TRAINI	172.14
				CHECK GEN 2 32165 TOTAL FOR FUND 101:	670.33
03/07/2023	GEN 2	32166	GREATAMERICA FINANCIAL SERVICES	TOWNSHIP COPIERS	917.00
03/07/2023	GEN 2	32167#	INTEGRITY OFFICE	NAME PLATE	56.75
03/07/2023	GEN 2	32167	INTEGRITY OFFICE	LAMINATING SUPPLIES, FOLDERS, ADHESIVE NOTES, PAPER, LEATHER DIVIDER, HIGHLIGHTERS	94.41
				CHECK GEN 2 32167 TOTAL FOR FUND 101:	151.16
03/07/2023	GEN 2	32168#	JACK'S LAWN & SNOWPLOWING, INC	TWP HALL	2,062.38
03/07/2023	GEN 2	32168	JACK'S LAWN & SNOWPLOWING, INC	SHERIFF	690.04
03/07/2023	GEN 2	32168	JACK'S LAWN & SNOWPLOWING, INC	DUTTON CEMETERY	285.71
03/07/2023	GEN 2	32168	JACK'S LAWN & SNOWPLOWING, INC	BLAIN	285.71
03/07/2023	GEN 2	32168	JACK'S LAWN & SNOWPLOWING, INC	LIBRARY	1,030.81
				CHECK GEN 2 32168 TOTAL FOR FUND 101:	4,354.65
03/07/2023	GEN 2	32169	JND SNOWPLOWING INC	TWP OFFICE	2,142.86
03/07/2023	GEN 2	32170	KENT COMMUNICATIONS INC	ABSENTEE APPLICATIONS	205.00
03/07/2023	GEN 2	32170	KENT COMMUNICATIONS INC	ABSENTEE APPLICATIONS	2,162.63
				CHECK GEN 2 32170 TOTAL FOR FUND 101:	2,367.63
03/07/2023	GEN 2	32171	LAURIE LEMKE	BANK TRIPS, POST OFFICE	160.48
03/07/2023	GEN 2	32172	MINER SUPPLY COMPANY	RESTROOM SUPPLIES	158.44

03/07/2023	GEN 2	32173#	PHASE 3 GRAPHICS	BUSINESS CARDS	49.00
03/07/2023	GEN 2	32173	PHASE 3 GRAPHICS	BUSINESS CARDS	49.00
03/07/2023	GEN 2	32173	PHASE 3 GRAPHICS	BUSINESS CARDS	14.88
				CHECK GEN 2 32173 TOTAL FOR FUND 101:	112.88
03/07/2023	GEN 2	32174	PITNEY BOWES GLOBAL FINANCIAL SRVCS	SCALE AND METER	558.84
03/07/2023	GEN 2	32175	ROBERT DEWARD	ELECTION STAMPS	597.50
03/07/2023	GEN 2	32176#	SPRINT	CELL PHONE	21.65
03/07/2023	GEN 2	32176	SPRINT	CELL PHONE	43.30
03/07/2023	GEN 2	32176	SPRINT	CELL PHONE	21.65
03/07/2023	GEN 2	32176	SPRINT	CELL PHONE	79.96
03/07/2023	GEN 2	32176	SPRINT	CELL PHONE	21.65
03/07/2023	GEN 2	32176	SPRINT	CELL PHONE	21.65
03/07/2023	GEN 2	32176	SPRINT	CELL PHONE	21.65
				CHECK GEN 2 32176 TOTAL FOR FUND 101:	231.51
03/07/2023	GEN 2	32177	THE SUN AND NEWS	POSTINGS	507.40
03/13/2023	GEN 2	32178#	AMAZON CAPITAL SERVICES	MICHELLE NAME TAGS	70.31
03/13/2023	GEN 2	32178	AMAZON CAPITAL SERVICES	PHONE CABLE	48.72
03/13/2023	GEN 2	32178	AMAZON CAPITAL SERVICES	CORRECTION TAPE, BATTERIES, HIGHLIGHTERS, PAPER, FORKS	168.79
03/13/2023	GEN 2	32178	AMAZON CAPITAL SERVICES	TWP OFFICE BATTERIES,	19.50
03/13/2023	GEN 2	32178	AMAZON CAPITAL SERVICES	TWP OFFICE SWIFFER AND SUPPLIES	101.69
				CHECK GEN 2 32178 TOTAL FOR FUND 101:	409.01
03/13/2023	GEN 2	32180	CHARTER COMMUNICATIONS	TWP OFFICE	249.95

03/13/2023	GEN 2	32181	CLARK HILL	FC GRAND RAPIDS MI LANDLORD, LLC	648.00
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03/13/2023	GEN 2	32182	CONSUMERS ENERGY	STREETLIGHTS	14,010.26
03/13/2023	GEN 2	32182	CONSUMERS ENERGY	DIVISION STREET LIGHTS	137.39
03/13/2023	GEN 2	32182	CONSUMERS ENERGY	DIVISION STREET LIGHTS	98.02
03/13/2023	GEN 2	32182	CONSUMERS ENERGY	DIVISION STREET LIGHTS	141.18
				CHECK GEN 2 32182 TOTAL FOR FUND 101:	14,386.85
03/13/2023	GEN 2	32184	INTEGRITY OFFICE	NAMETAG	16.00
03/13/2023	GEN 2	32185	KENT COUNTY HEALTH DEPARTMENT	LEVEL 2 ASSESSMENT APPLICATION FOR TYPE II PUBLIC WATER SUPPLY	300.00
03/13/2023	GEN 2	32186	MEYERS CLEANING SERVICE INC	CLEAN BUILDING	2,619.00
03/13/2023	GEN 2	32187	MICHIGAN ASSOCIATION OF PLANNI	PLANNING AND ZONING ESSE3NTIALS	115.00
03/13/2023	GEN 2	32187	MICHIGAN ASSOCIATION OF PLANNI	ZONING ADMINISTRATION 2.0	85.00
				CHECK GEN 2 32187 TOTAL FOR FUND 101:	200.00
03/13/2023	GEN 2	32188	MLIVE MEDIA GROUP	PUBLIC HEARING NOTICE	405.40
03/13/2023	GEN 2	32190	ROBERT DEWARD	2023 MAY ELECTION STAMPS	1,195.00
03/16/2023	GEN 2	32191	ACCIDENT FUND	WORKERS COMP	1,343.10
03/16/2023	GEN 2	32192#	AMAZON CAPITAL SERVICES	SCANNER	148.50
03/16/2023	GEN 2	32192	AMAZON CAPITAL SERVICES	SCANNER	148.49
				CHECK GEN 2 32192 TOTAL FOR FUND 101:	296.99

03/16/2023	GEN 2	32195#	BLOOM SLUGGETT	CALEYDONIA LLC, ELECTION LETTER, GANNON SCHOOL	1,978.00
03/16/2023	GEN 2	32195	BLOOM SLUGGETT	CALEYDONIA LLC, ELECTION LETTER, GANNON SCHOOL	46.00
03/16/2023	GEN 2	32195	BLOOM SLUGGETT	CALEYDONIA LLC, ELECTION LETTER, GANNON SCHOOL	207.00
03/16/2023	GEN 2	32195	BLOOM SLUGGETT	CALEYDONIA LLC, ELECTION LETTER, GANNON SCHOOL	170.00
				CHECK GEN 2 32195 TOTAL FOR FUND 101:	2,401.00
03/16/2023	GEN 2	32198#	DELTA DENTAL	DENTAL	89.55
03/16/2023	GEN 2	32198	DELTA DENTAL	DENTAL	35.01
03/16/2023	GEN 2	32198	DELTA DENTAL	DENTAL	278.25
03/16/2023	GEN 2	32198	DELTA DENTAL	DENTAL	89.55
03/16/2023	GEN 2	32198	DELTA DENTAL	DENTAL	268.30
03/16/2023	GEN 2	32198	DELTA DENTAL	DENTAL	49.75
03/16/2023	GEN 2	32198	DELTA DENTAL	DENTAL	173.95
				CHECK GEN 2 32198 TOTAL FOR FUND 101:	984.36
03/16/2023	GEN 2	32199	FIRST UNUM LIFE INSURANCE COMPANY	LONG AND SHORT DISABILITY	1,147.38
03/16/2023	GEN 2	32200	INTERURBAN TRANSIT PARTNERSHIP	RUAL LINEHAUL SERVICE	2,869.89
03/16/2023	GEN 2	32200	INTERURBAN TRANSIT PARTNERSHIP	RUAL GO BUS SERVICE	583.31
				CHECK GEN 2 32200 TOTAL FOR FUND 101:	3,453.20
03/16/2023	GEN 2	32201	KENT COUNTY TREASURER ASSOCIATION	KENT AND OTTAWA COUNTY TREASURERS ASSOCIATION ANNUAL GOLF SCRAMBLE	52.00
03/16/2023	GEN 2	32202	KENTWOOD PUBLIC SCHOOLS	STATE COVERS FEES	50.00
03/16/2023	GEN 2	32206	POLY-WOOD, LLC	FIVE ADIRONDACK CHAIRS FOR LOWER-LEVEL PATIO	1,295.00

03/16/2023	GEN 2	32210	TRASH CANS WAREHOUSE.COM	TRASH CANS FOR LOWER PATIO	2,978.88
03/16/2023	GEN 2	32213#	WAYNE BOURDO	TWP HALL AND LIBRARY LANDSCAPE MAINT	748.33
03/16/2023	GEN 2	32213	WAYNE BOURDO	TRASH SERVICE BAGS DOG WALK	135.00
03/16/2023	GEN 2	32213	WAYNE BOURDO	TWP HALL AND LIBRARY LANDSCAPE MAINT	196.25
				CHECK GEN 2 32213 TOTAL FOR FUND 101:	1,079.58
03/17/2023	GEN 2	32216#	BLUE CROSS HSA	HSA	95.26
03/17/2023	GEN 2	32216	BLUE CROSS HSA	HSA	95.26
03/17/2023	GEN 2	32216	BLUE CROSS HSA	HSA	1,848.64
03/17/2023	GEN 2	32216	BLUE CROSS HSA	HSA	1,440.63
03/17/2023	GEN 2	32216	BLUE CROSS HSA	HSA	3,463.47
03/17/2023	GEN 2	32216	BLUE CROSS HSA	HSA	921.40
03/17/2023	GEN 2	32216	BLUE CROSS HSA	HSA	1,950.66
				CHECK GEN 2 32216 TOTAL FOR FUND 101:	9,815.32
03/17/2023	GEN 2	32217	GORDON WATER	TWP OFFICE	49.99
03/17/2023	GEN 2	32218#	IPM SERVICES	LOST INVOICE TWP OFFICE	42.00
03/17/2023	GEN 2	32218	IPM SERVICES	LOST INVOICE TWP OFFICE	42.00
03/17/2023	GEN 2	32218	IPM SERVICES	LOST INVOICE LIBRARY	25.00
03/17/2023	GEN 2	32218	IPM SERVICES	LOST INVOICE LIB	25.00
03/17/2023	GEN 2	32218	IPM SERVICES	LOST INVOICE LIBRARY	25.00
03/17/2023	GEN 2	32218	IPM SERVICES	LOST INVOICE LIB	25.00
03/17/2023	GEN 2	32218	IPM SERVICES	LOST INVOICE LIB	25.00
				CHECK GEN 2 32218 TOTAL FOR FUND 101:	209.00
03/17/2023	GEN 2	32219	KENT COUNTY TREASURER	PRE PAYMENT	19.91

03/17/2023	GEN 2	32221	LAMPHEAR SERVICE COMPANY INC	BAD DRAFT MOTER IN HISTORICAL ROOM	593.00
03/17/2023	GEN 2	32222	MICHAEL BREW	MAY 2023 PRECINCT AND SUPPLIES MILEAGE	28.82
03/25/2023	GEN 2	32223	ALL STAR PRINTING COMPANY	DOUBLE WINDOW ENVELOPES	** VOIDED **
03/25/2023	GEN 2	32225#	AMBER VANDERMOLEN	INSTITUTE MILEAGE,BALLOT DROP OFFS	149.34
03/25/2023	GEN 2	32225	AMBER VANDERMOLEN	INSTITUTE MILEAGE,BALLOT DROP OFFS	17.69
				CHECK GEN 2 32225 TOTAL FOR FUND 101:	167.03
03/25/2023	GEN 2	32226	AUTOMATIC DOOR SERVICE INC	LIBRARY DOOR REPAIR	499.90
03/25/2023	GEN 2	32228	CINTAS CORPORATION #301	BLACK MATS	81.10
03/25/2023	GEN 2	32229	CLARK HILL	TAX EXEPTION REQUEST	360.00
03/25/2023	GEN 2	32230#	DTE ENERGY	TWP OFFICE	1,889.19
03/25/2023	GEN 2	32230	DTE ENERGY	LIBRARY	563.80
				CHECK GEN 2 32230 TOTAL FOR FUND 101:	2,452.99
03/25/2023	GEN 2	32231	EVERETT'S LANDSCAPE MANAGEMENT INC	PRARIE WOLF PARK BRUSH HOG	1,400.00
03/25/2023	GEN 2	32232#	IPM SERVICES	TWP OFFICE PEST	42.00
03/25/2023	GEN 2	32232	IPM SERVICES	LIBRARY PEST	25.00
				CHECK GEN 2 32232 TOTAL FOR FUND 101:	67.00

03/25/2023	GEN 2	32233#	JAMES ZENAS	FIELD WORK MILEAGE, BDR TRAINING MILEAGE, KCI MILEAGE, MBOR FOOD	11.79
03/25/2023	GEN 2	32233	JAMES ZENAS	FIELD WORK MILEAGE, BDR TRAINING MILEAGE, KCI MILEAGE, MBOR FOOD	74.27
03/25/2023	GEN 2	32233	JAMES ZENAS	FIELD WORK MILEAGE, BDR TRAINING MILEAGE, KCI MILEAGE, MBOR FOOD	73.16
				CHECK GEN 2 32233 TOTAL FOR FUND 101:	159.22
03/25/2023	GEN 2	32234	KENT COUNTY HEALTH DEPARTMENT	LEVEL 2 ASSESSMENT APPLICATION FOR TYPE II PUBLIC WATER SUPPLY	250.00
03/25/2023	GEN 2	32236#	KIM TRIPLETT	CELL PHONE, MILEAGE, CARD	6.96
03/25/2023	GEN 2	32236	KIM TRIPLETT	CELL PHONE, MILEAGE, CARD	12.50
03/25/2023	GEN 2	32236	KIM TRIPLETT	CELL PHONE, MILEAGE, CARD	6.96
03/25/2023	GEN 2	32236	KIM TRIPLETT	CELL PHONE, MILEAGE, CARD	12.50
03/25/2023	GEN 2	32236	KIM TRIPLETT	CELL PHONE, MILEAGE, CARD	5.29
				CHECK GEN 2 32236 TOTAL FOR FUND 101:	44.21
03/25/2023	GEN 2	32237	LAMPHEAR SERVICE COMPANY INC	NOISE IN UPSTAIRS MECHANICAL ROOM GEAR PROBLEM	199.50
03/25/2023	GEN 2	32237	LAMPHEAR SERVICE COMPANY INC	TWP OFFICE MID-SEASON INSPECTION	643.00
				CHECK GEN 2 32237 TOTAL FOR FUND 101:	842.50
03/25/2023	GEN 2	32238	MAYNARDS WATER CONDITIONING LLC	TWP OFFICE RED OUT SALT DELIVERED	189.60
03/25/2023	GEN 2	32239	MICHAEL BREW	INSTITUTE AND FOOD	16.76
03/25/2023	GEN 2	32239	MICHAEL BREW	INSTITUTE AND FOOD	163.75
				CHECK GEN 2 32239 TOTAL FOR FUND 101:	180.51
03/25/2023	GEN 2	32240	MICHIGAN MUNICIPAL EXECUTIVES	ROD WEERSING MEMBERSHIP	425.00

03/25/2023	GEN 2	32241	O'NEIL TREE SERVICE	BLAIN TREE REMOVAL	750.00
03/25/2023	GEN 2	32242	PLUMMERS DISPOSAL SERVICE	PT AND TRASH CAN	299.00
03/25/2023	GEN 2	32243	PREIN & NEWHOF, P.C.	WATER TESTING	70.00
03/25/2023	GEN 2	32244	STAPLES	TABS, FOLDERS, PENTEL	26.90
03/25/2023	GEN 2	32245	STAR 2 STAR COMMUNICATIONS	TWP OFFICE	829.87
03/25/2023	GEN 2	32246	VRIESMAN & KORHORN LLC	PINE REST	631.21
03/25/2023	GEN 2	32246	VRIESMAN & KORHORN LLC	HOWIES HOCKEY TAPE	1,207.50
03/25/2023	GEN 2	32246	VRIESMAN & KORHORN LLC	MISCELLANEOUS ENGINEERING	1,652.42
				CHECK GEN 2 32246 TOTAL FOR FUND 101:	3,491.13
03/28/2023	GEN 2	32247	AMAZON CAPITAL SERVICES	TWP OFFICE PENS, TISSUES, WALL PROTECTORS, ANTACID, LYSOL, ANTIBACTERIAL SPRAY	133.56
03/28/2023	GEN 2	32250#	FIRST BANKCARD CENTER	FLAGS FOR FRONT, DOMAIN	42.34
03/28/2023	GEN 2	32250	FIRST BANKCARD CENTER	FLAGS FOR FRONT, DOMAIN	456.75
				CHECK GEN 2 32250 TOTAL FOR FUND 101:	499.09
03/28/2023	GEN 2	32252	FIRST BANKCARD CENTER	CEMETERY FUEL	18.80
03/28/2023	GEN 2	32253#	FIRST BANKCARD CENTER	TREASURER MEAL, PLANNING DEPT MEAL	16.05
03/28/2023	GEN 2	32253	FIRST BANKCARD CENTER	TREASURER MEAL, PLANNING DEPT MEAL	77.55
				CHECK GEN 2 32253 TOTAL FOR FUND 101:	93.60

03/28/2023	GEN 2	32254#	FIRST BANKCARD CENTER	BOARD OF REVIEW MEALS, PLANNING MEAL	190.80
03/28/2023	GEN 2	32254	FIRST BANKCARD CENTER	BOARD OF REVIEW MEALS, PLANNING MEAL	78.24
				CHECK GEN 2 32254 TOTAL FOR FUND 101:	269.04
03/28/2023	GEN 2	32255	FIRST BANKCARD CENTER	TWP OFFICE SALT	27.96
03/28/2023	GEN 2	32256#	FIRST BANKCARD CENTER	MAMC CONFERENCE LODGING, CLERK BOOKS, MAMC MEALS, ASSESSING MEMBERSHIP, BINDERS, FRAUD	86.15
03/28/2023	GEN 2	32256	FIRST BANKCARD CENTER	MAMC CONFERENCE LODGING, CLERK BOOKS, MAMC MEALS, ASSESSING MEMBERSHIP, BINDERS, FRAUD	81.61
03/28/2023	GEN 2	32256	FIRST BANKCARD CENTER	MAMC CONFERENCE LODGING, CLERK BOOKS, MAMC MEALS, ASSESSING MEMBERSHIP, BINDERS, FRAUD	252.00
03/28/2023	GEN 2	32256	FIRST BANKCARD CENTER	MAMC CONFERENCE LODGING, CLERK BOOKS, MAMC MEALS, ASSESSING MEMBERSHIP, BINDERS, FRAUD	1,008.00
03/28/2023	GEN 2	32256	FIRST BANKCARD CENTER	MAMC CONFERENCE LODGING, CLERK BOOKS, MAMC MEALS, ASSESSING MEMBERSHIP, BINDERS, FRAUD	119.85
03/28/2023	GEN 2	32256	FIRST BANKCARD CENTER	MAMC CONFERENCE LODGING, CLERK BOOKS, MAMC MEALS, ASSESSING MEMBERSHIP, BINDERS, FRAUD	(199.75)
03/28/2023	GEN 2	32256	FIRST BANKCARD CENTER	MAMC CONFERENCE LODGING, CLERK BOOKS, MAMC MEALS, ASSESSING MEMBERSHIP, BINDERS, FRAUD	240.00
				CHECK GEN 2 32256 TOTAL FOR FUND 101:	1,587.86
03/28/2023	GEN 2	32257	GODWIN PLUMBING	PERMIT OVERPAYMENT	1,086.35

03/28/2023	GEN 2	32259	INTEGRITY OFFICE	NOTES, PENS, LEGAL PADS	34.34
03/28/2023	GEN 2	32261	LAMPHEAR SERVICE COMPANY INC	LIBRARY NO HEAT IN HISTORICAL ROOM	502.00
03/28/2023	GEN 2	32263	MARILYN MOORE	COMMUNITY ROOM DEPOSIT REFUND	100.00
03/28/2023	GEN 2	32264	MEGAN VANHOOSE	MILEAGE AND CELL	31.88
03/28/2023	GEN 2	32264	MEGAN VANHOOSE	MILEAGE AND CELL	75.00
				CHECK GEN 2 32264 TOTAL FOR FUND 101:	106.88
03/28/2023	GEN 2	32267#	SPRINT	CELL PHONE	19.00
03/28/2023	GEN 2	32267	SPRINT	CELL PHONE	38.00
03/28/2023	GEN 2	32267	SPRINT	CELL PHONE	19.00
03/28/2023	GEN 2	32267	SPRINT	CELL PHONE	28.82
03/28/2023	GEN 2	32267	SPRINT	CELL PHONE	19.00
03/28/2023	GEN 2	32267	SPRINT	CELL PHONE	19.00
03/28/2023	GEN 2	32267	SPRINT	CELL PHONE	19.00
				CHECK GEN 2 32267 TOTAL FOR FUND 101:	161.82
03/28/2023	GEN 2	32268#	STERICYCLE INC.	ANNUAL SHREDING BETWEEN ELECTIONS, CLERK, W/S, BUILDING	298.72
03/28/2023	GEN 2	32268	STERICYCLE INC.	RECYCLE BIN SERVICE	127.46
03/28/2023	GEN 2	32268	STERICYCLE INC.	ANNUAL SHREDING BETWEEN ELECTIONS, CLERK, W/S, BUILDING	597.43
03/28/2023	GEN 2	32268	STERICYCLE INC.	ANNUAL SHREDING BETWEEN ELECTIONS, CLERK, W/S, BUILDING	746.80
				CHECK GEN 2 32268 TOTAL FOR FUND 101:	1,770.41
				Total for fund 101 GENERAL FUND	110,239.78

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

03/31/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 03/01/2023 - 03/31/2023

205-PUBLIC SAFETY

Check Date	Bank	Check #	Payee	Description	Amount
03/02/2023	GEN 2	32139#	AMAZON CAPITAL SERVICES	PAPER TOWELS, SHOP TOWELS, CLEANERS, BATHROOM SUPPLIES, COFFEE, SURGE PROTECTORS	243.49
03/02/2023	GEN 2	32139	AMAZON CAPITAL SERVICES	OTTERBOX FOR CELL PHONE	54.00
				CHECK GEN 2 32139 TOTAL FOR FUND 205:	297.49
03/02/2023	GEN 2	32141	CONSUMERS ENERGY	DFD	1,012.92
03/02/2023	GEN 2	32142	GAINES WATER & SEWER FUND	DFD	168.98
03/02/2023	GEN 2	32151	T-MOBILE	DFD CELL	51.00
03/02/2023	GEN 2	32152	TOTAL FIRE PROTECTION	CFD FIRE ALARM MONITORING	540.00
03/02/2023	GEN 2	32153#	WEX BANK	CFD AND DFD FUEL	97.49
03/02/2023	GEN 2	32153	WEX BANK	CFD AND DFD FUEL	1,076.43
03/02/2023	GEN 2	32153	WEX BANK	CFD AND DFD FUEL	925.33
03/02/2023	GEN 2	32153	WEX BANK	CFD AND DFD FUEL	39.07
				CHECK GEN 2 32153 TOTAL FOR FUND 205:	2,138.32
03/07/2023	GEN 2	32157#	ARROWASTE INC	CFD	120.47
03/07/2023	GEN 2	32157	ARROWASTE INC	DFD	50.40
				CHECK GEN 2 32157 TOTAL FOR FUND 205:	170.87

03/07/2023	GEN 2	32158#	BUSINESS SYSTEM SOLUTIONS, INC	SERVER LINK AND OFFICE 365	3,103.40
03/07/2023	GEN 2	32158	BUSINESS SYSTEM SOLUTIONS, INC	SERVER LINK AND OFFICE 365	2,572.60
				CHECK GEN 2 32158 TOTAL FOR FUND 205:	5,676.00
03/07/2023	GEN 2	32168#	JACK'S LAWN & SNOWPLOWING, INC	CFD	981.72
03/07/2023	GEN 2	32168	JACK'S LAWN & SNOWPLOWING, INC	DFD	981.72
				CHECK GEN 2 32168 TOTAL FOR FUND 205:	1,963.44
03/07/2023	GEN 2	32176#	SPRINT	CELL PHONE	43.30
03/07/2023	GEN 2	32176	SPRINT	CELL PHONE	71.65
				CHECK GEN 2 32176 TOTAL FOR FUND 205:	114.95
03/13/2023	GEN 2	32178#	AMAZON CAPITAL SERVICES	CFD ADHESIVE TAGS	33.15
				DFD IPHONE CABLES, IPHONE SCREEN PROTECTOR,	
				STICKY NOTES, PRINTER PAPER, IPHONE CHARTER	
03/13/2023	GEN 2	32178	AMAZON CAPITAL SERVICES	BLOCK,	53.98
				DFD IPHONE CABLES, IPHONE SCREEN PROTECTOR,	
				STICKY NOTES, PRINTER PAPER, IPHONE CHARTER	
03/13/2023	GEN 2	32178	AMAZON CAPITAL SERVICES	BLOCK,	51.93
				CHECK GEN 2 32178 TOTAL FOR FUND 205:	139.06
03/13/2023	GEN 2	32179	AUTOZONE	CFD VEHICLE	21.17
03/13/2023	GEN 2	32182	CONSUMERS ENERGY	CFD	949.74
03/13/2023	GEN 2	32183	FIRST BANKCARD CENTER	SALT, WINDSCREEN, ENGRAVING, LAB CHARGES	19.48
03/13/2023	GEN 2	32183	FIRST BANKCARD CENTER	SALT, WINDSCREEN, ENGRAVING, LAB CHARGES	143.95
03/13/2023	GEN 2	32183	FIRST BANKCARD CENTER	SALT, WINDSCREEN, ENGRAVING, LAB CHARGES	180.00
03/13/2023	GEN 2	32183	FIRST BANKCARD CENTER	SALT, WINDSCREEN, ENGRAVING, LAB CHARGES	687.30
				CHECK GEN 2 32183 TOTAL FOR FUND 205:	1,030.73

03/16/2023	GEN 2	32191#	ACCIDENT FUND	WORKERS COMP	2,406.39
03/16/2023	GEN 2	32191	ACCIDENT FUND	WORKERS COMP	1,846.76
				CHECK GEN 2 32191 TOTAL FOR FUND 205:	4,253.15
				RESTROOM SUPPLIES, AIR COMPRESSOR TOOL, AIR	
03/16/2023	GEN 2	32192	AMAZON CAPITAL SERVICES	FRESHNER, AMERICAN FLAG	27.93
03/16/2023	GEN 2	32192	AMAZON CAPITAL SERVICES	RESTROOM SUPPLIES, AIR COMPRESSOR TOOL, AIR	
				FRESHNER, AMERICAN FLAG	52.19
03/16/2023	GEN 2	32192	AMAZON CAPITAL SERVICES	RESTROOM SUPPLIES, AIR COMPRESSOR TOOL, AIR	
				FRESHNER, AMERICAN FLAG	(43.42)
03/16/2023	GEN 2	32192	AMAZON CAPITAL SERVICES	RESTROOM SUPPLIES, AIR COMPRESSOR TOOL, AIR	
				FRESHNER, AMERICAN FLAG	74.05
03/16/2023	GEN 2	32192	AMAZON CAPITAL SERVICES	RESTROOM SUPPLIES, AIR COMPRESSOR TOOL, AIR	
				FRESHNER, AMERICAN FLAG	11.99
03/16/2023	GEN 2	32192	AMAZON CAPITAL SERVICES	RESTROOM SUPPLIES, AIR COMPRESSOR TOOL, AIR	
				FRESHNER, AMERICAN FLAG	4.49
				CHECK GEN 2 32192 TOTAL FOR FUND 205:	127.23
03/16/2023	GEN 2	32193	AUTO VALUE PARTS STORES	DFD VEHICLE MAINTENANCE	6.42
03/16/2023	GEN 2	32194	AUTOZONE	CFD WIRE BRUSH	4.99
03/16/2023	GEN 2	32194	AUTOZONE	CFD PAINT	9.29
				CHECK GEN 2 32194 TOTAL FOR FUND 205:	14.28
03/16/2023	GEN 2	32196	BOUND TREE MEDICAL LLC	CFD GIVEN TO DFD UNIFORM	190.99
03/16/2023	GEN 2	32197#	COMCAST	CFD	263.59
03/16/2023	GEN 2	32197	COMCAST	DFD	204.28
				CHECK GEN 2 32197 TOTAL FOR FUND 205:	467.87
03/16/2023	GEN 2	32198#	DELTA DENTAL	DENTAL	745.56
03/16/2023	GEN 2	32198	DELTA DENTAL	DENTAL	457.72
				CHECK GEN 2 32198 TOTAL FOR FUND 205:	1,203.28

03/16/2023	GEN 2	32203	KLEYN MOBILE REPAIR LLC	CFD AIR BRAKE PROBLEM	255.96
03/16/2023	GEN 2	32204	MACQUEEN EMERGENCY	DFD COAT AND PANT	2,950.95
03/16/2023	GEN 2	32205	MENARDS- WYOMING	DFD BRAD NAILS, HEAVY DUTY LINE	9.57
03/16/2023	GEN 2	32205	MENARDS- WYOMING	DFD WAX BOWL RING, AXE HANDLE	5.38
03/16/2023	GEN 2	32205	MENARDS- WYOMING	DFD WAX BOWL RING, AXE HANDLE	14.98
				CHECK GEN 2 32205 TOTAL FOR FUND 205:	29.93
03/16/2023	GEN 2	32207	PURITY CYLINDER GASES INC	CFD VALVE WITH TOGGLE LEVER	43.18
03/16/2023	GEN 2	32208#	THE BDI TEAM	CFD AND DFD TRAINING	150.00
03/16/2023	GEN 2	32208	THE BDI TEAM	CFD AND DFD TRAINING	155.00
				CHECK GEN 2 32208 TOTAL FOR FUND 205:	305.00
03/16/2023	GEN 2	32209	THE FIRST SIGNS OF FIRE	CFD REFLECTIVE EQUIPMENT MARKERS ASSET TAGS	176.95
03/16/2023	GEN 2	32211	VANDERTUIN PLUMBING	CFD CLOGGED DRAIN AND SLOAN VALVE	495.00
03/16/2023	GEN 2	32212	VECTORSOLUTIONS LEARNING	CFD SCHEDULING MODULE MEMBERSHIP AND MAINT	5,356.22
03/16/2023	GEN 2	32214#	ZYLSTRA DOOR INC	CFD SERVICE CALL	120.00
03/16/2023	GEN 2	32214	ZYLSTRA DOOR INC	DFD REPLACE OF TRANSMITTERS	310.80
				CHECK GEN 2 32214 TOTAL FOR FUND 205:	430.80

03/17/2023	GEN 2	32215	AMAZON CAPITAL SERVICES	DFD APPT BOOK, HAND SOAP, SPRAY BOTTLES, PAPER TOWEL, TIRE GUAGE, AIR FRESHENER	31.05
03/17/2023	GEN 2	32215	AMAZON CAPITAL SERVICES	DFD APPT BOOK, HAND SOAP, SPRAY BOTTLES, PAPER TOWEL, TIRE GUAGE, AIR FRESHENER	126.78
03/17/2023	GEN 2	32215	AMAZON CAPITAL SERVICES	DFD APPT BOOK, HAND SOAP, SPRAY BOTTLES, PAPER TOWEL, TIRE GUAGE, AIR FRESHENER	16.50
				CHECK GEN 2 32215 TOTAL FOR FUND 205:	174.33
03/17/2023	GEN 2	32216#	BLUE CROSS HSA	HSA	5,455.42
03/17/2023	GEN 2	32216	BLUE CROSS HSA	HSA	6,901.46
				CHECK GEN 2 32216 TOTAL FOR FUND 205:	12,356.88
03/17/2023	GEN 2	32218#	IPM SERVICES	LOST INVOICE CFD	25.00
03/17/2023	GEN 2	32218	IPM SERVICES	LOST INVOICE CFD	25.00
03/17/2023	GEN 2	32218	IPM SERVICES	LOST INVOICE CFD	25.00
03/17/2023	GEN 2	32218	IPM SERVICES	LOST INVOICE CFD	25.00
03/17/2023	GEN 2	32218	IPM SERVICES	LOST INVOICE DFD	25.00
03/17/2023	GEN 2	32218	IPM SERVICES	LOST INVOICE DFD	25.00
03/17/2023	GEN 2	32218	IPM SERVICES	LOST INVOICE DFD	25.00
				CHECK GEN 2 32218 TOTAL FOR FUND 205:	175.00
03/17/2023	GEN 2	32220	KLEYN MOBILE REPAIR LLC	CFD BRAKE SYSTEM REPAIR	5,022.37
03/25/2023	GEN 2	32224#	AMAZON CAPITAL SERVICES	CFD EXAM GLOVES	236.76
03/25/2023	GEN 2	32224	AMAZON CAPITAL SERVICES	CFD RECOIL STARTER FITS, FACE MASKS	169.90
03/25/2023	GEN 2	32224	AMAZON CAPITAL SERVICES	CFD MOP, REFRIG DOOR HANDLE, TACTICAL HANGER	25.64
03/25/2023	GEN 2	32224	AMAZON CAPITAL SERVICES	CFD MOP, REFRIG DOOR HANDLE, TACTICAL HANGER	101.67
03/25/2023	GEN 2	32224	AMAZON CAPITAL SERVICES	CFD RECOIL STARTER FITS, FACE MASKS	68.05
03/25/2023	GEN 2	32224	AMAZON CAPITAL SERVICES	CFD MOP, REFRIG DOOR HANDLE, TACTICAL HANGER	17.47
03/25/2023	GEN 2	32224	AMAZON CAPITAL SERVICES	PURPLE POWER CLEANER	6.97
				CHECK GEN 2 32224 TOTAL FOR FUND 205:	626.46

03/25/2023	GEN 2	32227	BOUND TREE MEDICAL LLC	CFD OXYGEN REGULATOR	82.99
03/25/2023	GEN 2	32230#	DTE ENERGY	CFD	785.38
03/25/2023	GEN 2	32230	DTE ENERGY	DFD	946.46
				CHECK GEN 2 32230 TOTAL FOR FUND 205:	1,731.84
03/25/2023	GEN 2	32232#	IPM SERVICES	CFD PEST	25.00
03/25/2023	GEN 2	32232	IPM SERVICES	DFD PEST	25.00
				CHECK GEN 2 32232 TOTAL FOR FUND 205:	50.00
03/25/2023	GEN 2	32235	KENT COUNTY TREASURER	FEBRUARY 2023 TOWNSHIP LAW CP OFFICER	71,260.80
03/25/2023	GEN 2	32245	STAR 2 STAR COMMUNICATIONS	DFD	437.40
03/28/2023	GEN 2	32247#	AMAZON CAPITAL SERVICES	CFD COFFEE, GRILL BRUSH, ORGANIZER, FABRIC SOFTENER, TIDE	49.99
03/28/2023	GEN 2	32247	AMAZON CAPITAL SERVICES	CFD COFFEE, GRILL BRUSH, ORGANIZER, FABRIC SOFTENER, TIDE	131.95
03/28/2023	GEN 2	32247	AMAZON CAPITAL SERVICES	DFD STATE FLAG, SHOWER RACKS, US FLAG, NITE STANDS, LOAF DISH, SHELVES, HOOKS, MEASURING CUPS	146.69
03/28/2023	GEN 2	32247	AMAZON CAPITAL SERVICES	DFD STATE FLAG, SHOWER RACKS, US FLAG, NITE STANDS, LOAF DISH, SHELVES, HOOKS, MEASURING CUPS	49.88
				CHECK GEN 2 32247 TOTAL FOR FUND 205:	378.51
03/28/2023	GEN 2	32248	BOUND TREE MEDICAL LLC	CFD O2 PACK, DEFIB PADS, CATHETER	40.13
03/28/2023	GEN 2	32249	COMCAST	DFD	232.34
03/28/2023	GEN 2	32251	FIRST BANKCARD CENTER	DFD TRUCK PARTS	18.04

03/28/2023	GEN 2	32258	GORDON WATER	DFD	10.79
03/28/2023	GEN 2	32262	LEXIPOL LLC	DFD FIRE PROCEEDURES	3,151.62
03/28/2023	GEN 2	32266	SAFEWARE INC	COMBUSTIBLE CATALYTIC BEAD % LEL SENSOR	254.06
03/28/2023	GEN 2	32267#	SPRINT	CELL PHONE	38.00
03/28/2023	GEN 2	32267	SPRINT	CELL PHONE	19.00
				CHECK GEN 2 32267 TOTAL FOR FUND 205:	57.00
03/28/2023	GEN 2	32269	WEX BANK	DFD FUEL	733.59
				Total for fund 205 PUBLIC SAFETY SAD	127,376.03

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

03/31/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 03/01/2023 - 03/31/2023

549 Bld Inspections

Check Date	Bank	Check #	Payee	Description	Amount
03/07/2023	GEN 2	32173	PHASE 3 GRAPHICS	BUSINESS CARDS	49.00
03/07/2023	GEN 2	32176	SPRINT	CELL PHONE	43.30
03/13/2023	GEN 2	32189	PROFESSIONAL CODE INSPECTIONS INC	MECHANICAL, PLUMBING, ELECTRIC INSPECTIONS	6,760.00
03/16/2023	GEN 2	32198	DELTA DENTAL	DENTAL	79.60
03/17/2023	GEN 2	32216	BLUE CROSS HSA	HSA	2,733.81
03/28/2023	GEN 2	32260	INTRNL ASSOC OF ELECTRIC INSPECTORS	SENIOR PROFESSIONAL ONE YEAR MEMBERSHIP FOI	105.00
03/28/2023	GEN 2	32265	METRO BUILDING INSP ASSOCIATION	2015 ACCESSIBILITY AND USABILITY COMMERCIAL A	30.00
03/28/2023	GEN 2	32267	SPRINT	CELL PHONE	38.00
03/28/2023	GEN 2	32268	STERICYCLE INC.	ANNUAL SHREDING BETWEEN ELECTIONS, CLERK, W	597.43
				Total for fund 549 BUILDING INSPECTIONS DEPT	10,436.14

03/29/2023 03:36 PM
User: TRACY
DB: Gaines Township

CHECK REGISTER FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 03/01/2023 - 03/31/2023

Page: 1/1

J.A. ii) d)

Check Date	Check	Vendor Name	Description	Amount
Bank WSK2 WATER/SEWER CHECKING				
03/06/2023	5675	GAINES TOWNSHIP GENERAL FUND	2022 4TH QTR GEN FUND REIMBURSEMENT	18,632.04
03/06/2023	5676	KENT COUNTY ROAD COMMISSION	68TH ST SEWER	23,203.10
03/21/2023	5677	1661 CRYSTAL SPRINGS VENTURES, LLC	UB refund for account: CSBD-001661-0000-	2,865.14
03/21/2023	5678	BYRON GAINES UTILITY AUTHORITY	FEB 23 PAYROLL	36,553.03
			CITY OF GR SEWER FEB 23	13,392.83
			CITY OF WYOMING WATER & SEWER FEB 23	190,905.48
			OP EXP, CAP EXP, METERS	76,931.52
			CR MEMO GR SEWER	(14,591.62)
			CR MEMO OP EXP CAL TWP	(4,024.25)
			CR MEMO 2022 REIMB EXPENSES	(23,253.37)
				<u>275,913.62</u>
03/21/2023	5679	EXTEND YOUR REACH	MARCH 2023 UTILITY BILLS	397.39
03/21/2023	5680	GAINES TOWNSHIP GENERAL FUND	2023 1ST QTR GEN FUND REIMBURSEMENT	12,929.04
03/21/2023	5681	HESSELINK, ROSS	UB refund for account: SCDR-000431-0000-	40.92
03/21/2023	5682	STINE, DAN	UB refund for account: GHDR-006634-0000-	214.98
03/21/2023	5683	VRIESMAN & KORHORN	COOKS CROSSING S PH 4	1,394.21
			123 NET	54.50
			THORNAPPLE FARMS	780.00
			RIVER BIRCH APT PH2	2,684.93
			WARREN WOODS PUD	951.00
			TOWNLINE ECC	78.00
			RAPIDS DR EXT	211.67
			4640 60TH PH2	1,173.93
			AMAZON DELIVERY STATION	381.50
			PRAIRIE WOLF STATION	624.00
			SWITCH PH2	156.00
			WATER & SEWER SYS VALUES	540.00
			GPS UTILITY PICKUP	3,125.54
			MISC SEWER SYS	2,271.36
			MISC WATER SYS	2,951.49
				<u>17,378.13</u>
WSCK2 TOTALS:				
Total of 9 Checks:				351,574.36
Less 0 Void Checks:				0.00
Total of 9 Disbursements:				<u>351,574.36</u>



Revenue Breakdown Report

Page: 1 of 25

04/03/2023

Filter: All Records, Transaction.DateToPostOn Between 3/1/2023 12:00:00 AM AND 3/31/2023 11:59:59 PM

Unit Totals

Unit Name	Records	Revenue
	162	50,583.50
TOTAL	162	50,583.50

Record Type Totals

Unit:	Records	Revenue
Name	1	15.00
Permit	161	50,568.50
UNIT TOTAL:	162	50,583.50

Record Type Breakdowns

Unit:	Records	Revenue
Record Type: Name		
	1	15.00
TOTAL:	1	15.00

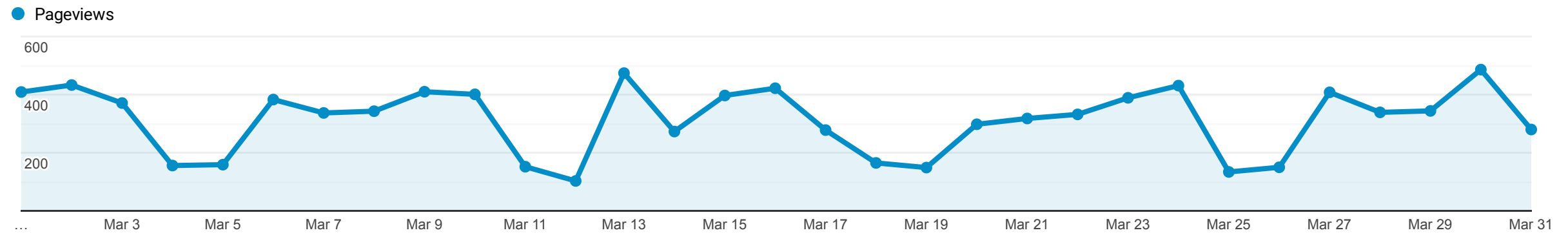
Record Type: Permit	Records	Revenue
Building	28	25,637.00
Commercial Sign	1	130.00
Deck	6	780.00
Electrical	41	9,659.00
Furnace Replacement	1	110.00
Irrigation Meter	3	260.00
Mechanical	39	5,767.50
Mobile Home Building	1	86.00
Plumbing	24	6,584.00
Residential Roofing	13	1,170.00
Swimming Pool	1	130.00
Water Heater Replacement	3	255.00
TOTAL:	161	50,568.50

Pages

All Users
100.00% Pageviews

Mar 1, 2023 - Mar 31, 2023

Explorer

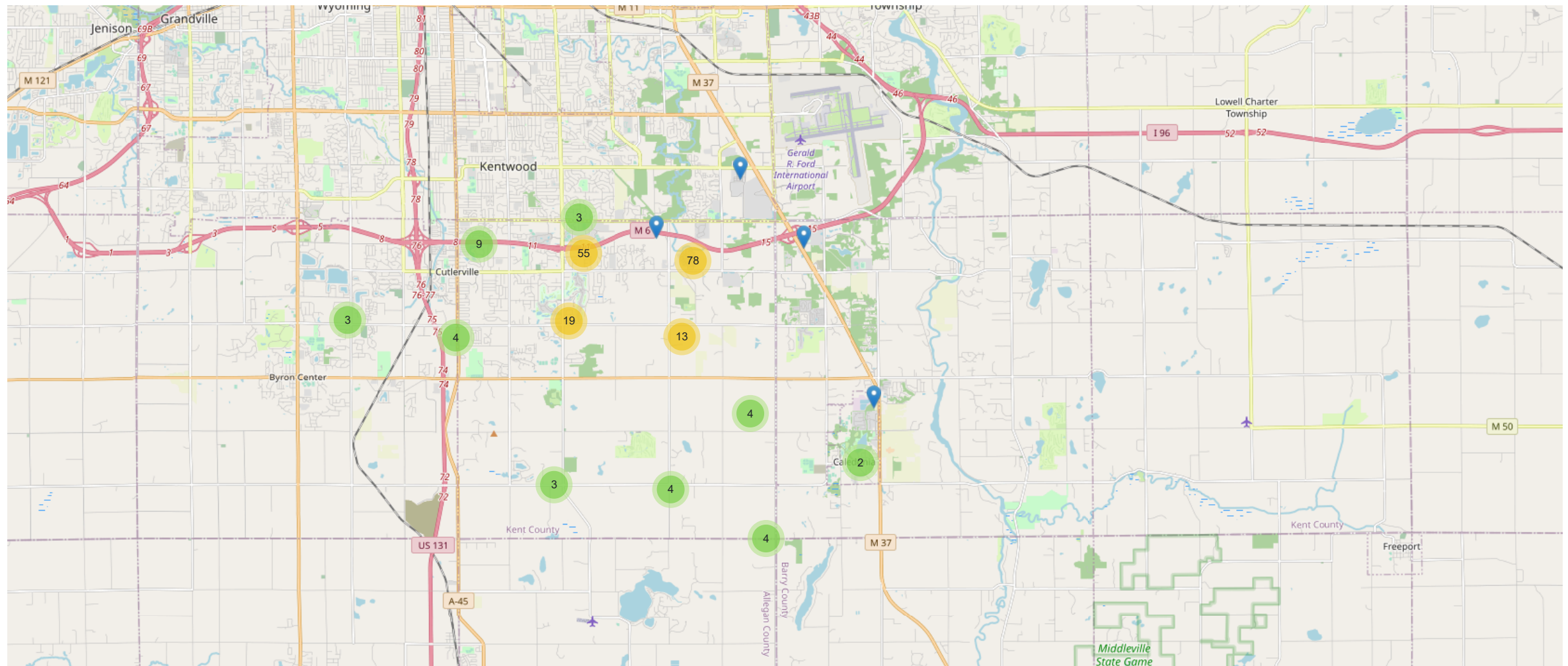


Page		Pageviews	Unique Pageviews	Avg. Time on Page	Entrances	Bounce Rate	% Exit	Page Value
		9,693 % of Total: 100.00% (9,693)	7,798 % of Total: 100.00% (7,798)	00:01:49 Avg for View: 00:01:49 (0.00%)	4,428 % of Total: 100.00% (4,428)	51.36% Avg for View: 51.36% (0.00%)	45.68% Avg for View: 45.68% (0.00%)	\$0.00 % of Total: 0.00% (\$0.00)
1. /		2,438 (25.15%)	1,965 (25.20%)	00:01:27	1,736 (39.21%)	41.42%	45.20%	\$0.00 (0.00%)
2. /document_center/index.php		664 (6.85%)	578 (7.41%)	00:05:05	208 (4.70%)	86.06%	72.14%	\$0.00 (0.00%)
3. /how_do_i_(faq)/contact/office.php		383 (3.95%)	320 (4.10%)	00:01:02	86 (1.94%)	58.14%	42.04%	\$0.00 (0.00%)
4. /online_services/index.php		368 (3.80%)	342 (4.39%)	00:04:04	194 (4.38%)	64.95%	61.14%	\$0.00 (0.00%)
5. /departments/water_sewer.php		342 (3.53%)	263 (3.37%)	00:02:16	215 (4.86%)	41.86%	42.69%	\$0.00 (0.00%)
6. /residents/index.php		338 (3.49%)	222 (2.85%)	00:01:58	37 (0.84%)	56.76%	42.31%	\$0.00 (0.00%)
7. /revize/gaines/		329 (3.39%)	244 (3.13%)	00:00:49	223 (5.04%)	35.43%	31.91%	\$0.00 (0.00%)
8. /departments/planning_zoning.php		290 (2.99%)	230 (2.95%)	00:01:21	140 (3.16%)	45.00%	35.52%	\$0.00 (0.00%)
9. /departments/treasurer_.php		183 (1.89%)	150 (1.92%)	00:01:42	105 (2.37%)	60.00%	57.92%	\$0.00 (0.00%)
10. /revize/gaines/document_center/index.php		166 (1.71%)	64 (0.82%)	00:02:14	20 (0.45%)	30.00%	28.31%	\$0.00 (0.00%)

Rows 1 - 10 of 413

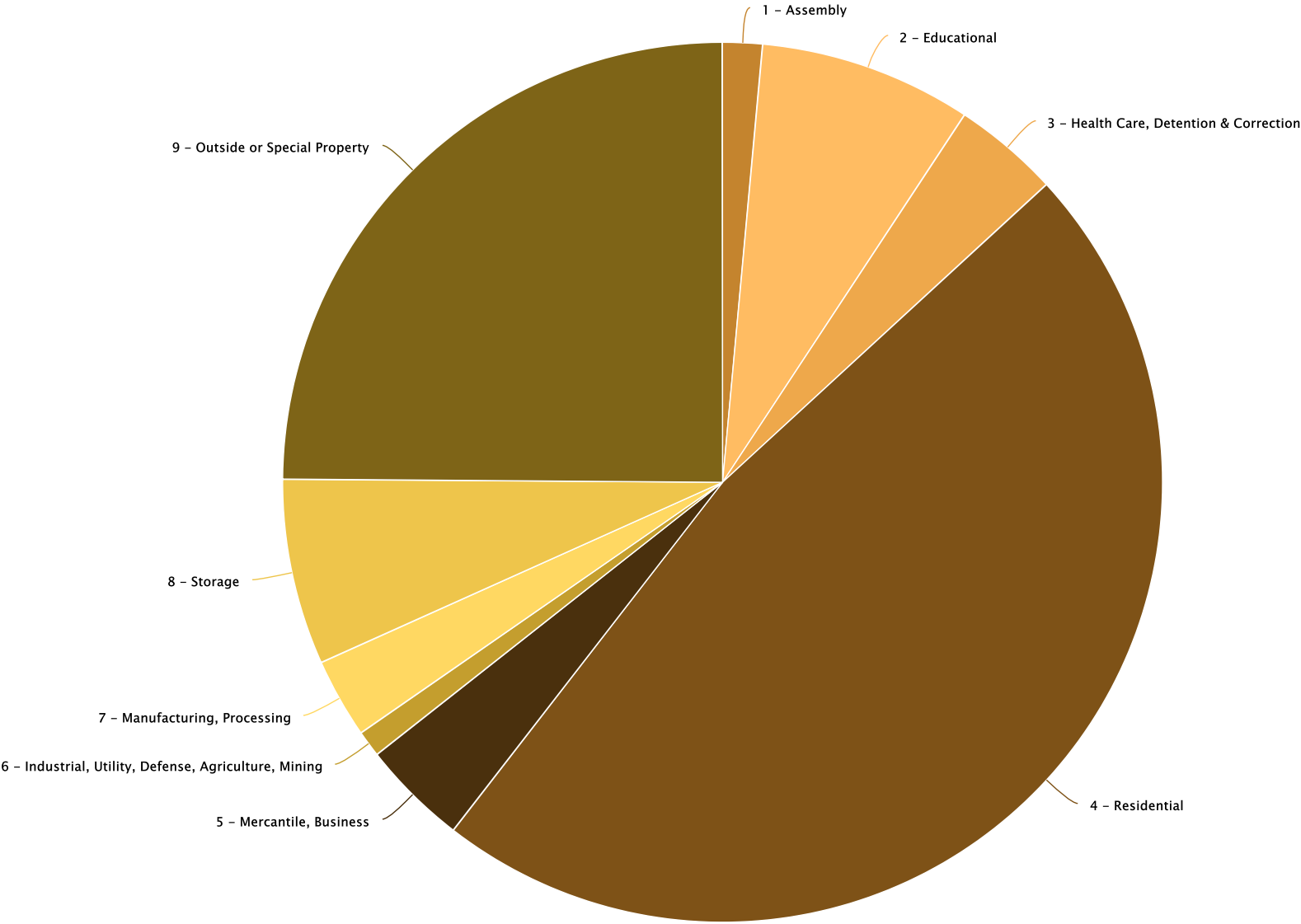
Scene Locations of Fire Incidents

N = 205 Jan 01, 2023 to Mar 31, 2023



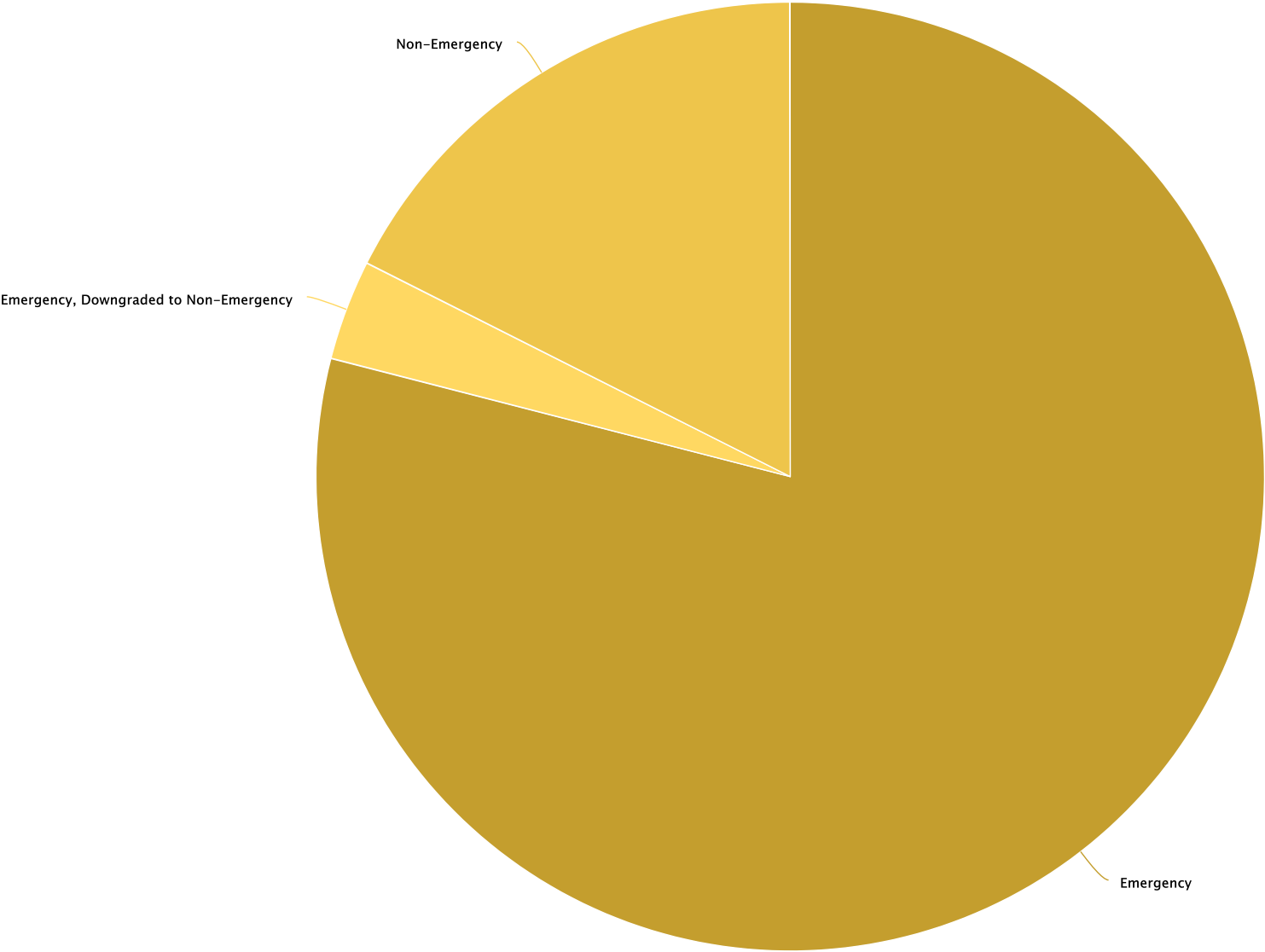
Incidents by Property Use Category

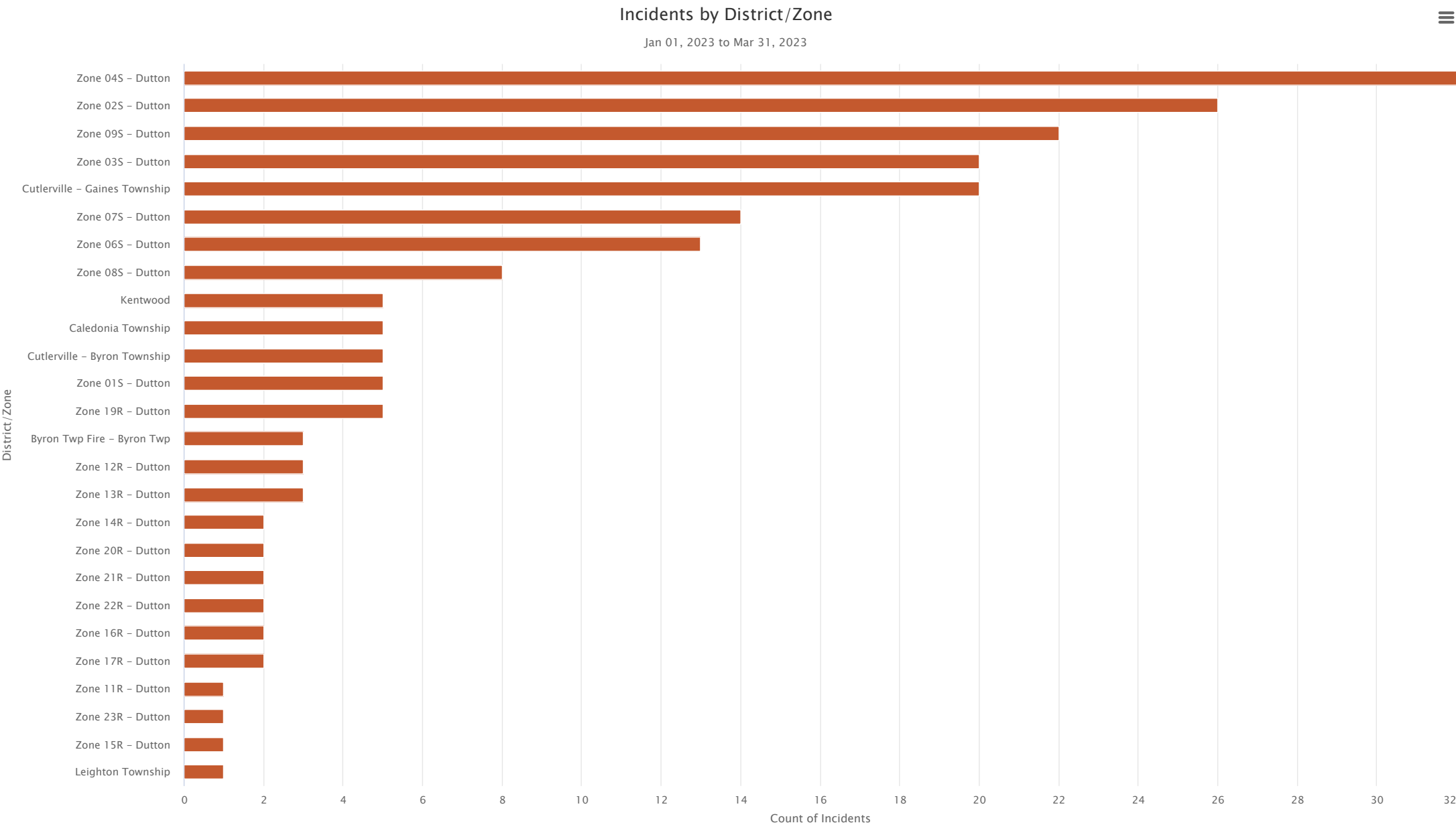
Jan 01, 2023 to Mar 31, 2023



Incidents by Response Mode To Scene

Jan 01, 2023 to Mar 31, 2023

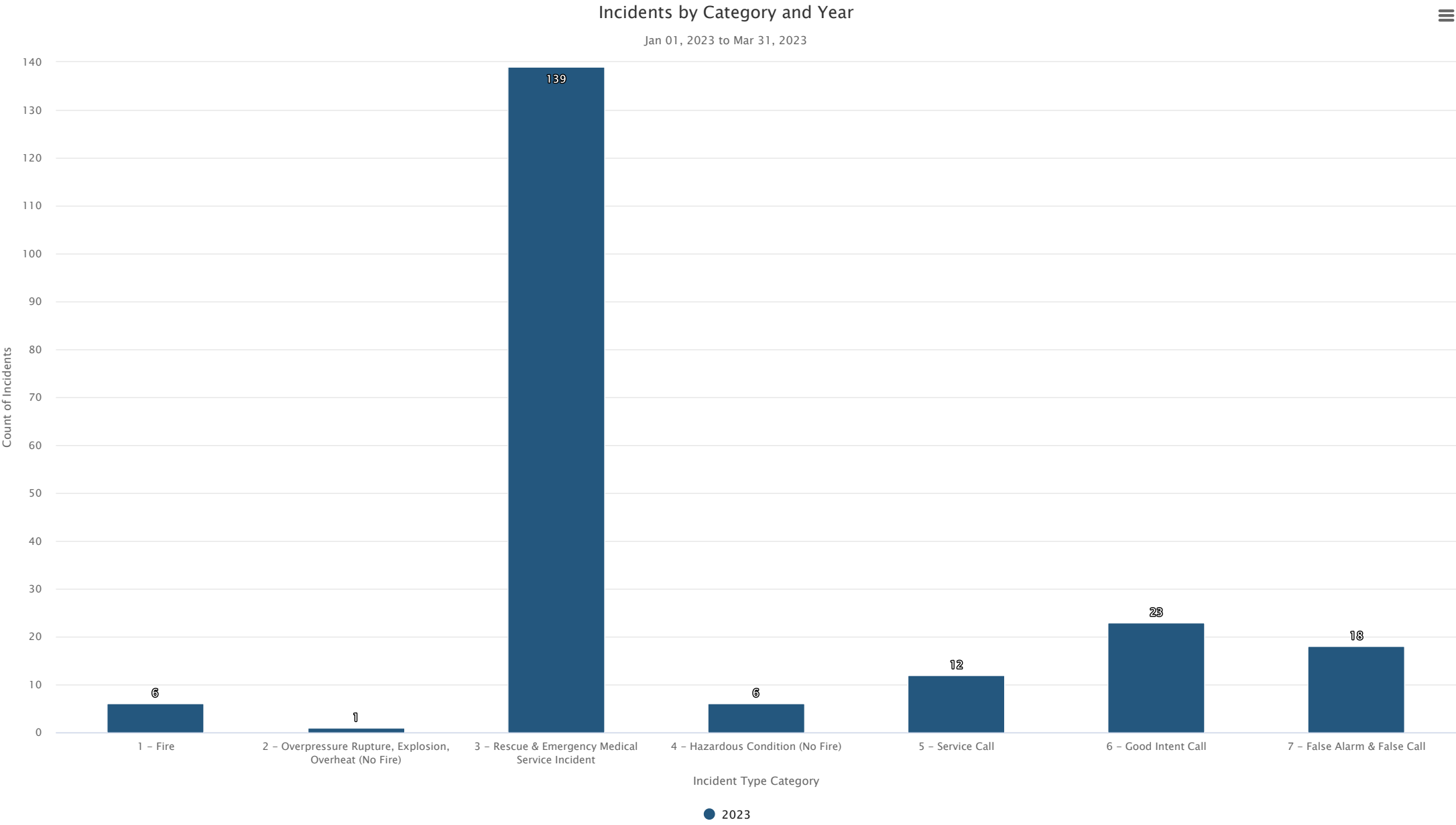




Incidents by District/Zone

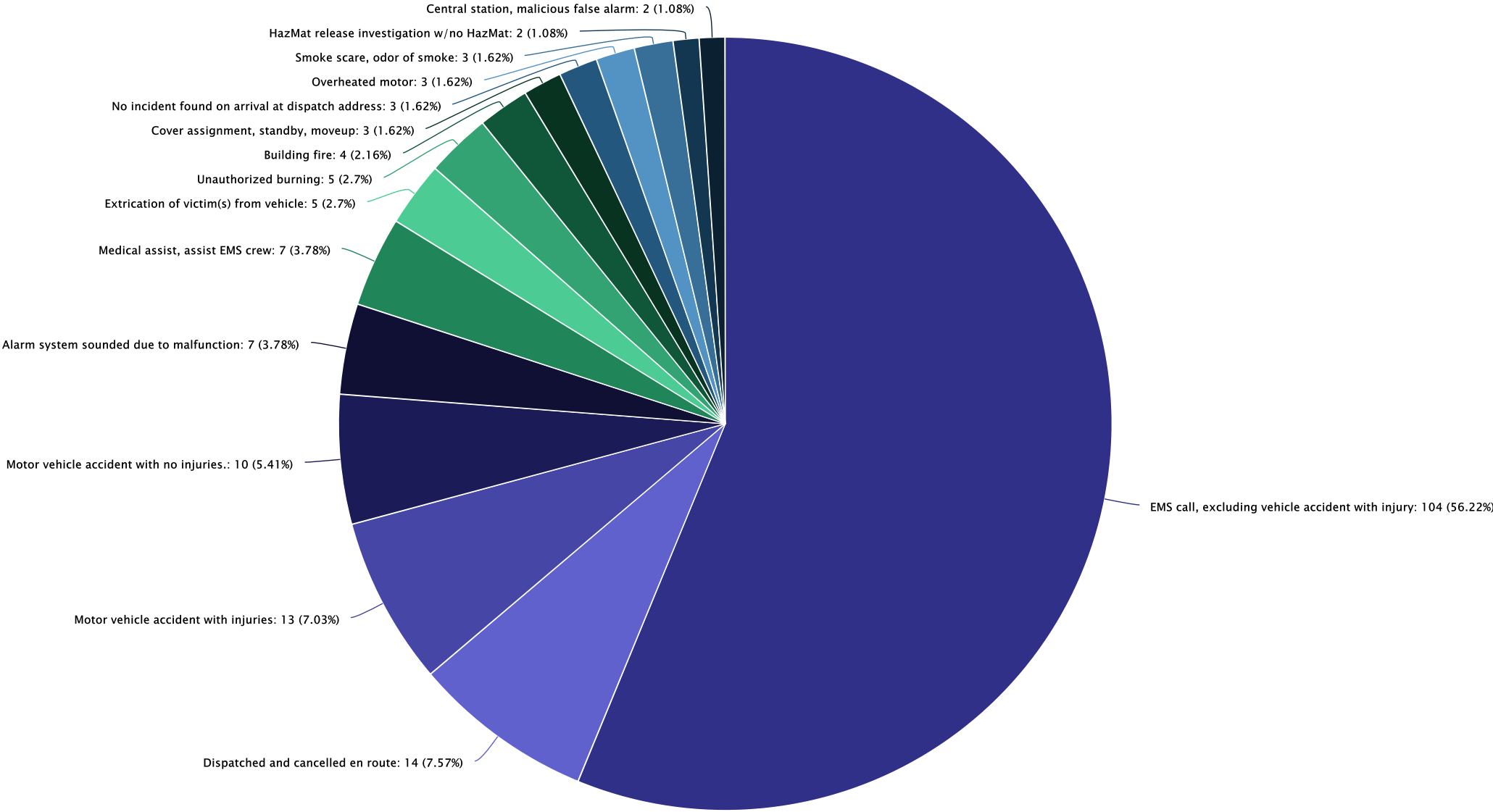
Jan 01, 2022 12:00 AM to Apr 03, 2023 08:07 PM

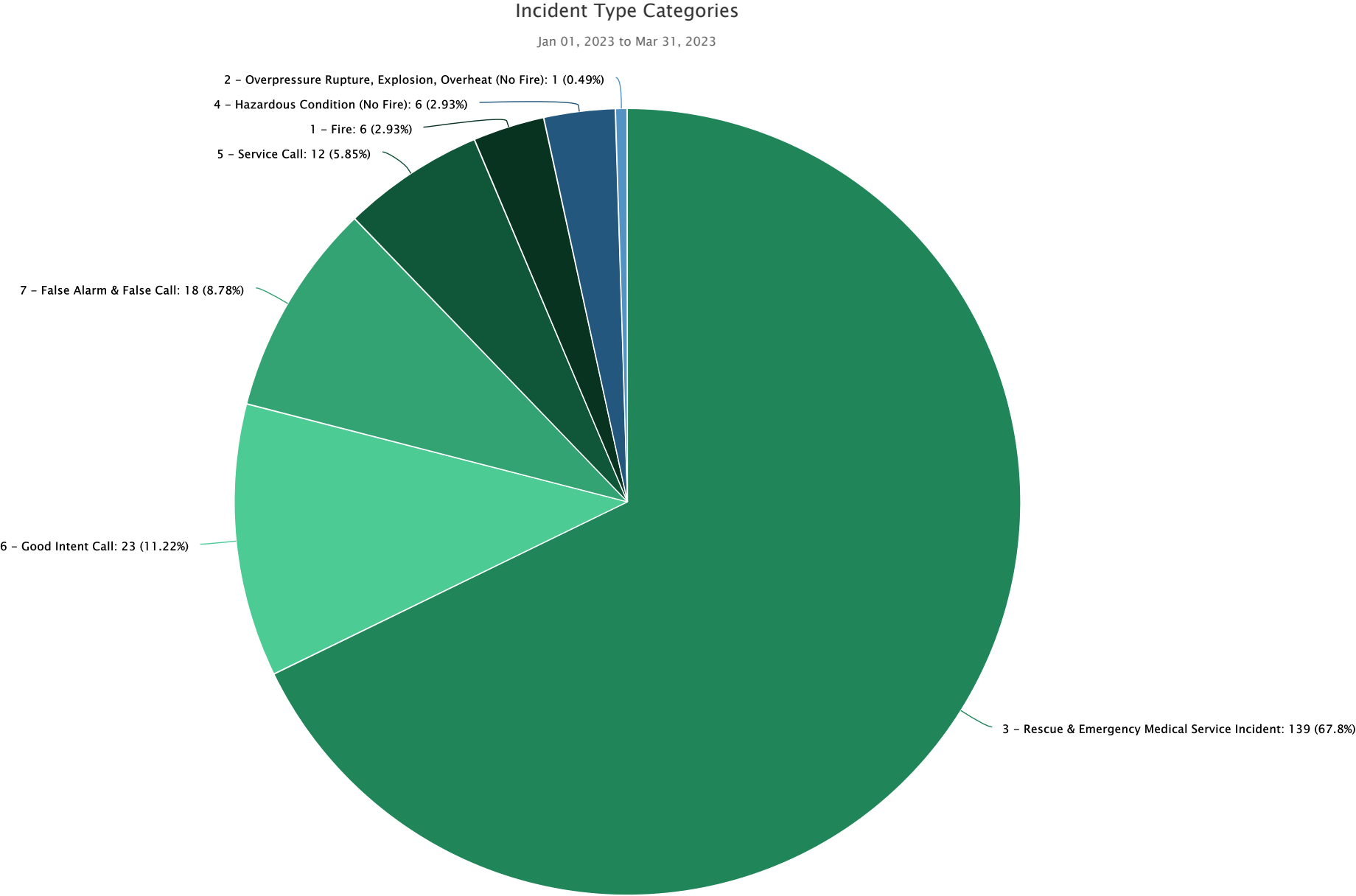
	2023				2023		2022		
District/Zone	Jan	Feb	Mar	Apr	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	YTD % Change
Byron Twp Fire - Byron Twp	0	2	1	0	3	1%	0	N/A	N/A
Caledonia Township	2	3	0	1	6	3%	0	N/A	N/A
Cutlerville - Byron Township	2	3	0	0	5	2%	0	N/A	N/A
Cutlerville - Gaines Township	6	6	8	0	20	10%	0	N/A	N/A
Kentwood	3	1	1	0	5	2%	0	N/A	N/A
Leighton Township	1	0	0	0	1	0%	0	N/A	N/A
Zone 01S - Dutton	3	1	1	1	6	3%	0	N/A	N/A
Zone 02S - Dutton	8	9	9	0	26	12%	0	N/A	N/A
Zone 03S - Dutton	6	4	10	0	20	10%	0	N/A	N/A
Zone 04S - Dutton	13	12	7	0	32	15%	0	N/A	N/A
Zone 06S - Dutton	2	7	4	1	14	7%	0	N/A	N/A
Zone 07S - Dutton	5	4	5	0	14	7%	0	N/A	N/A
Zone 08S - Dutton	3	1	4	0	8	4%	0	N/A	N/A
Zone 09S - Dutton	7	7	8	1	23	11%	0	N/A	N/A
Zone 11R - Dutton	0	0	1	0	1	0%	0	N/A	N/A
Zone 12R - Dutton	0	1	2	0	3	1%	0	N/A	N/A
Zone 13R - Dutton	1	1	1	0	3	1%	0	N/A	N/A
Zone 14R - Dutton	0	1	1	0	2	1%	0	N/A	N/A
Zone 15R - Dutton	0	1	0	1	2	1%	0	N/A	N/A
Zone 16R - Dutton	0	0	2	0	2	1%	0	N/A	N/A
Zone 17R - Dutton	0	1	1	0	2	1%	0	N/A	N/A
Zone 19R - Dutton	3	1	1	0	5	2%	0	N/A	N/A
Zone 20R - Dutton	1	0	1	0	2	1%	0	N/A	N/A
Zone 21R - Dutton	0	1	1	0	2	1%	0	N/A	N/A
Zone 22R - Dutton	0	1	1	0	2	1%	0	N/A	N/A
Zone 23R - Dutton	0	0	1	0	1	0%	0	N/A	N/A
Grand Total	66	68	71	5	210	100%	0	100%	N/A



Incident Types (Top 15)

Jan 01, 2023 to Mar 31, 2023





Incidents by Category and Month

Jan 01, 2022 12:00 AM to Apr 03, 2023 08:07 PM



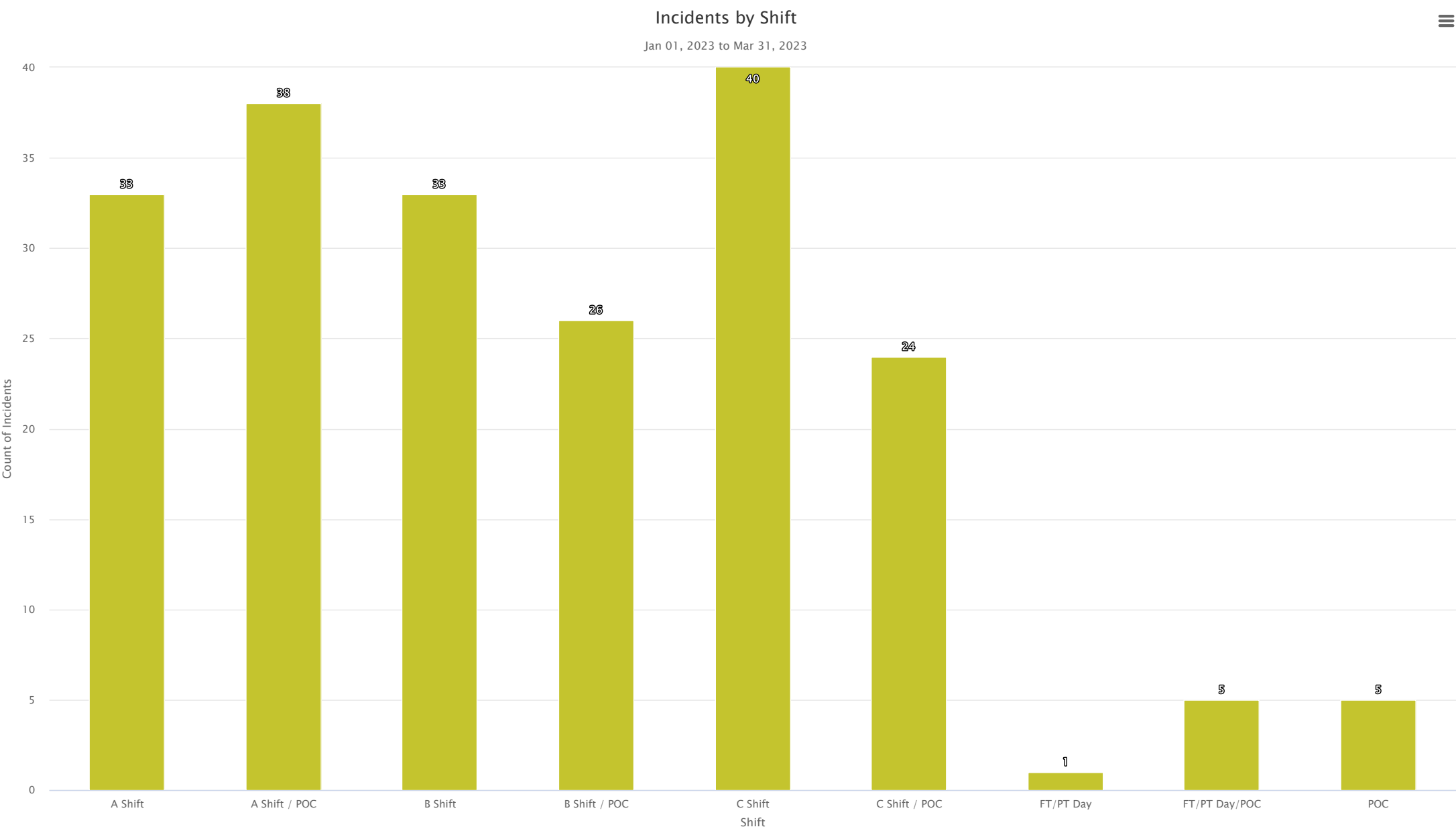
Incident Type Category	2023				2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
1 - Fire	3	2	1	0	6	3%	0	N/A	N/A
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	0	1	0	0	1	0%	0	N/A	N/A
3 - Rescue & Emergency Medical Service Incident	39	46	54	3	142	68%	0	N/A	N/A
4 - Hazardous Condition (No Fire)	1	4	1	1	7	3%	0	N/A	N/A
5 - Service Call	4	3	5	0	12	6%	0	N/A	N/A
6 - Good Intent Call	10	6	7	0	23	11%	0	N/A	N/A
7 - False Alarm & False Call	9	6	3	1	19	9%	0	N/A	N/A
Grand Total	66	68	71	5	210	100%	0	100%	N/A

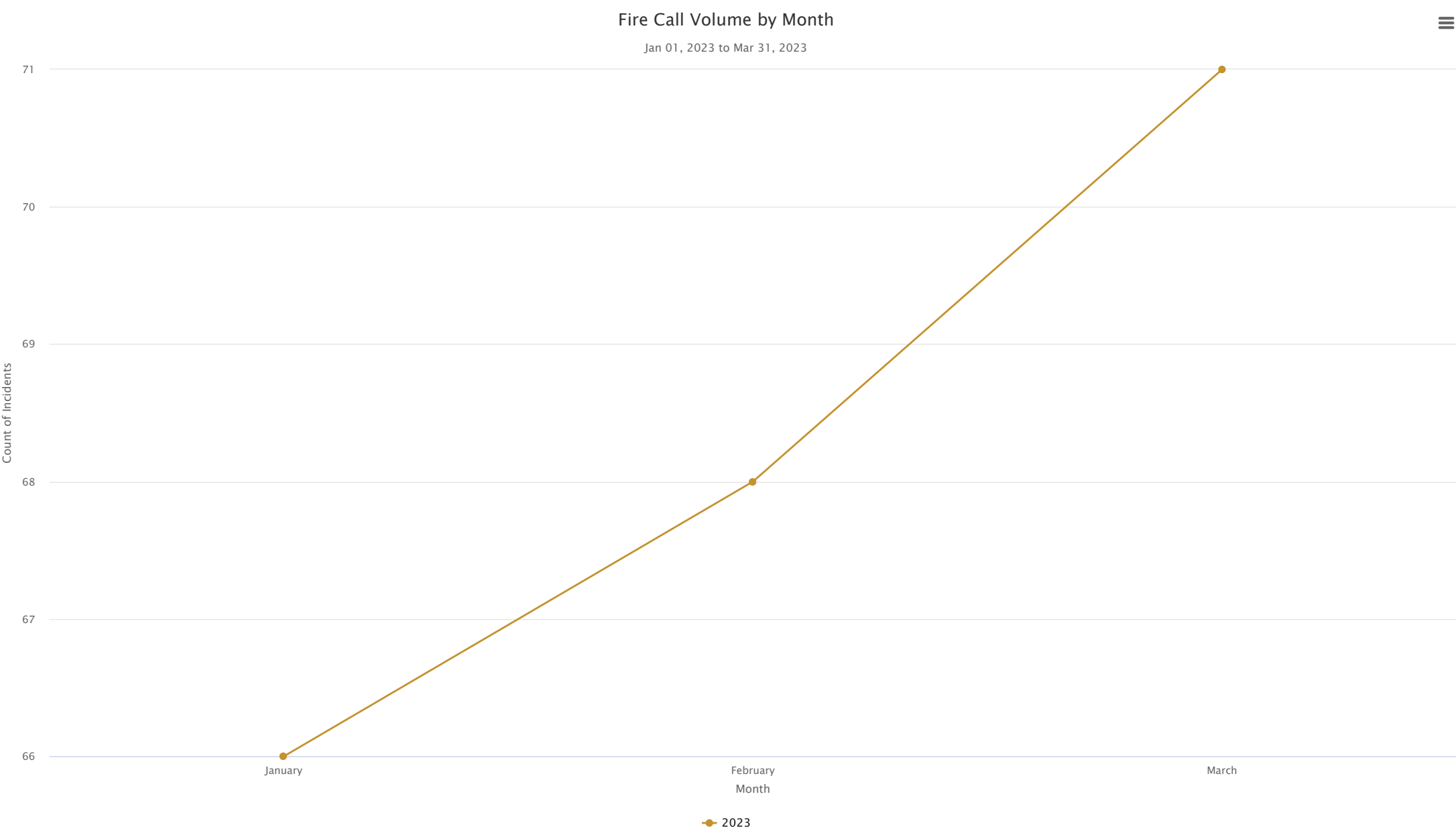
Station Summary Report

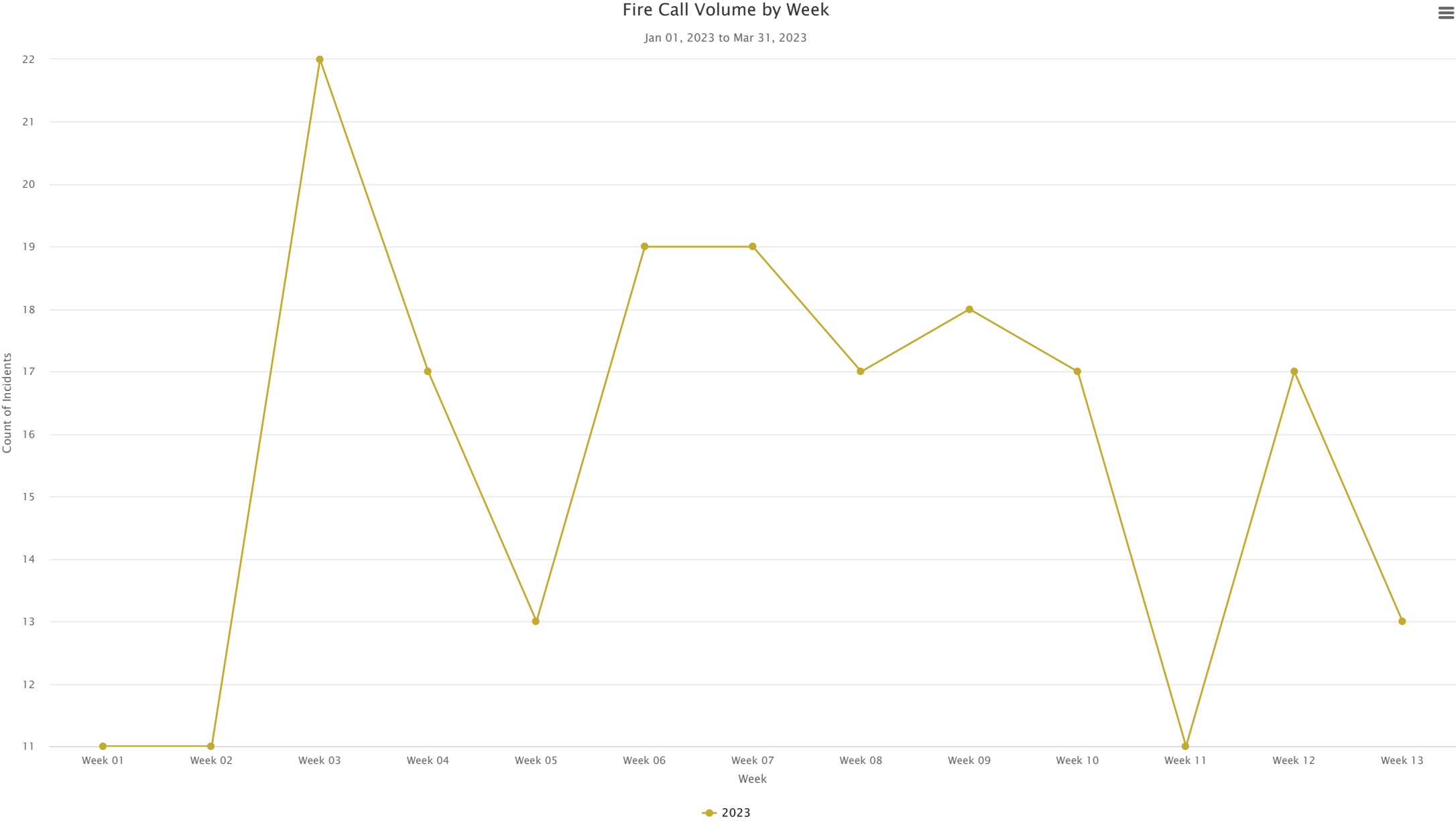
Jan 01, 2023 to Mar 31, 2023

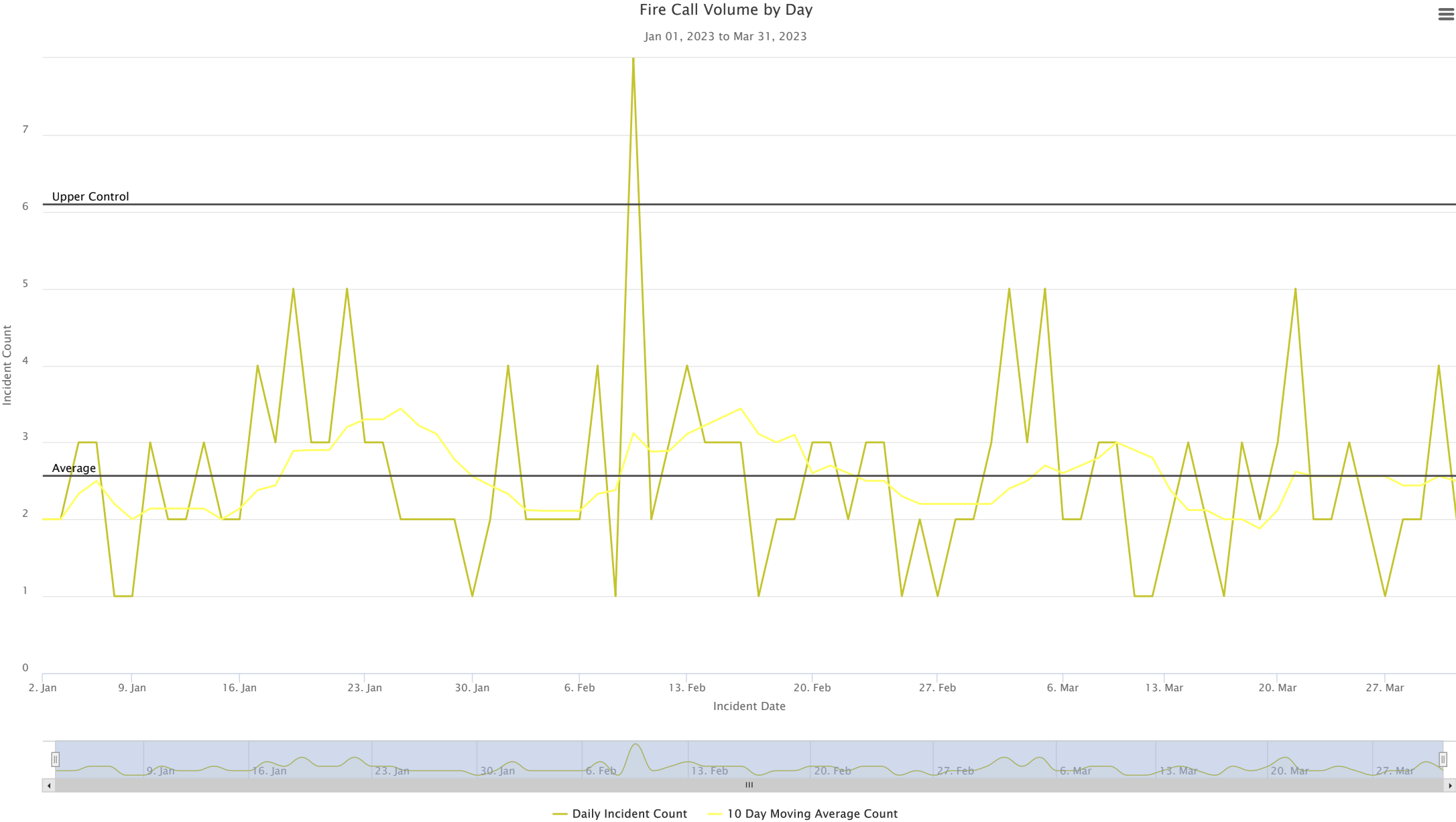


Station	EMS Incidents	Fire Incidents	Other Incidents	Total Incidents	% of Total Incidents	Station Reliability	90th Percentile Response Time (PSAP to Arrival)
Dutton Fire Station	139	6	60	205	100%	93.66%	00:10:40
Overall	139	6	60	205	100%	93.66%	00:10:40







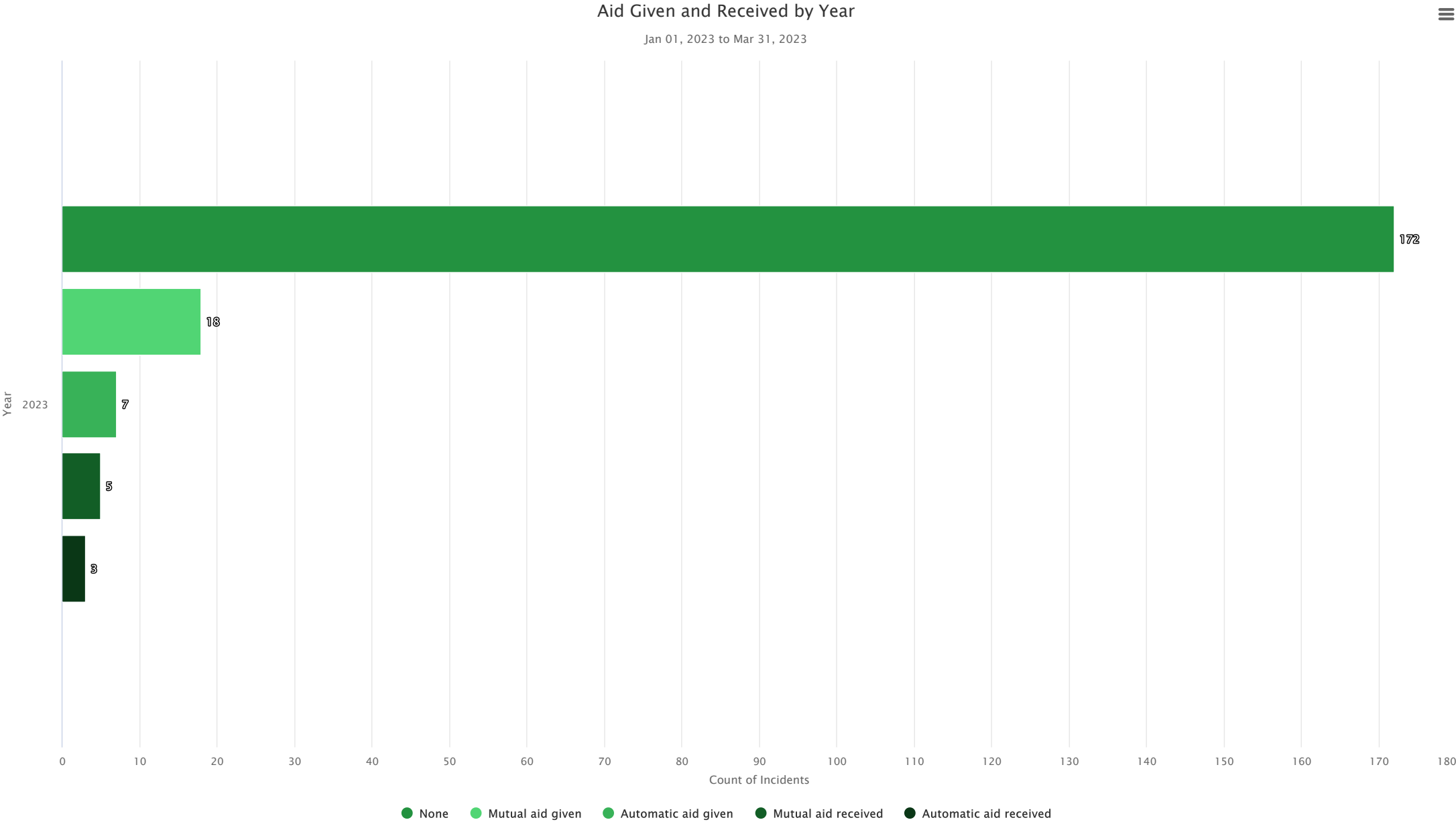


Aid Given and Received Summary

Jan 01, 2023 to Mar 31, 2023



Fire Department	Automatic Aid Given	% of Total Automatic Aid Given	Automatic Aid Received	% of Total Automatic Aid Received	Mutual Aid Given	% of Total Mutual Aid Given	Mutual Aid Received	% of Total Mutual Aid Received
Byron Township Fire Department	0	0%	0	0%	2	11.11%	0	0%
Caledonia Township Fire Department	1	14.29%	1	16.67%	1	5.56%	4	80%
City of Kentwood Fire Department	3	42.86%	2	33.33%	1	5.56%	1	20%
Cutlerville Fire Department	3	42.86%	3	50%	14	77.78%	0	0%
Overall	7	100%	6	100%	18	100%	5	100%



Mutual Aid Given by Incident Type Category

Jan 01, 2022 12:00 AM to Apr 03, 2023 08:07 PM



Incident Type Category	2023				2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
3 - Rescue & Emergency Medical Service Incident	6	7	3	0	16	89%	0	N/A	N/A
5 - Service Call	0	1	1	0	2	11%	0	N/A	N/A
Grand Total	6	8	4	0	18	100%	0	100%	N/A

Automatic Aid Given by Incident Type Category

Jan 01, 2022 12:00 AM to Apr 03, 2023 08:07 PM



Incident Type Category	2023				2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
1 - Fire	1	1	0	0	2	29%	0	N/A	N/A
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	0	1	0	0	1	14%	0	N/A	N/A
4 - Hazardous Condition (No Fire)	0	1	0	0	1	14%	0	N/A	N/A
5 - Service Call	1	0	0	0	1	14%	0	N/A	N/A
6 - Good Intent Call	1	1	0	0	2	29%	0	N/A	N/A
Grand Total	3	4	0	0	7	100%	0	100%	N/A

Mutual Aid Received by Incident Type Category

Jan 01, 2022 12:00 AM to Apr 03, 2023 08:07 PM



	2023				2023		2022		
Incident Type Category	Jan	Feb	Mar	Apr	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	YTD % Change
3 - Rescue & Emergency Medical Service Incident	2	3	0	0	5	100%	0	N/A	N/A
Grand Total	2	3	0	0	5	100%	0	100%	N/A

Automatic Aid Received by Incident Type Category

Jan 01, 2022 12:00 AM to Apr 03, 2023 08:07 PM



Incident Type Category	2023				2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
4 - Hazardous Condition (No Fire)	0	1	0	0	1	33%	0	N/A	N/A
6 - Good Intent Call	1	0	0	0	1	33%	0	N/A	N/A
7 - False Alarm & False Call	0	1	0	0	1	33%	0	N/A	N/A
Grand Total	1	2	0	0	3	100%	0	100%	N/A

Mutual Aid Given by Fire Department Given Aid

Jan 01, 2022 12:00 AM to Apr 03, 2023 08:07 PM



		2023				2023		2022		
Fire Department	FDID	Jan	Feb	Mar	Apr	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	YTD % Change
Byron Township Fire Department	04104	0	2	0	0	2	11%	0	N/A	N/A
Caledonia Township Fire Department	04105	1	0	0	0	1	6%	0	N/A	N/A
City of Kentwood Fire Department	04116	1	0	0	0	1	6%	0	N/A	N/A
Cutlerville Fire Department		4	6	4	0	14	78%	0	N/A	N/A
Grand Total		6	8	4	0	18	100%	0	100%	N/A

Automatic Aid Given by Fire Department Given Aid

Jan 01, 2022 12:00 AM to Apr 03, 2023 08:07 PM



		2023				2023		2022		
Fire Department	FDID	Jan	Feb	Mar	Apr	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	YTD % Change
Caledonia Township Fire Department	04105	0	1	0	0	1	14%	0	N/A	N/A
City of Kentwood Fire Department	04116	2	1	0	0	3	43%	0	N/A	N/A
Cutlerville Fire Department		1	2	0	0	3	43%	0	N/A	N/A
Grand Total		3	4	0	0	7	100%	0	100%	N/A

Mutual Aid Received by Fire Department

Jan 01, 2022 12:00 AM to Apr 03, 2023 08:07 PM



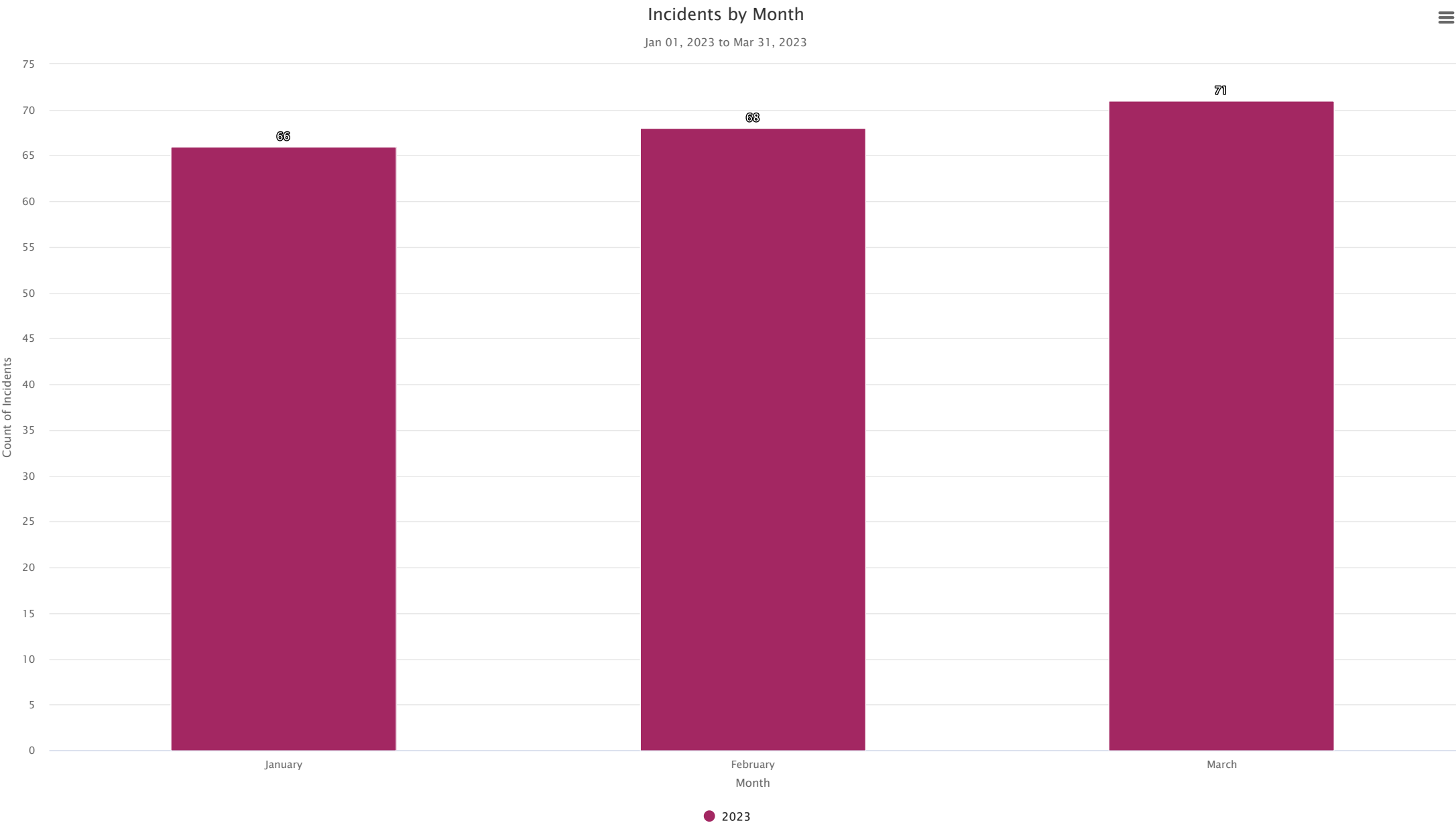
	2023				2023		2022		
Fire Department	Jan	Feb	Mar	Apr	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	YTD % Change
Caledonia Township Fire Department	2	2	0	0	4	80%	0	N/A	N/A
City of Kentwood Fire Department	0	1	0	0	1	20%	0	N/A	N/A
Grand Total	2	3	0	0	5	100%	0	100%	N/A

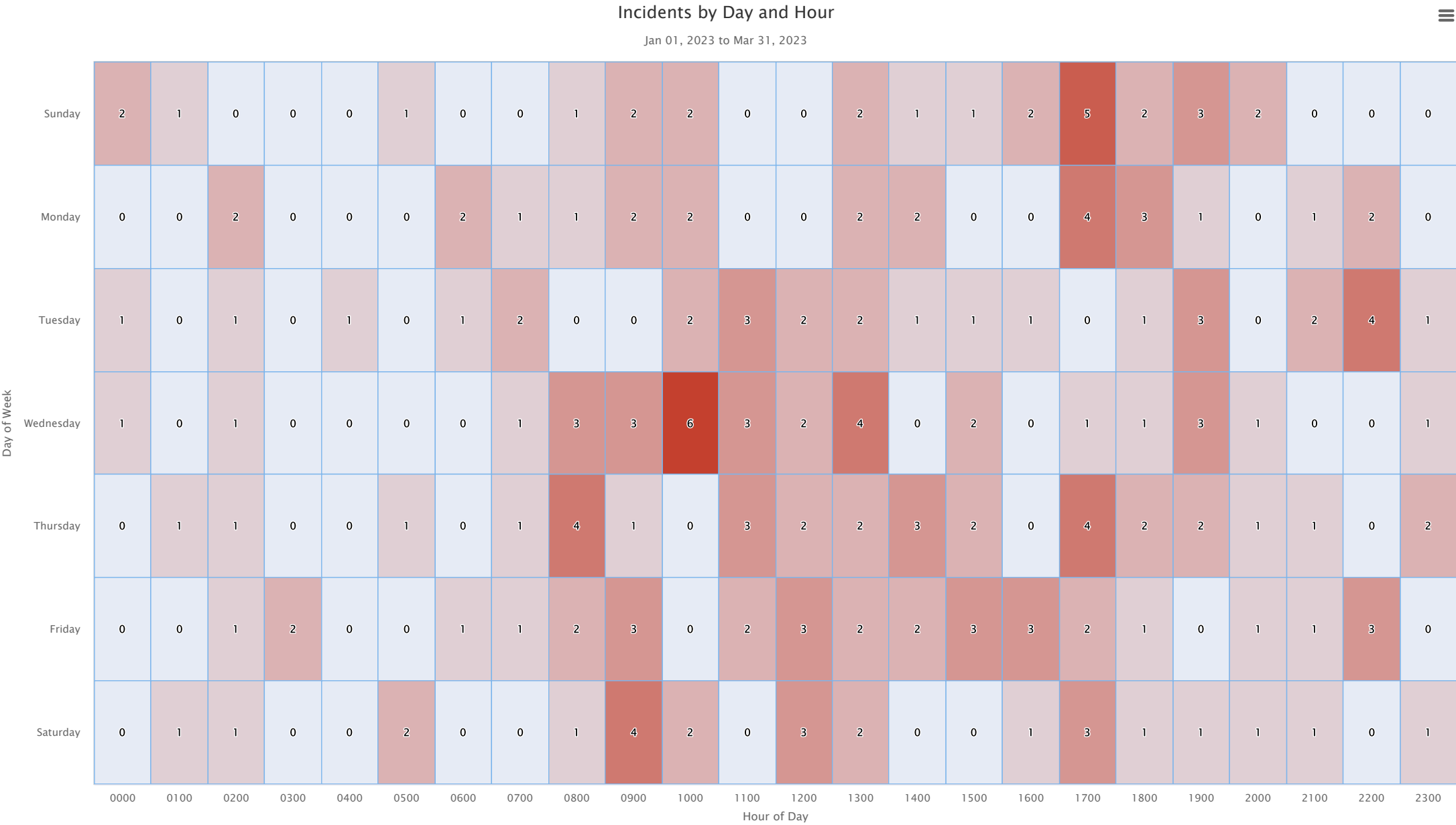
Automatic Aid Received by Fire Department

Jan 01, 2022 12:00 AM to Apr 03, 2023 08:07 PM



	2023				2023		2022		
Fire Department	Jan	Feb	Mar	Apr	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	YTD % Change
Caledonia Township Fire Department	1	0	0	0	1	17%	0	N/A	N/A
City of Kentwood Fire Department	0	2	0	0	2	33%	0	N/A	N/A
Cutlerville Fire Department	1	2	0	0	3	50%	0	N/A	N/A
Grand Total	2	4	0	0	6	100%	0	100%	N/A



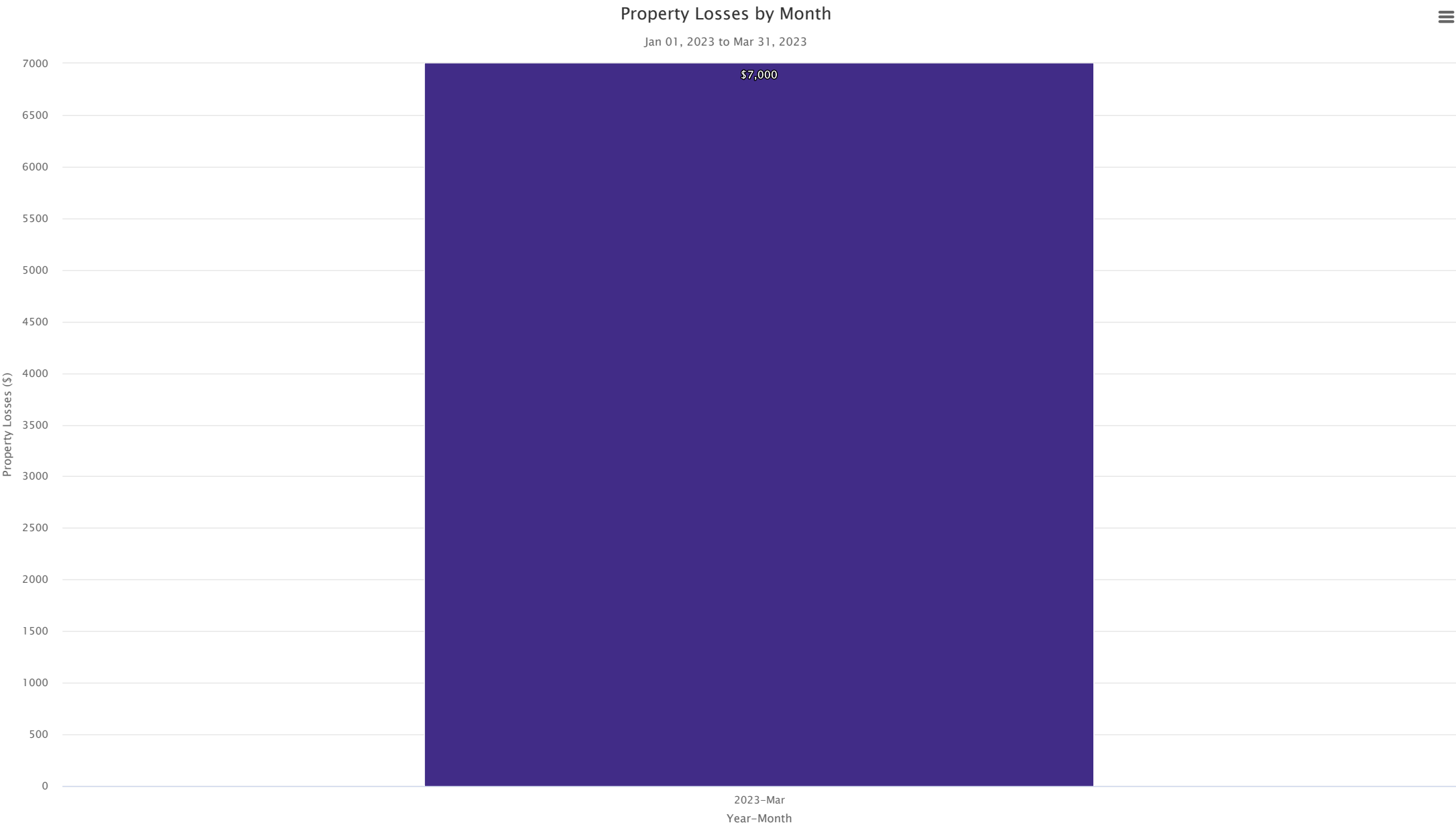


Monthly Call Volume Year over Year

Jan 01, 2022 12:00 AM to Apr 03, 2023 08:07 PM



	2023		2022		
Month Name	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	YTD % Change
January	66	31%	0	N/A	N/A
February	68	32%	0	N/A	N/A
March	71	34%	0	N/A	N/A
April	5	2%	0	N/A	N/A
Grand Total	210	100%	0	100%	N/A



Property Loss Incidents (Top 20)

Jan 01, 2023 to Mar 31, 2023

Agency Name	Incident Date Time	Incident Number	Property Use	Street Number	Street Name	City	State	Postal Code	Property Pre-Incident Value	Property Loss
Dutton Fire Department	3/16/2023 11:12 PM	DUF-0000173-2023	Highway or divided highway	(blank)	M-6	Caledonia	MI	49316	\$7,000	\$7,000

Overlapping Calls and Hours

Jan 01, 2023 12:00 AM to Mar 31, 2023 11:59 PM

Overlapping Calls	Occurrences	% of Occurrences	Hours	% of Hours
0 Overlapping Calls	397	96.59%	2,157.05	99.86%
1 Overlapping Call	14	3.41%	2.95	0.14%
Totals	411	100%	2,160	100%

Calls in Progress



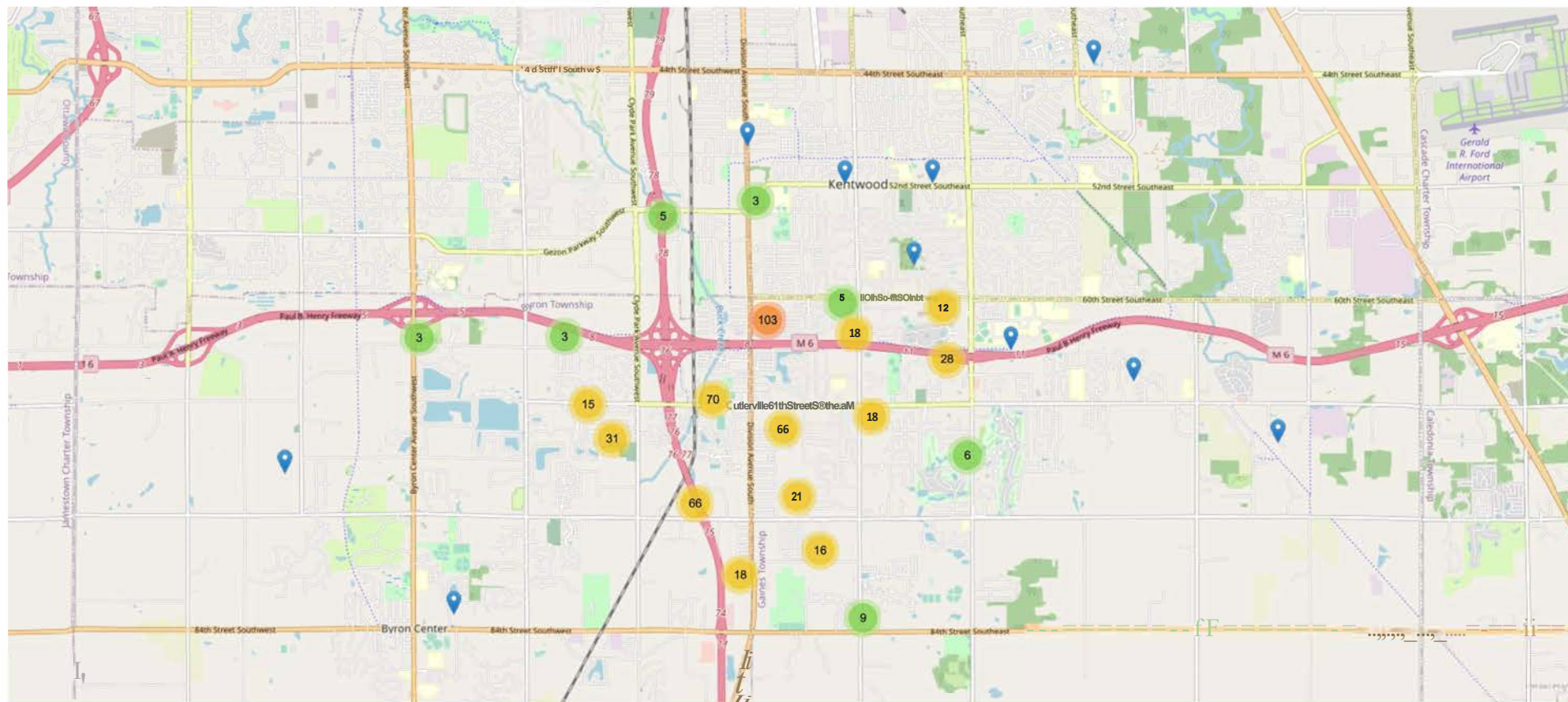
Jan 01, 2023 12:00 AM to Mar 31, 2023 11:59 PM

Calls in Progress	Occurrences	% of Occurrences	Hours	% of Hours
0 Calls In Progress	192	46.72%	2,072.43	95.95%
1 Call In Progress	205	49.88%	84.62	3.92%
2 Calls In Progress	14	3.41%	2.95	0.14%
Totals	411	100%	2,160	100%



Scene Locations of Fire Incidents

N = 537 Jan 01, 2023 to Mar 31, 2023

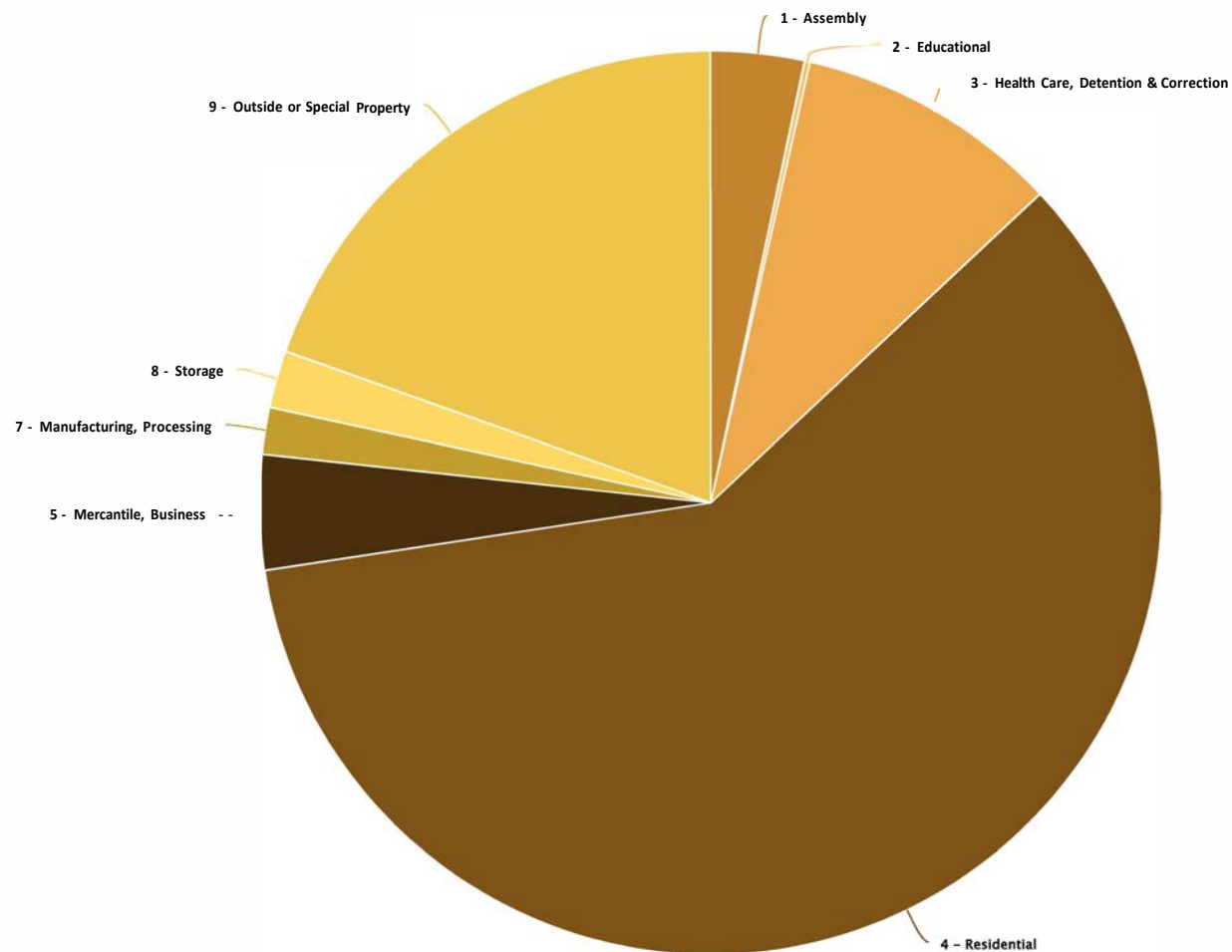


Map Layer:

I Test 1 : Test 1

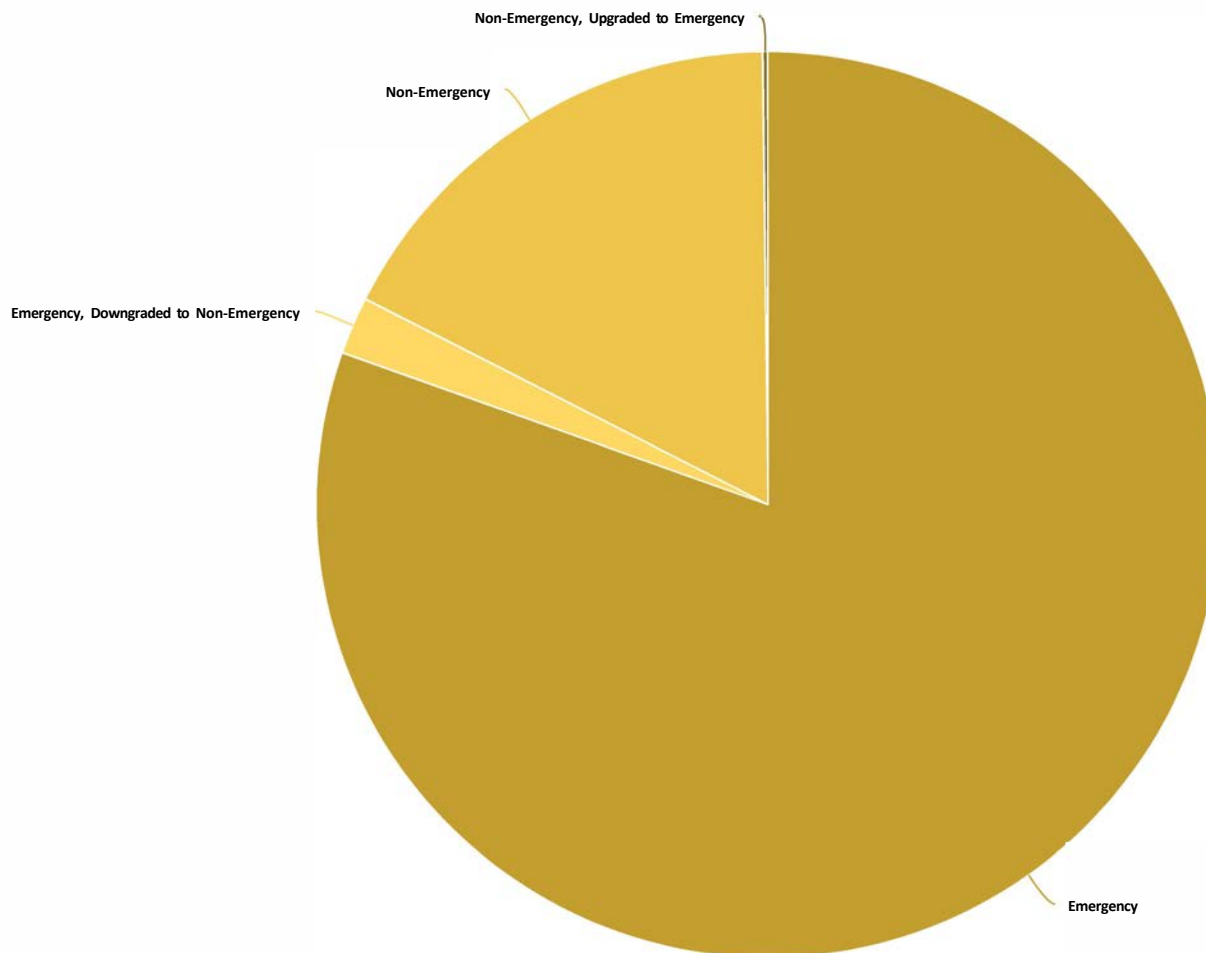
Incidents by Property Use Category

Jan 01, 2023 to Mar 31, 2023



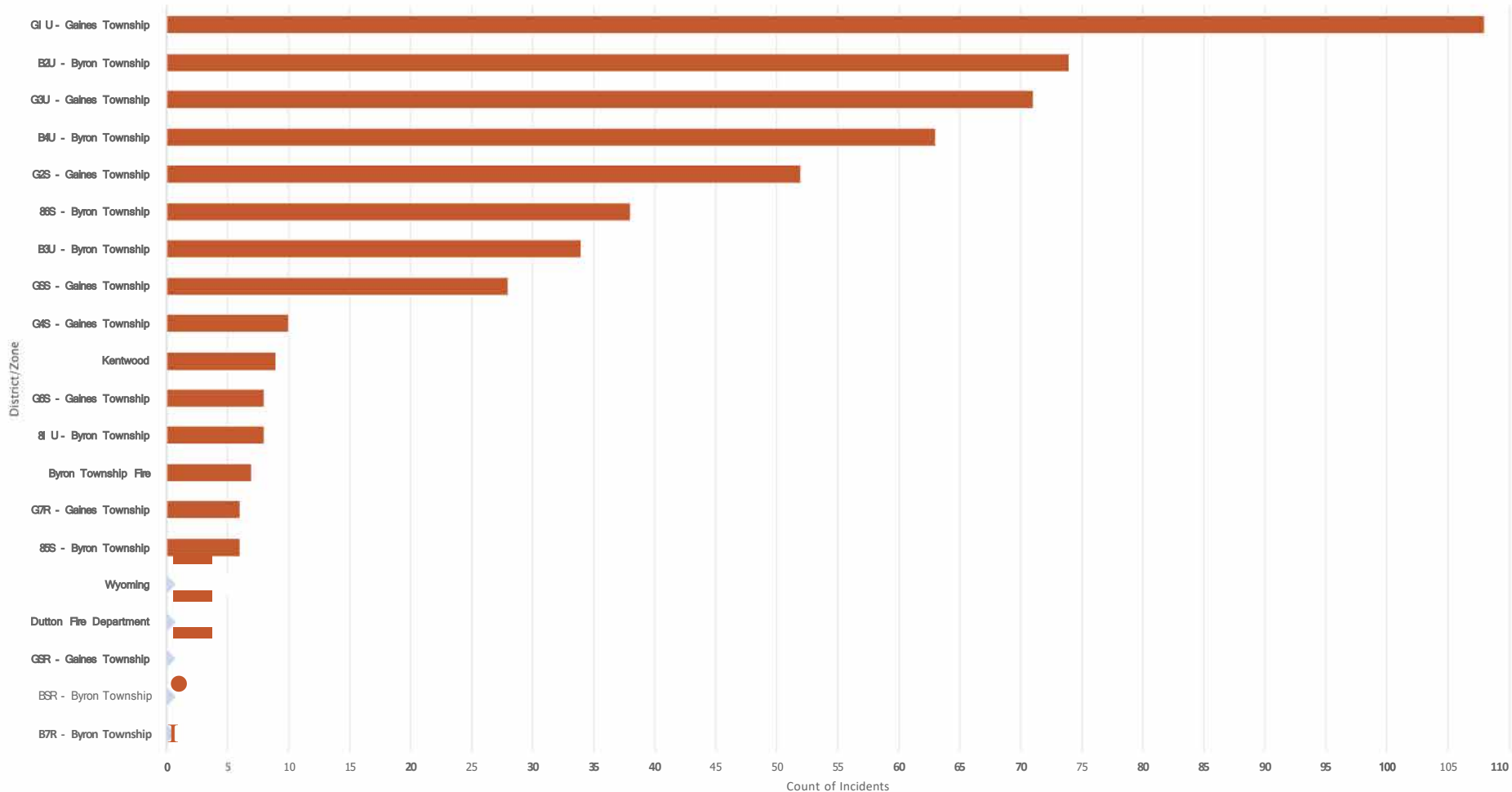
Incidents by Response Mode To Scene

Jan 01, 2023 to Mar 31, 2023



Incidents by District/Zone

Jan 01, 2023 to Mar 31, 2023



Incidents by District/Zone

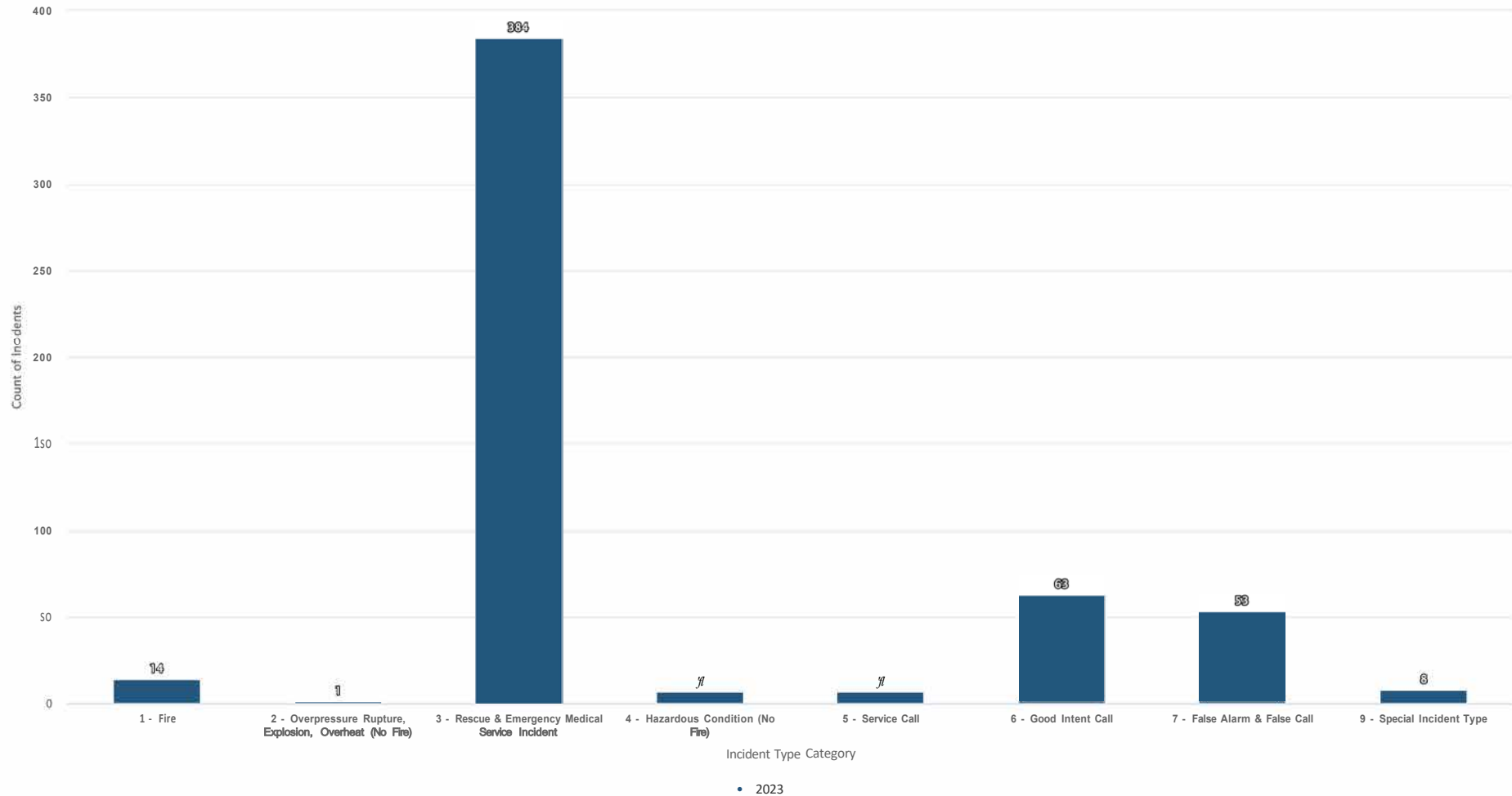
Jan 01, 2022 12:00 AM to Apr 03, 2023 12:29 PM



District/Zone	2023				2023		2022		YTD%Change
	Jan	Feb	Mar	Apr	Grand Total • Current	% of Total Incidents • Current	Grand Total • Previous	% of Total Incidents • Previous	
B1U - Byron Township	7	0	1	1	9	2%	0	0%	NIA
B2U - Byron Township	29	23	22	1	75	14%	0	0%	NIA
B3U - Byron Township	15	8	11	0	34	6%	0	0%	NIA
B4U - Byron Township	15	24	24	0	63	12%	0	0%	NIA
B5S - Byron Township	2	0	4	0	6	1%	0	0%	NIA
B6S - Byron Township	8	14	16	0	38	7%	0	0%	NIA
B7R - Byron Township	0	0	1	0	1	0%	0	0%	NIA
BBR - Byron Township	1	1	0	0	2	0%	0	0%	NIA
Byron Township Fire	0	4	3	0	7	1%	0	0%	NIA
Dutton Fire Department	1	2	1	0	4	1%	0	0%	NIA
G1 U - Gaines Township	40	20	48	0	108	20%	1	100%	10,700%
G2S - Gaines Township	20	16	16	2	54	10%	0	0%	NIA
G3U - Gaines Township	22	23	26	1	72	13%	0	0%	NIA
G4S - Gaines Township	2	4	4	1	11	2%	0	0%	NIA
G5S - Gaines Township	9	14	5	0	28	5%	0	0%	NIA
G6S - Gaines Township	6	1	1	0	8	1%	0	0%	NIA
G7R - Gaines Township	1	1	4	0	6	1%	0	0%	NIA
GBR - Gaines Township	1	1	1	0	3	1%	0	0%	NIA
Kentwood	3	3	3	0	9	2%	0	0%	NIA
Wyoming	2	2	1	0	5	1%	0	0%	NIA
Grand Total	184	161	192	6	543	100%	1	100%	54,200%

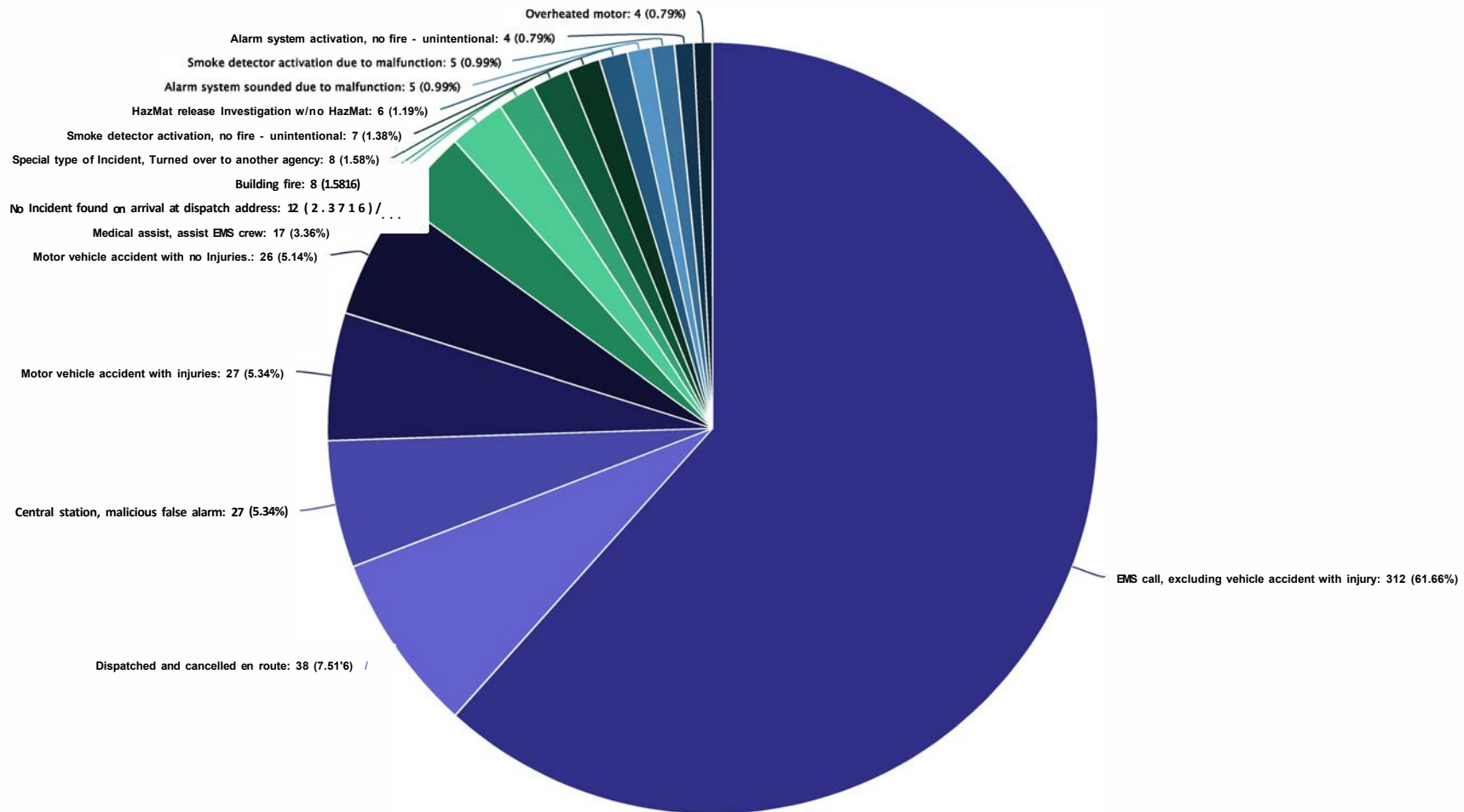
Incidents by Category and Year

Jan 01, 2023 to Mar 31, 2023



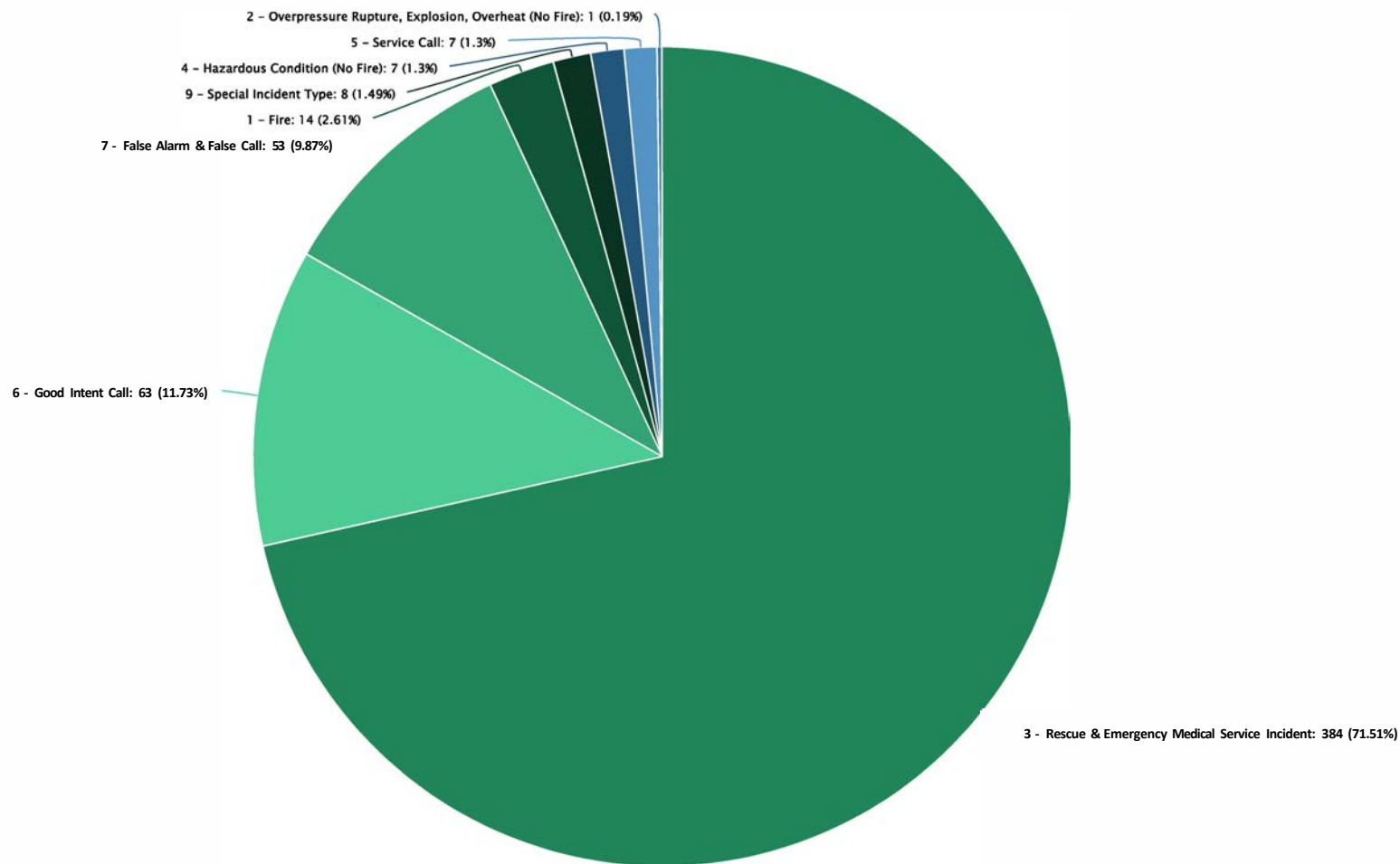
Incident Types (top 15)

Jan 01, 2023 to Mar 31, 2023



Incident Type Categories

Jan 01, 2023 to Mar 31, 2023



Incidents by Category and Month

Jan 01, 2022 12:00 AM to Apr 03, 2023 12:29 PM



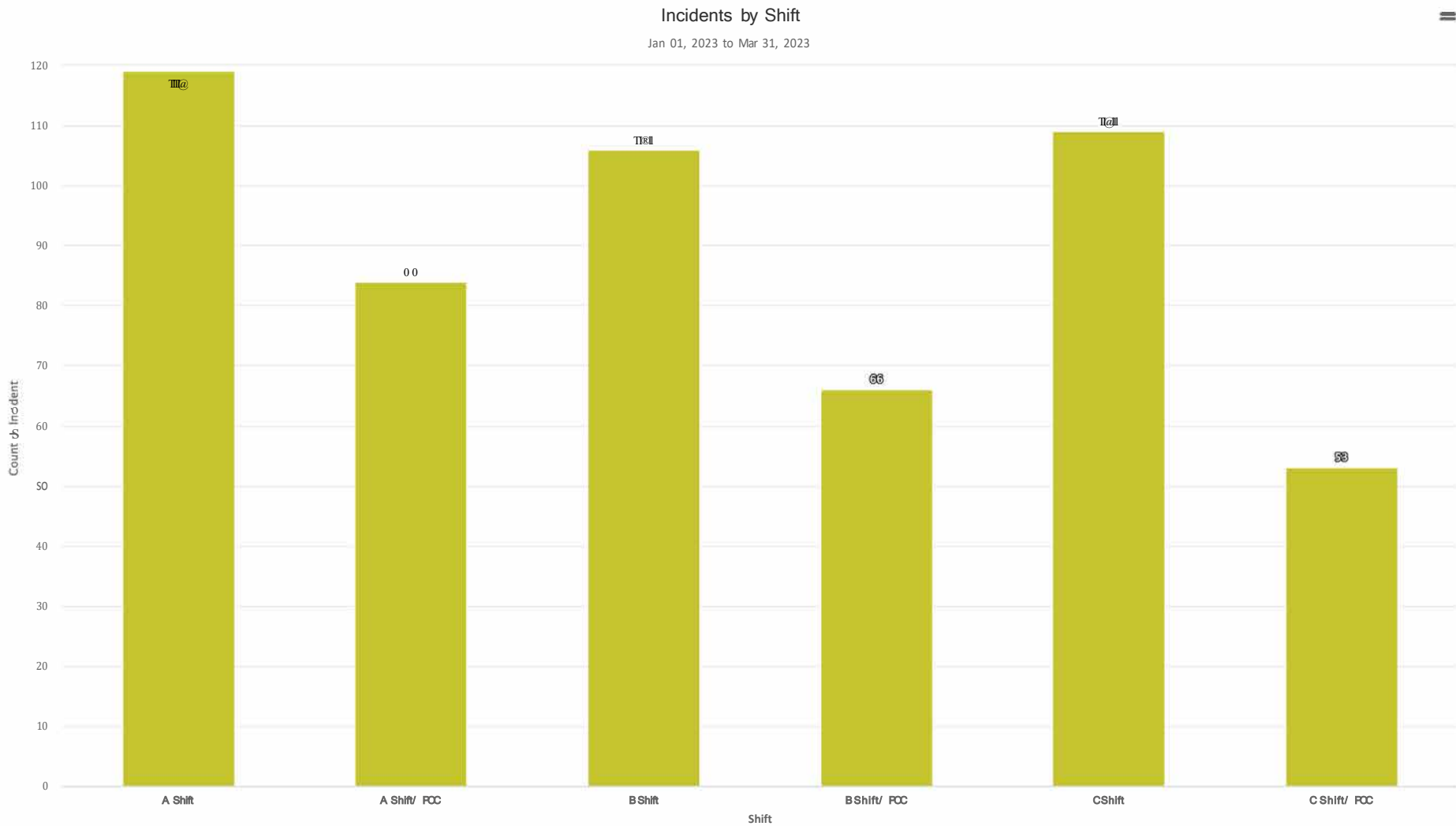
Incident Type Category	2023				2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	Grand Total •Current	% of Total Incidents •Current	Grand Total •Previous	% of Total Incidents •Previous	
1-Fire	3	9	2	0	14	3%	22	4%	-36.36%
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	0	1	0	0	1	0%	1	0%	0%
3 - Rescue & Emergency Medical Service Incident	128	115	141	2	386	71%	394	76%	-2.03%
4 - Hazardous Condition (No Fire)	2	4	1	0	7	1%	8	2%	-12.50%
5 - Service Call	4	1	2	0	7	1%	14	3%	-50%
6 - Good Intent Call	27	12	24	3	66	12%	45	9%	46.67%
7 - False Alarm & False Call	17	16	20	1	54	10%	35	7%	54.29%
8 - Severe Weather & Natural Disaster	0	0	0	0	0	0%	1	0%	-100%
9 - Special Incident Type	3	3	2	0	8	1%	0	0%	N/A
Grand Total	184	161	192	6	543	100%	520	100%	4.42%

Station Summary Report

Jan 01, 2023 to Mar 31, 2023



Station	EMS Incidents	Fire Incidents	Other Incidents	Total Incidents	% of Total Incidents	Station Reliability	90th Percentile Response Time (PSAP to Arrival)
Cutlerville Fire Department	384	14	139	537	100%	93.48%	00:08:39
Overall	384	14	139	537	100%	93.48%	00:08:39



Fire Call Volume by Month

Jan 01, 2023 to Mar 31, 2023



Fire Call Volume by Week

Jan 01, 2023 to Mar 31, 2023



+ 2 0 2 3

Fire Call Volume by Day
Jan 01, 2023 to Mar 31, 2023



Aid Given and Received Summary

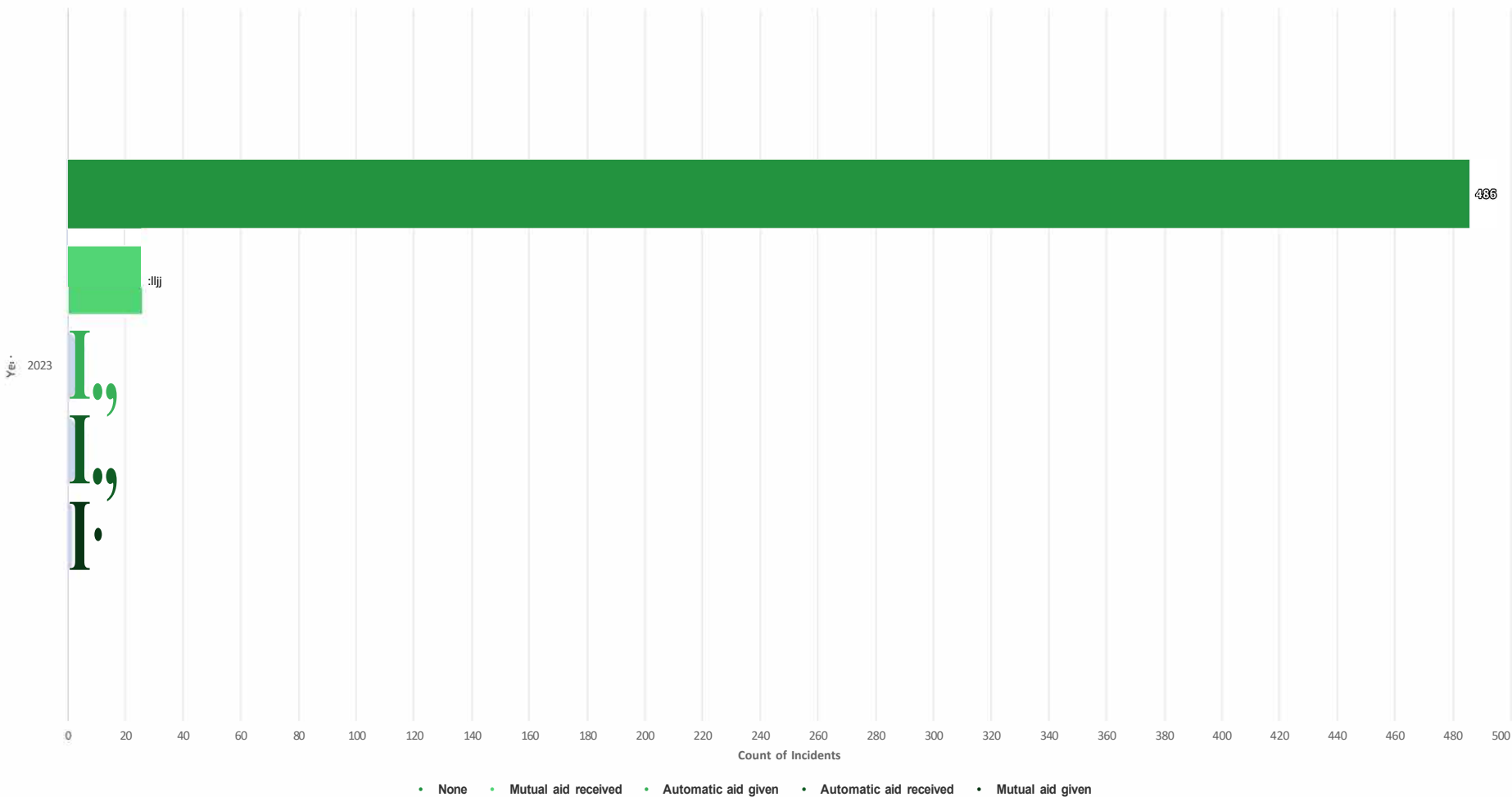
Jan 01, 2023 to Mar 31, 2023



Fire Department	Automatic Aid Given	% of Total Automatic Aid Given	Automatic Aid Received	% of Total Automatic Aid Received	Mutual Aid Given	% of Total Mutual Aid Given	Mutual Aid Received	% of Total Mutual Aid Received
Byron Township Fire Department	3	27.27%	1	7.69%	3	100%	15	53.57%
City of Kentwood Fire Department	3	27.27%	5	38.46%	0	0%	0	0%
City of Wyoming Fire Department	2	18.18%	5	38.46%	0	0%	0	0%
Dutton Fire Department	3	27.27%	2	15.38%	0	0%	13	46.43%
Overall	11	100%	13	100%	3	100%	28	100%

Aid Given and Received by Year

Jan 01, 2023 to Mar 31, 2023



Mutual Aid Given by Incident Type Category

Jan 01, 2022 12:00 AM to Apr 03, 2023 12:30 PM



Incident Type Category	2023				2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	Grand Total • Current	% of Total Incidents • Current	Grand Total • Previous	% of Total Incidents • Previous	
3 - Rescue & Emergency Medical Service Incident	0	1	2	0	3	100%	1	100%	200%
Grand Total	0	1	2	0	3	100%	1	100%	200%

Automatic Aid Given by Incident Type Category

Jan 01, 2022 12:00 AM to Apr 03, 2023 12:30 PM



Incident Type Category	2023				2023		2022		YTD%Change
	Jan	Feb	Mar	Apr	Grand Total • Current	% of Total Incidents • Current	Grand Total • Previous	% of Total Incidents • Previous	
1-Fire	1	3	0	0	4	36%	3	38%	33.33%
3 - Rescue & Emergency Medical Service Incident	0	1	0	0	1	9%	3	38%	-66.67%
4 - Hazardous Condition (No Fire)	0	1	0	0	1	9%	1	13%	0%
6 - Good Intent Call	1	1	2	0	4	36%	1	13%	300%
7 - False Alarm & False Call	0	1	0	0	1	9%	0	0%	N/A
Grand Total	2	7	2	0	11	100%	8	100%	37.50%

Mutual Aid Received by Incident Type Category

Jan 01, 2022 12:00 AM to Apr 03, 2023 12:30 PM



Incident Type Category	2023				2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	Grand Total •Current	% of Total Incidents •Current	Grand Total •Previous	% of Total Incidents •Previous	
1-Fire	0	0	0	0	0	0%	1	14%	-100%
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	0	1	0	0	1	4%	0	0%	N/A
3 - Rescue & Emergency Medical Service Incident	4	6	4	0	14	54%	5	71%	180%
6 - Good Intent Call	0	0	1	0	1	4%	0	0%	N/A
7 - False Alarm & False Call	1	0	1	0	2	8%	1	14%	100%
9 - Special Incident Type	3	3	2	0	8	31%	0	0%	N/A
Grand Total	8	10	8	0	26	100%	7	100%	271.43%

Automatic Aid Received by Incident Type Category

Jan 01, 2022 12:00 AM to Apr 03, 2023 12:30 PM



Incident Type Category	2023				2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	Grand Total • Current	% of Total Incidents • Current	Grand Total • Previous	% of Total Incidents • Previous	
1-Fire	1	0	1	0	2	17%	9	90%	-77.78%
3 - Rescue & Emergency Medical Service Incident	0	3	1	0	4	33%	0	0%	N/A
4 - Hazardous Condition (No Fire)	1	2	0	0	3	25%	0	0%	N/A
6 - Good Intent Call	1	0	1	1	3	25%	1	10%	200%
Grand Total	3	5	3	1	12	100%	10	100%	20%

Mutual Aid Given by Fire Department Given Aid

Jan 01, 2022 12:00 AM to Apr 03, 2023 12:30 PM



		2023				2023		2022		
Fire Department	FDID	Jan	Feb	Mar	Apr	Grand Total •Current	%of Total Incidents •Current	Grand Total •Previous	%of Total Incidents •Previous	YTD%Change
Byron Township Fire Department	04104	0	1	2	0	3	100%	0	0%	N/A
Dutton Fire Department		0	0	0	0	0	0%	1	100%	-100%
Grand Total		0	1	2	0	3	100%	1	100%	200%

Automatic Aid Given by Fire Department Given Aid

Jan 01, 2022 12:00 AM to Apr 03, 2023 12:30 PM



		2023				2023		2022		YTD%Change
Fire Department	FDID	Jan	Feb	Mar	Apr	Grand Total •Current	% of Total Incidents •Current	Grand Total •Previous	% of Total Incidents • Previous	
Byron Township Fire Department	04104	0	2	1	0	3	27%	3	38%	0%
City of Kentwood Fire Department	04116	1	1	1	0	3	27%	0	0%	NIA
City of Wyoming Fire Department	04122	0	2	0	0	2	18%	4	50%	-50%
Dutton Fire Department		1	2	0	0	3	27%	1	13%	200%
Grand Total		2	7	2	0	11	100%	8	100%	37.50%

Mutual Aid Received by Fire Department

Jan 01, 2022 12:00 AM to Apr 03, 2023 12:30 PM



Fire Department	2023				2023		2022		YTD%Change
	Jan	Feb	Mar	Apr	Grand Total • Current	% of Total Incidents • Current	Grand Total • Previous	% of Total Incidents • Previous	
Byron Township Fire Department	5	6	4	0	15	54%	3	38%	400%
City of Kentwood Fire Department	0	0	0	0	0	0%	1	13%	-100%
City of Wyoming Fire Department	0	0	0	0	0	0%	1	13%	-100%
Dutton Fire Department	4	5	4	0	13	46%	3	38%	333.33%
Grand Total	9	11	8	0	28	100%	8	100%	250%

Automatic Aid Received by Fire Department

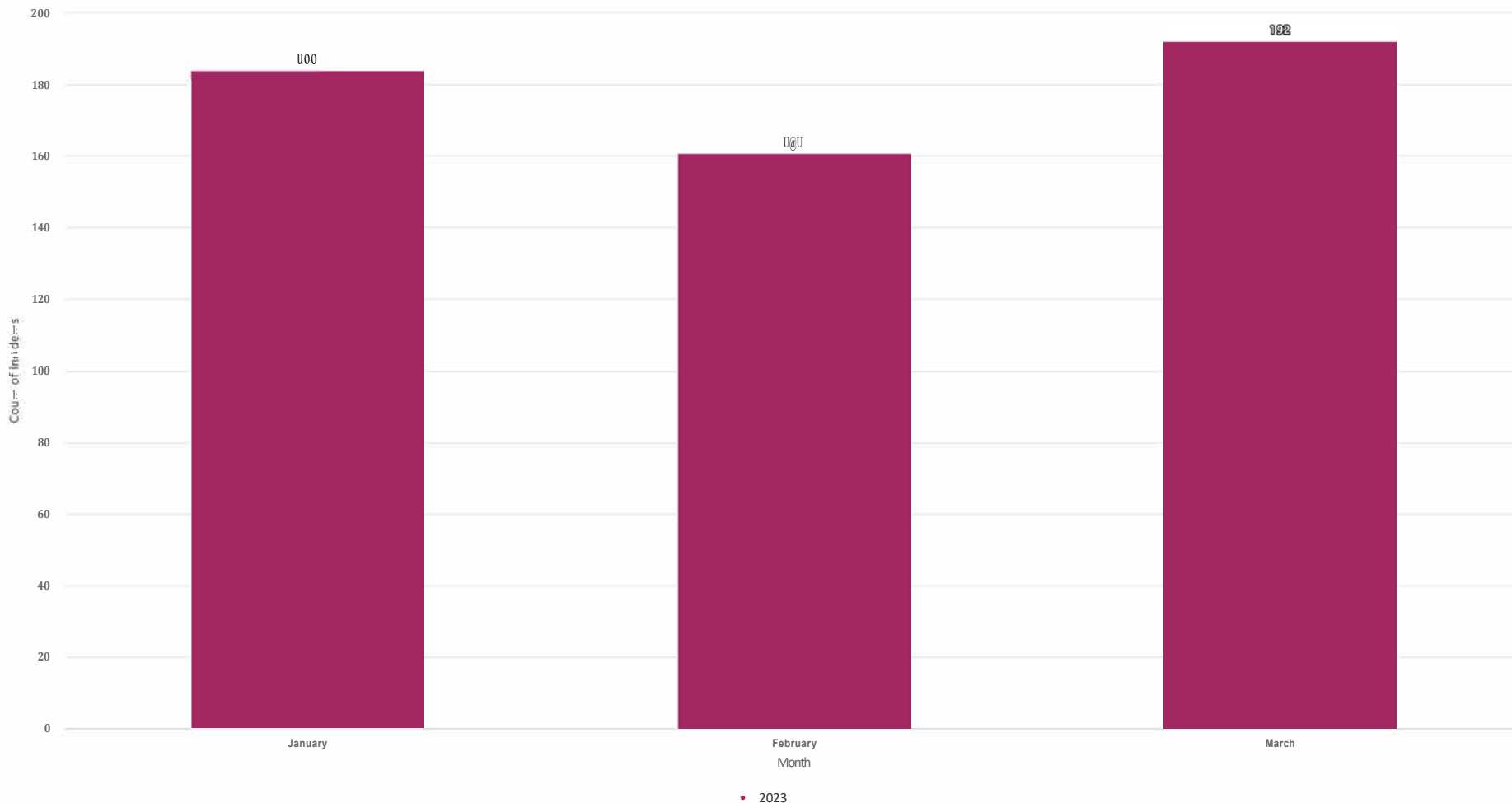
Jan 01, 2022 12:00 AM to Apr 03, 2023 12:30 PM



Fire Department	2023				2023		2022		YTD%Change
	Jan	Feb	Mar	Apr	Grand Total • Current	% of Total Incidents • Current	Grand Total • Previous	% of Total Incidents • Previous	
Byron Township Fire Department	0	0	1	1	2	13%	0	0%	N/A
City of Kentwood Fire Department	1	2	2	1	6	40%	1	33%	500%
City of Wyoming Fire Department	1	3	1	0	5	33%	1	33%	400%
Dutton Fire Department	1	1	0	0	2	13%	1	33%	100%
Grand Total	3	6	4	2	15	100%	3	100%	400%

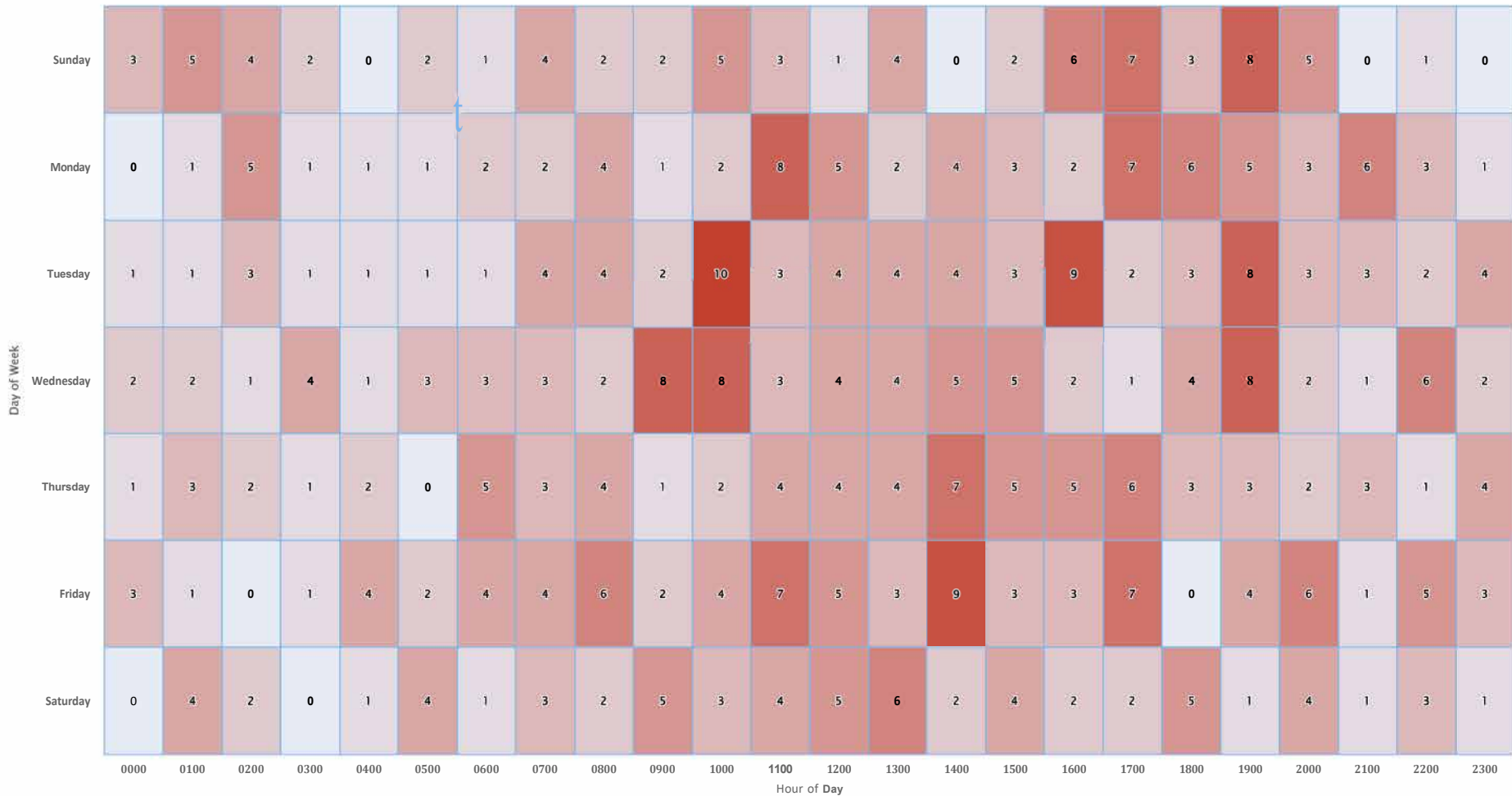
Incidents by Month

Jan 01, 2023 to Mar 31, 2023



Incidents by Day and Hour

Jan 01, 2023 to Mar 31, 2023



Monthly Call Volume Year over Year

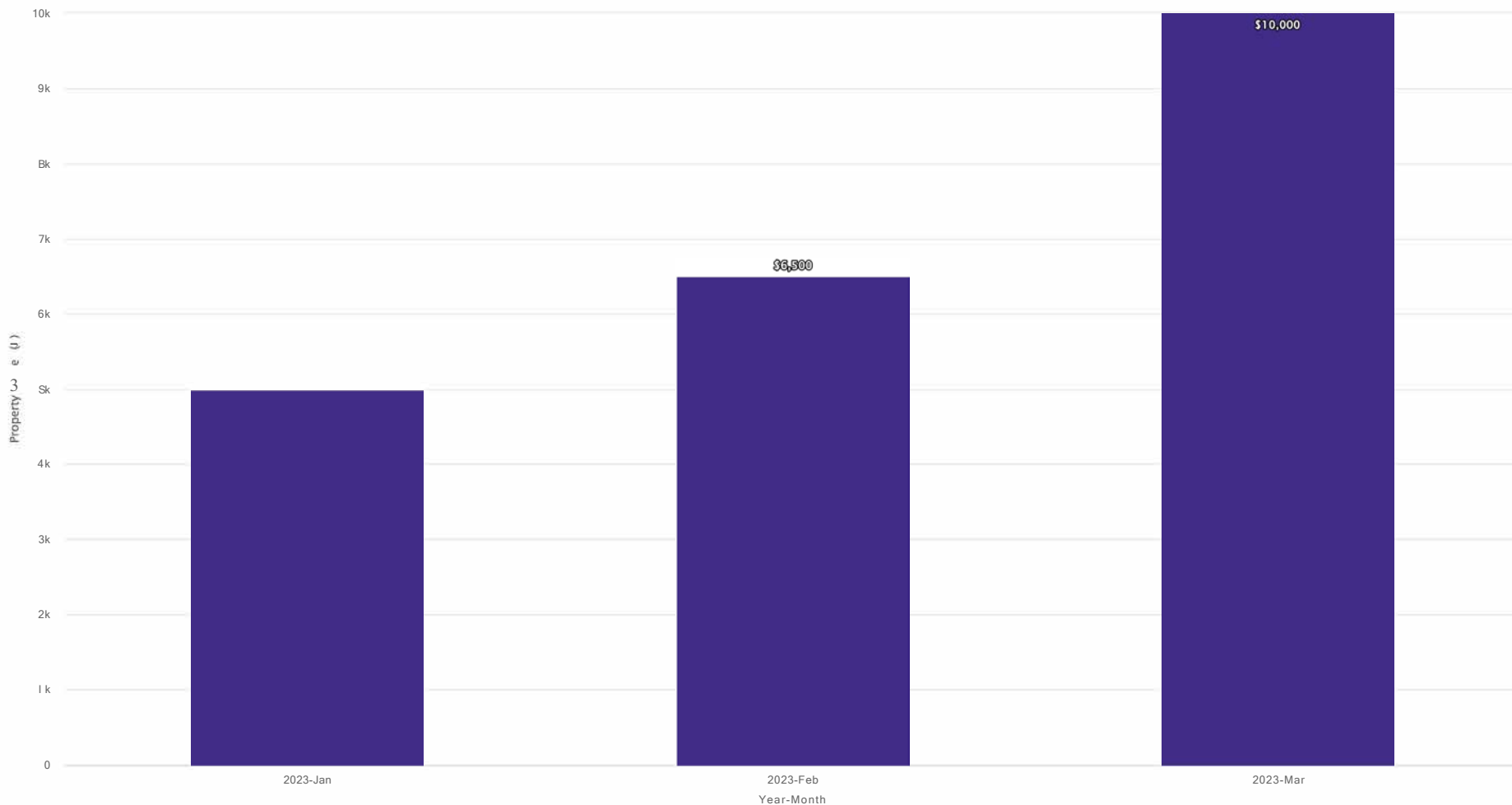
Jan 01, 2022 12:00 AM to Apr 03, 2023 12:30 PM



Month Name	2023		2022		YTD % Change
	Grand Total • Current	% of Total Incidents • Current	Grand Total • Previous	% of Total Incidents • Previous	
January	184	34%	166	32%	10.84%
February	161	30%	174	33%	-7.47%
March	192	35%	164	32%	17.07%
April	6	1%	16	3%	-62.50%
Grand Total	543	100% 1	520	100% 1	4.42%

Property Losses by Month

Jan 01, 2023 to Mar 31, 2023



Property Loss Incidents (Top 20)

Jan 01, 2023 to Mar 31, 2023



Agency Name	Incident Date Time	Incident Number	Property Use	Street Number	Street Name	City	State	Postal Code	Property Pre-Incident Value	Property Loss
Cutlerville Fire Department	3/20/2023 9:11 PM	CUF-0000464-2023	1 or 2 family dwelling	184	Wallasey	Grand Rapids	MI	49548	\$50,000	\$10,000
Cutlerville Fire Department	1/12/2023 6:21 AM	CUF-0000080-2023	Highway or divided highway	(blank)	US 131	Grand Rapids	MI	49548	\$5,500	\$5,000
Cutlerville Fire Department	2/12/2023 3:34 PM	CUF-0000250-2023	Vehicle parking area	7295	Clyde Park	Byron Center	MI	49315	\$5,000	\$5,000
Cutlerville Fire Department	2/27/2023 12:52 PM	CJ F-000034 7-2023	Vehicle parking area	6026	Woodfield	Grand Rapids	MI	49548	\$3,500	\$1,500

Overlapping Calls and Hours

Jan 01, 2023 12:00 AM to Mar 31, 2023 11:59 PM



Overlapping Calls	Occurrences	% of Occurrences	Hours	% of Hours
0 Overlapping Calls	1,032	95.91%	2,152.66	99.66%
1 Overlapping Call	42	3.90%	7.15	0.33%
2 Overlapping Calls	2	0.19%	0.20	0.01%
Totals	1,076	100%	2,160	100%

Calls in Progress

Jan 01, 2023 12:00 AM to Mar 31, 2023 11:59 PM



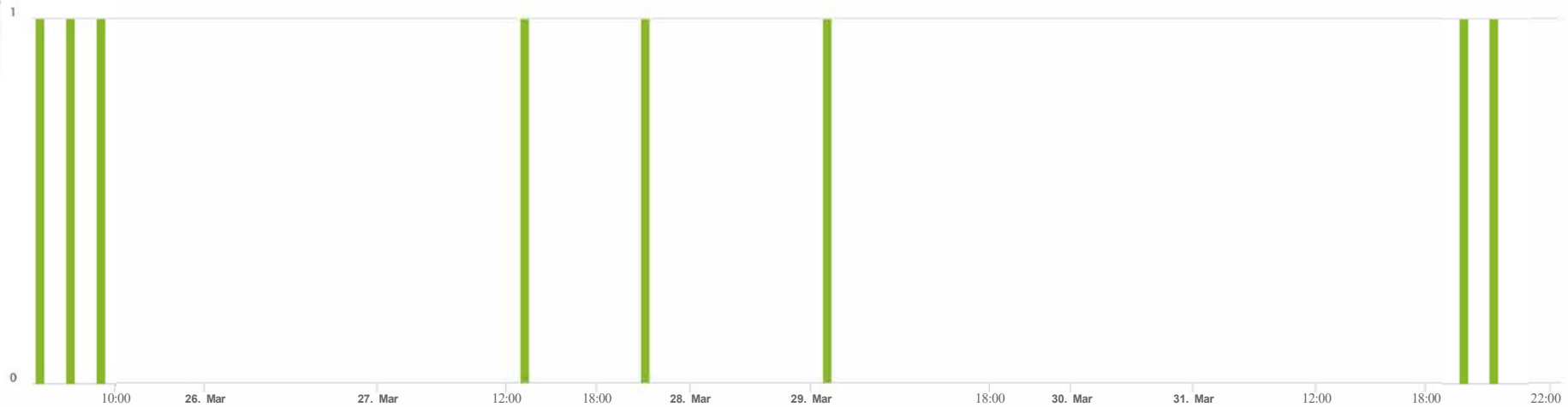
Calls in Progress	Occurrences	% of Occurrences	Hours	% of Hours
0 Calls In Progress	496	46.10%	1,983.87	91.85%
1 Call In Progress	536	49.81%	168.78	7.81%
2 Calls In Progress	42	3.90%	7.15	0.33%
3 Calls In Progress	2	0.19%	0.20	0.01%
Totals	1,076	100.00%	2,160	100.00%

Overlapping Calls

Jan 01, 2023 12:00 AM to Mar 31, 2023 11:59 PM



Overlapping Calls



GAINES CHARTER TOWNSHIP

LAURIE J LEVKE, TREASURER

CASH, INVESTMENTS, CD'S, MM AND POOL ACCOUNTS

January of 2023

Bank	Type	Account#	Amount	APR	Term	Maturity Date
101 GENERAL FUND						
General Fund Checking	Org	 9392	\$ 2,111,924.75			
Sidewalk & Trails	Assigned	.419	\$ 3,007.00			
OFD - Truck Fund	Assigned	.420	\$ 400,000.00			
DFD - Truck Fund	Assigned	.422	\$ 450,000.00			
Library	Assigned	.424	\$ 15,000.00			
Cemetery	Assigned	.425	\$ 10,000.00			
Township Hall & Grounds	Assigned	.426	\$ 59,800.00			
Total General Fund			\$ 3,049,731.75			

Macatawa MM Savings

Building Department	Committed		\$ 1,553,309.00			
Streetlights	Committed		\$ 56,622.00			
CF Investment			\$ 1,000,000.00			
Interest Paid to Date			\$ 45,893.55			
	127409	 3037	\$ 2,655,824.55	2.00		

Investments

Kent Co. Pool - General	Pooled	751 7029 1000	\$ 378,311.46	4.55		
Michigan Class	Pooled	MI-01 -0421-0001	\$ 868,800.56	4.26		
Grand River Bank	CD	4095	\$ 250,876.41	0.20	12 Mos.	1.26.2023
Consumers Credit Union	CD	9300253524	\$ 302,276.87	0.65	18 Mos.	4.4.2023
OBC	CD	6886649	\$ 250,000.00	1.50	367 Days	6.5.2023
			\$ 2,050,265.30			

GENERAL FUND TOTAL \$ 7,755,821.60

Kent Co. Pool - ARPA Funds	Pooled	751 7031 1001	\$ 2,892,445.43	1.83		
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DMSION AVE CORRIDOR	 9472	\$ 7,447.58				
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TRUST & AGENCY	 9418	\$ 258,370.24				
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TAX FUND	 9409	\$ 2,483,863.83				
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PETTY CASH		\$ 337.85				
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WATER & SEWER

Bank		CD#	Amount	APR	Term	Maturity Date
Macatawa Bank	Checking	 9427	\$ 6,310,765.43			
Kent Co. Pool	Pooled	Various	\$ 9,269,181.28	1.83		
Michigan Class	Pooled	MI-01 -0421-0002	\$ 1,581,469.20	4.55		
Consumers Credit Union	Share	91007110S1	\$ 27.74			
	MMM	9101416478	\$ 362,391.95	1.25		
Huntington Investments	Meeder FF	1041024345	\$			
Horizon	MM	11268899	\$ 1,056,685.38	1.34		
United Bank of MI	CD	995444	\$ 300,749.95	0.20	12 Months	1.29.2023
Grand River Bank	CD	3426	\$ 300,901.23	0.65	12 Months	3.26.2023
West MI Community Bank	CDars	1025791017	\$ 301,963.80	0.75	52 Weeks	4.6.2023
Choice One Bank	CD	6256	\$ 250,668.43	0.30	12 Months	4.9.2023
Flagstar Bank	CD	122710313	\$ 300,608.82	1.50	12 Months	5.11.2023
Choice One Bank	CD	6317	\$ 300,811.00	0.65	12 Months	5.28.2023
West MI Community Bank	(Oars	1025983048	\$ 504,275.27	1.52	52 Weeks	6.8.2023
First National Bank of A	CD	3033840	\$ 253,893.32	1.89	12 Months	6.14.2023
First National Bank of A	CD	3033755	\$ 255,623.71	0.65	18 Months	6.17.2023
Flagstar Bank	CD	120821534	\$ 250,507.14	3.50	12 Months	10.2.2023
Mercantile Bank of MI	CD	2136	\$ 251,012.70	2.10	365 Days	10.20.2023
Flagstar Bank	CD	107491558	\$ 250,506.96	4.69	12 Months	1.5.2024
Macatawa Bank	CD	423308	\$ 750,000.00	3 15	15 Months	2.16.2024
Restricted W&S Fees	Committed		\$ 22,852,043.31			

**Financial Summary
December 31, 2022**
Overview

At December 31, 2022, Macatawa Bank had total assets of \$2.91 billion, total loans of \$1.18 billion, total deposits of \$2.62 billion and shareholders' equity of \$238.7 million. The Bank recognized net income of \$12.3 million in the fourth quarter of 2022 compared to net income of \$10.2 million in the third quarter of 2022. The Bank's risk-based regulatory capital ratios remain at levels significantly higher than required to be considered "well capitalized" at December 31, 2022.

	Macatawa Bank (Bank Only)			513 Bank	H11ntn 2n
	Dec 22	Dec 21	Dec 20	Dec 21	Dec 20
Capital Ratios:					
Tier 1 Leverage Ratio	9.44%	9.02%	8.85%	9.23%	8.54%
Tier 1 Capital Ratio	16.44%	16.24%	16.04%	11.31%	10.83%
Total Risk Based Capital Ratio	17.37%	17.16%	16.97%	12.81%	12.47%
Regulatory Capital Rating	Well	Well	Well	Well	Well
Financials (\$000):					
Average Assets	2,887,711	2,895,435	2,894,028	208,861,155	180,418,643
Net interest income	22,867	19,771	14,843	1,687,036	1,511,990
Provision for loan losses	375	---	---	162,466	60,916
Total non-interest income	5,046	4,921	5,146	699,590	376,107
Total non-interest expense	12,271	11,966	11,708	1,211,066	969,057
Federal income tax expense	3,007	2,529	1,539	206,092	155,285
Net Income	12,260	10,197	6,742	807,002	702,839
Return on Average Assets	1.70%	1.41%	0.93%	1.55%	1.56%
Asset Quality:					
ALLL to Total Loans	1.30%	1.30%	1.32%	1.81%	1.77%
ALLL to Non-performing Loans	13000.00%	13000.00%	13200.00%	291.94%	276.56%
Non-performing Loans to Total Loans	0.01%	0.01%	0.01%	0.62%	0.64%
Liquidity:					
Net Non Core Fund Dependence	-34.48%	-38.34%	-37.54%	3.75%	5.68%
Liquid Assets to Short Term Liabilities	49.58%	49.04%	48.69%		

	Macatawa Bank Corporation (full year consolidated)				
	Dec 2022	Dec 2021	Dec 2020	Dec 2019	Dec 2018
Financial Condition (\$000)					
Total assets	2,906,919	2,928,751	2,642,026	2,068,770	1,975,124
Shareholder's equity	247,038	254,005	239,843	217,469	190,853
Share Information					
Diluted earnings (loss) per common share	1.01	0.85	0.88	0.94	0.78
Book Value per common share	7.20	7.41	7.01	6.38	5.61
Dividends per common share	0.32	0.32	0.32	0.28	0.25
Operations (\$000)					
Net income	34,731	29,014	30,165	31,979	26,379
Performance Ratios					
Return on average equity	14.19%	11.74%	13.19%	15.66%	14.69%
Return on average assets	1.21%	1.02%	1.27%	1.59%	1.40%
Capital Ratios					
Period-end equity to total assets	8.50%	8.67%	9.08%	10.51%	9.66%
Total risk-based capital ratio (consolidated)	17.87%	18.32%	18.29%	15.78%	15.54%
Credit Quality Ratios					
Nonperforming assets to total assets	0.08%	0.08%	0.12%	0.14%	0.24%
Net charge-offs to average loans	-0.05%	-0.04%	0.19%	-0.06%	0.01%

Financial Condition

The three primary areas that reflect the financial condition of a bank include capital, liquidity and asset quality. All three are important in determining the overall health of an organization.

The capital strength of a bank is most fully captured in the level of its Total Risk Based Capital Ratio. This ratio measures the level of a bank's capital against its assets which have been weighted based upon their relative risks. The higher a bank's total risk based capital ratio, the more ability it has to absorb losses from its risk assets. Macatawa Bank's total risk based capital ratio was 17.37% at December 31, 2022, which was considerably higher than Fifth Third's 12.81% and Huntington's 12.47%. Further, Macatawa's ratio was in the top 14% of all banks of similar size in the US as of December 31, 2022.

Liquidity is important in a bank in order to absorb an increase in demand from its deposit customers to withdraw balances in a time of crisis. The higher its ratio of Liquid Assets to Short Term Liabilities the better its ability to absorb any withdrawal pressure. At December 31, 2022 Macatawa Bank's ratio of liquid assets to short term liabilities was 49.58%, putting it in the top 2% of all banks in the US of similar size to Macatawa. At December 31, 2022, Macatawa Bank had \$755.2 million in cash and cash equivalents and \$307.9 in borrowing capacity with its correspondent banks.

The final component of financial condition strength is asset quality. Asset quality relates primarily to the credit strength of a bank's loan portfolio. Loan portfolio strength can be measured in many different ways, but the most compelling measure of loan quality is captured in the ratio of a bank's non-performing loans to total loans. The lower this ratio, the stronger the bank's loan portfolio is. Macatawa Bank's ratio of non-performing loans to total loans was 0.01% as of December 31, 2022. Fifth Third's and Huntington's ratios were 0.62% and 0.64%, respectively, as of the same point in time. Macatawa's ratio was in the top 7% of all banks in the US of similar size.

Given that all three areas of financial condition i.e. capital, liquidity, and asset quality, measure favorably for Macatawa Bank, its financial condition as of December 31, 2022 can be considered strong.

03/31/2023

REVENUE AND EXPENDITURE REPORT FOR GAINES CHARTER TOWNSHIP
PERIOD ENDING 03/31/2023

101 General fund

		2023	YTD BALANCE	ACTIVITY FOR	AVAILABLE	PREV YEAR	
			03/31/2023	MONTH 03/31/23	BALANCE	% BDGT	% BDGT
GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED	USED
Fund 101 - GENERAL FUND							
101-101.000-702.001	SALARIES & WAGES	14,533.00	2,007.49	685.00	12,525.51	13.81	7.46
101-101.000-715.000	SOCIAL SECURITY/MEDICARE	1,017.00	153.57	52.40	863.43	15.10	100.00
101-101.000-716.000	PENSION CONTRIBUTION	1,450.00	200.75	68.50	1,249.25	13.84	100.00
101-101.000-717.000	HEALTH & LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
101-101.000-727.000	SUPPLIES	0.00	73.78	0.00	(73.78)	100.00	0.00
101-101.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00	0.00
101-101.000-802.000	LEGAL SERVICES	2,500.00	2,944.00	1,978.00	(444.00)	117.76	0.00
101-101.000-812.000	LUNCHES/DINNERS/MEETINGS	1,500.00	139.46	0.00	1,360.54	9.30	0.00
101-101.000-817.000	MILEAGE REIMBURSEMENT	400.00	0.00	0.00	400.00	0.00	0.00
101-101.000-831.000	SEMINARS/CONTINUING EDUCATION	1,500.00	0.00	0.00	1,500.00	0.00	0.00
101-101.000-965.000	POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00
101-171.000-702.001	SALARIES & WAGES	49,231.00	28,042.00	10,233.57	21,189.00	56.96	22.68
101-171.000-702.002	SALARY - DEPUTY/ASSISTANT	0.00	0.00	0.00	0.00	0.00	100.00
101-171.000-702.004	CLERICAL SUPPORT	0.00	0.00	0.00	0.00	0.00	100.00
101-171.000-702.010	SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00	0.00
101-171.000-702.011	PAYMENT IN LIEU OF HEALTH INS	7,800.00	1,572.98	572.00	6,227.02	20.17	100.00
101-171.000-715.000	SOCIAL SECURITY/MEDICARE	4,109.00	2,265.61	826.66	1,843.39	55.14	23.04
101-171.000-716.000	PENSION CONTRIBUTION	4,923.00	2,648.02	962.10	2,274.98	53.79	23.51
101-171.000-717.000	HEALTH & LIFE INSURANCE	7,969.00	572.00	184.81	7,397.00	7.18	23.67
101-171.000-727.000	SUPPLIES	450.00	155.93	70.31	294.07	34.65	11.41
101-171.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00	0.00
101-171.000-802.000	LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
101-171.000-812.000	LUNCHES/DINNERS/MEETINGS	300.00	46.19	36.21	253.81	15.40	0.00
101-171.000-817.000	MILEAGE REIMBURSEMENT	900.00	15.32	6.96	884.68	1.70	10.08
101-171.000-831.000	SEMINARS/CONTINUING EDUCATION	500.00	274.50	274.50	225.50	54.90	0.00
101-171.000-832.000	DUES AND MEMBERSHIPS	125.00	0.00	0.00	125.00	0.00	0.00
101-171.000-853.000	TELECOMMUNICATIONS	600.00	124.80	53.15	475.20	20.80	11.88
101-171.000-963.001	MISCELLANEOUS	100.00	0.00	0.00	100.00	0.00	49.08
101-171.000-965.000	POSTAGE	125.00	0.00	0.00	125.00	0.00	18.52
101-171.000-979.000	NEW FURNITURE & EQUIPMENT	1,000.00	148.50	148.50	851.50	14.85	4.38
101-172.000-702.001	SALARIES & WAGES	107,816.00	13,619.93	9,394.76	94,196.07	12.63	19.53
101-172.000-702.002	SALARY - DEPUTY/ASSISTANT	0.00	2,271.37	825.95	(2,271.37)	100.00	100.00
101-172.000-702.004	CLERICAL SUPPORT	0.00	0.00	0.00	0.00	0.00	0.00
101-172.000-702.011	PAYMENT IN LIEU OF HEALTH INSU	2,600.00	0.00	0.00	2,600.00	0.00	0.00
101-172.000-715.000	SOCIAL SECURITY/MEDICARE	8,301.00	1,215.54	781.83	7,085.46	14.64	21.13
101-172.000-716.000	PENSION CONTRIBUTION	10,782.00	842.96	305.72	9,939.04	7.82	20.26
101-172.000-717.000	HEALTH & LIFE INSURANCE	14,989.00	1,307.32	130.27	13,681.68	8.72	14.12
101-172.000-727.000	SUPPLIES	1,200.00	72.75	72.75	1,127.25	6.06	7.79
101-172.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00	0.00

101-172.000-802.000	LEGAL SERVICES	1,000.00	0.00	0.00	1,000.00	0.00	0.00
101-172.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	0.00	0.00	0.00	0.00	0.00	100.00
101-172.000-812.000	LUNCHES/DINNERS/MEETINGS	500.00	0.00	0.00	500.00	0.00	0.00
101-172.000-817.000	MILEAGE REIMBURSEMENT	2,000.00	6.96	6.96	1,993.04	0.35	0.33
101-172.000-831.000	SEMINARS/CONTINUING EDUCATION	5,750.00	174.50	174.50	5,575.50	3.03	16.44
101-172.000-832.000	DUES AND MEMBERSHIPS	1,925.00	425.00	425.00	1,500.00	22.08	51.25
101-172.000-853.000	TELECOMMUNICATIONS	500.00	12.50	12.50	487.50	2.50	5.00
101-172.000-900.000	PRINTING	0.00	49.00	49.00	(49.00)	100.00	0.00
101-172.000-963.001	MISCELLANEOUS	250.00	180.00	0.00	70.00	72.00	0.00
101-172.000-965.000	POSTAGE	100.00	0.00	0.00	100.00	0.00	0.00
101-172.000-979.000	NEW FURNITURE & EQUIPMENT	2,800.00	148.49	148.49	2,651.51	5.30	2.92
101-215.000-702.001	SALARIES & WAGES	104,305.00	30,444.50	10,916.77	73,860.50	29.19	23.40
101-215.000-702.002	SALARY - DEPUTY/ASSISTANT	0.00	0.00	0.00	0.00	0.00	100.00
101-215.000-702.004	CLERICAL SUPPORT	0.00	4,026.86	2,183.06	(4,026.86)	100.00	100.00
101-215.000-702.010	SALARY -PART TIME STAFFING	0.00	0.00	0.00	0.00	0.00	0.00
101-215.000-702.011	PAYMENT IN LIEU OF HEALTH INSU	0.00	0.00	0.00	0.00	0.00	0.00
101-215.000-715.000	SOCIAL SECURITY/MEDICARE	8,000.00	2,576.28	980.05	5,423.72	32.20	30.97
101-215.000-716.000	PENSION CONTRIBUTION	10,452.00	3,274.40	1,241.67	7,177.60	31.33	29.15
101-215.000-717.000	HEALTH & LIFE INSURANCE	25,659.00	9,080.72	3,126.89	16,578.28	35.39	41.11
101-215.000-727.000	SUPPLIES	2,900.00	573.30	197.60	2,326.70	19.77	19.04
101-215.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00	0.00
101-215.000-808.000	CONTRACTED SERVICES	3,000.00	298.72	298.72	2,701.28	9.96	43.90
101-215.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	4,000.00	2,613.40	0.00	1,386.60	65.34	242.20
101-215.000-812.000	LUNCHES/DINNERS/MEETINGS	350.00	98.37	98.37	251.63	28.11	0.00
101-215.000-817.000	MILEAGE REIMBURSEMENT	1,200.00	369.43	353.70	830.57	30.79	0.83
101-215.000-831.000	SEMINARS/CONTINUING EDUCATION	13,000.00	1,910.00	1,260.00	11,090.00	14.69	14.08
101-215.000-832.000	DUES AND MEMBERSHIPS	785.00	585.00	0.00	200.00	74.52	86.50
101-215.000-853.000	TELECOMMUNICATIONS	1,200.00	124.60	81.30	1,075.40	10.38	8.59
101-215.000-900.000	PRINTING	500.00	(143.77)	0.00	643.77	(28.75)	9.82
101-215.000-901.000	PUBLISHING	1,000.00	0.00	0.00	1,000.00	0.00	8.80
101-215.000-932.000	EQUIPMENT MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00
101-215.000-963.001	MISCELLANEOUS	300.00	(79.90)	(79.90)	379.90	(26.63)	0.00
101-215.000-965.000	POSTAGE	5,000.00	0.00	0.00	5,000.00	0.00	3.61
101-215.000-979.000	NEW FURNITURE & EQUIPMENT	5,005.00	847.12	0.00	4,157.88	16.93	159.16
101-247.000-702.001	SALARIES & WAGES	3,300.00	0.00	0.00	3,300.00	0.00	34.11
101-247.000-715.000	SOCIAL SECURITY/MEDICARE	231.00	0.00	0.00	231.00	0.00	34.72
101-247.000-716.000	PENSION CONTRIBUTION	0.00	0.00	0.00	0.00	0.00	0.00
101-247.000-717.000	HEALTH & LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
101-247.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00	0.00
101-247.000-812.000	LUNCHES/DINNERS/MEETINGS	300.00	265.07	265.07	34.93	88.36	67.84
101-247.000-831.000	SEMINARS/CONTINUING EDUCATION	350.00	0.00	0.00	350.00	0.00	0.00
101-247.000-901.000	PUBLISHING	240.00	0.00	0.00	240.00	0.00	0.00
101-247.000-965.000	POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00
101-253.000-702.001	SALARIES & WAGES	121,813.00	28,759.18	10,407.09	93,053.82	23.61	21.06
101-253.000-702.002	SALARY - DEPUTY/ASSISTANT	0.00	0.00	0.00	0.00	0.00	100.00
101-253.000-702.004	CLERICAL SUPPORT	0.00	0.00	0.00	0.00	0.00	0.00
101-253.000-702.011	PAYMENT IN LIEU OF HEALTH INS	2,600.00	0.00	0.00	2,600.00	0.00	1.04

101-253.000-715.000	SOCIAL SECURITY/MEDICARE	9,319.00	2,147.43	777.00	7,171.57	23.04	21.37
101-253.000-716.000	PENSION CONTRIBUTION	12,181.00	2,809.72	1,020.71	9,371.28	23.07	21.18
101-253.000-717.000	HEALTH & LIFE INSURANCE	28,506.00	6,733.29	2,380.18	21,772.71	23.62	32.61
101-253.000-727.000	SUPPLIES	500.00	26.90	26.90	473.10	5.38	20.89
101-253.000-801.001	FILING FEES/LEGAL	100.00	0.00	0.00	100.00	0.00	0.00
101-253.000-802.000	LEGAL SERVICES	250.00	0.00	0.00	250.00	0.00	0.00
101-253.000-808.000	CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
101-253.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	4,378.00	110.70	0.00	4,267.30	2.53	1.87
101-253.000-812.000	LUNCHES/DINNERS/MEETINGS	300.00	99.28	83.83	200.72	33.09	10.15
101-253.000-817.000	MILEAGE REIMBURSEMENT	1,300.00	160.48	160.48	1,139.52	12.34	12.83
101-253.000-831.000	SEMINARS/CONTINUING EDUCATION	2,500.00	249.00	249.00	2,251.00	9.96	10.40
101-253.000-832.000	DUES AND MEMBERSHIPS	525.00	248.00	0.00	277.00	47.24	8.33
101-253.000-853.000	TELECOMMUNICATIONS	680.00	62.30	40.65	617.70	9.16	7.73
101-253.000-900.000	PRINTING	4,000.00	0.00	0.00	4,000.00	0.00	0.00
101-253.000-903.000	PROPERTY TAX NOTIFICATIONS	700.00	0.00	0.00	700.00	0.00	0.00
101-253.000-963.001	MISCELLANEOUS	200.00	0.00	0.00	200.00	0.00	0.00
101-253.000-965.000	POSTAGE	8,700.00	0.00	0.00	8,700.00	0.00	3.23
101-253.000-979.000	NEW FURNITURE & EQUIPMENT	4,000.00	0.00	0.00	4,000.00	0.00	1.62
101-257.000-702.001	SALARIES & WAGES	202,396.00	17,726.45	6,446.00	184,669.55	8.76	10.26
101-257.000-702.002	SALARY - DEPUTY/ASSISTANT	0.00	13,868.75	5,043.20	(13,868.75)	100.00	100.00
101-257.000-702.004	CLERICAL SUPPORT	0.00	0.00	0.00	0.00	0.00	0.00
101-257.000-702.010	SALARY - CLERICAL	0.00	7,912.43	2,842.80	(7,912.43)	100.00	100.00
101-257.000-702.011	PAYMENT IN LIEU OF HEALTH INS	0.00	0.00	0.00	0.00	0.00	0.00
101-257.000-715.000	SOCIAL SECURITY/MEDICARE	15,483.00	2,901.02	1,052.29	12,581.98	18.74	20.04
101-257.000-716.000	PENSION CONTRIBUTION	20,240.00	3,950.76	1,433.20	16,289.24	19.52	20.76
101-257.000-717.000	HEALTH & LIFE INSURANCE	53,786.00	16,805.88	5,731.77	36,980.12	31.25	32.57
101-257.000-727.000	SUPPLIES	500.00	40.81	0.00	459.19	8.16	12.67
101-257.000-801.001	FILING FEES/LEGAL	100.00	0.00	0.00	100.00	0.00	0.00
101-257.000-802.000	LEGAL SERVICES	23,000.00	1,320.00	1,008.00	21,680.00	5.74	19.14
101-257.000-808.000	CONTRACTED SERVICES	2,000.00	0.00	0.00	2,000.00	0.00	0.00
101-257.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	7,000.00	0.00	0.00	7,000.00	0.00	0.00
101-257.000-812.000	LUNCHES/DINNERS/MEETINGS	500.00	0.00	0.00	500.00	0.00	0.00
101-257.000-817.000	MILEAGE REIMBURSEMENT	1,500.00	105.04	105.04	1,394.96	7.00	0.00
101-257.000-831.000	SEMINARS/CONTINUING EDUCATION	6,000.00	724.00	349.00	5,276.00	12.07	3.90
101-257.000-832.000	DUES AND MEMBERSHIPS	4,820.00	240.00	240.00	4,580.00	4.98	0.00
101-257.000-853.000	TELECOMMUNICATIONS	660.00	103.82	103.82	556.18	15.73	0.00
101-257.000-901.000	PUBLISHING	300.00	0.00	0.00	300.00	0.00	52.80
101-257.000-903.000	PROPERTY TAX NOTIFICATIONS	1,600.00	1,270.76	0.00	329.24	79.42	112.82
101-257.000-963.001	MISCELLANEOUS	300.00	0.00	0.00	300.00	0.00	0.00
101-257.000-965.000	POSTAGE	4,500.00	3,850.96	127.24	649.04	85.58	81.23
101-257.000-979.000	NEW FURNITURE & EQUIPMENT	2,400.00	0.00	0.00	2,400.00	0.00	32.38
101-261.000-702.001	SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00	0.00
101-261.000-702.004	CLERICAL SUPPORT	0.00	0.00	0.00	0.00	0.00	0.00
101-261.000-715.000	SOCIAL SECURITY/MEDICARE	0.00	0.00	0.00	0.00	0.00	0.00
101-261.000-716.000	PENSION CONTRIBUTION	0.00	0.00	0.00	0.00	0.00	0.00
101-261.000-717.000	HEALTH & LIFE INSURANCE	17,000.00	5,410.66	1,552.98	11,589.34	31.83	100.00
101-261.000-719.000	WORKERS' COMPENSATION INSURANCE	9,147.00	4,029.30	1,343.10	5,117.70	44.05	100.00

101-261.000-727.000	SUPPLIES	8,000.00	1,850.03	902.25	6,149.97	23.13	25.69
101-261.000-801.000	ACCOUNTING SERVICES/AUDIT	12,000.00	3,415.00	2,715.00	8,585.00	28.46	(0.20)
101-261.000-801.001	FILING FEES/LEGAL	200.00	0.00	0.00	200.00	0.00	0.00
101-261.000-802.000	LEGAL SERVICES	15,000.00	1,219.00	46.00	13,781.00	8.13	1.91
101-261.000-803.000	ENGINEERING	5,000.00	0.00	0.00	5,000.00	0.00	0.00
101-261.000-805.000	EQUIPMENT RENTAL/SERVICE	500.00	0.00	0.00	500.00	0.00	0.00
101-261.000-808.000	CONTRACTED SERVICES	17,400.00	7,558.31	2,677.72	9,841.69	43.44	35.31
101-261.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	54,500.00	9,062.00	828.40	45,438.00	16.63	2.03
101-261.000-812.000	LUNCHES/DINNERS/MEETINGS	0.00	0.00	0.00	0.00	0.00	0.00
101-261.000-815.000	MOSQUITO/LEAF COLLECTION	0.00	0.00	0.00	0.00	0.00	0.00
101-261.000-819.001	SIDEWALK SNOW REMOVAL	0.00	0.00	0.00	0.00	0.00	0.00
101-261.000-831.000	SEMINARS/CONTINUING EDUCATION	1,000.00	0.00	0.00	1,000.00	0.00	100.00
101-261.000-832.000	DUES AND MEMBERSHIPS	59,450.00	68,330.59	2,237.39	(8,880.59)	114.94	56.58
101-261.000-853.000	TELECOMMUNICATIONS	2,500.00	2,069.62	1,159.78	430.38	82.78	(0.27)
101-261.000-901.000	PUBLISHING	9,000.00	1,245.00	961.80	7,755.00	13.83	7.63
101-261.000-902.000	TOWNSHIP NEWSLETTER	0.00	0.00	0.00	0.00	0.00	0.00
101-261.000-958.000	INSURANCE & BONDS	8,000.00	0.00	0.00	8,000.00	0.00	61.94
101-261.000-961.001	MAPPING & AERIAL PHOTO	4,000.00	0.00	0.00	4,000.00	0.00	0.00
101-261.000-963.001	MISCELLANEOUS	1,000.00	95.79	14.88	904.21	9.58	0.00
101-261.000-964.000	TAX/PERMIT FEES REFUND	5,000.00	646.10	19.91	4,353.90	12.92	0.80
101-261.000-965.000	POSTAGE	6,000.00	558.84	558.84	5,441.16	9.31	81.77
101-261.000-969.002	ADMINISTRATION FEES	200.00	0.00	0.00	200.00	0.00	0.00
101-261.000-975.000	PEG FUND COMMITMENT	52,500.00	0.00	0.00	52,500.00	0.00	0.00
101-262.000-702.001	SALARIES & WAGES	35,290.00	1,267.69	902.75	34,022.31	3.59	18.34
101-262.000-702.002	SALARY - DEPUTY/ASSISTANT	0.00	0.00	0.00	0.00	0.00	100.00
101-262.000-715.000	SOCIAL SECURITY/MEDICARE	2,710.00	97.00	69.07	2,613.00	3.58	19.42
101-262.000-716.000	PENSION CONTRIBUTION	3,529.00	0.00	0.00	3,529.00	0.00	17.78
101-262.000-717.000	HEALTH & LIFE INSURANCE	5,643.00	0.00	0.00	5,643.00	0.00	0.00
101-262.000-727.000	SUPPLIES	2,063.00	421.34	0.00	1,641.66	20.42	28.28
101-262.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00	0.00
101-262.000-802.000	LEGAL SERVICES	0.00	207.00	207.00	(207.00)	100.00	0.00
101-262.000-808.000	CONTRACTED SERVICES	31,100.00	11,076.80	746.80	20,023.20	35.62	0.00
101-262.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	0.00	0.00	0.00	0.00	0.00	0.00
101-262.000-817.000	MILEAGE REIMBURSEMENT	500.00	64.86	17.69	435.14	12.97	6.16
101-262.000-853.000	TELECOMMUNICATIONS	0.00	0.00	0.00	0.00	0.00	0.00
101-262.000-900.000	PRINTING	4,500.00	1,330.69	205.00	3,169.31	29.57	0.00
101-262.000-901.000	PUBLISHING	150.00	0.00	0.00	150.00	0.00	0.00
101-262.000-940.000	FLEET VEHICLE RENT	0.00	0.00	0.00	0.00	0.00	0.00
101-262.000-963.001	MISCELLANEOUS	2,500.00	8.00	0.00	2,492.00	0.32	6.87
101-262.000-965.000	POSTAGE	15,000.00	3,955.13	3,955.13	11,044.87	26.37	0.41
101-262.000-972.000	CAPITAL OUTLAY	25,000.00	0.00	0.00	25,000.00	0.00	0.00
101-262.000-979.000	NEW FURNITURE & EQUIPMENT	3,850.00	0.00	0.00	3,850.00	0.00	204.97
101-265.000-702.001	SALARIES & WAGES	15,000.00	1,854.67	720.60	13,145.33	12.36	6.05
101-265.000-715.000	SOCIAL SECURITY/MEDICARE	1,335.00	141.88	55.13	1,193.12	10.63	6.15
101-265.000-716.000	PENSION CONTRIBUTION	0.00	0.00	0.00	0.00	0.00	0.00
101-265.000-717.000	HEALTH & LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
101-265.000-727.000	SUPPLIES	0.00	12.98	12.98	(12.98)	100.00	0.00

101-265.000-775.000	BUILDING REPAIR & MAINTENANCE SUPPLIES	500.00	0.00	0.00	500.00	0.00	0.00
101-265.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00	0.00
101-265.000-805.000	EQUIPMENT RENTAL/SERVICE	1,700.00	148.30	(5.80)	1,551.70	8.72	7.23
101-265.000-808.000	CONTRACTED SERVICES	14,500.00	1,867.27	774.89	12,632.73	12.88	83.65
101-265.000-815.000	MOSQUITO/LEAF COLLECTION	20,000.00	208.64	0.00	19,791.36	1.04	0.00
101-265.000-819.000	SNOW PLOWING/REMOVAL	15,000.00	7,223.84	737.28	7,776.16	48.16	30.68
101-265.000-821.000	CLEANING BUILDING	20,000.00	5,684.75	4,234.45	14,315.25	28.42	16.38
101-265.000-822.000	TRASH REMOVAL	1,000.00	160.14	63.50	839.86	16.01	16.65
101-265.000-853.000	TELECOMMUNICATIONS	18,500.00	2,199.72	823.04	16,300.28	11.89	18.34
101-265.000-920.000	ELECTRIC	35,000.00	3,655.30	3,181.67	31,344.70	10.44	11.93
101-265.000-923.000	NATURAL GAS	15,000.00	5,306.76	1,202.50	9,693.24	35.38	32.57
101-265.000-924.000	WATER AND SEWER	1,300.00	894.64	602.65	405.36	68.82	(1.20)
101-265.000-932.000	EQUIPMENT MAINTENANCE	16,000.00	475.08	729.94	15,524.92	2.97	13.03
101-265.000-933.000	BUILDING MAINTENANCE	8,000.00	5,064.44	257.23	2,935.56	63.31	0.09
101-265.000-935.000	GROUNDS MAINTENANCE	25,000.00	125.70	870.46	24,874.30	0.50	(1.71)
101-265.000-940.000	FLEET VEHICLE RENT	0.00	0.00	0.00	0.00	0.00	0.00
101-265.000-958.000	INSURANCE & BONDS	36,000.00	15,878.78	(935.68)	20,121.22	44.11	77.26
101-265.000-963.001	MISCELLANEOUS	2,500.00	427.64	456.75	2,072.36	17.11	0.00
101-265.000-965.000	POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00
101-265.000-972.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
101-265.000-973.000	GROUNDS IMPROVEMENTS	5,000.00	0.00	0.00	5,000.00	0.00	0.00
101-265.000-979.000	NEW FURNITURE & EQUIPMENT	2,500.00	4,273.88	4,273.88	(1,773.88)	170.96	2.80
101-445.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00	0.00
101-445.000-808.000	CONTRACTED SERVICES	30,000.00	0.00	0.00	30,000.00	0.00	0.00
101-446.000-702.006	SALARY - BOARDS/COMMISSIONS	0.00	0.00	0.00	0.00	0.00	0.00
101-446.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00	0.00
101-446.000-808.000	CONTRACTED SERVICES	17,000.00	6,428.58	2,142.86	10,571.42	37.82	600.00
101-446.000-920.001	DIVISION AVE	20,000.00	0.00	0.00	20,000.00	0.00	0.00
101-446.000-960.000	ROAD CONSTRUCTION	250,000.00	0.00	(23,203.10)	250,000.00	0.00	0.00
101-446.000-960.002	TRAIL CONSTRUCTION & MAINTENANCE	12,000.00	60.87	0.00	11,939.13	0.51	0.00
101-446.000-973.001	DIVISION AVE MAINTENANCE	6,000.00	633.00	0.00	5,367.00	10.55	6.77
101-448.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00	0.00
101-448.000-802.000	LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
101-448.000-901.000	PUBLISHING	500.00	0.00	0.00	500.00	0.00	0.00
101-448.000-920.000	ELECTRIC	156,000.00	44,318.45	29,485.87	111,681.55	28.41	15.86
101-448.000-920.001	DIVISION AVE	5,000.00	1,028.16	483.20	3,971.84	20.56	32.05
101-448.000-920.002	INTERSECTION LIGHTS/INSTALL/OPER	0.00	0.00	0.00	0.00	0.00	0.00
101-567.000-702.001	SALARIES & WAGES	60,811.00	5,996.02	2,180.38	54,814.98	9.86	20.46
101-567.000-702.002	SALARY - DEPUTY/ASSISTANT	0.00	4,162.49	1,625.00	(4,162.49)	100.00	100.00
101-567.000-715.000	SOCIAL SECURITY/MEDICARE	4,669.00	777.11	291.10	3,891.89	16.64	29.34
101-567.000-716.000	PENSION CONTRIBUTION	2,747.00	0.00	0.00	2,747.00	0.00	9.30
101-567.000-717.000	HEALTH & LIFE INSURANCE	6,497.00	0.00	0.00	6,497.00	0.00	0.00
101-567.000-727.000	SUPPLIES	250.00	0.00	0.00	250.00	0.00	30.30
101-567.000-740.000	OPERATING SUPPLIES	2,500.00	90.04	46.58	2,409.96	3.60	1.46
101-567.000-775.000	BUILDING REPAIR & MAINTENANCE SUPPLIES	1,000.00	0.00	0.00	1,000.00	0.00	0.00
101-567.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00	0.00
101-567.000-802.000	LEGAL SERVICES	200.00	0.00	0.00	200.00	0.00	100.00

101-567.000-808.000	CONTRACTED SERVICES	4,000.00	0.00	0.00	4,000.00	0.00	0.00
101-567.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	600.00	0.00	0.00	600.00	0.00	0.00
101-567.000-819.000	SNOW PLOWING/REMOVAL	4,000.00	1,714.26	571.42	2,285.74	42.86	76.67
101-567.000-822.000	TRASH REMOVAL	600.00	178.92	59.64	421.08	29.82	27.18
101-567.000-853.000	TELECOMMUNICATIONS	0.00	0.00	0.00	0.00	0.00	0.00
101-567.000-920.000	ELECTRIC	1,600.00	218.74	94.66	1,381.26	13.67	16.88
101-567.000-932.000	EQUIPMENT MAINTENANCE	2,000.00	0.00	0.00	2,000.00	0.00	0.00
101-567.000-940.000	FLEET VEHICLE RENT	0.00	0.00	0.00	0.00	0.00	0.00
101-567.000-963.001	MISCELLANEOUS	500.00	4.58	0.00	495.42	0.92	0.00
101-567.000-965.000	POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00
101-567.000-973.000	GROUNDS IMPROVEMENTS	250,000.00	4,622.20	750.00	245,377.80	1.85	70.77
101-567.000-979.000	NEW FURNITURE & EQUIPMENT	62,820.00	56,650.00	0.00	6,170.00	90.18	0.00
101-596.000-860.000	INTERURBAN TRANSIT AUTHORITY	55,000.00	10,359.60	3,453.20	44,640.40	18.84	22.66
101-701.000-702.001	SALARIES & WAGES	180,100.00	29,400.57	10,691.14	150,699.43	16.32	16.77
101-701.000-702.002	SALARY - DEPUTY/ASSISTANT	0.00	0.00	0.00	0.00	0.00	100.00
101-701.000-702.004	CLERICAL SUPPORT	0.00	0.00	0.00	0.00	0.00	0.00
101-701.000-702.006	SALARY - BOARDS/COMMISSIONS	8,000.00	1,390.00	490.00	6,610.00	17.38	100.00
101-701.000-702.010	INTERN SUPPORT	0.00	0.00	0.00	0.00	0.00	0.00
101-701.000-702.011	PAYMENT IN LIEU OF HEALTH INS	0.00	0.00	0.00	0.00	0.00	0.00
101-701.000-715.000	SOCIAL SECURITY/MEDICARE	14,364.00	2,355.47	855.34	12,008.53	16.40	18.60
101-701.000-716.000	PENSION CONTRIBUTION	18,810.00	2,966.83	1,078.50	15,843.17	15.77	15.36
101-701.000-717.000	HEALTH & LIFE INSURANCE	60,189.00	10,932.18	3,624.61	49,256.82	18.16	18.48
101-701.000-727.000	SUPPLIES	600.00	32.00	0.00	568.00	5.33	36.09
101-701.000-727.001	REFERENCE MATERIALS	200.00	0.00	0.00	200.00	0.00	0.00
101-701.000-727.002	MUNICODE UPDATES	8,000.00	784.01	784.01	7,215.99	9.80	33.75
101-701.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00	0.00
101-701.000-802.000	LEGAL SERVICES	20,000.00	1,027.00	170.00	18,973.00	5.14	23.20
101-701.000-808.000	CONTRACTED SERVICES	80,000.00	1,937.50	1,562.50	78,062.50	2.42	3.78
101-701.000-808.001	ENGINEERING CONTRACTED SERVICES	0.00	9,983.31	3,491.13	(9,983.31)	100.00	11.68
101-701.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	10,000.00	0.00	0.00	10,000.00	0.00	0.64
101-701.000-812.000	LUNCHESES/DINNERS/MEETINGS	300.00	77.55	77.55	222.45	25.85	0.00
101-701.000-817.000	MILEAGE REIMBURSEMENT	500.00	0.00	0.00	500.00	0.00	0.00
101-701.000-831.000	SEMINARS/CONTINUING EDUCATION	4,900.00	790.00	200.00	4,110.00	16.12	0.00
101-701.000-832.000	DUES AND MEMBERSHIPS	843.00	175.00	0.00	668.00	20.76	0.00
101-701.000-853.000	TELECOMMUNICATIONS	900.00	62.30	40.65	837.70	6.92	7.22
101-701.000-900.000	PRINTING	500.00	0.00	0.00	500.00	0.00	0.00
101-701.000-901.000	PUBLISHING	4,000.00	0.00	0.00	4,000.00	0.00	15.07
101-701.000-963.001	MISCELLANEOUS	500.00	0.00	0.00	500.00	0.00	34.00
101-701.000-964.000	TAX/PERMIT FEES REFUND	0.00	0.00	0.00	0.00	0.00	0.00
101-701.000-965.000	POSTAGE	1,000.00	0.00	0.00	1,000.00	0.00	24.34
101-701.000-979.000	NEW FURNITURE & EQUIPMENT	3,000.00	0.00	0.00	3,000.00	0.00	47.87
101-751.000-702.006	SALARY - BOARDS/COMMISSIONS	2,300.00	250.00	0.00	2,050.00	10.87	8.65
101-751.000-715.000	SOCIAL SECURITY/MEDICARE	165.00	19.13	0.00	145.87	11.59	100.00
101-751.000-716.000	PENSION CONTRIBUTION	50.00	0.00	0.00	50.00	0.00	100.00
101-751.000-727.000	SUPPLIES	100.00	0.00	0.00	100.00	0.00	100.00
101-751.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00	0.00
101-751.000-808.000	CONTRACTED SERVICES	0.00	6,207.50	5,175.50	(6,207.50)	100.00	2.64

101-751.000-812.000	LUNCHES/DINNERS/MEETINGS	500.00	291.95	250.38	208.05	58.39	0.00
101-751.000-880.000	COMMUNITY PROMOTIONS	4,000.00	0.00	0.00	4,000.00	0.00	0.00
101-751.000-900.000	PRINTING	600.00	0.00	0.00	600.00	0.00	0.00
101-751.000-901.000	PUBLISHING	0.00	0.00	0.00	0.00	0.00	0.00
101-751.000-963.001	MISCELLANEOUS	250.00	0.00	0.00	250.00	0.00	100.00
101-751.000-965.000	POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00
101-751.000-972.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
101-751.000-973.000	GROUNDS IMPROVEMENTS	5,000.00	0.00	0.00	5,000.00	0.00	0.00
101-790.000-727.000	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
101-790.000-775.000	BUILDING REPAIR & MAINTENANCE SUPPLIES	500.00	73.24	73.24	426.76	14.65	0.00
101-790.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00	0.00
101-790.000-805.000	EQUIPMENT RENTAL/SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
101-790.000-808.000	CONTRACTED SERVICES	1,000.00	0.00	0.00	1,000.00	0.00	0.00
101-790.000-819.000	SNOW PLOWING/REMOVAL	7,500.00	3,092.43	1,030.81	4,407.57	41.23	50.40
101-790.000-821.000	CLEANING BUILDING	16,000.00	2,918.99	1,379.24	13,081.01	18.24	24.84
101-790.000-822.000	TRASH REMOVAL	1,000.00	229.92	76.64	770.08	22.99	27.01
101-790.000-920.000	ELECTRIC	11,000.00	1,465.98	715.37	9,534.02	13.33	12.65
101-790.000-923.000	NATURAL GAS	4,500.00	1,981.44	563.80	2,518.56	44.03	29.52
101-790.000-924.000	WATER AND SEWER	800.00	83.98	0.00	716.02	10.50	9.35
101-790.000-932.000	EQUIPMENT MAINTENANCE	6,000.00	1,966.00	1,095.00	4,034.00	32.77	24.39
101-790.000-933.000	BUILDING MAINTENANCE	5,000.00	649.90	649.90	4,350.10	13.00	19.02
101-790.000-935.000	GROUNDS MAINTENANCE	8,000.00	392.50	196.25	7,607.50	4.91	0.00
101-790.000-958.000	INSURANCE & BONDS	3,000.00	3,351.69	0.00	(351.69)	111.72	106.19
101-790.000-963.001	MISCELLANEOUS	100.00	0.00	0.00	100.00	0.00	0.00
101-790.000-973.000	GROUNDS IMPROVEMENTS	15,000.00	0.00	0.00	15,000.00	0.00	0.00
101-790.000-979.000	NEW FURNITURE & EQUIPMENT	3,000.00	0.00	0.00	3,000.00	0.00	0.00
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		3,143,691.00	632,456.83	180,461.23	2,511,234.17	20.12	17.20
NET OF REVENUES & EXPENDITURES		(3,143,691.00)	(632,456.83)	(180,461.23)	(2,511,234.17)	20.12	17.20

03/31/2023

REVENUE AND EXPENDITURE REPORT FOR GAINES CHARTER TOWNSHIP
PERIOD ENDING 03/31/2023

205-Public Safety Rev & Expend

GL NUMBER	DESCRIPTION	2023	YTD BALANCE	ACTIVITY FOR	AVAILABLE	PREV YEAR	
		AMENDED BUDGET	03/31/2023	MONTH 03/31/23	BALANCE	% BDGT	% BDGT
			NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED	USED
Fund 205 - PUBLIC SAFETY SAD							
205-301.000-820.000	KENT COUNTY SHERIFF PATROL	1,019,000.00	150,199.50	71,260.80	868,800.50	14.74	8.79
205-301.000-972.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
205-336.001-702.001	SALARIES & WAGES	45,000.00	6,145.71	0.00	38,854.29	13.66	19.23
205-336.001-702.002	SALARY - DEPUTY/ASSISTANT	499,794.00	106,714.47	34,835.90	393,079.53	21.35	21.66
205-336.001-702.003	FILL IN FOR FULL TIME	20,000.00	1,476.90	243.00	18,523.10	7.38	6.14
205-336.001-702.005	SALARIES - POC FIRE FIGHTERS	40,000.00	10,865.50	3,617.25	29,134.50	27.16	27.27
205-336.001-702.008	OFFICER STIPENDS	4,080.00	1,020.00	340.00	3,060.00	25.00	14.59
205-336.001-702.010	SALARY -PART TIME STAFFING	78,000.00	16,106.45	5,072.63	61,893.55	20.65	27.22
205-336.001-702.011	PAYMENT IN LIEU OF HEALTH INSU	7,280.00	2,122.97	772.00	5,157.03	29.16	29.16
205-336.001-702.013	OVERTIME	49,000.00	6,429.31	4,319.60	42,570.69	13.12	0.00
205-336.001-702.014	OVERTIME - FLSA	59,137.00	5,486.09	3,386.00	53,650.91	9.28	0.00
205-336.001-702.778	TRAINING PAY	20,000.00	2,231.25	726.25	17,768.75	11.16	11.20
205-336.001-715.000	SOCIAL SECURITY/MEDICARE	60,000.00	11,997.58	4,029.50	48,002.42	20.00	21.08
205-336.001-716.000	PENSION CONTRIBUTION	65,000.00	10,698.91	3,565.62	54,301.09	16.46	16.67
205-336.001-717.000	HEALTH & LIFE INSURANCE	129,250.00	27,713.31	10,200.98	101,536.69	21.44	21.17
205-336.001-719.000	WORKER'S COMPENSATION INSURANCE	25,000.00	7,219.17	2,406.39	17,780.83	28.88	32.14
205-336.001-727.000	SUPPLIES	10,000.00	407.43	110.65	9,592.57	4.07	5.56
205-336.001-740.000	OPERATING SUPPLIES	15,000.00	2,604.98	1,321.67	12,395.02	17.37	(6.27)
205-336.001-741.000	FUEL	19,000.00	2,351.09	1,173.92	16,648.91	12.37	11.68
205-336.001-775.000	BUILDING REPAIR & MAINTENANCE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
205-336.001-776.000	UNIFORMS	12,000.00	112.99	0.00	11,887.01	0.94	23.82
205-336.001-776.001	TURN OUT GEAR	14,500.00	0.00	0.00	14,500.00	0.00	2.48
205-336.001-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00	0.00
205-336.001-802.000	LEGAL SERVICES	1,000.00	0.00	0.00	1,000.00	0.00	329.05
205-336.001-808.000	CONTRACTED SERVICES	29,876.00	8,702.13	540.00	21,173.87	29.13	59.01
205-336.001-809.000	PROGRAMMING/SOFTWARE/NETWORK	29,850.00	23,316.15	8,459.62	6,533.85	78.11	37.91
205-336.001-810.000	INSPECTIONS	0.00	0.00	0.00	0.00	0.00	0.00
205-336.001-810.001	FIRE PREVENTION EDUCATION	1,800.00	0.00	0.00	1,800.00	0.00	0.00
205-336.001-810.002	HAZMAT ASSESSMENT	0.00	0.00	0.00	0.00	0.00	0.00
205-336.001-811.000	TRAINING	10,500.00	199.99	150.00	10,300.01	1.90	21.67
205-336.001-816.000	KENT COUNTY EMS ASSESSMENT	1,200.00	254.86	0.00	945.14	21.24	17.57
205-336.001-816.001	BYRON TWP ASSESSMENT	6,000.00	0.00	0.00	6,000.00	0.00	0.00
205-336.001-816.002	KENT CO FIRE ASSESSMENT	0.00	0.00	0.00	0.00	0.00	0.00
205-336.001-817.000	MILEAGE REIMBURSEMENT	600.00	0.00	0.00	600.00	0.00	100.00
205-336.001-819.000	SNOW PLOWING/REMOVAL	6,872.00	1,963.44	981.72	4,908.56	28.57	55.00
205-336.001-822.000	TRASH REMOVAL	1,400.00	361.41	120.47	1,038.59	25.82	25.99
205-336.001-831.000	SEMINARS/CONTINUING EDUCATION	4,500.00	0.00	0.00	4,500.00	0.00	9.38
205-336.001-832.000	DUES AND MEMBERSHIPS	300.00	95.00	0.00	205.00	31.67	0.00
205-336.001-835.000	PHYSICAL EXAMINATIONS	9,000.00	0.00	0.00	9,000.00	0.00	0.00

205-336.001-853.000	TELECOMMUNICATIONS	5,800.00	1,178.50	344.89	4,621.50	20.32	17.71
205-336.001-920.000	ELECTRIC	14,400.00	2,027.66	949.74	12,372.34	14.08	19.56
205-336.001-923.000	NATURAL GAS	7,700.00	3,018.24	785.38	4,681.76	39.20	28.65
205-336.001-924.000	WATER AND SEWER	1,000.00	0.00	0.00	1,000.00	0.00	(7.93)
205-336.001-931.000	VEHICLE MAINTENANCE	50,000.00	6,598.08	5,311.49	43,401.92	13.20	0.74
205-336.001-932.000	EQUIPMENT MAINTENANCE	11,000.00	662.94	137.99	10,337.06	6.03	29.40
205-336.001-933.000	BUILDING MAINTENANCE	5,400.00	751.99	740.00	4,648.01	13.93	3.15
205-336.001-935.000	GROUNDS MAINTENANCE	2,000.00	(27.46)	0.00	2,027.46	(1.37)	0.00
205-336.001-956.000	FOOD ALLOWANCE	1,500.00	0.00	0.00	1,500.00	0.00	0.00
205-336.001-958.000	INSURANCE & BONDS	13,000.00	21,951.05	0.00	(8,951.05)	168.85	320.14
205-336.001-963.001	MISCELLANEOUS	1,000.00	156.84	4.49	843.16	15.68	3.13
205-336.001-972.000	CAPITAL OUTLAY	20,000.00	0.00	0.00	20,000.00	0.00	0.00
205-336.001-973.000	GROUNDS IMPROVEMENTS	11,000.00	0.00	0.00	11,000.00	0.00	0.00
205-336.001-979.000	NEW FURNITURE & EQUIPMENT	19,550.00	129.08	0.00	19,420.92	0.66	25.42
205-336.001-998.000	CONTINGENCY	115,000.00	0.00	0.00	115,000.00	0.00	0.00
205-336.002-702.001	SALARIES & WAGES	45,000.00	8,780.39	2,634.68	36,219.61	19.51	19.42
205-336.002-702.002	SALARY - DEPUTY/ASSISTANT	482,000.00	95,083.93	37,958.90	386,916.07	19.73	18.55
205-336.002-702.003	FILL IN FOR FULL TIME	15,000.00	455.60	0.00	14,544.40	3.04	13.67
205-336.002-702.005	SALARIES - POC FIRE FIGHTERS	50,000.00	17,667.63	3,055.65	32,332.37	35.34	17.13
205-336.002-702.008	OFFICER STIPENDS	7,500.00	0.00	0.00	7,500.00	0.00	0.00
205-336.002-702.010	SALARY -PART TIME STAFFING	0.00	668.21	0.00	(668.21)	100.00	33.86
205-336.002-702.011	PAYMENT IN LIEU OF HEALTH INSU	5,200.00	2,122.97	772.00	3,077.03	40.83	35.06
205-336.002-702.013	OVERTIME	20,000.00	1,293.60	638.92	18,706.40	6.47	0.00
205-336.002-702.014	OVERTIME - FLSA	53,708.00	6,377.94	4,576.60	47,330.06	11.88	0.00
205-336.002-702.015	ELECTRICAL/FIRE INSPECTOR	18,000.00	7,865.50	2,430.04	10,134.50	43.70	16.99
205-336.002-702.778	TRAINING PAY	20,000.00	2,349.41	914.41	17,650.59	11.75	0.00
205-336.002-715.000	SOCIAL SECURITY/MEDICARE	53,000.00	10,663.85	3,963.84	42,336.15	20.12	20.46
205-336.002-716.000	PENSION CONTRIBUTION	55,000.00	6,693.72	2,562.62	48,306.28	12.17	11.66
205-336.002-717.000	HEALTH & LIFE INSURANCE	84,000.00	25,944.94	10,859.18	58,055.06	30.89	3.67
205-336.002-719.000	WORKER'S COMPENSATION INSURANCE	27,000.00	5,540.28	1,846.76	21,459.72	20.52	44.31
205-336.002-727.000	SUPPLIES	9,300.00	262.21	135.44	9,037.79	2.82	4.80
205-336.002-740.000	OPERATING SUPPLIES	12,000.00	1,776.92	340.35	10,223.08	14.81	2.86
205-336.002-741.000	FUEL	15,000.00	2,414.26	1,697.99	12,585.74	16.10	25.30
205-336.002-775.000	BUILDING REPAIR & MAINTENANCE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
205-336.002-776.000	UNIFORMS	13,500.00	6,099.30	334.94	7,400.70	45.18	27.11
205-336.002-776.001	TURN OUT GEAR	33,775.00	2,950.95	2,950.95	30,824.05	8.74	3.81
205-336.002-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00	0.00
205-336.002-802.000	LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00	658.10
205-336.002-808.000	CONTRACTED SERVICES	24,380.00	4,473.20	3,162.41	19,906.80	18.35	65.35
205-336.002-809.000	PROGRAMMING/SOFTWARE/NETWORK	25,200.00	22,369.43	2,572.60	2,830.57	88.77	1.00
205-336.002-810.001	FIRE PREVENTION EDUCATION	2,000.00	0.00	0.00	2,000.00	0.00	0.00
205-336.002-810.002	HAZMAT ASSESSMENT	2,000.00	0.00	0.00	2,000.00	0.00	100.00
205-336.002-811.000	TRAINING	12,500.00	155.00	155.00	12,345.00	1.24	16.67
205-336.002-816.000	KENT COUNTY EMS ASSESSMENT	1,300.00	0.00	0.00	1,300.00	0.00	18.49
205-336.002-817.000	MILEAGE REIMBURSEMENT	600.00	0.00	0.00	600.00	0.00	0.00
205-336.002-819.000	SNOW PLOWING/REMOVAL	6,872.00	2,945.16	981.72	3,926.84	42.86	49.92
205-336.002-822.000	TRASH REMOVAL	625.00	151.20	50.40	473.80	24.19	23.24

205-336.002-831.000	SEMINARS/CONTINUING EDUCATION	4,500.00	0.00	0.00	4,500.00	0.00	0.00
205-336.002-832.000	DUES AND MEMBERSHIPS	300.00	275.00	180.00	25.00	91.67	13.33
205-336.002-835.000	PHYSICAL EXAMINATIONS	11,500.00	0.00	0.00	11,500.00	0.00	0.00
205-336.002-853.000	TELECOMMUNICATIONS	10,000.00	2,876.50	1,015.67	7,123.50	28.77	20.35
205-336.002-920.000	ELECTRIC	12,500.00	2,099.87	1,012.92	10,400.13	16.80	16.05
205-336.002-923.000	NATURAL GAS	9,000.00	3,744.56	946.46	5,255.44	41.61	31.42
205-336.002-924.000	WATER AND SEWER	500.00	168.98	168.98	331.02	33.80	22.40
205-336.002-931.000	VEHICLE MAINTENANCE	42,000.00	2,273.69	728.26	39,726.31	5.41	7.96
205-336.002-932.000	EQUIPMENT MAINTENANCE	6,700.00	854.92	269.04	5,845.08	12.76	26.66
205-336.002-933.000	BUILDING MAINTENANCE	18,700.00	806.87	410.80	17,893.13	4.31	39.41
205-336.002-935.000	GROUNDS MAINTENANCE	2,000.00	809.10	0.00	1,190.90	40.46	0.00
205-336.002-958.000	INSURANCE & BONDS	19,950.00	21,951.05	0.00	(2,001.05)	110.03	186.66
205-336.002-963.001	MISCELLANEOUS	1,000.00	245.69	54.00	754.31	24.57	3.90
205-336.002-972.000	CAPITAL OUTLAY	12,500.00	0.00	0.00	12,500.00	0.00	0.00
205-336.002-973.000	GROUNDS IMPROVEMENTS	2,000.00	0.00	0.00	2,000.00	0.00	0.00
205-336.002-979.000	NEW FURNITURE & EQUIPMENT	31,400.00	62.77	49.88	31,337.23	0.20	7.67
205-336.002-998.000	CONTINGENCY	115,000.00	0.00	0.00	115,000.00	0.00	0.00
Fund 205 - PUBLIC SAFETY SAD:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		3,966,299.00	714,518.11	255,339.36	3,251,780.89	18.01	15.07
NET OF REVENUES & EXPENDITURES		(3,966,299.00)	(714,518.11)	(255,339.36)	(3,251,780.89)	18.01	15.07

03/31/2023

REVENUE AND EXPENDITURE REPORT FOR GAINES CHARTER TOWNSHIP
PERIOD ENDING 03/31/2023

		2023	YTD BALANCE	ACTIVITY FOR	AVAILABLE	PREV YEAR	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	03/31/2023 NORM (ABNORM)	MONTH 03/31/23 INCR (DECR)	BALANCE NORM (ABNORM)	% BDGT USED	% BDGT USED
Fund 549 - BUILDING INSPECTIONS DEPT							
549-371.000-702.001	SALARIES & WAGES	197,091.00	16,629.00	6,046.92	180,462.00	8.44	19.50
549-371.000-702.002	SALARY - DEPUTY/ASSISTANT	0.00	0.00	0.00	0.00	0.00	0.00
549-371.000-702.003	SALARY - ELECTRICAL INSPECTOR	0.00	0.00	0.00	0.00	0.00	0.00
549-371.000-702.004	CLERICAL SUPPORT	0.00	0.00	0.00	0.00	0.00	0.00
549-371.000-702.009	DEFERRED COMP IN LIEU OF HEAL	0.00	0.00	0.00	0.00	0.00	0.00
549-371.000-702.011	PAYMENT IN LIEU OF HEALTH INSU	0.00	0.00	0.00	0.00	0.00	0.00
549-371.000-702.015	ELECTRICAL/FIRE INSPECTOR	0.00	0.00	0.00	0.00	0.00	0.00
549-371.000-715.000	SOCIAL SECURITY/MEDICARE	14,663.00	1,272.11	462.59	13,390.89	8.68	20.49
549-371.000-716.000	PENSION CONTRIBUTION	17,506.00	1,662.92	604.70	15,843.08	9.50	18.85
549-371.000-717.000	HEALTH & LIFE INSURANCE	60,000.00	12,157.73	3,813.41	47,842.27	20.26	25.89
549-371.000-719.000	WORKERS' COMPENSATION INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
549-371.000-727.000	SUPPLIES	2,500.00	206.42	0.00	2,293.58	8.26	27.25
549-371.000-775.000	BUILDING REPAIR & MAINTENANCE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
549-371.000-776.000	UNIFORMS	0.00	0.00	0.00	0.00	0.00	0.00
549-371.000-801.000	ACCOUNTING SERVICES/AUDIT	1,200.00	0.00	0.00	1,200.00	0.00	100.00
549-371.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00	0.00
549-371.000-805.000	EQUIPMENT RENTAL/SERVICE	2,200.00	0.00	0.00	2,200.00	0.00	100.00
549-371.000-807.008	RENT	11,000.00	0.00	0.00	11,000.00	0.00	24.26
549-371.000-808.000	CONTRACTED SERVICES	100,000.00	13,957.43	7,357.43	86,042.57	13.96	5.13
549-371.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	6,000.00	399.30	0.00	5,600.70	6.66	26.72
549-371.000-812.000	LUNCHES/DINNERS/MEETINGS	200.00	0.00	0.00	200.00	0.00	0.00
549-371.000-817.000	MILEAGE REIMBURSEMENT	6,200.00	28.95	0.00	6,171.05	0.47	3.03
549-371.000-819.000	SNOW PLOWING/REMOVAL	1,100.00	0.00	0.00	1,100.00	0.00	100.00
549-371.000-821.000	CLEANING BUILDING	1,100.00	0.00	0.00	1,100.00	0.00	100.00
549-371.000-822.000	TRASH REMOVAL	70.00	0.00	0.00	70.00	0.00	100.00
549-371.000-831.000	SEMINARS/CONTINUING EDUCATION	5,200.00	30.00	30.00	5,170.00	0.58	0.67
549-371.000-832.000	DUES AND MEMBERSHIPS	9,200.00	240.00	105.00	8,960.00	2.61	345.34
549-371.000-853.000	TELECOMMUNICATIONS	2,700.00	124.60	81.30	2,575.40	4.61	102.92
549-371.000-900.000	PRINTING	500.00	334.00	49.00	166.00	66.80	0.00

549-371.000-920.000	ELECTRIC	3,400.00	0.00	0.00	3,400.00	0.00	100.00
549-371.000-923.000	NATURAL GAS	900.00	0.00	0.00	900.00	0.00	100.00
549-371.000-924.000	WATER AND SEWER	120.00	0.00	0.00	120.00	0.00	100.00
549-371.000-932.000	EQUIPMENT MAINTENANCE	1,300.00	0.00	0.00	1,300.00	0.00	100.00
549-371.000-933.000	BUILDING MAINTENANCE	600.00	0.00	0.00	600.00	0.00	100.00
549-371.000-935.000	GROUNDS MAINTENANCE	1,800.00	0.00	0.00	1,800.00	0.00	100.00
549-371.000-958.000	INSURANCE & BONDS	350.00	0.00	0.00	350.00	0.00	100.00
549-371.000-963.001	MISCELLANEOUS	1,000.00	0.00	0.00	1,000.00	0.00	0.00
549-371.000-964.000	TAX/PERMIT FEES REFUND	500.00	0.00	0.00	500.00	0.00	0.00
549-371.000-965.000	POSTAGE	200.00	0.00	0.00	200.00	0.00	15.33
549-371.000-968.000	DEPRECIATION	0.00	0.00	0.00	0.00	0.00	0.00
549-371.000-969.002	ADMINISTRATION FEES	0.00	0.00	0.00	0.00	0.00	0.00
549-371.000-972.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
549-371.000-979.000	NEW FURNITURE & EQUIPMENT	6,500.00	5,822.91	0.00	677.09	89.58	17.76
Fund 549 - BUILDING INSPECTIONS DEPT:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		455,100.00	52,865.37	18,550.35	402,234.63	11.62	15.52
NET OF REVENUES & EXPENDITURES		(455,100.00)	(52,865.37)	(18,550.35)	(402,234.63)	11.62	15.52

04/04/2023

REVENUE AND EXPENDITURE REPORT FOR GAINES CHARTER TOWNSHIP
PERIOD ENDING 03/31/2023

J. B. vi. d)

		2023	YTD BALANCE	ACTIVITY FOR	AVAILABLE	PREV YEAR	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	03/31/2023 NORM (ABNORM)	MONTH 03/31/23 INCR (DECR)	BALANCE NORM (ABNORM)	% BDGT USED	% BDGT USED
Fund 590 - SEWER FUND							
590-530.000-702.001	SALARIES & WAGES	66,320.00	13,104.15	4,754.91	53,215.85	19.76	12.09
590-530.000-702.007	ADMIN LONG TERM DISABILITY/LIFE	0.00	0.00	0.00	0.00	0.00	0.00
590-530.000-715.000	SOCIAL SECURITY/MEDICARE	5,100.00	1,002.47	363.78	4,097.53	19.66	12.44
590-530.000-716.000	PENSION CONTRIBUTION	6,631.00	1,305.82	474.55	5,325.18	19.69	23.16
590-530.000-717.000	HEALTH & LIFE INSURANCE	11,414.00	312.50	312.50	11,101.50	2.74	15.29
590-530.000-719.000	ADMIN WORKMANS COMP	0.00	0.00	0.00	0.00	0.00	0.00
590-536.000-496.000	CONNECTION INSPECTION PERMITS	8,500.00	500.00	250.00	8,000.00	5.88	41.54
590-536.000-584.000	DEVELOPER CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.00
590-536.000-628.000	TRUNKAGE FEES	130,000.00	32,219.00	27,950.00	97,781.00	24.78	31.98
590-536.000-629.000	AVAILABILITY/LATERALS	30,000.00	0.00	0.00	30,000.00	0.00	185.94
590-536.000-632.000	CAPITAL METER FEES	0.00	0.00	0.00	0.00	0.00	0.00
590-536.000-633.000	USAGE SERVICE CHARGES	2,150,000.00	413,546.04	98,481.27	1,736,453.96	19.23	22.26
590-536.000-633.001	READY TO SERVE CHARGES	545,000.00	98,987.10	31,110.88	446,012.90	18.16	23.03
590-536.000-633.002	RTS/SUBMETERS	0.00	0.00	0.00	0.00	0.00	0.00
590-536.000-635.000	MISCELLANEOUS FEES	200.00	62.50	25.00	137.50	31.25	50.00
590-536.000-658.000	PENALTIES	24,000.00	7,090.52	3,725.02	16,909.48	29.54	26.19
590-536.000-658.001	PENALTIES/DORMANT	0.00	0.00	0.00	0.00	0.00	0.00
590-536.000-658.002	ASSESSMENT PENALTIES	0.00	0.00	0.00	0.00	0.00	0.00
590-536.000-665.005	INTEREST ON ASSESSMENTS-TRKG	6,500.00	0.00	0.00	6,500.00	0.00	0.00
590-536.000-665.006	INTEREST ON INVESTMENTS-OPER	5,500.00	2,981.75	0.00	2,518.25	54.21	2.98
590-536.000-665.009	INTEREST ON INVESTMENTS-TRKG	30,000.00	2,433.44	0.00	27,566.56	8.11	(3.69)
590-536.000-675.000	SPECIAL ASSESSMENT REVENUE	40,000.00	0.00	0.00	40,000.00	0.00	0.00
590-536.000-678.000	MISC REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
590-536.000-727.000	SUPPLIES	250.00	0.00	0.00	250.00	0.00	77.06
590-536.000-727.001	REFERENCE MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00
590-536.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00	0.00
590-536.000-802.000	LEGAL SERVICES	500.00	(157.50)	0.00	657.50	(31.50)	40.70
590-536.000-803.000	CONTRACT ENGINEERING	25,000.00	(6,384.15)	(9,236.02)	31,384.15	(25.54)	45.84
590-536.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	3,600.00	2,057.12	0.00	1,542.88	57.14	52.19
590-536.000-817.000	MILEAGE REIMBURSEMENT	100.00	0.00	0.00	100.00	0.00	4.10
590-536.000-830.000	BYRON/GAINES UTILITY AUTHORITY	310,000.00	91,502.18	39,255.89	218,497.82	29.52	27.78
590-536.000-830.CAP	AUTHORITY CAPITAL EXPENSES	61,250.00	11,651.92	11,064.89	49,598.08	19.02	63.16
590-536.000-832.000	DUES AND MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00	0.00
590-536.000-853.000	TELECOMMUNICATIONS	175.00	0.00	0.00	175.00	0.00	0.00
590-536.000-900.000	PRINTING	150.00	0.00	0.00	150.00	0.00	0.00
590-536.000-902.000	TOWNSHIP NEWSLETTER	0.00	0.00	0.00	0.00	0.00	0.00
590-536.000-905.000	WATER & SEWER BILL OUTSOURCING	7,250.00	3,690.00	0.00	3,560.00	50.90	0.00
590-536.000-921.000	CITY OF G.R.MONTHLY SEWER USAGE	130,000.00	26,169.09	13,392.83	103,830.91	20.13	28.21
590-536.000-922.001	WYOMING SEWER USAGE-CAP & COMM	1,500,000.00	245,666.53	112,373.12	1,254,333.47	16.38	21.23
590-536.000-930.000	REPAIRS/TRUNKAGE EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
590-536.000-930.001	OVERSIZING	0.00	0.00	0.00	0.00	0.00	0.00
590-536.000-957.000	SOFTWARE/COMPUTERS/FURNITURE	0.00	0.00	0.00	0.00	0.00	1.09
590-536.000-962.000	INTERFUND REIMB WITH GEN	24,000.00	6,464.52	6,464.52	17,535.48	26.94	22.05
590-536.000-963.001	MISCELLANEOUS	0.00	(184.44)	(184.44)	184.44	100.00	0.00
590-536.000-965.000	POSTAGE	500.00	0.00	0.00	500.00	0.00	31.82
590-536.000-968.000	DEPRECIATION	1,110,000.00	0.00	0.00	1,110,000.00	0.00	0.00
590-536.000-968.001	LOSS ON ABANDONMENT	30,000.00	0.00	0.00	30,000.00	0.00	0.00
590-536.000-969.000	FEES	0.00	0.00	0.00	0.00	0.00	0.00
590-536.000-979.000	NEW FURNITURE & EQUIPMENT	500.00	0.00	0.00	500.00	0.00	0.00
Fund 590 - SEWER FUND:							
TOTAL REVENUES		2,969,700.00	557,820.35	161,542.17	2,411,879.65	18.78	24.13
TOTAL EXPENDITURES		3,292,740.00	396,200.21	179,036.53	2,896,539.79	12.03	14.15
NET OF REVENUES & EXPENDITURES		(323,040.00)	161,620.14	(17,494.36)	(484,660.14)	50.03	200.79

Fund 591 - WATER FUND

591-530.000-702.001	SALARIES & WAGES	66,320.00	13,103.62	4,754.70	53,216.38	19.76	16.57
591-530.000-702.007	ADMIN LONG TERM DISABILITY/LIFE	0.00	0.00	0.00	0.00	0.00	0.00
591-530.000-715.000	SOCIAL SECURITY/MEDICARE	5,100.00	1,002.33	363.72	4,097.67	19.65	17.18
591-530.000-716.000	PENSION CONTRIBUTION	6,354.00	1,305.80	474.54	5,048.20	20.55	23.16
591-530.000-717.000	HEALTH & LIFE INSURANCE	11,414.00	312.50	312.50	11,101.50	2.74	15.29
591-530.000-719.000	ADMIN WORKMANS COMP	0.00	0.00	0.00	0.00	0.00	0.00
591-537.000-496.000	CONNECTION INSPECTION PERMITS	10,000.00	1,325.00	500.00	8,675.00	13.25	31.88
591-537.000-584.000	DEVELOPER CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.00
591-537.000-614.000	ANNUAL HYDRANT FEES	13,600.00	0.00	0.00	13,600.00	0.00	0.00
591-537.000-628.000	TRUNKAGE FEES	100,000.00	22,105.00	19,188.00	77,895.00	22.11	34.60
591-537.000-630.000	AVAILABILITY/SERVICES	55,000.00	0.00	0.00	55,000.00	0.00	8.32
591-537.000-631.000	FIRE PROTECTION SERVICE	29,000.00	7,145.00	1,985.00	21,855.00	24.64	23.06
591-537.000-632.000	CAPITAL METER FEES	100,000.00	14,704.60	5,919.80	85,295.40	14.70	50.67
591-537.000-633.000	USAGE SERVICE CHARGES	2,100,000.00	413,687.91	103,597.13	1,686,312.09	19.70	21.78
591-537.000-633.001	READY TO SERVE CHARGES	645,000.00	123,874.83	39,519.38	521,125.17	19.21	30.40
591-537.000-633.004	IRRIGATION	220,000.00	17,621.68	201.03	202,378.32	8.01	10.80
591-537.000-633.006	RES CONSTRUCTION WATER USE FEE	2,000.00	175.00	50.00	1,825.00	8.75	45.00
591-537.000-635.000	MISCELLANEOUS FEES	1,000.00	212.50	25.00	787.50	21.25	7.55
591-537.000-658.000	PENALTIES	28,000.00	8,605.86	4,496.27	19,394.14	30.74	27.34
591-537.000-658.001	PENALTIES/DORMANT	0.00	0.00	0.00	0.00	0.00	0.00
591-537.000-658.002	ASSESSMENT PENALTIES	100.00	0.00	0.00	100.00	0.00	0.00
591-537.000-665.005	INTEREST ON ASSESSMENTS-TRKG	4,500.00	0.00	0.00	4,500.00	0.00	0.00
591-537.000-665.006	INTEREST ON INVESTMENTS-OPER	10,000.00	1,967.86	0.00	8,032.14	19.68	6.37
591-537.000-665.008	INTEREST ON INVESTMENTS-TF	0.00	0.00	0.00	0.00	0.00	0.00
591-537.000-665.009	INTEREST ON INVESTMENTS-TRKG	15,000.00	506.96	0.00	14,493.04	3.38	(0.23)
591-537.000-675.000	SPECIAL ASSESSMENT REVENUE	20,000.00	0.00	0.00	20,000.00	0.00	0.00
591-537.000-678.000	MISC REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
591-537.000-727.000	SUPPLIES	250.00	0.00	0.00	250.00	0.00	78.95
591-537.000-727.001	REFERENCE MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00
591-537.000-801.001	FILING FEES/LEGAL	0.00	0.00	0.00	0.00	0.00	0.00
591-537.000-802.000	LEGAL SERVICES	500.00	0.00	0.00	500.00	0.00	40.70
591-537.000-803.000	CONTRACT ENGINEERING	25,000.00	7,123.04	4,784.26	17,876.96	28.49	9.16
591-537.000-804.000	DUTTON INDUSTRIAL DRIVE	0.00	0.00	0.00	0.00	0.00	0.00
591-537.000-809.000	PROGRAMMING/SOFTWARE/NETWORK	3,600.00	2,057.13	0.00	1,542.87	57.14	52.19
591-537.000-817.000	MILEAGE REIMBURSEMENT	100.00	0.00	0.00	100.00	0.00	4.10
591-537.000-830.000	BYRON/GAINES UTILITY AUTHORITY	400,000.00	88,692.49	35,588.88	311,307.51	22.17	26.71
591-537.000-830.001	CAPITAL METER EXPENSE	125,000.00	38,700.00	16,510.00	86,300.00	30.96	0.00
591-537.000-830.002	CAPITAL MHP CHANGEOVER	0.00	0.00	0.00	0.00	0.00	0.00
591-537.000-830.CAP	AUTHORITY CAPITAL EXPENSES	61,250.00	11,651.92	11,064.89	49,598.08	19.02	63.16
591-537.000-832.000	DUES AND MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00	0.00
591-537.000-853.000	TELECOMMUNICATIONS	175.00	0.00	0.00	175.00	0.00	0.00
591-537.000-900.000	PRINTING	150.00	0.00	0.00	150.00	0.00	0.00
591-537.000-902.000	TOWNSHIP NEWSLETTER	0.00	0.00	0.00	0.00	0.00	0.00
591-537.000-904.000	WATER QUALITY REPORT	2,500.00	0.00	0.00	2,500.00	0.00	0.00
591-537.000-905.000	WATER & SEWER BILL OUTSOURCING	7,250.00	4,087.38	397.39	3,162.62	56.38	0.00
591-537.000-922.000	WYOMING USAGE BILL	1,095,000.00	159,488.97	78,532.36	935,511.03	14.57	15.67
591-537.000-930.000	REPAIRS/TRUNKAGE EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
591-537.000-930.001	OVERSIZING	0.00	0.00	0.00	0.00	0.00	0.00
591-537.000-934.000	SENSUS MAINTENANCE	3,500.00	0.00	0.00	3,500.00	0.00	0.00
591-537.000-957.000	SOFTWARE/COMPUTERS/FURNITURE	0.00	0.00	0.00	0.00	0.00	1.09
591-537.000-962.000	INTERFUND REIMB WITH GEN	24,000.00	6,464.52	6,464.52	17,535.48	26.94	22.05
591-537.000-963.001	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00
591-537.000-965.000	POSTAGE	500.00	0.00	0.00	500.00	0.00	31.82
591-537.000-968.000	DEPRECIATION	850,000.00	0.00	0.00	850,000.00	0.00	0.00
591-537.000-968.001	LOSS ON ABANDONMENT	0.00	0.00	0.00	0.00	0.00	0.00
591-537.000-969.000	FEES	0.00	0.00	0.00	0.00	0.00	0.00
591-537.000-969.001	PARTICIPATION FEES LEAD/COPPER TESTING	0.00	0.00	0.00	0.00	0.00	0.00
591-537.000-979.000	NEW FURNITURE & EQUIPMENT	500.00	0.00	0.00	500.00	0.00	0.00

Fund 591 - WATER FUND:

TOTAL REVENUES	3,353,200.00	611,932.20	175,481.61	2,741,267.80	18.25	22.41
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TOTAL EXPENDITURES	2,688,463.00	333,989.70	159,247.76	2,354,473.30	12.42	12.23
NET OF REVENUES & EXPENDITURES	664,737.00	277,942.50	16,233.85	386,794.50	41.81	91.89

TOTAL REVENUES - ALL FUNDS	6,322,900.00	1,169,752.55	337,023.78	5,153,147.45	18.50	23.22
TOTAL EXPENDITURES - ALL FUNDS	5,981,203.00	730,189.91	338,284.29	5,251,013.09	12.21	13.23
NET OF REVENUES & EXPENDITURES	341,697.00	439,562.64	(1,260.51)	(97,865.64)	128.64	233.56



MEMO

Staff Communication

DATE: April 10th, 2023

TO: Planning Commission

FROM: Dan Wells, Community Development Director

RE: Draft Master Plan Summary and Highlights – Consideration of Resolution to Approve Gaines Charter Township Master Plan

SUMMARY OF TOPIC

The Draft Master Plan has been through the required public comment period and has been reviewed and recommended for approval by the Planning Commission.

The Master Plan is a guiding document and is the culmination of nearly a year of public, staff, Planning Commission, and Board review, discussion, and development. After final consideration and approval, the Master Plan will serve as the basis to rework the zoning ordinance to align with its goals and principles over the next year. Any substantive changes recommended by the Board to the Draft Master Plan or Future Land Use Plan will need to be returned to and reviewed by Planning Commission.

MASTER PLAN CHAPTER HIGHLIGHTS

Chapter 1

- Review the previous planning efforts, much of this plan echoes what has been developed in previous plans.
- I've tried to create Future Land Use categories in Ch 7 that will guide development in accord with prior area plans for Dutton, 84th St, and 100th St. I'm trying to rely less on specific prescriptions for those areas and develop categories that will be a little more flexible but attain the same results.

Chapter 2

- Emphasis on evaluating impacts to woodlands and wetlands has been strengthened compared to previous master plans which didn't address these concerns.

Chapter 3

- Like previous Master Plans, this is generally an inventory of population characteristics.

Chapter 4

- Like previous Master Plans, this is generally an inventory of public facilities.
- Note that I added Public Art as a consideration, which has not been present in previous plans.

Chapter 5

- Recognizes that we are an auto-dependent jurisdiction but outlines alternative transportation methods that we will evaluate for implementation.
- Public comment indicated that people REALLY want more bike paths and sidewalks as an alternative to the car.

Chapter 6

- Outlines the issues facing home buyers and newer forms of housing being built to accommodate higher costs.
- Discussion of residential building form and front garage vs front porch dominated façades, as well as defining Traditional Neighborhood Development (front porch oriented).
- Outlines a variety of housing being built in the Township.

Chapter 7

- Broadly broken into two categories, residential and commerce/business.
- Residential sections cover how we have developed in the past, and what kind of residential development we want to see in the future.
- Neighborhood Development Section related to Traditional Neighborhood Development and what that is.
- Village Centers discussion focuses on areas within the Township that have historically been considered as such, and a summary of areas that were subject of area plans that anticipated development of village centers through mixed-use designations in the last future land use plan.
- Commerce and Business section outlines the changes I'd like to see enacted to better define Neighborhood vs General Commercial. These differences will need to be codified in the ordinance.
- Industrial section is pretty much as it was previously, focusing on Steelcase lands and the area designated for industrial on Division south of 100th.

Chapter 8

- This section will be how we categorize parcels on the future land use plan so it's important to read it carefully!

- Note the difference between single-use categories and mixed-use which combine several compatible single-use categories for flexibility or encouraging quality infill development.
- Rural, covers a quarter+ of the township. Farming and large lot housing.
- Suburban Residential – traditional suburban tract housing.
- Village Residential – traditional suburban mixed in with duplexes and townhouses. One entrance per dwelling, so it's *single family*. Enables developments like Alexander Trails and Warren Woods without a PUD process (and resulting major PUD amendments). Does not include multi-family.
- Multi-Family – Apartments! Defined as 3+ units with a shared entrance (as opposed to single-family that does not have shared entry). I incorporated language from the multi-family guidance regarding widened setbacks for 3 story buildings.
- General Retail & Services – pretty much the same as previous.
- Neighborhood Retail & Service – This is where the difference from general commercial is drawn. Setbacks and layouts are conceived differently to create easier pedestrian access and environments.
- Heavy Manufacturing –same as previous.
- Public & Institutional –same as previous.
- Mixed Uses- various combinations of the previous categories, all would likely be done as a special use permit process as determined in the zoning ordinance.
- Residential with Neighborhood Retail – enables some small-scale retail to be tied to housing developments. Would likely be done as a special use permit process as determined in the zoning ordinance.
- Village Center- Walkable village retail center connected with apartments, townhouses, and single-family. Only a couple of locations for this, Dutton infill and the Stoneco gravel pits when they open for development. We want flexibility but good design that will create a thriving village center. Would likely be done as a special use permit process or overlay zone as determined in the zoning ordinance.
- Industry and Business- co-location of warehousing, manufacturing, office and some commercial. Assume that individual projects would be reviewed as a special use permit to ensure compatible neighbors.

Chapter 9

- Generally defers to the current park plan update but a summary of resident input, and identifies some future opportunity sites.

Chapter 10.

- Required by law, identifies what the land use categories in the master plan correspond to in the ordinance. These may change when we overhaul the ordinance next year, but they are valid for now.

PROCESS

Action	Schedule
1. Intent to plan letter	Done
2. Planning process.	In process
3. PC informally approves the draft plan for distribution and makes a request to the Board to distribute for 42-day relevant agency and jurisdiction review	Done December 15 th , 2022
4. Board approval to distribute for 42-day review and asserts right to give final approval (one resolution for both).	January 9 th , 2023
5. Staff distribution and 42-day review notice letter to relevant agencies and jurisdictions (also give date of public hearing).	January 10 th , 2023
6. Public hearing notice (newspaper 15 days in advance of hearing)	February 4 th , 2023
7. Planning Commission public hearing (must occur after 42-day review period ends).	February 23 rd , 2023
8. Planning Commission resolution for approval and recommendation for Board to approve.	February 23 rd , 2023
9. Board consideration of the Final Master Plan.	March 13 th , 2023
10. Planning Commission consideration of changes requested by the Board on March 13 th .	March 23 rd , 2023
11. Board consideration of the Final Master Plan.	April 10 th , 2023
12. Approval notice letter to relevant agencies and jurisdictions.	Following approval.



GAINES TOWNSHIP MASTER PLAN

March 23, 2023

ACKNOWLEDGEMENTS

The Gaines Township Master Plan was made possible through the substantial effort among Township Board members, Planning Commissioners, Township staff, stakeholders, and the residents of Gaines Township.

TOWNSHIP BOARD

Robert DeWard, Township Supervisor
Michael Brew, Township Clerk
Laurie Lemke, Township Treasurer
Kathy VanderStel, Trustee
Dan Fryling, Trustee
Tim Haagsma, Trustee
Bob Terpstra, Trustee

PLANNING COMMISSION

Connie Giarmo, Chair
Ronnie Rober, Vice Chair
Lani Thomas, Secretary
Tim Haagsma
Brad Waayenberg
Ryan Wiersema
Talimma Billips

TOWNSHIP STAFF

Dan Wells, Community Development Director
Natalie Davenport, Assistant Planner
Jeff Gritter, P.E., Vreisman & Korhorn,
Township Engineer



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CHAPTER 1. INTRODUCTION

This document is the community's master plan, a guide for growth, conservation, investment, and future decision-making. It is the vision of the citizens and officials of Gaines Charter Township.



WELCOME

Gaines Charter Township is a growing community that features urban and suburban residential areas, shopping centers and commercial developments, industrial and transportation logistics business areas, and farmlands and woods.

From the early-1800s onward, the area was extensively farmed. Division Avenue was a major north-south corridor connecting Grand Rapids to Kalamazoo. The Paul B. Henry Freeway (M-6) traverses the northern third of the township and has brought growth and change to the region over the last 20 years.

The township is part of the growing southern tier of metropolitan area communities, including the City of Kentwood to the north, Byron Township to the west, and Caledonia Township to the east. To the south is Leighton Township located in Allegan County.

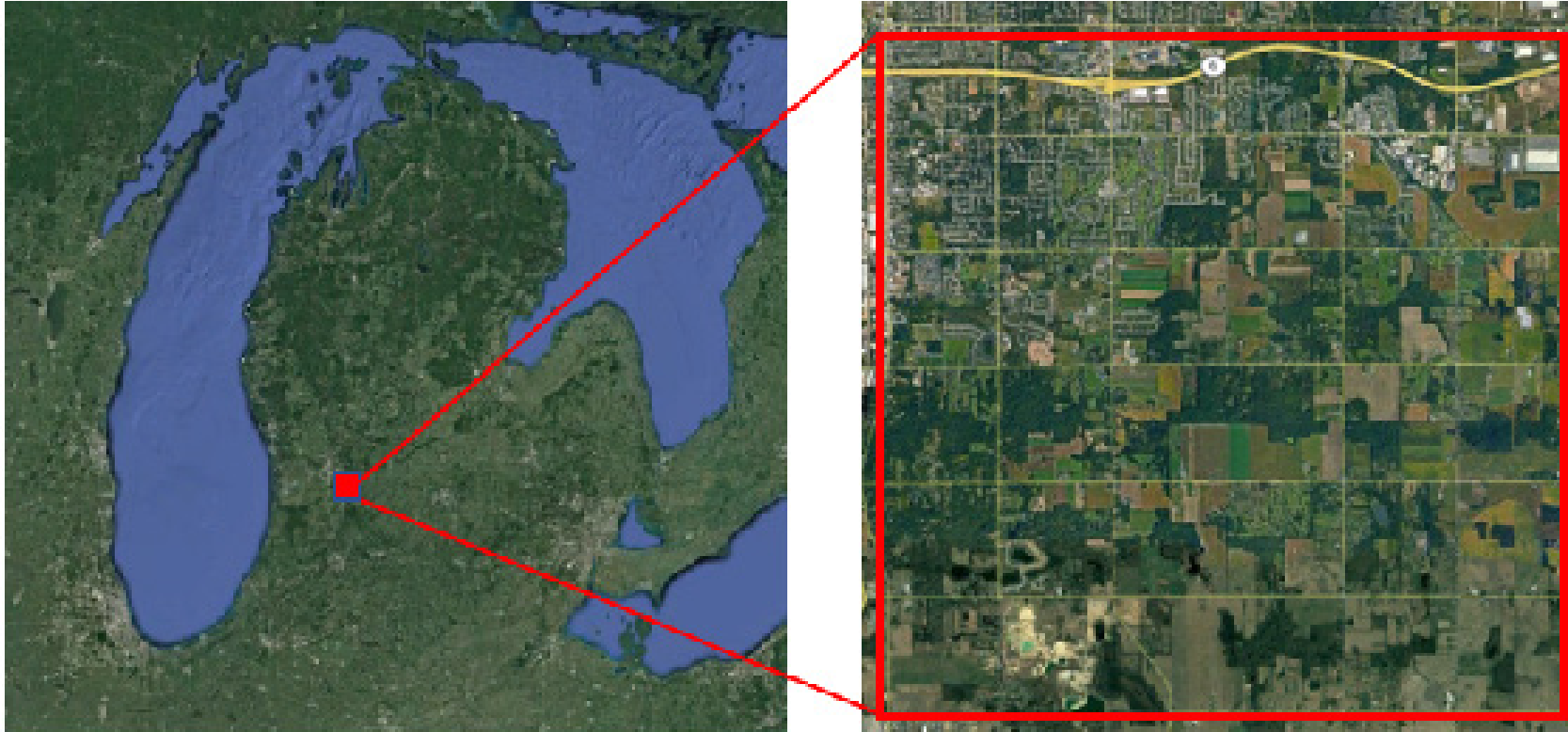
The township can generally be described as a growing suburb. Residential neighborhoods and attendant commercial and industrial areas have been developed in its northern half and rural homes and agricultural areas in its southern half. Commercial uses are

clustered along major roads including 68th Street, Division Avenue, and around the M-6/Kalamazoo Avenue interchange. These businesses are supported by new subdivisions, mostly containing single-family homes, with enclaves of higher-density housing including apartment buildings and mobile home parks in the northwest corner of the township and along 60th and 68th Streets. Further east, there are industrial parks, large-scale manufacturing and research facilities around 68th Street and East Paris Avenue.

The township has experienced steady growth in both population and development for many decades. The full opening of the Paul B. Henry Freeway (M-6) in 2004 accelerated growth, particularly commercial development along Kalamazoo Avenue between 60th Street and 68th Street. This area has become a regional destination, with two large “big-box” retailers, several grocery stores, chain restaurants, and a multiplex movie theater.

Overall, Gaines Charter Township is a desirable location in the metropolitan area, with great access to employment centers, good shopping, and quality parks and schools. The township exemplifies a growing area that encourages quality growth and development yet still treasures the rural atmosphere of its undeveloped agricultural areas.





Map 1. Gaines Charter Township

MASTER PLANNING

The Gaines Charter Township Master Plan is intended to be a guide for the township's development over the next 20 years. The Master Plan is a product of the planning process that included robust and varied opportunities for citizen input. Through text and maps, it explains the philosophy and desires of citizens concerning the future. The Master Plan seeks to express an ideal and achievable community in terms of growth potential and preservation. However, the plan is flexible enough so that changing conditions will allow the township to adapt as necessary to accomplish the general goals of the plan.

The Master Plan was developed under the authority of the Michigan Planning Enabling Act, PA 33 of 2008. The Master Plan is the basis for the Zoning Ordinance, which regulates the use of land, and serves as the framework for decision-making concerning future growth, development, preservation, and community services.

PREVIOUS PLANNING EFFORTS

This Master Plan is based upon the foundation built by several previous planning efforts. This plan recognizes the significant public efforts to establish the overall community vision, goals, principles, and implementation actions.

2002 Master Plan. The original 2002 Master Plan represented the culmination of nearly two years of work by numerous residents and local officials. It reflected the community's strong commitment to retaining and strengthening the local quality of life.

The document outlined the preferred future for the township and a comprehensive plan to realize it. It set the framework for the fast pace of growth and infrastructure development during the early and mid-2000s. Additionally, the first Future Land Use Map and plan was developed during this effort.



2008 Dutton & 100th Street Sub-Area

Plan. In 2007, the township performed its 5-year review of the 2002 Master Plan and recognized the need to revisit specific “sub-areas” within the township. The 2002 Future Land Use Map identified the Dutton area and 100th Street as two areas dedicated to industry. As a part of this effort, the township determined how these two areas affect one another and how new employment uses could be encouraged within the township. Strategies concerning future land use, economic development, and infrastructure were developed during this planning effort.

2009 Parks and Recreation Plan. The township’s Parks and Recreation Plan identified the recreational needs of the citizens of the township. The plan helped guide project development and budgeting and qualified the township for Michigan Department of Natural Resources grant opportunities. This plan is currently being updated and will be finalized in 2023.

2010 Nonmotorized Transportation Plan.

The Nonmotorized Transportation Plan (NMTP) was one of the first steps taken by the township to achieve the goal of providing increased transportation options that result in improved public health and an overall greater quality of life.

The NMTP planning effort intended to create a connected internal network of sidewalks, shared-use paths and bikeways, provide links to important destination points, and improve the functionality and safety of the overall nonmotorized transportation system.

2015 84th Street and Kalamazoo Avenue Sub-Area Plan. In early 2014, township officials determined it was time to create a Sub-Area plan for the Kalamazoo Avenue and 84th Street intersection, and the 84th Street Corridor between Kalamazoo Avenue and Division Avenue. The goal of this document is to establish the future character of the area to ensure development will be compatible with township objectives, as identified by the Public and by township officials during the planning process.

2019 Four Corners Transportation Plan.

There are four communities that comprise the “Four Corners” in the southeast Grand Rapids metro area: the City of Kentwood, Cascade Township, Gaines Township, and Caledonia Township. The successful collaboration led to several joint planning projects in the area. This update is focused on improving multi-modal transportation to provide safe and convenient travel options for pedestrians and bicyclists in the area.

2023 Parks and Recreation Plan. The township recently approved a new Parks and Trails Plan to prioritize the recreational needs of the citizens of the township. The plan helps to determine opportunities, guide project development and budgeting, and will qualify the township for Michigan Department of Natural Resources grant opportunities.

PUBLIC ENGAGEMENT

To gain a good understanding of residents' thoughts about how the township should develop over the next 10-20 years, township staff developed a multi-pronged input process that involved two surveys and two open houses. Overall, 332 survey responses were obtained. These responses will help inform both Planning Commissioners and the Board of Trustees about how people view development going forward and will help define goals and objectives for the Master Plan.

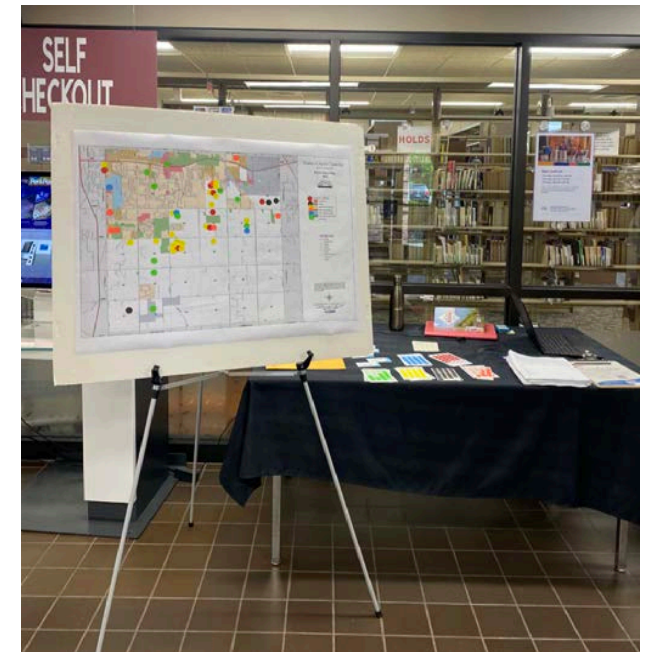
Outreach Effort. The overall outreach effort was undertaken over a period from May 11th, 2022, to July 31st, 2022. Multiple formats for public engagement were utilized including paper and web-based surveys, a web-based mapping tool, and two open houses. Flyers were posted at popular businesses and several articles were run in the local Sun & News newspaper. Finally, notices of the input opportunity with QR codes were sent out with summer tax bills to all taxpayers in the township.

Surveys. A survey ("Master Plan Public Input Survey") with 33 questions was developed that covered a range of topics. The survey was distributed at the Township Hall, Kent District Library - Gaines Township Branch, Streams of Hope, and Townline Elementary School. Kentwood Schools also assisted the outreach effort by translating the survey into Burmese, Nepali, Bosnian, Spanish, and Vietnamese. They also distributed hard copies to students to take home to parents.

A GIS-based app was developed in cooperation with REGIS that allowed people to place dots on a map of the township that was coded to specific land uses. This was developed to mimic the "sticky dot" method typically used in open houses. The remotely gathered information related to how people feel about future land use, and what uses should go where.

Both the survey and GIS map were distributed digitally via posting on the township website, on two Facebook groups; "Gaines Township / Cutlerville Community Chatter" and "Dutton Fire Department, Gaines Township Michigan". A QR code link for both surveys was also sent out with the summer tax bill which was received by every taxpayer in the township. The Sun & News newspaper also ran three separate stories on the engagement effort.

Flyers. To notify residents of the opportunity to comment, staff posted flyers bearing QR codes for mobile phone connections at twenty-six apartments, mobile home parks, businesses, and non-profit locations.



Two open houses were held to garner public opinion on the Master Plan. Public input maps (pictured above) were on display for residents to provide feedback on future land use in the township.

Respondents. Three hundred and thirty-two people filled out written surveys, 96% of whom were residents, or non-residents that own land in the township.

Eighty-six percent (86%) of respondents fell into the 21–70-year-old age categories (n=286). Compared to census data, we know that only about 45% of the overall population falls within this age group, so the under 20 and 70+-year-old age brackets are underrepresented.

In terms of their current housing situation, most respondents (74%) live in single-family houses, with a majority of respondents in this category living on lots less than half an acre (38.4%). Approximately 12% of respondents live in apartments, 7% are in multi-unit condominiums, and the rest (8%) are in mobile homes, duplexes, or some other living arrangement. Respondents in the “Other” category consist of stand-alone condos, single villa condos, and residents who live in their businesses. The number of single-family homes responding is almost identical to estimates of overall home ownership in the township (around 72%).

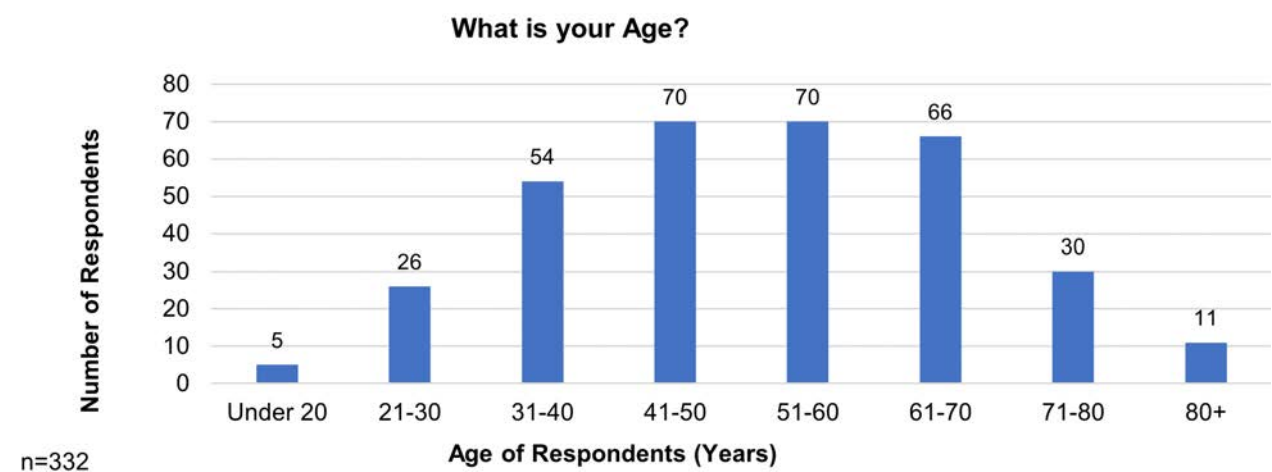


Figure 1. 2022 Master Plan Public Input Survey Question 2

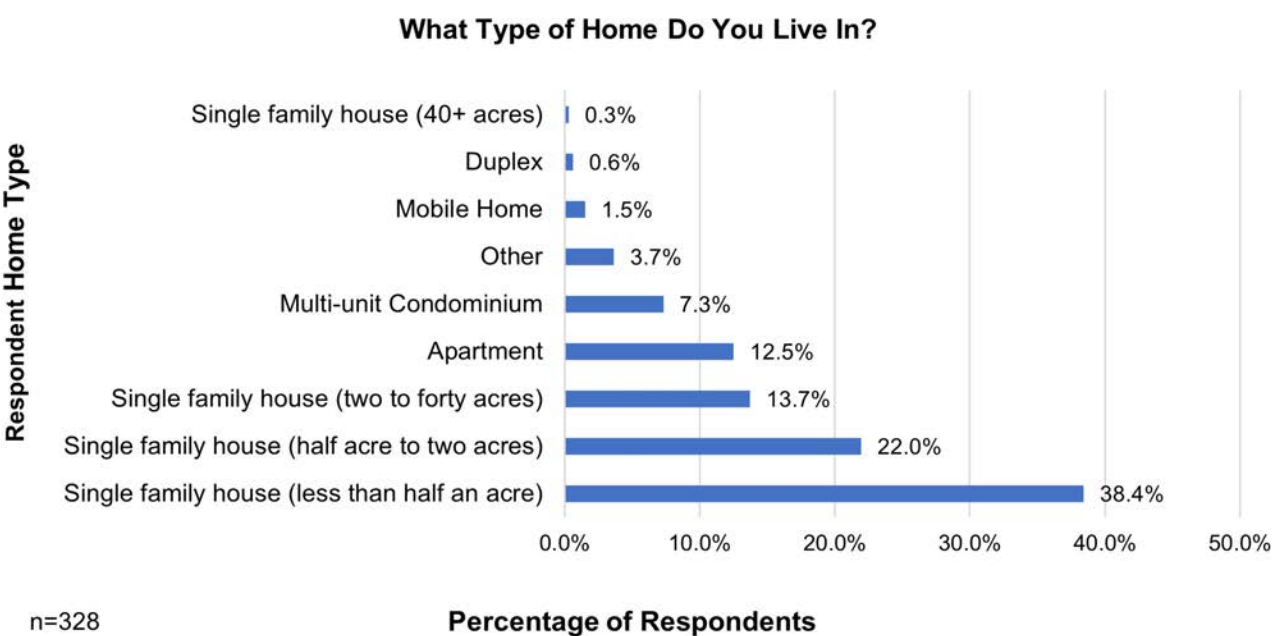


Figure 2. 2022 Master Plan Public Input Survey Question 3

GOAL 1.1 INTRODUCTION TO ACHIEVE A BALANCE BETWEEN THE DEVELOPMENT OF THE TOWNSHIP AND PRESERVING THE NATURAL FEATURES AND RURAL ATMOSPHERE WITHIN THE TOWNSHIP.

GOAL 1.2 INTRODUCTION RESIDENTS WILL HAVE AMPLE OPPORTUNITY TO VOICE THEIR OPINIONS TO TOWNSHIP LEADERS WHEN CONSIDERING PROJECTS THAT WILL IMPACT THEIR COMMUNITY.

Actions

1. Creation of quality housing, employment centers, and shopping areas which will continue to elevate Gaines Township as a premier community within the Grand Rapids metro area.
2. Conservation and preservation of natural features, as well as agricultural lands and traditions.
3. Review and possibly revise the zoning ordinance to ensure that public engagement is robust, and resident input is heard during deliberations on projects.





CHAPTER 2. ENVIRONMENT & NATURAL FEATURES



SOILS

The land area of Kent County is the result of continental glaciation, which left the foundation rock buried by many feet of glacial debris. This occurred when ice sheets nearly one mile thick covered the Upper Midwest portion of the United States and Canada. Roughly the west half of Gaines Township is the result of end moraines, which run in a north-to-south direction and are rocky and well-drained. The moraines were formed along halted ice fronts, which deposited unsorted debris consisting of rocks, soil, and vegetation. The longer the glacier was stopped in one spot, the greater the deposit. Moraines consist of whatever kind of material the ice was carrying at that place. Sometimes this material was sand and at other points clay-like materials. The proportions of boulders varied greatly also.

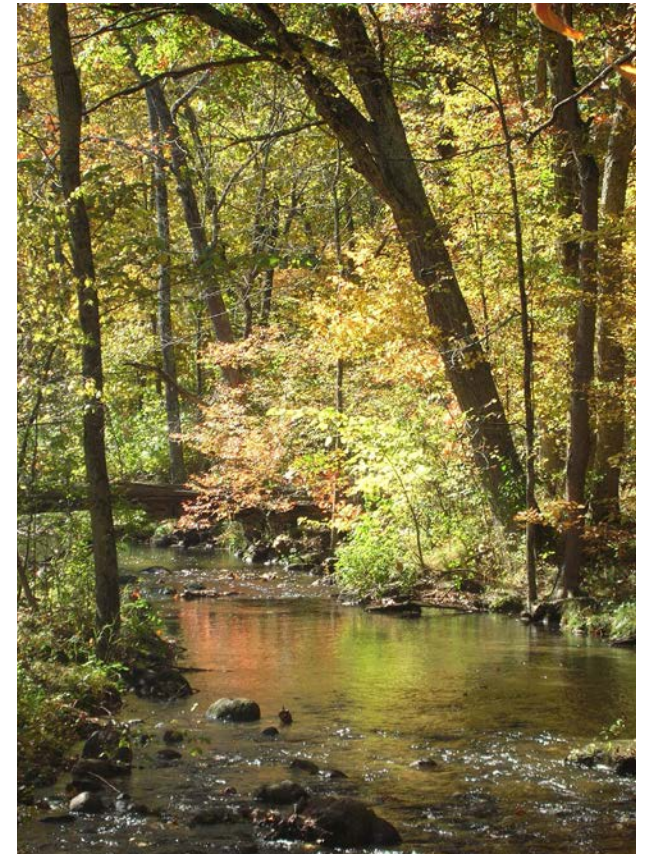
The northern and eastern portions of Gaines Township consist of gentle slopes ranging from level to eight percent. The southeast and southern sections of the township are the areas that consist of rolling hills. Clay soils are predominant, which sometimes limit use for sanitary systems, and limit drainage leading to pockets of wetland soils scattered across the area. The most significant topographical feature is around 92nd Street and Eastern Avenue, where the steepest slopes are found and reaches a high point on Dias Hill (A.K.A. “92nd Street Hill”) of over 1,030 feet.

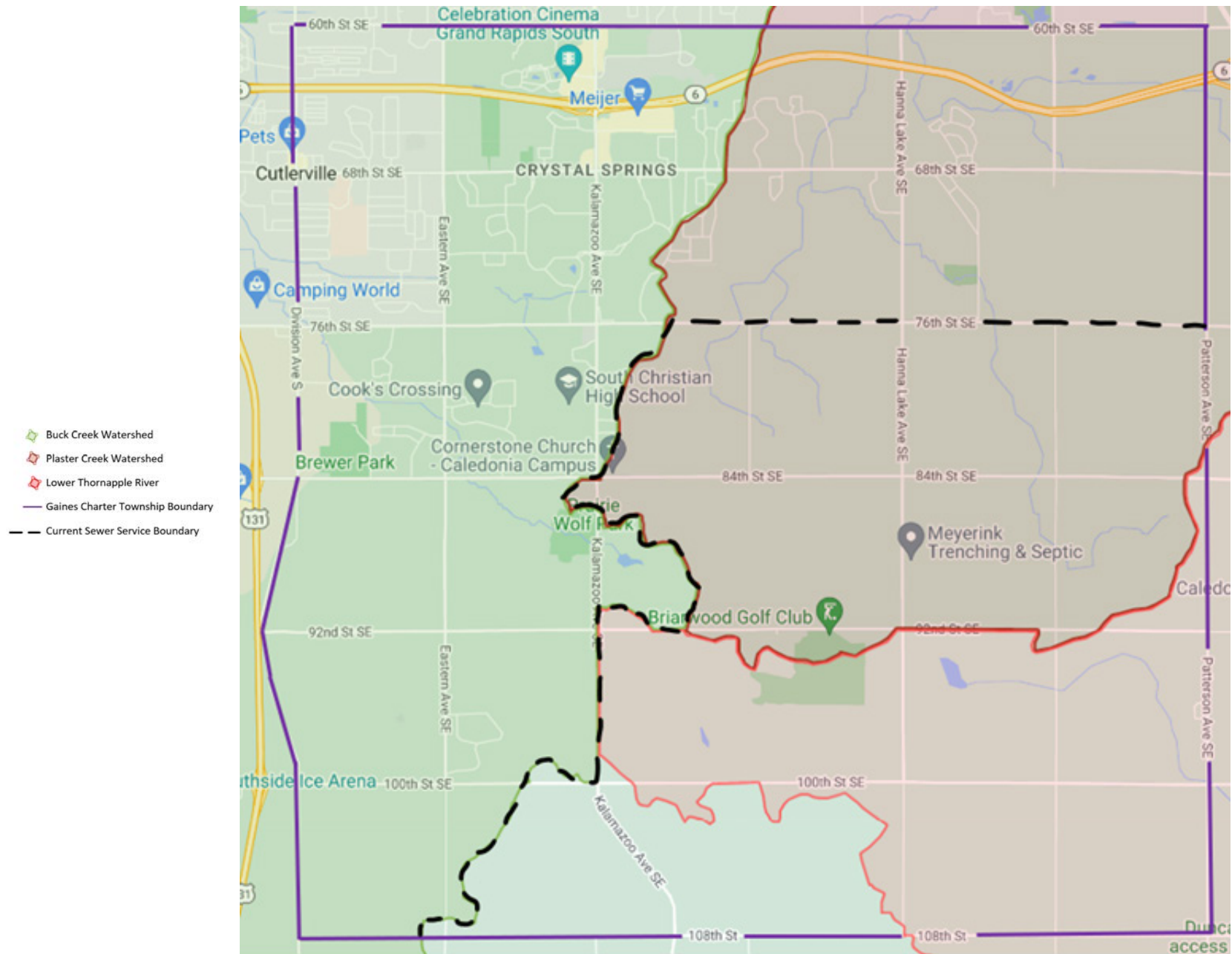
WATERSHEDS

Hanna Lake, Orissa Lake, and Martin Lake are three natural lakes within Gaines Township of substantial size. Hanna Lake, approximately 20 acres, is located in Section 26 and has a number of “flag lots” surrounding the northern shore and other larger lots on the southern shore. The soils surrounding the lake, being typically mucky, are not suitable for onsite disposal systems, structural development, cropland, or pasture. Summer Shores Lake, a manmade lake of approximately 13 acres was created in Section 6 of the township after the area was mined for gravel to build M-6. Many other small, unnamed, water bodies are present in the township. They are typically associated with mucky soils.

The township is divided into three primary drainage basins of the Grand River Watershed and one primary drainage basin of the Kalamazoo River Watershed. Surface drainage from the east half of Sections 30 and 31; the southwest part of Section 29; Sections 32 and 33; and the southwest portion of Section 34 flows to the Rabbit River and eventually into the Kalamazoo River. All other township drainage flows to the Grand River by way of Plaster Creek, Buck Creek, or the Thornapple River.

In several places, the low ridges that separate these watersheds form a barrier to providing gravity-flow sewage systems. Generally, the Plaster and Buck Creek watersheds allow sanitary systems to flow to the north and west towards water treatment facilities. The Rabbit River and Duncan Lake watersheds flow south and eastward respectively. Service within the Plaster Creek watershed flows northward to the Grand Rapids system.





Map 2. Watersheds with Current Sewer Service Boundary Demarcated

Public comments from the Master Plan Public Input Survey indicate that respondents are generally very/somewhat concerned with preserving surface wetlands and ground water quality, and to a lesser degree failing septic systems. The township may seek to protect its headwater, wetland, and groundwater resources better than it has in the past, where it has deferred to regulation and management by state agencies.



WOODLANDS, VEGETATION AND WILDLIFE

Prior to Anglo-American settlement Gaines Charter Township was extensively forested and probably used seasonally by Native Americans for hunting and gathering. The predominant forest type was Beech-Sugar Maple, with stands of White Pine and Mixed Hardwoods in the northwest corner of the township. Pockets of mixed hardwood and conifer swamp were scattered across the southern half of the township in wetland areas.

Following the intense logging of the nineteenth and early twentieth centuries, the rural portions of the township are characterized by farm fields and other cultivated lands. Remnant second-growth woodlots represent an important resource for their recreational opportunities and their aesthetic qualities in a rural landscape, as well as habitat for various animal species.

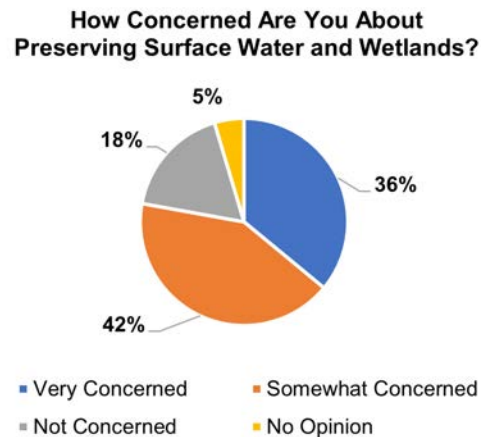


Figure 3. 2022 Master Plan Public Input Survey Question 11

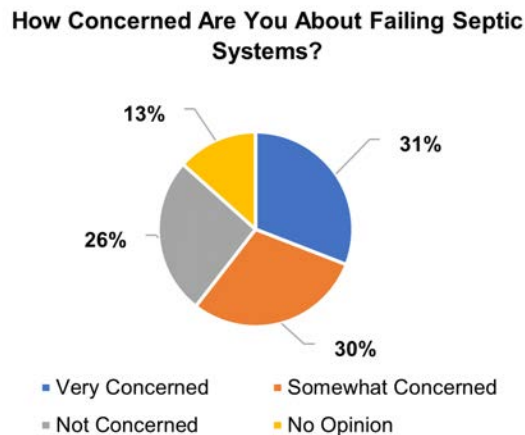


Figure 4. 2022 Master Plan Public Input Survey Question 13

GOAL 2. ENVIRONMENT & NATURAL FEATURES DEVELOP TOWNSHIP ORDINANCES AND POLICIES THAT WILL PRESERVE AND ENHANCE THE NATURAL FEATURES OF GAINES TOWNSHIP WHILE PERMITTING SMART DEVELOPMENT OF THE TOWNSHIP.

Principles

1. Replacement trees and vegetation in developed areas should utilize historically native species to the extent possible.
2. Limit development on steep slopes, near wetlands, and within woodlands, and promote the preservation of open space, sensitive environmental areas, and habitat.



Actions

1. Reevaluate landscaping requirements in the zoning ordinance to include preferred tree and plant species to promote native varieties when possible.
2. Evaluate the cost of performing a Natural Features Inventory that may be used for evaluating areas that may be designated for conservation or preservation.
3. Consider amending the zoning ordinance to restrict the development of non-regulated wetlands or create development setbacks for wetlands.
4. Evaluate pathways to connect parks, significant green spaces, and natural features.

CHAPTER 3. PEOPLE



The heart of Gaines Charter Township is its residents, workers, and students. As such, it is important to understand characteristics of the people of the township and the unique needs that result. As changes occur over time, township needs, goals, and priorities will likely evolve.



ESRI Inc has developed a very useful data analysis tool that categorizes various groups of people and describes their “cultures”. Summaries of the various groups of people they identify in the township are below. Each of these segment descriptions is broadly written; clearly there is a lot of variability within each segment, and there are people that don’t neatly fit these categories. The interpretations of the people in the township do help broaden our understanding of who lives here and what their interests and needs are.

The largest group of people at 46% of residents are “Middleburgs”; traditional, family-oriented consumers. More country than rock and roll, they are thrifty but willing to carry some debt and are already investing in their futures. They rely on their smartphones and mobile devices to stay in touch and pride themselves on their expertise. They prefer to buy American and travel in the US. This market is younger but growing in size and assets.

“Metro Fusion” (11.4%); is a young segment. Many residents do not speak English fluently and have moved into their homes recently. They are highly mobile and over three-quarters of households are occupied by renters. Many households have young children; a quarter are single-parent families. Most residents live in midsize apartment buildings. Metro Fusion is a hardworking market with residents that are dedicated to climbing the ladders of their professional and social lives.

“Green Acres” (11.4%); this lifestyle features country living and self-reliance. Avid do-it-yourselfers, they maintain and remodel their homes with all the necessary power tools to accomplish the jobs. Gardening, especially growing vegetables, is a priority, again with the right tools, tillers, tractors, and riding mowers. Outdoor living features a variety of sports: hunting and fishing, motorcycling, hiking, camping, and golf.

“Young and Restless” (10.3%); Well-educated young workers, some of whom are still completing their education, are employed in professional and technical occupations, as well as sales and office and administrative support roles. These residents are not established yet but are striving to get ahead and improve themselves. This market ranks in the top five for renters, movers, college enrollment, and labor force participation rate. Almost one in five residents move each year. More than half of all householders are under the age of 35, the majority living alone or in shared nonfamily dwellings. Median household income is still below the US average. Smartphones are a way of life, and they use the internet extensively.

“Workday Drive” (8.8%); is an affluent, family-oriented market with a country flavor. Residents are partial to new housing away from the bustle of the city but close enough to commute to professional job centers. Life in this suburban wilderness offsets the hectic pace of two working parents with growing children. They favor time-saving devices, like banking online or housekeeping services, and family-oriented pursuits.

“Savvy Suburbanites” (8.4%); residents are well educated, well read, and well capitalized. Families include empty nesters and empty nester wannabes, who still have adult children at home. Located in older neighborhoods outside the urban core, their suburban lifestyle includes home remodeling and gardening plus the active pursuit of sports and exercise. They enjoy good food and wine, plus the amenities of the nearby city’s cultural events.

“Traditional Living” (3.7%); Residents in this segment live primarily in low-density, settled neighborhoods in the Midwest. The households are a mix of married-couple families and singles. Many families encompass two generations who have lived and worked in the community; their children are likely to follow suit. The manufacturing, retail trade, and health-care sectors are the primary sources of employment for these residents. This is a younger market—beginning householders who are juggling the responsibilities of living on their own or in a new marriage, while retaining their youthful interests in style and fun.

A community is more than just groups of people living and working together. The Master Plan Public Input Survey showed that residents want more public places to interact with their neighbors, including community gathering spaces and event spaces. It is important to recognize the benefits of social gathering places for people to interact and create community bonds. These are the “third places”; places of worship, cafes, clubs, public libraries, bookstores, recreation centers or parks where people can interact and enjoy each other’s company, meet new people, and share experiences. These spaces contribute to a sense of place, whether temporary festival events or permanent parks.

The Master Plan Public Input Survey asked respondents how they felt about certain issues surrounding township development, in which 36.1% stated there are “Not enough” community gathering spaces and community events. Additionally, Question 14 asked what types of development respondents would like to see more of, with 59.7% of respondents stating they’d like to see more social gathering places. Respondents indicated that they tend to travel out of the township to Grand Rapids, Kalamazoo and Holland for entertainment. The township should prioritize developing public places that encourage social interaction and community bonding.



“... if we introduce community building opportunities for folks to come together and meet each other via events, it could help many people re-affirm themselves and have a better overall perspective of their local area all together. Over time, if people come to appreciate their local area, they will be naturally inclined to appreciate its growth through involvement.”

*- Gaines Charter Township Resident;
2022 Master Plan Public Input Survey*

POPULATION

In the 2020 US Decennial Census, the township's population was 28,812 residents, an increase of +14.5% from the 2010 population of 25,146. While the most significant 10-year increases in population were the 1990's (+38%) and 2000's (+25%), population is steadily increasing, although at a slower rate than previous decades. In comparison to its neighboring townships, the 10-year growth rate was less than Caledonia Township (+34%) Byron Township (+36%), and Leighton Township (+48%), although Gaines remains the most populous. Southern Kent County townships are growing significantly as a whole, with population growth far greater than the +10% 10-year average for the county as a whole.

If rates of population growth continue, projections for the township show the population increasing to around 36,000 in 10 years (2032) and close to 43,000 residents in 20 years (2042). Over the next 20 years, the township should plan for a population increase of approximately 15,000 residents. Approximately 4,000-5,000 new dwellings will be needed to accommodate this increase.

There are approximately 9,682 total households and they average 2.77 persons overall. 39.5% of households have one or more children under 18, and 35.1% have at least one person over 60. Of these households, 5,389 are married couples, 594 are cohabiting couples, and 3,699 are single-parent homes.

In broad terms Gaines Township has slightly more persons under 5 and under 18 than Kent County and the United States, and slightly less people 65 and older, which is reflective of the steady influx of population over the last 20 years.

Census Data	Gaines Twp.	Kent Co.	U.S.
Persons under 5 years, percent	7.10%	6.20%	5.70%
Persons under 18 years, percent	26.50%	23.70%	22.20%
Persons 65 years and over, percent	12.30%	14.60%	16.80%

Source: US Census Bureau

Census Data	Gaines Twp.	Byron Twp.	Caledonia Twp.	Leighton Twp.
2020	28,812	26,927	15,811	7,001
2010	25,146	20,317	12,332	4,934
2000	20,360			
1990	14,564			

Source: US Census Bureau

EMPLOYMENT & INCOME

Gaines Township is currently in a favorable situation for new economic development. The proximity of the adjacent north-south corridor of U.S. 131, the east-west corridors of M-6 and I-96, and Gerald Ford Airport place Gaines squarely in the middle of excellent surface and air transportation facilities. This combined with a relative abundance of developable land has led to two decades of steady job growth in the township. These attributes have led to several large investors and employers locating here in recent years including Steelcase, Amazon, Alliance Beverage, Coca Cola, Old Dominion, ALRO Steel, and Switch. These employers, in addition to Spectrum Health and Pine Rest, retail developments along Kalamazoo, the ongoing construction industry, and East Kentwood and South Christian High Schools make a relatively diverse job market.

Major sectors of employment within the township with over 1,000 people employed are: Manufacturing (3,037); Educational services, and health care and social assistance (2,638); Professional, scientific, and management, and administrative and waste management services (1,532); Retail Trade (1,432); and Finance and insurance, and real estate and rental and leasing (1,096).

Overall, the township is wealthier than Kent County and the United States as a whole. In general Gaines Township residents make more money per household, but less money per capita. The community exhibits a lower poverty rate than Kent County and the US as well. Its commute times are also lower.

Census Data	Gaines Twp.	Byron Twp.	Caledonia Twp.	Leighton Twp.
White	78.3%	84.6%	94.60%	93.50%
African American	7.9%	3.9%	1.00%	0.60%
Asian	7.6%	3.9%	1.00%	3.10%
Hispanic or Latino, percent	7.3%	7.8%	1.10%	4.40%
American Indian	0.3%	0.4%	0.50%	0.00%
Two or More Ethnicities	4.2%	4.2%	2.60%	2.80%

Source: US Census Bureau

Job Descriptions	2020	2015	2011	Change (2011 - 2020)	
Civilian employed population 16 years and over	14,121	13,375	11,427	2,694	+19%
Manufacturing	3,037	2,398	2,236	801	+26%
Educational services, and health care and social assistance	2,638	2,862	2,418	220	+8%
Professional, scientific, and management, and administrative and waste management services	1,532	1,499	1,073	459	+30%
Retail trade	1,432	1,580	1,330	102	+7%
Finance and insurance, and real estate and rental and leasing	1,096	859	912	184	+17%
Arts, entertainment, and recreation, and accommodation and food services	957	1,147	730	227	+24%
Construction	750	712	528	222	+30%
Wholesale trade	735	606	672	63	+9%
Other services, except public administration	733	399	619	114	+16%
Transportation and warehousing, and utilities	713	771	427	286	+40%
Public administration	333	309	333	0	0%
Agriculture, forestry, fishing and hunting, and mining	94	31	10	84	+89%
Information	71	202	139	-68	-96%

Source: US Census Bureau

Census Data	Gaines Twp.	Kent Co.	U.S.
Median household income (in 2020 dollars), 2016-2020	\$70,071	\$65,722	\$64,994
Per capita income in past 12 months (in 2020 dollars), 2016-2020	\$31,372	\$33,629	\$35,384
Persons in poverty, percent	6.70%	11.10%	11.40%
Mean travel time to work (minutes), workers aged 16 years+, 2016-2020	20.4	21.3	26.9

Source: US Census Bureau

GOAL 3. PEOPLE OUR TOWNSHIP WILL BE HOME TO A DIVERSITY OF AGES, ETHNICITIES, INCOME LEVELS AND EDUCATION LEVELS.

Principles

1. Work towards a township that enables its residents to achieve their desired quality of life and upward economic mobility.
2. Develop public places that encourage social interaction and community bonding.
3. Promote community events that celebrate the diversity of ethnicities, cultures, and age groups that reside in the township.
4. Search for opportunity sites to create “third places” or social places not associated with home or work.

Actions

1. Evaluate costs to perform a market study specific to the township and carry out study if funded.
2. Evaluate opportunities for the township to promote and support community festivals and events to bring residents together for social interaction.
3. Work with civic groups to bring back “Cutlerville Days”, “Dutton Days” and continue “Harvest Festival”.
4. Evaluate options to require creation of public parks and facilities as part of the land development process.



CHAPTER 4. COMMUNITY FACILITIES & UTILITIES



WATER AND SANITARY SEWER

Services are provided through the Byron-Gaines Utility Authority (BGUA), which purchases water capacity from the City of Wyoming and sewer capacity from the Cities of Wyoming and Grand Rapids. Byron and Gaines Townships jointly own and operate the authority.

The presence of water and sewer utilities make certain kinds of development feasible. Any kind of residential development is dependent on sanitary sewer availability, whether via a septic system or utility connection. Areas that are not served by utilities are limited to rural, or suburban residential use if the residential home can find a location with suitable soils for an independent septic system. Community wastewater systems are generally not desirable septic systems to use in the township.

Areas served by utilities are conducive to a full range of development use, and only limited by capacity of the available system. Sewer service is currently available in the Buck Creek watershed via Wyoming and is restricted to the north side of 76th Street in the Plaster Creek watershed, as 76th is the dividing line where the City of Grand Rapids service area ends. The City of Grand Rapids service area line will likely need to be moved southward to 92nd Street in the next 10-20 years to incorporate the headwaters of Plaster Creek.

LIGHTING

The changing technology of lighting has led to the wide 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 benefits such as much lower energy demands and 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 negative effects can affect driving safety due to distraction, loss of night sky visibility, effects on human circadian rhythms, and effects on wildlife. If deployed incorrectly, light trespass may be considered a nuisance, and 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. High levels of background lighting can affect the view to the night sky and present a more urban look. Commercial areas in particular can have an impact on lighting levels since parking lots tend to be larger and require more illumination. There is a need to balance the requirements of safety and the effect of lighting on the night sky.

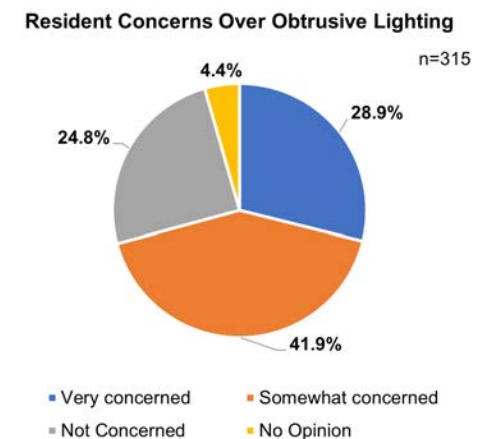
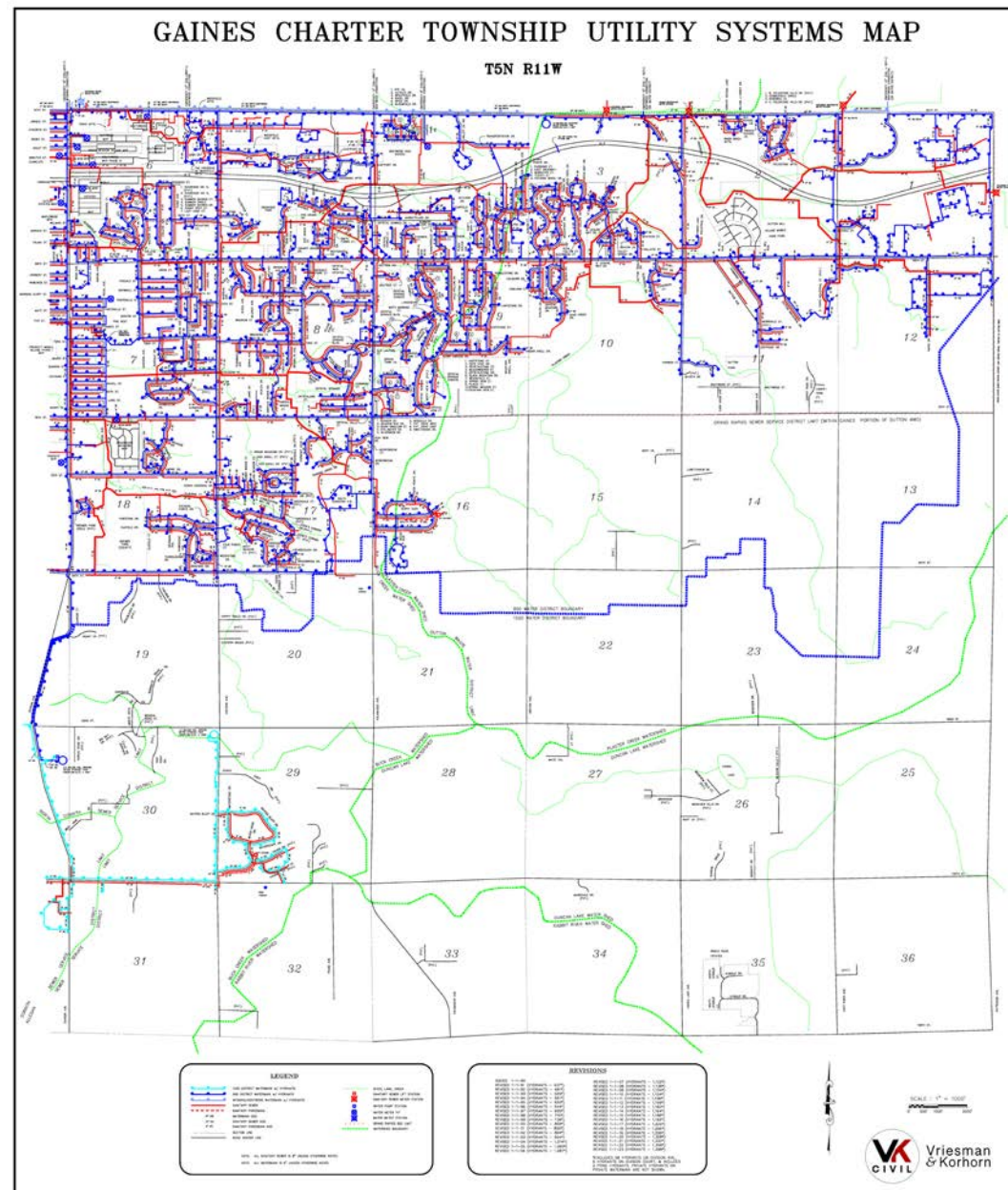


Figure 5. 2022 Master Plan Public Input Survey Question 12



Map 3. BGUA 2023 Service Area in Gaines Township

TOWNSHIP HALL

Gaines Township Hall accommodates all the administrative functions of the township services and is located at the southwest corner of 84th Street and Kalamazoo Avenue, adjacent to Prairie Wolf Park. The \$4.4 million project was completed in 2003. A portion of the lower level of the Township Hall also serves as the South Substation for the Kent County Sheriff's Department.

PARKS

Prairie Wolf Park is the only developed park managed by the township, but several sites are currently being evaluated for improvements under the Parks and Trails Master Plan including 1269 84th Street (Cody's Mill). Brewer, Creekside and Shadyside Parks are all managed by Kent County.

LIBRARY

Kent District Library operates the Gaines Branch on 68th Street, east of Division Avenue. The building is owned and maintained by the township. Residents have access to all of the Kent District Library branches, including the Grand Rapids Public Library and its branches.

FIRE PROTECTION

There are two fire districts serving the township. The Cutlerville Fire Department serves the developed area in the western edge of the township; the fire station is in Byron Township. The Dutton Fire Department serves the remainder of the township and has facilities on 68th Street in Dutton.

SCHOOLS

There are three public school districts in Gaines Charter Township: Byron Center Public Schools, located in the southwestern portion of the township; Kentwood Public Schools, in the northern portion of the township, and Caledonia Public Schools, covering the approximately eastern two-thirds of the township. East Kentwood High School is the only high school located within the township boundaries. The township also hosts a publicly supported charter school and several parochial schools.

LAW ENFORCEMENT

The Kent County Sheriff Department provides law enforcement services in Gaines Township, and the department leases a portion of the Township Hall for its South Substation

CEMETERIES

The township maintains three cemeteries: South Gaines (Kalamazoo and 92nd); Blain (68th Street, between Eastern and Kalamazoo); and Dutton (Hanna Lake Avenue, just south of 68th Street).

CAPITAL IMPROVEMENT PLAN

The Michigan Planning Enabling Act requires townships that operate a water and/or sewer utility to adopt an annual capital improvements plan (CIP). Since Gaines Charter Township operates (with Byron Township) both water and sewer utilities, the Planning Commission will begin conducting an annual review of the CIP each year. The township has prepared a CIP for the current year and will review and update it annually.

PUBLIC ART

Gaines Township lacks public art other than the "welcome to" signs at Kalamazoo and 60th, the Cutlerville sign on 68th, and the wolf statue in Prairie Wolf Park. Public art can be an important part of community identity and beautification and should be integrated into the community fabric as a placemaking feature.

GOAL 4. COMMUNITY FACILITIES & UTILITIES TO PROVIDE RESIDENTS WITH QUALITY AND NECESSARY INFRASTRUCTURE, RECREATIONAL, EDUCATIONAL, AND PUBLIC SAFETY SERVICES IN THE APPROPRIATE LOCATIONS TO INSURE EFFICIENT AND EFFECTIVE SERVICE FOR ALL RESIDENTS OF GAINES TOWNSHIP.

Principles

1. Provide public and private sites for recreation together with a variety of facilities to accommodate township residents.
2. Maintain and improve the public infrastructure within the village centers and neighborhoods such as sidewalks, lighting, parking, and other amenities.
3. Provide a system of community facilities designed for education, recreation, healthcare, and police-fire protection. Locate the facilities to balance convenience to users, cost efficiency, and compatibility with surrounding areas.
4. Seek opportunities to beautify the community and create neighborhood identities through branding and public art.
5. Ensure that residents have a “right to darkness” in residential and rural areas.

Actions

1. Develop a Capital Improvement Plan for the entire township, which will attempt to ensure all future residents will be provided with service in all appropriate locations.
2. Evaluate need for a Community Facilities Plan as the township grows and new facilities are needed.
3. Evaluate best locations for sidewalk connections to be made throughout the township and focus any available discretionary funds to complete unconnected areas.
4. Revise zoning ordinance to limit negative effects of manmade light in residential and rural areas.
5. Seek opportunities to install public art to reinforce the identity of the township and its neighborhoods as unique places.



CHAPTER 5. MOBILITY

Residents in the township continue to utilize cars as their primary mode of transportation, and this will continue to be the case for the foreseeable future. Approximately 23% of respondents from the Master Plan Public Input Survey respondents indicated they were not interested in any other forms of transportation. Comments from the other 76% of respondents do indicate a strong desire for improvements to bicycle pathways and sidewalks as the main alternative to automobiles. About 14% of respondents desire some improvements to bus service or carpooling.



AUTOMOBILES

The transportation network within the township is primarily automobile based. The traditional grid pattern of county roads provides excellent access to all portions of the township. Passing through the west and north edges of the township, US-131 and M-6 provide excellent access to the greater Grand Rapids region, Lansing and Detroit to the east, and Kalamazoo, Holland, and Chicago to the south. The construction of these major highways and the on/off ramps associated with them has promoted commercial and residential development along those corridors. New high density residential development and retail business within the township has generally been within a mile of these corridors. Gaines is generally well served with gas stations along the north and west edges of the township, but it currently lacks charging stations for electric vehicles.

“All Season Primary” are roadways that are not subject to springtime seasonal weight restrictions, have priority for winter maintenance, and are built to a higher standard than typical county roads. It is appropriate for industrial/commercial developments dependent upon a higher standard of road to be located near or on an “All Season Primary”. The streets that have this status are 60th, 68th, 84th (west of Hanna Lake), and 100th. The avenues that have this designation are Division, Kalamazoo and Patterson (see kentcountyyroads.net website). During 2023, improvements will be made to 84th and 100th that will convert them to All Season from Hanna Lake to Patterson Avenues.

Residents have expressed a general concern regarding the amount of traffic and vehicle speeds on major roads. Question 10 of the 2022 Master Plan Public Input Survey asked respondents how concerned they are about traffic using a Likert scale approach. Out of 328 total respondents to this question, 40.2% stated they were “Somewhat Concerned” about traffic, while 37.2% of respondents said they were “Very Concerned.”

The volumes of traffic in the township are directly related to both the residential and commercial growth within the township, and the commuters that use township roads from other jurisdictions to the south and east that seek access to M-6 and US-131. Based on data from the Grand Valley Metro Council Traffic Count Data System the busiest intersections in the township are Kalamazoo/60th, Kalamazoo/68th, and Division/68th with the highest Annual Average Daily Traffic counts. The next busiest intersections are Kalamazoo/76th, Division/76th, and Kalamazoo/84th, Division/84th.

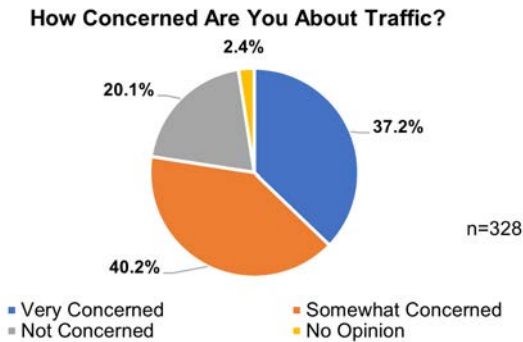
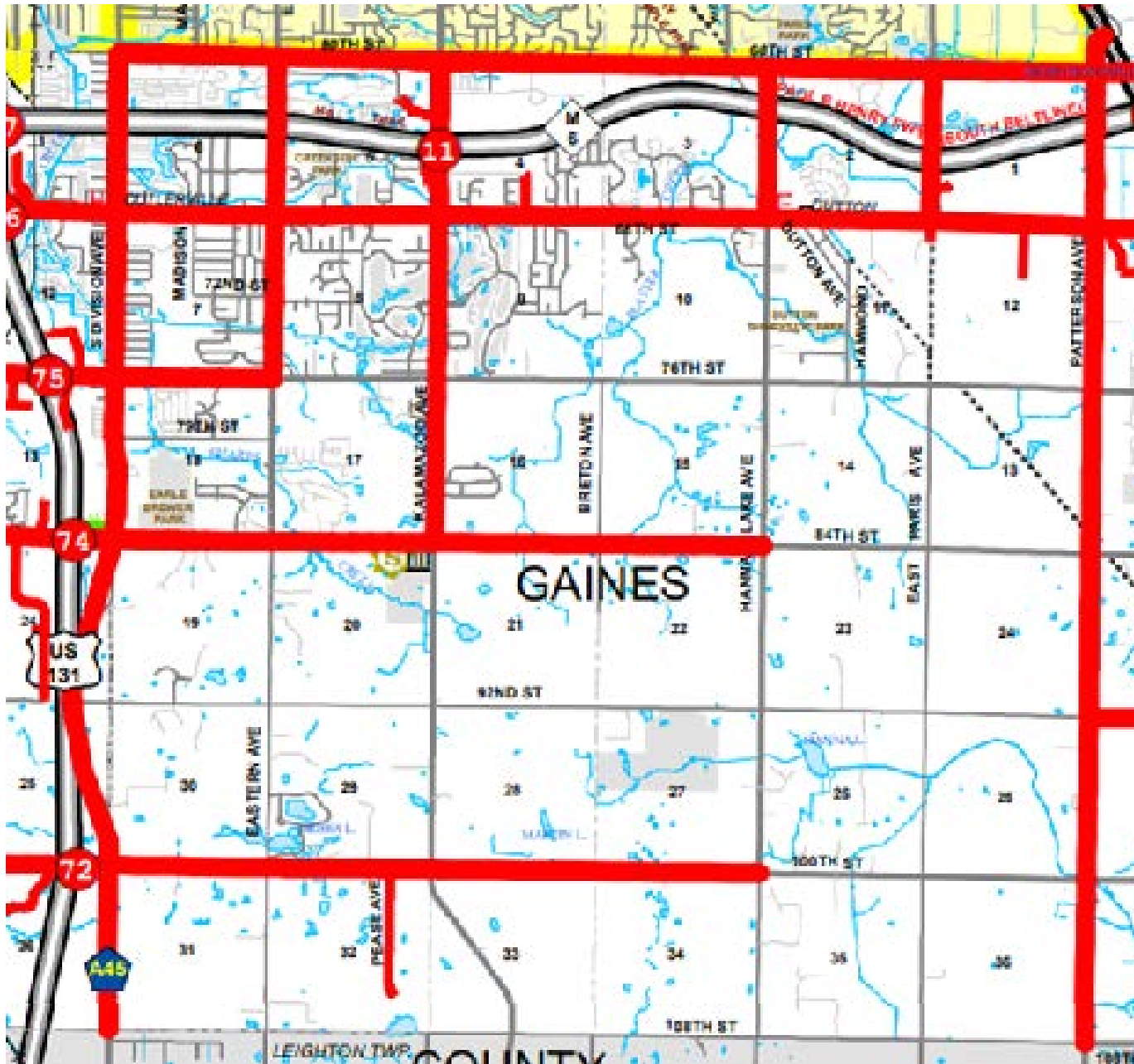


Figure 6. 2022 Master Plan Public Input Survey Question 10

Census Data	Est. Total	Est. Drive Alone	Est. Carpooled	Est. Public Transit
Workers Aged 16+	13,816	11,998	1,139	161

Source: US Census Bureau



Map 4. All Season Primary Roads

PEDESTRIAN AND BICYCLES

Sidewalks have been gradually added to main streets as developments have occurred, and township policy requires installation of sidewalks at the time of construction or development of a parcel.

Bicycle lane and dedicated pathway development remains limited within the township but does include the Paul Henry Trail that connects the Dutton area with the Village of Caledonia, and the Fred Meijer Trail which connects the Cutlerville area to 60th and Wing Avenue where it meets the Paul Henry Trail.

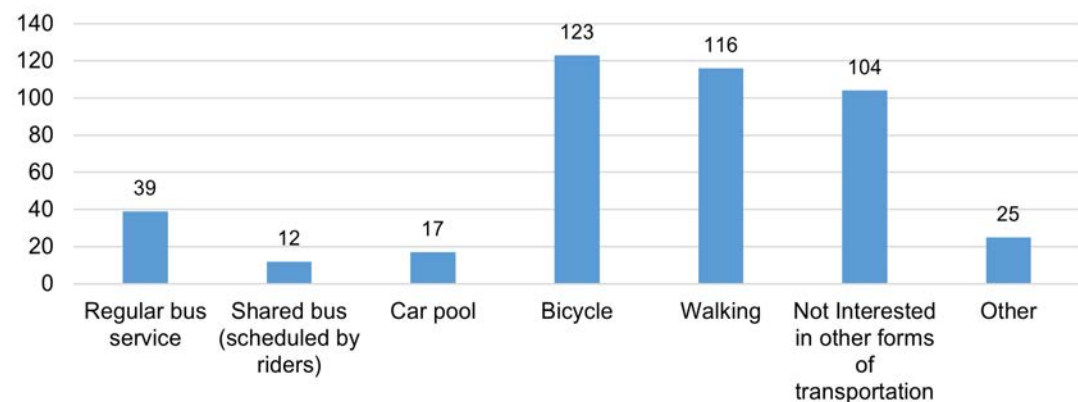
It is the intent of the township that dedicated primary trails that provide full multi-modal access and barrier free passage will be compliant with current Kent County Road Commission Non-Motorized Facilities policy for Non-Motorized Paths and Americans with Disabilities Act design standards. Secondary or “spur” trails may be built to lesser standards.

The Master Plan Public Input Survey responses show that residents are interested in improving and expanding bicycle and pedestrian amenities. Question 11 asked respondents what alternatives to driving a car they currently use or would like to be able to use. Out of 332 responses to this question, several respondents stated that they currently utilize or would like to utilize bicycles (n=123).

The second most common response was walking (n=116), while 104 respondents stated they were not interested in other forms of transportation. Other responses included regular bus service (n=39), carpool (n=17), and shared bus scheduled by riders (n=12). There were 25 responses in the “Other” category, which was structured as a fill-in-the-blank question and included responses such as golf carts, motorcycles, and additional feedback on improving bicycle pathways and sidewalks within the township.

Additionally, Question 13 of the Master Plan Public Input Survey asked respondents for their opinion on issues surrounding development in the township. Out of 325 responses to this question, 55.5% of respondents stated that there are currently “Not enough” bike and walking paths, while 38.6% of respondents stated that the amount of bike and walking paths is “About right.” Further, Question 15 asked what township priorities were important for residents, in which 48.4% of respondents stated that improving pedestrian and bike trails is “Very important,” while 31.6% of respondents stated that improving pedestrian and bike trails is “Somewhat important.”

What Alternatives To Driving A Car Do You Use, Or Would You Like To Be Able To Use?



n=332

Figure 7. 2022 Master Plan Public Input Survey Question 11

PUBLIC TRANSIT

The Interurban Transit Partnership, otherwise known as The Rapid, is a public transit agency serving the metro Grand Rapids region. The Rapid provides expansive fixed route service and a door-to-door paratransit service called GO!Bus for ADA-eligible and senior residents.

While Gaines Township is not a member of the transit partnership, the township contracts for service with The Rapid to provide 15-minute service on Route 4 Eastern through the Woodfield Apartment complex at the southwest corner of 60th Street and Eastern Avenue. Route 4, along with Route 2 Kalamazoo, further serves the Celebration Village area and terminates at the Gaines Township Meijer. Route 2 also operates on a 15-minute schedule during weekdays as well.

Route 10 also provides service into the township with stops on the campus of Pine Rest and Spectrum Health South Pavilion through a partnership between The Rapid and Disability Advocates of Kent County. The Rapid's Silver Line bus rapid transit service is within proximity to the township as well, with a park-and-ride and station located at the northeast corner of 60th Street and Division.

In early 2022, The Rapid began piloting an on-demand microtransit service called Rapid Connect. Rapid Connect offers transit service from major bus stops, such as Woodland Mall, to any destination in a geographic zone.

Trips may be booked through a smart phone app or through a subscription. Currently, the service reaches as far south as the municipal boundary with the City of Kentwood along 60th Street.

Ancillary transportation services are available to supplement the fixed routes, including Hope Network's Wheels to Work program, West Michigan Ridership (a vanpool program), and Kent Community Transit (provides seniors and ADA-eligible individuals with paratransit service up to a monthly cap on the number of trips).

Looking forward, the township is in preliminary discussions with the Rapid to restore fixed route service along Division between 60th and 68th to service the employment center at Pine Rest and finding ways to serve the KDL branch at 68th and Madison. Additionally, the township has had initial discussions with Amazon about a potential fixed route service that could serve that as well as other major employers in the northeast quadrant of the township.



Map 5. The Rapid's System Map (as of August 2022), Routes in Gaines Twp.

COMPLETE STREETS

In August of 2010, PA 33 of 2008 (the Michigan Planning Enabling Act) was amended to require local master plans to include consideration of additional elements related to transportation. These elements include safe and efficient movement of people and goods by motorized and nonmotorized means. Pedestrians, bicycles, and those who need assistance must also be taken into consideration.

The Planning Enabling Act provides the following definition for street: “A street, avenue, boulevard, highway, road, lane, alley, viaduct, or other public way intended for use by motor vehicles, bicycles, pedestrians, and other legal users.” A Complete Streets philosophy addresses all the listed items.

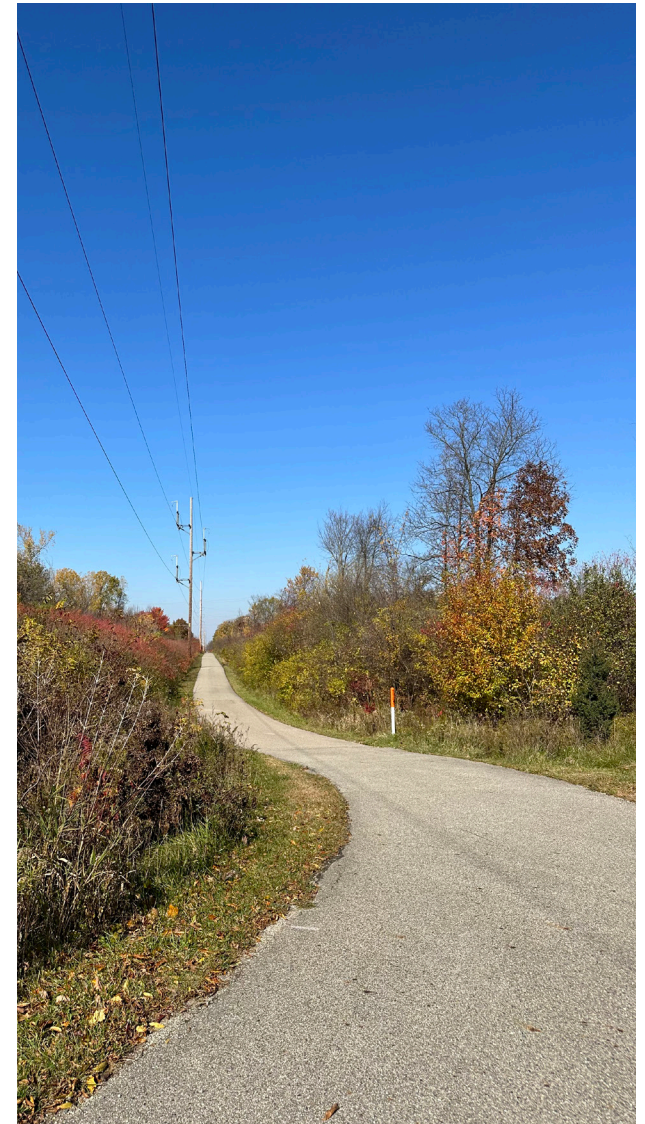
In December of 2010, PA 33 was further amended to require that local master plans also take into consideration the location, character, and extent of public transit routes and public transportation facilities in the preparation of the master plan, and to coordinate with public transportation agencies in the planning process.

TRAILS

The Paul Henry Thornapple Trail is a non-motorized trail following the former Penn Central railroad line, owned and maintained by the Kent County Parks Department. The trail begins in Kentwood and travels southeast to Caledonia, then east all the way to Vermontville. It travels diagonally through the northeastern portion of the township, past Dutton.

The Fred Meijer M-6 Trail begins at 60th Street and Wing Avenue and bears westward to a connection with Kent Trails in Byron Township. Riders can use the connection to go north into Wyoming, Grandville and Grand Rapids.

The Park and Trails Master Plan provides a more focused examination of future and existing trail networks.



GOAL 5. MOBILITY PROVIDE A COMPREHENSIVE MULTI-MODAL CIRCULATION SYSTEM FOR THE TOWNSHIP THAT PROVIDES APPROPRIATE ACCESS TO ALL LOCATIONS WITHIN THE COMMUNITY IN AN EFFICIENT AND EFFECTIVE MANNER.

Principles

1. Provide infrastructure so that residents can safely and efficiently access businesses and services without barriers.
2. Increase sidewalk and safe bicycle/skate/ski path connections from residential areas to the two established trails, to commercial and retail areas, and employment centers.
3. Where the township trail system crosses county roads, provide safe, accessible crossings for all users.
4. Participate in the exploration of alternative types of transportation systems for the benefit of the local and regional population base.
5. Work with Kent County Road Commission to find physical ways to promote safe travel on township roads, and the Kent County Sheriff's Department to enforce speed limits.

Actions

1. Work with Kent County Road Commission to provide pathways that are adequate for bicycle travel on both sides of major roads.
2. Review road construction standards to determine how to improve safety standards.
3. Within residential and mixed-use areas of the township, evaluate requiring creation of dedicated bike lanes and "sharrows" where appropriate to facilitate sharing of vehicle travel lanes with bicycles.
4. Revise zoning ordinance to require development fronting on major arterials to create a secondary road network, which collects residential traffic and allows access to the arterial network at safe, coordinated locations.
5. Promote installation of electric vehicle charging stations in commercial areas for patrons to utilize local businesses while waiting.
6. Update ordinance standards to require easements or construction of planned pedestrian walkways and trail crossings, and accessible walkway access from the public sidewalk to private or public facilities and include as part of site plan review.
7. Seek partnership with The Rapid to increase the reach of public transit services and increase connections between residential areas and major employment centers.
8. Assess potential traffic calming measures along 68th Street, in Dutton, and in Cutlerville areas.

CHAPTER 6. NEIGHBORHOODS



Gaines Township features a range of housing available to residents. Single family, two-family, multi-unit condos, townhomes, apartments, and manufactured homes are housing options that can be found within the township. This variety is directly related to the availability of public water and sewer services. Without them, dense development such as an apartment building or manufactured housing community would not generally be feasible.

HOUSING

People choose to live in the township for a variety of reasons. Public comments from the Master Plan Public Input Survey indicated the top five reasons people live here are for the safe area, good neighborhoods, proximity to nature, rural lifestyle, good schools, and relative affordability. Most survey respondents want to move into a single-family home for their next home purchase, and about a quarter of respondents want to move into a connected townhome, apartment, or duplex. The results of this preference are not surprising considering the demographic that tended to respond to the survey.

When asked about the look of the home, there was a preference (58%) for the modern front garage accessed suburban home style, but 42% liked a prominent front porch rather than garage. Considering the existing housing stock in the township, front garage style houses are the dominant building style both historically and currently, and the front porch orientation is clearly a style that is desired but not typically available.

Demand for new housing has been strong in Gaines Township over the last forty years. Outside of the major apartment complexes, single family suburban homes have been the predominant type of housing. Large subdivisions like Crystal Springs, and older platted areas between Kalamazoo and Division north of 76th Steet were almost universally single-family home oriented. Larger apartment complexes have generally been restricted to the northern third of the township, and apartment projects like Woodfield, Fieldstone, and River Birch have also relied on PUD zoning to gain approval for the project. US Census data indicates that approximately 76% of households are owner occupied in 2020.

Since the mid-2010s housing developments have been incorporating newer house forms like “terrace” homes and attached townhouses in Cooks Crossing and multi-unit condominiums in Preservation Lakes, while relying on a Planned Unit Development rezoning to do so. Single-family housing has remained in demand, but prices for construction and land have pushed the costs for single-family homes on large lots into the \$400,000+ range, making it unaffordable for what was traditionally a “starter” home. It is likely that single-family on small lots, two-family, townhouse, and multi-family housing whether rental or owned will be in high demand as a more affordable option.

Affordability has become an issue over the last several years as prices of single-family homes have essentially doubled since 2012, while wages have not. Essentially, houses are much more expensive now compared to 2012, and the market for what were once considered “starter” homes has dissipated.

“Housing is a large problem in America. We need more mid-size housing. Some people like suburbs but that doesn’t mean we should force that lifestyle on others.”

*- Gaines Charter Township Resident;
2022 Master Plan Public Input Survey*

In an effort to seek ways to address the issue of increasing house prices and ensure that the township has housing that is available at a variety of price points for people at different levels of income, all aspects of the zoning ordinance will be evaluated to determine if it can be modified to address the issue. One way to do this is to enable housing to be built at higher densities, thus lowering the price per unit due to more efficient use of land, infrastructure, and utilities. Multi-family housing is not appropriate in all areas of the township, but single family on smaller lots or connected townhomes can certainly be an option in many areas, if it is designed well. As has been outlined in previous Master Plans, Traditional Neighborhood Development is an excellent way to design new development.

“Would love to see more options for housing. I’d like a townhouse or small home on a small lot that is relatively affordable (\$150k to \$250k) to purchase. It seems like everything is big homes on big lots. As a single adult, I just don’t need/want that much space to manage but there are no other options for homeownership.”

*- Gaines Charter Township Resident;
2022 Master Plan Public Input Survey*

Year	Average Sale Price (Gaines Twp)	Percent Change	Median Household Wages (Kent Co)
2009	\$144,064		
2010	\$144,064	0%	\$47,897
2011	\$152,523	6%	
2012	\$156,621	3%	\$50,647
2013	\$159,200	2%	
2014	\$177,433	10%	\$53,342
2015	\$192,988	8%	
2016	\$209,166	8%	\$59,649
2017	\$223,227	6%	
2018	\$235,956	5%	\$61,675
2019	\$256,121	8%	
2020	\$273,263	6%	\$65,722
2021	\$322,507	15%	

Source: US Census Bureau

US Census Data 2020	Gaines Twp	Byron Twp	Caledonia Twp	Leighton Twp
Owner-occupied housing unit rate, 2016-2020	75.90%	83.20%	88.20%	87.70%
Median value of owner-occupied housing units, 2016-2020	\$212,600	\$232,300	\$271,700	\$235,300
Median gross rent, 2016-2020	\$936	\$1,003	\$936	\$1,325
Households, 2016-2020	9,682	8,605	4,969	1,986
Persons per household, 2016-2020	2.77	2.83	2.85	2.95
Living in same house 1 year ago, percent of persons aged 1 year+, 2016-2020	87.10%	87.70%	89.40%	89.10%

Source: US Census Bureau

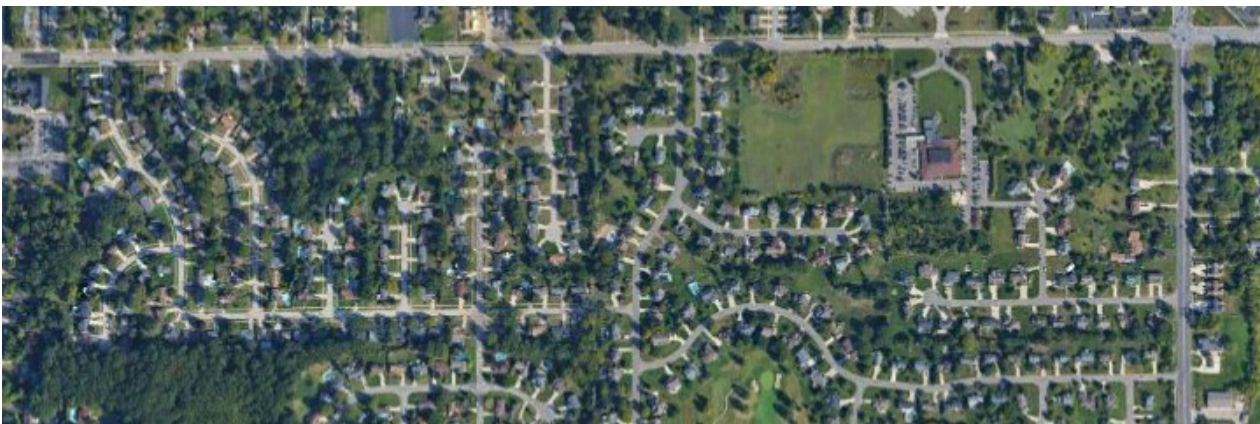
GOAL 6. NEIGHBORHOODS GAINES CHARTER TOWNSHIP WILL HAVE A DIVERSIFIED AND HIGH-QUALITY HOUSING STOCK, AND DEVELOPMENTS WILL ACCOMMODATE DIFFERING HOUSING PREFERENCES, LIFESTYLES, AND NEEDS WHILE PRIORITIZING NATURAL RESOURCE PRESERVATION.

Principles

1. Promote the preservation of natural features and innovative land use concepts such as cluster residential developments.
2. Encourage quality housing types and sizes for all age groups and income levels.
3. Ensure that residential developments are visually attractive.
4. Promote variety in mixed-use developments, mixed-use buildings, attached housing, and traditional neighborhood development patterns to provide a range of housing choices to attract workers to the area.
5. Support mixed-income housing, including both market rate and affordable housing, at all levels of affordability.
6. Support development and public improvements near existing and planned Rapid bus stations that result in walkable districts for living, working, shopping, and recreating.
7. Create more affordable housing near transit and job centers.
8. Ensure the preservation and maintenance of existing housing.

Actions

1. Develop township ordinances and design standards that will establish requirements that create high-quality residential and non-residential development that is visually attractive and attempts to minimize negative impact to existing residents and natural features.
2. Develop standards that emphasize and maintain a unique character within each of the village centers.
3. Develop township ordinances that will accommodate a variety of housing preferences, lifestyles, and needs.
4. Assess potential traffic calming measures along 68th Street, in Dutton, and in Cutlerville areas.



CHAPTER 7. LAND USE DEVELOPMENT PATTERNS



Land use patterns in Gaines Township are characteristic of a community transitioning from rural to suburban.



NEIGHBORHOOD DEVELOPMENT

Sixty years ago, urban areas were restricted to the Division Avenue corridor and the village of Dutton, the rest of the township was only scattered farms. The 1979 zoning map of the township shows urban development in four northwest sections of the township (Sections 6,7,8, and 18). Steady urban growth has extended southward from Kentwood and Wyoming since the 1980s.

The total land area of Gaines Township is approximately 36 square miles, or 23,040 acres divided into 36 sections. The township is located south of the City of Kentwood and Grand Rapids along the southern border of Kent County. The township land uses are divided primarily between the north and south; the north being developed and served by utilities, while the south is typically low-density single-family homes, agricultural land, a mining operation, and isolated stands of forest. The west side of the township is becoming more developed along the US 131 corridor.

In many parts of the township, agricultural land uses are interspersed with centers of population where residential, commercial, institutional, and some industrial activities have located. Public comments from the Master Plan Public Input Survey indicate about 2/3's of respondents think that the overall rate of residential and commercial growth in the township is about right, with less preference for more industrial.

Respondents are very/somewhat concerned with development of farms into housing, which has been an ongoing process since the 1980s. This concern is certainly justified, but very difficult to restrict due to the desire of landowners to develop their property when they are retiring from farming.

Generally, before the post-WWII housing boom of the 1950's, neighborhoods were developed without strict separation of residential and commercial or industrial uses, streets systems were usually developed as a grid, homes were closer to the street, and had front porches that served as a cool place to be in summer and encouraged interaction with people passing by. Usually, residents would walk to neighborhood schools, parks and services, as automobiles were just becoming available to the general public.

Since the suburban housing boom that began after World War II, development has been much more auto dependent. Housing developments on the urban periphery have generally been designed with curvilinear streets and cul-de-sacs, and the only way to get to business and employment centers is to drive onto arterial streets. Houses were typically built with deeper setbacks, and living was focused more on the private area in the rear yard, as opposed to the semi-public front yard where neighbors interact. Most homes do not have front porches, and garages often dominate the front façade. Housing, commercial, and industrial areas have been strictly separated and commercial areas are generally not friendly to the pedestrian.

VILLAGE CENTERS

Traditional Neighborhood Development (TND) is an attempt to reverse this trend and go back to previous development patterns. Traditional neighborhood development attempts to mix uses, provide for more human interaction, and shorten the distance between homes, business centers and employment areas. Residents can walk or bike to nearby shops, schools and parks. Successful examples of TND include Cherry Hill Village in Canton, the Fontaine Street & Baptiste Avenue neighborhood in Monroe in Michigan, West Glen Town Center in Iowa, and Middleton Hills in Wisconsin to name a few.

Homes on lots would be designed in a traditional style, with front porches to emphasize the connection between the public realm (the street and sidewalks) and the private realm. Garages, predominantly accessed from alleys or side streets, would be located at the rear, while on-street parking, in bays separated from the travel lanes, would be allowed. Where street access to garages is allowed, houses should be designed to deemphasize the garage by placing it to the side or recessing the entrance under a cantilever and behind façade features such as columns.

Over the course of the last fourteen years specific area plans have been developed for several areas within the township that deserve some detailed consideration. In general, these area plans focused on a mixed-use approach to development that was sensitive to the context of their surroundings in Dutton, and the two corridors along 100th and 84th between Division and Kalamazoo.

Dutton Village Center. One area of the township that is likely to be redeveloped in the next few years is Dutton. It was first laid out as a rail siding in the 1870s, and a few of the buildings along Hammond Street are original to that era. Several large parcels of former farmland are in process of being sold and a site plan will be developed soon thereafter. The Dutton area was the focus of the 2008 Master Plan Update.

The area still retains a feeling of a walkable village despite a hundred years of redevelopment based on automobile access. Currently the area along 68th between Dutton Trail and East Paris is a mix of industrial, retail, and general commercial uses intermixed with houses. In the vicinity are several churches, schools, and a cemetery. A mile to the east, major employers Amazon, Steelcase and Great Lakes Coca Cola provide thousands of jobs. This area has good access to 68th Street, Hanna Lake Avenue and other public roads and are near existing utilities.

“We need more residential development at all levels of housing.”

*- Gaines Charter Township Resident;
2022 Master Plan Public Input Survey*

The 68th Street corridor provides an opportunity for redevelopment, as most of the commercial structures are approaching the end of their usefulness. Redevelopment presents an opportunity to reclaim the original village character of Dutton and make this a unique area within the township.

New residential development with higher density in this area could potentially support this concept, with traditional street patterns and pedestrian oriented retail and commercial development. The residential neighborhoods surrounding the village center should be developed with Traditional Neighborhood Design concepts; front porches, reduced front setbacks, slow auto speeds, and rear or side garages will make a pedestrian-first community.

The nature of this area also supports mixed-use development as well as a mix of densities, allowing single family homes on small lots to co-exist with small-scale multiple family and townhouse developments. To provide amenities to residents and encourage pedestrian and bicycle activity, new developments should require elements such as bike racks in addition to meeting automobile parking requirements. Residential developments and employment centers should be interconnected via non-motorized trails, with connections to the Paul Henry Thornapple Trail and sidewalk connections to the employment center to the east.

100th Street Area. The 100th Street Subarea is centered on 100th Street with Division Avenue defining its western boundary and Kalamazoo Avenue generally forming its eastern boundary. The northern edge of the subarea is defined by the southern halves of Sections 29 and 30 while the southern boundary is the township line. The 100th Street Subarea is characterized by rolling hills, farms, woodlands, and the large-scale mineral extraction operations at Kalamazoo Avenue.

Although the Gaines Charter Township side of Division Avenue is currently largely undeveloped, there is small-scale commercial development on the west side in Byron Township. The Byron Township Land Use Plan shows both sides of 100th Street, as well as the west side of Division north of 100th as commercial, with the remaining land planned for industrial use. The type and character of development in this area affects both townships; therefore, the plan proposes a joint planning process between Gaines and Byron Townships to ensure that future development is mutually beneficial. This could take the form of a joint planning commission or a joint planning effort between the staffs and planning commissions of both townships.



It is important that the entry to the township on 100th Street from US 131 provide a “sense of arrival.” Travelers entering the 100th Street/Division Avenue intersection should have a feeling of entering a special community, distinct from neighboring Byron and Leighton Townships. This can be accomplished in several ways, such as providing a dramatic entry feature, streetscape improvements, signs and wayfinding, and design standards that support high quality development. Neighborhood commercial design layouts could create a feeling that the visitor has entered a different place than the general commercial areas to the west in Byron Township.

Map 6. Dutton Village Center Concept from 2008

To provide employment opportunities with easy access to US 131, the area east of Division Avenue and south of 100th Street is dedicated to mixed office, industrial, and commercial development. This land use designation encourages both traditional light industrial/assembly uses and office/technology and research use. Because of the configuration of business – technology buildings, uses such as indoor sports facilities are also possible.

Development should be in a park-like setting that respects the natural topography. Open spaces and woodlands should be preserved to provide places for employees to walk and enjoy nature. Buildings would be designed using high quality materials (to avoid plain, prefabricated steel structures) and so that service areas (loading docks, etc.) are not visible from the street.

84th Street Corridor. Under the prior 84th and Kalamazoo Area Plan the intersection of 84th Street and Division Avenue was designated for general commercial purposes. Considering the growth of general commercial to the west in Byron Township, this plan recommends that those two corners be designated for a Neighborhood Retail and Services use. Creating a more neighborhood-oriented environment will serve as a better transition from the general commercial to the west into the suburban neighborhoods to the east. It would also fit better with the mixed use along Division Avenue to the north.



GOAL 7.1 LAND USE DEVELOPMENT PATTERNS PROMOTE GOOD DESIGN AND DEVELOPMENT WITHIN THE TOWNSHIP TO ENSURE THAT LAND USES ARE LOCATED IN A COMPATIBLE MANNER THAT MEETS THE NEEDS OF THE FULL RANGE OF TOWNSHIP RESIDENTS, PRESERVES THE NATURAL FEATURES OF THE COMMUNITY, AND PROMOTES EFFICIENT LAND USE.

Principles

1. Promote preservation of natural features and innovative land use concepts such as cluster developments by limiting the density of dwelling units in rural areas of the township.
2. Promote denser development in areas served by utilities and closer to services.
3. Ensure that development density and intensity are appropriate to the traffic level of service for 100th Street, Division, Eastern, and Kalamazoo Avenues.
4. Support businesses, entertainment, dining, cultural, and recreation opportunities within the area to serve workers and residents within closer proximity to residential areas and are not auto dependent.
5. Encourage development of appropriate standards for transitions between incompatible non-residential uses and residential neighborhoods.

Actions

1. Plan and support mixed-use “village centers” that build on the historic character of Dutton.
2. Evaluate zoning ordinance setback and buffering requirements for non-residential uses.
3. Evaluate future land use map to include areas within the township for new commercial development for types of commercial uses that serve the regional market that are close to M-6 and US-131.



GOAL 7.2 DUTTON SUBAREA PROVIDE AMENITIES IN THE DUTTON SUBAREA TO ATTRACT “KNOWLEDGE-BASED” WORKERS AND “NEW ECONOMY” EMPLOYERS BY PROMOTING A VILLAGE CENTER WITH IMPROVED PEDESTRIAN AMENITIES, AND SAFE VEHICLE CIRCULATION AND ACCESS IN THE DUTTON SUBAREA.

Principles

1. Create a “village center” along 68th Street that builds on the historic character of Dutton.
2. Promote mixed-use development in traditional development patterns, and a combination of multi-family and low-density development to provide a range of housing choices to attract workers to the area.
3. Promote mixed use development near and/or within the same buildings including commercial, office and residential uses.
4. Promote compact, “traditional neighborhood” development and row houses near the historical center of Dutton. Encourage these neighborhoods to integrate with existing Dutton.
5. Encourage housing at varying densities near employment areas to provide a range of housing choices.
6. Provide businesses, entertainment, dining, cultural and recreation opportunities within the Dutton area to serve the workers and residents.
7. Provide parks, open space and pedestrian paths and sidewalks throughout the area to connect residential, commercial, and industrial employment areas.
8. Create a road network parallel to 68th Street and to Hanna Lake Avenue, to better distribute traffic through the area.
9. Consider traffic calming measures along 68th Street east and west of Hanna Lake.
10. Consider access management to ensure safe and efficient traffic movements along 68th Street, Hanna Lake Avenue and East Paris Avenue.
11. Provide inter-connected pedestrian and non-motorized paths between shopping, neighborhoods and employment areas, schools and parks/open spaces that connect to the Paul Henry Thornapple Trail and other trail systems.
12. Consider ordinances, guidelines and incentives for redevelopment that result in preserving and enhancing Dutton’s village character.
13. Determine the streetscape design elements that identify Dutton as a unique place and an exciting destination.
14. When necessary, acquire key properties to ensure that redevelopment meets the goals of this plan.
15. Integrate new residential and commercial areas into existing Dutton to capitalize on its unique village character.
16. Promote Dutton as an attractive place to live and work, as well as a premier location for industry, research and technology.

COMMERCE AND BUSINESS

Gaines Township has several advantages for attracting new economic development. The proximity of U.S. 131 to the west, M-6 & I-96 to the north and east, the Gerald Ford Airport, and State Route 37 to the east create a very attractive transportation network for companies involved in warehousing, transportation of goods, and manufacturing. There are still large tracts that are open for development that feature stable soils and have few environmental constraints. This combined with the availability of sewer and water service make for a strong local economy.

Major employers include Steelcase (Wood Manufacturing Plant), Spectrum Health’s Pine Rest Campus, Amazon (one warehouse and a new sortation facility), Great Lakes Coca Cola, South Christian and East Kentwood High Schools, and multiple retailers in the Marketplace Planned Unit Development including Meijer, Target, and ALDI.

Public comments from the Master Plan Public Input Survey indicated that respondents want smaller scale neighborhood shopping rather than more large scale regional (“big box”) commercial. Sit down restaurants, music venues, pub/brewery/distillery businesses were all highly desired, stemming from a desire to have more social gathering places to interact with neighbors outside of home and work.

Commercial. The main shopping and retail areas in the north half of the township are in Cutlerville and southward along Division Ave., along Kalamazoo Ave. between 60th and 68th Streets and in Dutton. Commercial areas provide residents with the services that are essential to making a community work efficiently but are generally accessible only by car and are auto dependent. This may change in the Dutton area as mixed-use development to the south may promote a more walkable environment along 68th and Hanna Lake.

Some of the areas have been connected via sidewalk extensions, making pedestrian and bicycle access possible. Compared to the two townships to the east and west, Gaines lags in retail sales.

Public comments from the Master Plan Public Input Survey indicated that respondents tend to shop for groceries in the township but tend to go to 28th Street and the surrounding communities of Caledonia, Grand Rapids, and Byron Township for retail goods.

General Commercial (GC) vs Neighborhood Commercial (NC). Since the 1950s the township has developed commercial and retail areas to be primarily accessible by automobile. Portions of the township that were built in the 1800s (Dutton) through 1940s (Cutlerville, Division Avenue) integrated commercial businesses and retail with residential subdivisions that were accessible to the immediate neighborhoods surrounding them. At this point the two commercial zoning categories—General and Neighborhood—have nearly identical development standards as both have evolved to service auto-dependent development.

General Commercial is a designation that caters to the automobile-based transit systems that have been developed in the township over the last century. Generally associated with chain retail anchors, general commercial should focus on regional markets and be located on major roads that have the capacity to carry large volumes of traffic safely and efficiently to and from the area. Concurrently, they should integrate pedestrian facilities at the nearby road intersections

Census Data	Gaines Twp.	Byron Twp.	Caledonia Twp.	Leighton Twp.
Total accommodation and food services sales, 2017 (\$1,000)	35,495	34,069	34,675	NA
Total retail sales, 2017 (\$1,000)	98,607	411,244	280,389	15,376
Total retail sales per capita, 2017	\$3,666	\$17,249	\$19,365	\$2,694

Source: US Census Bureau



so that pedestrians can cross safely. Large parking lots are typically considered unattractive, so adequate landscaping is necessary to improve aesthetics, as well as limit “heat island” effects.

Large vehicle lots are standard but should also integrate site improvements for people to safely walk from their parked vehicles to the adjacent businesses. Signage for individual businesses should focus on clarity and legibility from adjacent roadways for easy wayfinding.

The township recognizes that residents often prefer to not have to drive to get services, and that smaller scale retail and commercial business can be integrated into primarily residential areas with careful design and create desirable services within an easy walk or ride.

To this end Neighborhood Commercial should be redefined for a walkable pedestrian scale. In terms of physical layout Neighborhood Commercial should integrate businesses in an aesthetically pleasing manner, with building scale in keeping with the surrounding neighborhood, and materials creating a harmonious transition between uses.

“The fact that I need to use the car for all my activities bothers me. It’s very uncomfortable, and makes everything inconvenient. I would like to have at least a small scale grocery store I could walk to 15 minutes away from home. But feels like it’s asking too much.”

*- Gaines Charter Township Resident;
2022 Master Plan Public Input Survey*

Industrial. The existing industrial zones in the township are located primarily east and north of Dutton (Sections 1, 2, and 11) in and around the Steelcase Planned Unit Development. There is also an industrial area located along Division Avenue just south of 76th Street. All these areas are close to existing and future roadways suitable for heavy truck traffic.

Expansion of industrial use is expected to occur south of the Steelcase PUD and down to 76th Street over the next decade. Recently, Steelcase has begun the process of extending Rapids Drive to the south as they split parcels off from former farmed lands for development. This process will likely continue into the foreseeable future and will only be limited by availability of sewer and water utilities that currently end at 76th Street.

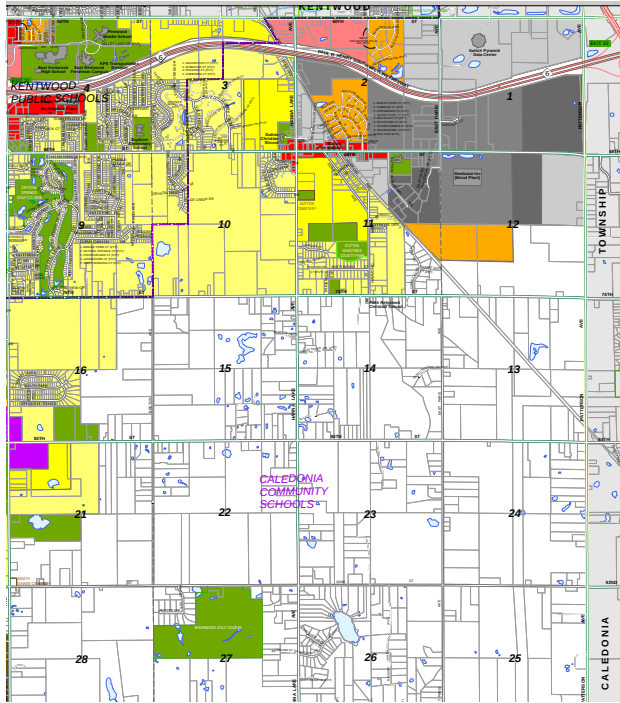
Recent development in the Steelcase PUD has been related to logistics and transportation along with warehousing. This trend is expected to continue for the foreseeable future as market demand for this use is strong and the area is close to surface and air transportation hubs.



GOAL 7.3 COMMERCIAL AND INDUSTRIAL DEVELOPMENT GAINES TOWNSHIP WILL EXPAND AS A WELCOMING PLACE FOR BUSINESS GROWTH AND DEVELOPMENT TO ENSURE A HEALTHY, SUSTAINABLE, AND DIVERSE ECONOMY WITHIN THE REGION.

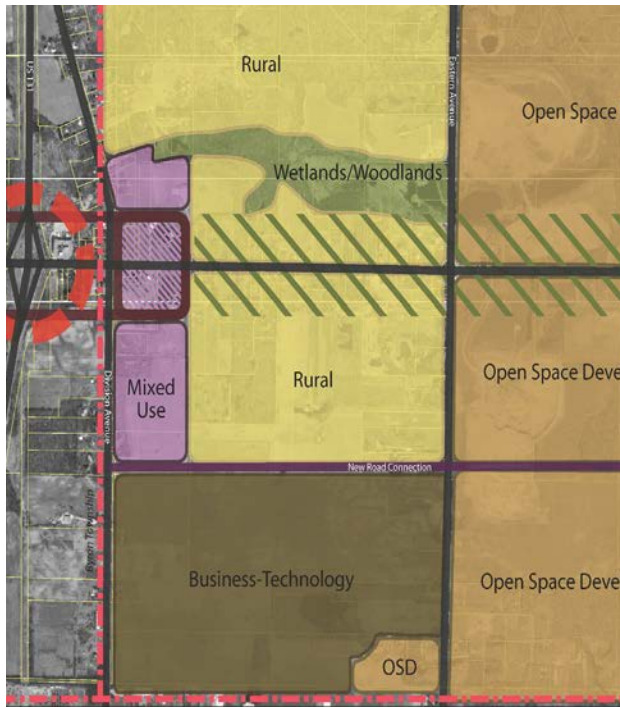
Principles

1. Provide an opportunity for high-tech industrial, research and development, medical facilities, and other similar types of uses to promote diversity of the local and regional economic base and land use mix.
2. Ensure that industrial parcels are available for locally owned businesses and smaller operators.
3. Encourage businesses to improve and maintain their properties in a manner that promotes the aesthetic appearance of the district.
4. Promote the township as an attractive place to live and work, as well as a premier location for industry, research, and technology.
5. Provide opportunities for diversified business expansion and growth.
6. Provide planned areas within the township for new commercial development for those types of commercial uses that cannot be in the village centers and serve the regional market.
7. Encourage businesses to improve and maintain their properties in a manner that promotes the aesthetic appearance of the district.
8. Provide adequate buffering between industrial uses and residential uses and improve development standards for industrial developments.
9. Increase retail opportunities for township residents and reduce vehicle trips and travel times to access them.
10. Support integrated and coordinated development of retail, office, and business/technology uses and avoid piecemeal, disjointed development.



CHAPTER 8. FUTURE LAND USE PLAN

The intent of the Future Land Use Plan is to foster orderly patterns of development that preserve the community's important natural features, promote high quality and appropriately scaled residential, commercial, and industrial development, provide efficient transportation connections, and enhance quality of life for local residents.



The Gaines Charter Township Future Land Use Plan establishes general patterns of land use to guide growth and development for the next twenty to twenty-five years. Its importance is continually reinforced as it is frequently the first resource consulted when considering newly proposed land use changes. The Land Use Plan also provides the most fundamental resource for developing township zoning, design criteria, and other regulations.

The intent of the Future Land Use Plan is to foster orderly patterns of development that preserve the community's important natural features, promote high quality and appropriately scaled residential, commercial, and industrial development, provide efficient transportation connections, and enhance quality of life for local residents. By encouraging relatively intense development near existing development and utility systems, the township will be able to accommodate anticipated growth while maintaining high quality residential and commercial development.

Controlling future growth is generally done via traditional zoning and development of ordinances that specify certain development parameters related to lot size, placement of a building on a parcel, height, and other dimensional aspects of development. Besides the traditional ordinance, several other methods are available that may be helpful to guide development.

The Future Land Use Plan is general in scope. It is not, in most cases, intended to establish precise boundaries of land use or exact locations of future uses in the same way as the township's Zoning Map. Change is constant and usually unpredictable, and there may be circumstances that warrant changes to the zoning boundaries that are not consistent with the Master Plan. However, the intent and spirit of the Future Land Use Plan and categories should be followed.

Additionally, a future land use designation shown on a map does not mean that a rezoning of land to a compatible district is appropriate at the time of an application. The Master Plan is a long-term vision, and certain land use decisions will depend on site-specific conditions at the time an application is received. Additionally, new zoning districts may be required to be drafted and adopted prior to rezoning land. The timing and appropriateness of zoning map amendments are dependent upon many factors, such as availability of public utilities, provisions for adequate roadways, environmental sensitivity, natural and physical site constraints, traffic conditions and congestion, impacts on public services, and the demand for a particular land use as determined by market forces. Many additional case and site-specific factors must be considered when reviewing a request for rezoning a parcel of land, aside from Future Land Use Plan consistency.

The following list includes factors that may be used to determine if deviations from the Future Land Use Plan should be considered during zoning decisions.

1. Have any conditions changed in the area since the plan was adopted which may justify this change?
2. Is the development proposal generally consistent with the intent and spirit of the Future Land Use Plan and its recommendations?
3. Will there be any community impacts that should be considered, such as increased traffic or others that might create a need for additional services or improvements?
4. Are there any environmental considerations or constraints?
5. Will there be any adverse effects on adjacent properties as a result of the proposed land use change?
6. What will the impacts be on the public health, safety, and welfare of the township residents?

The following descriptions of future land uses will help guide orderly development of the township and conserve rural areas.

RURAL

Natural woodlots, open fields, and agricultural land uses such as field crops, family farm livestock operations and hobby farms growing a variety of vegetables may be anticipated in these areas. This area is intended to function as an area where only limited residential development can or should occur. This area is not intended to be served with public utility systems that would promote greater housing densities.

Concentrated animal feeding operations and intensive greenhouse operations are considered incompatible with nearby residential uses. Energy related development (e.g., solar collectors, energy storage or transmission facilities) should be screened from surrounding residential homes and major roads.

Residential development in this land use district should be sparse. Conservation designs are encouraged where natural features like wood lots are present and will preserve the rural character of the area considered for development. Passive recreation parks or natural resource areas at the scale of 5+ acres, community parks at the scale of 10-30 acres, and neighborhood parks at the scale of 1-2 acres are ideal.



A minimum lot size of approximately one-acre or greater per lot is appropriate, as ample space for future on-site sewage disposal must be required in these non-sewered areas.

Projects that preserve natural amenities will be considered on the urban fringe area in the Rural Residential area. Types of projects could include cluster developments conserving open space with dwellings concentrated on smaller lots to gain maximum benefit of natural features and open space area.

SUBURBAN RESIDENTIAL

A significant portion of the developed areas of the township have been built as suburban style single-family neighborhoods. These communities are relatively homogenous in form and developed in density patterns ranging from minimum lot areas ranging from 8,000 square-feet to one acre per dwelling, but the average is 10-12,000 square-feet for a net density range of one to four units per acre.

The Suburban Residential area is intended primarily for single family home development, both platted and unplatted, and minimum lot size should continue in the traditional scale of about 1-5 homes per acre. Accessory dwelling units may be allowed with a special use permit.

Conservation designs are encouraged where natural features like wood lots are present and will preserve the rural character of the area considered for development. Passive recreation parks or natural resource areas at the scale of 5+ acres, community parks at the scale of 10-30 acres, and neighborhood parks at the scale of 1-2 acres are ideal.



VILLAGE RESIDENTIAL

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

Townhouses are defined as homes attached to the neighboring house via a shared wall, and each dwelling unit should be served with an individual entrance. These house types can be built on smaller lots with a smaller building footprint while still allowing for single-family homeownership with a traditional mortgage. This is one of the best ways to provide housing that can be family-oriented, owner-occupied, and remain relatively affordable. Generally, townhouses will be two-story, or may have daylight or walkout basements. The preference is for them to have front porches, and rear or side garages to create an environment for neighbor interaction, and setbacks may be shallow. A development may utilize pure two-family or townhouse home types if the density and scale of the development is appropriate for the surrounding residential context of the area, and parking is to the rear so that a TND



neighborhood is created. Infill projects may also be a single home type if the proposed homes diversify housing in the surrounding neighborhood, if the lot size is limited, or if a single home type is determined to be acceptable in terms of density, scale and context.

Some house lots as small as 6,200 square feet are found in the 1930s era Cutlerville area, and portions of some recent PUDs exhibit two-family homes, “terrace homes” 20-24 foot wide two-story homes separated by 10 feet (8.7 DU per acre), and three to six family connected townhomes (up to 14

DU per acre). Some cohousing models might create up to 20 DU per acre but maintain a neighborhood feel with a creative design and layout.

Some public amenities should be made available to serve the neighborhood such as parks, trails, natural areas with paths, pavilions, etc. Community parks at the scale of 10-30 acres, and neighborhood parks at the scale of 5-10 acres per 1,000 residents are ideal.

MULTI-FAMILY RESIDENTIAL

The area is intended for the highest residential densities in the township. The primary purpose of this designation is to house people in buildings with multiple dwelling units sharing a single entrance. They should be near commercial and recreational services, with good amenities and designs that are compatible with neighboring uses. In all cases, public or properly licensed private utilities will be required in developments in the multi-family residential use designation. No matter how many buildings are placed on a lot, amenities such as parklets, social gathering spaces, and connection to trails are required for the enjoyment of the residents. Community parks at the scale of 10-30 acres, and neighborhood parks at the scale of 5-10 acres per 1,000 residents are ideal.

Multi-family residential uses can serve as a buffer between lower density residential and commercial, retail, industrial areas and may be integrated into mixed-use projects. They should not be located adjacent to Suburban Residential or Rural uses at three stories without adequate setbacks, but two-story buildings may be built around the periphery of a property to “step up” intensity.



Multi-building apartment complexes may incorporate three story buildings, but only outside of a setback from property lines that would prevent a perception of looming buildings on the neighboring properties and rights-of-way. Two story apartment buildings may be located closer but must meet setbacks. This planning area will accommodate the township’s highest density housing type: apartment buildings integrating up to 24 DUs and three stories tall. Densities are expected to range from 10-20+ units per acre.

HEALTH AND WORKPLACE

This land use designation seeks to provide medical, professional service, technical and related office uses both to serve the area’s residents and in support of the growing industrial development in the township. It may include senior housing and assisted living facilities as well.

NEIGHBORHOOD RETAIL AND SERVICES

Small scale and designed to provide goods, restaurants, and services primarily to meet the needs of the immediate neighborhood and township residents. Facilities will be developed in harmony with the area's natural features and in a scale and form to encourage pedestrian and multi-modal access and to minimize auto-pedestrian conflicts. Modifications to existing roadways may require traffic calming and safety measures to fulfill this. Associated parking for Neighborhood Commercial will not have minimum standards, but will rely on market determination of need, and shared or public parking.

There are two locations in the north part of the township where examples of this can be found: Cutlerville on Division between M-6 and 68th, and in Dutton on 68th between Hanna Lake and Dutton Industrial Drive. This planning area is located to serve the neighborhood commercial needs of residential centers in Cutlerville and Dutton. Development and redevelopment of these areas must be sensitive to the existing residential neighborhoods in terms of noise, landscaping, lighting, and signage.



Uses in these areas need to serve the adjoining neighborhood, not conflict with the residents. One of the most important features of this type of land use is the need for adequate neighborhood access. Zoning regulations should acknowledge this by providing ample standards for parking, driveways, and pedestrian safety. Neighborhood commercial designation is intended to retain and build upon the unique character within village centers such as Dutton and use pedestrian scale design when creating new buildings.

Local retail land uses can be thought of as a source of identity and often considered landmarks in a community. Unique design features such as outdoor seating, awnings and heightened landscape standards should be encouraged in local retail areas. This is the only commercial designation considered to be compatible with adjacent LDR or MDR use.

GENERAL RETAIL AND SERVICES

Neighborhood Commercial development should have several key elements:

- Building facades should be set close to the front lot line for easy access from the sidewalk, while leaving some room for outdoor amenities or landscaping.
- Entries should be placed to the primary street for easy pedestrian access and parking lots should be placed to the side or rear of the front building façade.
- Parking lots should be small scale and incorporate pedestrian infrastructure access to the business.
- Exterior finishes should be materials found in the surrounding neighborhoods such as wood, brick, or stone, and windows should be featured prominently on façades facing sidewalks and streets.
- Site improvements that encourage the use of alternative forms of transportation (e.g., bike racks, transit shelters).

If parking lots already exist in the front of the business, then fencing, vegetation, or walls should be installed to screen the parking lot during building improvements or site redevelopment. If located adjacent to LDR or RR uses, NC buildings must be designed with a picturesque architectural style that fits with rural character with a pitched roof (e.g., craftsman, prairie, farmhouse architectural styles are all relevant guides).

The general retail areas are intended for generalized commercial activities including all highway commercial, regional based retail, and general business activities that service other businesses as well as the public. Associated parking for General Retail and Services will not have minimum standards, but will rely on market determination of need, and shared or public parking.

INDUSTRIAL, BUSINESS, WAREHOUSING AND TRANSPORTATION

The Industrial and heavy industrial land use designation are intended to further the township's role in providing employment for area residents and manufactured goods and services to meet the needs of the larger West Michigan region. Facilities will be developed with appropriate utility and transportation connections and in harmony with the area's natural features. Industrial uses to be promoted will include manufacturing and transport operations with minimal impact on the environment or on the surrounding community. The scale of industrial parcels should be adequate for both large and smaller users, so that smaller locally owned businesses are able to operate and grow.

The most important characteristic of the light industrial area is its low use intensity. These areas are intended to provide a safer, cleaner industrial environment. Uses recommended for this area, therefore, include only industrial, warehousing and transportation activities that create a minimum of off-site effects. Industries that traditionally cause excessive noise, vibration, odors, visual blight, environmental pollution, or area involved in potentially hazardous processes, should be avoided or allowed only on a discretionary basis.



The most appropriate location for additional industrial land is in the area south of the existing Steelcase Wood Plant and Amazon facilities. The south half of Section 22 is primarily owned by Steelcase, which is in the process of extending Rapids Drive, and will subsequently divide that area into multiple parcels for development.

HEAVY MANUFACTURING

Intended for most all industrial uses, particularly those which could cause greater impacts on the surrounding area due to the processing and handling of raw materials and large and heavy products. This zone should be located with adequate buffers to other uses so visual, audial, olfactory, and environmental impacts can be avoided.

PUBLIC AND INSTITUTIONAL

This future land use category recognizes municipal government, public institutions and education facilities. Public open space, public library, public service, community center, and similar uses also fall within this category. It includes the Township Hall and Prairie Wolf Park on the southwest corner of 84th Street and Kalamazoo Avenue, and other parcels that are township owned.

County managed parks and trails are also considered public use. Byron Center, Kentwood and Caledonia Public School District owned parcels which have been developed as educational institutions and may be located in any zoning district are also indicated. Byron-Gaines Utility Authority also owns some land within the township, and it is considered institutional, as well as Kent District Library.

These uses are typically allowed within multiple zoning districts with a Special Use Permit. Municipal uses are permitted within Office-Service, Commercial-1 & 2, Industrial 1 & 2. Schools (public and private) are allowed in any zoning district.

In the long term, the open field immediately west of the Township Hall is considered a good location for expansion of a new fire station, library, or other public facilities due to its central location. Prairie Wolf Park will continue to be protected, and there is public support expressed for expansion of passive and active recreational facilities throughout the township.

Pedestrian and trail connections continue to be a goal to enable multiple modes of travel. One open space opportunity site is 1263 84th Street, which is owned by the township and is a logical location for a new public park due to the new residential developments around the area.



MIXED USES

Since the 1950s, Gaines Township has followed the traditional model of zoning uses into separate areas. This “Euclidean” framework evolved to separate uses that were considered incompatible and to protect landowners from development that would threaten their homes and investments. That model has worked well, but there has been an increasing reliance on Planned Unit Developments (PUDs) to build projects. There are now 42 PUDs in Gaines Township, all with separate development and design regulations. This indicates that the traditional zoning categories do not necessarily reflect market conditions, nor does it offer the flexibility that developers desire when designing residential or commercial developments.

This Master Plan recognizes that some uses are compatible, and that with careful site plan review, uses can be integrated into highly livable and well-designed developments. Creative and variable designs are more sustainable in the long run, provide greater access in housing and commercial development, and create more pleasant environments for residents and workers.

Individual parcels within a mixed-use designated area may be developed with a single use, if that use is compatible with the uses designated for that district. Site infrastructure such as travel circulation, parking, and other site improvements must be integrated with surrounding properties.



RESIDENTIAL AND NEIGHBORHOOD RETAIL AND SERVICES

This includes a mix of Suburban and Village Residential, but in addition Neighborhood Commercial development would be allowed on main roads, in existing commercial buildings, or designated commercial areas within the overall development. The intent is to integrate the commercial with the surrounding neighborhood, not to mix the uses in a checkerboard, but to allow low intensity commercial activity adjacent to Village Residential (medium density) use. Buffer areas between the two may include narrow parking lots, fencing, or landscaped areas. Pedestrian access between the two should be well integrated with sidewalks and pleasantly landscaped to promote a walkable connection. Site improvements should be included that encourage the use of alternative forms of transportation (e.g., bike racks, transit shelters).

The designation may also be applied to small scale “live-work” mixed use buildings that have access to main roads and combine residential use with offices or services with limited clientele visitation in the same living unit (but not commercial retail). Review of the site plan under a special use permit is required. “Live-Work” units are very dependent on the context of the project surroundings and may not be appropriate in established residential areas. Considerations of traffic frequency and parking allowances are important.

This form of development has been present in the township since its formation in the village of Dutton, and historically along Division Avenue beginning in Cutlerville and southward to 79th Street and would be appropriate in those areas. Other locations might be considered if well planned. Stand-alone commercial strip malls designed for drive-thru business and to attract drive-by traffic do not align with the above description.

VILLAGE CENTER

This mixed-use category is intended to be used for new urbanist “village center” areas and integrates multiple uses at a pedestrian scale.

The category is envisioned as a walkable main street with pedestrian scale commercial/retail/office use either vertically stacked with, or surrounded by, high or medium density residential. Narrow streets discourage speeding and are therefore safer for pedestrians – particularly children and the elderly – to cross. Modifications to existing roadways may require traffic calming and safety measures to fulfill this.

A sense of design and proportion are critical to a sense of neighborhood. Architecture should display harmony through use of similar materials and an emphasis on midwestern architectural traditions but permit individual expressions and interpretations. High architectural standards are expected, as well as a cohesive urban design that integrates private and public spaces. They should be in areas with existing utilities or within one mile of existing utilities.

The intent of the Village Center is to create by design a blend of structures and uses which are compatible in both form and function, thus allowing residential and more intense uses to coexist in the same area. The elements of a Village Center district include:

- Strong architectural design standards
- A sense of place and community integrating public spaces
- Multi-story Buildings with shared uses, such as residential and office or commercial in one building
- Wide Sidewalks
- Pedestrian Scale Street Lighting
- Accessibility to existing or new parks
- Plazas and/or public gathering places
- Limited front yard parking with most of the parking in the rear or side yard
- Site improvements that encourage the use of alternative forms of transportation (e.g., bike racks, transit shelters).
- Varying setback requirements dependent upon the building type, height; and location
- Restaurants with outdoor dining areas
- Attached town homes



A key element of this strategy is the effort to concentrate residential and commercial development in the immediate vicinity of existing or potential future local retail and commercial nodes. Dutton could benefit from additional mechanism to protect its unique community character and build upon the mixed-use area on 68th from Hanna Lake Road to Hammond Avenue. The commercial center that is established and evolving in Cutlerville would be another example of a prime area for adding village center elements.

INDUSTRY AND BUSINESS

Plans should encourage higher residential density and neighborhood commercial land uses in the village center areas, and taper to lower intensity uses towards the margins, or match the adjacent land use. All the different building forms should be designed with careful attention paid to pedestrian connections. The township is committed to a human-scale atmosphere that minimizes conflicts with the regional traffic corridors. As such, access to roadways should be managed off connector streets. Design techniques and identity-enhancing landscaping will be encouraged to improve safety while building community character.

A certain amount of noise may be generated by commercial and retail use that may not be compatible with residential uses. The township may consider designating “quiet times” from 10pm-6am in areas where these uses are in proximity, may restrict hours of operation, or may require sound mitigation for specific noisy operations.

Intended to be an area for light industrial, business, health and workplace activity, with a limited amount of general commercial/retail component. Industrial uses will require a special use permit so that noise, dust, odors, and similar nuisances that may affect neighboring properties are limited. In general, visual buffers for industrial uses, whether fencing or vegetation, are important considerations during site plan review. Any other business, office, or service use may be located within the area with careful placement to avoid nuisance conflicts. In general, non-industrial uses should be located along major road corridors for easy access and to avoid conflicts with heavy truck traffic.

General commercial could be located along major streets and would require a special use permit. Neighborhood commercial may be an appropriate use as a buffer to adjacent residential or office areas.

The south half of Section 12 is an appropriate location for this designation, as further industrial development is likely, office buildings may desire to locate in the area, and limited commercial development related to servicing the needs of workers may be needed. Similarly, the southwest quarter of Section 31 would be an appropriate location for any of these uses, if adequate buffers are maintained with residential uses.





CHAPTER 9. OPEN SPACE, RECREATION, AND TRAILS

It is clear from the public input gathered during development of this plan that open space is highly valued by township residents, both for recreation, and simply an aesthetic standpoint.

PARKS

Question 12 of the Master Plan Public Input Survey asked residents how concerned they are about certain issues in the township, in which 48% of respondents stated they were “Very Concerned” about development of farms and natural areas into house lots, with 29.8% of respondents stating they were “Somewhat Concerned.” Additionally, Question 15 asked respondents to rank priorities for the township, in which 46.2% of respondents stated that obtaining land for open space and recreation was “Very Important,” while 34.7% responded that it is “Somewhat Important.” The rural qualities of the township— fields, farms and woodlots— is what has attracted many residents to the area. It is a common comment that development should be limited from this point forward.

This is the crux of a problem echoed throughout the United States; people move in because they like the rural environment, but by moving create demand for housing that converts open space to urbanized land. In the township, like elsewhere in the US, landowners retain the right to develop land as they see fit, and as farmers retire, they sell their land, often to developers.

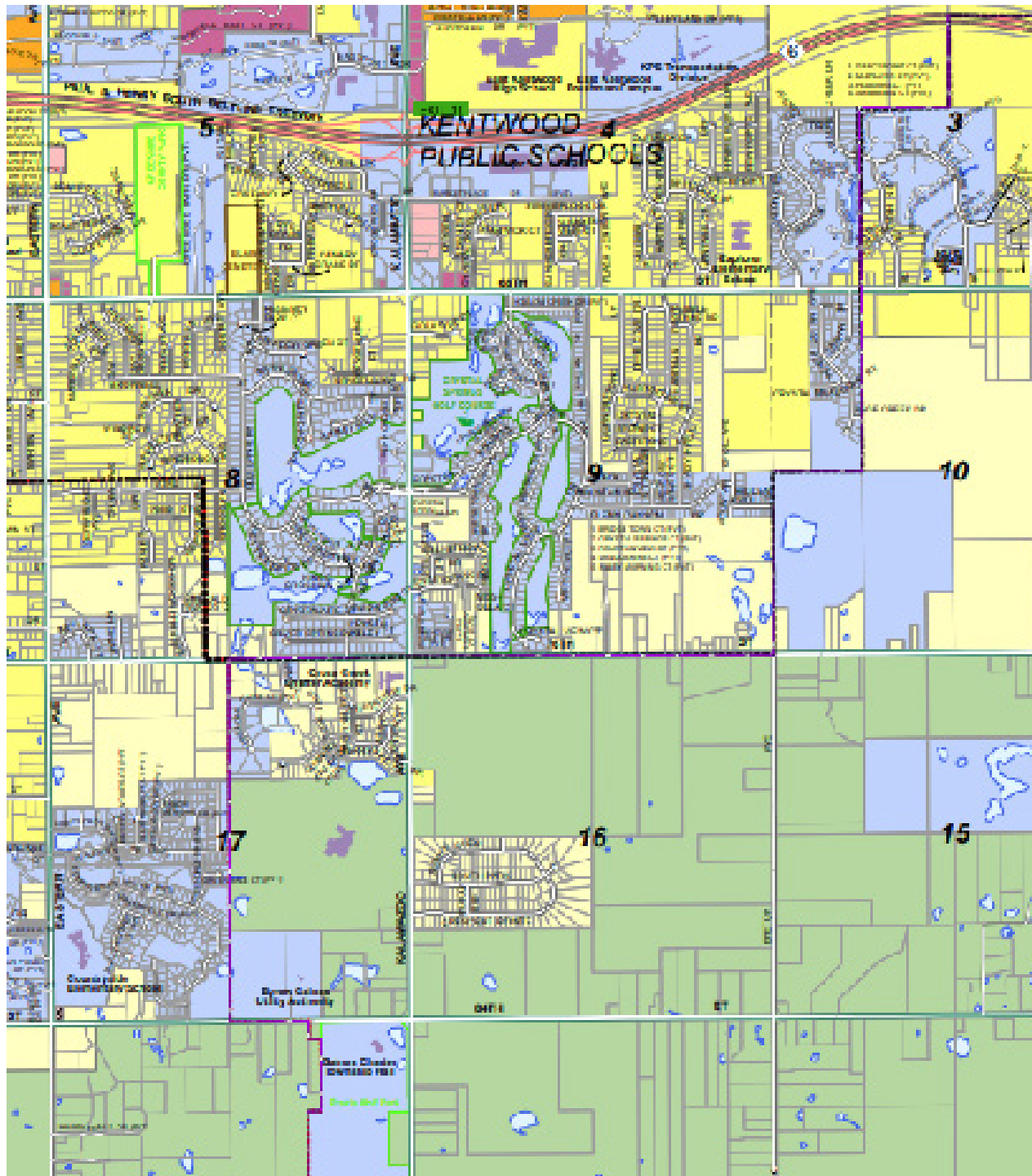
There are three Kent County parks within the township. The largest, Brewer Park, contains several soccer fields and a disc golf course. Creekside Park contains an exercise trail system, playgrounds and baseball diamonds. Dutton Shadyside Park, straddling Plaster Creek, is a shady site for picnics and contains a large playground area. Other recreational uses in the township include the Crystal Springs Country Club and the Briarwood Golf Club.

At Kalamazoo Avenue and 84th Street, the township owns 45 acres known as Prairie Wolf Park. In 2007, the township installed approximately 2/3rds of a mile of paved trail within Prairie Wolf Park, as well as associated picnic facilities and is reviewing further attempts at securing state funding to develop this park for passive recreational use.

FUTURE OPPORTUNITIES

The future development of the property to the west of the Byron Gaines Utility Authority along 84th Street, designated as Cody’s Mill Park, is another area that has been identified for preservation. A nonmotorized trail will help link this area to Prairie Wolf Park, the Gaines Township Offices, and eventually to the existing neighborhoods near Eastern Avenue and Brewer Park to the west. Two wetland mitigation banks located at 2702-2902 76th Street and 4554 76th Street that are owned by MDOT were set up to be taken over by the township for recreation use during the construction of M-6 in the 1990s, but the land transfer has not taken place.

The township seeks to conserve open space, establish trails, and reinforce the existing trail network whenever possible. New developments will provide dedicated pathways to serve and improve the public trail network. The township will work with active farmers to determine if any available farmland preservation programs are attractive and will evaluate the possibility for creating a dedicated millage for improvement of open space, trails and land purchase.



CHAPTER 10. ZONING PLAN

FORM BASED CODE

As required by the Michigan Planning Enabling Act, a Master Plan shall include a zoning plan. The zoning plan is intended to connect future land use designations with zoning districts, and to anticipate where future zoning changes may be needed to ensure consistency between the two documents. It should be noted that a Master Plan is a framework for the future, identifying preferred land use patterns for up to 25 years into the future. Zoning is the regulatory tool governing land development. Land use and zoning do not necessarily conform, since land use patterns take years to evolve.

Several methods for rethinking how zoning is implemented in the zoning ordinance have been contemplated since the 2002 Master Plan. Neither has been utilized up to this point, but the Planning Commission and Township Board will continue to evaluate these methods for their applicability in the future.

This zoning technique emphasizes the built form and character of individual buildings to create a neighborhood instead of the separation of specific uses that typifies traditional zoning. A form-based code (FBC) can be useful in a Traditional Neighborhood Development to ensure that all new development is consistent with the “village” character that is often the goal of traditional neighborhood design.

A FBC lays out in detail the required building elements, such as building location (using a “build to” line instead of a setback line) and building elements such as driveway and garage location, roof pitch, transparency (windows, doors, etc.), floor height, signs, etc. Generally, a visual guide is provided to the developer that helps explain the desired outcome.

If all the “form” requirements are followed, a development can receive an administrative approval usually in a matter of days or a few weeks. This provides an incentive to build according to the FBC. If a developer wishes to deviate from the forms, generally site plan approval is required, which can make the approval process take much longer.

OVERLAY DISTRICTS

Another tool is using overlay districts in conjunction with traditional zoning. The requirements of an overlay district “float” over the underlying zoning district, adding or subtracting from the zoning requirements. For instance, lots located in a TND could be zoned single family, in the same manner as non-TND lots, but the TND Overlay could add design requirements for homes like front porches and require certain building materials.

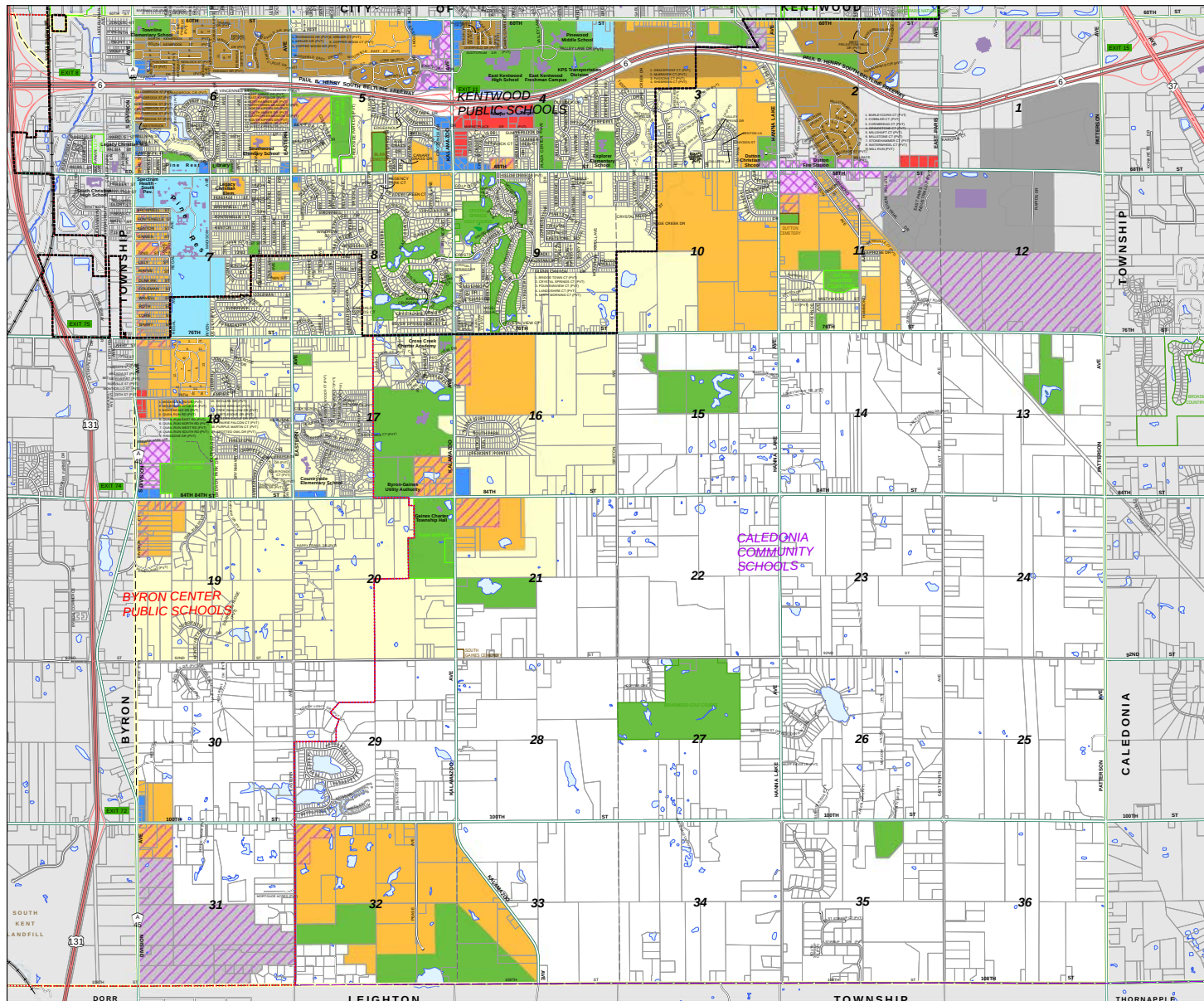
Overlay districts are effective when dealing with properties that have similar characteristics, even if they are in different zoning districts. Using the above example, the lots could be in several zoning districts because of lot sizes, density, etc. (like LDR and MDR); however, all of the lots have similar needs that could be more easily addressed with an overlay district as opposed to amending each individual district or creating even more zoning districts. One opposing view is that they are unnecessary when simple amendments to the zoning code for the specific use could be done instead. Overlay districts are created in the same manner as any other zoning district. The text of the Zoning Ordinance is amended to create the requirements for the new district, and then the Zoning Map is amended to show the boundaries of the overlay area.

Future Land Use Designation	Current Zoning
Rural	Agricultural/Agri-Business (A-B), and Agricultural/Rural-Residential (A-R)
Suburban Residential	Single Family Residential (RL-14 and RL-10)
Village Residential	Single Family Residential (RL-14 and RL-10), and Townhouses (R-3, single family only)
Multi-Family Residential	Multiple Family Residential (R-3)
Health and Workplace	Office Service (O-S)
Neighborhood Retail and Services	Neighborhood Commercial (C-1)
General Retail and Services	General Commercial (C-2)
Industrial, Warehouse and Transportation	Light Industrial Zoning District (I-1)
Heavy Manufacturing	Heavy Industrial Zoning District (I-2)
Public and Institutional	Government, Public Lands, and Public Schools
MU Residential with Neighborhood Retail and Services	Single Family Residential (RL-14 and R-10), Neighborhood Commercial (C-1), and small-scale Office Service (O-S)
MU Village Center	Single Family Residential (RL-14 and RL-10), Multiple Family Residential (R-3), Office Service (O-S) on ground and upper floors, and Neighborhood Commercial (C-1) on ground floors
MU Industry and Business	Office Service (O-S), General Commercial (C-2), Light Industrial Zoning District (I-1)



APPENDICES

The appendices to this Master Plan document include an the future land use map, a map of public input, and the adoption resolutions for the Planning Commission and Township Board.



Gaines Charter Township

Kent County, MI

FUTURE LAND USE DRAFT - 2023

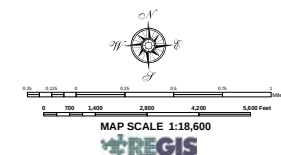


FUTURE LAND USE LEGEND	
Land Use Code, Description	
SR - Suburban Residential	
VR - Village Residential	
MFR - Multi-Family Residential	
R/R - Residential/Retail	
VC - Village Center	
NR - Neighborhood Retail	
GRS - General Retail & Services	
P/I - Public / Institutional	
HW - Health and Workplace	
I/B - Industry / Business	
LIN - Light Industrial	
HIN - Heavy Industrial	
RUR - Rural	

Base Map Legend

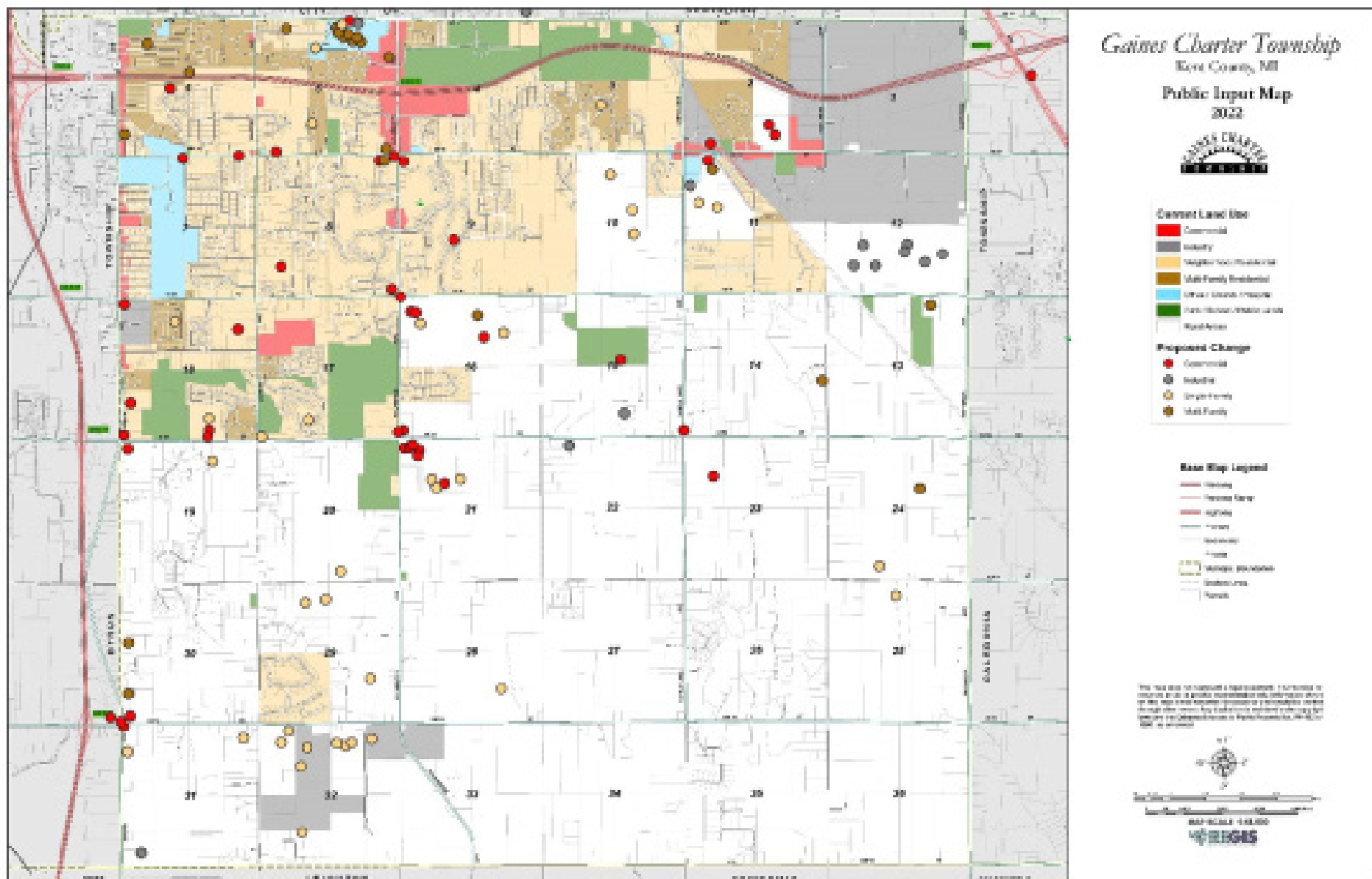
Byron Center Public Schools	Railroads
Caledonia Community Schools	Cemetery
Kentwood Public Schools	Golf Course
Freeway	Park
Freeway Ramp	Major Buildings
Highway	Municipal Boundaries
Primary	Section Lines
Secondary	Parcels
Private	Lakes & Ponds
	Rivers & Streams

This map does not represent a legal document. It is intended to serve as an aid in graphic representation only. Information shown on this map is not warranted for accuracy and should be verified through other means. Any duplication is restricted under copyright laws and the Enhanced Access to Public Records Act, PA 462 of 1996, as amended.



Document Path: C:\Users\TwpPlanning\Documents\Map 7 - Future Land Use Map - 2023.dwg
Date: 10/20/2023

Map 7. Future Land Use Map



Map 8. Public Input Map

PLANNING COMMISSION ADOPTION RESOLUTION

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TOWNSHIP BOARD ADOPTION RESOLUTION

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Gaines Charter Township

Kent County, MI

FUTURE LAND USE
DRAFT - 2023



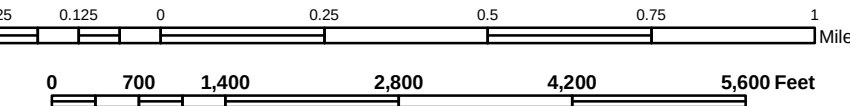
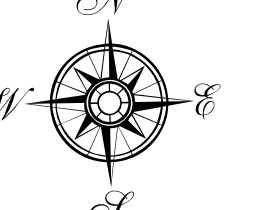
FUTURE LAND USE
LEGEND

Land Use Code, Description	
SR - Suburban Residential	
VR - Village Residential	
MFR - Multi-Family Residential	
R/R - Residential/Retail	
VC - Village Center	
NR - Neighborhood Retail	
GRS - General Retail & Services	
P/I - Public / Institutional	
HW - Health and Workplace	
I/B - Industry / Business	
LIN - Light Industrial	
HIN - Heavy Industrial	
RUR - Rural	

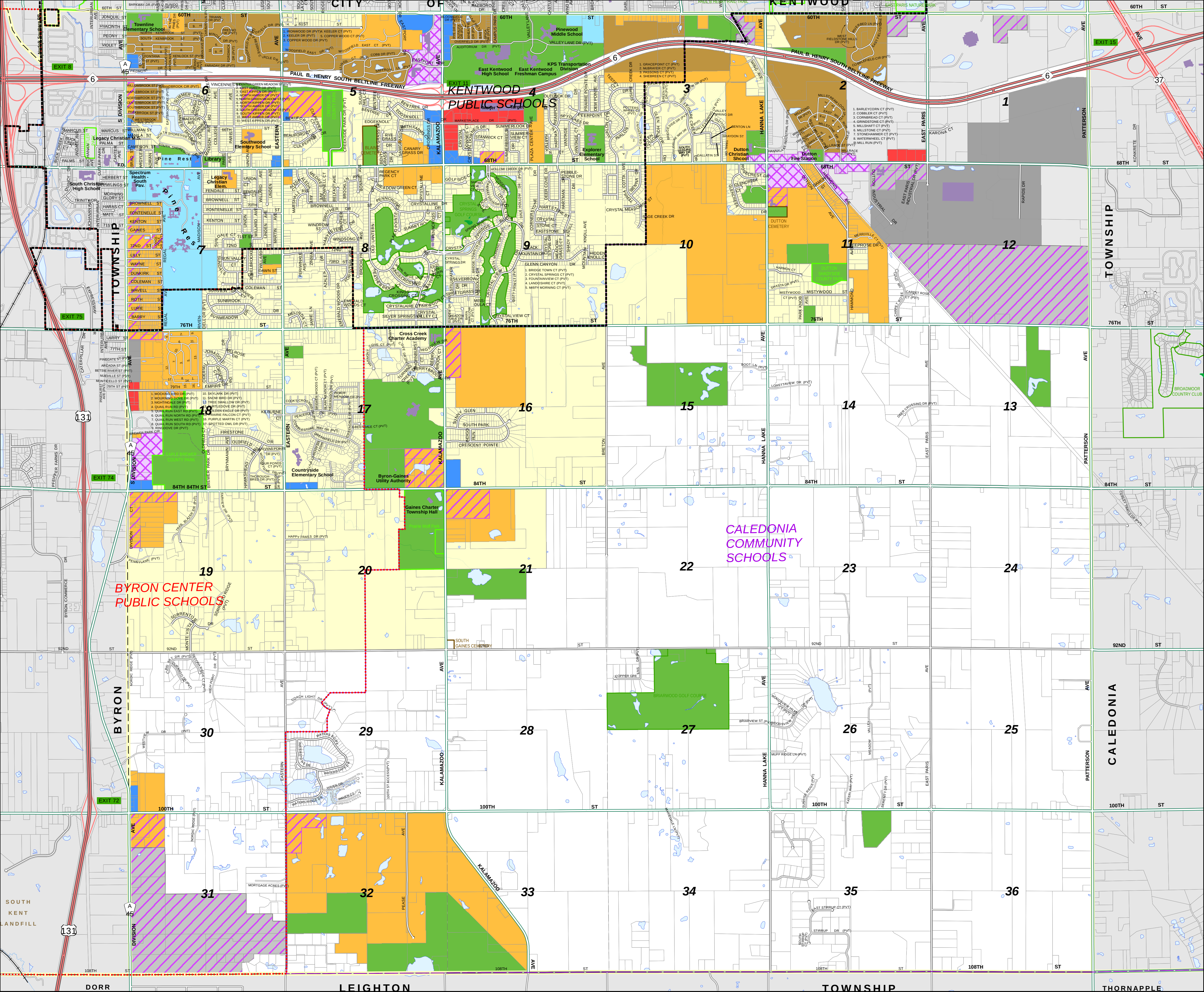
Base Map Legend

Byron Center Public Schools	Railroads
Caledonia Community Schools	Cemetery
Kentwood Public Schools	Golf Course
Freeway	Park
Freeway Ramp	Major Buildings
Highway	Municipal Boundaries
Primary	Section Lines
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	Rivers & Streams

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MAP SCALE 1:18,600



GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES

KENT COUNTY, MICHIGAN

At a meeting of the Gaines Charter Township Board of Trustees held on _____ 2023,
at _____ PM.

PRESENT:

ABSENT:

The following preamble and resolution were offered by ____ and supported by ____.

**RESOLUTION TO APPROVE THE
2023 GAINES CHARTER TOWNSHIP MASTER PLAN UPDATE**

WHEREAS, the Michigan Planning Enabling Act provides for the preparation and adoption of master plans and amendments therein for the use, development, and preservation of lands in the Township;

WHEREAS, the Gaines Charter Township Planning Commission has prepared the 2023 Gaines Charter Township Master Plan Update, being an update to the version last revised on March 16th, 2016; and

WHEREAS, on February 23rd, 2023, the Gaines Charter Township Planning Commission held a public hearing on the proposed Master Plan update following the distribution of the tentative draft of the Master Plan to the contiguous municipalities and other relevant planning and governmental entities and following public notice as required by law; and

WHEREAS, on March 23rd, 2023, the Gaines Charter Township Planning Commission adopted a resolution approving the 2023 Gaines Charter Township Master Plan Update and recommending that the Gaines Charter Township Board of Trustees grant final approval.

IT IS, THEREFORE, RESOLVED AS FOLLOWS:

1. The Gaines Charter Township Board of Trustees hereby approves the 2023 Gaines Charter Township Master Plan Update prepared by the Gaines Charter Township Planning Commission, dated _____, ____.

2. The Township Clerk is requested to distribute copies of the 2023 Gaines Charter Township Master Plan Update to the contiguous municipalities and the other governmental bodies and planning agencies entitled by law to receive copies of the approved Master Plan.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

Township Clerk

GAINES CHARTER TOWNSHIP PLANNING COMMISSION

KENT COUNTY, MICHIGAN

RESOLUTION 23-03-23-PC

At a meeting of the Gaines Charter Township Planning Commission held on March 23rd, 2023, at 7:00 PM.

PRESENT: Waayenberg, Rober, Haagsma, Wiersema

ABSENT: Giarmo, Thomas, Billips

The following preamble and resolution were offered by Member Waayenberg and supported by Member Haagsma.

RESOLUTION TO APPROVE THE 2023 GAINES CHARTER TOWNSHIP MASTER PLAN UPDATE AND TO RECOMMEND FINAL APPROVAL BY THE GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES

WHEREAS, the Gaines Charter Township Planning Commission has prepared the 2023 Gaines Charter Township Master Plan Update, being an update to the version last revised on March 16th, 2016; and

WHEREAS, on December 15th, 2022, the Planning Commission approved the tentative text of the Master Plan and requested that the Gaines Charter Township Board of Trustees authorize the distribution of the draft Master Plan to the contiguous municipalities and the governmental and other agencies entitled to receive the draft for review and comment; and

WHEREAS, on January 9th, 2023, the Gaines Charter Township Board of Trustees approved the distribution of the draft Master Plan and asserted its right to give final approval or rejection of the Plan; and

WHEREAS, the required period of public comment on the draft Master Plan has expired; and

WHEREAS, the Gaines Charter Township Planning Commission held a public hearing on February 23rd, 2023, with the required notice, on the proposed Master Plan update.

IT IS, THEREFORE, RESOLVED AS FOLLOWS:

1. The Gaines Charter Township Planning Commission approves the 2023 Gaines Charter Township Master Plan Update, dated March 23rd, 2023,
2. The Gaines Charter Township Planning Commission recommends that the Gaines Charter Township Board of Trustees give final approval of the Master Plan; and
3. The Secretary of the Planning Commission is requested to forward this resolution and the approval of the 2023 Gaines Charter Township Master Plan Update to the Township Clerk for submission to the Gaines Charter Township Board of Trustees.

AYES: Waayenberg, Rober, Haagsma, Wiersema

NAYS: None

RESOLUTION DECLARED ADOPTED.

A handwritten signature in black ink, appearing to read "Cynthia B. Jones", is written over a horizontal line.

Planning Commission Chair



MEMO

Staff Communication

DATE: April 10th, 2023

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director; Natalie Davenport, Assistant Planner

RE: 34 Coleman Street – Rezoning Request – Multiple-Family Residential (R-3) to General Commercial (C-2) – Public Hearing

SUMMARY OF TOPIC:

The property owners of 34 Coleman Street are requesting to rezone one parcel from Multiple-Family Residential (R-3) to General Commercial (C-2). This building has historically been used for commercial purposes, and staff is unsure why the R-3 zoning designation has been applied to the Property. The owners currently operate a commercial cleaning company and would like to bring their business use into compliance with the zoning ordinance, and make several business-related improvements that are not allowed under residential zoning.

The Planning Commission held a public hearing on February 23rd, 2023, and recommended approval to the Township Board of Trustees. This is the public hearing that the Board set on March 13th.

Surrounding zoning:

	NORTH: Multiple Family Residential (R-3)	
WEST: General Commercial (C-2)	SUBJECT PARCEL	EAST: General Commercial (C-2)
	SOUTH: Multiple Family Residential (R-3)	

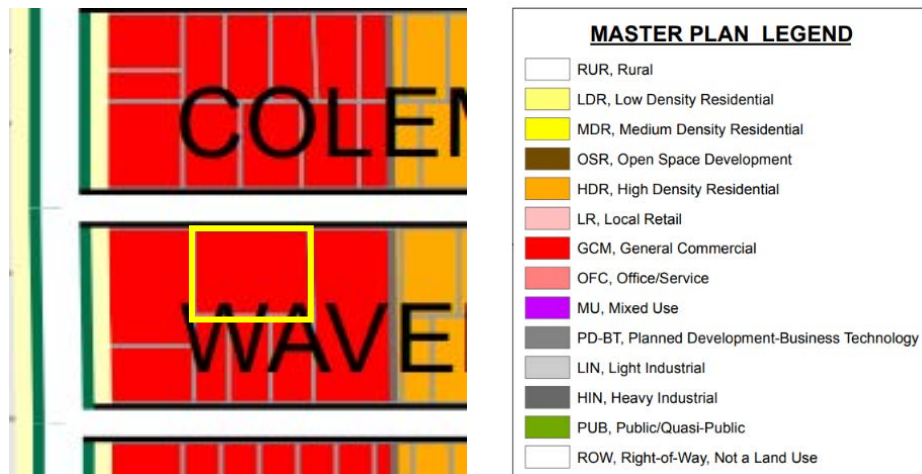
STANDARDS OF REVIEW

The request has been reviewed using the applicable review standards of Section 27.4, Review Standards for Amendments, which states:

In reviewing an application for the rezoning of land, whether the application is made without or with an offer of conditions (as in a conditional rezoning request), factors that should be considered by the Planning Commission and the Township Board include, but are not limited to, the following:

A. Whether the proposed rezoning is consistent with the policies and uses proposed for that area in the Township's Master Land Use Plan;

Meets standard. The 2017 Future Land Use Plan designates this parcel as General Commercial (GCM), which is consistent with the proposed rezoning.



The owners of the property wish to rezone the parcel from Multiple-Family Residential (R-3) to General Commercial (C-2) so they can legally operate their commercial cleaning business. The 2002 Master Plan states:

"The general commercial (GCM) areas are intended for more generalized commercial activities including all OFC uses, highway commercial, regional and community based retail, and general business activities that service other businesses as well as the public. These areas are located in several Township locations: Division Avenue strip between the Southbelt and 76th Street..."

Given that the proposed use of the parcel is consistent with the Future Land Use Plan and Master Plan, staff found this standard to be met.

B. Whether all of the uses and structures allowed under the proposed rezoning would be compatible with other zones and uses in the surrounding area;

Meets standard. This parcel is planned for commercial use, as are the parcels adjacent to the north, east, south, and west. This portion of Division Avenue has traditionally housed commercial uses within a parcel or two from Division Avenue. Additionally, the parcels to the east and the west of the subject parcel are zoned for general commercial purposes.

The existing building has been occupied by commercial users for decades. Records show the property was utilized as a metal working business and vehicle repair shop dating back to the mid-1980s, with prior and subsequent uses believed to be commercial. Therefore, staff found that the proposed use and existing structure are compatible with the surrounding areas.

C. *Whether any public services and facilities would be significantly adversely impacted by a development or use allowed under the requested rezoning;*

Meets standard. All public services and facilities are currently available for commercial use and would not be adversely affected by the rezoning from R-3 to C-2. The subject parcel is less than half an acre in size; a strain on public services and facilities is not anticipated.

D. *Whether the proposed zoning would be reasonable;*

Meets standard. The proposed rezoning would be reasonable as the area is planned for commercial development. Although the subject parcel is adjacent to residential uses to the north and south, the Future Land Use Plan shows this parcel and surrounding parcels as GCM.

E. *Whether circumstances in the area have changed;*

Meets standard. This stretch of Division Avenue has been planned for commercial development for years. Although this area is currently zoned R-3, the Future Land Use Plan shows this area as GCM. Staff is unsure when the zoning designation on this parcel changed as the property has been utilized for commercial purposes dating back to the mid-1960s.

F. *Whether the uses allowed under the proposed rezoning would be equally or better suited to the area than uses allowed under the current zoning of the land.*

Meets standard. As stated above, this area of Division Avenue is an appropriate location for general commercial use. Given the commercial growth that has happened in this area in recent years, a general commercial business is more appropriate than a multiple-family residential use on this parcel.

FINANCIAL IMPACT:

This project is not anticipated to have a financial impact on the township. Costs associated with the review process are borne by the applicant through administrative and escrow fees.

BUDGET ACTION REQUIRED:

N/A.

RECOMMENDATION:

On February 23rd, 2023, the Planning Commission recommended approval to the Township Board of Trustees for this rezoning request based on the standards of 27.4 being met.

Staff recommends that the Township Board of Trustees approves the request after consideration of any public comments.

ATTACHMENTS:

- Draft Ordinance

**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 _____, 2023, beginning at ____ p.m., the following Ordinance was offered for adoption by Township Board Member _____, and was seconded by Township Board Member _____:

**AN ORDINANCE TO AMEND THE GAINES CHARTER TOWNSHIP ZONING
ORDINANCE AS PROVIDED FOR IN CHAPTER 27 THEREOF BY AMENDING
SECTION 1.6 AND THE TOWNSHIP ZONING MAP**

THE CHARTER TOWNSHIP OF GAINES (the "Township") ORDAINS:

Section 1. Amendment. The Gaines Charter Township Zoning Ordinance is hereby amended by the amendment of Section 1.6 thereof, the Zoning Map, so as to rezone the following properties in their entirety from Multiple-Family Residential (R-3) to General Commercial (C-2), the land being commonly described as parcel 41-22-07-305-006 located at 34 Coleman Street. The legal description is as follows:

LOTS 253 254 255 & 256 * FONTENELLE GARDENS

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

The vote in favor of this Ordinance was as follows:

YEAS: _____

NAYS: _____

ABSENT/ABSTAIN: _____

ORDINANCE DECLARED ADOPTED

Township Board Ordinance No. 23-_____
_____, 2023

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: April 10, 2023

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: Zoning Text Amendment–Daycares in Office-Service and Commercial 1 & 2
Zoning Districts-2nd Read

SUMMARY OF TOPIC:

Staff is requesting that the Board of Trustees consider a text amendment to the Gaines Charter Township Zoning Ordinance regarding the use of child and adult daycares. The amendment is arising because several applicants have requested to open daycare facilities but staff has discovered that daycares are not permitted in the Neighborhood Commercial (C-1), General Commercial (C-2), or Office-Service (O-S) zoning districts. Previous versions of the zoning ordinance did allow for this use in those districts, but at some point, it was removed from the list of uses.

This amendment will help to fill a critical need within the community by allowing greater access to child and adult care services, while also bringing the ordinance into compliance with the Michigan Child Care Act and regulations set by LARA for licensing such facilities which have changed in recent years.

Suggested ordinance language is enclosed. Below is a list of the proposed changes:

- Updated the term “adult foster care family homes” to the new term in the Act.
- Section 20.11.A isn’t necessary, as we put land use regulations in the land use tables (See Sections 5.2, 6.2, 7.2, 8.2, and 9.2.), and has been removed.
- Child Day Care Centers added to all districts (see Sections 5.2, 6.2, 7.2, 8.2, and 9.2.). Some are vpermitted by right, others via special use permit, depending on the district in keeping with past practice.
- The additional use requirements in 20.11.B.3 for Group Child Care Homes were removed; these requirements cannot be in the ordinance as they are inconsistent with the Act.

- The remaining portions of Section 20.11 were moved to Section 19.9.
- The requirements for adult foster care small group homes (20.11.B.2) are moved to Chapter 19 as it is not really a “Residential Accessory Use,” but a principal use (and special). It is now section 19.9 S.
- Added a new Section 19.9 T for Child Day Care Center, which was the text in 20.11.B.1.
- Add an “Other Uses” row in the Table of Permitted Uses in Section 8.2 to allow for Family Child Day Care Homes (Existing Non-Conforming Single-Family Dwelling) to be permitted by right and Group Child Day Care Home (Existing Non-Conforming Single-Family Dwelling) allowable with the approval of a Special Land Use Permit.

FINANCIAL IMPACT:

The text amendment is not anticipated to have a financial impact on the Township. Costs associated with the review process are borne by the applicant through administrative and escrow review fees.

BUDGET ACTION REQUIRED:

N/A.

PROCESS:

This amendment request is following an expedited process where the Planning Commission has held a preliminary review of the proposed text amendment and set a public hearing, but not made a formal resolution to recommend approval. The Planning Commission will hold their public hearing and make a resolution prior to the next Board meeting.

Pending a resolution to set a public hearing by the Board of Trustees, the amendment will follow the schedule included below:

- February 23; PC preliminary hearing.
- March 13; Board first read.
- March 23; PC public hearing and recommendation.
- April 10; Board public hearing and consideration of approval.

STAFF RECOMMENDATION:

The Planning Commission recommended the Board approve the amendment approval via a resolution via voice on March 23rd.

Staff recommends that the Township Board approve the proposed text amendment.

**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 _____, 2023, 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 REGARDING ADULT
FOSTER CARE FAMILY HOMES, FOSTER FAMILY
HOMES, FOSTER FAMILY GROUP HOMES, ADULT DAY
CARE HOMES, FAMILY CHILD DAY CARE HOMES,
GROUP CHILD DAY CARE HOMES, AND CHILD DAY
CARE CENTERS**

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

Section 1. Chapter 5. Chapter 5 of the Gaines Charter Township Zoning Ordinance is amended to revise Section 5.2 Table of Permitted Uses as follows:

A. Strike the entire line titled “Residential Child, Adult Day, and Foster Care Facilities” under “Other Uses.”

B. Add the following three lines to the table under “Residential Uses” in the following manner:

Land Use	Zoning District		Additional Use Standards
	A-R	A-B	
Residential Uses			
State Licensed Residential Facility	P	P	
Foster Family Home	P	P	
Foster Family Group Home	P	P	

C. Add the following five lines to the table under “Other Uses” in the following manner:

Land Use	Zoning District		Additional Use Standards
	A-R	A-B	
Other Uses			
Adult Day Care Home	P	P	

Adult Foster Care Small Group Home	SPU	SPU	19.9 S
Family Child Day Care Home	P	P	
Group Child Day Care Home	SPU	SPU	
Child Day Care Center	SPU	SPU	19.9 T

Section 2. Chapter 6. Chapter 6 of the Gaines Charter Township Zoning Ordinance is amended to revise Section 6.2 Table of Permitted Uses as follows:

A. Strike the entire line titled “Residential Child and Adult Care Facilities” under “Residential Uses.”

B. Add the following three lines to the table under “Residential” in the following manner:

Land Use	Zoning District		Additional Use Standards
	RL-14	RL-10	
Residential Uses			
State Licensed Residential Facility	P	P	
Foster Family Home	P	P	
Foster Family Group Home	P	P	

C. Add the following five lines to the table under “Other Uses” in the following manner:

Land Use	Zoning District		Additional Use Standards
	RL-14	RL-10	
Other Uses			
Adult Day Care Home	P	P	
Adult Foster Care Small Group Home	SPU	SPU	19.9 S
Family Child Day Care Home	P	P	
Group Child Day Care Home	SPU	SPU	
Child Day Care Center	SPU	SPU	19.9 T

Section 3. Chapter 7. Chapter 7 of the Gaines Charter Township Zoning Ordinance is amended to revise Section 7.2 Table of Permitted Uses as follows:

A. Strike the entire line titled “Residential Child and Adult Care Facilities” under “Residential Uses.”

B. Add the following three lines to the table under “Residential” in the following manner:

Land Use	Zoning District		Additional Use Regulations
	R-3	R-4	
Residential Uses			
State Licensed Residential Facility	P	P	
Foster Family Home	P	P	
Foster Family Group Home	P	P	

C. Add an “Other Uses” row and the following five lines to the table in the following manner:

Land Use	Zoning District		Additional Use Standards
	R-3	R-4	
Other Uses			
Adult Day Care Home	P	P	
Adult Foster Care Small Group Home	SPU	SPU	19.9 S
Family Child Day Care Home	P	P	
Group Child Day Care Home	SPU	SPU	
Child Day Care Center	SPU	SPU	19.9 T

Section 4. Chapter 8. Chapter 8 of the Gaines Charter Township Zoning Ordinance is amended to revise Section 8.2 Table of Permitted Uses as follows:

A. Strike the entire line titled “Residential Child and Adult Care Facilities” under “Institutional, Recreational, and Utilities.”

B. Add the following line to the table under “Institutional, Recreational, and Utilities” in the following manner:

Land Use	Zoning District			Additional Requirements
	O-S	C-1	C-2	
Institutional, Recreational, and Utilities				
Child Day Care Center	SPU	SPU	SPU	19.9 T

C. Add an “Other Uses” row and the following two lines to the table in the following manner:

Land Use	Zoning District			Additional Requirements
	O-S	C-1	C-2	
Family Child Day Care Home (Existing Non-Conforming Single-Family Dwelling)	P	P	P	

Group Child Day Care Home (Existing Non-Conforming Single-Family Dwelling)	SPU	SPU	SPU	
--	-----	-----	-----	--

Section 5. Chapter 9. Chapter 9 of the Gaines Charter Township Zoning Ordinance is amended to revise Section 9.2 Table of Permitted Uses to revise the additional requirements reference for “Child Day Care Center” as “Section 19.9 T” in the following manner:

Land Use	Zoning District		Additional Requirements
	I-1	I-2	
Service			
Child Day Care Center	SPU	SPU	19.9 T

Section 6. Chapter 19. Chapter 19 of the Gaines Charter Township Zoning Ordinance is amended to include a new Section 19.9 S, and it shall read in its entirety as follows:

S. Adult Foster Care Small Group Home

(1) The applicant must be able to demonstrate that all applicable state requirements will be met, such as compliance with State Building and Fire Codes and compliance with state licensing requirements.

(2) If proposed as new construction, the building shall have an appearance that is non-intrusive and consistent in color, materials, roofline and architecture with the area in which it is located, as determined by the Planning Commission.

(3) An on-site drive shall be provided for drop offs/loading. This drive shall be arranged to allow maneuvers without creating a hazard to traffic flow on the fronting street.

Section 7. Chapter 19. Chapter 19 of the Gaines Charter Township Zoning Ordinance is amended to include a new Section 19.9 T, and it shall read in its entirety as follows:

T. Child Day Care Center.

(1) Requirements for all Districts.

a. **Setbacks:** The minimum setbacks shall be the same as those for a principal building in the applicable zoning district.

b. **Drives:** An on-site drive shall be provided for drop-offs and loading with a sufficient number of stacking spaces to accommodate the number of children to be cared for at the center. The drive must be arranged to allow maneuvers without creating a hazard to traffic flow on the public street.

c. **Outdoor Areas:** Outdoor play areas must be fenced.

d. **Other Requirements:** The applicant must be able to demonstrate that all applicable state requirements will be met, such as compliance with State Building and Fire Codes and compliance with state licensing requirements.

(2) **Requirements Specific to Agricultural and Residential Districts.**

a. **Location and Access:** The lot must abut a primary arterial street, and all access must be from the primary arterial street.

b. **Minimum Lot Requirements to Establish the Use:** The minimum lot area and width shall be the same as the zoning district within which the child day care center is located, except that in the A-R district, the minimum lot area is reduced to 40,000 square feet.

c. **Appearance:** The building shall have an appearance that is non-intrusive and consistent in color, materials, roofline, and architecture with the area in which it is located, as determined by the Planning Commission.

d. **Parking and Landscaping:** The parking requirements in Chapter 15 “Parking and Loading Regulations” and the landscaping requirements for the front yard and parking lots in Chapter 16 “Landscaping Regulations” shall apply. The Planning Commission may require such buffers and screening as it considers appropriate.

e. **Signs:** Signs shall be no larger than 42 square feet with a maximum height of 6 feet.

Section 8. Chapter 20. Chapter 20 of the Gaines Charter Township Zoning Ordinance is amended to delete Section 20.11 Residential Child, Adult Day, and Foster Care Facilities. All subsequent Sections in Chapter 20 shall be renumbered, and references to these sections shall be revised accordingly throughout the ordinance.

Section 9. Chapter 28. Chapter 28 of the Gaines Charter Township Zoning Ordinance is amended to revise Section 28.2 Definitions to replace the defined term of “Child Care Center (Or Day Care Center)” with the term “Child Day Care Center.” The definition remains unchanged.

Section 10. Chapter 28. Chapter 28 of the Gaines Charter Township Zoning Ordinance is amended to revise Section 28.2 Definitions to replace the term “adult foster care family home” and its associated definition with the following:

State Licensed Residential Facility: A structure constructed for residential purposes that is licensed by the state under the adult foster care facility licensing act, 1979 PA 218, MCL 400.701 to 400.737, or 1973 PA 116, MCL 722.111 to 722.128, and provides residential services for six (6) or fewer individuals under 24-hour supervision or care.

Section 11. 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: April 10, 2023

TO: Gaines Charter Township Board of Trustees

FROM: Natalie Davenport, Assistant Planner; Rod Weersing, Township Manager

RE: Selection of Consultant for Zoning Ordinance Update

SUMMARY OF TOPIC:

In February of 2023, the township released a Request for Proposals (RFP) to select a consultant to perform a comprehensive update to the zoning ordinance and limited sections of the township's code of ordinances (specifically the sections that regulate land divisions, plats, and subdivisions).

The township received one bid for the project from Horizon Community Planning for \$50,000. If the bidder is unable to attend any of the meetings due to unavoidable evening meeting conflicts, the project fee will be discounted by \$750/per meeting. The RFP was posted on the township's website on February 1st and the deadline of February 17th was met by the sole bidder.

Horizon Community Planning is anticipating that the project will take 11 months to complete. Please refer to the proposal dated February 17th, 2023, (enclosed) for a complete overview of the process and proposed scope of work.

Staff believes that all the required bid materials as outlined in the RFP have been met. Staff has reviewed the application and a summary is outlined below. A hard copy of the proposal is available for review at Gaines Charter Township Hall for review.

FINANCIAL IMPACT:

The bidder has organized the project into three separate parts. Please see below for a brief overview of the proposal. The proposal dated February 17th, 2023 (enclosed) should be referred to for the total proposed scope of work.

Company	Main Office	Local Branch Office	Cost
Horizon Community Planning	Grand Rapids, MI	Grand Rapids, MI	\$ 50,000
• Part 1 Deliverables: Steering Committee meeting (1) and community tour; targeted stakeholder outreach effort; audit report (digital only) and Steering Committee meeting (1), Planning Commission meeting update (1). • Part 2 Deliverables: Working draft chapters (digital only); Steering Committee review meetings (4); formal draft (digital only) and Steering Committee meeting (1). • Part 3 Deliverables: Planning Commission review meeting and public hearing meeting (2); public hearing notice; final draft (digital only); Township Board meeting (1); deliverable and approval notice (digital only).			

BUDGET ACTION REQUIRED:

Township Staff allocated \$50,000, in the 2023 budget, for the zoning ordinance update. The one bid that was received came in at \$50,000. The budget line item of \$50,000 also included having the Township attorney review the proposed changes.

Township staff is currently seeking grant funding opportunities to help supplement the cost of the zoning ordinance update and applicable legal reviews, but no grant monies have been awarded to date.

If grant funding is not awarded, the Township Board will need to consider a budget amendment for legal review of the zoning ordinance update.

STAFF RECOMMENDATION:

Horizon Community Planning has fulfilled the requirements of the RFP and staff recommends acceptance and approval of their proposal dated February 17th, 2023.



Mail PO Box 68647 Grand Rapids, MI 49506

Tel 616-540-1794

Web www.horizon-planning.com

February 17, 2023

Dan Wells
Community Development Manager
Gaines Charter Township
8555 Kalamazoo Ave SE
Caledonia, MI 49316-8270

RE: Zoning Ordinance Update- Fee Proposal

Mr. Wells:

Thank you for the opportunity to bid on this important project. Horizon Community Planning bids \$50,000 for a complete update of the Gaines Charter Township Zoning Ordinance and limited updates to the Land Division, Platting, and Subdivision Ordinances. This fee will cover all costs associated with the scope of work described in the proposal dated February 17, 2023.

In the unexpected event that an unavoidable evening meeting conflict arises and staff can represent the project, the project fee will be discounted \$750/meeting.

If you have any questions, please contact me at any time at 616-540-1794 or hcplanning@outlook.com.

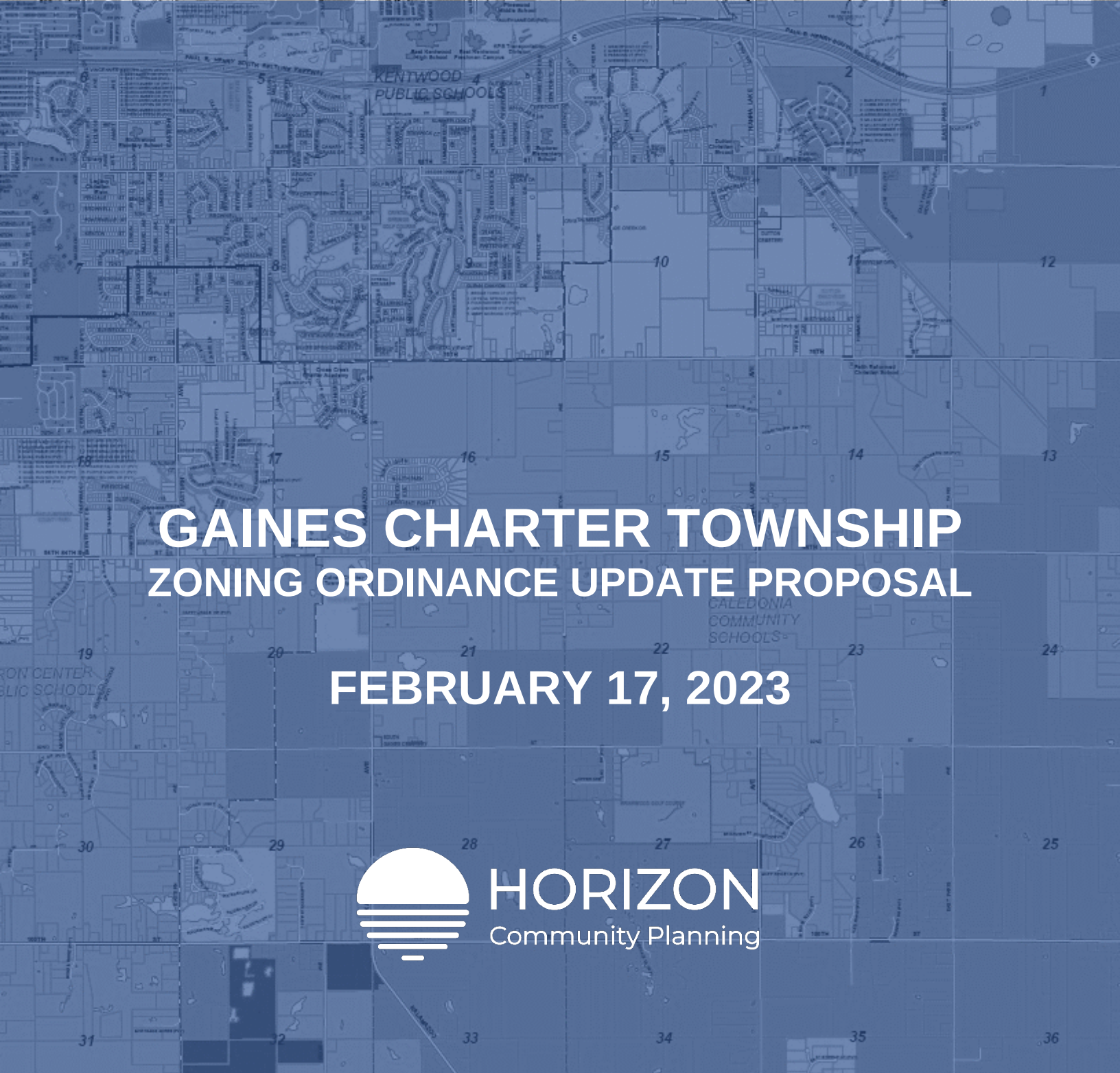
Thank you in advance for your consideration.

Sincerely,

Horizon Community Planning

A handwritten signature in cursive script that reads "David M. Jirousek".

David M. Jirousek, AICP
Principal Planner and Owner



GAINES CHARTER TOWNSHIP ZONING ORDINANCE UPDATE PROPOSAL

FEBRUARY 17, 2023



HORIZON
Community Planning

GAINES CHARTER
TOWNSHIP

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E. RESUME.....	13

ATTACHMENTS

1. PROFESSIONAL LIABILITY INSURANCE
2. GENERAL LIABILITY INSURANCE





Mail PO Box 68647 Grand Rapids, MI 49506
Tel 616-540-1794
Web www.horizon-planning.com

February 17, 2023

Dan Wells
Community Development Manager
Gaines Charter Township
8555 Kalamazoo Ave SE
Caledonia, MI 49316-8270

RE: Zoning Ordinance Update Proposal

Mr. Wells:

On behalf of Horizon Community Planning, please accept this proposal for a comprehensive update to the Zoning Ordinance. With my experience managing several zoning code audits and overhauls and conducting plan reviews in Gaines Charter Township, I am well-positioned to assist with this vital endeavor. I have firsthand experience interpreting and administering the ordinance and can bring a fresh perspective with new concepts and solutions.

To ensure a user-friendly code, many of the changes are straightforward, such as reorganizing the ordinance to improve flow, providing a set of clear definitions, deleting outdated terms and legalese to make it more readable, and converting lengthy text into tables to add clarity. Other changes require more discussion and may necessitate policy or philosophical, regulatory, or procedural shifts.

I will serve as the project manager on behalf of Horizon Community Planning and will be involved in all aspects of the proposed scope of work. I will ensure this project will result in a user-friendly and modern zoning ordinance that will implement the Township's long-range plans and the desires of the community. Through direction from Township officials and a Steering Committee, I am confident that the deliverable will exceed the Township's expectations.

If you have any questions, please feel free to contact me at any time at 616-540-1794 or hcplanning@outlook.com.

Thank you in advance for your consideration.

Sincerely,

Horizon Community Planning

A handwritten signature in black ink that reads "David M. Jirousek". The signature is written in a cursive, flowing style.

David M. Jirousek, AICP
Principal Planner and Owner

A. FIRM BIO



What We Do

Established in 2018 and based in the City of Grand Rapids, Horizon Community Planning works with citizens, planning commissions, boards, councils, and stakeholders to develop community plans. We write local zoning and development regulations and guidelines to achieve the vision of those plans.

Horizon Community Planning is in the business of solutions for local governments.

- *Comprehensive and Master Planning- Charting the future of a community. Where to grow, what to preserve, what to transform. What's on the horizon?*
- *Zoning and Development Regulations- The regulatory framework for achieving a community vision. Land use regulation, building requirements, development standards, and clear procedures.*
- *Development Review and Zoning Administration- Guidance to the development community and landowners.*
- *Code Enforcement- Education, information, and coordination with legal counsel and law enforcement.*

We also serve in administrative and enforcement roles, sometimes with ordinances that we have drafted ourselves. This all-encompassing experience provides a unique perspective to writing zoning and development codes, as we know what works and what does not.

Company

David M. Jirousek, MCP, AICP, is the Principal Planner and owner of Horizon Community Planning.

Horizon Community Planning
PO Box 68647
Grand Rapids, Michigan 49506

Horizon Community Planning is incorporated in the State of Michigan as a Limited Liability Company- S Corporation. Horizon Community Planning maintains professional and general liability insurance (attached).

B. PROJECT APPROACH

PART 1. ORGANIZATION AND OUTREACH

Setting the stage for the draft zoning ordinance

Task 1.1 Start-Up and Reconnaissance

The start-up phase will involve housekeeping issues between Township officials and the consultant, including clearly defining expectations, timeframes, tentative meeting dates, milestones, and Steering Committee and Planning Commission involvement. The client will provide relevant project files and background materials for review by the consultant, including all applicable ordinances, committee reports, recommendations, ordinance mark-ups, and past meeting minutes.

Start-up will also include a community tour with staff to observe and study recent developments, established neighborhoods and business districts, current conditions, and sensitive environmental areas. The community tour will be followed by a discussion of preliminary issues with a project Steering Committee.

Task 1.2 Review of Relevant Materials

Behind the scenes, the consultant will review the new Master Plan, existing Zoning Ordinance, other applicable development ordinances, one year of meeting minutes for the Planning Commission and Zoning Board of Appeals, and any materials previously prepared by staff or other Township officials. This research will provide the necessary background information to have informed discussions with the Steering Committee.

Task 1.3 Targeted Stakeholder Outreach Effort

It is anticipated that the consultant will host a series of roundtable discussions with various stakeholders and community members identified by the Township. These stakeholders could be community advocates, environmental groups, developers, non-profit groups, large landowners, neighborhood associations, or other parties most affected by zoning regulations. A series of one-on-one or small-group interviews will also be scheduled. The purpose of these discussions is to gain a non-governmental perspective of the issues most important to key stakeholders within the community.

Task 1.4 Audit Report

A technical Audit Report of the Zoning Ordinance and all applicable development regulations will be prepared to address the bigger picture, higher-level issues and concerns, and detailed recommendations. The Audit Report is intended to identify the primary goals of the Zoning Ordinance Update Project, determine where attention is to be focused, and achieve consensus on the extent of the changes. The Audit Report will be the foundation of the project and will create a detailed priority list of zoning updates. The Audit Report is intended to serve as a guide and reminder of where attention is to be focused and to build consensus on changes so there are no surprises at the end of the process.

The report will focus on the following:

- Assessing the organization, format, and flow of the document from A to Z
- Ensuring readability and identifying opportunities for using tables and graphics
- Recommending concise language and elimination of “legalese”
- Modernization of existing regulations and standards
- Identifying overlap and inconsistencies
- Ensuring predictability of review standards and assessment of processes and procedures
- Identifying the potential to delegate authority
- Reviewing against the provisions of the state statutes, recent changes to state law, and recent court opinions
- Assessing the effectiveness of implementing the new Master Plan

Along with this report will be an ordinance outline showing the new structure and any new proposed chapters and sections. The outline will also be the consultant’s recommendation for the overall organization and format of the new Zoning Ordinance. Lastly, a style guide will include an example of the look and feel of each chapter. The style of graphics, tables, and illustrations will be included, in addition to document standards such as fonts, capitalization, formal titles, etc.

Task 1.4 will conclude with a Steering Committee meeting.

Task 1.5 Planning Commission Update

The purpose of this meeting will be to present the results of Part 1 and to keep the Planning Commission informed of the direction and progress of the Steering Committee.

Part 1 Deliverables

- *Steering Committee meeting (1) and community tour*
- *Targeted stakeholder outreach effort*
- *Audit Report (digital only) and Steering Committee meeting (1)*
- *Planning Commission meeting update (1)*

PART 2. DRAFTING THE ZONING ORDINANCE

Translating the Audit Report and input into a workable, readable, usable, and predictable ordinance

Task 2.1 Working Draft Chapters

As a part of this task, the consultant will begin to draft ordinance language, amend existing sections, and restructure the entire document. Working draft chapters will be prepared for the Steering Committee review meetings. Working draft chapters will consist of text but may not include final graphics or formatting in anticipation of revisions from Steering Committee input. This scope anticipates multiple zoning and regulatory graphics to portray dimensional requirements or other concepts that would be better portrayed with a visual figure or illustration. We recommend that the ordinance is released incrementally, a few selected chapters at a time, one to two weeks prior to review meetings in Task 2.2.

Task 2.2 Steering Committee Review Meetings

Four meetings with the Steering Committee and Township Staff will be held to discuss revisions, possible options, and other considerations to be incorporated into the formal draft. An agreed-upon protocol will be established to ensure that comments and edits are provided to the consultant from the Township. The review comments submitted to the consultant team should represent a consensus of the Steering Committee.

Task 2.3 Formal Draft and Steering Committee Feedback

A formal draft ordinance will be prepared, incorporating agreed-upon changes from the prior review of the working draft. Zoning Map amendments may be recommended as part of this. This formal draft will be formatted and contain graphics and illustrations that will be part of the final document.

Task 2.3 will conclude a Steering Committee meeting.

Part 2 Deliverables

- *Working draft chapters (digital only)*
- *Steering Committee review meetings (4)*
- *Formal draft (digital only) and Steering Committee meeting (1)*

PART 3. REVIEW AND APPROVE

Facilitating formal review, refinement, and approval of the ordinance in accordance with the Michigan Zoning Enabling Act

Task 3.1 Planning Commission Review

At this meeting, the consultant will present the formal draft of the Zoning Ordinance. At the conclusion of this meeting, the Planning Commission may set an official public hearing. Setting the hearing may be contingent upon a reasonable punch list of revisions. The consultant will assist with the preparation of the public notice.

Task 3.2 Final Draft

The consultant will prepare a final draft based on input from Task 3.1.

Task 3.3 Planning Commission Final Review and Public Hearing

The consultant will present the proposed ordinance and respond to questions and comments. Following the hearing, the Planning Commission and staff will discuss comments received from the public hearing process and decide upon any refinements to be made. At this meeting or after a subsequent Planning Commission meeting, the Planning Commission shall provide a recommendation to the Township Board.

Task 3.4 Township Board Review

The updated final ordinance will be submitted to the Township Board for formal and final review. The consultant will attend the first reading at the Township Board meeting to present the final draft ordinance and respond to questions and comments.

Task 3.5 Township Board Approval & Final Deliverable

After the second reading and approval, the consultant will deliver the final Zoning Ordinance, as adopted, and an approval notice for publication.

Part 3 Deliverables

- *Planning Commission review meeting and public hearing meeting (2)*
- *Public hearing notice*
- *Final draft (digital only)*
- *Township Board meeting (1)*
- *Deliverable and approval notice (digital only)*

Township staff will be responsible for posting all required public notices for the hearing and the approval notice.

Please note that GIS mapping is not proposed as part of this scope of services. This scope assumes that any changes to the Zoning Map, if necessary, will be conducted by REGIS or Staff.

C. PROJECT TIMELINE

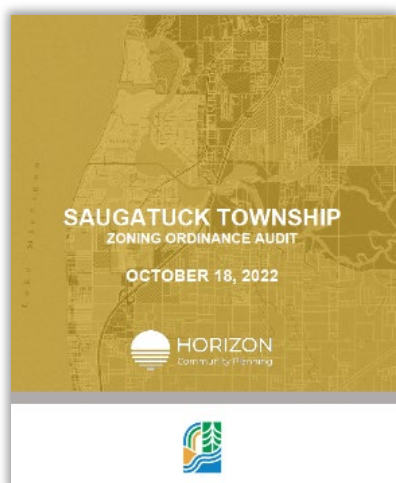
Tentative Timeline

The project is anticipated to be completed within 11 months. There is a possibility for this timeframe to be shortened based on meeting scheduling and the availability of the Steering Committee. However, if additional time and meetings are requested beyond the scope and tentative timeline, the project schedule may be extended.

Tentative Timeline												
Task	Title	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb
1.1	Start-Up											
1.2	Review of Relevant Materials											
1.3	Targeted Stakeholder Input											
1.4	Audit Report, etc.											
1.5	Planning Commission Meeting											
2.1	Working Draft Chapters											
2.2	Steering Committee Meetings											
2.3	Formal Draft											
3.1	Planning Commission Meeting											
3.2	Final Draft											
3.3	Public Hearing											
3.4	Township Board Meeting											
3.5	Deliverable and Notices											

D. EXPERIENCE

Since becoming a private sector planning and zoning consultant, Mr. Jirousek has served almost 50 communities. The following projects are relevant to the Zoning Ordinance Update project.

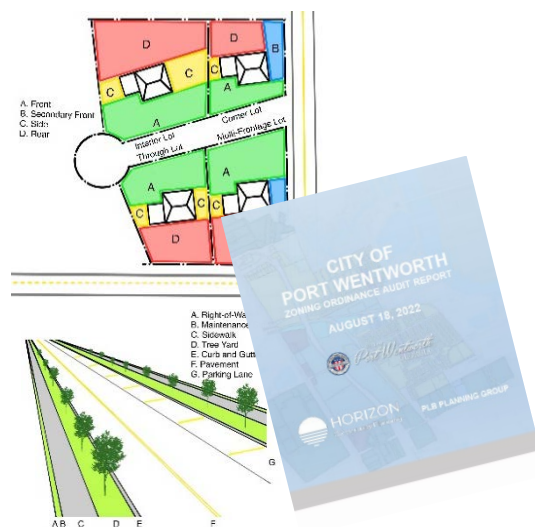


Zoning Ordinance Audit

Saugatuck Township, MI

Contact: Daniel Defranco, Ph.D., Township Manager
(269) 857-7721 Ex. 105

Horizon Community Planning conducted a comprehensive audit of Saugatuck Township's development requirements and worked directly with a Steering Committee and three Advisory Committees tasked with developing zoning recommendations to implement the Tri-Communities Master Plan. The Audit also involved stakeholder outreach and roundtable discussions. Ultimately, this report set the stage for a new Zoning Ordinance rewrite project that is currently underway.



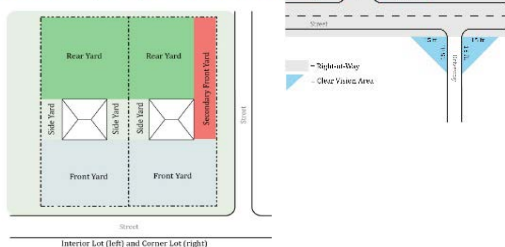
Zoning Ordinance Audit & Rewrite

Port Wentworth, GA

Contact: Steve Davis, City Manager
(912) 964-4379

As a result of explosive industrial and residential growth related to the Port of Savannah, Horizon Community Planning was hired to conduct a Zoning Ordinance Audit and a full rewrite of the Zoning Ordinance. The ordinance was developed to prepare the City to manage growth to ensure compatibility between major warehousing and distribution facilities and residential development. The project focused on user-friendliness and simplifying cumbersome review processes while setting clear review standards.

Figure 2.3 Yard Designations for Interior and Corner Lot

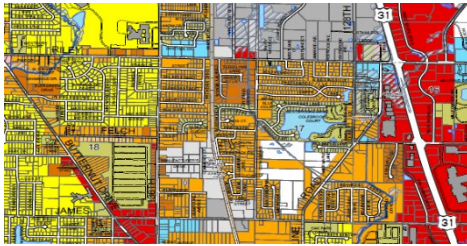


Zoning Ordinance Rewrite

Almena Township, MI

Contact: Bill Van Tassel, Township Supervisor (269) 668-6910 or Jim Horton, Planning Commission Chair (269) 491-7515

The Almena Township Zoning Ordinance update was a comprehensive overhaul of processes, use requirements, and development standards. The project consolidated use and dimensional requirements into user-friendly tables and updated processes and standards for Planned Unit Developments (PUDs), special land uses, site plans, and variances.

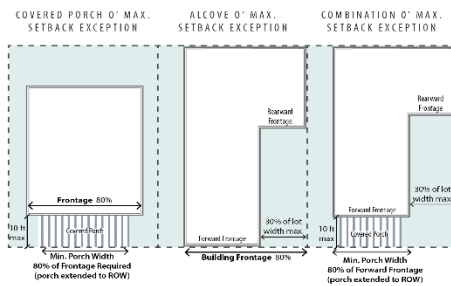


Zoning Ordinance Audit & Rewrite

Holland Charter Township, MI

Contact: John Said, former Community Development Director- Current Planning Director for Ada Township (616) 676-9191

The Holland Charter Township Zoning Ordinance Update was based on a detailed audit, and the project improved antiquated regulations. The project also reassessed processes and standards to streamline development regulations, expedite reviews, and improve the user-friendliness of the ordinance.



Zoning Ordinance Rewrite

Village of Suttons Bay, MI

Contact: Wally Delamater, former Village Administrator- Current Public Works Director for Spring Lake Township (616) 846-2422

The Village of Suttons Bay Zoning Ordinance update project resulted in a reformat of the entire ordinance structure, updated processes, and procedures, and included form-based regulations for the downtown Village area.

Table 3.2 Schedule of Uses: Agricultural and Residential Districts

Use	AG	R-1	R-2	R-3	MH P	OC	AB	Other
Accessory Uses								
Accessory buildings	P	P	P	P	P	P	P	8-2
Amateur radio and over-the-air reception devices	P/S	P/S	P/S	P/S	P/S	P/S	P/S	8-3
Banquet barn	S							8-5
Garage and yard sales	P	P	P	P	P	P		8-12
Home based business	S							8-13
Home occupation, class one	P	P	P	P	P	P	P	8-14
Home occupation, class two	S	S	S					8-14
Keeping of farm animals	P							8-16
Solar energy collector, building-mounted	P	P	P	P	P	P	P	8-31
Solar energy collector, ground-mounted	S	S	S	S	S	S	S	8-31

Zoning Ordinance Rewrite

Marshall Township, MI

Contact: Paul Anderson, Zoning Administrator (269) 781-7976

The Marshall Township Zoning Ordinance update included a comprehensive reformat and restructuring of the code into a user-friendly ordinance with color-coding and graphics. Processes, requirements, development standards, and standards of approval were updated and improved as part of the project.

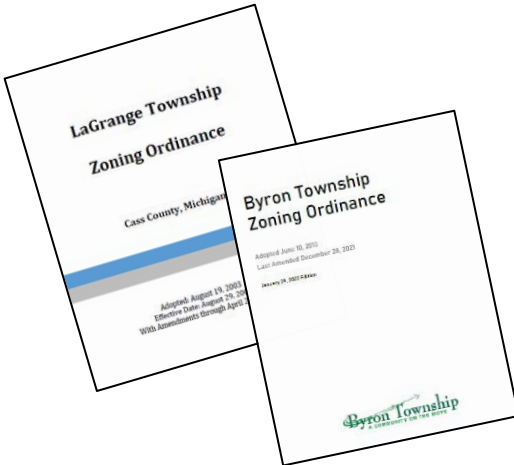


Zoning Ordinance Audit & Rewrite

Kennedale, Texas

Contact: Rachel Roberts, former Planning Director. Current Planning & Community Development Director for Crowley, Texas (817) 297-2201 ext 3030

This project included an overhaul of all zoning, subdivision, and development-related regulations into a unified development ordinance. The project was based on a technical audit prepared by the team and character area recommendations included in the City's new Comprehensive Plan. Urban and neighborhood village design street layouts and regulating plans were developed to implement the character areas, and an overlay zoning district was established to help transform the area around an aging state highway commercial corridor.



Other Relevant Projects

Zoning Ordinance Audit & Updates

Byron Township, MI

Contact: Peggy Sattler, Township Clerk
(616) 878-6011

Zoning Ordinance Audit & Updates

LaGrange Township, MI

Contact: Paul File, Township Trustee and Planning Commissioner.
(269) 208-1260

E. RESUME

David M. Jirousek, MCP, AICP

PO Box 68647, Grand Rapids, MI 49506

www.horizon-planning.com



EXPERIENCE

Horizon Community Planning,
Principal Planner & Owner

Grand Rapids, MI
Williams & Works
Senior Community Planner
Grand Rapids, MI

LSL Planning, a SAFEbuilt Co.
Senior Community Planner
Grand Rapids, MI

Jasper County, SC
Planning and Building Director

Town of Bluffton, SC
Senior Planner

Lowcountry Council of
Governments, SC
Regional Planner

EDUCATION

Master of Community Planning
University of Cincinnati

B.A., Environmental Studies
Allegheny College

PROFESSIONAL AFFILIATIONS

American Institute of Certified
Planners (AICP)

American Planning Association
Michigan Association of Planning

David M. Jirousek, MCP, AICP, is the Principal Planner and owner of Horizon Community Planning. David is an experienced community planning consultant and a former planning director, working in several capacities in the private and public sectors over a 19-year career. Currently, David's responsibilities cover a broad spectrum of the planning profession: comprehensive planning, zoning ordinance preparation, development review, and zoning administration.

Zoning and Development Codes. David has served as project manager for development code projects in eight states. This vast experience brings a diverse perspective and creative and tested solutions to local zoning issues. David has worked with Port Wentworth (GA), Saugatuck Township (MI), Byron Township (MI), LaGrange Township (MI), Almena Township (MI), Holland Charter Township (MI), Coldwater Township (MI), and Marshall Township (MI) on full zoning code updates and with Suttons Bay (MI), Fayetteville (GA), and Kennedale (TX) on full development code rewrites with form- based districts. Many of these projects were preceded by detailed technical audits and recommendations for overall code structure and content. David has also assisted with zoning and land development codes in Cedar Rapids (IA), Wilmington (NC), Bartersville (IN), Bluffton (SC), North Olmsted (OH), Richmond Hill (GA), and Fort Mill (SC).

Community Planning. David brings expertise and experience with steering committee and stakeholder collaboration, effective planning strategies, and best practices. His primary role in master planning projects is to establish an overall project vision and structure, and he places a special focus on outcomes and achievable implementation strategies. David's master planning project management experience includes the Village of Fruitport (MI), Marshall Township (MI), Ferrysburg (MI), Spring Lake Village (MI), Hart (MI), Bertrand Township (MI), Coldwater Township (MI), Gaines Township (MI), Byron Township (MI), Robinson Township (MI), City of Plainwell (MI), and Town of Bluffton (SC). Additionally, David has also assisted the Cities of Hart (MI) and Plainwell (MI) with their efforts to qualify as Redevelopment Ready Communities® and Sullivan Township (MI) on a Parks and Recreation Plan.

Zoning Administration/Development Review. While serving as a planner of record for over 40 jurisdictions, David has provided extensive site plan review, zoning administration, and general planning consultation.

Public Engagement. To set a solid base for planning and zoning efforts, David has developed detailed community surveys and has facilitated open houses, round table discussions, mobile tours, and stakeholder interviews to provide essential context to community needs and the regulatory environment.





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/02/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hiscox Inc. 520 Madison Avenue 32nd Floor New York, New York 10022	CONTACT NAME: PHONE (A/C, No, Ext): (888) 202-3007 E-MAIL ADDRESS: contact@hiscox.com FAX (A/C, No): INSURER(S) AFFORDING COVERAGE INSURER A: Hiscox Insurance Company Inc INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	NAIC # 10200
INSURED Horizon Community Planning 204 Benjamin Ave SE Grand Rapids, MI 49506		

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y ☐ N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability			P100.495.094.5	08/29/2022	08/29/2023	Each Claim: \$ 1,000,000 Aggregate: \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/02/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER Hiscox Inc. 520 Madison Avenue 32nd Floor New York, New York 10022	CONTACT NAME: PHONE (A/C. No. Ext): (888) 202-3007 E-MAIL ADDRESS: contact@hiscox.com FAX (A/C. No):
INSURED Horizon Community Planning 204 Benjamin Ave SE Grand Rapids, MI 49506	INSURER(S) AFFORDING COVERAGE INSURER A: Hiscox Insurance Company Inc INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
	NAIC # 10200

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:			P100.495.541.5	08/29/2022	08/29/2023	EACH OCCURRENCE \$ 1,000,000
			DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000				
			MED EXP (Any one person) \$ 5,000				
			PERSONAL & ADV INJURY \$ 1,000,000				
						GENERAL AGGREGATE \$ 2,000,000	
						PRODUCTS - COMP/OP AGG \$ S/T Gen. Agg.	
							\$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ HIRED AUTOS ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$
							AGGREGATE \$
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	☐ Y ☒ N	N/A				PER STATUTE OTH-ER \$
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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MEMO

Staff Communication

DATE: April 10th, 2023

TO: Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: Tentative Preliminary Plat Review, Thornapple Farms Phases 1 - 6

SUMMARY OF TOPIC:

The applicant requests a tentative preliminary plat (TPP) review for Thornapple Farms, Phases 1 through 6. This TPP covers a 96.37 portion of the property, the overall property is 132.5 acres. The TPP is restricted to the Residential-14 (RL-14) zoned area (Residential-10 covers the northern portion of the property and is currently under a development moratorium).

Overall, 169 residential lots are proposed along with public roads, public utilities, and open space. The plat is proposed as a "conservation design" which allows for smaller lots than would normally be required in RL-14 in exchange for preservation of open space. As presented, no lot falls below 11,267 square feet.

There are ±10.3 acres of upland open space including a mature grove of trees and trail at the south end of the property that abuts Shadyside Park. In addition, a 0.52-acre park is designated at the north end of the plat. Open space totals 10.82 acres of the 96.37 acres of platted area for 11.23%. A 15-foot-wide path with a six-foot-wide paved walk leads from Dutton Avenue to the woods and Shadyside Park.

FINANCIAL IMPACT:

The investment will be well over \$60 million in housing and associated infrastructure. Local businesses in Dutton will benefit from hundreds of people moving into the immediate area.

BUDGET ACTION REQUIRED:

No budget action is necessary.

STAFF RECOMMENDATION:

The Planning Commission recommended approval of the plat on March 23rd, 2023 with conditions (see below). Based on Staff review of the revised plat dated 02/27/2023, it is recommended that the Township Board approve the Thornapple Farms Phases 1-6 "Tentative Preliminary Plat approval".

1. Staff shall confirm that no less than five house models that meet the requirements of GCTZO Section 6.4 A are built within the plat.
2. Staff shall enforce the street tree requirement of GCTZO Section 16.13.A at the time of final plat consideration.
3. The applicant shall request the creation of a Street Light Assessment District before applying for residential building permits.
4. The applicant shall adhere to all review comments provided by the Township Engineer.

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

RESOLUTION NO. 2023-_____

The following Resolution was offered and adopted by the Gaines Charter Township Board of Trustees at a regular meeting held on April 10th, 2023, at the Gaines Charter Township Offices, 8555 Kalamazoo Avenue, Caledonia, Michigan.

Members Present:

Member Absent:

The following Resolution was offered for adoption by Member _____ and supported by Member _____ to document the findings and decision by the Gaines Charter Township Board of Trustees regarding a request made by Green Development Ventures for tentative approval of a Preliminary Plat for a 169-lot residential development.

**TENTATIVE APPROVAL OF THE PRELIMINARY PLAT FOR GREEN
DEVELOPMENT VENTURES FOR THORNAPPLE FARMS**

WHEREAS, Green Development Ventures, the “Applicant,” has submitted the Preliminary Plat for a 169-lot residential development located at 3316 68th Street SE and 7307 Hammond Avenue SE (41-22-11-101-012 and 41-22-11-176-002); and

WHEREAS, the proposed Preliminary Plat consists of 169 single-family lots located within the 96.10-acre area of land; and

WHEREAS; the proposed plat meets the standards for Reduced Minimum Lot Sizes in Plats that Include Parks, Open Space, and/or Trails with more than 10% of the site designated for open space; and

WHEREAS, the Planning Commission considered the application and the proposed Preliminary Plat, and at a meeting on March 23rd, 2023, held a public hearing and recommended that the Gaines Charter Township Board of Trustees grant tentative approval of the Preliminary Plat, upon certain terms and conditions.

IT IS, THEREFORE, RESOLVED AS FOLLOWS:

Township Board Resolution No. 23-_____
Green Development Ventures
April 10th, 2023

1. Tentative Approval of the Preliminary Plat.

The Gaines Charter Township Board of Trustees hereby grants tentative approval of the Preliminary Plat last revised on February 27th, 2023, upon the terms and subject to the conditions stated in this Resolution. This Resolution recommends approval of the overall layout and tentative plan for lots, stormwater infrastructure, and utilities.

2. Lots.

The Preliminary Plat shall consist of 169 residential lots, for one single-family detached dwelling each, numbered from lot 1 through lot 169. Residential construction shall comply with the Gaines Charter Township Zoning Ordinance.

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

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

4. Other Required Approvals.

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

5. Conditions of Approval.

1. Staff shall confirm that no less than five house models that meet the requirements of GCTZO Section 6.4 A are built within the plat.
2. Staff shall enforce the street tree requirement of GCTZO Section 16.13.A at the time of final plat consideration.
3. The applicant shall request the creation of a Street Light Assessment District before applying for residential building permits.
4. The applicant shall adhere to all review comments provided by the Township Engineer.

TOWNSHIP BOARD DECISION

Based on the above, the Gaines Charter Township Board of Trustees hereby adopts Resolution No. 2023 - _____ and tentatively approves the subject Preliminary Plat, subject to conditions documented herein. Tentative approval confers upon the proprietor for a period of one (1) year from date, approval of lot sizes, lot orientation, and street layout, and application of the current subdivision regulations.

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

Township Board Resolution No. 23-_____
Green Development Ventures
April 10th, 2023

AYES: _____
NAYS: _____
ABSENT: _____

RESOLUTION DECLARED ADOPTED

CERTIFICATION

I hereby certify that the above is a true copy of a Resolution adopted by the Gaines Charter Township Board at a regular meeting held on April 10th, 2023.

Respectfully submitted,

Michael Brew, Clerk
Gaines Charter Township

Dated: _____, 2023

THORNAPPLE FARMS SINGLE FAMILY RESIDENTIAL PLAT
SAMPLE PORTFOLIO OF HOMES
1/18/23

The following plans represent a sample set of homes that may be constructed in the
Thornapple Farms Single Family Residential Plat:

INTEGRITY 1610 - 1,607 Square Foot Ranch
INTEGRITY 1750 - 1,736 Square Foot Bi-Level
INTEGRITY 1810 - 1,822 Square Foot Two-Story
INTEGRITY 1830 - 1,830 Square Foot Two-Story
INTEGRITY 2060 - 2,060 Square Foot Bi-Level
INTEGRITY 2280 - 2,278 Square Foot Two-Story

integrity 1610

1,607 SF

3-5 bedrooms

2-3 bathrooms

2-3 car attached garage



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Elevation A1

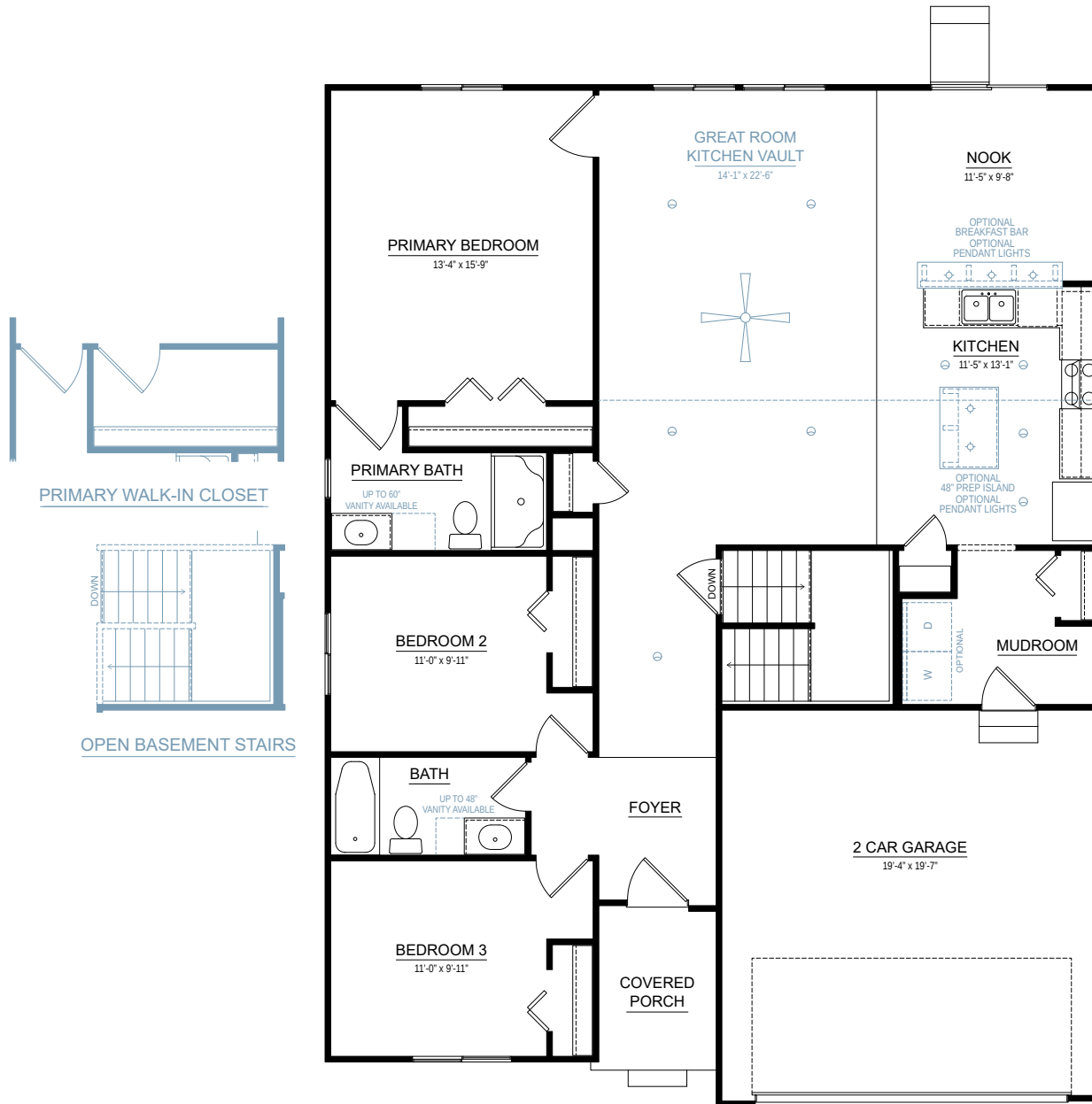


Elevation A2



Elevation A3

Elevation A



FIRST FLOOR

integrity 1750

1,736 SF

3-4 bedrooms

2-2.5 bathrooms

2 car attached garage



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Elevation A1



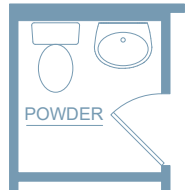
Elevation A2



Elevation A3

Elevation A

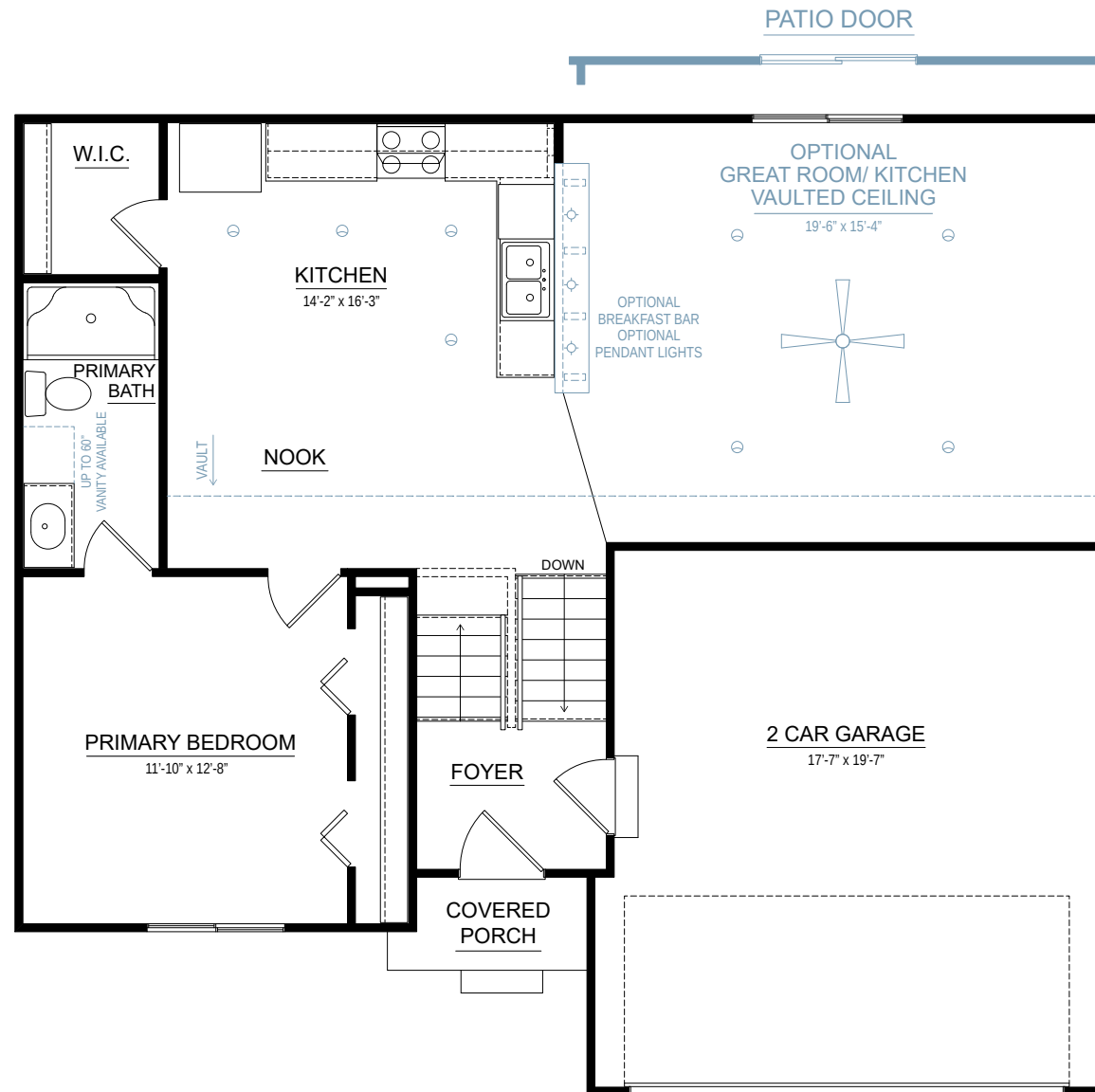
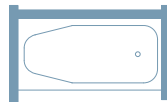
SMART SPACE
POWDER ROOM



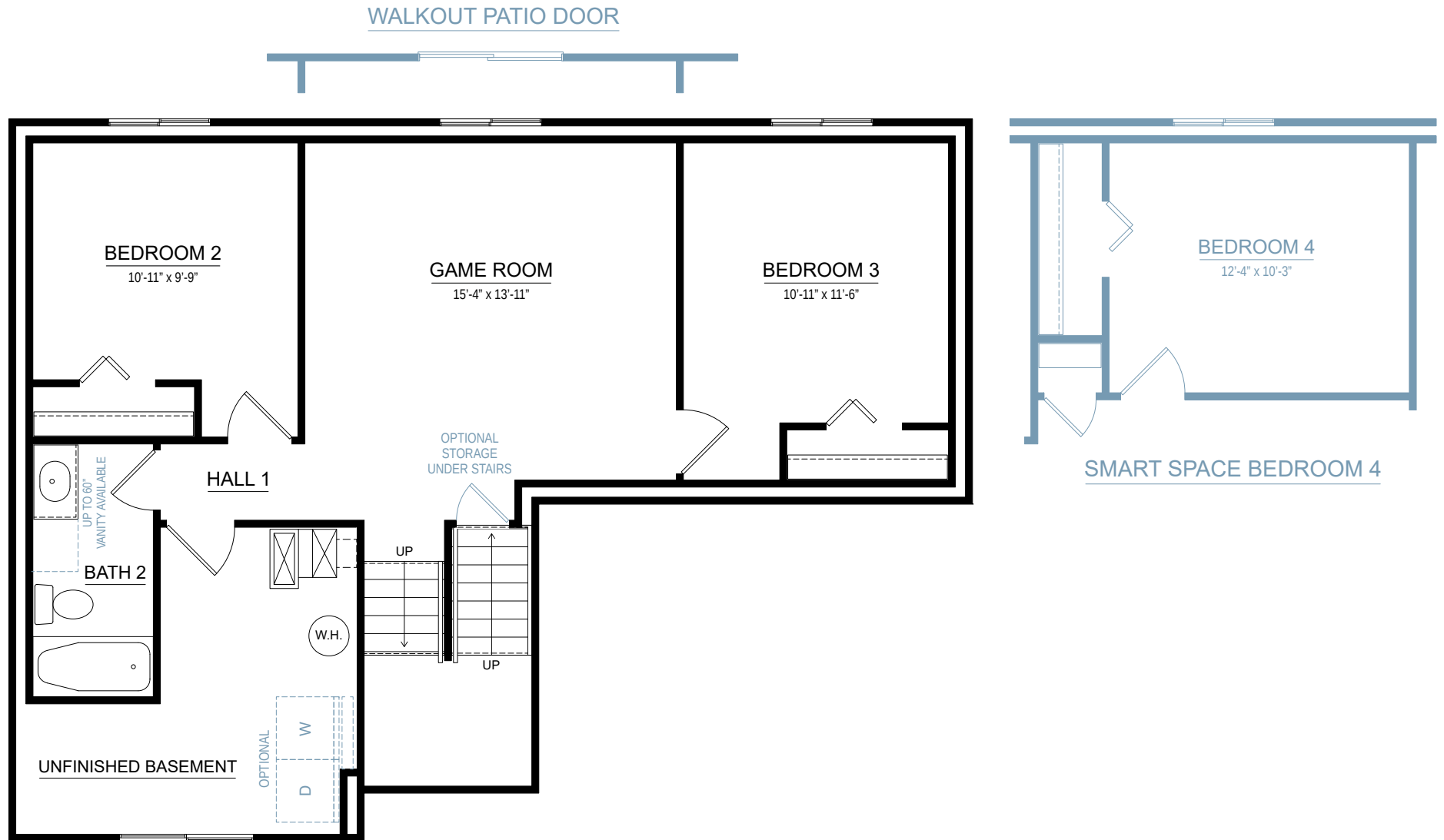
SMART SPACE
PANTRY



PRIMARY TUB/
SHOWER



FIRST FLOOR



LOWER LEVEL

integrity 1810

1,822 SF

4 bedrooms

2.5-3.5 bathrooms

2-3 car attached garage



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Elevation A1

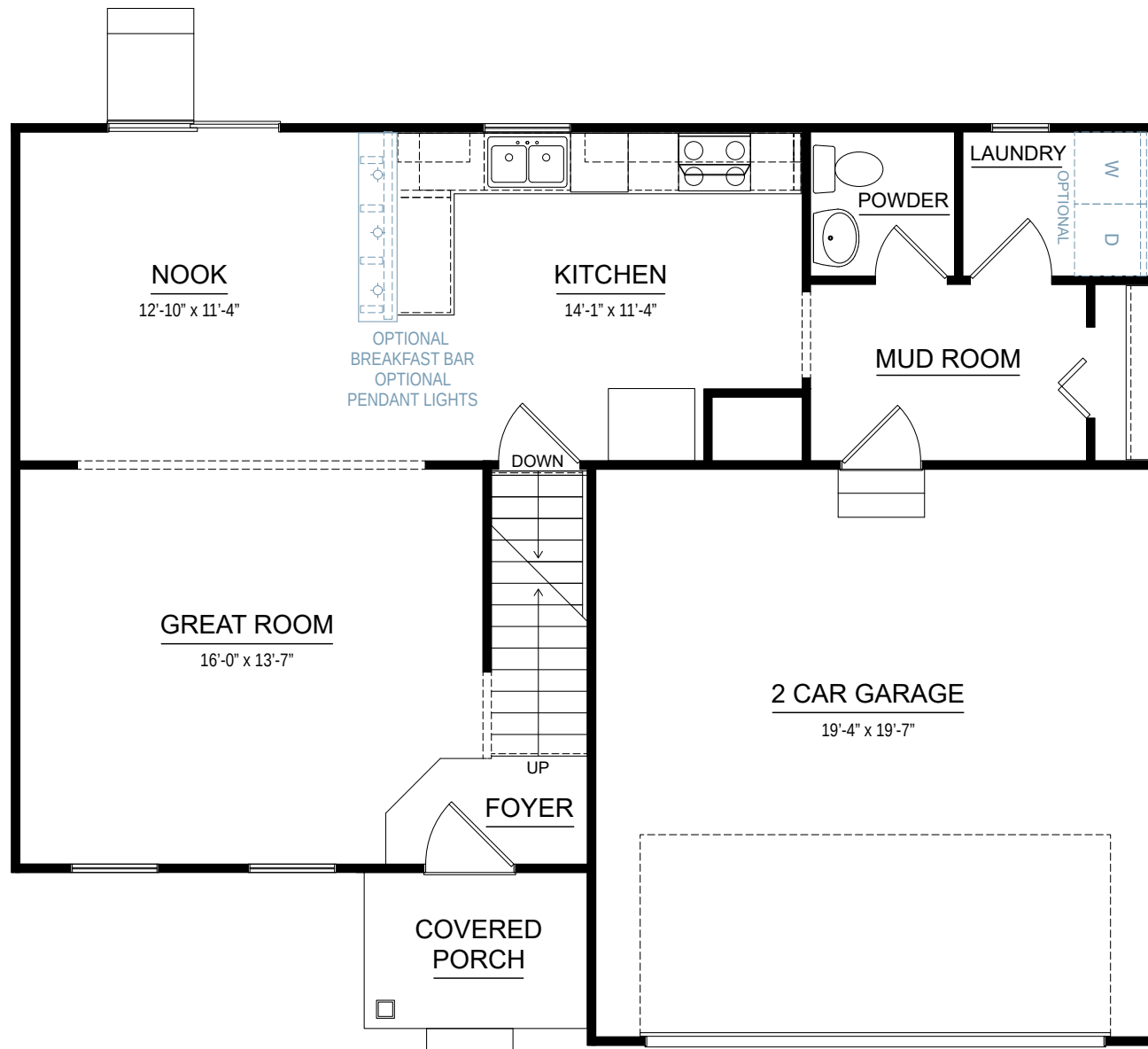


Elevation A2

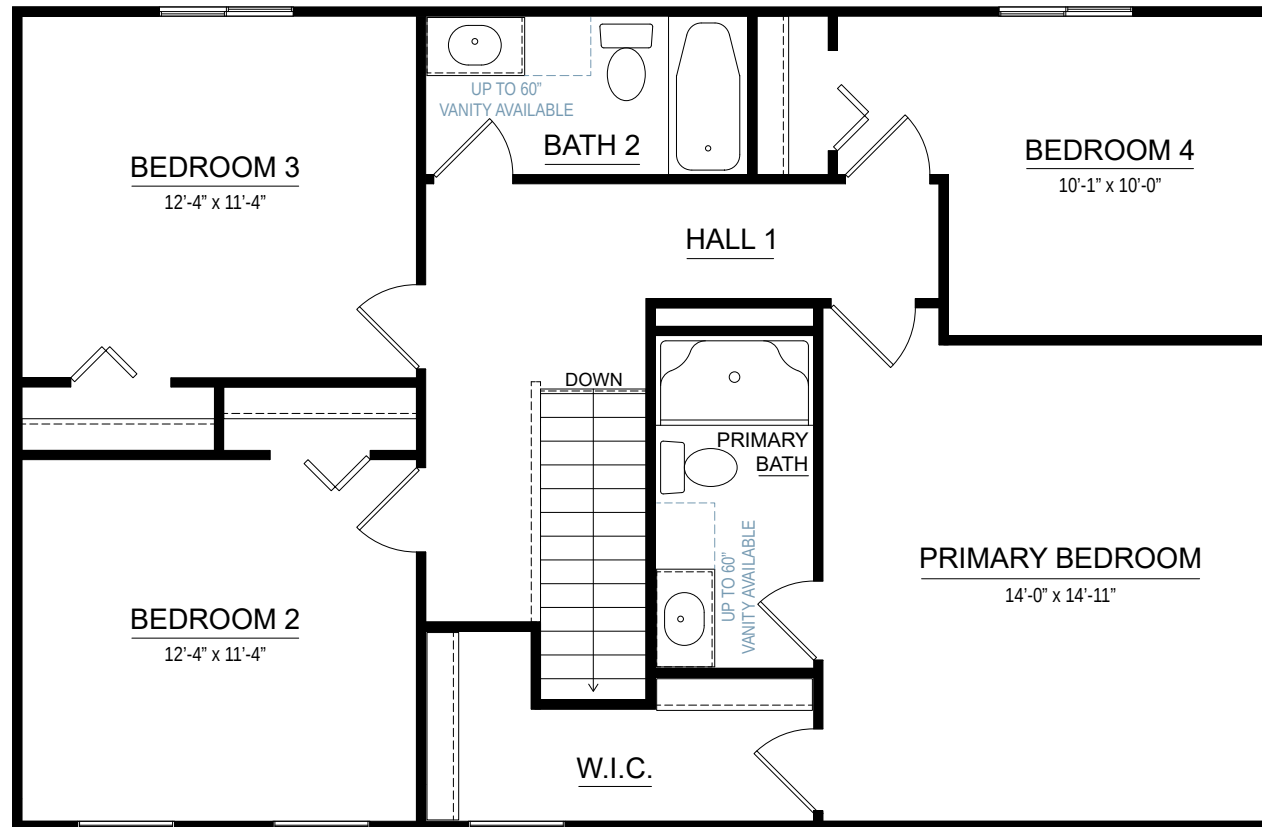


Elevation A3

Elevation A



FIRST FLOOR



SECOND FLOOR

integrity 1830

1,830 SF

4-5 bedrooms

2.5-3.5 bathrooms

2-3 car attached garage



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Elevation A1

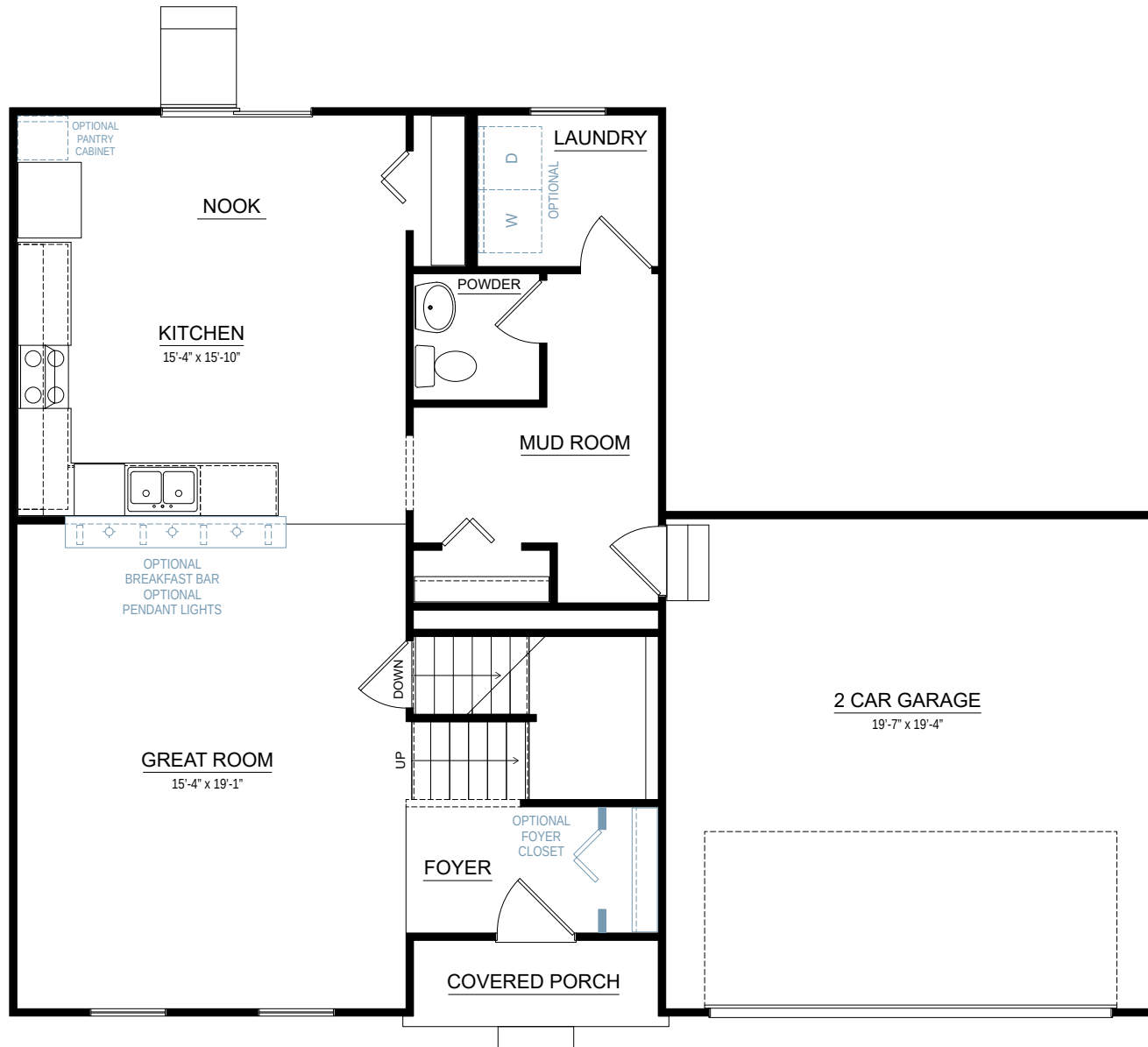


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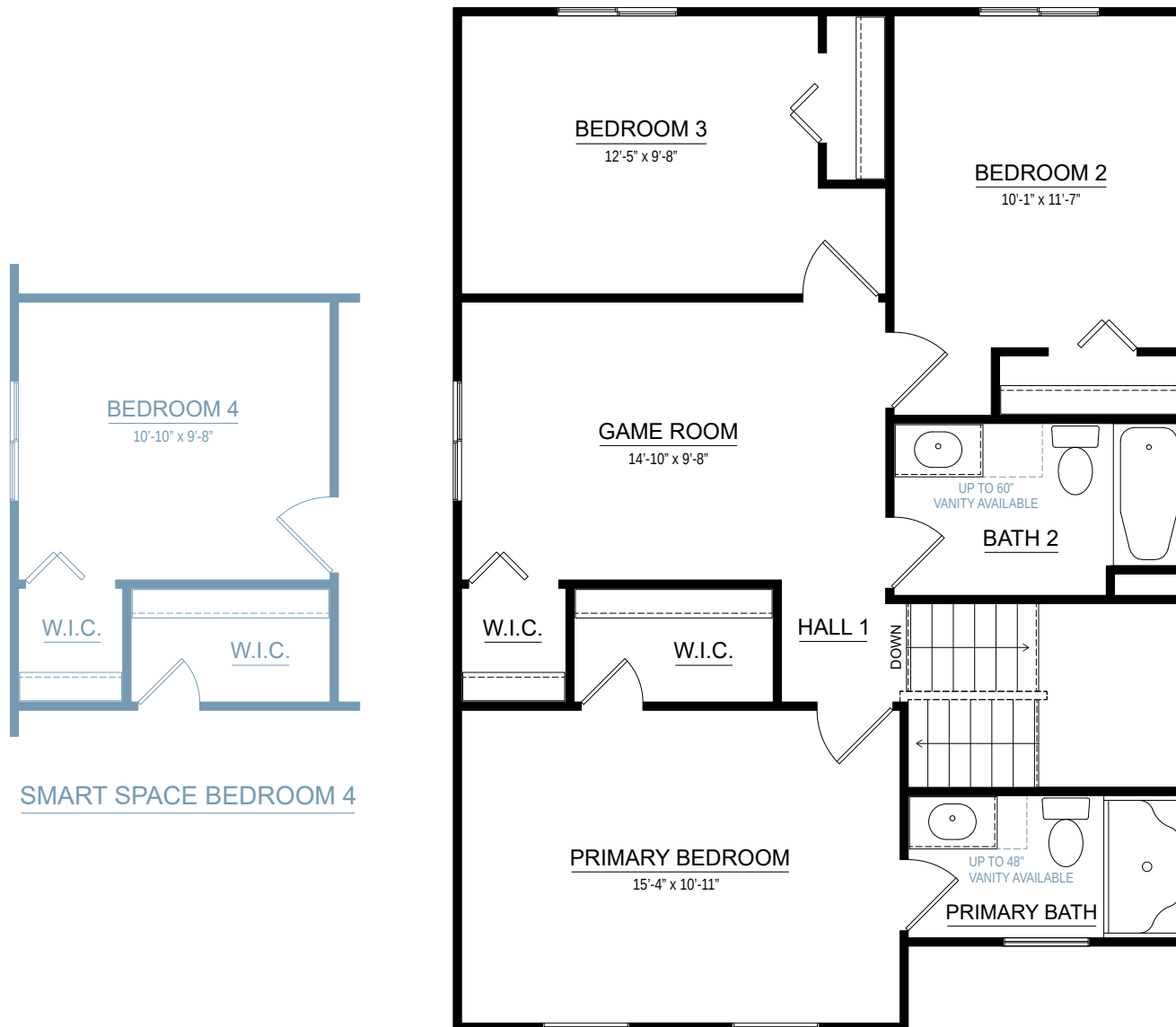


Elevation A3

Elevation A



FIRST FLOOR



SECOND FLOOR

integrity 2060

2,060 SF

3-4 bedrooms

2-2.5 bathrooms

2 car attached garage



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Elevation A1

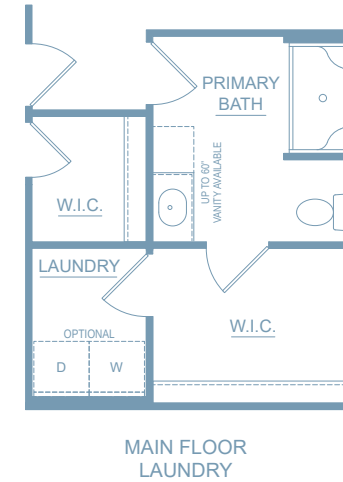
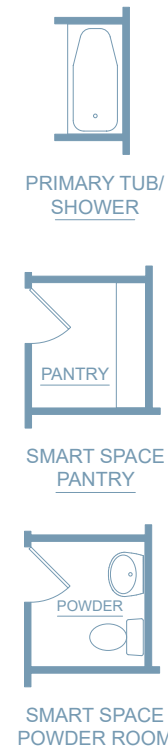
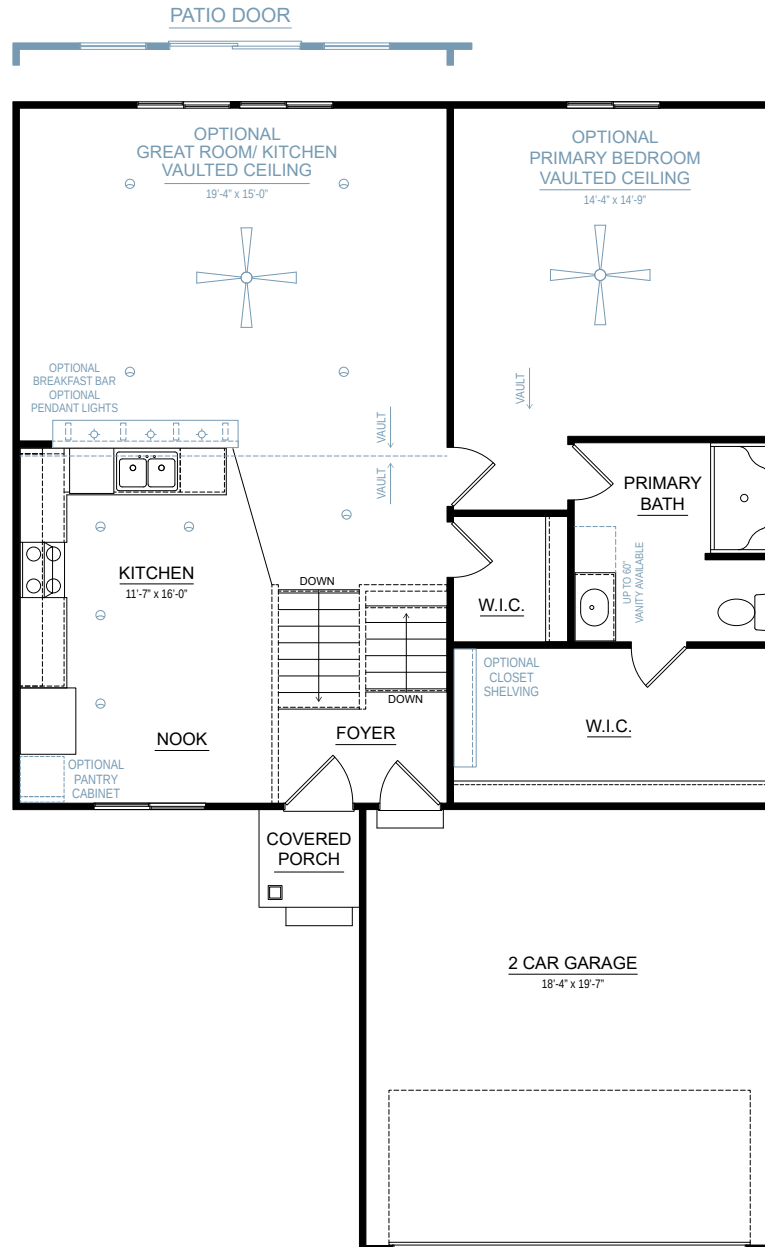


Elevation A2

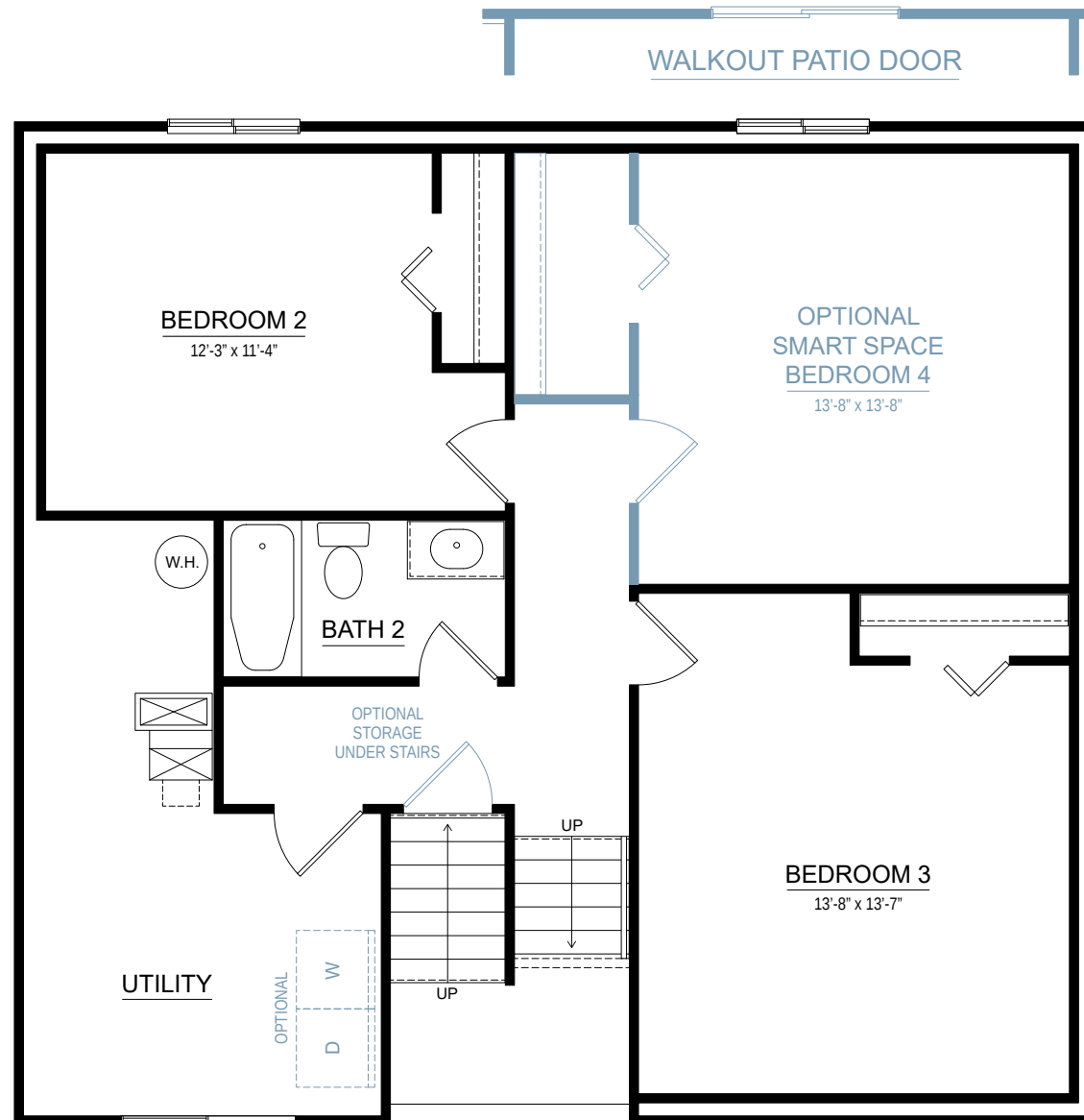


Elevation A3

Elevation A



FIRST FLOOR



LOWER LEVEL

integrity 2280

2,278 SF

3-6 bedrooms

2.5-4 bathrooms

2-3 car attached garage



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Elevation A1

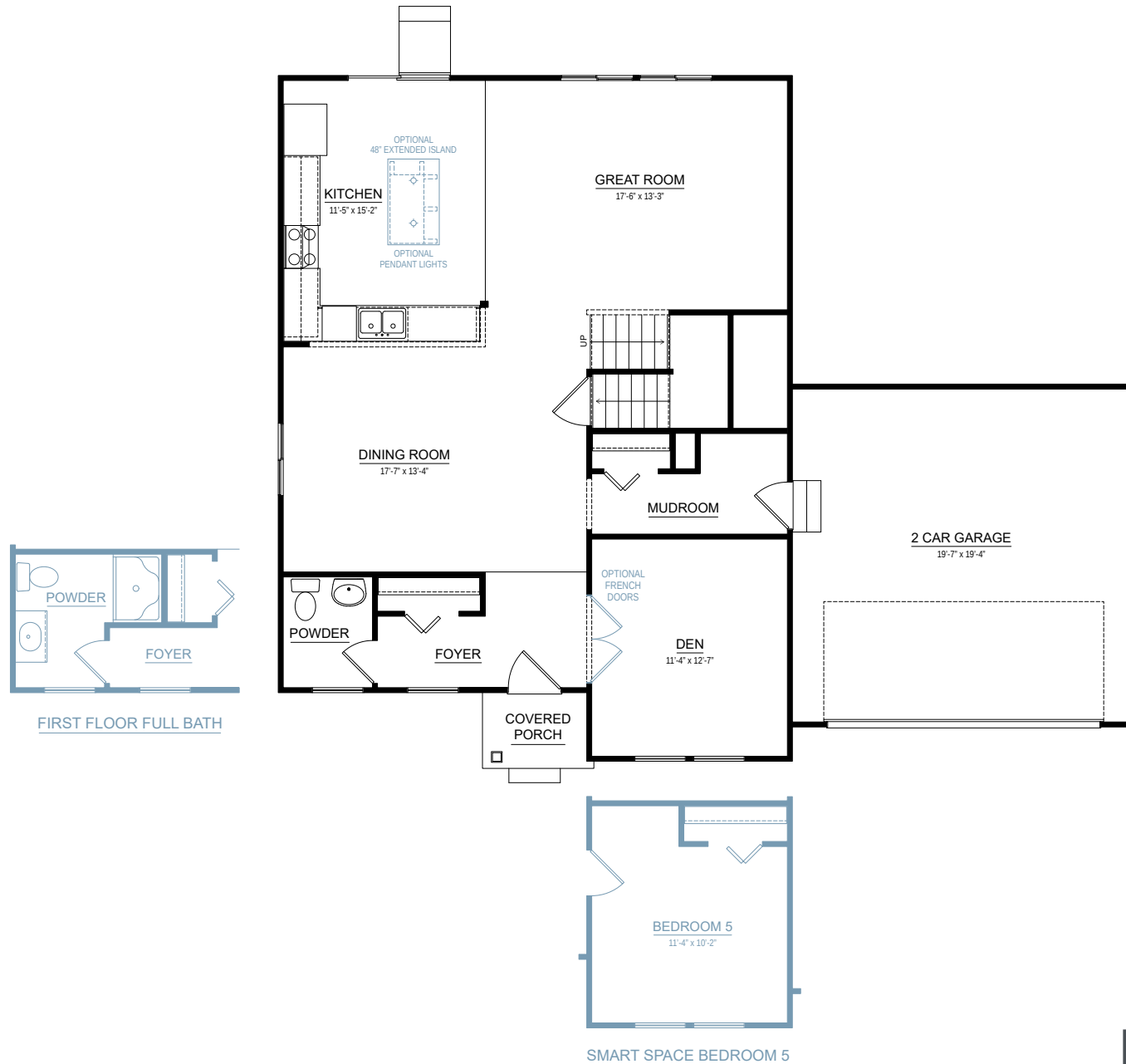


Elevation A2

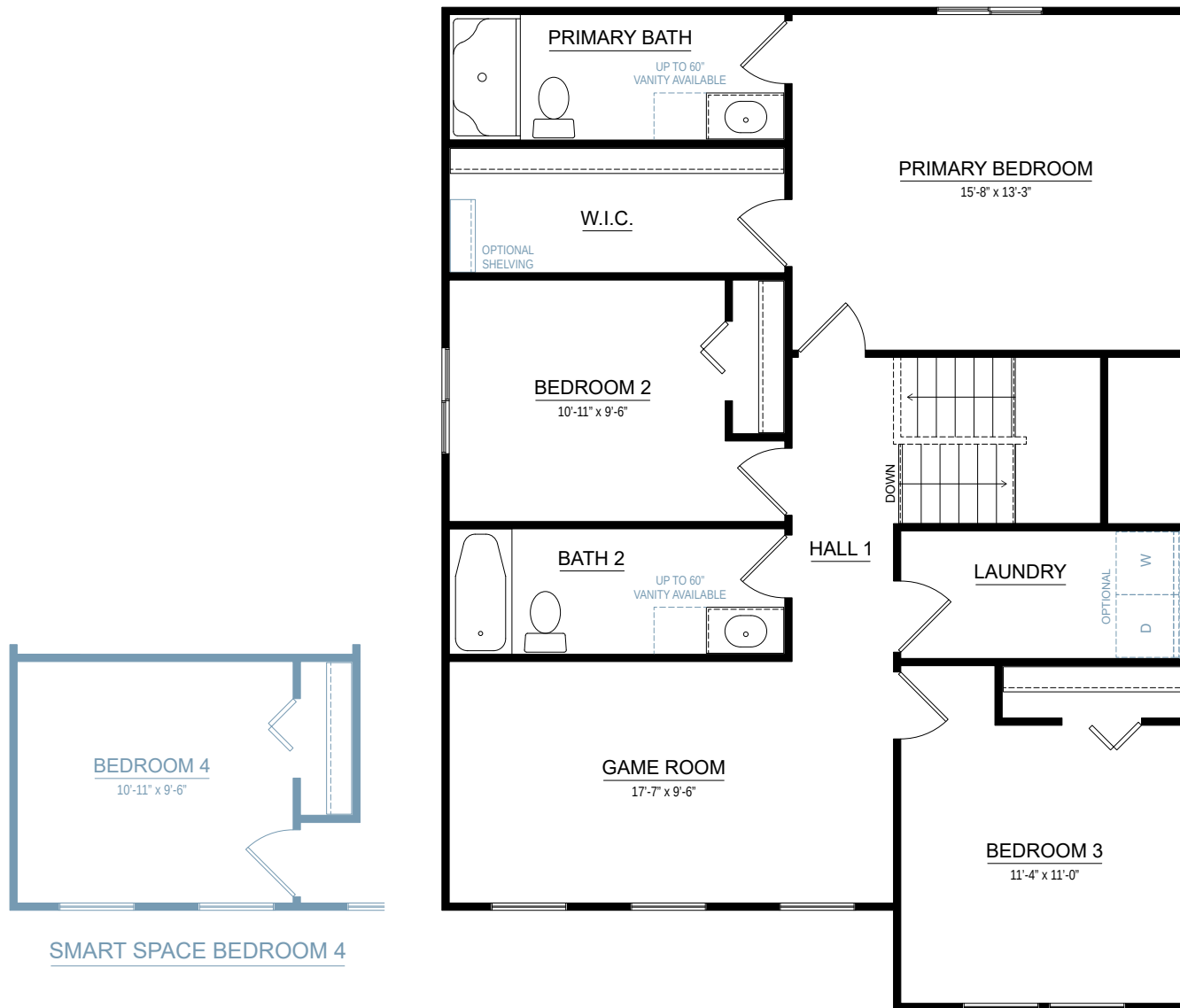


Elevation A3

Elevation A



FIRST FLOOR



SECOND FLOOR



MEMO

Staff Communication

DATE: April 10th, 2023
TO: Township Board of Trustees
FROM: Dan Wells, Community Development Director
RE: Private Road Waiver Request

SUMMARY OF TOPIC:

A written request has been received for a waiver from road improvement requirements under Chapter 22, Section 2(E) "Non-Conforming Roads and Driveways, Serving Additional Properties without an Extension". The request by Mr. Rummelt (landowner of 2041 76th Street) is to obtain a waiver and get approval to divide his parcel without making road improvements. The unnamed access road that Mr. Rummelt lives on is about 10-12 feet wide and is compacted gravel and dirt. As inspected by staff on March 23rd, it is adequate for passenger traffic and exhibits a few potholes (see photos at end).

The road is shared by four property owners, so it is currently defined as a non-conforming "shared driveway" under 22.3(C). A conforming shared driveway would include a 50-foot wide easement, paving with 2 ½ inches of asphalt over a base of 6 inches of compacted gravel and 8 inches of compacted sand, have a surface width of 16 feet with 2-foot gravel shoulders.

Mr. Rummelt desires to split his existing parcel into two lots, which would add a buildable lot to the non-conforming shared driveway. The proposed lot is based on a previous lot that Mr. Rummelt combined with his lot in 2015. He is not extending the access road to do this. If another (fifth) lot was added it would normally require upgrading the access road to a private street as required under 22.3(D)(1).

A private street has greater construction requirements than a shared drive including a 66 foot wide easement, construction in conformance with Kent County Road Standards, and 26 foot width.

The ordinance does allow up to two parcels to be added to an existing access road without upgrades if certain stipulations are met.

Chapter 22.2 of the Zoning Ordinance reads:

E. Serving Additional Properties without an Extension. An existing lawful nonconforming private street or shared driveway may serve two (2) additional parcels, lots, or units without the need to upgrade the entire length and surface area of the private road or shared driveway to comply with the requirements of this Chapter, as long as:

1. It is not extended in length;
2. The traveled surface and condition of the street or driveway are determined to be freely passable year-round for general traffic and emergency vehicles and is approved by the Zoning Administrator, after consultation with the Township Engineer, Building Official, and Fire Official; and
3. An easement maintenance agreement is approved by the Township and is recorded or amended in full compliance with Section 22.9 of this Chapter.

Mr. Rummelt's request meets the first two requirements, but he has not provided an easement maintenance agreement signed by all users of the road. He is seeking a waiver from the third requirement so that he can add a parcel and keep the road as a non-conforming shared driveway serving five properties.

Under 22.10 Modifications and Waivers an applicant may be granted a waiver from the Board if the request meets certain standards.

D. Standards of Approval. The following criteria shall be applied by the Township Board regarding a modification waiver:

- 1. Strict compliance with the requirement(s) would be unreasonable and unnecessarily burdensome because of prior construction; previously established easement arrangements; unique physical surroundings, shape, or topographical conditions of the property as distinguished from a mere inconvenience; or property dispute or economic hardship.*

The applicable standard from this range would be that improvement of the road would be an unreasonable economic burden on the landowner

to build a private road. It may also be considered a convenience to the landowner to provide a waiver just so that a land division may occur without meeting the usual road improvement requirements.

2. The modification or waiver may be granted without detriment to the public safety, health, or general welfare, or damage to any other property by way of the utilization of alternative design features.

The Fire Department has inspected the road and determined it is adequate for emergency vehicle access. The Township Engineer also evaluated it and noted that while it is not up to current ordinance standards, it is passable and adequate for the current volume of residential traffic.

3. The conditions upon which the request for a waiver or modification is based are unique to the property involved and not applicable generally to other properties or other private streets or shared driveways.

Conditions of the existing roadway are not unique within the Township. There are numerous graded dirt roads that were built prior to the current ordinance and are considered legal non-conforming.

4. Approval of a waiver or variance will not otherwise result in a violation of any other Township ordinance, including the Zoning Ordinance, or of any other requirement of law.

Approval of a waiver will not result in a violation of the ordinance.

5. The conditions making the waiver request necessary were not created by the applicant.

The applicant desires to be granted a waiver so that he may add a proposed parcel to the non-conforming shared driveway without submitting a road maintenance agreement. As noted above, the proposed parcel was previously added to the existing property in 2015.

FINANCIAL IMPACT:

There will be no financial impact to the Township.

BUDGET ACTION REQUIRED:

No budget action is necessary.

STAFF RECOMMENDATION:

The Board will need to determine whether the waiver is reasonable considering;

- 1) the proposed division will change the non-conforming shared drive to a non-conforming private road as defined by the ordinance,
- 2) Mr. Rummelt previously combined the proposed division with his property in 2015, in essence creating the situation he is requesting to be remedied,
- 3) it is staff's opinion that an additional single-family lot will not create a significant impact on the condition of the road in the long term.

TO: Gaines Charter Township
FROM: Trent Rummelt
RE: Land Division; Parcel ID #41-22-09-451-032
DATE: March 22, 2023

Dear Board Members:

In conjunction with my 12/14/2022 land division application for the subject parcel, I respectfully request that the requirement for a recorded easement maintenance agreement be waived based on the following:

- This request for land division reverts the parcels back to the exact same size, ownership, and location that existed before parcels 41-22-09-451-028 and 41-22-09-451-032 were combined in 2014 as a single homestead parcel.
- When the recycled asphalt surface was installed in 2014, Gaines Township did not require the initiating landowner (Gary VanderStel; farthest from the public street to which the shared drive connects) to establish a Shared Driveway Maintenance Agreement among the property owners utilizing the installed surface. Please reference Attachment, establishing date and initiating landowner.
- Section 22.10.A of Gaines Charter Township Ordinance 2020-06 provides for the consideration of waivers.
- The requirement (after the shared driveway had been established and resurfaced in 2014) to establish a recorded easement maintenance agreement is extraordinarily difficult as the affected property owners have declined to participate in establishing said agreement six years after the surface was installed. Compliance with this portion of the Ordinance would be burdensome due to the shared driveway having been established in 2014.
- There will be no detriment to public safety, health, or general welfare in the granting of this waiver, nor will property damage incur.
- Waiver of the requirement of a recorded easement agreement will not result in the violation of any other Township ordinance or requirement of the law.

Thank you, in advance, for your consideration of this waiver request.

Respectfully,

Trent Rummelt

Jepkema Topsoil

4537 16th Street
Dorr, Michigan 49323
phone: 877-4353

Date: 9-8 2014

Name Gary Vanderstel

Address 2045 76th St, SE, Calhounia

Private Drive Repair			
Section #1 - 270'			
	Replace culvert w/25'x12"	590	00
2	lbs 22A road gravel @165	330	00
7	lbs recycled asphalt @210	1470	00
4	hrs. dozer @75	300	00
		2690	00
Section #2 - 470'			
14	lbs recycled asphalt @210	2940	00
4 1/2	hrs. dozer @75	337	50
		3277	50

IF NOT PAID IN FULL WITHIN 30 DAYS FROM THE INVOICE DATE, THE UNPAID BALANCE WILL BE SUBJECT TO A SERVICE CHARGE OF 2% A MONTH OR 24% PER YEAR.

Jepkema Topsoil

4537 16th Street
Dorr, Michigan 49323
phone: 877-4353

Date: 9-8 2014

Name Private Drive Repair, cont.

Section #3 - 260'			
6	lbs. recycled asphalt @210	1260	00
2	hrs. dozer @75	150	00
		1410	00
Section #4 - 465'			
6 1/3	lbs. recycled asphalt @210	1330	00
3	hrs. dozer @75	225	00
		1555	00
	Total	8932	50

IF NOT PAID IN FULL WITHIN 30 DAYS FROM THE INVOICE DATE, THE UNPAID BALANCE WILL BE SUBJECT TO A SERVICE CHARGE OF 2% A MONTH OR 24% PER YEAR.













MEMO

Staff Communication

DATE: April 6, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township
RE: Crystal Springs, Little Firecracker (kids) Parade

SUMMARY OF TOPIC:

Staff received a request to close several streets in Crystal Springs for the 3rd annual Little Firecracker (kids) Parade.

Coordinators would like to hold the parade July 1st, between 8:30AM to 11:30AM. A map of the proposed map and road closures is attached (note this is the same route as 2022).

The Kent County Road Commission requires that the Township review such requests and then file an application with the Road Commission if the Board agrees with the request.

Both the Sherriff Department and fire services will be advised of the event.

FINANCIAL IMPACT:

Neither the Township nor the Road Commission will provide any physical, logistical, or financial support to the event.

BUDGET ACTION REQUIRED:

None

STAFF RECOMMENDATION:

Staff recommends the Board approve the road closure request.

Crystal Springs Little Firecracker parade 2022

Hey, Kids – Decorate your bikes and ride in the parade!



Little Firecracker Parade

The **2022 Little Firecracker Parade** will be held on Friday, July 1, at 4:00 p.m. Decorate your golf carts and bikes, strollers and wagons! If you'd like to participate, show up for the parade line up at 3:30. All residents are invited to watch the parade from their homes or along the parade route.

3:30 p.m. – Parade line up begins at the gazebo on Crystal Springs Blvd. Golf carts, bikes and walkers/pets welcome to join!

3:45 p.m. – Roads close for parade

4:00 p.m. – Little Firecracker Parade begins



Check out the new parade route! The parade route highlighted in red on the map, begins at the gazebo and ends in Pennncross Ct. and is about 2 miles. There is a trail from the Pennncross Ct. cul-de-sac to get to the StoneWater parking lot, for easy access home after the parade. We also have permission to use the tunnel under Kalamazoo to get to and from the parade safely during this time.

Optional Route: For a shorter half mile option, you can turn back on Old Lantern (orange route) and head back to the gazebo. The roads will be closed along the parade route during this time.

For your safety: All ages are welcome to join in the parade. Golf cart drivers must be licensed and 16+ years of age to drive a cart. For the safety of the participants, roads will be closed to thru traffic. Parents, please take caution on roads and crossing Kalamazoo Ave. You may use the tunnel to get to and from the parade.

Residents that live along parade route:

Please note that the roads will close from 3:45 until the end of the parade. We appreciate you making alternate travel arrangements to allow this event to happen and hope you can enjoy the parade from your residence!



MEMO

Staff Communication

DATE: April 6, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: Renewal of Township Staff Health Insurance

SUMMARY OF TOPIC:

Township Staff has received the renewal information for the Township Staff Health Insurance program. There will be an increase in the premium for the next year that will be just shy of 7%. That equates to around \$25,600 for the annual premium.

The new plan will also have a few small changes from last years plan. The deductibles for individuals and families will go from \$2,800 and \$5,600 to \$3,000 and \$6,000. Also, the out-of-pocket maximums will go from \$5,000 and \$10,000 to \$6,000 and \$12,000. Lastly, there will be a slight increase in prescription co-pays once the deductible has been met.

FINANCIAL IMPACT:

There will be an increase in premium of around \$25,600.

BUDGET ACTION REQUIRED:

None. The budget had projected an increase of 10% for this renewal.

STAFF RECOMMENDATION:

Staff recommends the approval of this renewal.



MEMO

Staff Communication-Action Required

DATE: April 6, 2023
TO: Gaines Charter Township
FROM: Dan Wells, Community Development Manager
RE: Housing Next – County Grant Funds Available

SUMMARY OF TOPIC:

Brooke Oosterman of Housing Next will be speaking with the Board regarding our Master Plan, rewriting of our Zoning Ordinance, and the County Grant Program.

Housing Next will be making recommendations for grant funding based on the completion of a municipality self-assessment, commitment to pro housing changes, cost of the project, geographic impact and opportunity for significant results.

Based on our new Master Plan, and the re-writing of our Zoning Ordinance, Brooke feels the Township would be a good fit for grant dollars.

The grant would cover up to 75% of the total consulting costs and legal fees incurred re-writing our Zoning Ordinance, conduct community visioning and input sessions, and/or undertake local growth scenario planning. The County will grant up to \$50,000 per municipality provided that the local community can pay for 25% of the total project cost.

BUDGET ACTION REQUIRED: NONE

STAFF RECOMMENDATION:

Staff recommends the Township Board adopt a resolution in support of applying for this grant. We recently put the rewriting of the Zoning Ordinance out for bid. We received one response; Horizon Community Planning (David Jirousek) submitted a bid of \$50,000.00.

With our planned zoning reforms which will support a greater variety of housing types, sizes and price points, Gaines Charter Township meets the qualification criteria for grant funds. These grant dollars would greatly offset the cost of this rewrite.

**GAINES CHARTER TOWNSHIP
RESOLUTION 2023-__
TO APPROVE KENT COUNTY HOUSING GRANT APPLICATION FOR:
Zoning Ordinance Rewrite Project**

At a regular meeting of the Charter Township of Gaines, Michigan held in the Board Meeting Room, 8555 Kalamazoo Avenue, SE, Caledonia, MI 49316 on Monday, April 10, 2023, there were:

PRESENT:

ABSENT:

The following resolution was offered by Board Member _____ and seconded by Board Member _____.

WHEREAS, the Board of Trustees of the Charter Township of Gaines recognizes the need for the rewriting of the Township's Zoning Ordinance and;

WHEREAS, the Board of Trustee must approve the grant application submission, with the Township providing funds (not to exceed the approved budgeted amount) as necessary for this project;

BE IT RESOLVED that the Board of Trustees of the Charter Township of Gaines supports submission of an application for funds being made available thru the Kent County Equitable Housing Initiative.

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

AYES:

NAYS:

ABSENT:

Certification:

The undersigned, being the duly qualified and acting Clerk for the Charter Township of Gaines, Kent County, Michigan, does hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the Board of Trustees of the Charter Township of Gaines at a regular meeting of said Board of Trustees held on April 10, 2023, at which meeting a quorum was present and remained throughout, and that the original of said resolution is



8555 Kalamazoo Ave., SE
Caledonia, MI 49316

www.gainestownship.org

Phone: 616-698-6640
Fax: 616-698-2490

April 21, 2023

Gaines Township Board of Trustees
8555 Kalamazoo Ave SE
Caledonia, MI 49316

RE: April 24, 2023, Township Board Meeting

Township Board Members:

As you are aware, there are six months of the calendar year where a second Board meeting is scheduled on an as needed basis. The Board will be taking advantage of that additional scheduling by holding a meeting on Monday, April 24. Please note that there is an earlier start time of 5:30 pm for this meeting. This will be a relatively light agenda with only three items that need to be addressed.

The first item of business will be to rescind the motion from the April 10 Board meeting that set up a public hearing for the Thornapple Farms development phases 1-6. As a Tentative Preliminary Plat there is no need to hold a public hearing. This will lead to the second item of business where the Board will consider approving the Tentative Preliminary Plat layout for Thornapple Farms phases 1-6.

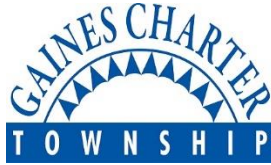
The final item for the Board to consider will be a Sidewalk Waiver Request for the property located at 7900 Kalamazoo Ave. The property is located across the street from the northern property boundary for South Christian High School, and it has had a new house built on it. There are some challenges with installing sidewalk on this parcel with a ditch that is adjacent to the road. The builder has provided estimates for sidewalk installation that have been reviewed and approved by the Township Engineer. This is a great candidate for a Sidewalk Waiver with payment in lieu of sidewalk installation.

If you should have any questions about the agenda packet, please be sure to let me know.

Best regards,

Roderick J. Weersing

Rod Weersing
Township Manager



CHARTER TOWNSHIP OF GAINES

MEETING LOCATION: 8555 Kalamazoo Ave., SE, Caledonia, MI 49316

Township Board Meeting

PRELIMINARY AGENDA

MONDAY – April 24, 2023

5:30 PM-Board Room

Please follow current CDC COVID-19 Guidelines

- A. Opening (Prayer) – Michael Brew
 - B. Lead Pledge of Allegiance – Supervisor DeWard
 - C. Call to Order and Attendance – Supervisor DeWard
 - D. Declaration of Conflict of Interest
 - E. Approval of Agenda
 - F. Scheduled speakers: NONE
 - G. Public Comments – Anything on the Agenda NOT scheduled for a public hearing (comments limited to 3 minutes per speaker)
 - H. Public Hearings: NONE
 - J. Business
 - 1) Rescind Motion carried at the April 10, 2023 meeting scheduling a public hearing for 5/8/2023 regarding Thornapple Farms Phases 1-6 tentative preliminary plat approval
 - 2) Consider - approval of the Thornapple Farms Phases 1-6 Tentative Preliminary Plat approval
 - 3) Consider - request for payment in lieu of sidewalk
 - M. Public Comments – Any non-agenda items (comments limited to 3 minutes per speaker)
 - N. Supervisor's Comments
 - O. Board Member Comments
- Adjournment

NEXT SCHEDULED BOARD OF TRUSTEES MEETINGS: May 8, 2023 ~ 7:00PM

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.

The contents of supporting documents (such as text, graphics, images, information, and references) are created and supplied by the author.



MEMO

Staff Communication

DATE: April 24th, 2023

TO: Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: Tentative Preliminary Plat Review, Thornapple Farms Phases 1 - 6

SUMMARY OF TOPIC:

The applicant requests a tentative preliminary plat (TPP) review for Thornapple Farms, Phases 1 through 6. This TPP covers a 96.37 portion of the property, the overall property is 132.5 acres. The TPP is restricted to the Residential-14 (RL-14) zoned area (Residential-10 covers the northern portion of the property and is currently under a development moratorium).

Overall, 169 residential lots are proposed along with public roads, public utilities, and open space. The plat is proposed as a "conservation design" which allows for smaller lots than would normally be required in RL-14 in exchange for preservation of open space. As presented, no lot falls below 11,267 square feet.

There are ± 10.3 acres of upland open space including a mature grove of trees and trail at the south end of the property that abuts Shadyside Park. In addition, a 0.52-acre park is designated at the north end of the plat. Open space totals 10.82 acres of the 96.37 acres of platted area for 11.23%. A 15-foot-wide path with a six-foot-wide paved walk leads from Dutton Avenue to the woods and Shadyside Park.

FINANCIAL IMPACT:

The investment will be well over \$60 million in housing and associated infrastructure. Local businesses in Dutton will benefit from hundreds of people moving into the immediate area.

BUDGET ACTION REQUIRED:

No budget action is necessary.

STAFF RECOMMENDATION:

The Planning Commission recommended approval of the plat on March 23rd, 2023 with conditions (see below). Based on Staff review of the revised plat dated 02/27/2023, it is recommended that the Township Board approve the Thornapple Farms Phases 1-6 "Tentative Preliminary Plat approval".

1. Staff shall confirm that no less than five house models that meet the requirements of GCTZO Section 6.4 A are built within the plat.
2. Staff shall enforce the street tree requirement of GCTZO Section 16.13.A at the time of final plat consideration.
3. The applicant shall request the creation of a Street Light Assessment District before applying for residential building permits.
4. The applicant shall adhere to all review comments provided by the Township Engineer.

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

RESOLUTION NO. 2023-_____

The following Resolution was offered and adopted by the Gaines Charter Township Board of Trustees at a regular meeting held on April 10th, 2023, at the Gaines Charter Township Offices, 8555 Kalamazoo Avenue, Caledonia, Michigan.

Members Present:

Member Absent:

The following Resolution was offered for adoption by Member _____ and supported by Member _____ to document the findings and decision by the Gaines Charter Township Board of Trustees regarding a request made by Green Development Ventures for tentative approval of a Preliminary Plat for a 169-lot residential development.

**TENTATIVE APPROVAL OF THE PRELIMINARY PLAT FOR GREEN
DEVELOPMENT VENTURES FOR THORNAPPLE FARMS**

WHEREAS, Green Development Ventures, the “Applicant,” has submitted the Preliminary Plat for a 169-lot residential development located at 3316 68th Street SE and 7307 Hammond Avenue SE (41-22-11-101-012 and 41-22-11-176-002); and

WHEREAS, the proposed Preliminary Plat consists of 169 single-family lots located within the 96.10-acre area of land; and

WHEREAS; the proposed plat meets the standards for Reduced Minimum Lot Sizes in Plats that Include Parks, Open Space, and/or Trails with more than 10% of the site designated for open space; and

WHEREAS, the Planning Commission considered the application and the proposed Preliminary Plat, and at a meeting on March 23rd, 2023, held a public hearing and recommended that the Gaines Charter Township Board of Trustees grant tentative approval of the Preliminary Plat, upon certain terms and conditions.

IT IS, THEREFORE, RESOLVED AS FOLLOWS:

Township Board Resolution No. 23-_____
Green Development Ventures
April 10th, 2023

1. Tentative Approval of the Preliminary Plat.

The Gaines Charter Township Board of Trustees hereby grants tentative approval of the Preliminary Plat last revised on February 27th, 2023, upon the terms and subject to the conditions stated in this Resolution. This Resolution recommends approval of the overall layout and tentative plan for lots, stormwater infrastructure, and utilities.

2. Lots.

The Preliminary Plat shall consist of 169 residential lots, for one single-family detached dwelling each, numbered from lot 1 through lot 169. Residential construction shall comply with the Gaines Charter Township Zoning Ordinance.

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

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

4. Other Required Approvals.

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

5. Conditions of Approval.

1. Staff shall confirm that no less than five house models that meet the requirements of GCTZO Section 6.4 A are built within the plat.
2. Staff shall enforce the street tree requirement of GCTZO Section 16.13.A at the time of final plat consideration.
3. The applicant shall request the creation of a Street Light Assessment District before applying for residential building permits.
4. The applicant shall adhere to all review comments provided by the Township Engineer.

TOWNSHIP BOARD DECISION

Based on the above, the Gaines Charter Township Board of Trustees hereby adopts Resolution No. 2023 - _____ and tentatively approves the subject Preliminary Plat, subject to conditions documented herein. Tentative approval confers upon the proprietor for a period of one (1) year from date, approval of lot sizes, lot orientation, and street layout, and application of the current subdivision regulations.

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

Township Board Resolution No. 23-_____
Green Development Ventures
April 10th, 2023

AYES: _____
NAYS: _____
ABSENT: _____

RESOLUTION DECLARED ADOPTED

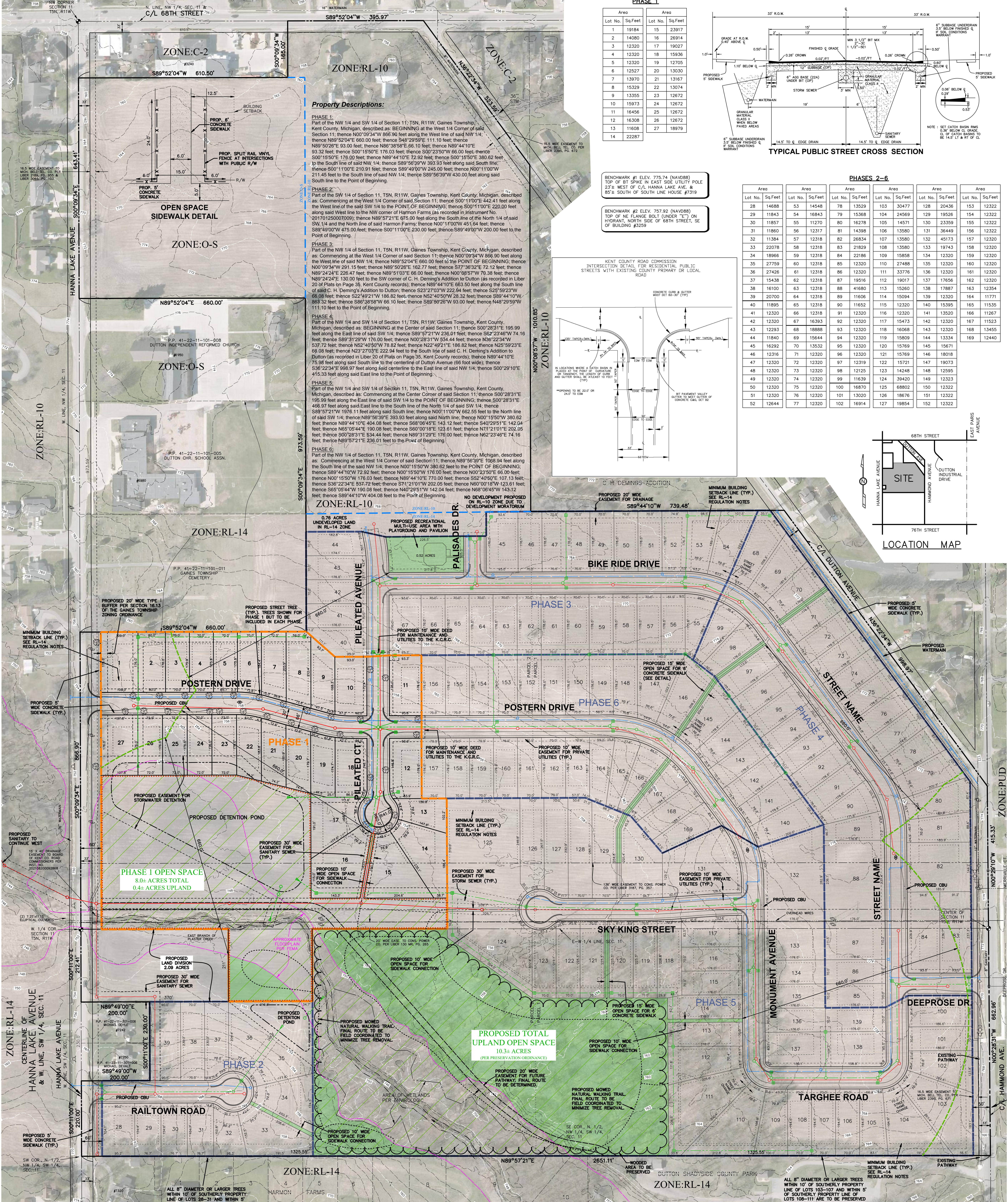
CERTIFICATION

I hereby certify that the above is a true copy of a Resolution adopted by the Gaines Charter Township Board at a regular meeting held on April 10th, 2023.

Respectfully submitted,

Michael Brew, Clerk
Gaines Charter Township

Dated: _____, 2023



SITE INFORMATION - OVERALL PROPERTY DESCRIPTIONS:
PARCEL 1 (7307 HAMMOND AVENUE, PH441-22-11-176-002)
That part of the East one-half of the Northwest one-quarter lying South of C.H. DEMING'S ADDITION and Southwesterly of centerline of Dutton Avenue, Section 11, Town 5 North, Range 11 West, North 1/2 Northeast 1/4 Southwest 1/4, Section 11, Town 5 North, Range 11 West.
PARCEL 2 (5316 68TH STREET, SE, PH441-22-11-101-012)
That part of the West 1/2 of Section 11, Town 5 North, Range 11 West, described as follows: Commencing 610.5 feet East of the Northwest corner of said Section; thence South 165 feet; thence West 610.5 feet; thence South 643.41 feet; thence East 660 feet; thence South 973.59 feet; thence East 660 feet to a point 1.782 feet South from the Northwest corner of Section 11; thence South to point 450.0 feet North from the Southwest corner of the North 1/2 of the Northwest 1/4 of the Southwest 1/4 of said Section 11; thence East perpendicular to the West Section line 200 feet; thence South parallel with the West Section line 230.0 feet; thence West perpendicular to the West Section line 200 feet; thence South 220.0 feet to the Southwest corner of the North 1/2, Northwest 1/4, Southwest 1/4 of said Section; thence North along the West 1/8 line to the Southwesterly line of Dutton Avenue; thence Northwesterly along the Southwesterly line of said Dutton Avenue to the North Section line; thence West to the place of beginning.
*TOTAL SIZE: 132.5 ACRES
*DEVELOPMENT ONLY PROPOSED ON PARCEL 1 AND RL-14 PORTION OF PARCEL 2

MAPPING
*MAPPING IS BASED ON BOUNDARY SURVEY BY EXCEL ENGINEERING DATED 10/21/22.
*CONTOURS ARE BASED ON AVAILABLE COUNTY GIS INFORMATION

ZONING
*EXISTING ZONING: RL-14 SINGLE FAMILY RESIDENTIAL
RL-10 RESIDENTIAL (NORTH OF NORTH LINE OF CEMETERY)-NO DEVELOPMENT PROPOSED DUE TO MORATORIUM
O-S OFFICE SERVICE (NORTH OF DUTTON INDEPENDENT REFORMED CHURCH)-NO DEVELOPMENT PROPOSED

RL-14 REGULATIONS PER GAINES TOWNSHIP ZONING ORDINANCE, SECTION 6.4.B (SEE OPEN SPACE CALCULATION)
*MINIMUM LOT AREA: 11,200 SQFT
*MINIMUM LOT WIDTH: 70'
*MINIMUM BUILDING SETBACKS:
FRONT YARD: 35'
SIDE YARD: 5' (OR 5' MIN. ON STREET SIDE OF CORNER LOTS)
REAR YARD: 35'

WETLANDS
*WETLANDS SHOWN ON THE PLAN HAVE BEEN IDENTIFIED BY ENVIROLOGIC, DATED 10/12/22.

FLOODPLAIN
*APPROXIMATE LIMITS OF ZONE "A" FLOOD PLAIN ALONG THE EAST BRANCH OF PLASTER CREEK ARE SHOWN PER AVAILABLE FEMA MAPS.

OPEN SPACE CALCULATION FOR THE RL-14 ZONE
*TOTAL AREA IN THE RL-14 ZONE: 102.47 ACRES (TO CL OF ROADS)
98.95 ACRES (TO PROPOSED 60' ROW)
*TOTAL PLANT AREA IN THE RL-14 ZONE: 96.10 ACRES (EXCL PROPOSED 60' ROW, LAND DIV. UNDEVELOPED LAND (NORTH OF PH 3) 9.92 ACRES (EXCL ROW, LAND DIV AREA)
*NET AREA: 86.18 ACRES
*NET AREA: 10.3 ACRES ±
*OPEN SPACE PERCENT OF NET AREA: 12.0%
* NET AREA INCLUDES CONSUMERS EASEMENT, ASSUMING IT WILL BE REDUCED. OPEN SPACE EXCLUDES CONSUMERS EASEMENT. IF EASEMENT IS REDUCED, OPEN SPACE PERCENTAGE MAY INCREASE.

PROPOSED LAND USE
*THIS DEVELOPMENT WILL CONSIST OF 169 LOTS IN THE RL-14 ZONE.
*ONE LAND DIVISION IN THE RL-14 ZONE WILL HAVE FRONTAGE ON HANNA LAKE AVENUE.
PHASE 1 CONTAINS 10.97 ACRES WITH 27 LOTS
PHASE 2 CONTAINS 5.63 ACRES WITH 12 LOTS
PHASE 3 CONTAINS 11.19 ACRES WITH 28 LOTS
PHASE 4 CONTAINS 13.80 ACRES WITH 32 LOTS
PHASE 5 CONTAINS 35.14 ACRES WITH 40 LOTS
PHASE 6 CONTAINS 10.84 ACRES WITH 30 LOTS
NOTE: ACRES EXCLUDE ROWS OF HANNA LAKE AVE, DUTTON AVE, AND HAMMOND AVE.

PROPOSED IMPROVEMENTS
*PUBLIC WATER AND SANITARY SEWER WILL BE PROVIDED FOR EACH LOT. PUBLIC SEWER IS TO BE EXTENDED ALONG THE EAST BRANCH OF PLASTER CREEK.
*STORMWATER MANAGEMENT TO CONFORM TO KENT COUNTY DRAIN COMMISSION SPECIFICATIONS AND A DRAIN DISTRICT SHALL BE ESTABLISHED.
*BURIED POWER, GAS AND CABLE TO SERVICE EACH LOT WILL BE LOCATED WITHIN THE 10' PRIVATE UTILITIES EASEMENT.
*CONSTRUCTION WILL CONFORM TO ALL APPLICABLE STATE AND LOCAL CODES.
*STREET LIGHTS, SIDEWALKS AND STREET TREES ARE PROPOSED FOR THIS DEVELOPMENT PER ZONING ORDINANCE REQUIREMENTS.
*STREET LIGHTS, OF A DESIGN AND LOCATION APPROVED BY THE TOWNSHIP AND CONSUMERS EASEMENT, IF INSTALLED, A SPECIAL ASSESSMENT DISTRICT SHALL BE REQUESTED BY THE DEVELOPER TO THE TOWNSHIP BOARD.
*ALL OPEN SPACE TO BE MAINTAINED BY HOME OWNERS ASSOCIATION.

LEGEND
--- EXISTING STORM SEWER
--- EXISTING SANITARY SEWER
--- EXISTING WATERMAIN
--- EXISTING OVERHEAD WIRES
--- PROPOSED STORM SEWER
--- PROPOSED SANITARY SEWER
--- PROPOSED WATERMAIN

STATE OF MICHIGAN
JEFFREY VOGEL
LAND SURVEYOR
No. 46201062083
Professional Engineer

STATE OF MICHIGAN
BRENT MICHAEL FEYEN
No. 4001055904
Professional Engineer

PRELIMINARY PLAT
THORNAPPLE FARMS
FOR: ALLEN EDWIN HOMES
ATTN: DAN LABEAL
975 CLYDE COURT
BYRON CENTER, MI 49315
PART OF THE NW 1/4, SECTION 11, T5N, R11W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN

excel engineering, inc.
planners • engineers • surveyors
5282 Clyde Park, S.W. • Grand Rapids, MI 49508
Phone: (616) 531-5865 www.excelengineering.com

02/27/23	REV PER TWP	JSV	DRAWN BY: JSV	PROJ. ENG.: JSV	SHEET
DATE	REVISION	BY	FILE NO.: 221731E	DATE: 01/23/2023	1 of 1

P:\projects\2022\02-27-23\Drawings\02-27-23-P-Reg_PPT_2/27/2023 3:08:50 PM (virel)

THORNAPPLE FARMS SINGLE FAMILY RESIDENTIAL PLAT
SAMPLE PORTFOLIO OF HOMES
1/18/23

The following plans represent a sample set of homes that may be constructed in the
Thornapple Farms Single Family Residential Plat:

INTEGRITY 1610 - 1,607 Square Foot Ranch
INTEGRITY 1750 - 1,736 Square Foot Bi-Level
INTEGRITY 1810 - 1,822 Square Foot Two-Story
INTEGRITY 1830 - 1,830 Square Foot Two-Story
INTEGRITY 2060 - 2,060 Square Foot Bi-Level
INTEGRITY 2280 - 2,278 Square Foot Two-Story

integrity 1610

1,607 SF

3-5 bedrooms

2-3 bathrooms

2-3 car attached garage



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Elevation A1

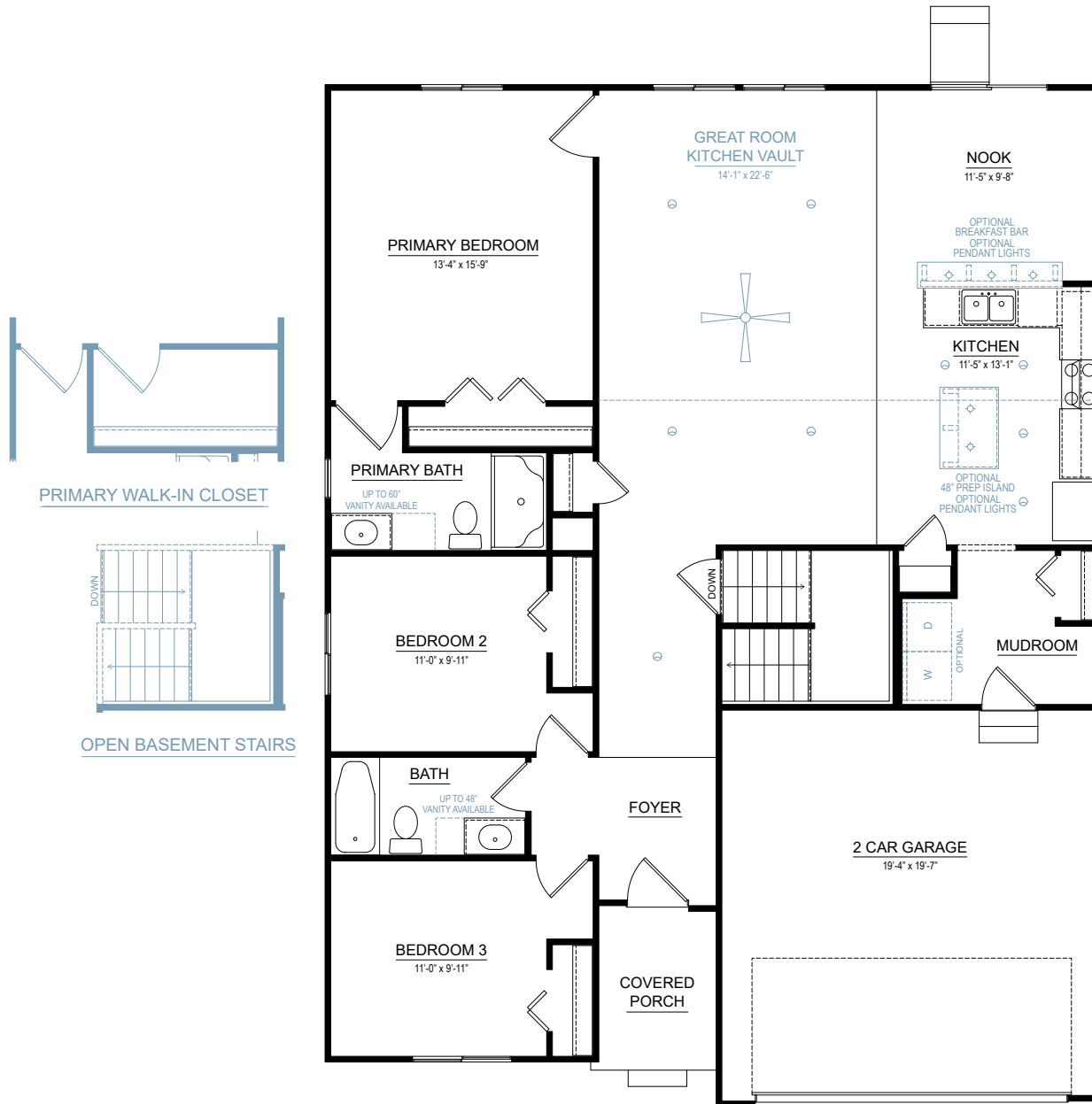


Elevation A2



Elevation A3

Elevation A



FIRST FLOOR

integrity 1750

1,736 SF

3-4 bedrooms

2-2.5 bathrooms

2 car attached garage



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Elevation A1



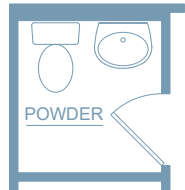
Elevation A2



Elevation A3

Elevation A

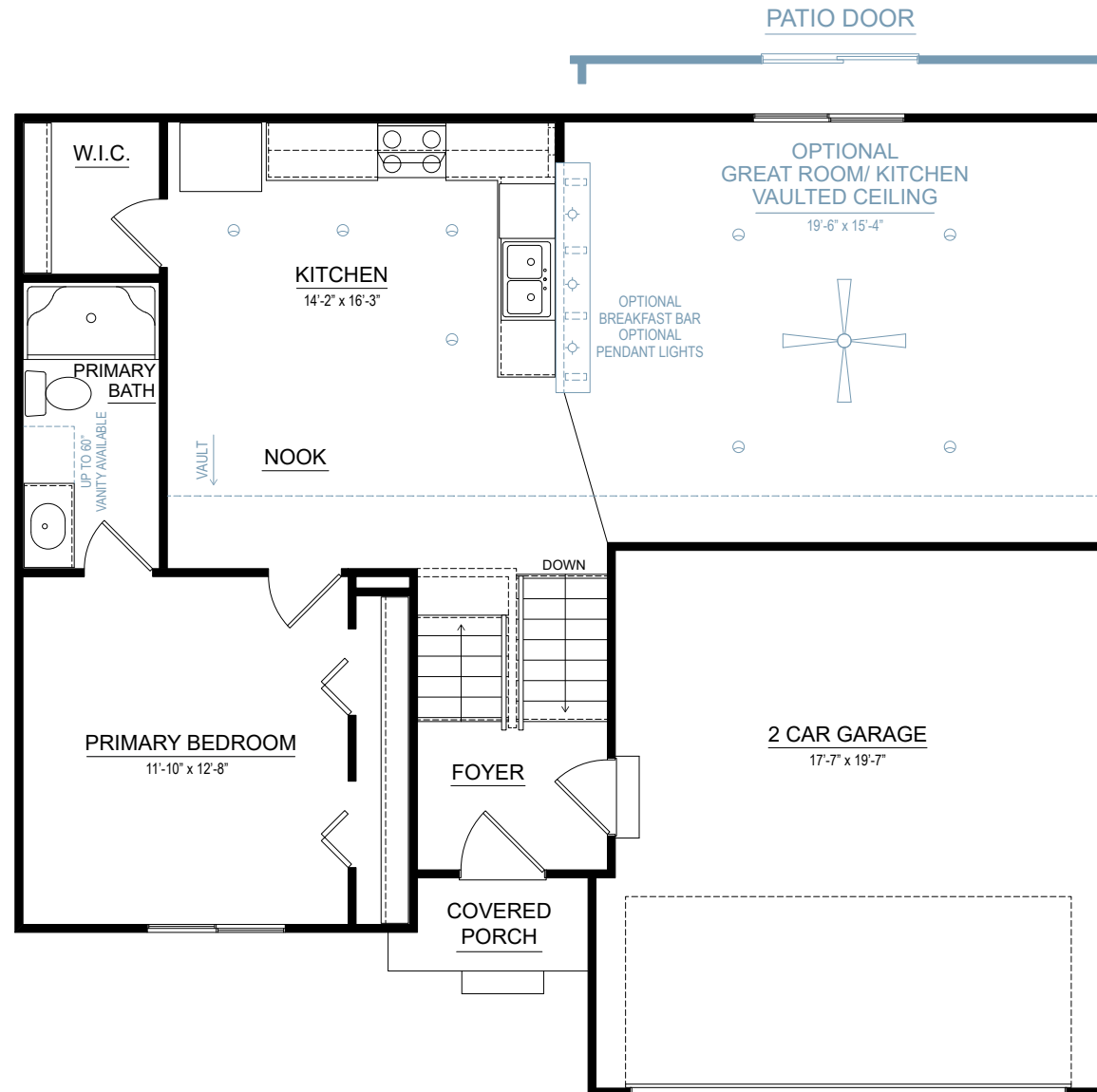
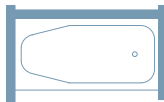
SMART SPACE
POWDER ROOM



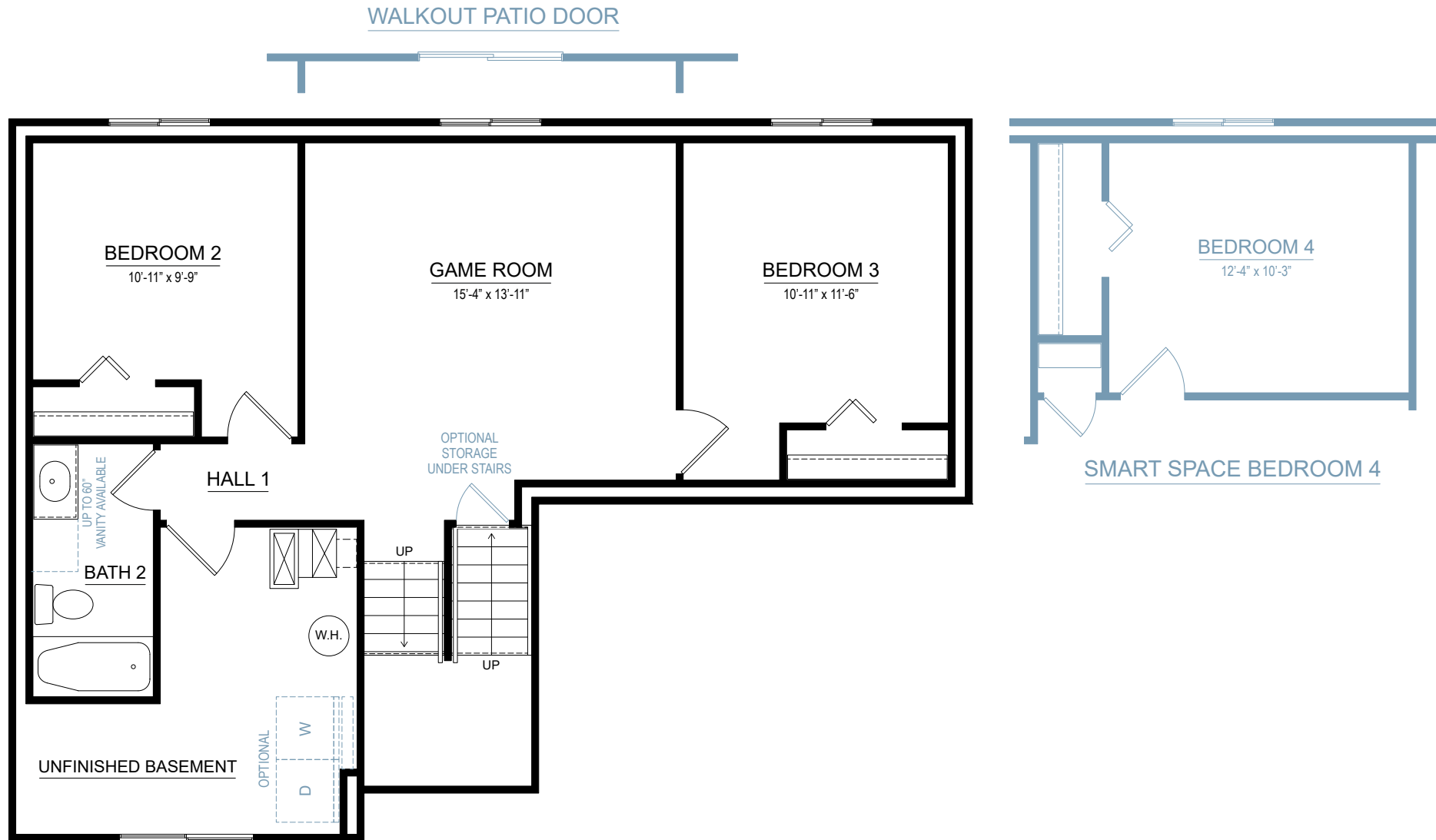
SMART SPACE
PANTRY



PRIMARY TUB/
SHOWER



FIRST FLOOR



LOWER LEVEL

integrity 1810

1,822 SF

4 bedrooms

2.5-3.5 bathrooms

2-3 car attached garage



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Elevation A1

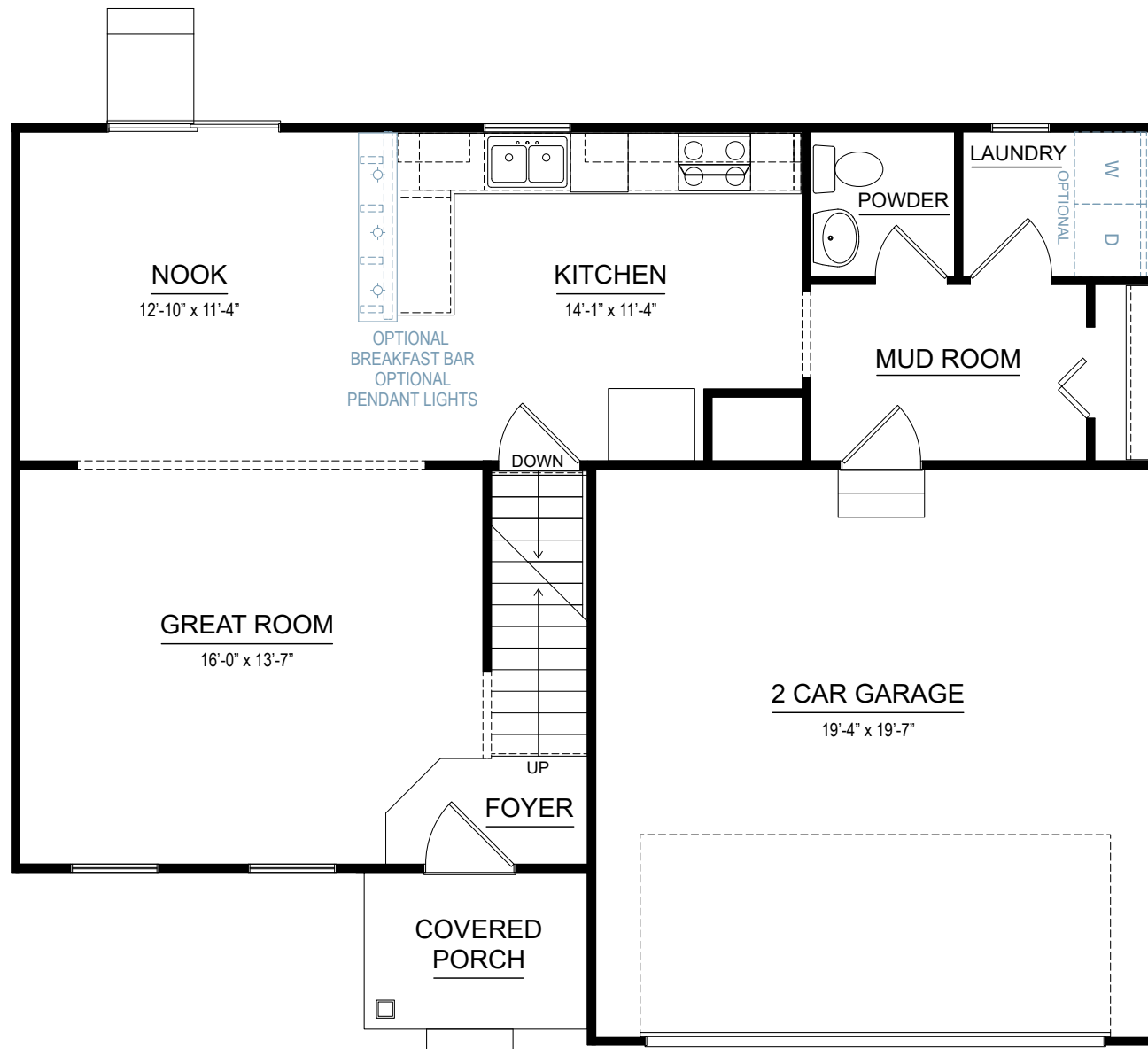


Elevation A2

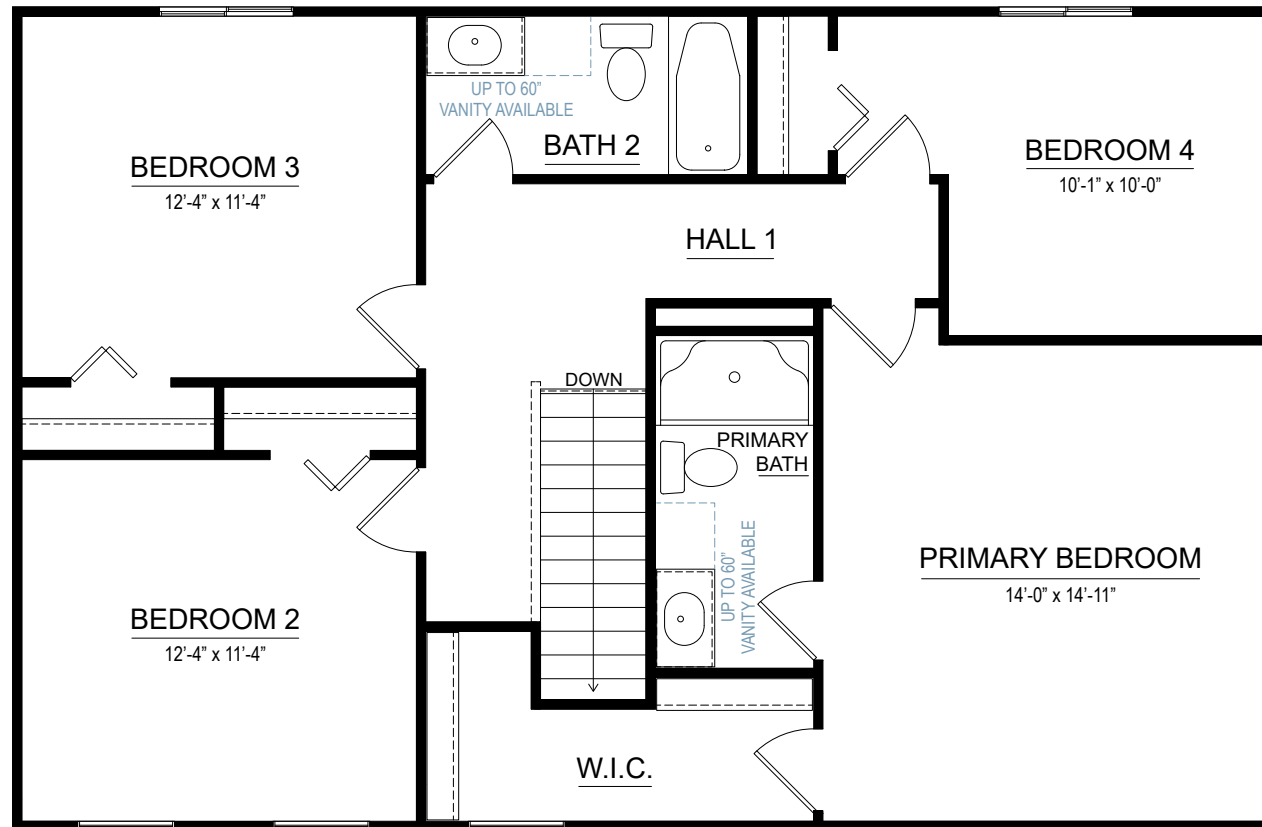


Elevation A3

Elevation A



FIRST FLOOR



SECOND FLOOR

integrity 1830

1,830 SF

4-5 bedrooms

2.5-3.5 bathrooms

2-3 car attached garage



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Elevation A1

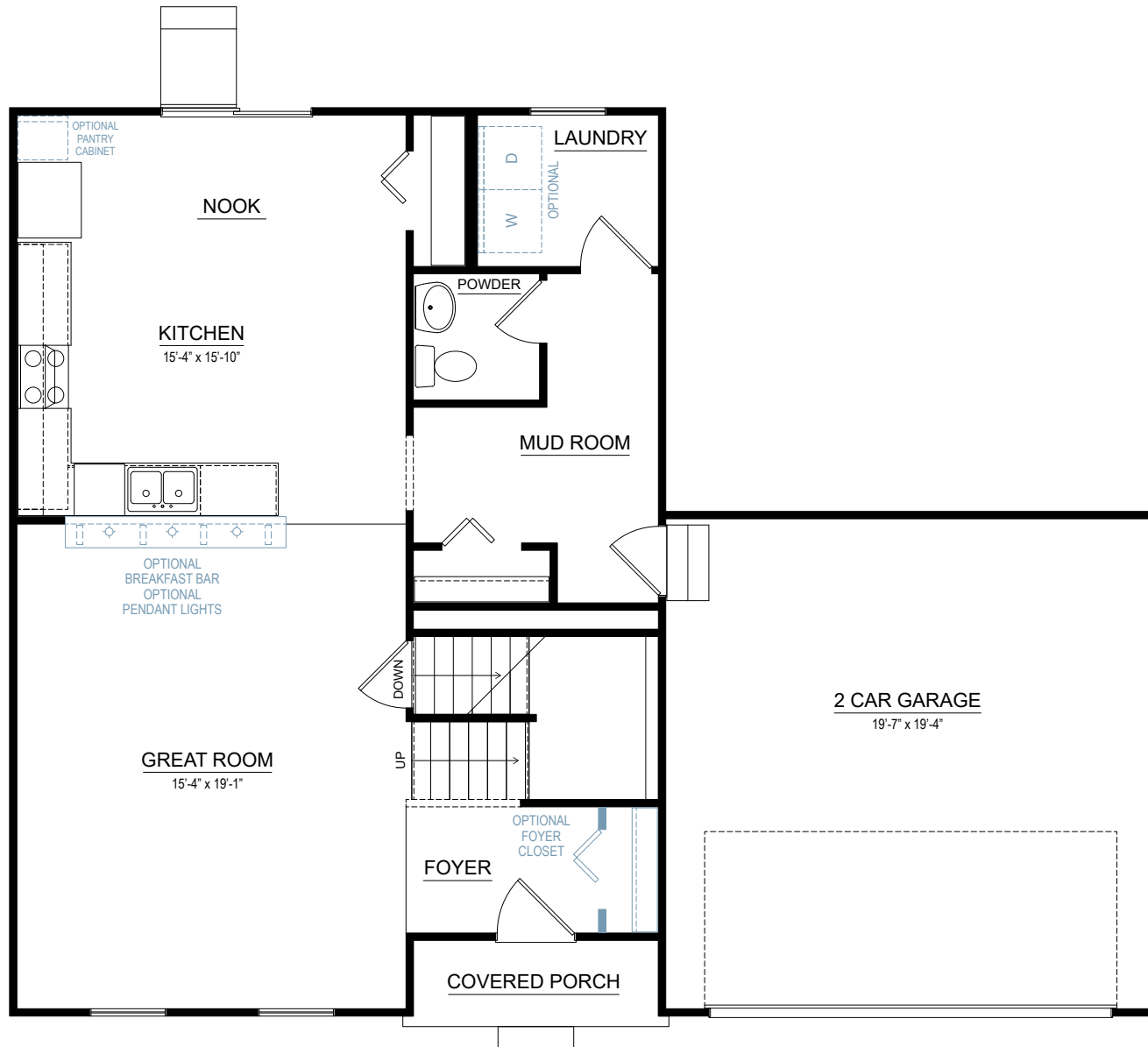


Elevation A2

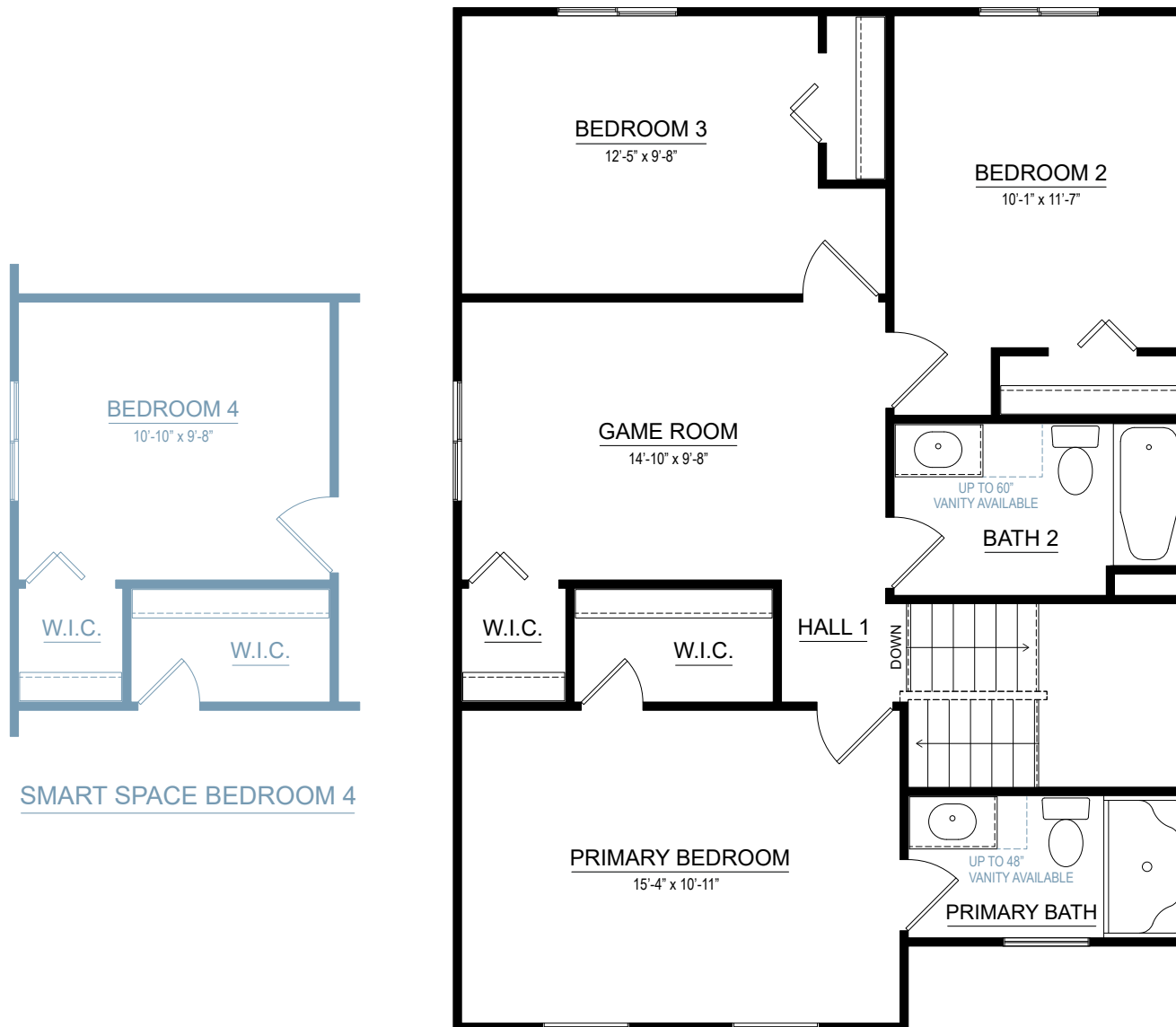


Elevation A3

Elevation A



FIRST FLOOR



SECOND FLOOR

integrity 2060

2,060 SF

3-4 bedrooms

2-2.5 bathrooms

2 car attached garage



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Elevation A1

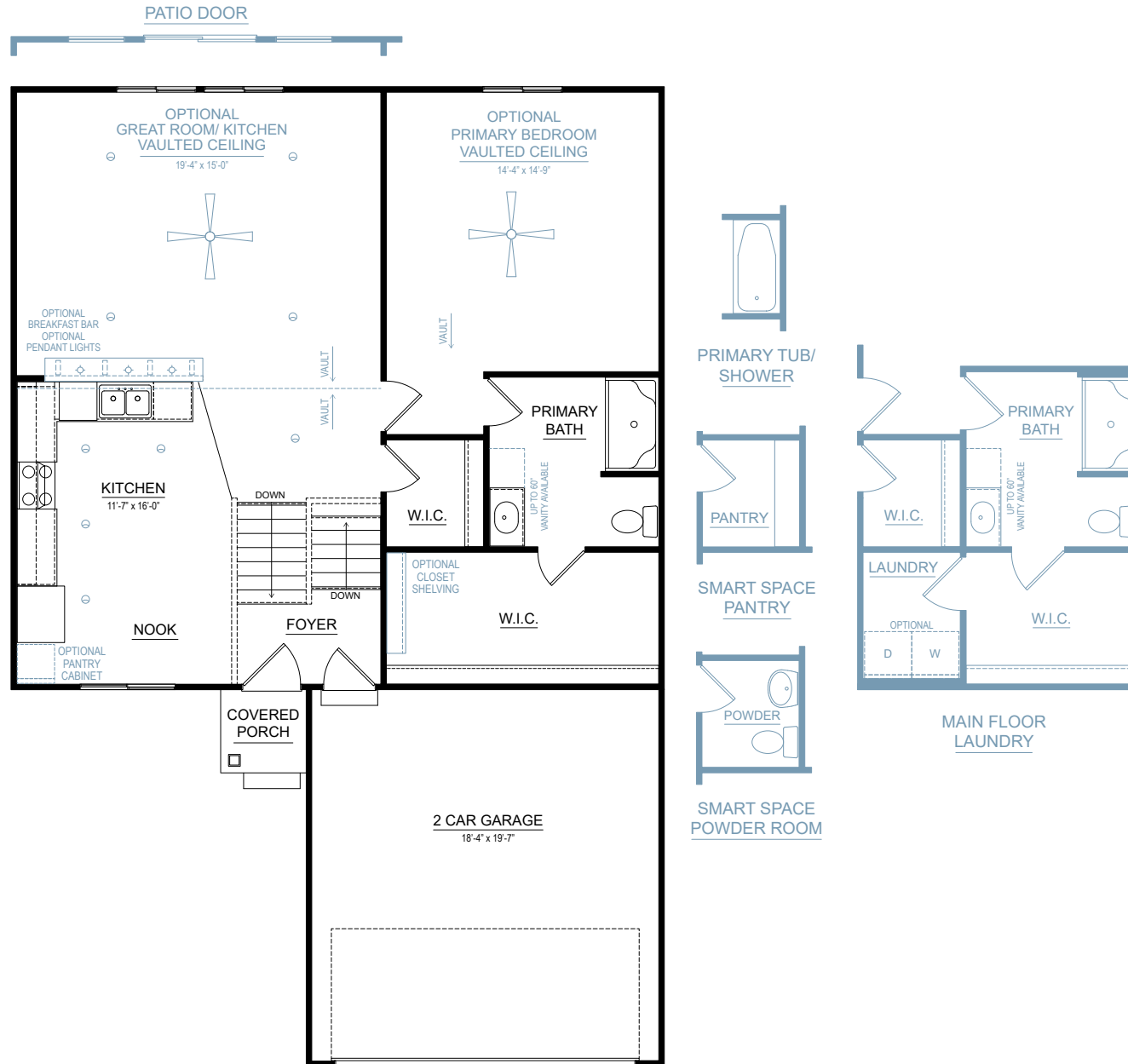


Elevation A2

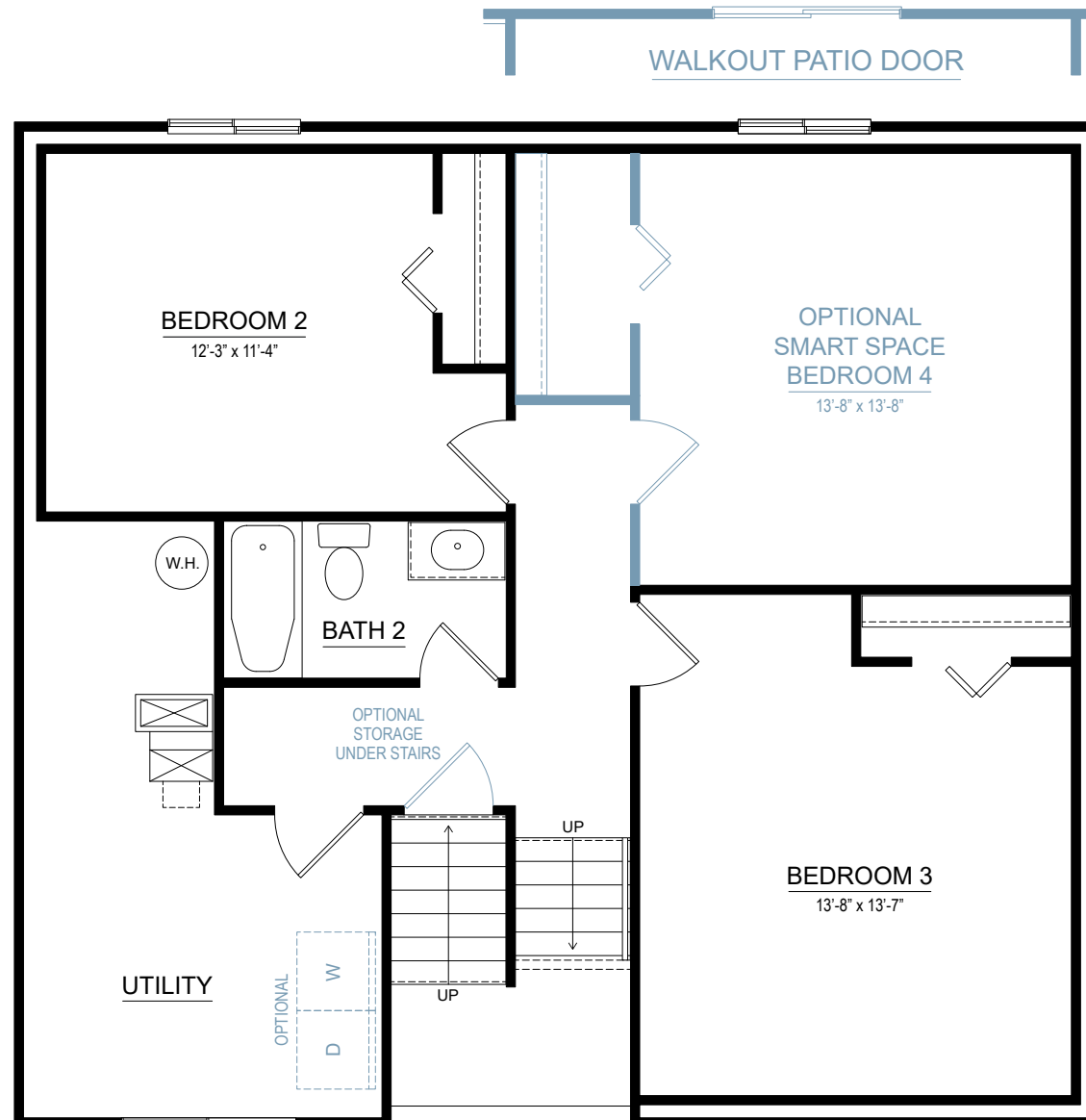


Elevation A3

Elevation A



FIRST FLOOR



LOWER LEVEL

integrity 2280

2,278 SF

3-6 bedrooms

2.5-4 bathrooms

2-3 car attached garage



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Elevation A1

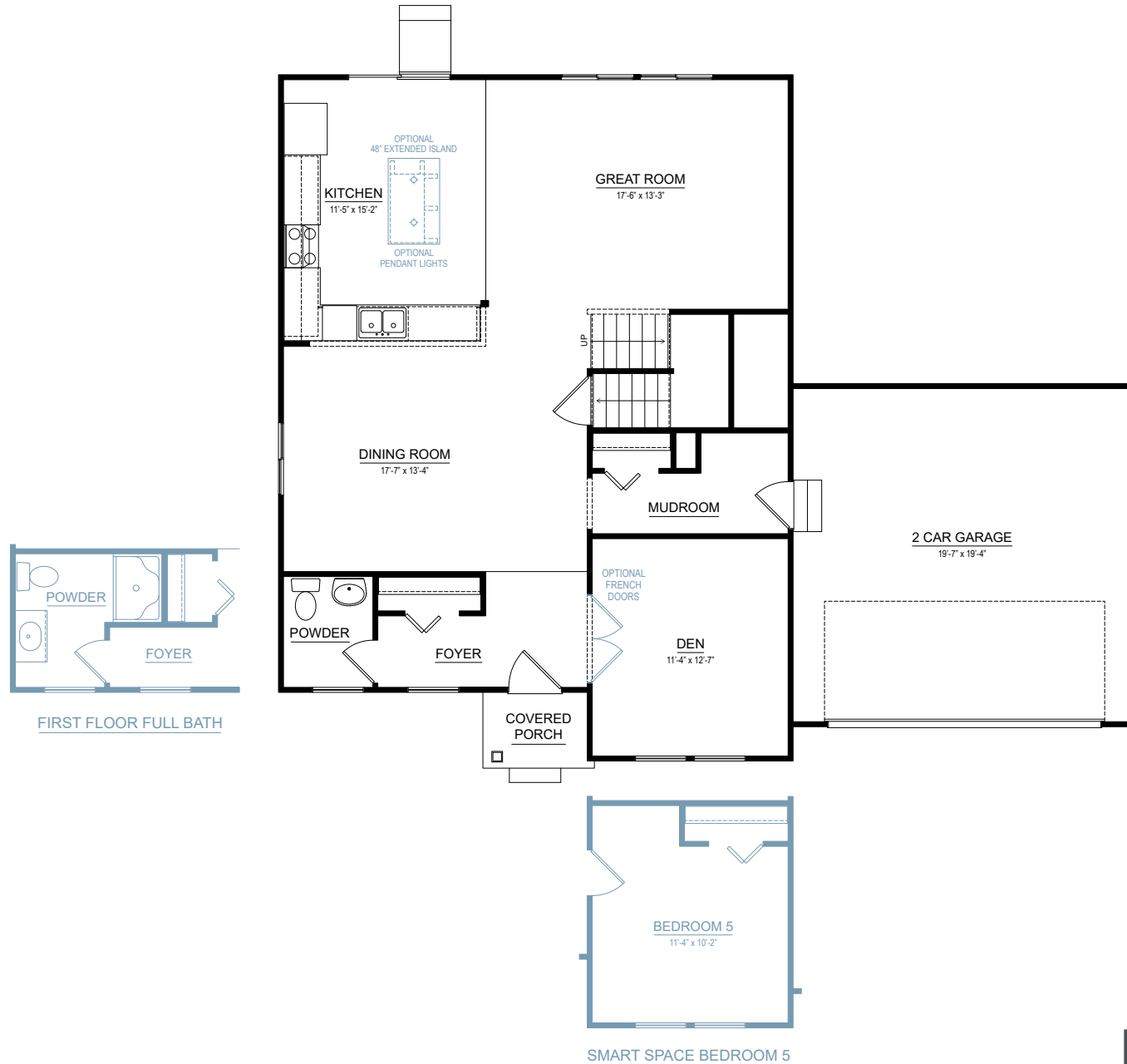


Elevation A2

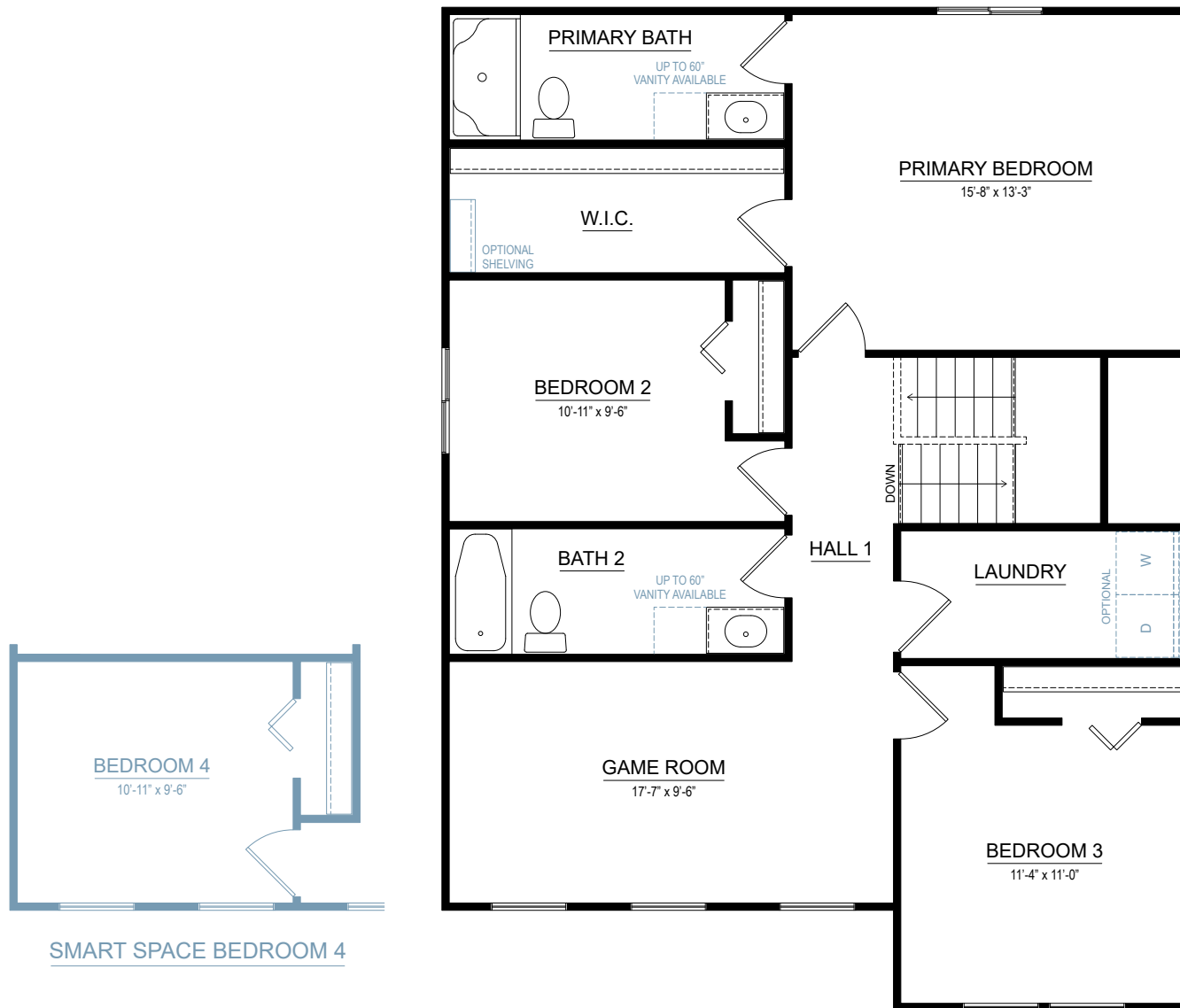


Elevation A3

Elevation A



FIRST FLOOR



SECOND FLOOR



MEMO

Staff Communication-Action Required

DATE: April 21, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: 7900 Kalamazoo Avenue, Payment in Lieu of Sidewalk Request

SUMMARY OF TOPIC:

Along with this memo, you will find an email from Josh Meyering, owner of the property and new home at 7900 Kalamazoo Ave.

Mr. Meyering tried to have a sidewalk installed, however he was advised neither the county road commission nor the drain commission feel this is a good spot for a sidewalk.

He is requesting a waiver from the sidewalk requirement, making payment in lieu of. He has obtained, and provided, a quote from Oetman Excavating, LLC, estimating the cost at \$8,000 for prepping the area and \$2,700 for the concrete work, for a total estimated cost of \$10,700. Vriesman Korhorn has reviewed the quote and feel it is a fair representation of the cost to install a sidewalk on this parcel.

BUDGET ACTION REQUIRED: NONE

STAFF RECOMMENDATION:

Mr. Meyering made every effort to meet our requirements and was not able to have the sidewalk installed; staff recommends he be allowed to make payment in lieu of sidewalk, so that a certificate of occupancy can be issued.

From: Josh Meyering <josh.meyering@elon-homes.com>

Sent: Thursday, April 20, 2023 11:30 AM

To: Rod Weersing <rod.weersing@gainestownship.org>

Subject: 7900 Kalamazoo Ave

Importance: High

Rod,

Thanks for your help on this.

I am asking for a sidewalk waiver request for this property. The county does not want it in (road commission and the drain commission). They would not provide my excavator information to perform the work, so my only venue is to get the waiver. I am willing to pay into the fund. I have submitted the estimates for the project. Although, I am not sure how the township will put the sidewalk in either, if the county does not want it.

This is holding up certificate of occupancy for the home, which in need to close on in the next couple of weeks, so this will need to be a high importance item.

My intent was to put the sidewalk in, but it is not being allowed.

Thanks

Joshua Meyering
Elon Homes



Oetman Excavating, LLC

"Residential & Commercial Excavating"

4122 S. Division • Wayland, MI 49348
Ph: (616) 877-4097 • Fax: (616) 877-0210



February 6, 2023

SITE-WORK PROPOSAL 7900 Kalamazoo ave – Sidewalk prep

JOB DESCRIPTION:

F/I – 12" ADS storm sewer (120 lf)

F/I – Sand fill for new walk

Prep walk for walk (120 lf)

Base Bid: \$8,000.00

Addenda:
NONE

NOT INCLUDED:

Testing
Layout/staking
Concrete/trench drains
Asphalt/stripping/Patching
Landscaping/seeding
Sheeting/shoring
Soil improvement
Un-suitable soils removal
Haz. Material removal
Dewatering
Protection of existing pavements
Winter Conditions
Permits
Any work in existing building

Prepared By: _____ Date: _____
Dan Rookus



CONTRACT

Contract Summary

This contract is for work done by Mitten Concrete LLC, hereafter referred to as "Mitten Concrete". BY SIGNING THIS ESTIMATE, YOU ARE ENTERING A LEGAL BINDING CONTRACT TO APPROVE THE WORK AS NOTED ABOVE AND TO THE CONDITIONS LISTED HEREFTER. This estimate is based on information received verbally and/or from supplied blueprints, and best-case scenario. The final invoice could be higher or lower than the estimate due to additions or deductions to the work at the time of execution. You will be invoiced for work performed and materials used. Estimated price assumes that all trucks can operate around the jobsite under their own power, excavation will be level to within 1", and proper access points are available for pouring. UNO, estimate price does not include concrete pumping (unless previously discussed), dewatering, dozer work, weather related charges such as straw, thermal blankets, heated materials, etc. ALL pages of this contract must either be electronically signed and emailed to a representative of Mitten Concrete, or physically signed and mailed to the address found at the bottom of this contract.

Payment Conditions

For new builders and all homeowners, 30.0% of the estimate amount will be required upfront five (5) days prior to start of construction, unless otherwise specified; this down-payment is non-refundable. By signing here, you agree to pay Mitten Concrete what is invoiced within 30 days of the date on the invoice, unless otherwise specified. An annual interest fee of 7.0% will be assessed to final invoiced amount after 30 days of nonpayment (0.583% each month). Every additional 30 days after invoice date, an additional 0.583% interest fee will be assessed in perpetuity until final payment is made. If payment is made within 30 days by check or cash, a discount of up to 2.0% may be assessed to your invoice for prompt payment. In the case of persistent nonpayment, you also agree that all attorney and/or legal representation fees accumulated while pursuing delinquent payment to Mitten Concrete will be billed additionally at your expense.

Mechanics Lien

As a licensed concrete contractor in the State of Michigan (license number: 262200437; Qualifying Officer: Dean VanMiddelkoop, license number: 242100302), Mitten Concrete has the power to secure payment through the power of a mechanics lien if payment is not received by the date an invoice is due. In the case of nonpayment, a notice of furnishing will be sent to the owner and prime contractor within 20 days after first providing labor and materials. A notice of intent to lien will then be sent within 30 days of the invoice due date. If nonpayment persists, a mechanics lien will then be filed within 90 days of last providing materials and labor in order to secure payment from the owner, as allowed by the Construction Lien Act of 1980.

Expectations: Basic Liability & Warranty Conditions

By signing this contract, you also recognize that Mitten Concrete is not liable for any damages to the customer's yard, sprinklers, edging, underground wires, pipes, or drains that may be caused by the excavation of a jobsite and that Mitten Concrete does not cover damage to concrete caused by salt use and will not cover surface cracks that are one quarter of an inch wide or less under the one-year warranty offered on flatwork projects. The homeowner is responsible for removing any objects of value from around the job site as Mitten Concrete will not be responsible for any such damages. Mitten Concrete is not responsible for messes created in finished areas unless previously specified, such as landscape defects that occur in the process of preparing an area for concrete placement or slight concrete spillage around formwork. Any sod, topsoil or grass removals made to insert formwork during setup will be left on site and will be the customer's responsibility to deal with as they see fit and will not be the responsibility of Mitten Concrete. Mitten Concrete always does their best to try to control cracking within the concrete they pour with the insertion of relief joints, but undesired cracks may still occur in some cases. All concrete poured by Mitten Concrete is poured at a nominal 4" thickness, unless specified otherwise. All exterior concrete MUST have a textured finish by law (e.g., broomed or stamped texture) and all interior floors will be hand-troweled smooth unless previously discussed. A power troweled finish is not standard and will cost extra. Mitten Concrete recommends that the customer rinses off concrete flatwork with water shortly after relief joints have been cut in, especially if it rained before or during the cutting process. This is because Mitten Concrete will not be responsible for any concrete dust that might soak or bake into the surface of the concrete flatwork after it has been cut.

Relief Joints

Mitten Concrete has trained professionals cut relief joints in all their concrete flatwork. These relief joints are typically cut in the slab within 12 to 24 hours of the concrete being poured and they are strategically placed to minimize surface cracking, but please note that minor shrinkage cracking is normal and may still occur. Early saw entry is critical when cutting relief joints in concrete. However, early entry may cause slight chipping to occur in relief joints from saw-cutting; this is normal and will not be covered by the one-year warranty. Due to the complex nature of concrete as a material, as well as, the high variability in weather conditions in the State of Michigan, it is impossible to guarantee that there will not be surface cracks in any given slab. While

Name: _____ Signature: _____ Date: _____

there are a number of preventative measures that are taken to prevent cracking, occasional cracks are unfortunately inevitable. This is why substantially small cracks are not covered by the one-year warranty, but instead will be taken into consideration on a case-by-case basis.

Permits

By signing here, unless previously discussed, the customer is hereby responsible for obtaining any permits required for construction and is fully responsible for all fines, fees, penalties, or other legal action from anyone including the local township, city or the State of Michigan. Permit fees vary and final permit fees will be assessed upon completion of work and will be billed at the customer's expense.

Wash-out Area & Clean-out Fees

The customer is also responsible for finding an area for concrete trucks to wash-out after the concrete is poured and will be charged a clean-out fee of one hundred dollars (\$100.00) per job if no such suitable area is available. If a line pump is required another clean-out fee will be applied at one hundred and twenty dollars (\$120.00). These two fees are normally combined into one itemized expense listed as "Clean-out fees" or "Wash-out fees".

Weather & Temperature Contingencies

Any concrete poured between November 1st and April 1st, or within seven (7) days of the temperature dropping below 32 degrees Fahrenheit will not be covered under the one-year warranty offered by Mitten Concrete. Any concrete poured within these dates is also subject to seasonal fees in addition to regular pricing. Seasonal fees can range from 10.0% to 20.0% of estimated job cost, depending on the size of the job. These fees cover additional concrete redi-mix charges from supplier, thermal blanket usage, and working in cold weather conditions.

During the spring and autumn seasons, seeds, buds, leaves, and other plant material falling from surrounding plants or trees on a job site can end up inside and on top of freshly poured concrete. Although this will not cause any functional or structural defects in the concrete, it may cause unwanted imperfections in the top layer of the concrete. While Mitten Concrete does the best that they can to remove such material from their flatwork projects, it is impossible to guarantee that all of this material will be removed and thus, any such imperfections in the slab will not be covered under the one-year warranty.

Concrete Pool Decks

Take notice that concrete pool decks may not be warranted if they are for salt water pools or if they are not sealed with a recommended sealer. Any damage to concrete pool decks caused by settling from poor compaction also will not be covered by the one-year warranty. A line pump is generally required for the pouring of all pool deck slabs, and will be billed at \$900.00 (nine hundred dollars) per pump if one is required. Temporary fencing for pools will be removed by Mitten Concrete for access to the area, but Mitten Concrete is not responsible for putting the fence back up once work is completed. Mitten Concrete always tries to minimize concrete spillage inside pools during concrete pool deck pours. However, it is impossible to prevent it completely, and thus, Mitten Concrete will not be held responsible for the removal of any such materials from pools after the pool decks are poured.

Drains, Piping, & Plumbing

Any PVC or tile piping that runs under a concrete slab from drains or downspouts, or any piping installed under a slab to run cords or wires will only be run to the edge of the concrete slab. Additional plumbing from that point is the responsibility of the customer, unless previously discussed and agreed upon prior to beginning of work.

Epoxy & Floor Polishing

For epoxy and floor polishing jobs, the warranty will be void if proper post-job precautions are not followed by the customer including, but not limited to, waiting the appropriate amount of time for curing before the floor in question sustains any foot traffic or equipment traffic.

Written Agreement

By signing this contract, you agree to all the above terms (including payment terms) and recognize that any breach of this contract may result in legal action from Mitten Concrete.



1196 Franklin Ct Suite A
Marne, MI 49435
Office: (616) 724-9701

Name: _____ Signature: _____ Date: _____

MITTEN CONCRETE



Date: Thursday, March 16, 2023

Proposal # 2023-0086

Submitted To:
Josh Meyering
Elon Homes
7214 Rosie Shores Dr
Byron Center, MI 49315
Contact Information:
Phone: (616) 862-1292
Mobile:
E-mail: josh.meyering@elon-homes.com

Site Description: # S122341
7900 Kalamazoo
7900 Kalamazoo Ave SE
Byron Center, MI 49315

Site Contact:
Site Phone:
Site Email:

Prepared By:
Caleb Handlogten
Contact Information:
Mobile: 616-610-3009
Office: (616) 724-9701
E-mail: calebh@mittenconcrete.com
Project Manager:
Caleb Handlogten
Mobile: 616-610-3009
Email: calebh@mittenconcrete.com

**** If line pump is required, cost will be additional \$800 to be billed upon completion**

Qty	Proposed Service(s) & Description(s)	Depth	
675 Sq. Ft.	Concrete Sidewalk <i>Fine grade Furnish, place, and finish avg. 4" concrete</i>	4"	\$2,700.00

PAYMENT TERMS 20% Down, Balance Upon Completion

Project Total: \$2,700.00

This proposal may be withdrawn at our option if not accepted within 30 days of Mar 16, 2023

Pavement Consultant Caleb Handlogten

Client's Authorized Signature



8555 Kalamazoo Ave., SE
Caledonia, MI 49316

www.gainestownship.org

Phone: 616-698-6640
Fax: 616-698-2490

May 4, 2023

Gaines Township Board of Trustees
8555 Kalamazoo Ave SE
Caledonia, MI 49316

RE: May 8, 2023, Township Board Meeting

Township Board Members:

It looks like you will once again have a very robust agenda for your meeting. There are several informational items on this agenda for your review. You will find an update on the damaged light poles along Division Ave., a quarterly report from the Cutlerville Fire Department about the 48/96 work schedule, and an updated list of meeting dates for the Cutlerville Fire Board. You will also find a letter from one of the students that recently attended a Board meeting with their reflection on the meeting, as well as a letter from a resident concerning a new development in their area.

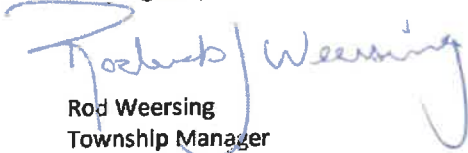
You will also see a couple of purchase requests on the agenda. The first is for some wellness equipment for the Cutlerville Fire Department. This request comes to the Township Board with a recommendation from the Cutlerville Fire Board. The second request is for a new lawnmower for the Township cemeteries which comes with a staff recommendation for approval. Both items are part of the 2023 Township budget.

As the development in the Township continues, so do the requests for the Board to review. The first will be a request from Steelcase to re-zone 330 acres from Agricultural/Rural-Residential and Agricultural/Agri-Business to Light Industrial. This will be a First Reading for this request and Staff is recommending that the Board schedule a Public Hearing at their June 12 meeting. There is also a request to approve the contract for the Sanitary Pump Station that will be required for the Prairie Wolf Station development. This pump station will be designed by the BGUA Engineer who will also monitor the installation. Staff is recommending that the Board approve this contract. You will also find a request for the approval of a Lateral Agreement with the City of Wyoming. This is for several parcels that are located along the border between Byron Township and the City of Wyoming. It is coming to you for approval as part of the Byron Gaines Utility Authority. No costs or expenses for this project will be charged to Gaines Township.

It is also time for the Board to consider renewing the contract with The Rapid for transportation services in the Township. Year to date the numbers show a slight increase in ridership when compared to the last two years. The contract contains an increase for services for the next year of just shy of 4%. Lastly, the Assessor has requested to attend the International Association of Assessing Officers annual conference in Salt Lake City. This conference was planned for in the 2023 budget, however the Board needs to approve it based on the out of state travel component.

If you should have any questions about the agenda packet, please be sure to let me know.

Best regards,


Rod Weersing
Township Manager



CHARTER TOWNSHIP OF GAINES

MEETING LOCATION: 8555 Kalamazoo Ave., SE, Caledonia, MI 49316

Township Board Meeting

PRELIMINARY AGENDA

MONDAY – May 8, 2023

7:00PM

- A. Opening (Prayer) – Laurie Lemke
- B. Lead Pledge of Allegiance – Supervisor DeWard
- C. Call to Order and Attendance – Supervisor DeWard
- D. Declaration of Conflict of Interest
- E. Review Consent Agenda
- F. Approval of Agenda
- G. Scheduled speakers:
- H. Public Comments – Anything on the Agenda NOT scheduled for a public hearing (comments limited to 3 minutes per speaker)
- I. Public Hearings: NONE
- J. Approval of Consent Agenda
 - A. Consider for Approval:
 - i) Minutes – April 10, 2023 and April 24, 2023
 - ii) Check Registers April 1, 2023 thru April 30, 2023:
 - a) General Fund: \$ 164,192.02
 - b) Public Safety SAD: \$ 122,466.35
 - c) Building Inspections: \$ 10,104.14
 - d) Water & Sewer: \$ 226,610.10
 - TOTAL ALL FUNDS: \$ 523,372.61**
 - B. Receive/ Accept/File:
 - i. April 2023 Building Department Revenue Report
 - ii. April 2023 Webpage stats: 9,063 visits
 - iii. April 2023 Dutton Fire Report
 - iv. April 2022 Cutlerville Fire Report
 - v. April 2023 Community Policing Officer's report
 - vi. Treasurer's March 2023 Financial Report
 - vii. Information – Decorative Poles on Division Avenue
 - viii. Information – Reflection on Township Meeting

- ix. Information – Cutlerville Fire Board Meeting Dates
- x. Information – Letter from resident regarding development on 76th Street
- xi. Information – 48/96 shift overview

K. New Business

- i. Consider – Purchase of Wellness Equipment for CFD
- ii. Consider – Purchase of Mower for Cemeteries
- iii. Consider – Steelcase Rezoning Request
- iv. Consider – 60th Street Sanitary Sewer Lateral Agreement
- v. Consider – Prairie Wolf Station Sanitary Pump Station Design Agreement
- vi. Consider – Renewal of The Rapid Contract
- vii. Consider – Assessing request to attend out of state conference

L. Manager's Comments

M. Supervisor's Comments

N. Board Member Comments

Adjournment

NEXT SCHEDULED BOARD OF TRUSTEES MEETINGS: May 22, 2023 **IF NEEDED**
June 12, 2023

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

The contents of supporting documents (such as text, graphics, images, information, and references) are created and supplied by the author.

MINUTES OF GAINES CHARTER TOWNSHIP BOARD J.A. i)
FOR THE REGULAR 7:00 PM MEETING
April 10, 2023

Present: Supervisor DeWard, Clerk Brew, Treasurer Lemke, Trustees Fryling, Haagsma, Terpstra, VanderStel

Absent with notice: None

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

1. The meeting was called to order at 7:04 p.m. by Board Member DeWard

2. Question of Conflict of Interest

Board Member VanderStel may have conflict of interest when discussing the 76th Road waiver request

3. Review of the Consent Agenda.

No items were removed.

4. Meeting Agenda

Motion by Board Member VanderStel and seconded by Board Member Terpstra to approve the proposed agenda.

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

5. Scheduled Speakers.

Brooke Oosterman, from Housing Next, spoke about their partnership with Kent and Ottawa Counties to bring about housing solutions based on their housing need assessment. In 2020, their assessment found the need for 22,000 new housing units by 2027 to keep up with growth in Kent County. The shortage was found to have increased to 35,000 new housing units needed over the last two years.

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

Kim Malski spoke on the Township Master Plan and zoning map to encourage single family homes accentuating our rural lifestyle and proximity to nature and natural resource preservation. These single family homes should include larger yards so that residents can interact with nature. It should not include apartment complexes in rural areas.

7. Public Hearings

A. The use of Community Development Block Grant (CDBG) funds

Motion by Board Member Haagsma and seconded by Board Member VanderStel to open the public hearing.

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

No one spoke

Motion by Board Member Haagsma and seconded by Board Member VanderStel to close the public hearing.

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

B. 34 Coleman Street Rezone

Motion by Board Member Fryling and seconded by Board Member Haagsma to open the public hearing.

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

No one spoke

Motion by Board Member Haagsma and seconded by Board Member VanderStel to close the public hearing.

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

C. Zoning Ordinance Text Amendment allowing Daycare facilities in C-1, C-2, and Office-Service (O-S) districts

Motion by Board Member Haagsma and seconded by Board Member VanderStel to open the public hearing.

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

No one spoke

Motion by Board Member VanderStel and seconded by Board Member Haagsma to close the public hearing.

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

8. Approval of the Consent Agenda

Motion by Board Member VanderStel and seconded by Board Member Haagsma to approve the Consent Agenda including the March 13, 2023 Township Board Meetings minutes; General Fund expenditures from 03/01/2023 through 03/31/2023 totaling \$110,239.78; Public Safety Special Assessment District expenditures totaling \$127,376.03; Building Inspections totaling \$10,436.14; Water and Sewer Fund expenditures totaling \$351,574.36; March 2023 Building Department Revenue Report; March 2023 Webpage stats; March 2023 Community Policing Report; Dutton Fire March 2023 Report; Cutlerville Fire March 2023 Report; Treasurer Financial reports (subject to audit), Macatawa Bank Statement; 2023 1st Quarter Revenue and Expenditure Reports, General Fund, Public Safety Special Assessment District (SAD), Building Inspections, Water and Sewer.

ROLL CALL VOTE: Board Member VanderStel - yes, Board Member Haagsma - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Lemke - yes, Board Member Terpstra - yes. Motion carried.

9. New Business

A. Adopt Master Plan

Motion by Board Member VanderStel and seconded by Board Member Haagsma to adopt the Master Plan.

ROLL CALL VOTE: Board Member VanderStel - yes, Board Member Haagsma - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Lemke - yes, Board Member Terpstra - yes, Board Member Brew - yes. Motion carried.

B. Rezoning 34 Coleman Street

Motion by Board Member Haagsma and seconded by Board Member Lemke to approve the rezone of 34 Coleman Street from Multi-Family Residential (R-3) to General Commercial (C-2).

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Lemke - yes, Board Member Fryling - yes, Board Member Terpstra - yes, Board Member VanderStel - yes, Board Member Brew - yes, Board Member DeWard - yes. Motion carried.

C. Zoning Ordinance Text Amendment allowing Daycares in General Commercial 1 (C-1), General Commercial 2 (C-2) and Office Service (O-S)

Motion by Board Member VanderStel and seconded by Board Member Haagsma to approve the text amendment to the zoning ordinance to allow daycare facilities in C-1, C-2, and O-S districts.

ROLL CALL VOTE: Board Member VanderStel - yes, Board Member Haagsma - yes, Board Member Lemke - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes. Motion carried.

D. Awarding the Zoning Ordinance Update contract to Horizon Community Planning

Motion by Board Member Haagsma and seconded by Board Member Lemke to adopt the ordinance awarding the zoning ordinance update to Horizons Community Planning.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Lemke - yes, Board Member Terpstra - yes, Board Member VanderStel - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes. Motion carried.

E. Set a public hearing for Thornapple Farms Tentative Preliminary Plat

Motion by Board Member VanderStel and seconded by Board Member Lemke to set a public hearing for May 8, 2023 to review the Thornapple Farms Tentative Preliminary Plat.

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

F. 76th Street Road Waiver Request

Motion by Board Member Fryling and seconded by Board Member Lemke to post-poner this item to later in the meeting as the Community Development Director gathers additional drawings for the Township Board.

VOICE VOTE: 6 Aye. 0 Nay. Board Member VanderStel abstained per earlier declared conflict of interest. Motion carried on voice vote.

G. Road Closure Request Crystal Springs Little Firecracker parade July 1, 2023

Motion by Board Member Lemke and seconded by Board Member Fryling to approve the road closure request.

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

H. Annual Renewal of Health Insurance Policy.

Motion by Board Member Haagsma and seconded by Board Member Terpstra to renew the Township Health Insurance with the increase in cost and deductibles.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Lemke - yes, Board Member VanderStel - yes, Board Member Brew - yes. Motion carried.

I. Housing Next Grant

Motion by Board Member Lemke and seconded by Board Member Haagsma to approve applying for a Housing Next grant.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Haagsma - yes, Board Member Fryling - yes, Board Member Terpstra - yes, Board Member VanderStel - yes, Board Member Brew - yes, Board Member DeWard - yes. Motion carried.

J. 76th Street Road Waiver Request

Motion by Board Member Lemke and seconded by Board Member Haagsma to grant the 76th Street Road waiver.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Haagsma - no, Board Member Terpstra - no, Board Member Brew - no, Board Member DeWard - no, Board Member Fryling - no, Board Member VanderStel – abstained per earlier declared conflict of interest. Motion failed.

Motion by Board Member Haagsma and seconded by Board Member Terpstra to deny the 76th Street Road waiver.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member Lemke - no, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member VanderStel – abstained per earlier declared conflict of interest. Motion carried.

10. Comments & Discussion

Board Member Lemke informed the board of drawings done by Vriesman and Korhorn for the covered picnic shelter. The drawings will be paid from the Planning Department Engineering budget. Board Member Lemke was asking for board opinion on gathering bids for construction of the shelter. Community Development Director Wells suggested waiting for a grant application that will be completed at the beginning of the summer before proceeding with bids.

Board Member Terpstra inquired as to the status of the investment committee. Board Member Lemke informed the board that several meetings had taken place with committee members Laurie Lemke, Jenna Pilkington, Macatawa Bank Representative Cindy Varney, and formerly Jonathan Seyferth, Township Manager now to be replaced by Rod Weersing, Township Manager.

Board Member Terpstra also inquired about the ARPA dollars. Board Member Lemke sent board members an e-mail with a list of \$1.7 million designated ARPA funds.

11. Adjournment

Motion by Board Member VanderStel and seconded by Board Member Haagsma to adjourn the meeting at 09:19 p.m.

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

Michael Brew, Clerk

Robert DeWard, Supervisor

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 5:30 PM MEETING
April 24, 2023**

J. A. i)

Present: Supervisor DeWard, Clerk Brew, Treasurer Lemke, Trustees Fryling, Haagsma, Terpstra, VanderStel

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 5:34 p.m. by Board Member DeWard

2. Question of Conflict of Interest

None

3. Review of the Consent Agenda.

No items were removed.

4. Meeting Agenda

Motion by Board Member Lemke and seconded by Board Member Haagsma to approve the proposed agenda.

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

5. Scheduled Speakers.

No one spoke

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

No one spoke

7. New Business

A. Rescind Public Meeting

Motion by Board Member Brew and seconded by Board Member VanderStel to rescind the Public Hearing Scheduled for May 8, 2023 regarding Thornapple Farms Phases 1 – 6 Tentative Preliminary Plat approval.

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

B. Thornapple Farms Phases 1 – 6 Tentative Preliminary Plat approval

Motion by Board Member Haagsma and seconded by Board Member VanderStel to approve the resolution for Thornapple Farms Phases 1 – 6 Tentative Preliminary Plat approval.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member VanderStel - yes, Board Member Fryling - no, Board Member Lemke - no, Board Member Terpstra - no, Board Member Brew - yes, Board Member DeWard - yes. Motion carried 4 Aye. 3 Nay.

C. Request for Payment In Lieu of Sidewalk

Motion by Board Member Lemke and seconded by Board Member VanderStel to approve the payment in lieu of sidewalk for 7900 Kalamazoo Avenue to be paid before a certificate of occupancy is granted.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member VanderStel - yes, Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member Brew - yes, Board Member DeWard - yes, Board Member Fryling - yes. Motion carried.

8. Comments & Discussion

Supervisor DeWard is looking for a vehicle to address the trash in the park.

9. Adjournment

Motion by Board Member Haagsma and seconded by Board Member VanderStel to adjourn the meeting at 06:12 p.m.

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

Michael Brew, Clerk

Robert DeWard, Supervisor

05/03/2023 CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 04/01/2023 - 04/30/2023

Check Date	Bank	Check #	Payee	Description	Amount
04/10/2023	GEN 2	32270#	AMAZON CAPITAL SERVICES	TWP OFFICE 3 RING BINDERS, SALT, CLEANSOR, DRAIN GEL, DISH SPONGE, COVID TEST	220.75
04/10/2023	GEN 2	32270	AMAZON CAPITAL SERVICES	TWP OFFICE MICROPHONE WINDSCREEN, HANDHELD MICROPHONE, MICROPHONE	82.42
04/10/2023	GEN 2	32270	AMAZON CAPITAL SERVICES	CABLE	33.12
				GRAVE MAKER	336.29
				CHECK GEN 2 32270 TOTAL FOR FUND 101:	
04/10/2023	GEN 2	32271#	ARROWASTE INC	TWP OFFICE	75.27
04/10/2023	GEN 2	32271	ARROWASTE INC	BLAIN REFUSE	59.64
04/10/2023	GEN 2	32271	ARROWASTE INC	LIBRARY REFUSE	76.64
				CHECK GEN 2 32271 TOTAL FOR FUND 101:	211.55
04/10/2023	GEN 2	32274#	BUSINESS SYSTEM SOLUTIONS, INC	MANAGER LAPTOP	1,259.99
04/10/2023	GEN 2	32274	BUSINESS SYSTEM SOLUTIONS, INC	MICROSOFT 365 TWP OFFICE, CFD, DFD	3,996.20
				CHECK GEN 2 32274 TOTAL FOR FUND 101:	5,256.19
04/10/2023	GEN 2	32276	CHARTER COMMUNICATIONS	TWP OFFICE	249.95
04/10/2023	GEN 2	32278#	CONSUMERS ENERGY	TWP OFFICE	3,089.80
04/10/2023	GEN 2	32278	CONSUMERS ENERGY	LED LIGHTS	1,392.51
04/10/2023	GEN 2	32278	CONSUMERS ENERGY	DIVISION STREET LIGHTS	88.25
04/10/2023	GEN 2	32278	CONSUMERS ENERGY	DIVISION STREET LIGHTS	125.23
04/10/2023	GEN 2	32278	CONSUMERS ENERGY	DIVISION STREET LIGHTS	147.49
04/10/2023	GEN 2	32278	CONSUMERS ENERGY	DIVISION STREET LIGHTS	94.80
04/10/2023	GEN 2	32278	CONSUMERS ENERGY	DUTTON CEMETERY	28.81
04/10/2023	GEN 2	32278	CONSUMERS ENERGY	BLAIN	38.70
04/10/2023	GEN 2	32278	CONSUMERS ENERGY	BLAIN	28.81
04/10/2023	GEN 2	32278	CONSUMERS ENERGY	LIBRARY	629.79
				CHECK GEN 2 32278 TOTAL FOR FUND 101:	5,664.19
04/10/2023	GEN 2	32280	GREATAMERICA FINANCIAL SERVICES	TWP OFFICE MACHINES AND LATE CHARGE	1,008.70

04/10/2023	GEN 2	32281#	JACK'S LAWN & SNOWPLOWING, INC	TWP OFFICE	2,062.38
04/10/2023	GEN 2	32281	JACK'S LAWN & SNOWPLOWING, INC	SHERIFF OFFICE	690.04
04/10/2023	GEN 2	32281	JACK'S LAWN & SNOWPLOWING, INC	TWP OFFICE LANDSCAP8NG	1,773.57
04/10/2023	GEN 2	32281	JACK'S LAWN & SNOWPLOWING, INC	DUTTON CEMETERY	285.71
04/10/2023	GEN 2	32281	JACK'S LAWN & SNOWPLOWING, INC	BLAIN	285.71
04/10/2023	GEN 2	32281	JACK'S LAWN & SNOWPLOWING, INC	LIBRARY	1,030.81
04/10/2023	GEN 2	32281	JACK'S LAWN & SNOWPLOWING, INC	LIBRARY LANDSCAPE	420.71
				CHECK GEN 2 32281 TOTAL FOR FUND 101:	6,548.93
04/10/2023	GEN 2	32282	JND SNOWPLOWING INC	PAYMENT 6 OF 7	2,142.86
04/10/2023	GEN 2	32284	KENT COMMUNICATIONS INC	ELECTION CANCELATION NOTICE	306.24
04/10/2023	GEN 2	32285#	KIM TRIPLETT	MARCH APRIL COMMUNITY ROOM ON CALL, CELL PHONE	12.50
04/10/2023	GEN 2	32285	KIM TRIPLETT	MARCH APRIL COMMUNITY ROOM ON CALL, CELL PHONE	12.50
04/10/2023	GEN 2	32285	KIM TRIPLETT	MARCH APRIL COMMUNITY ROOM ON CALL, CELL PHONE	100.00
				CHECK GEN 2 32285 TOTAL FOR FUND 101:	125.00
04/10/2023	GEN 2	32288	MCDONALD PLUMBING INC	TWP OFFICE BACKFLOW TESTS	602.00
04/10/2023	GEN 2	32289	MEDMUTUAL LIFE	LIFE INSURANCE	455.45
04/10/2023	GEN 2	32291#	MEYERS CLEANING SERVICE INC	LIBRARY AND TOWNSHIP CLEANING	1,228.50
04/10/2023	GEN 2	32291	MEYERS CLEANING SERVICE INC	LIBRARY AND TOWNSHIP CLEANING	1,196.00
				CHECK GEN 2 32291 TOTAL FOR FUND 101:	2,424.50
04/10/2023	GEN 2	32292#	MICHAEL BREW	ELECTION FORM PRINTING AND MAIL BALLOTS, DELIVER FLAGS TO CEMETERY	2.69
04/10/2023	GEN 2	32292	MICHAEL BREW	ELECTION FORM PRINTING AND MAIL BALLOTS, DELIVER FLAGS TO CEMETERY	15.00
				CHECK GEN 2 32292 TOTAL FOR FUND 101:	17.69
04/10/2023	GEN 2	32297	ROBERT SHAVER CO	BANNER ARMS DIV AVE	65,052.00
04/10/2023	GEN 2	32298	STARDUST THEATRE RENTALS	MOVIES IN THE PARK 2023 DEPOSIT	407.00

04/10/2023	GEN 2	32299#	T-MOBILE	CELL PHONES	21.65
04/10/2023	GEN 2	32299	T-MOBILE	CELL PHONES	43.30
04/10/2023	GEN 2	32299	T-MOBILE	CELL PHONES	21.65
04/10/2023	GEN 2	32299	T-MOBILE	CELL PHONES	30.00
04/10/2023	GEN 2	32299	T-MOBILE	CELL PHONES	87.04
04/10/2023	GEN 2	32299	T-MOBILE	CELL PHONES	21.65
04/10/2023	GEN 2	32299	T-MOBILE	CELL PHONES	21.65
04/10/2023	GEN 2	32299	T-MOBILE	CELL PHONES	200.00
04/10/2023	GEN 2	32299	T-MOBILE	CELL PHONES	43.30
				CHECK GEN 2 32299 TOTAL FOR FUND 101:	490.24
04/10/2023	GEN 2	32300#	THE SUN AND NEWS	POSTINGS	177.00
04/10/2023	GEN 2	32300	THE SUN AND NEWS	POSTINGS	134.40
04/10/2023	GEN 2	32300	THE SUN AND NEWS	POSTINGS	519.60
				CHECK GEN 2 32300 TOTAL FOR FUND 101:	831.00
04/10/2023	GEN 2	32302	ULINE SHIPPING SUPPLY	ROUND PICNIC TABLE BROWN	3,789.81
04/10/2023	GEN 2	32305	ZEMICK OFFICE PRODUCTS AND FURNITU	PAPER	52.75
04/14/2023	GEN 2	32306	AMAZON CAPITAL SERVICES	SHERIFF SPECIFIC DRAIN HOSE	16.53
04/14/2023	GEN 2	32307#	BLOOM SLUGGETT	LITZ, CALEYDONIA LLC, ORION CONSTRUCTION	1,472.00
04/14/2023	GEN 2	32307	BLOOM SLUGGETT	LITZ, CALEYDONIA LLC, ORION CONSTRUCTION	815.50
				CHECK GEN 2 32307 TOTAL FOR FUND 101:	2,287.50
04/14/2023	GEN 2	32309	CLARK HILL	FC GRAND RAPIDS MI LANDLORD LLC	312.00
04/14/2023	GEN 2	32310#	DELTA DENTAL	MAY 2023 DENTAL	104.66
04/14/2023	GEN 2	32310	DELTA DENTAL	MAY 2023 DENTAL	298.15
04/14/2023	GEN 2	32310	DELTA DENTAL	MAY 2023 DENTAL	278.25
04/14/2023	GEN 2	32310	DELTA DENTAL	MAY 2023 DENTAL	89.55
04/14/2023	GEN 2	32310	DELTA DENTAL	MAY 2023 DENTAL	268.30
04/14/2023	GEN 2	32310	DELTA DENTAL	MAY 2023 DENTAL	39.80
04/14/2023	GEN 2	32310	DELTA DENTAL	MAY 2023 DENTAL	173.95
				CHECK GEN 2 32310 TOTAL FOR FUND 101:	1,252.66

04/14/2023	GEN 2	32311	HORIZON COMMUNITY PLANNING LLC	GENERAL ZONING, MASTER PLAN	500.00
04/14/2023	GEN 2	32312	INTERURBAN TRANSIT PARTNERSHIP	RUAL LINEHAUL SERVICE	2,869.89
04/14/2023	GEN 2	32312	INTERURBAN TRANSIT PARTNERSHIP	RUAL GO BUS SERVICE	583.31
				CHECK GEN 2 32312 TOTAL FOR FUND 101:	3,453.20
04/14/2023	GEN 2	32316	MINER SUPPLY COMPANY	LIBRARY CLEANING SUPPLIES	203.31
04/14/2023	GEN 2	32317	PITNEY BOWES INC	POSTAGE INK	132.79
04/14/2023	GEN 2	32319	ROD WEERSING	MILEAGE AND CELL	49.78
04/14/2023	GEN 2	32319	ROD WEERSING	MILEAGE AND CELL	25.00
				CHECK GEN 2 32319 TOTAL FOR FUND 101:	74.78
04/14/2023	GEN 2	32321	SIEGFRIED CRANDALL VOS & LEWIS	YEARLY AUDIT	14,000.00
04/21/2023	GEN 2	32324	ACCIDENT FUND	WORKERS COMP	1,343.10
04/21/2023	GEN 2	32325	ADOBE INC	TOWNSHIP ACROBAT SUBSCRIPTIONS	3,873.72
04/21/2023	GEN 2	32329#	BLUE CROSS HSA	TWP HEALTH	95.26
04/21/2023	GEN 2	32329	BLUE CROSS HSA	TWP HEALTH	95.26
04/21/2023	GEN 2	32329	BLUE CROSS HSA	TWP HEALTH	1,848.64
04/21/2023	GEN 2	32329	BLUE CROSS HSA	TWP HEALTH	1,440.63
04/21/2023	GEN 2	32329	BLUE CROSS HSA	TWP HEALTH	3,463.47
04/21/2023	GEN 2	32329	BLUE CROSS HSA	TWP HEALTH	921.40
04/21/2023	GEN 2	32329	BLUE CROSS HSA	TWP HEALTH	1,950.66
				CHECK GEN 2 32329 TOTAL FOR FUND 101:	9,815.32
04/21/2023	GEN 2	32330#	BS&A SOFTWARE	PERMIT APPLICATION, PAYROLL, ASSESSING, TAX, ONLINE SERVICES	1,102.00
04/21/2023	GEN 2	32330	BS&A SOFTWARE	PERMIT APPLICATION, PAYROLL, ASSESSING, TAX, ONLINE SERVICES	1,811.00
04/21/2023	GEN 2	32330	BS&A SOFTWARE	PERMIT APPLICATION, PAYROLL, ASSESSING, TAX, ONLINE SERVICES	2,087.00
04/21/2023	GEN 2	32330	BS&A SOFTWARE	PERMIT APPLICATION, PAYROLL, ASSESSING, TAX, ONLINE SERVICES	1,392.00
				CHECK GEN 2 32330 TOTAL FOR FUND 101:	6,392.00

04/21/2023	GEN 2	32331	CINTAS CORPORATION #301	TWP OFFICE BLACK MATS	81.10
04/21/2023	GEN 2	32332#	DJ'S LANDSCAPE MANAGEMENT	TWP OFFICE LANDSCAPING	2,163.88
04/21/2023	GEN 2	32332	DJ'S LANDSCAPE MANAGEMENT	LIBRARY LANDSCAPING	181.50
				CHECK GEN 2 32332 TOTAL FOR FUND 101:	2,345.38
04/21/2023	GEN 2	32333	FIRST UNUM LIFE INSURANCE COMPANY	SHORT AND LONG TERM DISABILITY	1,305.36
04/21/2023	GEN 2	32334	GORDON WATER	TWP OFFICE COOLER RENTAL	12.79
04/21/2023	GEN 2	32336#	KIM TRIPLETT	MILEAGE TO MEET LIBRARY CONTRACTORS, COMMUNITY ROOM DUTY	2.24
04/21/2023	GEN 2	32336	KIM TRIPLETT	MILEAGE TO MEET LIBRARY CONTRACTORS, COMMUNITY ROOM DUTY	2.24
04/21/2023	GEN 2	32336	KIM TRIPLETT	MILEAGE TO MEET LIBRARY CONTRACTORS, COMMUNITY ROOM DUTY	50.00
				CHECK GEN 2 32336 TOTAL FOR FUND 101:	54.48
04/21/2023	GEN 2	32339	MICHAEL BREW	BLAIN EXPANSION MEETING, KCCA MEETING	28.82
04/21/2023	GEN 2	32340	MINER SUPPLY COMPANY	LIBRARY RESTROOM SUPPLIES	214.20
04/21/2023	GEN 2	32341	PLUMMERS DISPOSAL SERVICE	WHEELCHAIR PT AND TRASH CAN	299.00
04/21/2023	GEN 2	32342	STAR 2 STAR COMMUNICATIONS	TWP OFFICE PHONES	827.67
04/21/2023	GEN 2	32344	ZEMBLICK OFFICE PRODUCTS AND FURNITU	TWP OFFICE COPY PAPER	211.00
04/28/2023	GEN 2	32345#	AMAZON CAPITAL SERVICES	HEADSET FOR RECEPTIONIST	104.14
04/28/2023	GEN 2	32345	AMAZON CAPITAL SERVICES	HEADSET FOR RECEPTIONIST	104.14
04/28/2023	GEN 2	32345	AMAZON CAPITAL SERVICES	POSTAGE INK DOUBLE TAPE, ADDRESS LABELS, CLERK BINDERS	144.50
04/28/2023	GEN 2	32345	AMAZON CAPITAL SERVICES	POSTAGE INK DOUBLE TAPE, ADDRESS LABELS, CLERK BINDERS	6.89
04/28/2023	GEN 2	32345	AMAZON CAPITAL SERVICES	BATTERIES, ERASERS, PENCILS, STAPLES	121.84
04/28/2023	GEN 2	32345	AMAZON CAPITAL SERVICES	PICTURE FRAME	17.98
04/28/2023	GEN 2	32345	AMAZON CAPITAL SERVICES	POSTAGE INK DOUBLE TAPE, ADDRESS LABELS, CLERK BINDERS	28.95
04/28/2023	GEN 2	32345	AMAZON CAPITAL SERVICES	UMBRELLA BASE STAND	108.20
				CHECK GEN 2 32345 TOTAL FOR FUND 101:	636.64

04/28/2023	GEN 2	32347#	CONSUMERS ENERGY	DIVISION STREET LIGHTS	90.88
04/28/2023	GEN 2	32347	CONSUMERS ENERGY	LIBRARY	698.80
				CHECK GEN 2 32347 TOTAL FOR FUND 101:	789.68
04/28/2023	GEN 2	32348#	DTE ENERGY	TWP HALL NATURAL GAS	1,158.56
04/28/2023	GEN 2	32348	DTE ENERGY	LIBRARY NATURAL GAS	339.62
				CHECK GEN 2 32348 TOTAL FOR FUND 101:	1,498.18
04/28/2023	GEN 2	32350	HEYBOER & BOLT INC	LIBRARY RENOVATION FLOORING	10,121.00
04/28/2023	GEN 2	32351#	HUIZINGA LAWN SPRINKLING INC	TWP HALL	787.75
04/28/2023	GEN 2	32351	HUIZINGA LAWN SPRINKLING INC	LIBRARY	328.60
				CHECK GEN 2 32351 TOTAL FOR FUND 101:	1,116.35
04/28/2023	GEN 2	32352#	IPM SERVICES	PEST CONTROL	42.00
04/28/2023	GEN 2	32352	IPM SERVICES	PEST CONTROL	25.00
				CHECK GEN 2 32352 TOTAL FOR FUND 101:	67.00
04/28/2023	GEN 2	32353	JAMES ZENAS	PULLOVERS AND EMBROIDERY	202.07
04/28/2023	GEN 2	32354	KAREN GEHRLS	KCAA MEETING	32.75
04/28/2023	GEN 2	32355	KC ASSOC OF ASSESSING OFFICERS	DUES	100.00
04/28/2023	GEN 2	32355	KC ASSOC OF ASSESSING OFFICERS	2023 DUES	100.00
04/28/2023	GEN 2	32355	KC ASSOC OF ASSESSING OFFICERS	2023 DUES	100.00
				CHECK GEN 2 32355 TOTAL FOR FUND 101:	300.00
04/28/2023	GEN 2	32359	MAYNARDS WATER CONDITIONING LLC	TWP HALL BRINE TEST AND SANITIZE SYSTEM	298.10
04/28/2023	GEN 2	32360	MCDONALD PLUMBING INC	LIBRARY RENOVATION PLUMB8ING	589.00
04/28/2023	GEN 2	32361	MEGAN VANHOOSE	CLASS THROUGH MCKIISSOCK LEARNING	315.00

04/28/2023	GEN 2	32363	NATALIE DAVENPORT	PLANNING MILEAGE	108.47
04/28/2023	GEN 2	32366	STERICYCLE INC.	SHREDDING REGULAR SERVICE	125.52
04/28/2023	GEN 2	32367	VRIESMAN & KORHORN LLC	MISCELLANEOUS ENGINEERING	1,182.00
04/28/2023	GEN 2	32367	VRIESMAN & KORHORN LLC	STONECO PUD	234.00
04/28/2023	GEN 2	32367	VRIESMAN & KORHORN LLC	EVERETT'S LANDSCAPING IMPR	234.00
04/28/2023	GEN 2	32367	VRIESMAN & KORHORN LLC	HANNA LAKE SIDEWALK	471.28
04/28/2023	GEN 2	32367	VRIESMAN & KORHORN LLC	KALAMAZOO AND 84TH ST SIDEWALK	393.93
04/28/2023	GEN 2	32367	VRIESMAN & KORHORN LLC	MICRO MANUFACTURING ACCESS	468.00
				CHECK GEN 2 32367 TOTAL FOR FUND 101:	2,983.21
				Total for fund 101 GENERAL FUND	164,192.02

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

05/03/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 04/01/2023 - 04/30/2023

Check Date	Bank	Check#	Payee	Description	Amount
04/10/2023	GEN 2	32270#	AMAZON CAPITAL SERVICES	CFD FLATWARE, SHOWER CADDY, TOILET SUPPLIES	32.99
04/10/2023	GEN 2	32270	AMAZON CAPITAL SERVICES	CFD HAND TOWELS, TOILET CLEANER, MOP HEAD	141.73
04/10/2023	GEN 2	32270	AMAZON CAPITAL SERVICES	CFD FLATWARE, SHOWER CADDY, TOILET SUPPLIES	50.97
04/10/2023	GEN 2	32270	AMAZON CAPITAL SERVICES	CFD THERMOMETER,	77.96
04/10/2023	GEN 2	32270	AMAZON CAPITAL SERVICES	DFD CAR WINDOW TINTING, OIL, DRIVE BELT, OIL FILTER, GLASS STICKERS	29.08
04/10/2023	GEN 2	32270	AMAZON CAPITAL SERVICES	DFD CAR WINDOW TINTING, OIL, DRIVE BELT, OIL FILTER, GLASS STICKERS	74.54
				CHECK GEN 2 32270 TOTAL FOR FUND 205:	407.27
04/10/2023	GEN 2	32271#	ARROWASTE INC	CFD REFUSE	120.47
04/10/2023	GEN 2	32271	ARROWASTE INC	DFD REFUSE	50.40
				CHECK GEN 2 32271 TOTAL FOR FUND 205:	170.87
04/10/2023	GEN 2	32272	BOUND TREE MEDICAL LLC	OXIMETER PULSE, SHARPS CONTAINER	156.89
04/10/2023	GEN 2	32273	BRETT HOLMES	DFD DRAWING SOFTWARE	105.99
04/10/2023	GEN 2	32273	BRETT HOLMES	JAN 2023 DFD MILEAGE	50.70
04/10/2023	GEN 2	32273	BRETT HOLMES	FEB MAR DFD MILEAGE	49.26
04/10/2023	GEN 2	32273	BRETT HOLMES	FEB DFD MILEAGE	86.85
				CHECK GEN 2 32273 TOTAL FOR FUND 205:	292.80

04/10/2023	GEN 2	32274#	BUSINESS SYSTEM SOLUTIONS, INC	MICROSOFT 365 TWP OFFICE, CFD, DFD	1,414.40
04/10/2023	GEN 2	32274	BUSINESS SYSTEM SOLUTIONS, INC	MICROSOFT 365 TWP OFFICE, CFD, DFD	804.40
				CHECK GEN 2 32274 TOTAL FOR FUND 205:	2,218.80
04/10/2023	GEN 2	32275	BYRON TOWNSHIP TREASURER	CFD WATER AND SEWER	376.17
04/10/2023	GEN 2	32277	COMCAST	CFD	294.03
04/10/2023	GEN 2	32278#	CONSUMERS ENERGY	CFD	972.19
04/10/2023	GEN 2	32278	CONSUMERS ENERGY	DFD	884.24
				CHECK GEN 2 32278 TOTAL FOR FUND 205:	1,856.43
04/10/2023	GEN 2	32279	FIRST BANKCARD CENTER	CFD FOOD STAPLES, TACTICAL GEAR	119.70
04/10/2023	GEN 2	32279	FIRST BANKCARD CENTER	CFD FOOD STAPLES, TACTICAL GEAR	247.76
				CHECK GEN 2 32279 TOTAL FOR FUND 205:	367.46
04/10/2023	GEN 2	32281#	JACK'S LAWN & SNOWPLOWING, INC	CFD	981.72
04/10/2023	GEN 2	32281	JACK'S LAWN & SNOWPLOWING, INC	•DFD	981.72
				CHECK GEN 2 32281 TOTAL FOR FUND 205:	1,963.44
04/10/2023	GEN 2	32283#	K.C. EMERGENCY MEDICAL SERVICE	CFD QUARTERLY ASSESSMENT	254.86
04/10/2023	GEN 2	32283	K.C. EMERGENCY MEDICAL SERVICE	DFD QUARTERLY ASSESSMENT	240.43
				CHECK GEN 2 32283 TOTAL FOR FUND 205:	495.29
04/10/2023	GEN 2	32286	KLEYN MOBILE REPAIR LLC	CFD ENGINE 35 SIREN SWITCHS	255.96
04/10/2023	GEN 2	32287	MACQUEEN EMERGENCY	DFD CHROME HANDLE, WEAR STRAP	165.06

04/10/2023	GEN 2	32290	MENARDS- WYOMING	DFD SOAP, 1/4 SOCKET, AXE HANDLE	8.94
04/10/2023	GEN 2	32290	MENARDS- WYOMING	DFD SOAP, 1/4 SOCKET, AXE HANDLE	17.56
				CHECK GEN 2 32290 TOTAL FOR FUND 205:	26.50
04/10/2023	GEN 2	32293	MICHAEL VOS	EMT RENEWAL	25.00
04/10/2023	GEN 2	32294	PHOENIX SAFETY OUTFITTERS	DFD UNIFORMS	505.12
04/10/2023	GEN 2	32294	PHOENIX SAFETY OUTFITTERS	DFD TURN OUT GEAR	3,287.47
				CHECK GEN 2 32294 TOTAL FOR FUND 205:	3,792.59
04/10/2023	GEN 2	32295	PLUMMERS DISPOSAL SERVICE	CFO FACUUM PUMPED AND CLEANED TRENCHES AND OIL WATER SEPARATOR	472.55
04/10/2023	GEN 2	32299#	T-MOBILE	CELL PHONES	43.30
04/10/2023	GEN 2	32299	T-MOBILE	CELL PHONES	72.65
				CHECK GEN 2 32299 TOTAL FOR FUND 205:	115.95
04/10/2023	GEN 2	32301#	TOTAL FIRE PROTECTION	FIRE INSPECTIONS	850.00
04/10/2023	GEN 2	32301	TOTAL FIRE PROTECTION	DFD ALARM MONITORING	540.00
				CHECK GEN 2 32301 TOTAL FOR FUND 205:	1,390.00
04/10/2023	GEN 2	32303	VECTORSOLUTIONS LEARNING	ENTERPRISE SUBSCRIPTION	1,100.00
04/10/2023	GEN 2	32304#	WEXBANK	CFO DFD FUEL	947.77
04/10/2023	GEN 2	32304	WEXBANK	CFO DFD FUEL	57.28
				CHECK GEN 2 32304 TOTAL FOR FUND 205:	1,005.05

04/14/2023	GEN 2	32306#	AMAZON CAPITAL SERVICES	CFD FORMULA 409,	73.00
04/14/2023	GEN 2	32306	AMAZON CAPITAL SERVICES	CFD COFFEE, FRAGRANCE DISPENSER	174.78
04/14/2023	GEN,2	32306	AMAZON CAPITAL SERVICES	DFD PAPER TOWELS	45.98
				CHECK GEN 2 32306 TOTAL FOR FUND 205:	293.76
04/14/2023	GEN 2	32308	BYRON TOWNSHIP TREASURER	CFD BYRON EXPENSES	423.54
04/14/2023	GEN 2	32310#	DELTA DENTAL	MAY 2023 DENTAL	678.48
04/14/2023	GEN 2	32310	DELTA DENTAL	MAY 2023 DENTAL	524.80
				CHECK GEN 2 32310 TOTAL FOR FUND 205:	1,203.28
04/14/2023	GEN 2	32314	LAMPHEAR SERVICE COMPANY INC	DFD ANNUAL MAINTENANCE, INSPECTIONS, FILTER CHANGE	467.00
04/14/2023	GEN 2	32314	LAMPHEAR SERVICE COMPANY INC	-DFD ELBOW IN ATTIC SYSTEM	'118.00
				CHECK GEN 2 32314 TOTAL FOR FUND 205:	585.00
04/14/2023	GEN 2	32315	MENARDS- WYOMING	DFD PAIL, PAINT, SEALS, COVERS	78.41
04/14/2023	GEN 2	32318	RICHFIELD TRAILER SUPPLY	DFD LP GAS	24.57
04/21/2023	GEN 2	32324#	ACCIDENT FUND	"-WORKERS COMP	2,406.39
04/21/2023	GEN 2	32324	ACCIDENT FUND	WORKERS COMP	1,846.76
				CHECK GEN 2 32324 TOTAL FOR FUND 205:	4,253.15
04/21/2023	GEN 2	32326	ADVANCE AUTO PARTS PROFESSIONAL	CFD CLAY OIL ABSORBANT	197.85
04/21/2023	GEN 2	32327	AMAZON CAPITAL SERVICES	CFD COFFEE, FRAGRANCE DISPENSOR	174.78

04/21/2023	GEN 2	32328	AUTOZONE	CFD BATTERY AND BATTERY TENDER	120.28
04/21/2023	GEN 2	32329#	BLUE CROSS HSA	TWP HEALTH	5,455.42
04/21/2023	GEN 2	32329	BLUE CROSS HSA	TWP HEALTH	6,901.46
				CHECK GEN 2 32329 TOTAL FOR FUND 205:	12,356.88
04/21/2023	GEN 2	32335	K & S PLUMBING CO. INC.	DFD HOT WATER HEATER REPAIR	1,003.54
04/21/2023	GEN 2	32337	KLEYN MOBILE REPAIR LLC	CFD TRUCK DOES NOT REpond TO THROTTLE INPUT	299.05
04/21/2023-	GEN 2	32338	MACQUEEN EMERGENCY	CFD FOUR GAS FLAMMABILITY TOXICITY METER CALIBRATION STATION	390.70
04/21/2023	GEN 2	32342	STAR 2 STAR COMMUNICATIONS	DFD PHONES	436.19
04/21/2023	GEN 2	32343	STRYKER	CFD LUCAS CONTRACT	1,426.90
04/28/2023	GEN 2	32345#	AMAZON CAPITAL SERVICES	CFD HDMI SPLITTER,	35.98
04/28/2023	GEN 2	32345	AMAZON CAPITAL SERVICES	DFD FOAM CUSHION, BUG SPONGE, SPOONS, CARPENTER SQUARE, WHISK BROOM, LEATHER FOR SEATS, BRUSH, COVER	35.09
04/28/2023	GEN 2	32345	AMAZON CAPITAL SERVICES	DFD FOAM CUSHION, BUG SPONGE, SPOONS, CARPENTER SQUARE, WHISK BROOM, LEATHER FOR SEATS, BRUSH, COVER	36.44
04/28/2023	GEN 2	32345	AMAZON CAPITAL SERVICES	DFD FOAM CUSHION, BUG SPONGE, SPOONS, CARPENTER SQUARE, WHISK BROOM, LEATHER FOR SEATS, BRUSH, COVER	50.97

CHECK GEN 2 32345 TOTAL FOR FUND 205: 158.48

04/28/2023 GEN 2 32346 COMCAST INTERNET SERVICES 222.14

04/28/2023 GEN 2 32348# DTE ENERGY CFD NATURAL GAS 424.46

04/28/2023 GEN 2 32348 DTE ENERGY DFD NAURAL GAS 686.83

CHECK GEN 2 32348 TOTAL FOR FUND 205: 1,111.29

04/28/2023 GEN 2 32349 GORDON WATER COOLER RENTAL 10.79

04/28/2023 GEN 2 32352# 1PM SERVICES PEST CONTROL 25.00

04/28/2023 GEN 2 32352 1PM SERVICES PEST CONTROL 25.00

CHECK GEN 2 32352 TOTAL FOR FUND 205: 50.00

04/28/2023 GEN 2 32356 KENT COUNTY TREASURER TOWNSHIP LAW AND CP OFFICER 75,882.22

04/28/2023 GEN 2 32357 KLEYN MOBILE REPAIR LLC DFD BRAKES, OIL CHANGE, INSPECTIONS 2,223.06

04/28/2023 GEN 2 32358 LAMPHEAR SERVICE COMPANY INC CFD ANNUAL MAINTENANCE AND INSPECTIONS 520.00

04/28/2023 GEN 2 32362 MENARDS- WYOMING CFD WEED AND FEED, BLEACH SPRAYER, POOL SHOCK, BLEACH, 12.17

04/28/2023 GEN 2 32362 MENARDS- WYOMING CFD WEED AND FEED, BLEACH SPRAYER, POOL SHOCK, BLEACH, 15.98

04/28/2023 GEN 2 32362 MENARDS- WYOMING CFD WEED AND FEED, BLEACH SPRAYER, POOL SHOCK, BLEACH, 74.14

CHECK GEN 2 32362 TOTAL FOR FUND 205: 102.29

04/28/2023	GEN 2	32364	PLUMMERS DISPOSAL SERVICE	CFD CLOGGED DRAIN LINE	553.80
04/28/2023	GEN 2	32365	PRO-MOW LAWN CARE LLC	MULCH LAWN	415.00
04/28/2023	GEN 2	32368	WEST SHORE FIRE INC	DFD RESPIRATOR FIT TESTING	120.00
04/28/2023	GEN 2	32369#	WEXBANK	CFD AND DFD FUEL	80.84
04/28/2023	GEN 2	32369	WEXBANK	CFD AND DFD FUEL	800.45
				CHECK GEN 2 32369 TOTAL FOR FUND 205:	881.29
				Total for fund 205 PUBLIC SAFETY SAD	122,466.35

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

05/03/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 04/01/2023 - 04/30/2023

J. A. ii) c)

Check Date	Bank	Check #	Payee	Description	Amount
04/10/2023	GEN 2	32296	PROFESSIONAL CODE INSPECTIONS INC	MECHANICAL, PLUMBING INSPECTIONS	5,960.00
04/10/2023	GEN 2	32299	T-MOBILE	CELL PHONES	43.30
04/14/2023	GEN 2	32310	DELTA DENTAL	MAY 2023 DENTAL	79.60
04/14/2023	GEN 2	32313	JOHN STUYFZAND	INSPECTION MILEAGE	262.66
04/14/2023	GEN 2	32313	JOHN STUYFZAND	FEDBRUARY 2023 MILEAGE	258.73
04/14/2023	GEN 2	32313	JOHN STUYFZAND	MARCH 2023 INSPECTION MILEAGE	305.23
				CHECK GEN 2 32313 TOTAL FOR FUND 549:	826.62
04/14/2023	GEN 2	32320	ROGER STERK	MARCH 2023 MILEAGE	126.41
04/14/2023	GEN 2	32320	ROGER STERK	JANUARY 2023 MILEAGE	52.40
				CHECK GEN 2 32320 TOTAL FOR FUND 549:	178.81
04/21/2023	GEN 2	32329	BLUE CROSS HSA	TWP HEALTH	2,733.81
04/21/2023	GEN 2	32330	BS&A SOFTWARE	PERMIT APPLICATION, PAYROLL, ASSESSING, TAX, ONLINE SERVICES	282.00
				Total for fund 549 BUILDING INSPECTIONS DEPT	10,104.14

05/03/2023 10:34 AM
User: TRACY
DB: Gaines Township

CHECK REGISTER FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 04/01/2023 - 04/30/2023

Page: 1/1

Check Date	Check	Vendor Name	Description	Amount
Bank WSCK2 WATER/SEWER CHECKING				
04/20/2023	5684	ALL STAR PRINTING	ENVELOPES FOR BILLING	1,550.00
04/20/2023	5685	BYRON GAINES UTILITY AUTHORITY	MARCH OP EXP PAYROLL, INSP	36,134.71
			MARCH 23 WYOMING W&S	175,782.23
			GR SEWER MAR 23	12,570.51
				<u>224,487.45</u>
04/20/2023	5686	DAVID MAIER	7677 SKYLARK REFUND, PAYMENT WAS NOT INT	184.44
04/20/2023	5687	EXTEND YOUR REACH	APRIL UTILITY BILLS	356.67
04/20/2023	5688	SCHUMACHER, ALFRED	UB refund for account: 60TH-002750-0000-	31.54
WSCK2 TOTALS:				
Total of 5 Checks:				226,610.10
Less 0 Void Checks:				0.00
Total of 5 Disbursements:				<u>226,610.10</u>



Revenue Breakdown Report

Page: 1 of 23

05/01/2023

Filter: All Records, Transaction.DateToPostOn Between 4/1/2023 12:00:00 AM AND 4/30/2023 11:59:59 PM

Unit Totals		
Unit Name	Records	Revenue
	131	59,554.75
TOTAL	131	59,554.75

Record Type Totals		
Unit:	Records	Revenue
Name	1	15.00
Permit	130	59,539.75
UNIT TOTAL:	131	59,554.75

Record Type Breakdowns		
Unit:	Records	Revenue
Record Type: Name	1	15.00
TOTAL:	1	15.00

Record Type: Permit	Records	Revenue
Building	17	22,334.00
Commercial Sign	1	90.00
Deck	3	430.00
Demolition	1	92.00
Electrical	33	12,940.00
Furnace Replacement	2	220.00
Mechanical	51	16,765.75
Mobile Home Building	1	130.00
Mobile Home Plumbing	1	85.00
Plumbing	13	5,743.00
Residential Roofing	5	450.00
Swimming Pool	2	260.00
TOTAL:	130	59,539.75

Pages

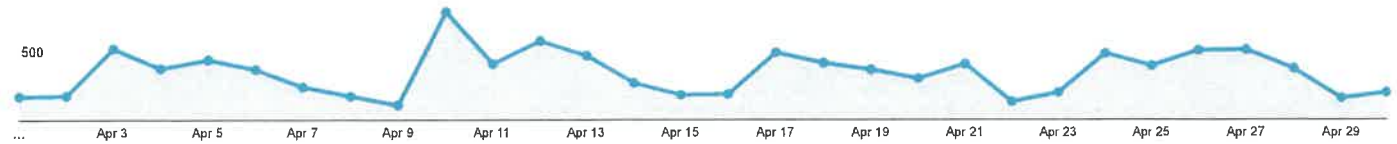
Apr 1, 2023 - Apr 30, 2023

 All Users
100.00% Pageviews

Explorer

● Pageviews

1,000

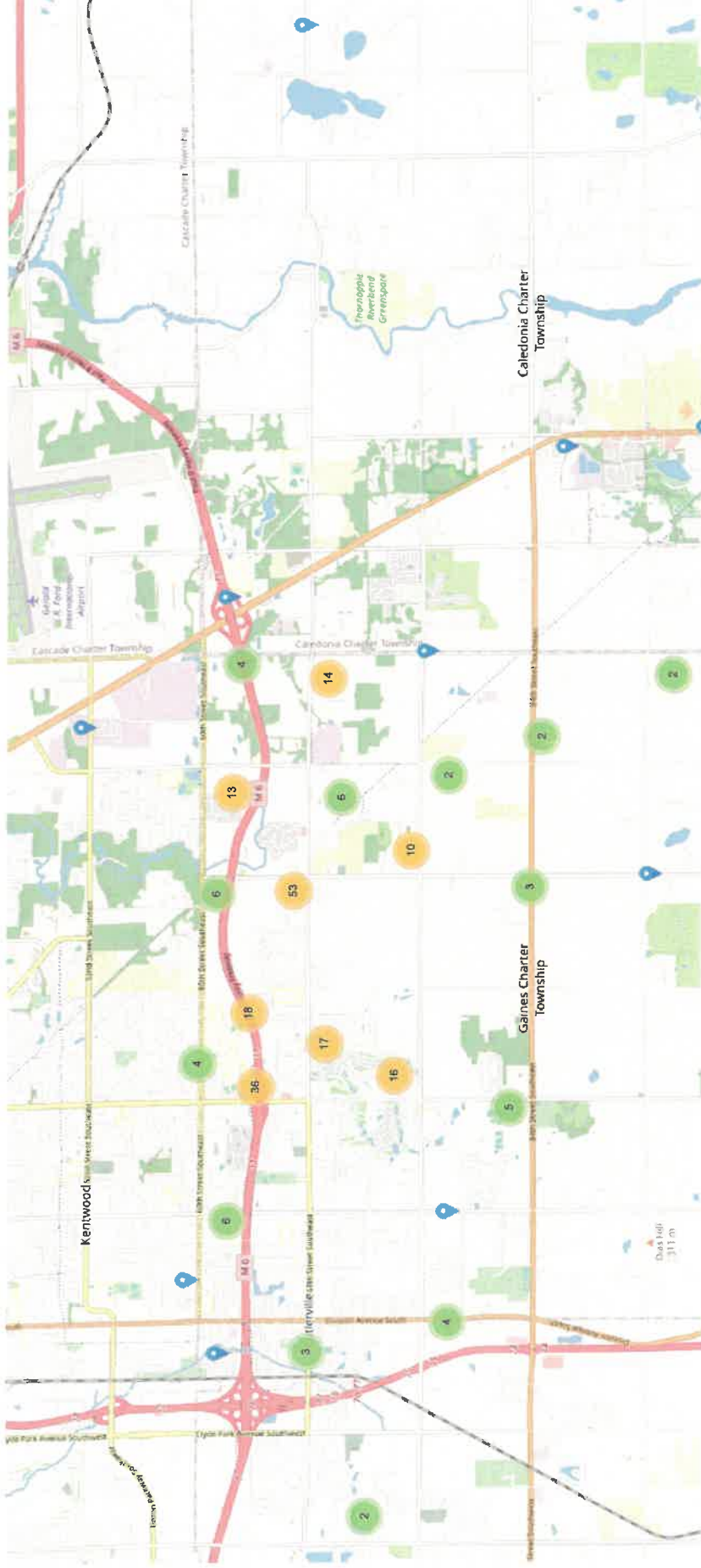


Page	Pageviews	Unique Pageviews	Avg. Time on Page	Entrances	Bounce Rate	% Exit	Page Value
	9,063 (Total) (100%)	7,341 (Total) (100%)	00:01:42 (Avg. Time on Page) (20.33%)	4,084 (Total) (100%)	53.13% (Avg. Bounce Rate) (59.52%)	45.06% (Avg. % Exit) (50.40%)	\$0.00 (Total) (100%)
1. /	2,196 (24.23%)	1,731 (23.59%)	00:01:20 (19.25%)	1,533 (37.54%)	39.20% (73.21%)	42.12% (93.48%)	\$0.00 (0.00%)
2. /document_center/index.php	684 (7.55%)	589 (8.02%)	00:06:06 (35.4%)	223 (5.45%)	89.24% (167.54%)	74.12% (164.84%)	\$0.00 (0.00%)
3. /how_do_(faq)/contact/office.php	382 (4.21%)	324 (4.41%)	00:01:00 (16.2%)	92 (2.25%)	61.96% (117.4%)	45.29% (100.0%)	\$0.00 (0.00%)
4. /revize/gaines/	327 (3.61%)	226 (3.08%)	00:01:24 (21.9%)	197 (4.82%)	38.07% (71.5%)	33.94% (75.7%)	\$0.00 (0.00%)
5. /residents/index.php	293 (3.23%)	223 (3.04%)	00:01:26 (22.5%)	40 (0.98%)	87.50% (165.62%)	44.71% (100.0%)	\$0.00 (0.00%)
6. /departments/water_sewer.php	287 (3.17%)	222 (3.02%)	00:02:39 (45.24%)	183 (4.48%)	50.27% (95.24%)	45.64% (100.0%)	\$0.00 (0.00%)
7. /online_services/index.php	277 (3.05%)	251 (3.42%)	00:03:19 (52.6%)	145 (3.55%)	61.38% (116.5%)	56.68% (125.0%)	\$0.00 (0.00%)
8. /parks_and_recreation/prairie_wolf_park.php	274 (3.02%)	197 (2.69%)	00:02:16 (40.5%)	186 (4.55%)	60.75% (114.5%)	57.30% (125.0%)	\$0.00 (0.00%)
9. /departments/planning_zoning.php	210 (2.31%)	164 (2.23%)	00:01:07 (18.1%)	101 (2.47%)	29.70% (56.2%)	24.76% (54.5%)	\$0.00 (0.00%)
10. /departments/treasurer.php	128 (1.41%)	106 (1.44%)	00:01:21 (21.9%)	81 (1.98%)	61.73% (116.5%)	53.12% (116.5%)	\$0.00 (0.00%)

Rows 1 - 10 of 491

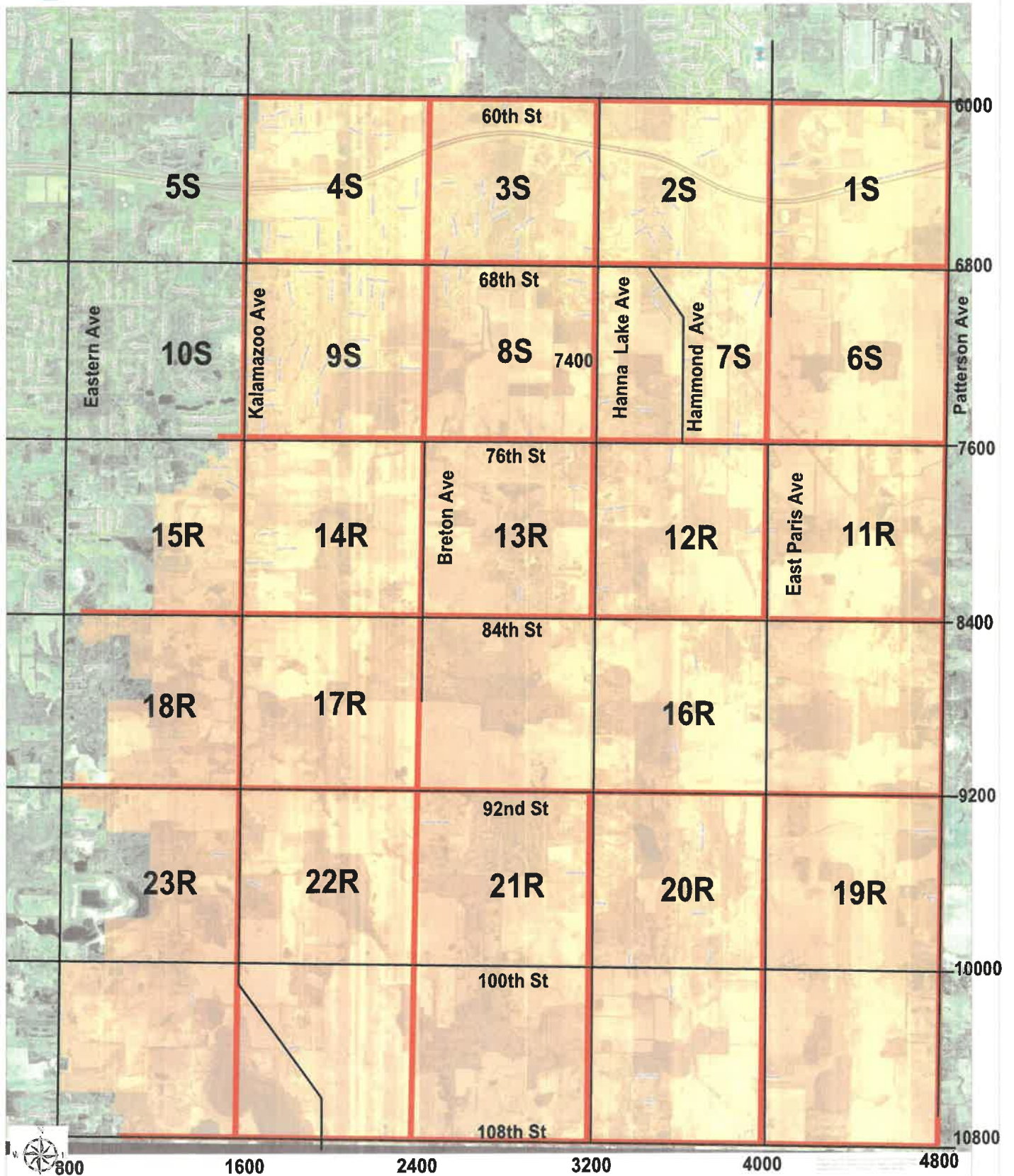
Scene Locations of Fire Incidents

N = 253 Jan 01, 2023 to Apr 30, 2023





Dutton Fire Department



Incidents by District/Zone

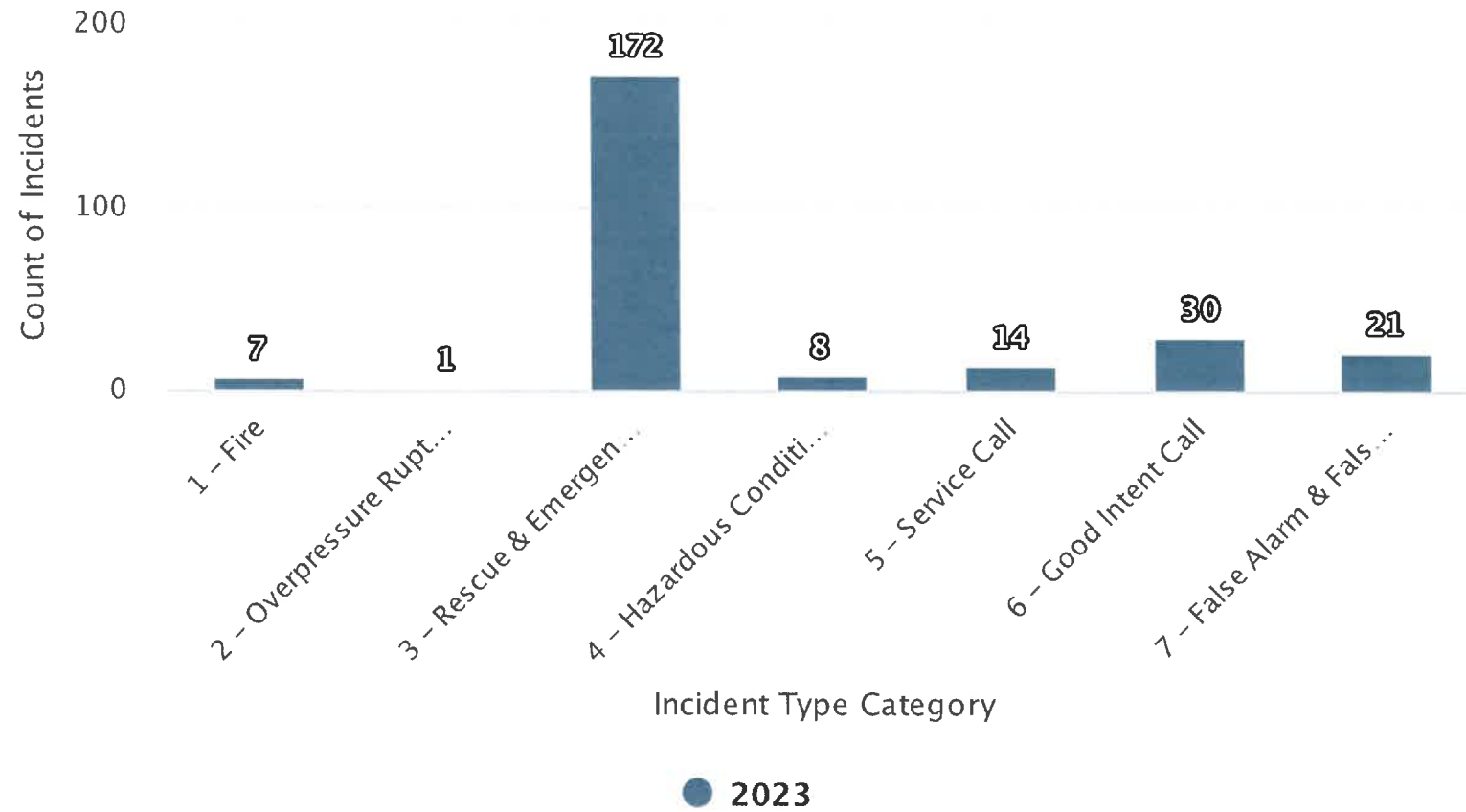
Jan 01, 2022 12:00 AM to May 03, 2023 12:17 PM



District/Zone	2023					2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	May	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
Byron Twp Fire - Byron Twp	0	2	1	0	0	3	1%	0	N/A	N/A
Caledonia Township	2	3	0	2	0	7	3%	0	N/A	N/A
Cascade Township	0	0	0	1	0	1	0%	0	N/A	N/A
Cutlerville - Byron Township	2	3	0	1	0	6	2%	0	N/A	N/A
Cutlerville - Gaines Township	6	6	8	5	0	25	10%	0	N/A	N/A
Kentwood	3	1	1	0	0	5	2%	0	N/A	N/A
Leighton Township	1	0	0	0	0	1	0%	0	N/A	N/A
Zone 01S - Dutton	3	1	1	1	0	6	2%	0	N/A	N/A
Zone 02S - Dutton	8	9	9	5	0	31	12%	0	N/A	N/A
Zone 03S - Dutton	6	4	10	5	1	26	10%	0	N/A	N/A
Zone 04S - Dutton	13	12	7	9	1	42	16%	0	N/A	N/A
Zone 06S - Dutton	2	7	4	2	0	15	6%	0	N/A	N/A
Zone 07S - Dutton	5	4	5	4	0	18	7%	0	N/A	N/A
Zone 08S - Dutton	3	1	4	3	0	11	4%	0	N/A	N/A
Zone 09S - Dutton	7	7	8	3	1	26	10%	0	N/A	N/A
Zone 11R - Dutton	0	0	1	0	0	1	0%	0	N/A	N/A
Zone 12R - Dutton	0	1	2	0	0	3	1%	0	N/A	N/A
Zone 13R - Dutton	1	1	1	0	0	3	1%	0	N/A	N/A
Zone 14R - Dutton	0	1	1	0	1	3	1%	0	N/A	N/A
Zone 15R - Dutton	0	1	0	2	0	3	1%	0	N/A	N/A
Zone 16R - Dutton	0	0	2	0	0	2	1%	0	N/A	N/A
Zone 17R - Dutton	0	1	1	0	0	2	1%	0	N/A	N/A
Zone 18R - Dutton	0	0	0	1	0	1	0%	0	N/A	N/A
Zone 19R - Dutton	3	1	1	0	0	5	2%	0	N/A	N/A
Zone 20R - Dutton	1	0	1	3	0	5	2%	0	N/A	N/A
Zone 21R - Dutton	0	1	1	1	0	3	1%	0	N/A	N/A
Zone 22R - Dutton	0	1	1	0	0	2	1%	0	N/A	N/A
Grand Total	66	68	71	48	5	258	100%	0	100%	N/A

Incidents by Category and Year

Jan 01, 2023 to Apr 30, 2023



Incidents by Category and Month

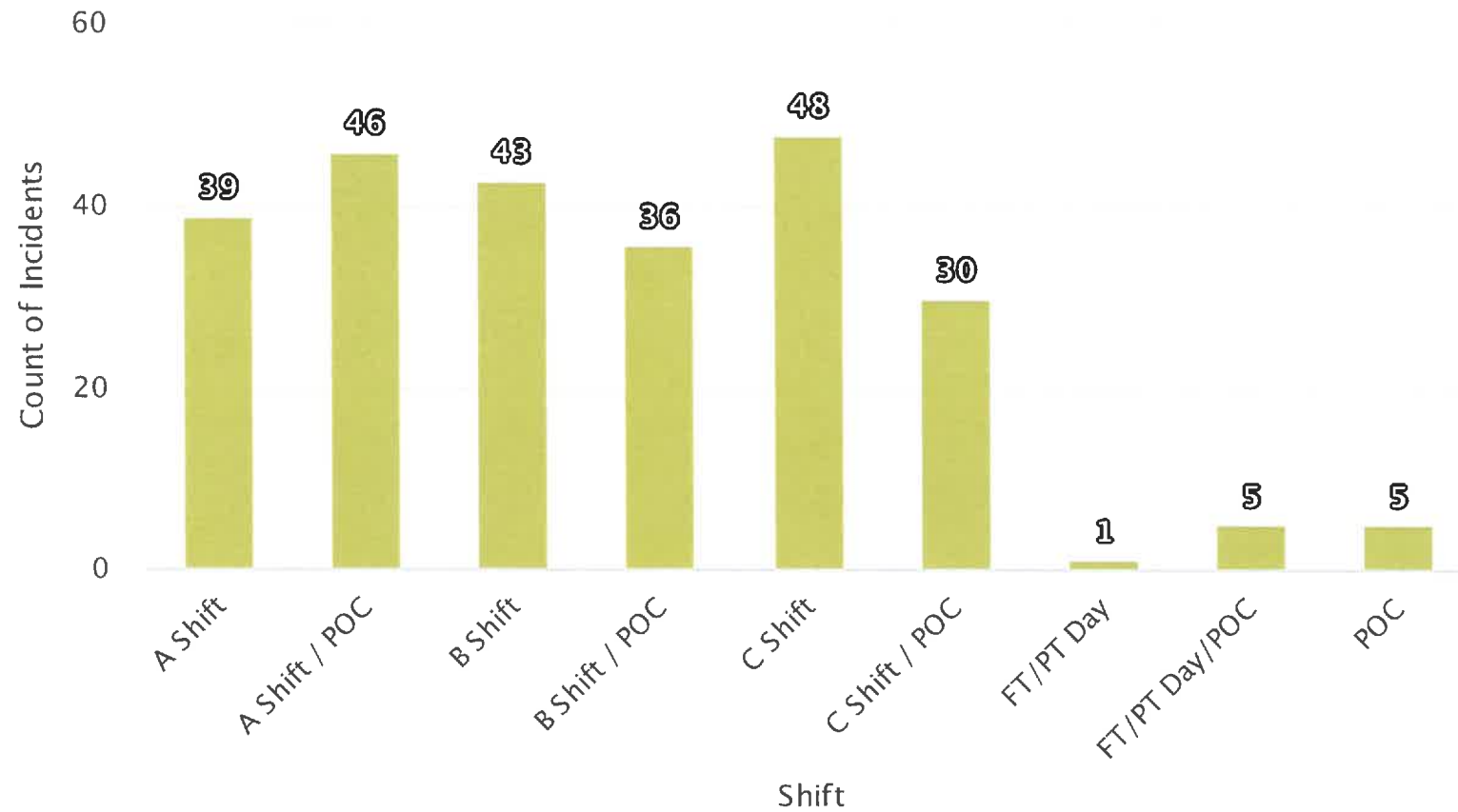
Jan 01, 2022 12:00 AM to May 03, 2023 12:21 PM



Incident Type Category	2023					2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	May	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
1 - Fire	3	2	1	1	0	7	3%	14	6%	-50%
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	0	1	0	0	0	1	0%	1	0%	0%
3 - Rescue & Emergency Medical Service Incident	39	46	54	33	4	176	68%	172	70%	2.33%
4 - Hazardous Condition (No Fire)	1	4	1	2	0	8	3%	3	1%	166.67%
5 - Service Call	4	3	5	2	1	15	6%	11	4%	36.36%
6 - Good Intent Call	10	6	7	7	0	30	12%	29	12%	3.45%
7 - False Alarm & False Call	9	6	3	3	0	21	8%	16	7%	31.25%
Grand Total	66	68	71	48	5	258	100%	246	100%	4.88%

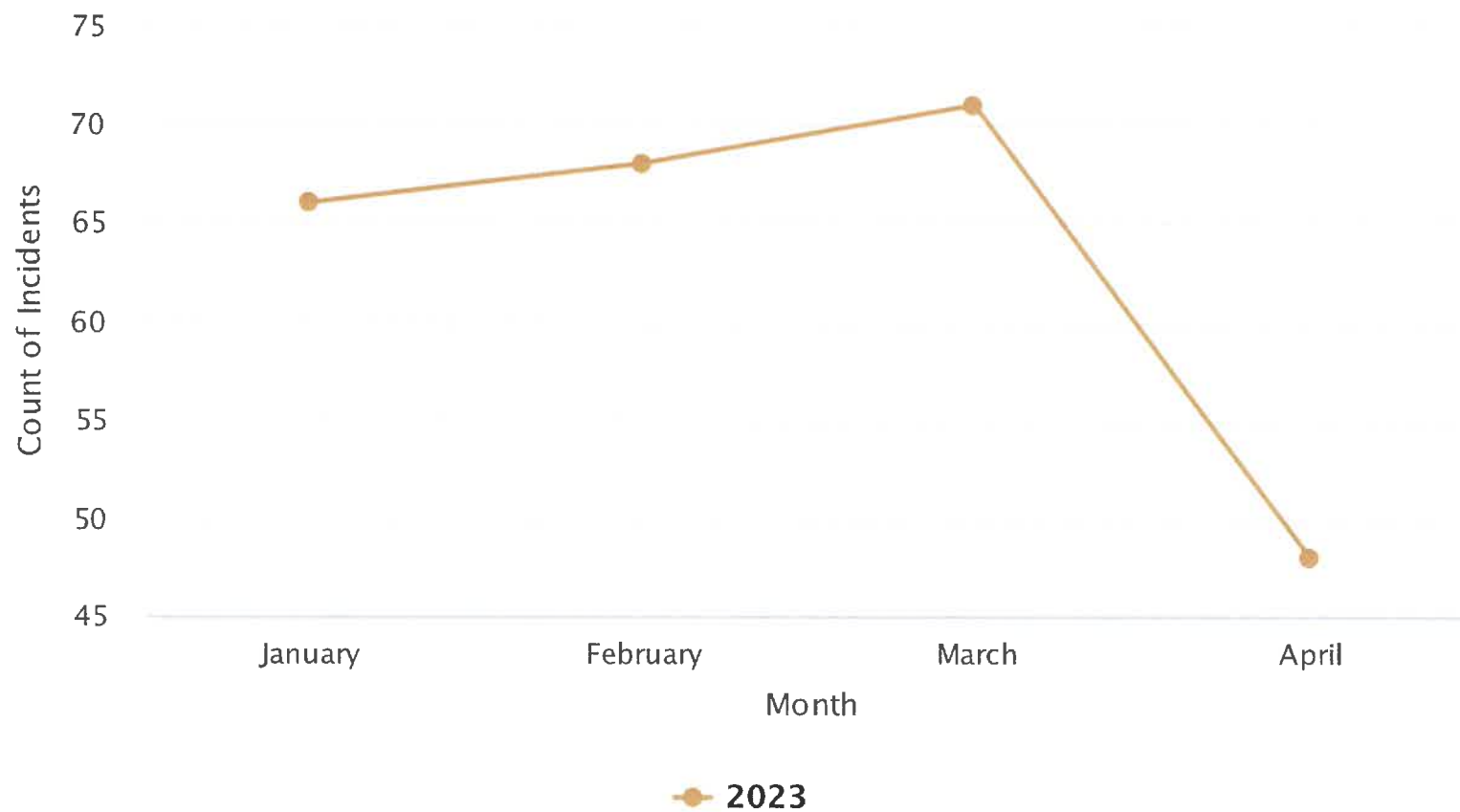
Incidents by Shift

Jan 01, 2023 to Apr 30, 2023



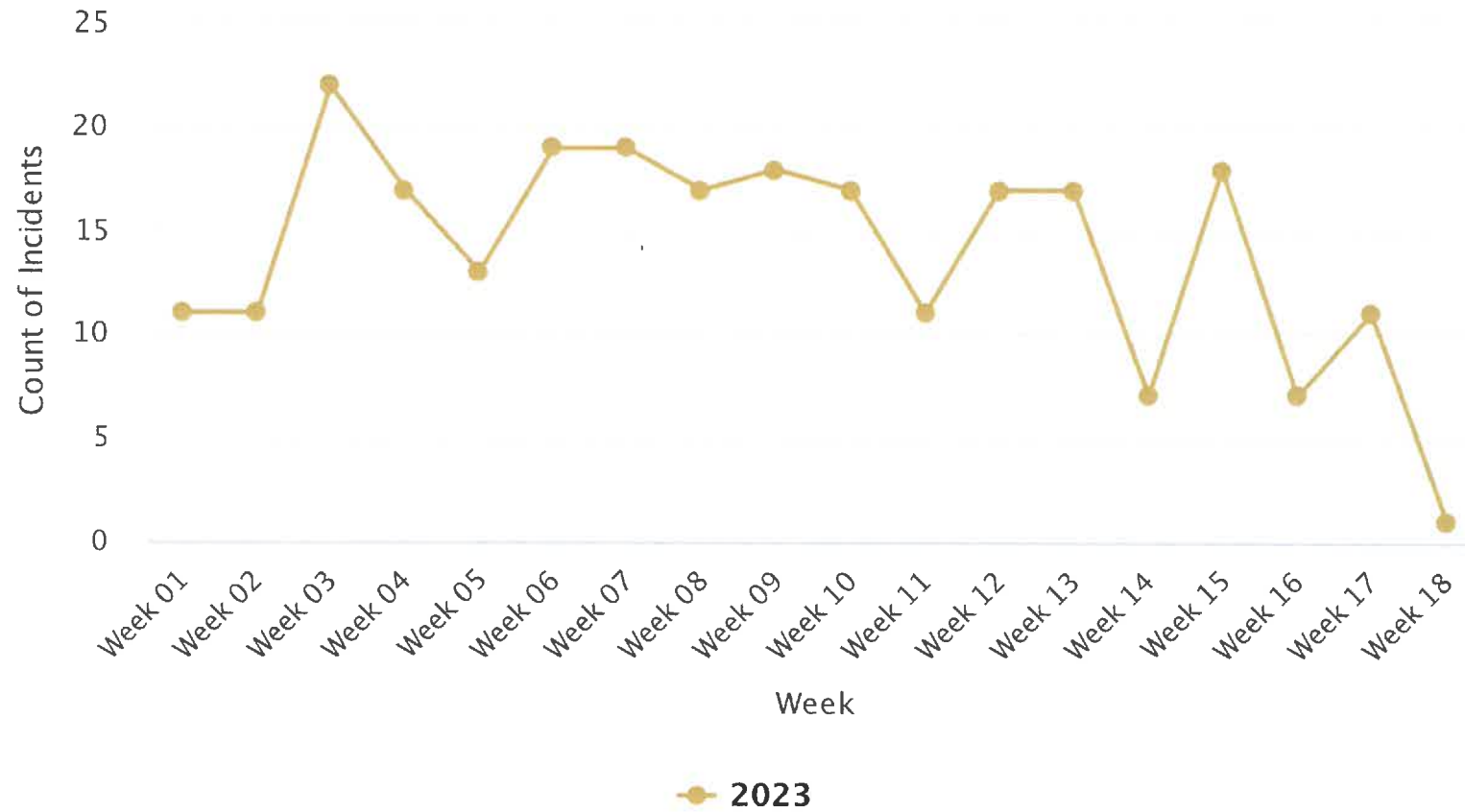
Fire Call Volume by Month

Jan 01, 2023 to Apr 30, 2023



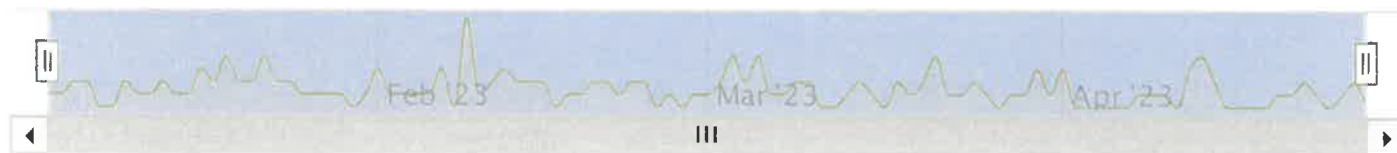
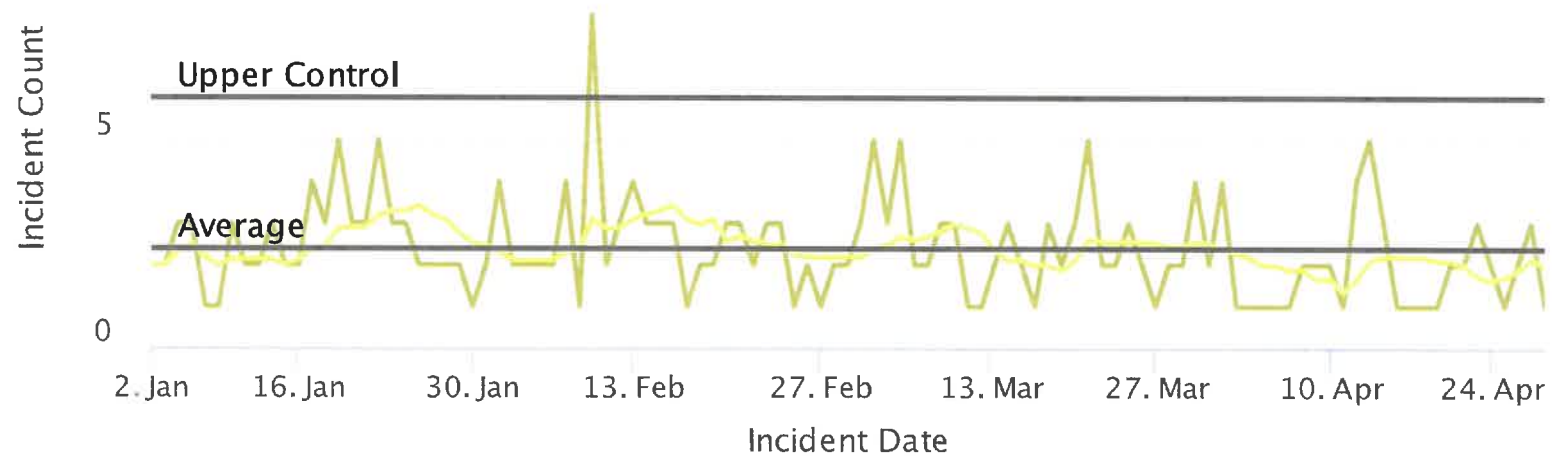
Fire Call Volume by Week

Jan 01, 2023 to Apr 30, 2023



Fire Call Volume by Day

Jan 01, 2023 to Apr 30, 2023



— Daily Incident Count — 10 Day Moving Average Count

Aid Given and Received Summary

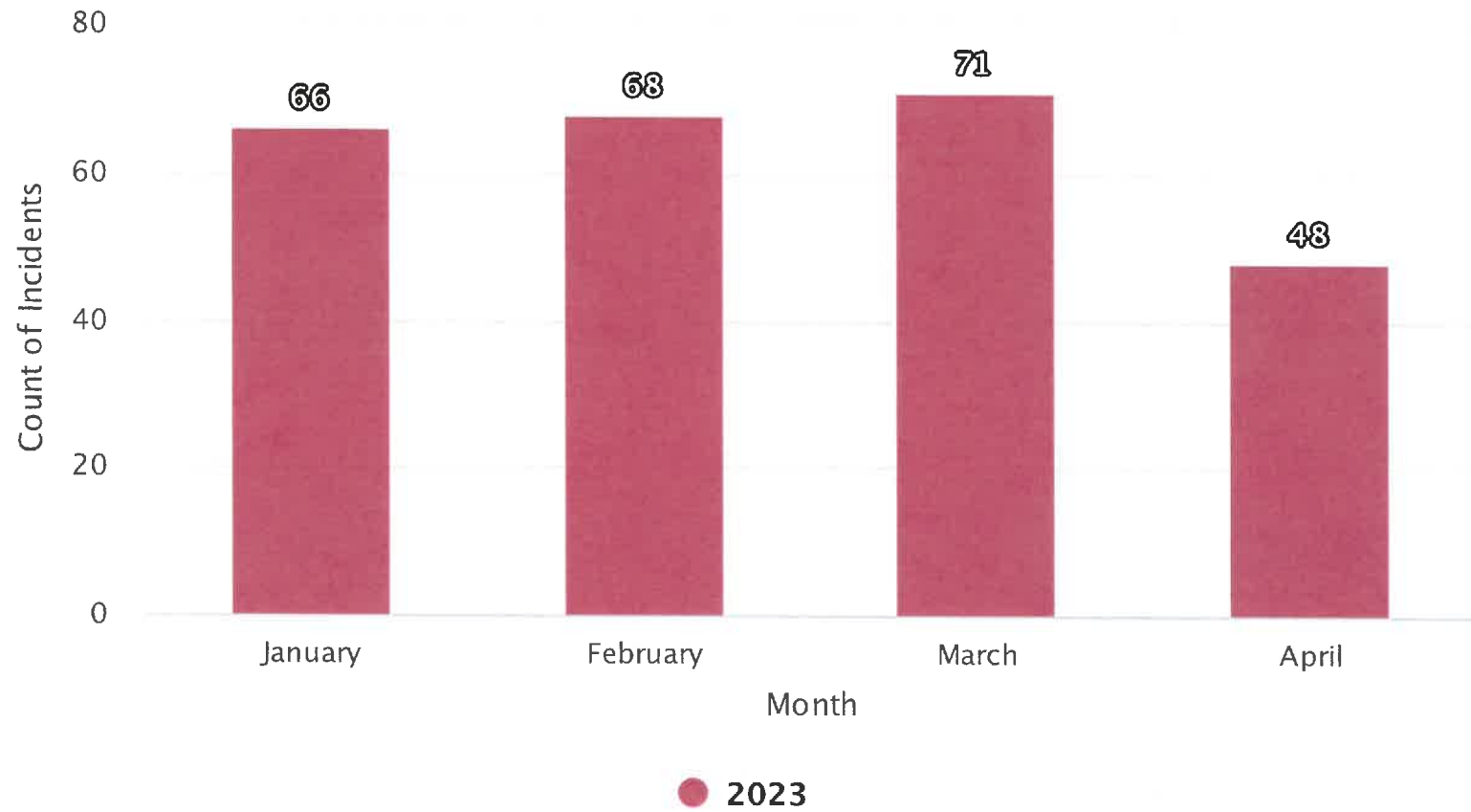
Jan 01, 2023 to Apr 30, 2023



Fire Department	Automatic Aid Given	% of Total Automatic Aid Given	Automatic Aid Received	% of Total Automatic Aid Received	Mutual Aid Given	% of Total Mutual Aid Given	Mutual Aid Received	% of Total Mutual Aid Received
Byron Township Fire Department	0	0%	0	0%	2	8.33%	0	0%
Caledonia Township Fire Department	1	12.50%	1	12.50%	1	4.17%	4	80%
Cascade Township Fire Department	1	12.50%	0	0%	0	0%	0	0%
City of Kentwood Fire Department	3	37.50%	3	37.50%	1	4.17%	1	20%
Cutlerville Fire Department	3	37.50%	4	50%	20	83.33%	0	0%
Overall	8	100%	8	100%	24	100%	5	100%

Incidents by Month

Jan 01, 2023 to Apr 30, 2023



Incidents by Day and Hour

Jan 01, 2023 to Apr 30, 2023

		Hour of Day																							
		0000		0200		0400		0600		0800		1000		1200		1400		1600		1800		2000		2200	
Day of Week	Sunday	2	1	1	0	0	2	0	0	2	4	3	0	0	3	1	1	2	5	2	4	2	0	0	0
	Monday	0	0	2	0	0	0	2	1	1	2	2	1	1	2	2	0	1	5	3	1	0	3	2	0
	Tuesday	1	0	1	0	1	0	2	2	0	0	2	3	2	3	1	1	1	0	1	3	0	2	4	1
	Wednesday	1	0	1	0	0	0	0	1	3	4	6	3	3	5	0	3	2	1	2	3	1	0	1	1
	Thursday	1	1	1	0	0	1	0	2	4	1	0	4	2	2	3	4	0	5	3	3	1	1	0	2
	Friday	0	0	1	2	0	0	1	1	3	3	0	3	3	2	5	3	3	2	1	0	2	2	3	0
	Saturday	0	2	1	0	0	2	0	0	2	4	3	0	3	2	0	0	1	3	1	3	4	1	1	1

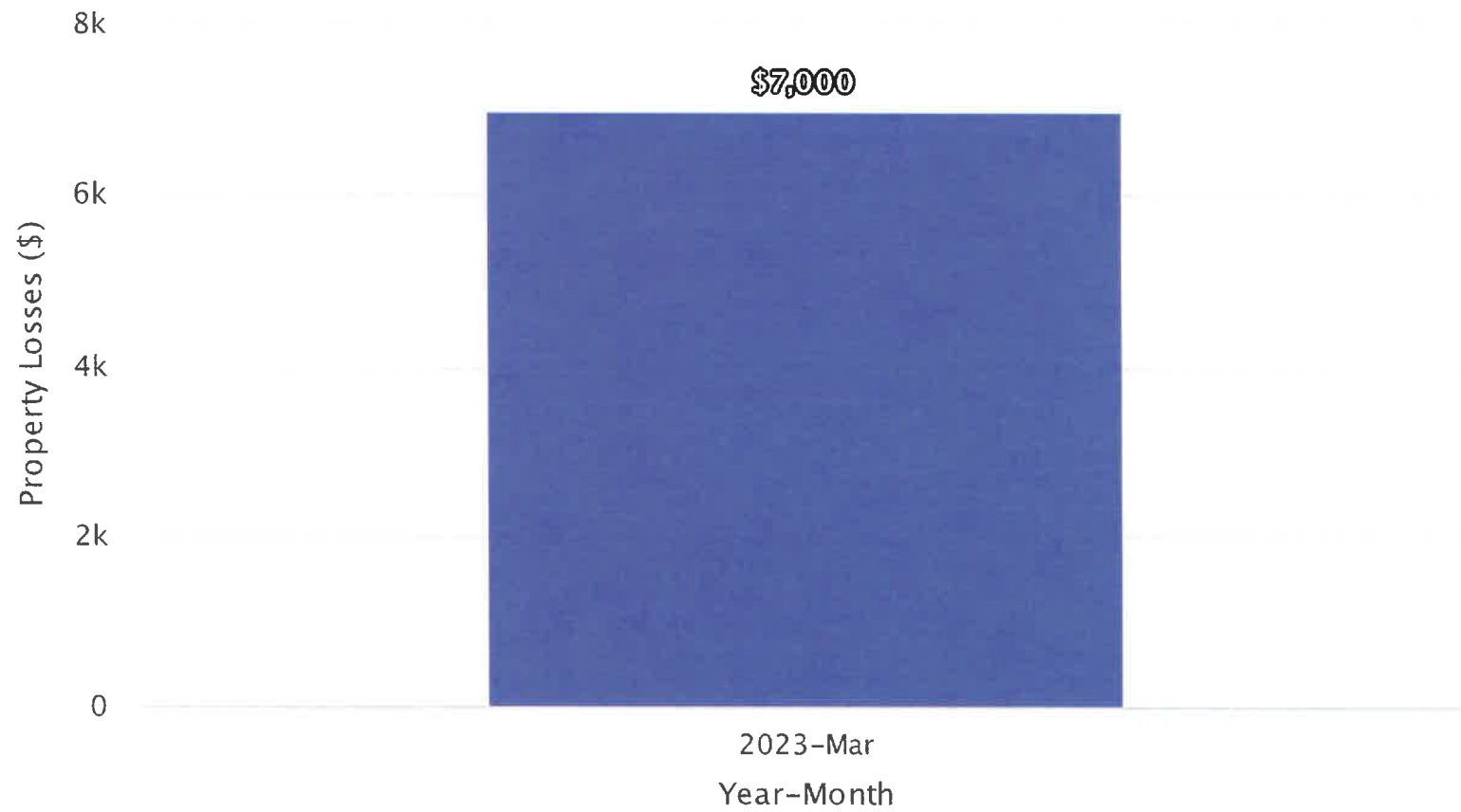
Monthly Call Volume Year over Year
 Jan 01, 2022 12:00 AM to May 03, 2023 12:30 PM



Month Name	2023		2022		YTD % Change
	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
January	66	25%	72	29%	-8.33%
February	68	26%	67	27%	1.49%
March	71	27%	62	25%	14.52%
April	48	19%	42	17%	14.29%
May	6	2%	3	1%	100%
Grand Total	259	100%	246	100%	5.28%

Property Losses by Month

Jan 01, 2023 to Apr 30, 2023





Dashboard: Fire Board Report
Topic: Dutton (Custom Date)
Timeframe: Jan 01, 2023 to Apr 30, 2023

Property Loss Incidents (Top 20)

Jan 01, 2023 to Apr 30, 2023



Agency Name	Incident Date Time	Incident Number	Property Use	Street Number	Street Name	City	State	Postal Code	Property Pre-Incident Value	Property Loss
Dutton Fire Department	3/16/2023 11:12 PM	DUF-0000173-2023	Highway or divided highway	(blank)	M-6	Caledonia	MI	49316	\$7,000	\$7,000

Calls in Progress

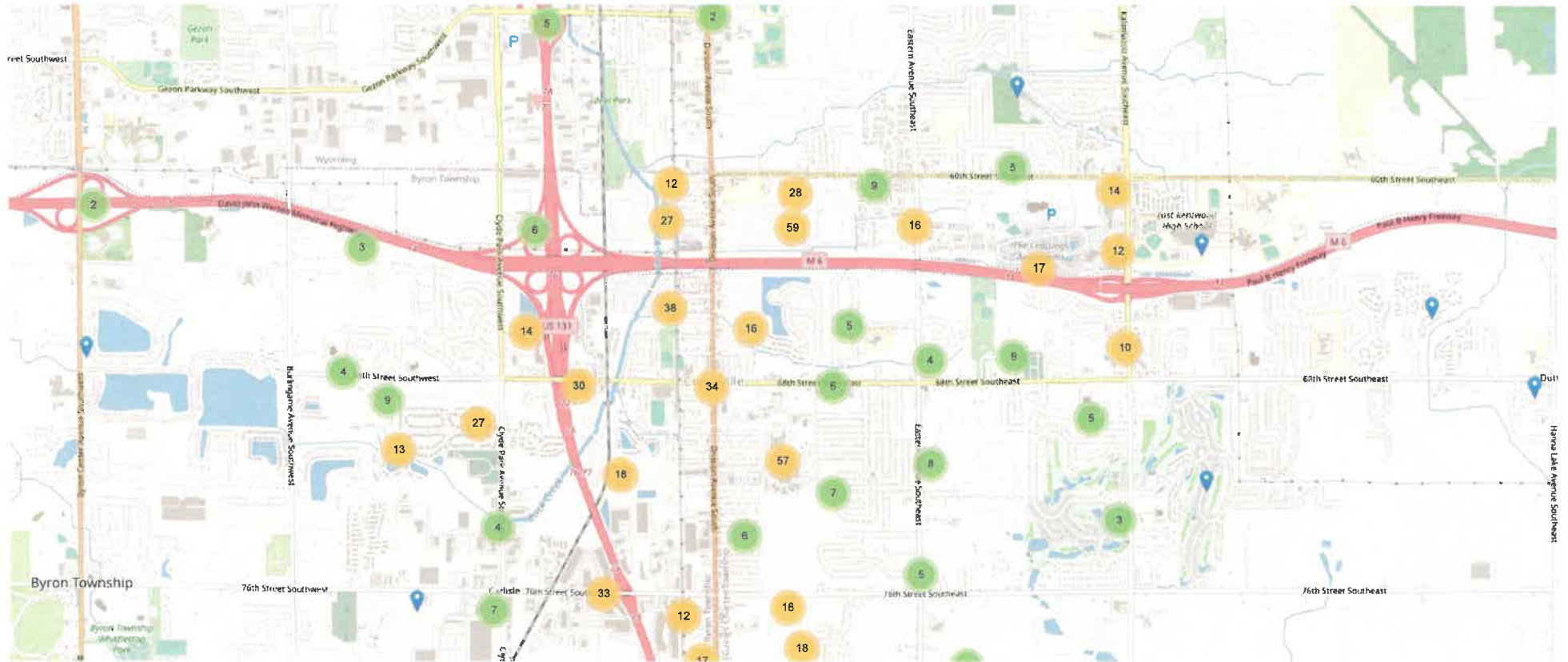


Jan 01, 2023 12:00 AM to Apr 30, 2023 11:59 PM

Calls in Progress	Occurrences	% of Occurrences	Hours	% of Hours
0 Calls In Progress	239	47.14%	2,773.08	96.29%
1 Call In Progress	253	49.90%	103.56	3.60%
2 Calls In Progress	15	2.96%	3.36	0.12%
Totals	507	100%	2,880	100%

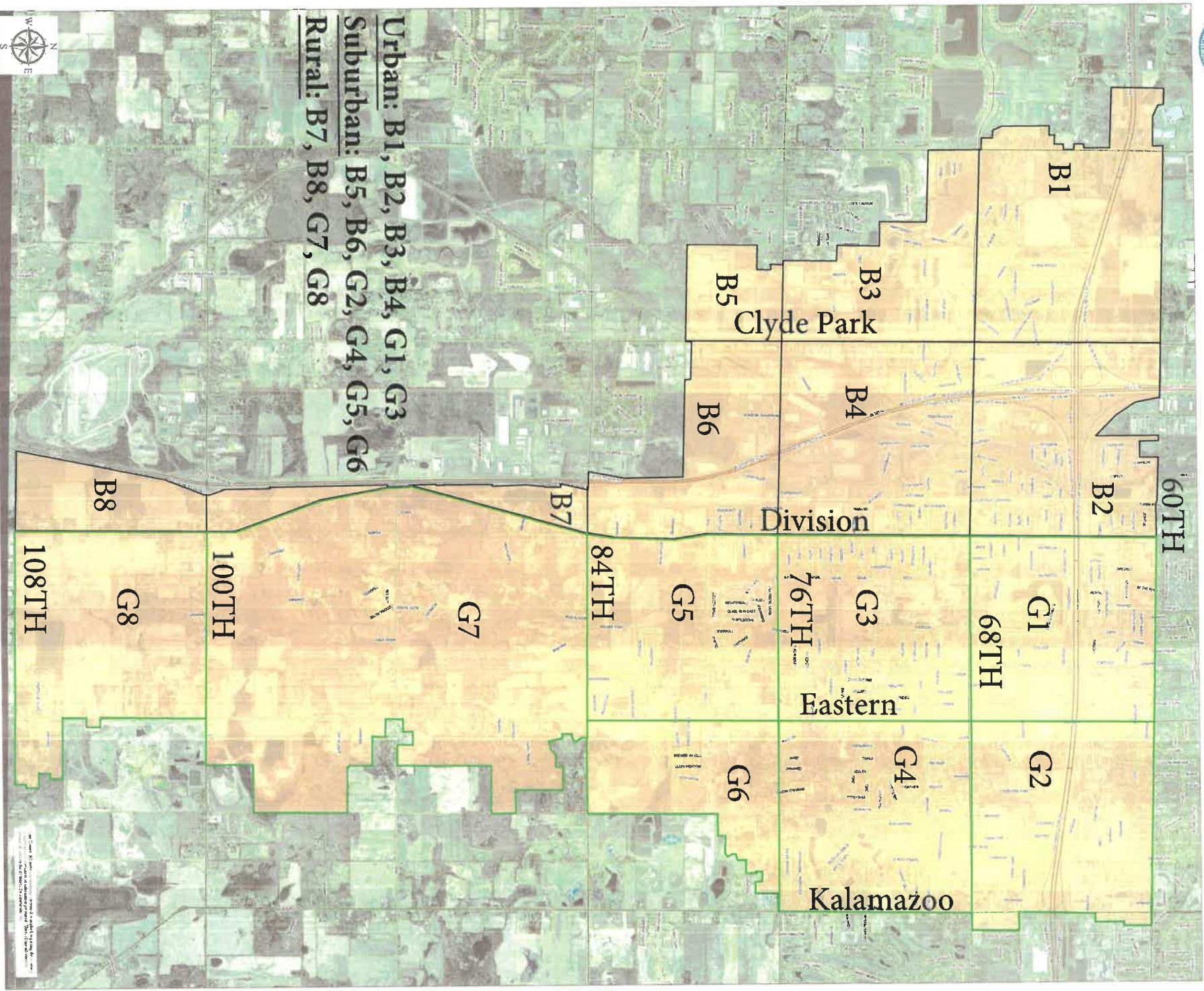
Scene Locations of Fire Incidents

N = 705 Jan 01, 2023 to Apr 30, 2023





Cutlerville Fire Department



Incidents by Category and Month

Jan 01, 2022 12:00 AM to May 03, 2023 11:13 AM



Incident Type Category	2023					2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	May	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
1 - Fire	3	9	2	3	1	18	2%	24	3%	-25%
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	0	1	0	0	0	1	0%	1	0%	0%
3 - Rescue & Emergency Medical Service Incident	128	115	141	127	14	525	73%	534	76%	-1.69%
4 - Hazardous Condition (No Fire)	2	4	1	3	1	11	2%	14	2%	-21.43%
5 - Service Call	4	1	2	2	0	9	1%	23	3%	-60.87%
6 - Good Intent Call	27	12	24	21	1	85	12%	58	8%	46.55%
7 - False Alarm & False Call	17	16	20	10	0	63	9%	48	7%	31.25%
8 - Severe Weather & Natural Disaster	0	0	0	0	0	0	0%	1	0%	-100%
9 - Special Incident Type	3	3	2	2	0	10	1%	0	0%	N/A
Grand Total	184	161	192	168	17	722	100%	703	100%	2.70%

Incidents by District/Zone

Jan 01, 2022 12:00 AM to May 03, 2023 11:28 AM



District/Zone	2023					2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	May	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
B1U - Byron Township	7	0	1	1	0	9	1%	0	0%	N/A
B2U - Byron Township	29	23	22	31	4	109	15%	2	67%	5,350%
B3U - Byron Township	15	8	11	13	1	48	7%	0	0%	N/A
B4U - Byron Township	15	24	24	5	2	70	10%	0	0%	N/A
B5S - Byron Township	2	0	4	0	0	6	1%	0	0%	N/A
B6S - Byron Township	8	14	16	11	2	51	7%	0	0%	N/A
B7R - Byron Township	0	0	1	1	0	2	0%	0	0%	N/A
B8R - Byron Township	1	1	0	0	0	2	0%	0	0%	N/A
Byron Township Fire	0	4	3	0	0	7	1%	0	0%	N/A
Dutton Fire Department	1	2	1	1	0	5	1%	0	0%	N/A
G1U - Gaines Township	40	20	48	41	4	153	21%	1	33%	15,200%
G2S - Gaines Township	20	16	16	21	2	75	10%	0	0%	N/A
G3U - Gaines Township	22	23	26	15	0	86	12%	0	0%	N/A
G4S - Gaines Township	2	4	4	7	1	18	2%	0	0%	N/A
G5S - Gaines Township	9	14	5	11	0	39	5%	0	0%	N/A
G6S - Gaines Township	6	1	1	1	1	10	1%	0	0%	N/A
G7R - Gaines Township	1	1	4	4	0	10	1%	0	0%	N/A
G8R - Gaines Township	1	1	1	0	0	3	0%	0	0%	N/A
Kentwood	3	3	3	4	0	13	2%	0	0%	N/A
Wyoming	2	2	1	1	0	6	1%	0	0%	N/A
Grand Total	184	161	192	168	17	722	100%	3	100%	23,966.67%

Aid Given and Received Summary

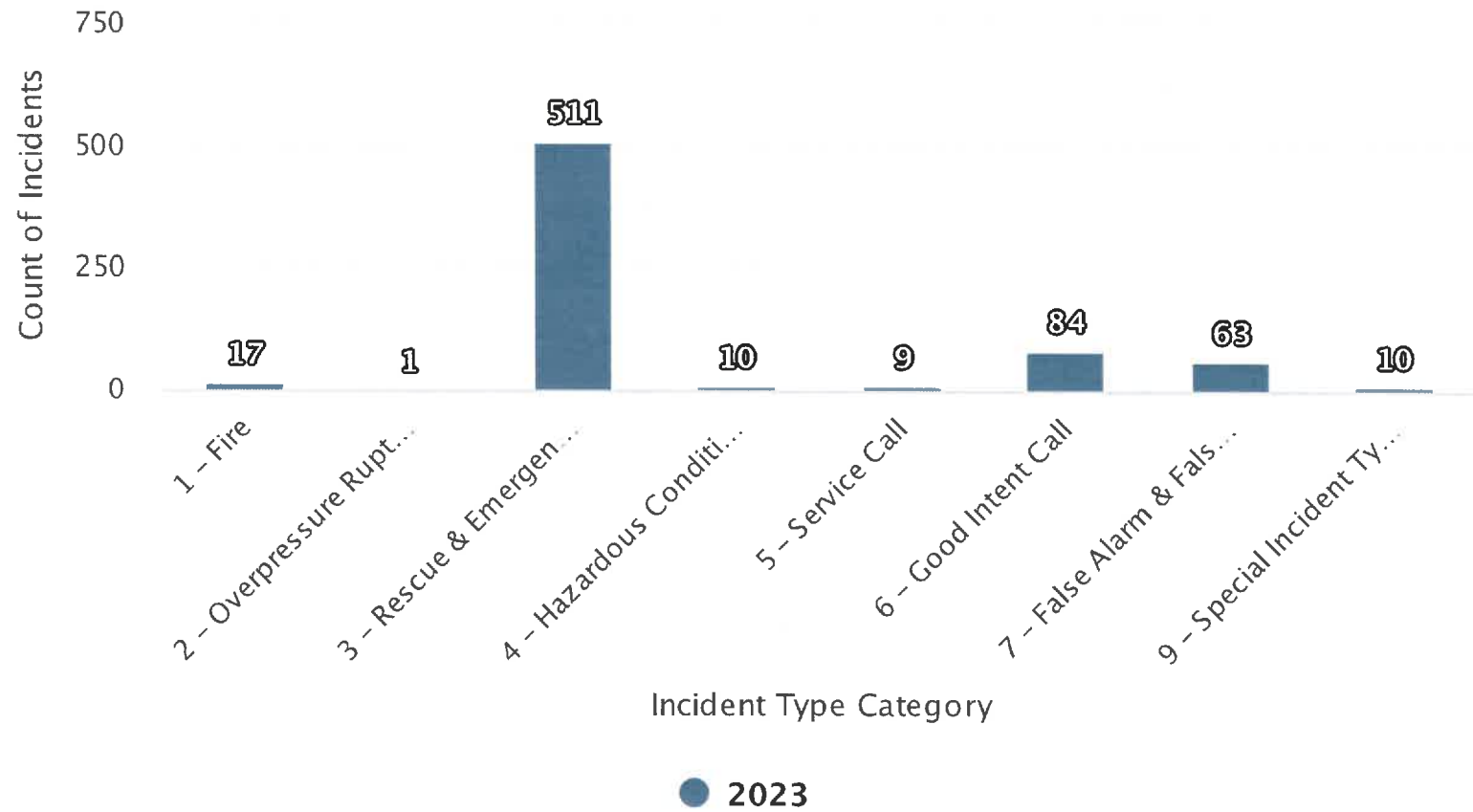
Jan 01, 2023 to Apr 30, 2023



Fire Department	Automatic Aid Given	% of Total Automatic Aid Given	Automatic Aid Received	% of Total Automatic Aid Received	Mutual Aid Given	% of Total Mutual Aid Given	Mutual Aid Received	% of Total Mutual Aid Received
Byron Township Fire Department	3	21.43%	4	20%	3	75%	15	42.86%
City of Kentwood Fire Department	5	35.71%	8	40%	0	0%	2	5.71%
City of Wyoming Fire Department	2	14.29%	5	25%	1	25%	0	0%
Dutton Fire Department	4	28.57%	3	15%	0	0%	18	51.43%
Overall	14	100%	20	100%	4	100%	35	100%

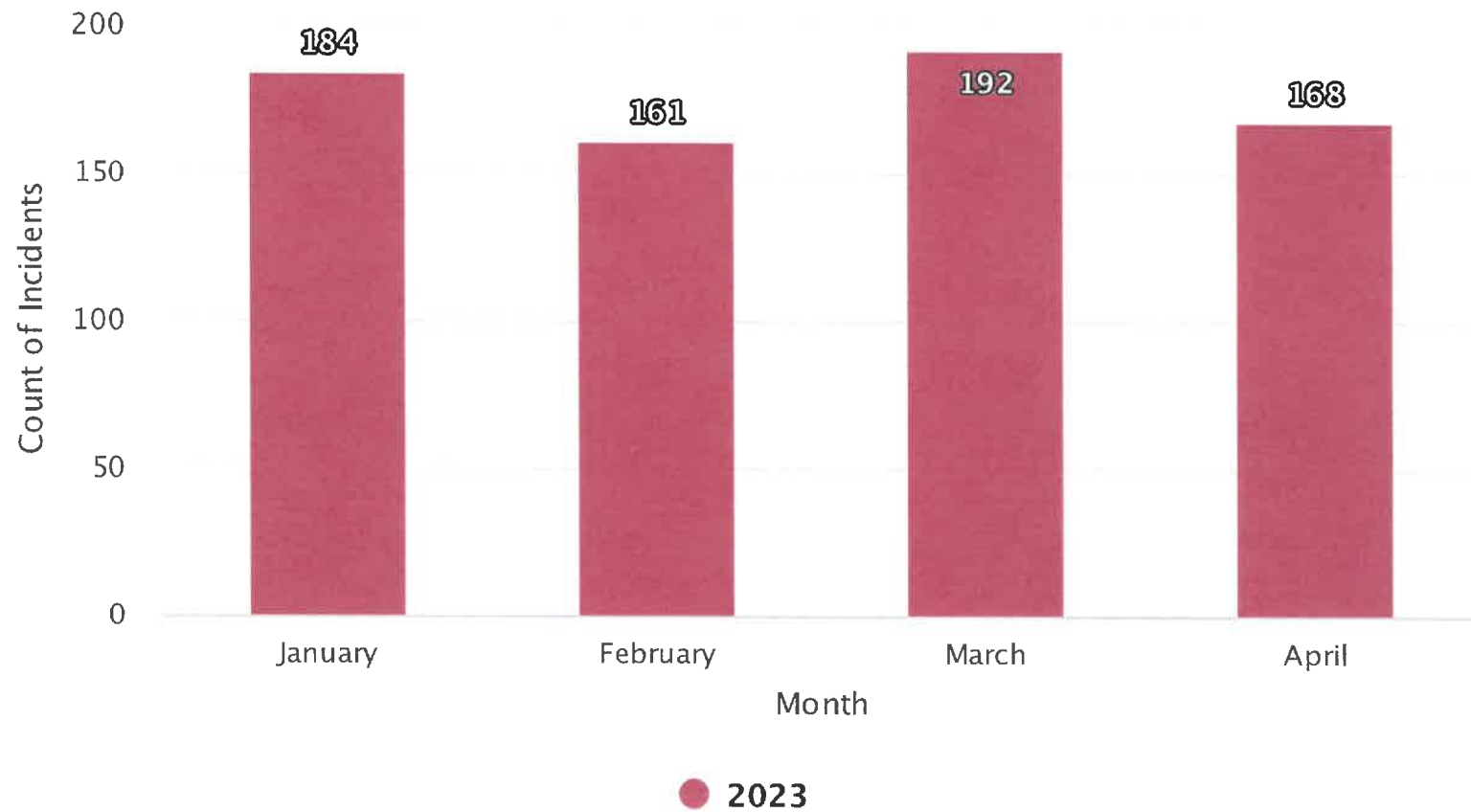
Incidents by Category and Year

Jan 01, 2023 to Apr 30, 2023



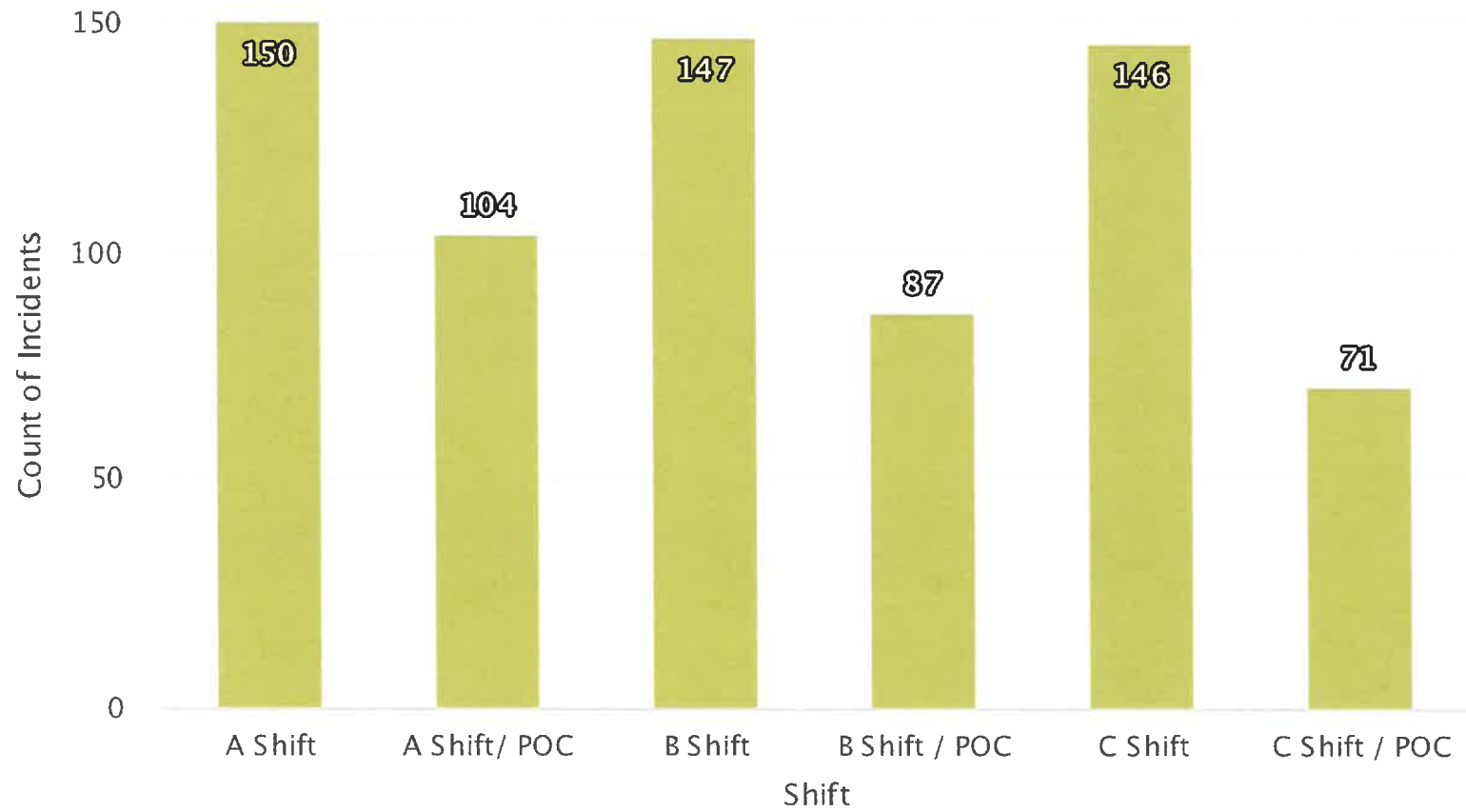
Incidents by Month

Jan 01, 2023 to Apr 30, 2023



Incidents by Shift

Jan 01, 2023 to Apr 30, 2023



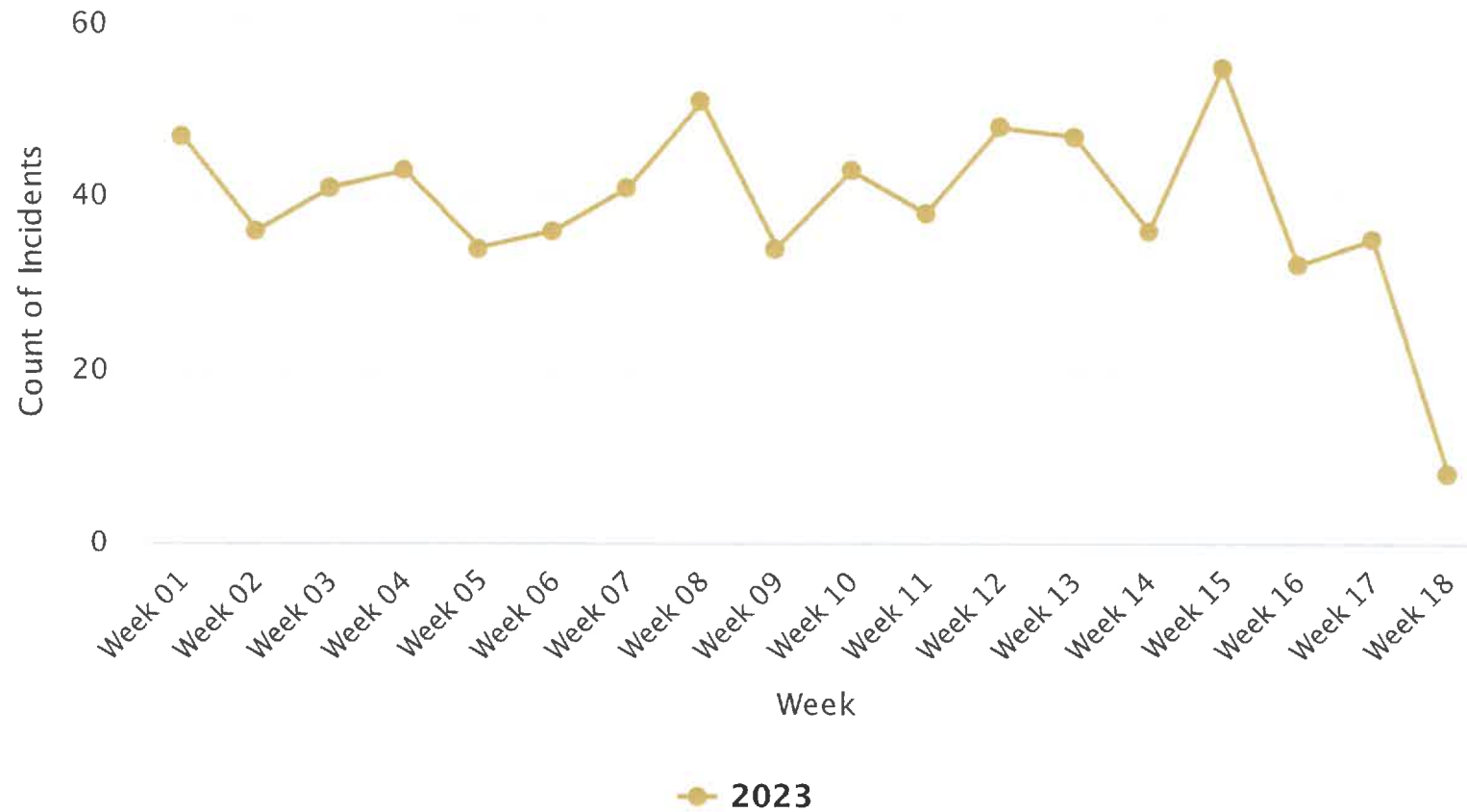
Incidents by Day and Hour

Jan 01, 2023 to Apr 30, 2023

		Hour of Day																							
		0000		0200		0400		0600		0800		1000		1200		1400		1600		1800		2000		2200	
Day of Week	Sunday	4	6	4	2	2	3	1	5	3	6	6	3	5	7	2	5	6	7	4	8	7	0	1	0
	Monday	0	1	6	1	1	2	3	2	6	1	3	10	6	2	6	3	3	10	8	5	7	7	4	1
	Tuesday	3	1	3	2	1	2	1	4	5	3	10	4	5	6	5	6	11	2	3	8	5	4	3	4
	Wednesday	3	3	1	4	1	3	4	5	3	9	10	6	5	5	5	6	5	6	5	8	3	3	6	2
	Thursday	2	4	2	1	2	0	5	5	5	1	4	5	6	4	8	8	5	9	4	5	5	4	2	4
	Friday	5	1	0	2	6	2	5	5	6	3	6	8	7	8	10	4	5	8	1	5	9	2	5	3
	Saturday	0	4	3	1	2	4	2	4	2	5	5	5	5	7	2	4	2	2	5	3	4	3	6	2

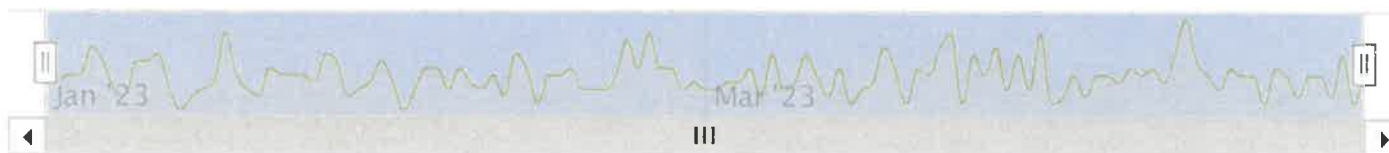
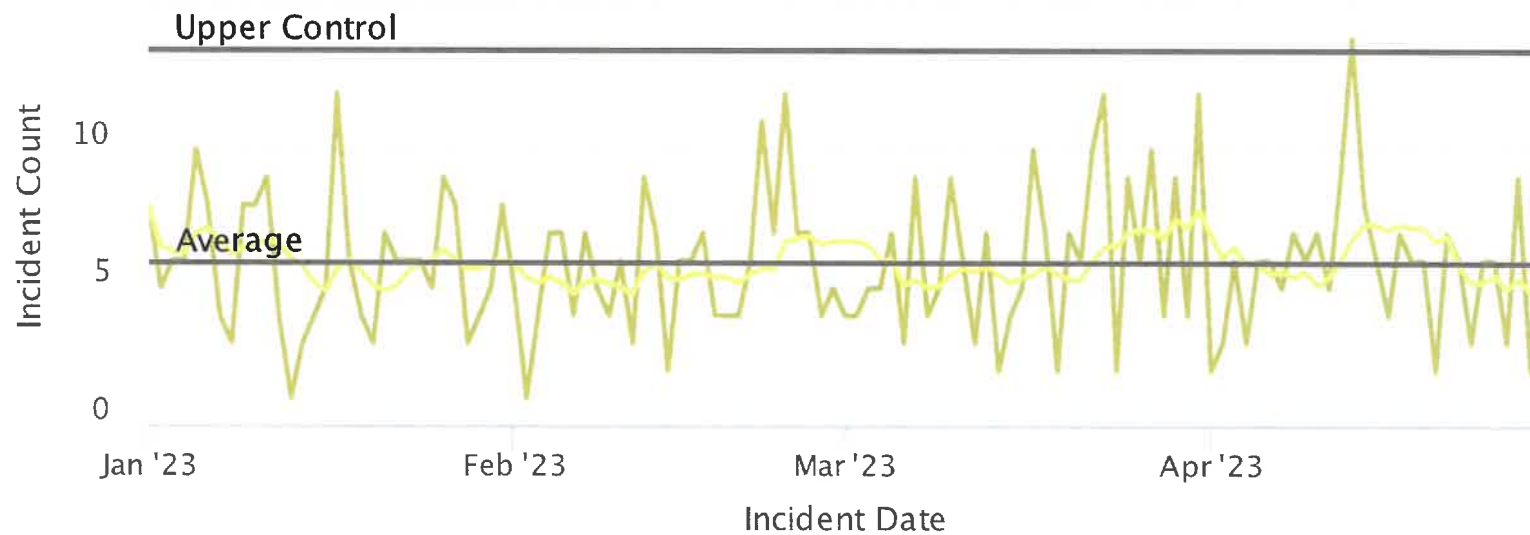
Fire Call Volume by Week

Jan 01, 2023 to Apr 30, 2023



Fire Call Volume by Day

Jan 01, 2023 to Apr 30, 2023



— Daily Incident Count — 10 Day Moving Average Count

Monthly Call Volume Year over Year
 Jan 01, 2022 12:00 AM to May 03, 2023 08:57 AM



Month Name	2023		2022		YTD % Change
	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
January	184	25%	166	24%	10.84%
February	161	22%	174	25%	-7.47%
March	192	27%	164	23%	17.07%
April	168	23%	180	26%	-6.67%
May	17	2%	19	3%	-10.53%
Grand Total	722	100%	703	100%	2.70%

Calls in Progress

Jan 01, 2023 12:00 AM to Apr 30, 2023 11:59 PM



Calls in Progress	Occurrences	% of Occurrences	Hours	% of Hours
0 Calls In Progress	651	46.10%	2,645.38	91.85%
1 Call In Progress	704	49.86%	225.29	7.82%
2 Calls In Progress	55	3.90%	9.13	0.32%
3 Calls In Progress	2	0.14%	0.20	0.01%
Totals	1,412	100%	2,880	100%

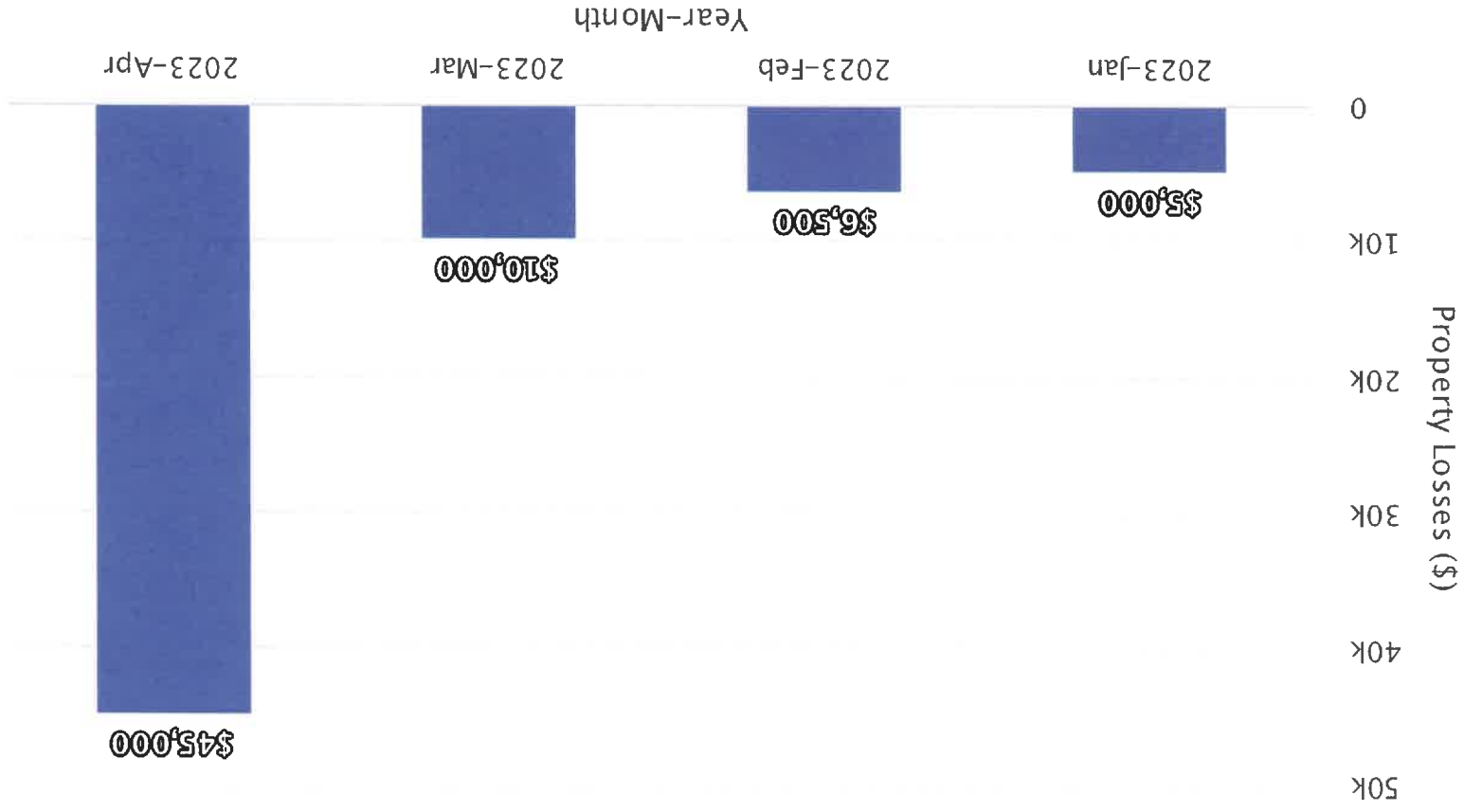
Property Loss Incidents (Top 20)

Jan 01, 2023 to Apr 30, 2023



Agency Name	Incident Date Time	Incident Number	Property Use	Street Number	Street Name	City	State	Postal Code	Property Pre-Incident Value	Property Loss
Cutlerville Fire Department	4/14/2023 8:24 PM	CUF-0000639-2023	1 or 2 family dwelling	6100	Skipton	Grand Rapids	MI	49548	\$90,000	\$45,000
Cutlerville Fire Department	3/20/2023 9:11 PM	CUF-0000464-2023	1 or 2 family dwelling	184	Wallasey	Grand Rapids	MI	49548	\$50,000	\$10,000
Cutlerville Fire Department	1/12/2023 6:21 AM	CUF-0000080-2023	Highway or divided highway	(blank)	US 131	Grand Rapids	MI	49548	\$5,500	\$5,000
Cutlerville Fire Department	2/12/2023 3:34 PM	CUF-0000250-2023	Vehicle parking area	7295	Clyde Park	Byron Center	MI	49315	\$5,000	\$5,000
Cutlerville Fire Department	2/27/2023 12:52 PM	CUF-0000347-2023	Vehicle parking area	6026	Woodfield	Grand Rapids	MI	49548	\$3,500	\$1,500

Property Losses by Month
Jan 01, 2023 to Apr 30, 2023





APRIL 2023 GAINES TOWNSHIP CP REPORT

Michelle LaJoye-Young
SHERIFF

COMPLETED

- Dealt with a stabbing on E Kippen with management
- Dealt with an assault at Dutton Christian with school administration
- Set up a CRASE presentation for Kindercare on 68th St
- Set up some training for Ada Bible church
- Responded to a stolen vehicle crashed into 4 other cars report in Woodfield
- Assisted Byron Christian with a drone issue during recess
- Worked on a task force targeting stolen vehicles in Gaines Twp from 9pm to 2am on Friday the 14th
- Assisted the Crossings apartments management with a dog bite issue
- Met with Rob, Rod, and the South Lieutenant about adding coverage in Gaines
- Worked on updating information in my CRASE presentation that I give
- Gave a CRASE presentation to Davenport University students and staff
- Took a found wallet walk in report at the South Precinct
- Worked on Woodfield's monthly report
- Assisted Woodfield Management with a tenant issue
- Served a zoning ticket for 51 76th St SE for Natalie
- Served a zoning ticket for 7213 Regal Ave SE for Natalie
- Met with the Stevens Pointe Neighborhood watch group for our quarterly meeting
- Attended Sheriff's Department block training (firearms, de-escalation)
- Responded to a homeless subject issue 6333 Kalamazoo Ave
- Dealt with a Pine Rest patient mental health issue at the Freedom House



MEMO

Staff Communication-INFORMATION ONLY

DATE: May 4, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: Division Avenue Decorative Poles Update

SUMMARY OF TOPIC:

On April 20th, staff received an email from Buist Electric, notifying us that the dozen poles and light fixtures ordered for Division Avenue had been received, and the six damaged/missing poles on the Gaines side of the corridor had been replaced.

Locations of the new poles/fixtures are:

- (1) pole & fixture at 6350 S Division by Marathon Gas Station
- (1) pole & fixture at 7442 S Division by Carlisle Auto Body
- (1) pole & fixture at 6522 S Division by DeHaan Tile & Floor Covering
- (1) pole & fixture at 6110 S Division by Mitten Motors
- (1) pole & fixture at 6148 S Division by Green Meadow Estates
- (1) pole & fixture at 6266 S Division by Elvis Auto Sales & Services

We now have six poles and six fixtures in stock for replacement of any future downed poles. Werkema Machine will continue to repair damaged poles when possible.

BUDGET ACTION REQUIRED: NONE

STAFF RECOMMENDATION:

This memo is for informational purposes only – no action required.

Kim Triplett

From: Skylar Raak <23raakskylar@student.schs.org>
Sent: Sunday, April 30, 2023 2:49 PM
To: Kim Triplett
Cc: Peyton DeRuiter
Subject: Reflection on Township Meeting

Good morning! My name is Skylar Raak, and I am writing this email to reflect on the Township Meeting I attended on Monday, April 10. Throughout this meeting, I learned a few things about our local government. First, I thought it was very interesting how everything is kept to a tight schedule that is written out beforehand and followed. I believe that this gives our local government a sense of formality and keeps debates and discussions organized. Secondly, I learned that these Township Meetings not only discuss complaints or disputes going on throughout the community, but they also contain updates on how decisions are going (like Brooke Oosterman discussing the Housing Next Grant) or even decisions about road closures (like Crystal Spring's Little Firecracker parade). Lastly, I just wanted to thank you for the work that you are doing and the time that you all are putting into serving our local government, and I just wanted to encourage you to keep up the great work.

Skylar Raak





MEMO

Staff Communication-Informational (no action needed)

DATE: May 4, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: Change in Cutlerville Fire Board Meeting Dates

SUMMARY OF TOPIC:

Circumstances required the canceling and changing of scheduled meetings of the Cutlerville Fire Board.

At the April 25th meeting of the Board, they updated the meeting schedule. Because the dates were approved by the Board in December of 2022, and posted, this memo is to announce the change, no action is required.

The new dates are: 6/14/23, 7/18/23, 8/15/23, 10/18/23, and 12/20/23.

Staff will make the necessary postings required to officially change the meeting dates.

BUDGET ACTION REQUIRED: NONE

STAFF RECOMMENDATION: NONE

To the Gaines Township Planning Commission and Board-

Re: Potential development at 2201 and 2355 76th street

We, the township neighbors of 2201 and 2355 76th street, wish to articulate our concerns about the potential development to this land. We fully understand the city is ever moving outward and has been encroaching our direction for years. The Gaines Township Master Plan 2023 introduction describes the township as “a growing area that encourages **quality** growth and development yet still treasures the **rural atmosphere** of its undeveloped agricultural areas” (page 2 – emphasis added). The property in question is undeveloped, surrounded by agriculture, and clearly fits the rural atmosphere culture. The Gaines Township website states a “Planned Unit Development must create a greater benefit to the Township than a development permitted under the conventional zoning of the property” (PUD Zoning Ordinance Eligibility Requirements Section 10.3 – A.). We do not believe the proposed PUD plan will benefit the township greater than the current zoning of Single Family Residential RL-14 / Suburban Residential. Our rationales can be condensed into 3 main topics: Population Density, Traffic Control, and Water Management.

Population Density:

- The Gaines Township Master Plan 2023 Goal 7.1 Land Use Development Patterns Principle 1 wishes to, “Promote preservation of natural features... by limiting the density of dwelling units in rural areas of the township” (page 41). This property in question is on the border of the suburban and rural designated areas and considerations need to be made to that fact.

- This parcel of land is just over 55 acres with over ¼ of that land consisting of ponds and registered wetlands. That leaves less than 40 acres of land to support 33 single homes and 33 4-plex townhomes (132 townhomes, 165 total housing units). When you factor out the ponds and wetlands the average of 3 homes per acre presented by the developers is actually well over 4 homes per acre of usable land. The proposed single homes on the north end have a smaller average area (11,616 square feet) than neighboring homes in the Crystal Springs community. The planned 132 townhomes to the south are being placed behind an area that currently holds 7 single homes along the 76th street frontage. That equates to 18.8 townhomes to 1 current 76th street single home. Neither end of this development matches the standards of the neighboring area.

- The land in question is currently rural agricultural and low residential land with all single home parcels as neighbors. The next nearest multi-plex (townhomes, condos, or apartments) PUD is 1-2 miles away “as the crow flies”. While that distance may seem small, it is 3-4 miles driving distance. In the Gaines Township Master Plan 2023, townhomes fall under the “Village Residential” category. While Village Residential also includes single family housing, the Master Plan specifically states this type of development, “may serve as a buffer between Suburban Residential and a variety of *commercial or high density residential*” (page 51 – emphasis added) – NOT as a buffer to rural / agricultural land that currently surrounds this property. Bringing townhomes, especially this condensed, to this locality significantly deviates from the established norm and guidelines established in the Gaines Township Master Plan 2023.

- Setback requirements: The Gaines Township side setback distance requirement is 7 feet from structure to property line for PUD zones (minimum 14 feet between buildings). The townhomes sit a mere 20 feet apart – barely over the requirement. Front and rear requirements of 30 feet are not met on either end. The townhomes only allow for 25 feet in the rear and 27 feet in front with only 22 feet when factoring sidewalks. Realistically a vehicle will not comfortably fit in

the 22 feet of driveway causing the 56 “extra” parking spaces to fill quickly with vehicles. For the single homes, the zoning ordinances require a 70 ft width and 8750 sq ft area minimum. This development has 21 of the 33 properties measuring only 70 feet in width and an average width of a mere 73.7 feet per property. 16 of the 33 homes have <10,000 sq ft total area. Neighboring developments have a minimum property width of 80 feet and a larger overall sq ft average. These homes are being packed in as tightly as possible and do not match the neighboring homes. Minimum requirements should not be the goal but rather the exception on any incoming development.

- Fire safety: It was stated in the first board meeting Thursday, March 23, that the fire department has recommended the north end of this development have a maximum of 30 single homes as there is currently only one access point from Mountain Knoll Avenue. The fire department recommendations for the townhomes were not discussed. This entire subject was quickly glossed over and needs further review.

- Home ownership comes with a sense of pride and determination that is not as prevalent in rental communities. These townhomes are slated to be rentals. How will the owners maintain occupancy? Empty homes / empty buildings can attract crime. Multi-plex living situations have higher crime rates than single home unit developments. Woodfield Apartments at the corner of Eastern and 60th is known for having the highest crime rates for all Gaines Township. We do not want to perpetuate a bad situation by allowing it to expand.

Traffic Control:

- The Gaines Township Master Plan 2023 reports the intersection of Kalamazoo Ave and 76th street as one of the top 7 busiest intersections in the township yet 76th street is not considered an “All Season Primary” or even a main route (page 26). This proposed project is $\frac{3}{4}$ mile from this point and that intersection would be the main access hub for most traffic of potential residents to the south end of this development. The Master Plan 2023 goes on in Goal 5 Mobility Principle 5 to, “Work with Kent County Road Commission to find physical ways to promote safe travel on township roads” (page 31) as well as Goal 7 Land Use Development Patterns Principle 3, “Ensure that development density and intensity are appropriate to the traffic level of service” (page 41). We believe this should apply to all roads and developments, not just 100th street, Division, Eastern, and Kalamazoo Avenues. Considerations need to be made about the traffic impact to all areas with each new proposed development.

- There are multiple projects already planned in the immediate area: multiple approved single home PUD developments on the north side of 76th between Breton and Hanna Lake around Revolution Farm, Hammond street development in Dutton just off 76th street, and a new larger school anticipated for Patterson and 76th. All of these will increase traffic congestion along the 76th street corridor and surrounding roads. Cross Creek Charter Academy on the corner of 76th and Kalamazoo and South Christian High School on Kalamazoo Ave already create a traffic nightmare at school start and dismissal times with cars literally parked in the road blocking traffic.

- The north end of the development currently only has 1 access point – Crystal Springs. The neighbors are very concerned about the increased number of personal and construction vehicles weaving their way through multiple twists and turns to reach this new development.

- The northern section of the development will eventually connect to another future development at 2451 76th street, creating access to 76th street. When will that development begin construction? How long will these single homeowners be forced to weave through Crystal Springs?

-76th street between Kalamazoo Ave and Hanna Lake is a dangerous stretch of road and the only access to the townhomes sits directly in *the most treacherous section* of this road. There are multiple steep hills limiting visibility, traffic usually drives well over the 55 mph speed limit, and the access to Breton Ave is a blind corner in all directions. There are frequent “fender benders” in this stretch that are NOT reported to police. Most times the involved parties simply exchange information and limp away or are towed away from the scene without filing any official reports. A search of public records of accidents along this stretch will be grossly inaccurate due to under-reporting.

-Both 76th street and Breton are simple, narrow, 2-lane country roads with deep ditches close to the edge of the roads. There are no shoulders, no sidewalks, and no extra room for maneuverability. Cresting a hill at a high rate of speed to find a stopped vehicle waiting to turn left is common, very dangerous, and the cause of most accidents. There are farm tractors that use this route routinely causing traffic back-ups now. Adding 132 townhomes is only going to exacerbate an already irritating issue and increase the danger level of the traffic in this area. 132 townhomes averaging 2 vehicles per home equates to 264 more vehicles coming and going. This will create a “rush hour” traffic situation which neither 76th street nor Breton can handle in their current conditions. There have been fatal accidents along this stretch of road; we do not want to see anyone else be injured or killed. An official traffic flow study is critical.

-We realized the Gaines Township Planning Committee and Board do not control traffic flow or road construction. As stated at the Planning Committee meeting Thursday, March 23, that responsibility falls to the Kent County Road Commission and MDOT. What we are asking is that the Gaines Township Planning Committee and Board ensure the infrastructure is in place prior to approving the over-building of an area that is not prepared. Please do not put the cart before the horse – reach out to and work with the Kent County Road Commission and MDOT. Open communication between these departments of government to prepare for future building of this magnitude. Please ensure the left hand knows what the right hand is doing BEFORE agreeing to any further plans in an already over-burdened traffic area.

Water management:

-Could this land pass a Percolation test? The ground here is a giant clay bowl. Water simply does not drain. Yes, Plaster Creek flows out from this area, but that is the only surface exit point for water for the entire mile radius around this property. We realize this development will be hooked to the Gaines Township municipal water and sewer system eliminating the need for septic systems and therefore a Perc Test will most likely not be completed.

-Living here we know the water table is extremely high with frequent flooding. Many new homes in the nearby area are built without basements as the ground simply cannot support large underground structures due to the water level. The land parcel in question currently has designated wetland areas with standing water present at all times. To build any structure here will require an exorbitantly large volume of additional soil. This will push the existing water into the neighboring properties that are already nearly super-saturated causing even worse flooding concerns. Action 3 under the Gaines Township Master Plan Goal 2 states, “Consider amending the zoning ordinance to **restrict** the development of non-regulated wetlands or create development setbacks for wetlands” (page 12 – emphasis added). This developer here wants to build directly adjacent to the defined wetlands. This land should be protected rather than “developed”.

-The idea that the water will simply “flow downstream” following Plaster Creek is a fantasy. Water does not respect man-made ideas of boundaries without extreme interventions eliminating

all other possibilities to direct flow. Water flows where it wants, along the path of least resistance, and often in a lateral manner. Yes, some of the water will find its way to the creek and flow downstream, but not all the displaced water will leave. How is this going to impact the immediate neighbors?

-Trees – how many trees are being removed from these 55 acres to build these 165 home units? Trees are natural water absorbers and are essential to maintain the natural flow and ecological balance. The Gaines Township Master Plan Goal 2 Environment and Natural Features Principle 2 advises to, “**Limit development** on steep slopes, **near wetlands**, and **within woodlands**” (page 12 – emphasis added). Removing a large number of the trees from this land will only perpetuate the water issues.

In conclusion: Land planning at a township level is not just growth and development, it includes protecting heritage and established culture – in this case rural culture. The Gaines Township Master Plan 2023 Chapter 8 Future Land Use Plan states:

“The timing and appropriateness of zoning map amendment agreements are dependent upon many factors, such as availability of public utilities, *provisions for adequate roadways, environmental sensitivity, natural and physical site constraints, traffic conditions and congestion*, impacts on public services, and the demand for a particular land use as determined by market forces” (page 48 – emphasis added).

The Master Plan 2023 continues with 6 factors to consider in any proposed change from the established zoning of a property:

- 1- Have any conditions changed in the area since the plan was adopted which may justify this change? – the Master Plan is new from March 2023 – nothing has changed in the last month.
- 2- Is the development proposal generally consistent with the intent and spirit of the Future Land Use Plan and its recommendations? – we do not believe it is.
- 3- Will there be any community impacts that should be considered, *such as increased traffic* or others that might create a need for additional services or improvements? – YES! Both traffic and water management and other impacts yet to be discovered.
- 4- Are there any environmental considerations or constraints? – YES! Water management and trees.
- 5- Will there be any adverse effects on adjacent properties as a result of the proposed land use change? – YES – huge potential of water damage as well as traffic risks, noise, light, and privacy invasion.
- 6- What will the impacts be on the public health, safety, and welfare of the Township residents? – Traffic and crime potential to start.

Change is inevitable, however the size and direction of change can and must be well thought out weighing all potential implications. Improvements of any undeveloped land area can be beneficial to the land and the entire neighboring area when done correctly. We have numerous questions for the board and the developer that need answers before any development plan should be considered for approval. How can this proposed development be modified to better complement the surrounding homes? How are the property / building distance and size requirements going to be enforced utilizing more than the minimums allowed and keeping fire safety in mind? Is the developer willing to consider making the entire development single home properties rather than

multi-plex rental units? If multi-plex housing is non-negotiable, what assurances can the neighbors have that the rental townhomes will not become low-income Section 8 or HUD housing? What safety precautions will be employed to combat any increase in crime in the area? Will the Gaines Township Board mandate an official traffic flow study be done of both the north and south ends of this development? Will the Gaines Township Board contact and work with the Kent County Road Commission and MDOT knowing developments are coming to the area and improvements will be needed to ensure the safety of current and future residents and travelers? How will the developer and Gaines Township Board manage the water flow in the area to ensure no increase in water damage to the neighbors? What recourse will neighbors have if the changes to this land do cause damage related to water flow? Is the developer willing to replace lost trees 1:1 throughout the construction process? What considerations are the developer and Gaines Township Planning Commission and Board willing to make to support the neighbors and protect them from the negative effects of the changes being made?

We believe to develop this particular land in the current proposed manner will only cause pain and suffering to the current neighbors, township residents and established way of life. We urge you, the Gaines Township Planning Committee and Board, to deny any rezoning requests, special use permits / exceptions, and proposed development for this property at this time.

Thank you for your time and consideration of these important dynamics.

Amy Sharp



2247 Peerpoint Drive
8261 Breton Rd
616-862-7641



MEMO

Staff Communication

DATE: May 4, 2023
TO: Rod Weersing, Gaines Township Manager
FROM: Ken Van Hall, Fire Chief – Cutlerville Fire Department
RE: 48/96 Schedule – First Quarter FY 2023 Report

SUMMARY OF TOPIC:

On January 1st, 2023, full-time staff at Cutlerville Fire commenced a 48/96 schedule. The 48/96 shift schedule is a three-platoon system in which each employee will work two (2) consecutive 24-hour shifts for a total of 48 hours and have 96 consecutive hours off duty.

A Memorandum of Understanding (MOU) between Gaines Charter Township & the Cutlerville Professional Firefighters Union Local 4385 was signed on November 15th, 2022, which authorized the 48/96 schedule for a trial period of one (1) year. A clause in the MOU requires the Fire Chief and the Gaines Township Manager to provide a quarterly report during the one (1) year trial period.

After the end of the first quarter, the Fire Chief and the Union obtained informal feedback from full-time team members and their spouses. Examples of the feedback obtained included:

"I feel like I have more family time."

"I feel more rested."

"My wife really likes the schedule."

"My husband is in a better mood."

No negative feedback was received from team members or their spouses regarding the 48/96 schedule.

The Fire Chief and Deputy Fire Chief, as well as the shift officers, consistently monitor call volume and manage team member fatigue due to high call volume over the 48-hour shift.

The tables below provide a comparison between FY 2022 1st Quarter & FY 2023 1st Quarter for time off and overtime.

Time Off Hours			
	2022	20223	Change
Vac	0	72	72
Sick	108	107.25	-0.75
Comp	2	3	1
Jury Duty	0	7	7
Bereavement	72	0	-72
L-Day	432	0	-432
Total Hrs.	614	189.25	-424.75

Full-Time Overtime Hours			
2022	2023	Change	% Change
586.5	243.25	-343.25	-58.5%

In regard to daily operations, the 48/96 has provided consistency for staffing and decreased the workload of trying to find coverage for L-days which equated to 432 hours or eighteen 24-hour shifts in the first quarter of 2022.

With the information presented, from my standpoint as the Fire Chief, I would deem the first quarter of the trial period a success.

K. i)



MEMO

Staff Communication-Action Required

DATE: May 4, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager/Cutlerville Fire Board
RE: Fitness Equipment – Cutlerville Fire Station

SUMMARY OF TOPIC:

At the April 25, 2023 meeting of the Cutlerville Fire Board, Deputy Fire Chief, Justin Holmes, presented a request to purchase fitness equipment for the Cutlerville Fire Station. His written request is attached.

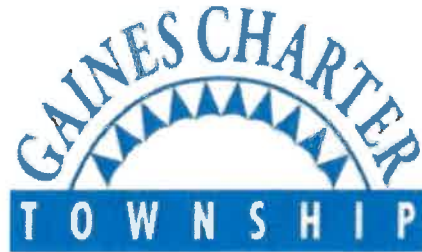
BUDGET ACTION REQUIRED:

No budget action is required, purchase of the equipment was included in the 2023 budget.

STAFF RECOMMENDATION:

The Cutlerville Fire Board agreed with the benefits of this purchase, they are recommending the Township Board approve this purchase.

**Note – Although this purchase was budgeted for, and the Cutlerville Fire Board agreed to the purchase, our PURCHASE POLICY states "The Township Board has sole authority to authorize expenses, including budgeted expenses, of \$5,000 or more, except in the case of emergencies where the Township Manager can exercise spending authority..."*



MEMO

Staff Communication-Action Required

DATE: May 4, 2023
TO: Cutlerville Fire Board
FROM: Justin Holmes, Deputy Chief
RE: Wellness Equipment

SUMMARY OF TOPIC:

The goal is to improve our team's safety and wellness. Increasing the mental and physical well-being of our employees is a focus. As tactical athletes, we are continually challenged on the incident ground. We need to be ready in both our minds and our bodies. The purchase of safe, effective, and useful equipment will set us up for a better future.

Overall benefits to the purchase

Leading Causes of Death among Firefighters.

The leading cause of death among firefighters is heart attacks, and strokes. We can combat heart attacks in the kitchen and with an exercise program. The purchase of this equipment would allow our crews a more beneficial exercise program and increase the variety of workouts. The duty crews have been instructed that with the purchase of this equipment, they will be required to document 30 minutes of exercise every shift. NFPA 1500 and 1583 are two standards to align with a physical exercise program. The increase in physical health will make our fire grounds safer and increase our working periods. Exercise can combat obesity, diabetes, and keep blood pressure in check.

Improving overall health.

One of the most underappreciated aspects of fire services is mental wellness. We purchased a very robust EAP last fall but now is the time to be proactive and less reactive. When firefighters exercise it has been shown to enhance the resiliency of our members. Enhancing resiliency can have a positive impact on mental health and overall well-being. Firefighter suicide is among the largest growing concerns within the first responder environment. Taking a proactive approach is one of the items we can do to combat the loss of a member.

A safer, more effective solution to wellness.

Company	Total Quote	Notes
Rouge	\$12,329.68	Rouge cave rack, rower, plates, bench, and various other items.

FINANCIAL IMPACT:

Staff is recommending *Rouge Equipment* for a total of \$12,500 which will come out of the *Capital Outlay* line.

GL Name Line	Current Balance	Project Cost	Balance After
Cutlerville Cap Outlay 205-336.001.972.000	\$20,000	\$12,329.68	\$7,670.32

BUDGET ACTION REQUIRED:

No budget action is required as this was an anticipated expense.

STAFF RECOMMENDATION:

Staff recommends the purchase of the quoted equipment for purchase and delivery.



545 E. 5TH AVE.
COLUMBUS, OH 43201
(614) 358-6190
TEAM@ROGUEFITNESS.COM



Bill To:
JUSTIN HOLMES
GRAND RAPIDS MI 49548

Ship To:
JUSTIN HOLMES
GRAND RAPIDS MI 49548

Total Equipment Cost	\$12,076.00
Discount	(\$655.46)
Shipping (Freight - RL)	\$909.14
Grand Total	\$12,329.68

Quote #: 137343

Weight	Brand	Item Description	SKU	QTY	Price	Total	Details
149.74 lbs	Rogue	Rogue Adjustable Bench 3.1 (MG Black - Txt) - FP Pad	RF0959-BLACK-MG-TXT-FP	1	\$595.00	\$595.00	
2146.45 lbs	Rogue	The ML Cave CVML-CL100223 (MG Black)	RF0922-100-30-S-CTLP-BLACK-MG	1	\$8,550.00	\$8,550.00	
66 lbs	Concept2	BLACK Concept 2 Model D Rower w/PM5 Monitor	C20003-5	1	\$990.00	\$990.00	
0 lbs	Regupol	Regupol Aktiv Flooring 3/8" 20% Color - 100sqft	RG0005	4	\$319.00	\$1,276.00	Color: Red Storm
215.48 lbs	Rogue	SOCAL Econ Bar & Plate Set	RFP-SCBP	1	\$665.00	\$665.00	

CFD

- * Shipping quotes are only valid for 24 hours
- * All previous versions of this form are obsolete
- * Please ensure the items and quantities on this quote are correct prior to placing your order
- * Custom products require review and approval by the Rogue creative team and may require modifications to be manufactured.
- * 100% Due Upon Order unless otherwise Agreed Upon
- * All POs are processed with Net 30 terms starting the date the order ships. POs over \$25,000 will require a 50 % deposit to initiate the order. The remaining 50 % of the balance will have Net 30 terms * * starting the date the order ships. * * If any invoiced amount is not received by the due date, then without limiting Rogue's rights or remedies, (a) out standing amounts will accrue late interest at the rate of 1.5% of the outstanding balance per month, or the maximum permitted by law, whichever is lower, and / or (b) future orders may be conditioned with a reduction or elimination of terms.
- * Upon confirmation of this Order, and/or acceptance of the ordered product(s), you hereby agree to these credit terms.



K. ii.

MEMO

Staff Communication-Action Required

DATE: May 4, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: Purchase of Mower for Cemeteries

SUMMARY OF TOPIC:

During the planning process for the 2023 budget, much time was spent discussing the equipment needed to maintain our cemeteries.

The consensus was a new mower is needed, and the purchase was included in the approved budget.

Joe Van Engen would like to purchase a mower assembly which includes suspension fork, and mulching kit. A detailed quote is attached.

BUDGET ACTION REQUIRED:

No budget action is required; this purchase was included in the 2023 budget.

STAFF RECOMMENDATION:

Staff recommends the purchase of the mower as quoted.

**Note – Although this purchase was budgeted for, our PURCHASE POLICY states "The Township Board has sole authority to authorize expenses, including budgeted expenses, of \$5,000 or more, except in the case of emergencies where the Township Manager can exercise spending authority..."*

Status: Quote

Invoice Date:

Print Date: 4/24/2023

Updated

STARR LAWN & GARDEN

3929 S. Division
Wayland, MI 49348
(269) 792-4123

Quote #: 30624



BILLING ADDRESS

Gaines Township
Gaines Township
8555 Kalamazoo Ave
Caledonia, MI 49316
(269) 698-6640

SHIP ADDRESS

Gaines Township
Gaines Township
8555 Kalamazoo Ave
Caledonia, MI 49316
(269) 698-6640

Sales Rep	Terms	Tax Code	Customer PO	Sales Type	Ship Date
	NET30	NT		Regular or Over the Counter	5/17/2022

Qty	OEM Code	Item No.	Item Description	Bin Location	Your Price	Amount
1.00	GRA	534123	MOWER ASSY M1 225/61 MSRP \$14,056		11,955.25	11,955.25
1.00	GRA	534393	SUSP FORK IN LIEU STD - M161 MSRP \$ 195		165.75	165.75
1.00	GRA	504569	MULCHING KIT - M161/3461 MSRP \$240		204.00	204.00
1.00	DEFAULT	UPS	Shipping & Handling LTL Freight		165.00	165.00

Tax Authority Code

NT 0.0000

Invoice Payments

Type Amount Date

Total Invoice

Items	12,490.00
Fees	0.00
Labor	0.00
Kits	0.00
Units	0.00
Misc	0.00
Subtotal:	12,490.00
Ship by Unassigned	0.00
Sales Tax:	0.00
Total Due:	12,490.00
Total Paid:	0.00
Balance Due:	12,490.00

Tracking No.

THANK YOU FOR YOUR BUSINESS

All returns are subject to a 20% restock fee.
 No returns without receipt or after 14 days.
 No returns on electrical, special orders or close out items.
 \$10.00 fee will be charged on all invoices 30 days past due
 invo

WARRANTY

-REC FUEL ONLY RECOMMENDED
 -WARRANTY WILL NOT COVER FUEL RELATED ISSUES
 -WARRANTY WILL NOT COVER PICK UP & DELIVERY



MEMO

Staff Communication

DATE: May 8, 2023

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director; Natalie Davenport, Assistant Planner

RE: 4149 & 4450 76th Street SE – Rezoning Request – Rezone from A-R & A-B to I-1

SUMMARY OF TOPIC:

Steelcase Inc. requests the rezoning of approximately 330 acres of land they own from Agricultural/Rural-Residential (A-R) and Agricultural/Agri-Business (A-B) to Light Industrial (I-1). The subject area of land lies within two separate parcels. Steelcase has not provided information related to the potential end-users of the area proposed for rezoning but has long intended to expand industrial uses southward to 76th Street.

Steelcase has begun the extension of Rapids Drive southward to the northern edge of this area and intends to continue extending it as parcels are sold. It is likely that a variety of users will purchase parcels in this area for a variety of industrial, warehousing, and transportation purposes.

The Planning Commission held a public hearing on April 27th, 2023, and recommended approval to the Township Board of Trustees. This is the first read for the Board.

Surrounding zoning:

WEST: A-R; PUD (Residential)	NORTH: I-1; PUD-LSP	EAST: Caledonia Township (Residential, Public School)
	SUBJECT PARCEL	
	SOUTH: A-R; A-B	

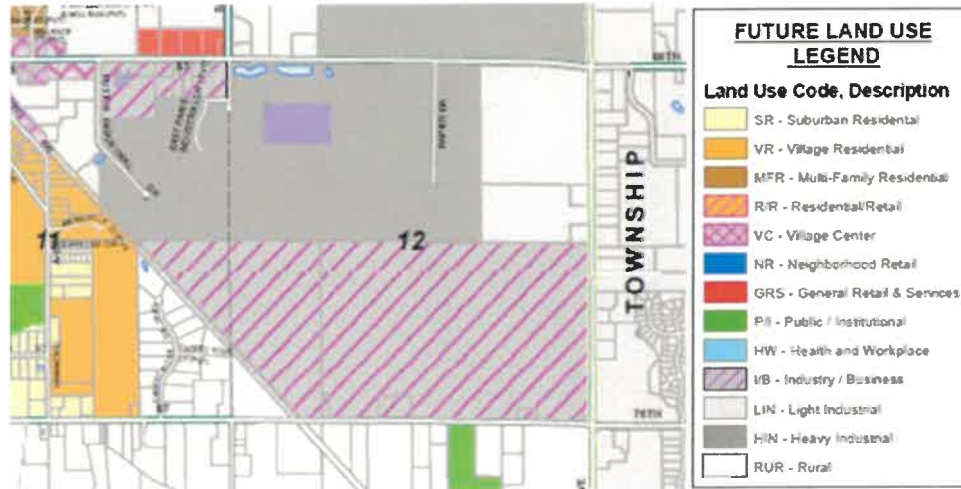
STANDARDS OF REVIEW

The request has been reviewed using the applicable review standards of Section 27.4, Review Standards for Amendments, which states:

In reviewing an application for the rezoning of land, whether the application is made without or with an offer of conditions (as in a conditional rezoning request), factors that should be considered by the Planning Commission and the Township Board include, but are not limited to, the following:

A. Whether the proposed rezoning is consistent with the policies and uses proposed for that area in the Township's Master Land Use Plan;

Meets Standard. The Township's 2023 Future Land Use Plan designates the subject area of land as Industrial/Business/Warehousing/Transportation, which aligns with light Industrial Use.



B. Whether all of the uses and structures allowed under the proposed rezoning would be compatible with other zones and uses in the surrounding area;

Meets standard. The subject parcels are surrounded by industrial uses to the north, including the Steelcase PUD-LSP and I-2 zoning districts. Therefore, light industrial uses in this area are anticipated to be compatible with the surrounding zones and uses to the north.

There are agricultural and residential zones and uses abutting the subject parcels located to the south, west, and east in Caledonia Township, including a proposed public school at the intersection of 76th & Patterson. Per the zoning ordinance, the I-1 zoning district is intended for industrial operations that do not generate significant obnoxious off-site effects, such as noise, vibration, and odor.

Given the limitations surrounding light industrial uses, staff does not anticipate compatibility to be a concern related to the rezoning and development of this area.

C. Whether any public services and facilities would be significantly adversely impacted by a development or use allowed under the requested rezoning;

Meets standard. Steelcase is currently in the process of extending road, water, and sewer lines to the end of Rapids Drive. As of April 14, 2023, the contractor has installed and tested all the project's sanitary sewer; the contractor has also completed watermain installation. Final inspections of water/sewer utilities have yet to be performed.

D. Whether the proposed zoning would be reasonable;

Meets standard. The proposed rezoning is reasonable as the area is generally planned for transformation. Section 12 can be served by public water and sewer, and Rapids Drive is currently being expanded to the south. While agricultural lands would be converted to industrial, the incremental expansion of the northeast industrial area is reasonable in concept.

E. Whether circumstances in the area have changed;

Meets standard. Circumstances in the area have generally changed in the past several years, most significantly the Amazon development to the north and the Lone Oak project along Rapids Drive. Many of the sites contemplated in the previous Master Plan for industrial development are committed at this point. Expansion to the south half of Section 12 is the logical area for additional industrial use considering utility availability and nearby road and air transportation networks.

F. Whether the uses allowed under the proposed rezoning would be equally or better suited to the area than uses allowed under the current zoning of the land.

Meets standard. Industrial use of the Steelcase property would be equally or better suited for the area than agricultural uses. Section 12 falls within the water and sewer district, and public road and utility extensions are currently underway. Because the site is feasible for the expansion of public infrastructure, it is reasonable to develop the property for industrial uses.

FINANCIAL IMPACT:

In the long term, industrial and business development of this area will generate tax revenues for the Township.

BUDGET ACTION REQUIRED:

N/A.

RECOMMENDATION:

After a public hearing held on April 27th, 2023, the Planning Commission recommended approval to the Township Board of Trustees for this rezoning request based on the standards of 27.4 being met.

Staff recommends that the Township Board of Trustees set a public hearing for June 12th to consider public comments.

ATTACHMENTS:

- Draft Ordinance

**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 _____, 2023, beginning at ____ p.m., the following Ordinance was offered for adoption by Township Board Member _____, and was seconded by Township Board Member _____:

**AN ORDINANCE TO AMEND THE GAINES CHARTER TOWNSHIP ZONING
ORDINANCE AS PROVIDED FOR IN CHAPTER 27 THEREOF BY AMENDING
SECTION 1.6 AND THE TOWNSHIP ZONING MAP**

THE CHARTER TOWNSHIP OF GAINES (the "Township") ORDAINS:

Section 1. Amendment. The Gaines Charter Township Zoning Ordinance is hereby amended by the amendment of Section 1.6 thereof, the Zoning Map, so as to rezone the following properties in their entirety from Agricultural-Rural Residential & Agricultural-Agri Business to Light Industrial (I-1), the land being commonly described as parcels 41-22-12-400-006 and 41-22-12-300-010 located at 4149 & 4450 76th Street SE. The legal descriptions are as follows:

4149 76th Street SE

THAT PART OF E 1/2 SE 1/4 OF SEC 11 LYING NELY OF NELY LINE OF ABANDONED K.B.E.C. RR R/W /100 FT WIDE/ ALSO W 1/2 SW 1/4 OF SEC 12 EX ABANDONED K.B.E.C. RR R/W /100 FT WIDE/ * SECS 11 & 12 T5N R11W 100.02 A.

4450 76th Street SE

412212400006 E 1/2 SW 1/4 EX COM 394 FT N ALONG W 1/8 LINE FROM S SEC LINE TH S ALONG W 1/8 LINE 394 FT TO S SEC LINE TH E ALONG S SEC LINE 100 FT TH N PAR WITH W 1/8 LINE 388 FT TH WLY TO BEG & EX COM AT S 1/4 COR TH W ALONG S SEC LINE 490.0 FT TH N PERP TO S SEC LINE 358.23 FT TH E PAR WITH S SEC LINE 482.79 FT TO N&S 1/4 LINE TH S ALONG N&S 1/4 LINE TO BEG ALSO SE 1/4 EX COM 816 FT W ALONG S SEC LINE FROM SE COR TH W ALONG S SEC LINE 264 FT TH N PERP TO S SEC LINE 206 FT TH E PAR WITH S SEC LINE 264 FT TH S 206 FT TO BEG * SEC 12 T5N R11W 234.87 A.

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

Township Board Ordinance No. 23-_____
_____, 2023

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



**Vriesman
& Korhorn**

K. iv

May 4, 2023
0952

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

RE: Lateral Agreement

Dear Tracy:

Enclosed is a copy of the proposed Lateral Agreement **with** the City of Wyoming. This agreement has been proposed to provide public utility services to several homes located in the City of Wyoming north of 60th Street and west of Clyde Park Avenue. The Byron-Gaines Water System already has a watermain located in 60th Street in this area and a development project (Penske Truck Rentals) in this area is proposing to extend public sanitary sewer in 60th Street.

The proposed agreement was prepared by the City Attorney and reviewed/modified by Mark Nettleton of Mika Meyers for the Townships. We note that no costs or expenses related to this project will be charged to Gaines Charter Township.

We recommend that the Township Board of Trustees consider the proposed agreement and authorize its execution.

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

Sincerely,

Vriesman & Korhorn

7/nt
Jeffrey M. Gritter, P.E.

JMG/ntb

AGREEMENT TO SERVE WYOMING PARCELS WITH UTILITY SERVICES

This Agreement to Serve Wyoming Parcels with Utility Services is made as of _____, 2023, among the Township of Byron, a Michigan municipal corporation, the address of which is 8085 Byron Center Ave, Byron Center, MI 49315 (**Byron**), Gaines Charter Township, a Michigan municipal corporation, the address of which is 8555 Kalamazoo Ave, Caledonia, MI 49316 (**Gaines**), Penske Truck Leasing Co., L.P., a Delaware limited partnership, the address of which is 2675 Morgantown Rd, Reading, PA 19607 (**Penske**), and the City of Wyoming, a Michigan municipal corporation the address of which is 1155 28th St SW, Wyoming, MI 49509 (**Wyoming**).

RECITALS

- A. Penske intends to develop property Penske owns at 1150 60th Street, SW in Byron, tax parcel number 41-21-02-200-001 (**Penske Property**) and needs public water and sanitary sewer services for that development.
- B. Pursuant to the 2011 Water Supply Agreement (**Water Agreement**) among Wyoming, Byron, and Gaines; Wyoming supplies water to a joint water distribution system owned by Byron and Gaines (**BGWS**) to serve a designated service area in Byron and Gaines in which the Penske Property is located.
- C. Pursuant to the 2006 Wastewater Disposal Agreement among Wyoming, Byron, and Gaines (**Wastewater Agreement**), Wyoming provides wastewater treatment and disposal services for wastewater collected by a joint wastewater collection system owned by Byron and Gaines (**BGSS**) to serve a designated service area in Byron and Gaines in which the Penske Property is located and wastewater generated in a portion of the City of Kentwood that flows through the BGSS.
- D. Under a contract with Byron and Gaines, the Byron-Gaines Utility Authority (**BGUA**) operates and maintains the BGWS and BGSS.
- E. The centerline of 60th Street, SW is the jurisdictional boundary line between Wyoming and Byron.
- F. There is an existing BGWS water main located in the 60th Street, SW right-of-way (**BGWS Water Main**) that can serve the Penske Property.
- G. Penske proposes constructing and installing a sanitary sewer main in the 60th Street, SW right-of-way between a connection to an existing sanitary sewer main owned by Wyoming located at the intersection of 60th Street, SW and Clyde Park Avenue, SW and extended to a point accessible to the Penske Property (**New BGSS Sewer Main**).
- H. The parcels listed below, which are located along the north side of 60th Street, SW in Wyoming (**Wyoming Parcels**), are not currently served by public water or sanitary sewer services. The parties agree that if laterals were constructed from the New BGSS Sewer Main to the north edge of the 60th Street, SW right-of-way (**BGSS-Wyoming Sewer Laterals**), the Wyoming Parcels could be served by the New BGSS Sewer Main and, if water services were added to the existing BGWS Water Main and extended to the north edge of the 60th Street, SW right-of-way (**BGWS-Wyoming Water Services**), such parcels could be served by the existing BGWS Water Main.

<u>Address</u>	<u>Parcel Number</u>
5985 Clyde Park Ave SW	41-17-35-476-010
831 60 th St SW	41-17-35-476-011
855 60 th St SW	41-17-35-476-012
901 60 th St SW	41-17-35-476-006
945 60 th St SW	41-17-35-476-005
975 60 th St SW	41-17-35-476-004
987 60 th St SW	41-17-35-476-003
1007 60 th St SW	41-17-35-451-010
1033 60 th St SW	41-17-35-451-009
1055 60 th St SW	41-17-35-451-006

I. The parties are mutually amenable to providing public water and sanitary sewer service to the Wyoming Parcels in accordance with the terms of this Agreement.

TERMS AND CONDITIONS

1. Construction and Installation.

A. Penske will construct or cause to be constructed the New BGSS Sewer Main, connecting it to the existing Wyoming sanitary sewer main at the intersection of 60th Street, SW and Clyde Park Avenue, SW at a point, in a manner, using materials, and in accordance with plans and specifications approved by Wyoming's city engineer and Byron's township engineer. The New BGSS Sewer Main will include the construction of a wastewater metering facility. Wyoming, Byron and Gaines accept the concepts for the New BGSS Sewer Main (including the wastewater metering facility) set forth in the drawing prepared by Vriesman & Korhorn, File No. 1155, dated 11/29/2022 entitled "Clyde Park Sewer Meter Preliminary Layout," subject to the review and approval of more detailed construction drawings by Wyoming's city engineer and Byron's township engineer before construction begins.

1. Byron and Gaines will obtain any needed permits from the Michigan Department of Environment, Great Lakes, and Energy. Penske will also obtain all needed permits from the Kent County Road Commission.

2. Byron and Gaines will have the right, but not any obligation, to inspect the work.

B. While constructing or causing to be constructed the New BGSS Sewer Main, Penske will install or cause to be installed the BGSS-Wyoming Sewer Laterals using materials and in accordance with plans and specifications approved by Wyoming's city engineer and Byron's township engineer. Wyoming and Byron will have the right, but not any obligation, to inspect the work.

C. While constructing or causing to be constructed the New BGSS Sewer Main, Penske will install or cause to be installed the BGWS-Wyoming Water Services using materials and in accordance with plans and specifications approved by Wyoming's city engineer and Byron's township engineer. Wyoming and Byron will have the right, but not any obligation, to inspect the work.

D. After the completion of the New BGSS Sewer Main, the BGSS-Wyoming Sewer Laterals, and the BGWS-Wyoming Water Services and their acceptance by BGUA and Wyoming, the BGUA and Byron's township engineer shall file with or cause to be filed with BGUA and Wyoming's city engineer as-built plans for the New BGSS Sewer Main, the BGSS-Wyoming Sewer Laterals, and the BGWS-Wyoming Water Services.

2. Payment for Construction and Installation.

A. Wyoming will pay Penske \$51,999 for the installation of the BGSS-Wyoming Sewer Laterals. Payment will be made within 30 days after the construction and installation is completed and accepted by BGUA and Wyoming.

B. Wyoming will reimburse Penske for the cost of the installation of the BGSS-Wyoming Water Services, subject to Penske providing Wyoming with detailed invoices itemizing costs for materials and labor for such installation. Payment will be made by Wyoming to Penske within 30 days after submittal of such invoices, and the installation is completed and accepted by BGUA and Wyoming.

3. Wyoming Special Assessments and Connection Costs. Wyoming will specially assess the Wyoming Parcels for the BGSS-Wyoming Sewer Laterals and the BGWS-Wyoming Water Services in accordance with Wyoming's normal practice for such special assessments. Those special assessments may or may not be wholly or partially deferred depending on the Wyoming City Council resolutions levying them. Wyoming will invoice owners of the Wyoming Parcels rates, fees, and charges for connection to the BGSS-Wyoming Sewer Laterals and the BGWS-Wyoming Water Services in accordance with Wyoming's normal practice and applicable Wyoming ordinances, schedules, and policies.

4. Service Charges. Wyoming will read meters for the Wyoming Parcels connected to the BGSS-Wyoming Sewer Laterals and the BGWS-Wyoming Water Services and bill owners of those parcels water and

sanitary sewer service at the same rates, fees, and charges as Wyoming charges other Wyoming water and sanitary sewer system users. Wyoming will pay BGUA water and sanitary sewer service rates, fees, and charges for service to the Wyoming parcels the same as BGUA invoices water and sanitary sewer system users served by BGUA.

5. Maintenance and Responsibility. Upon acceptance of the BGSS-Wyoming Sewer Laterals and BGWS-Wyoming Water Services, Wyoming shall be responsible for the maintenance and repair of such infrastructure according to and consistent with the Wyoming code of ordinances and Wyoming's water and sewer policies. Wyoming shall notify the BGUA when Wyoming undertakes repairs or maintenance of the BGSS-Wyoming Sewer Laterals and BGWS-Wyoming Water Services. BGUA shall notify Wyoming when BGUA undertakes and repairs or maintenance of the BGSS Sewer Main or BGWS Water Main. Wyoming and BGUA shall provide to each other notice of a disruption of service in advance of the disruption except in the case of an emergency.

6. General Provisions.

A. This Agreement constitutes the entire agreement between the parties with respect to its subject matter. It supersedes all other agreements between the parties regarding its subject matter. Any waiver, alteration or modification of this Agreement will not be valid unless in writing signed by all parties.

B. Except to the extent specifically provided in this Agreement the 2011 Water Agreement and 2006 Wastewater Agreement remain unaffected by this Agreement.

C. All parties had input in the drafting of this Agreement and the advice of legal counsel before signing it. Therefore, this Agreement shall be construed as mutually drafted. The captions are only for reference and shall not affect its interpretation. However, the recitals are an integral part of this Agreement.

D. This Agreement may be signed in one or more counterparts, all of which will be considered the same agreement and will be effective when one or more counterparts have been signed by all the parties and delivered to the other parties. Signatures on this Agreement and any other documents to be signed under this Agreement, may be delivered by facsimile or electronic mail in lieu of an original signature. The parties will treat facsimile signatures and electronic mail signatures as original signatures.

E. This Agreement does not obligate Wyoming, Byron, Gaines, or BGUA or their respective officers, employees, or agents to approve any plans, specifications, or work except using standard requirements, criteria, and procedures.

The parties have signed this Agreement as of the date first written above.

Township of Byron

By: _____
Don Tillema, Supervisor

By: _____
Peggy Sattler, Clerk

Date signed: _____, 2023

Penske Truck Leasing Co., L.P.

By: PTL GP, LLC, a Delaware Limited Liability Company, General Partner

By: _____, Its _____

Gaines Charter Township

By: _____
Robert DeWard, Supervisor

By: _____
Michael Brew, Clerk

Date signed: _____, 2023

City of Wyoming

By: _____
Kent Vanderwood, Mayor

By: _____

Date signed: _____, 2023

Kelli A. Vandenberg, Clerk

Date signed: _____, 2023

Approved as to form:

Scott G. Smith, City Attorney



K. v.

May 4, 2023
1210

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

RE: Prairie Wolf Station - Sanitary Pump Station - Water/Sewer Development Contract

Dear Tracy:

Enclosed is the Water/Sewer Development Contract for the design of the Prairie Wolf Sanitary Pump Station. The proposed Water/Sewer Development Contract details the engineering design of the sanitary pump station and in the future a Water/Sewer Development Contract(s) will need to be executed between the Township and the Developer for the extension of public watermain and sanitary sewer. The contract has been signed by the Developer. We recommend that the Gaines Charter Township Board of Trustees authorize execution of the contract by the Township. Please note the following items:

Water

- Not Applicable

Sewer

- Engineering Design of the Sanitary Pump Station

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

Sincerely,

Vriesman & Korhorn

Jeffrey M. Gritter, P.E.

JMG/nfb

**WATER AND/OR SEWER
DEVELOPMENT CONTRACT**

CONTRACT FACE PAGES

I. PARTIES

A. DEVELOPER (the "Developer"):

American Kendall Properties, LLC
Name

3600 Woodview Trace, Suite 130, Indianapolis, IN, 49268
Address

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

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

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

The Development name is Prairie Wolf Station. The Development consists of approximately 499 residential units proposed as a mix of single family homes, condominiums, townhomes, apartments, and apartments over retail. The project also includes a proposed senior living use with approximately 110 units, 6 retail buildings and 2 outlots adjacent to Kalamazoo Avenue for future commercial development.

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

This Development Contract is specifically for the engineering and design of the public wastewater pump station which will connect the Development to an existing 8" gravity sanitary sewer located on Township property approximately 620 feet west of the centerline of Kalamazoo Avenue and just south of the 84th Street ROW line. BGUA Standard Construction Requirements specify that all wastewater pump stations will be designed by the Township's Consulting Engineer: Vriesman & Korhorn, Inc. aka VK Civil. VK Civil will at the Township's direction, produce plans and specifications for the wastewater pump station. The Developer will be responsible for the construction of the wastewater pump station in accordance with plans and specifications that are provided along with any additional input of the Township or the Township's representatives. The Developer is responsible for all expenses of the engineering, design, construction, inspection, and startup of the wastewater pump station.

All other water and sanitary sewer improvements necessary for this Development will be covered under a separate Water & Sewer Development Contract.

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

IV. **PROJECT COMPLETION DATE** (the "Completion Date"): _____

V. **IRREVOCABLE LETTER OF CREDIT**

A. Required prior to commencement of construction:

YES _____ NO X _____

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

VI. **WATER AVAILABILITY FEE**

A. Basis of Water Availability: _____ N/A _____

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

C. Payment Terms: _____ N/A _____

VII. **WATER TRUNKAGE FEE**

A. Basis of Water Trunkage Fee: _____ N/A _____

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

C. Payment Terms: _____ N/A _____

VIII. **WATERMAIN PAYBACK ARRANGEMENTS**

A. Basis of Payback Arrangements for Watermain: _____ N/A _____

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

C. Payment Terms: _____ N/A _____

D. Expiration Date of Payback Arrangements: _____ N/A _____

E. The Developer acknowledges that the obligation of the Township to make payback payments is contingent upon future events (i.e., water and/or sewer connections) which are not within the control of the Township and therefore the

Developer further acknowledges that the amount and frequency of payback payments is not guaranteed by the Township.

IX. PAYMENT TO THE DEVELOPER FOR OVERSIZING WATERMAIN

- A. Basis of Oversizing Payment for Watermain: N/A
- B. Amount of Oversizing Payment to the Developer: \$ N/A
- C. Payment Terms: N/A

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

X. SEWER AVAILABILITY FEE

- A. Basis of Sewer Availability Fee: N/A
- B. Amount of Sewer Availability Fee: \$ N/A
- C. Payment Terms: N/A

XI. SEWER TRUNKAGE FEE

- A. Basis of Sewer Trunkage Fee: N/A
- B. Amount of Sewer Trunkage Fee: \$ N/A
- C. Payment Terms: N/A

XII. SANITARY SEWER PAYBACK ARRANGEMENTS

- A. Basis of Payback Arrangements for Sanitary Sewer: N/A
- B. Maximum Amount of Sanitary Sewer Payback Payments to the Developer:
\$ N/A
- C. Payment Terms: N/A
- D. Expiration Date of Payback Arrangements: N/A
- E. The Developer acknowledges that the obligation of the Township to make payback payments is contingent upon future events (i.e., water and/or sewer connections) which are not within the control of the Township and therefore the

Developer further acknowledges that the amount and frequency of payback payments is not guaranteed by the Township.

XIII. PAYMENT TO THE DEVELOPER FOR OVERSIZING SANITARY SEWER

- A. Basis of Oversizing Payment for Sanitary Sewer: N/A
- B. Amount of Oversizing Payment to the Developer: N/A
- C. Payment Terms: N/A

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

XIV. PAYMENT OF PROJECT COSTS

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

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

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

XVI. MISCELLANEOUS

The Developer agrees to provide base plans in DWG format for the design of the proposed wastewater pump station as well as cooperate on any additional information needed for the engineering of the wastewater pump station to VK Civil. This will include providing the invert elevations of sewer(s) proposed to enter the pump station as well as the proposed elevations of the final grade around the pump station. This information shall be provided without delay so that the plans and specifications are produced in a reasonable time frame.

Developer agrees to pay all expenses for the engineering and design of the wastewater pump station. Engineering and design expenses are estimated to cost \$55,000.00 and will be billed based on the time and material necessary to complete the design. The Developer will be billed by the Township periodically as expenses are incurred. The Developer's engineer shall be responsible to provide a site plan of the lift station location including grading design and access design. The Township's engineer will specify the forcemain diameter and pipe material and the Developer's engineer will be responsible for all remaining aspects of the forcemain design and construction plans. All engineering designs will be subject to review by the Byron-Gaines Utility Authority and will require Michigan Department of EGLE construction permits.

XVII. AGREEMENT OF THE PARTIES:

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

IN WITNESS WHEREOF, the parties have executed this Contract.

Witnesses:

DEVELOPER: *American Kendall Properties, LLC*

(1) *Jennifer Kelleher*

By: *[Signature]*
Its: *Member*

(2) _____

By: _____
Its: *1*

Dated: *May 1*, 2023

Witnesses:

CHARTER TOWNSHIP OF GAINES:

(1) _____

By: _____
Robert DeWard
Its: Supervisor

(2) _____

By: _____
Michael Brew
Its: Clerk

Dated: _____, 2023

WATER AND/OR SEWER DEVELOPMENT CONTRACT

CONTRACT TERMS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Section 11. **MISCELLANEOUS.** Neither this Contract nor any rights under it may be assigned nor may any duty be delegated without the prior written consent of the non-assigning or non-delegating party. Any attempt to assign or delegate rights or duties without prior written

consent shall be void. This Contract shall inure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assigns.

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

[END OF CONTRACT TERMS]



MEMO

Staff Communication-Action Required

DATE: May 4, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: Renewal of Contract with The Rapid

SUMMARY OF TOPIC:

Staff received the proposed contract with The Rapid for (their) FY2023-2024. The contract period begins August 28, 2023 and runs through the end of The Rapids' Summer 2024 service period on August 26, 2024.

The contract includes both the line haul service and paratransit (The Go Bus) service.

FINANCIAL IMPACT:

Township will realize an increase of approximately 3.91% (\$76.37 to \$80.28) increase in the per hour charge. This increase will need to be reflected in the FY 2024 budget. The increase for the remainder of 2023 was anticipated and included in the 2023 budget.

BUDGET ACTION REQUIRED:

The increase equates to a monthly increase of \$504.26 (\$6,051.02 annually). The annual expense will be \$47,489.42. No budget action required for 2023, as \$55,000 was budgeted for 2023. The annual cost for 2024 could be decreased for 2024 (down to \$50,000) as this is a fixed rate.

STAFF RECOMMENDATION:

Staff recommends approval of the contract.

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 the "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 area, and
3. Whereas, the expansion of ITP bus service into Gaines Township makes transit service available for residents of Gaines 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 in agreement with both ITP and 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 ADA requires paratransit service be provided to those with a physical or mental disability who are prevented from utilizing linehaul. 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.

3. Liability and Risk

A. ITP shall provide for a Certificate of Insurance to be issued naming the Township as an additional insured. This insurance certificate shall be supplied prior to the start of service. ITP agrees to maintain such insurance for the duration of the project or the term for which services will be rendered.

- Workmen's Compensation (including occupational disease) under the terms of the Michigan Workmen's Compensation Act.
- General Liability: \$3,000,000 ultimate net loss each occurrence.
- Automobile Liability: \$3,000,000 ultimate net loss each occurrence.

ARTICLE III – RESPONSIBILITIES OF THE TOWNSHIP

For linehaul and paratransit service:

The Township shall pay for all hours of service that a bus(es) is in revenue service within the Township's boundaries per an hourly rate according to the applicable fiscal year (as defined in Article V).

The cost per hour to the Township, after Michigan Department of Transportation State Operating Assistance, is as follows:

FY 2023: \$76.37 per revenue hour; FY 2024: \$80.28 per revenue hour

Invoices will be submitted by the ITP monthly and shall be paid by the Township within 30 days of receipt.

ARTICLE IV – MARKETING AND INFORMATION

ITP shall provide all materials, schedules, and maps necessary to promote the service.

ARTICLE V – ITP FISCAL YEAR SCHEDULE

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

FY 2023: October 1, 2022 – September 30, 2023

FY 2024: October 1, 2023 – September 30, 2024

ARTICLE VI – TERM OF AGREEMENT

1. This Agreement shall be effective starting August 28, 2023 through August 26, 2024 (the "Term"). The Township shall make its intentions to ITP for renewal of the agreement or desired service changes on or before June 15, 2024 for Fall 2024 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 within the Township service area 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.

The Agreement is dated the _____ day of _____, A.D., 2023.

INTERURBAN TRANSIT PARTNERSHIP

GAINES CHARTER TOWNSHIP

By: _____
Chief Executive Officer

By: _____
Appointed Officer

Attest: _____

Attest: _____

ATTACHMENT A

FY 2023/2024 Fixed-Route Services in Gaines Charter Township August 28, 2023 – August 26, 2024

ROUTE DESCRIPTION

South on Eastern, west/north on Woodfield Drive through Woodfield Apartments.

FREQUENCY OF SERVICE

Weekday:	Every 15-minutes
Weekday evening:	Every 30-minutes
Saturday morning:	Every 60-minutes
Saturday midday:	Every 30-minutes
Saturday evening:	Every 60-minutes
Sunday:	Every 60-minutes

HOURS OF SERVICE

Weekday:	5:45 AM to 7:00 PM
Weekday evening:	7:00 PM to 10:30 PM
Saturday morning:	5:15 AM to 9:30 AM
Saturday midday:	9:30 AM to 5:00 PM
Saturday evening:	5:00 PM to 10:00 PM
Sunday:	7:00 AM to 7:00 PM

OPERATING DAYS

Weekdays:	254 (24 in FY 23; 230 in FY 24)
Saturdays:	52 (5 in FY 23; 47 in FY 24)
Sundays:	52 (4 in FY 23; 48 in FY 24)

COST OF SERVICE

Billable Hours:	594.27 (55.83 in FY 23; 538.43 in FY 24)
Contract Rate:	\$76.37 (FY 23); \$80.28 (FY 24)
Total Cost:	\$47,489.42



Figure 1 - FY 2023/2024 Route 4 alignment in Gaines Charter Township



MEMO

Staff Communication-Action Required

DATE: May 4, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: IAAO Annual Conference

SUMMARY OF TOPIC:

Assessor, Megan VanHoose, has requested permission to attend the 2023 International Association of Assessing Officers annual conference in Salt Lake City, Utah. The estimated cost of her attendance is approximately \$2,500.

The cost of attendance was included in the 2023 budget; however, the Township's purchase policy requires Township Board approval for all out-of-state travel.

BUDGET ACTION REQUIRED: NONE

The cost of attendance was included in the 2023 budget.

STAFF RECOMMENDATION:

Staff recommend approval of this request.



8555 Kalamazoo Ave., SE
Caledonia, MI 49316

www.gainestownship.org

Phone: 616-698-6640
Fax: 616-698-2490

June 9, 2023

Gaines Township Board of Trustees
8555 Kalamazoo Ave SE
Caledonia, MI 49316

RE: June 12, 2023, Township Board Meeting

Township Board Members:

There continues to be many things happening in the Township. All of this activity has once again led to a very full agenda for June. Dan Veldhuizen, from Sigfried and Crandall, will be our scheduled speaker, and he will be providing us with a recap of the 2022 audit. We will also have a Public Hearing at the meeting. This is coming from the last Board meeting where the first read took place. Steelcase Inc. is requesting to rezone approximately 330 acres of land that they own from Agricultural/Rural Residential (A-R) and Agricultural/Agri-Business (A-B) to Light Industrial (I-1).

The final Consent Judgement, for Prairie Wolf Station, will also be discussed. This is the culmination of a lot of back forth between the developers, the Planning Department, and all the Attorneys that were involved. Staff is recommending the approval of the document at this time. The Township Attorney will be on hand to answer any questions that may arise.

You will be presented with a Regional Hazard Mitigation Plan for your consideration. This plan covers Kent County, Ottawa County, and the City of Grand Rapids. In the event of a natural catastrophe, a municipality must adopt a Hazard Mitigation Plan to be eligible for FEMA Hazard Mitigation Grants. The plan is just over 800 pages in length so it will not be included in the packet but will be sent to you electronically for your review.

There are four items on this agenda that will be first reads from the Planning Department. These items include a Special Assessment Street Light District, StoneCo PUD Re-Zoning, 1200 60th Street Conditional Re-Zone from O-S to R-3, and an extension of the RL-10 Development Moratorium. Staff is recommending that these items have Public Hearings scheduled for the July meeting.

You will find a proposal to upgrade the technology in the Board Room. This will be a great enhancement to all meetings that take place in the room. There are four purchase requests coming from the Dutton Fire Department. They are for a new set of extrication tools, items necessary to set up the First Arriving system in the station, equipment for the new fire engine that is to be delivered in August, and fitness equipment for the station. Also, the Kent County Sheriff's Office has requested the use of Community Room C, in the lower level, to be used as a workout facility.

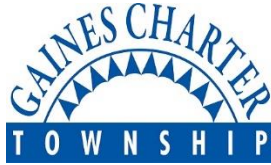
Lastly, we will be utilizing the June 26 meeting time. That meeting will be used to have a discussion on the use of the ARPA Funds that the Township has received, and to hear a staffing presentation from the Cutlerville Fire Department. Staff is recommending that this meeting be scheduled to be a workshop, and would ask you to consider setting a start time of 5:30 pm.

If you should have any questions about the agenda packet, please be sure to let me know.

Best regards,

A handwritten signature in blue ink that reads "Rod Weersing".

Rod Weersing
Township Manager



CHARTER TOWNSHIP OF GAINES

MEETING LOCATION: 8555 Kalamazoo Ave., SE, Caledonia, MI 49316

Township Board Meeting

PRELIMINARY AGENDA

MONDAY – June 12, 2023

7:00PM

- A. Opening (Prayer) – Kathy VanderStel
- B. Lead Pledge of Allegiance – Supervisor DeWard
- C. Call to Order and Attendance – Supervisor DeWard
- D. Declaration of Conflict of Interest
- E. Review Consent Agenda
- F. Approval of Agenda
- G. Scheduled speakers:
 - A. Dan Veldhuizen, Siegfried Crandall (2022 Audit recap)
- H. Public Comments – Anything on the Agenda NOT scheduled for a public hearing (comments limited to 3 minutes per speaker)
- I. Public Hearings:
 - A. Steelcase Rezoning Request
- J. Approval of Consent Agenda
 - A. Consider for Approval:
 - i) Minutes – May 8, 2023
 - ii) Check Registers May 1, 2023 thru May 31, 2023:
 - a) General Fund: \$ 118,203.34
 - b) Public Safety SAD: \$ 127,931.41
 - c) Building Inspections: \$ 8,588.45
 - d) Water & Sewer: \$ 323,862.84
 - TOTAL ALL FUNDS: \$ 578,586.04
 - B. Receive/ Accept/File:
 - i. May 2023 Building Department Revenue Report
 - ii. May 2023 Webpage stats: 9,333 visits
 - iii. May 2023 Dutton Fire Report
 - iv. May 2022 Cutlerville Fire Report
 - v. May 2023 Community Policing Officer's report
 - vi. Treasurer's Financial Report

vii. Update – Kent County Community Action 2023 CDBG Application

K. New Business

- i. Consider – Consent Judgement, Prairie Wolf Station
- ii. Consider – Hoffman Meadows Special Assessment Street Light District
- iii. Consider – Adoption of Hazard Mitigation Plan
- iv. Consider – StoneCo PUD Rezone – 1st Read
- v. Consider – 1200 60th Street Conditional Rezone from O-s to R-3 – 1st read
- vi. Consider – Steelcase rezoning request
- vii. Consider – RL-10 Development Moratorium Extension
- viii. Consider – Upgrade of Boardroom technology
- ix. Consider – Dutton Fire Request for Extrication tools
- x. Consider – Dutton Fire request to purchase First Arriving software and equipment
- xi. Consider – Dutton Fire request to purchase “Loose equipment”
- xii. Consider – Dutton Fire request to purchase fitness equipment
- xiii. Consider – Kent County Sheriff Dept Request to use Room C (lower level)

Public Comments – Any topic with 3-minute limit per speaker

L. Manager's Comments

M. Supervisor's Comments

N. Board Member Comments

Adjournment

NEXT SCHEDULED BOARD OF TRUSTEES MEETINGS: June 26, 2023 (time to be determined) – Lower Level
July 10, 2023 and July 24, 2023 if needed

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

The contents of supporting documents (such as text, graphics, images, information, and references) are created and supplied by the author.

May 11, 2023

To the Board of Trustees
Charter Township of Gaines

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Charter Township of Gaines (the Township) for the year ended December 31, 2022. Professional standards require that we provide you with information about our responsibilities under auditing standards generally accepted in the United States of America, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated December 9, 2022. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Township are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2022. We noted no transactions entered into by the Township during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

- Management's estimate of the value of utility infrastructure capital assets, donated by developers, is based on an analysis of contractor bid tabulations for locally constructed projects to determine typical project costs for various types and sizes of utility facilities.
- Management's estimate of the capital asset depreciation is based on the estimated useful lives of the Township's capital assets.
- Management's estimate of the fair value of investments is based on the net asset value of the investment pool shares.

We evaluated the key factors and assumptions used to develop the capital asset amounts, and changes therein, and the fair value of investments in determining that they are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Audit Adjustments

For purposes of this letter, professional standards define an audit adjustment as a proposed correction of the financial statements that, in our judgment, may not have been detected except through our auditing procedures. Management has recorded all of our proposed audit adjustments.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated May 11, 2023.

Other Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Township's auditor. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to management's discussion and analysis and the budgetary comparison schedule, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's response to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

Communication Regarding Internal Control

In planning and performing our audit of the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Township as of and for the year ended December 31, 2022, in accordance with auditing standards generally accepted in the United States of America, we considered the Township's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control. Accordingly, we do not express an opinion on the effectiveness of the Township's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. In addition, because of the inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error or fraud may occur and not be detected by such controls. However, as discussed below, we have identified a deficiency in internal control that we consider to be a material weakness.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Township's financial statements will not be prevented, or detected and corrected, on a timely basis. We consider the following deficiency in the Township's internal control to be a material weakness.

Material audit adjustments and financial statement preparation:

Criteria: All governmental units in Michigan are required to prepare financial statements in accordance with generally accepted accounting principles (GAAP). This is the responsibility of management. The preparation of financial statements in accordance with GAAP requires internal controls over both (1) recording, processing, and summarizing accounting data (i.e., maintaining internal accounting records) and (2) reporting government-wide and fund financial statements, including the related notes to the financial statements (i.e., external financial reporting).

Condition: We identified and proposed several material audit adjustments that management reviewed and approved. Adjustments were recorded to:

- Correct revenue, receivables, and deferred inflows of resources associated with property taxes
- Accrue receivables in the governmental funds at year end
- Provide for depreciation on enterprise fund capital assets
- Recognize developer contributions in the enterprise funds
- Record transfer to the Public Safety Fund to avoid deficit
- Convert the fund-based data necessary to prepare the government-wide financial statements

As is the case with many small and medium sized governmental units, the Township has historically relied on its independent external auditor to assist with the preparation of the financial statements, the related notes, and the management's discussion and analysis as part of its external financial reporting process. Accordingly, the Township's ability to prepare financial statements in accordance with GAAP is based, in part, on its reliance on its external auditor, who cannot be considered part of the Township's internal controls. This is a repeat finding.

Cause: This condition was caused by the Township's decision to outsource the preparation of its annual financial statements to the external auditor rather than incur the costs of obtaining the necessary training and expertise required for the Township to perform this task internally because outsourcing the task is considered more cost effective.

Effect: The Township's accounting records were initially misstated by amounts material to the financial statements. In addition, the Township lacks complete internal controls over the preparation of its financial statements in accordance with GAAP and relies, at least in part, on assistance from its external auditor with this task.

Auditor's Recommendation: We recommend that management continue to monitor the relative costs and benefits of securing the internal or other external resources necessary to develop material adjustments and prepare a draft of the Township's annual financial statements versus contracting with its auditor for these services.

Management Response: Management has made an ongoing evaluation of the respective costs and benefits of obtaining internal or external resources, specifically for the preparation of financial statements, and has determined that the additional benefits derived from implementing such a system would not outweigh the costs incurred to do so. Management will continue to review the draft financial statements and notes prior to approving them and accepting responsibility for their content and presentation.

The Township's response to the internal control finding described above was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Restriction on Use

This information is intended solely for the use of the Board of Trustees of the Charter Township of Gaines and the State of Michigan Department of Treasury and is not intended to be and should not be used by anyone other than these specified parties.

Sigfried Crandall P.C.

Charter Township of Gaines
Kent County, Michigan

FINANCIAL STATEMENTS

Year ended December 31, 2022

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INDEPENDENT AUDITOR'S REPORT

Board of Trustees
Charter Township of Gaines, Michigan

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Charter Township of Gaines, Michigan (the Township), as of and for the year ended December 31, 2022, and the related notes to the financial statements, which collectively comprise the Township's basic financial statements, as listed in the contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Township, as of December 31, 2022, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Township, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Township's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Township's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information, as listed in the contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Siegfried Crandall P.C.

May 11, 2023

MANAGEMENT'S DISCUSSION AND ANALYSIS

Our discussion and analysis of the Charter Township of Gaines' (the Township) financial performance provides a narrative overview of the Township's financial activities for the fiscal year ended December 31, 2022. Please read it in conjunction with the Township's financial statements.

FINANCIAL HIGHLIGHTS

- The Township's total net position increased by \$5,589,395 as a result of this year's activities. The net position of the governmental activities increased by \$881,415, and the net position of the business-type activities increased by \$4,707,980.
- Of the \$101,022,553 total net position reported, \$31,526,406 (31 percent) is available to be used at the Board's discretion, without constraints established by debt covenants, enabling legislation, or other legal requirements.
- The General Fund's unassigned fund balance at the end of the fiscal year was \$4,826,822, which represents 117 percent of the actual total General Fund expenditures and transfers out for the current fiscal year.

Overview of the financial statements

The Township's annual report is comprised of three parts: management's discussion and analysis, the basic financial statements, and required supplementary information. The basic financial statements include two kinds of statements that present different views of the Township:

- The first two statements are government-wide financial statements that provide both long-term and short-term information about the Township's overall financial status.
- The remaining statements are fund financial statements that focus on individual parts of the Township government, reporting the Township's operations in more detail than the government-wide financial statements.
 - Governmental funds statements explain how government services, like general government and public safety, were financed in the short-term, as well as what remains for future spending.
 - Proprietary funds statements offer short-term and long-term financial information about the activities the government operates like a business, such as the sewer and water systems.
 - Fiduciary funds statements provide information about the financial relationships in which the Township acts solely as a custodian for the benefit of others to whom the resources in question belong.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. The financial statements are followed by a section of required supplementary information that further explains and supports the information in the financial statements.

A comparative analysis of the government-wide financial statements for 2022 and 2021 is also presented.

Government-wide financial statements

The government-wide financial statements report information about the Township as a whole using accounting methods similar to those used by private-sector companies. The Statement of Net Position includes all of the Township's assets, liabilities, and deferred inflows of resources. All of the current year's revenues and expenses are accounted for in the Statement of Activities, regardless of when cash is received or paid.

The two government-wide statements report the Township's net position and how it has changed. Net position (the difference between the Township's assets, and liabilities and deferred inflows of resources) is one way to measure the Township's financial health, or position.

- Over time, increases or decreases in the Township's net position are an indicator of whether its financial health is improving or deteriorating, respectively.
- To assess the overall health of the Township, you need to consider additional nonfinancial factors, such as changes in the Township's property tax base and the condition of the Township's capital assets.

The government-wide financial statements are divided into two categories:

- *Governmental activities* - Most of the Township's basic services are included here, such as fire and police protection and general government. State shared revenue and property taxes finance most of these activities.
- *Business-type activities* - The Township charges fees to customers to help it cover the costs of certain services it provides. The Township's sewer and water systems are reported here, as well as its construction code inspection services.

Fund financial statements

The fund financial statements provide more detailed information about the Township's most significant funds - not the Township as a whole. Funds are accounting devices that the Township uses to keep track of specific sources of funding and spending for particular purposes.

- Some funds are required by state law.
- The Township Board establishes other funds to control and manage money for particular purposes or to show that it is properly using certain taxes and other revenues (like the public safety special assessment).

The Township has three types of funds:

- *Governmental funds.* Most of the Township's basic services are included in governmental funds, which focus on (1) how cash, and other financial assets that can be readily converted to cash, flows in and out, and (2) the balances left at year end that are available for spending. Consequently, the governmental funds statements provide a detailed short-term view that helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the Township's programs. Because this information does not encompass the additional long-term focus of the government-wide statements, we provide additional information that explains the relationship between them.
- *Proprietary funds.* Services for which the Township charges customers a fee are generally reported in proprietary funds. Proprietary funds statements, like the government-wide statements, provide both long-term and short-term financial information. In fact, the Township's enterprise funds are the same as its business-type activities but provide more detail and additional information, such as cash flows.
- *Fiduciary funds.* These funds are used to account for the collection and disbursement of resources, primarily property taxes, for the benefit of parties outside the Township. The Township is responsible for ensuring that the assets reported in the fiduciary funds are used for their intended purposes. The Township's fiduciary balances and activities are reported in the Statement of Fiduciary Net Position and Statement of Changes in Fiduciary Net Position. We exclude these activities from the Township's government-wide financial statements because the Township cannot use these assets to finance its operations.

FINANCIAL ANALYSIS OF THE TOWNSHIP AS A WHOLE

Net position

Total net position at the end of the fiscal year was \$101,022,553 compared to \$95,433,158 at the end of the prior year. Of this total, \$69,367,439 represents an investment in capital assets and \$128,708 is restricted. Consequently, unrestricted net position was \$31,526,406, or 31 percent of the total.

Condensed financial information

Net position

	<i>Governmental activities</i>		<i>Business-type activities</i>		<i>Totals</i>	
	<u>2022</u>	<u>2021</u>	<u>2022</u>	<u>2021</u>	<u>2022</u>	<u>2021</u>
Current and other assets	\$ 11,442,136	\$ 8,364,063	\$ 26,535,599	\$ 23,949,068	\$ 37,977,735	\$ 32,313,131
Capital assets	<u>7,960,410</u>	<u>8,294,496</u>	<u>61,407,029</u>	<u>58,651,428</u>	<u>69,367,439</u>	<u>66,945,924</u>
Total assets	<u>19,402,546</u>	<u>16,658,559</u>	<u>87,942,628</u>	<u>82,600,496</u>	<u>107,345,174</u>	<u>99,259,055</u>
Current and other liabilities	<u>4,279,233</u>	<u>2,643,772</u>	<u>871,488</u>	<u>237,336</u>	<u>5,150,721</u>	<u>2,881,108</u>
Deferred inflows of resources	<u>1,171,900</u>	<u>944,789</u>	<u>-</u>	<u>-</u>	<u>1,171,900</u>	<u>944,789</u>
Net position:						
Investment in capital assets	<u>7,960,410</u>	<u>8,294,496</u>	<u>61,407,029</u>	<u>58,651,428</u>	<u>69,367,439</u>	<u>66,945,924</u>
Restricted	<u>128,708</u>	<u>57,691</u>	<u>-</u>	<u>-</u>	<u>128,708</u>	<u>57,691</u>
Unrestricted	<u>5,862,295</u>	<u>4,717,811</u>	<u>25,664,111</u>	<u>23,711,732</u>	<u>31,526,406</u>	<u>28,429,543</u>
Total net position	<u><u>\$ 13,951,413</u></u>	<u><u>\$ 13,069,998</u></u>	<u><u>\$ 87,071,140</u></u>	<u><u>\$ 82,363,160</u></u>	<u><u>\$ 101,022,553</u></u>	<u><u>\$ 95,433,158</u></u>

Changes in net position

The Township's total revenues were \$17,111,587 in the current year compared to \$15,105,137 in the prior year. Approximately 43 percent of the revenues comes from charges for services, primarily from sewer and water user fees. Approximately 19 percent of the total revenues comes from state shared revenue, while only 5 percent comes from property taxes. In the current year, capital grants represented 29 percent of total revenues.

The total cost of the Township's programs, covering a wide range of services, totaled \$11,522,192 compared to \$10,316,463 in the prior year. Approximately 52 percent of the Township's costs relates to the provision of utility services. The public safety and general government functions account for approximately 23 percent and 13 percent of the Township's total expenses, respectively.

MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)

*Condensed financial information
Changes in net position*

	<i>Governmental activities</i>		<i>Business-type activities</i>		<i>Totals</i>	
	2022	2021	2022	2021	2022	2021
Program revenues:						
Charges for services	\$ 1,441,804	\$ 781,122	\$ 5,923,483	\$ 5,885,752	\$ 7,365,287	\$ 6,666,874
Operating grants and contributions	23,669	53,105	-	-	23,669	53,105
Capital grants and contributions	-	103,431	5,004,331	3,856,114	5,004,331	3,959,545
General revenues:						
State shared revenue	3,273,549	3,144,871	-	-	3,273,549	3,144,871
Property taxes	893,478	855,670	-	-	893,478	855,670
Cable franchise fees	323,752	337,052	-	-	323,752	337,052
Interest	72,729	6,701	150,345	78,688	223,074	85,389
Local community stabilization revenue	4,447	2,631	-	-	4,447	2,631
Total revenues	6,033,428	5,284,583	11,078,159	9,820,554	17,111,587	15,105,137
Expenses:						
General government	1,463,165	1,368,418	-	-	1,463,165	1,368,418
Public safety	2,685,128	2,344,511	-	-	2,685,128	2,344,511
Public works	538,767	607,609	-	-	538,767	607,609
Community and economic development	269,491	156,395	-	-	269,491	156,395
Health and welfare	44,354	52,224	-	-	44,354	52,224
Recreation and culture	151,108	116,316	-	-	151,108	116,316
Sewer	-	-	3,264,489	2,831,382	3,264,489	2,831,382
Water	-	-	2,775,417	2,542,849	2,775,417	2,542,849
Inspections	-	-	330,273	296,759	330,273	296,759
Total expenses	5,152,013	4,645,473	6,370,179	5,670,990	11,522,192	10,316,463
Changes in net position	\$ 881,415	\$ 639,110	\$ 4,707,980	\$ 4,149,564	\$ 5,589,395	\$ 4,788,674
Net position, end of year	\$ 13,951,413	\$ 13,069,998	\$ 87,071,140	\$ 82,363,160	\$ 101,022,553	\$ 95,433,158

Governmental activities

Governmental activities increased the Township's net position by \$881,415 in the current year compared to a \$639,110 increase in the prior year. Though expenses rose by \$506,540, revenues were augmented by \$748,845, which caused the larger increase in net position. The increase in revenues was primarily due to a \$660,682 increase in charges for services, due to a new Township-wide special assessment for public safety costs, which generated additional revenue of \$599,967. The increase in expenses can be primarily attributed to public safety costs, which rose by \$340,617, predominantly due to an increase in personnel costs.

The total cost of governmental activities this year was \$5,152,013. After subtracting the direct charges to those who directly benefited from the programs (\$1,441,804), and operating grants (\$23,669), the "public benefit" portion covered by state shared revenue, property taxes, and other general revenues was \$3,686,540.

Business-type activities

Business-type activities increased the Township's net position by \$4,707,980 in the current year compared to an increase of \$4,149,564 in the prior year. The increase was greater in the current year as capital grants increased by \$1,148,217 predominantly due to an \$880,000 increase in contributions from developers. Utility rates are not set to cover the full cost of operations including depreciation which amounted to \$1,965,988 in the current year. However, nonoperating revenues and capital contributions have created increases in net position over the past two years.

FINANCIAL ANALYSIS OF THE TOWNSHIP'S FUNDS

Governmental funds

As of December 31, 2022, the Township's governmental funds reported combined ending fund balances of \$5,987,474, an increase of \$1,684,288 in comparison with the prior year. A portion of the fund balances, amounting to \$73,143, is nonspendable to indicate that it is not available for new spending. Another portion of the fund balances, amounting to \$128,708, is restricted because it is externally restricted for various purposes. One more portion of fund balance, in the amount of \$958,801, has been committed for capital acquisitions. The remaining fund balance, in the amount of \$4,826,822, constitutes unassigned fund balance, which is available for spending at the Board's discretion.

The General Fund is the primary operating fund of the Township. At the end of the current year, its fund balance amounted to \$5,014,069, which represents an increase of \$1,690,883, as revenues of \$5,821,176 were sufficient to cover expenditures of \$2,263,655 and transfers out of \$1,866,638. The transfers supported the majority of the public safety costs recorded in the Public Safety Fund.

The fund balance of the Public Safety Fund, a special revenue fund, is \$-0- at year end, as revenues of \$648,501 and transfers from the General Fund, in the amount of \$1,866,638 were used to fund all Township public safety costs totaling \$2,515,139.

The fund balance of the ARPA Fund, a special revenue fund, is \$14,604 at year end, which represents interest earned on federal awards received over the past two years. A federal grant of \$1,442,570 was received during the current year, but the fund did not incur any expenditures; therefore, no federal grant revenue was recognized during the year. The ARPA Fund has resources available, in the amount of \$2,888,255, which must be spent over the next two years.

The Capital Projects Fund accounts for the accumulation of resources to pay for a variety of capital costs in the future. At the end of the fiscal year, its fund balance amounted to \$958,801, which represents a decrease of \$21,199 for the year, as current year capital expenditures of \$39,454 exceeded revenues of \$18,255.

Proprietary funds

The Sewer Fund experienced an operating loss of \$883,019, though the net position increased by \$2,001,749, as net nonoperating revenues and capital contributions, totaling \$2,884,768, were sufficient to cover the operating loss. Net position was \$47,407,385 at year end, of which \$14,521,068 was unrestricted.

The Water Fund generated operating income of \$213,398, and net position increased by \$2,483,306, as net nonoperating revenues and capital contributions, totaling \$2,269,908, caused the increase in net position. Net position was \$37,885,428 at year end, of which \$9,365,824 was unrestricted.

The Building Inspections Fund generated an operating income of \$222,925 because permit revenue was more than sufficient to cover operating costs in the current year. Net position was \$1,778,327 at year end.

General Fund budgetary highlights

The Township Board amended the budget to reflect anticipated changes in the nature and extent of expenditures during the current year. The amendments decreased appropriations by the net amount of \$59,970.

Total revenues were \$1,121,038 more than anticipated, primarily because state grant revenue was \$1,164,665 more than expected, primarily due to the receipt of census adjustments totaling \$469,106. Total expenditures were \$414,140 less than the amounts appropriated, primarily because capital outlay expenditures were \$157,224 less than planned. These variances, along with a positive variance of \$208,412 associated with transfers out, resulted in a total positive budget variance of \$1,743,590, due to a \$1,690,883 increase in fund balance compared to a budget that anticipated a \$52,707 decrease in fund balance.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital assets

The Township's investment in capital assets for its governmental and business-type activities as of December 31, 2022, amounts to \$69,367,439, net of accumulated depreciation. Governmental activity capital assets amount to \$7,960,410 and business-type activity capital assets totaled \$61,407,029. This investment includes a broad range of assets, including land, buildings, fire equipment, and sewer and water infrastructure.

Major capital asset events during the current fiscal year included the following:

- Water and sewer improvements, with a value of \$4,721,589, were made during the year. Developers contributed \$4,220,000 of this amount and the Township incurred costs of \$501,589 for improvements.
- Fire equipment was acquired at a total cost of \$57,822.

More detailed information about the Township's capital assets is presented in Note 5 of the notes to the basic financial statements.

Debt

The Township reported no debt at the beginning or end of the fiscal year.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The Township expects to be able to use current revenues to provide essential services that will allow the current fund balance of the General Fund to be maintained. The Township plans to maintain all ongoing programs in 2023 at levels similar to 2022. The ongoing costs of providing essential services for the citizens of the Township will need to be closely monitored in order to maintain the financial condition and operational capabilities of the Township.

CONTACTING THE TOWNSHIP'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, investors, and creditors with a general overview of the Township's finances and to demonstrate the Township's accountability for the resources it receives. Questions regarding any information provided in this report or requests for additional financial information should be addressed to:

Rod Weersing, Township Manager
Charter Township of Gaines
8555 Kalamazoo Avenue, S.E.
Caledonia, MI 49316

Phone: (616) 698-6640

BASIC FINANCIAL STATEMENTS

STATEMENT OF NET POSITION

December 31, 2022

	<u>Governmental activities</u>	<u>Business-type activities</u>	<u>Totals</u>
ASSETS			
Current assets:			
Cash	\$ 5,392,084	\$ 13,759,343	\$ 19,151,427
Investments	4,131,467	10,831,120	14,962,587
Receivables	1,822,535	1,544,830	3,367,365
Prepaid expenses	76,672	9,781	86,453
Internal balances	19,378	(19,378)	-
	<u>11,442,136</u>	<u>26,125,696</u>	<u>37,567,832</u>
Total current assets			
Noncurrent assets:			
Receivables	-	409,903	409,903
Capital assets not being depreciated	1,837,491	210,071	2,047,562
Capital assets, net of accumulated depreciation	6,122,919	61,196,958	67,319,877
	<u>7,960,410</u>	<u>61,816,932</u>	<u>69,777,342</u>
Total noncurrent assets			
Total assets	<u>19,402,546</u>	<u>87,942,628</u>	<u>107,345,174</u>
LIABILITIES			
Payables	330,855	871,488	1,202,343
Escrow deposits	252,901	-	252,901
Unearned federal grant	2,873,651	-	2,873,651
Unearned operating assessment revenues	821,826	-	821,826
	<u>4,279,233</u>	<u>871,488</u>	<u>5,150,721</u>
Total current liabilities			
DEFERRED INFLOWS OF RESOURCES			
Property tax revenues levied for the subsequent year	1,171,900	-	1,171,900
	<u>1,171,900</u>	<u>-</u>	<u>1,171,900</u>
NET POSITION			
Investment in capital assets	7,960,410	61,407,029	69,367,439
Restricted for:			
Public works	114,104	-	114,104
Capital acquisitions	14,604	-	14,604
Unrestricted	5,862,295	25,664,111	31,526,406
	<u>13,951,413</u>	<u>87,071,140</u>	<u>101,022,553</u>
Total net position			

See notes to financial statements

STATEMENT OF ACTIVITIES

Year ended December 31, 2022

		Program revenues			Net (expenses) revenues and changes in net position		
		Charges for services	Operating grants and contributions	Capital grants and contributions	Governmental activities	Business-type activities	
Functions/Programs	Expenses						Totals
Governmental activities:							
General government	\$ 1,463,165	\$ 555,292	\$ -	\$ -	\$ (907,873)		\$ (907,873)
Public safety	2,685,128	619,517	2,400	-	(2,063,211)		(2,063,211)
Public works	538,767	235,115	21,269	-	(282,383)		(282,383)
Community and economic development	269,491	15,675	-	-	(253,816)		(253,816)
Health and welfare	44,354	-	-	-	(44,354)		(44,354)
Recreation and culture	151,108	16,205	-	-	(134,903)		(134,903)
Total governmental activities	5,152,013	1,441,804	23,669	-	(3,686,540)		(3,686,540)
Business-type activities:							
Sewer	3,264,489	2,381,470	-	2,786,274		\$ 1,903,255	1,903,255
Water	2,775,417	2,988,815	-	2,218,057		2,431,455	2,431,455
Inspections	330,273	553,198	-	-		222,925	222,925
Total business-type activities	6,370,179	5,923,483	-	5,004,331		4,557,635	4,557,635
Totals	\$ 11,522,192	\$ 7,365,287	\$ 23,669	\$ 5,004,331	(3,686,540)	4,557,635	871,095
General revenues:							
					3,273,549	-	3,273,549
					893,478	-	893,478
					323,752	-	323,752
					72,729	150,345	223,074
					4,447	-	4,447
Total general revenues					4,567,955	150,345	4,718,300
Changes in net position					881,415	4,707,980	5,589,395
Net position - beginning					13,069,998	82,363,160	95,433,158
Net position - ending					\$ 13,951,413	\$ 87,071,140	\$ 101,022,553

See notes to financial statements

BALANCE SHEET - governmental funds

December 31, 2022

	<u>General</u>	<u>Public Safety</u>	<u>ARPA</u>	<u>Capital Projects</u>	<u>Total governmental funds</u>
ASSETS					
Cash	\$ 3,958,996	\$ 474,287	\$ -	\$ 958,801	\$ 5,392,084
Investments	1,243,212	-	2,888,255	-	4,131,467
Receivables	1,229,740	592,795	-	-	1,822,535
Prepaid expenditures	73,143	-	-	-	73,143
Due from other funds	19,378	-	-	-	19,378
Total assets	<u>\$ 6,524,469</u>	<u>\$ 1,067,082</u>	<u>\$ 2,888,255</u>	<u>\$ 958,801</u>	<u>\$ 11,438,607</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES					
Liabilities:					
Payables	\$ 85,599	\$ 245,256	\$ -	\$ -	\$ 330,855
Escrow deposits	252,901	-	-	-	252,901
Unearned federal grant revenue	-	-	2,873,651	-	2,873,651
Unearned operating assessment revenue	-	821,826	-	-	821,826
Total liabilities	<u>338,500</u>	<u>1,067,082</u>	<u>2,873,651</u>	<u>-</u>	<u>4,279,233</u>
Deferred inflows of resources:					
Property tax revenues levied for the subsequent year	<u>1,171,900</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,171,900</u>
Fund balances:					
Nonspendable - prepaids	73,143	-	-	-	73,143
Restricted for:					
Public works (street lighting)	114,104	-	-	-	114,104
Capital acquisitions	-	-	14,604	-	14,604
Committed for capital acquisitions	-	-	-	958,801	958,801
Unassigned	<u>4,826,822</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>4,826,822</u>
Total fund balances	<u>5,014,069</u>	<u>-</u>	<u>14,604</u>	<u>958,801</u>	<u>5,987,474</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 6,524,469</u>	<u>\$ 1,067,082</u>	<u>\$ 2,888,255</u>	<u>\$ 958,801</u>	<u>\$ 11,438,607</u>

Reconciliation of the balance sheet to the statement of net position:

Total fund balance \$ 5,987,474

Amounts reported for *governmental activities* in the statement
of net position (page 12) are different because:

Capital assets used in *governmental activities* are not financial resources
and, therefore, are not reported in the funds. 7,960,410

Certain prepaid expenses are not reported in the funds. 3,529

Net position of *governmental activities* \$ 13,951,413

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE - governmental funds

Year ended December 31, 2022

	<u>General</u>	<u>Public Safety</u>	<u>ARPA</u>	<u>Capital Projects</u>	<u>Total governmental funds</u>
REVENUES					
Property taxes	\$ 1,264,712	\$ -	\$ -	\$ -	\$ 1,264,712
State grants	3,773,698	-	-	-	3,773,698
Charges for services	435,137	42,848	-	-	477,985
Interest and rentals	126,803	-	14,604	-	141,407
Other:					
Special assessment	213,576	599,967	-	-	813,543
Miscellaneous	7,250	5,686	-	18,255	31,191
Total revenues	<u>5,821,176</u>	<u>648,501</u>	<u>14,604</u>	<u>18,255</u>	<u>6,502,536</u>
EXPENDITURES					
Current:					
General government	1,325,674	-	-	-	1,325,674
Public safety	-	2,382,837	-	-	2,382,837
Public works	516,940	-	-	-	516,940
Community and economic development	269,491	-	-	-	269,491
Health and welfare	44,354	-	-	-	44,354
Recreation and culture	67,179	-	-	-	67,179
Capital outlay	40,017	132,302	-	39,454	211,773
Total expenditures	<u>2,263,655</u>	<u>2,515,139</u>	<u>-</u>	<u>39,454</u>	<u>4,818,248</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>3,557,521</u>	<u>(1,866,638)</u>	<u>14,604</u>	<u>(21,199)</u>	<u>1,684,288</u>
OTHER FINANCING SOURCES (USES)					
Transfers in	-	1,866,638	-	-	1,866,638
Transfers out	(1,866,638)	-	-	-	(1,866,638)
Total other financing sources (uses)	<u>(1,866,638)</u>	<u>1,866,638</u>	<u>-</u>	<u>-</u>	<u>-</u>
CHANGE IN FUND BALANCE	1,690,883	-	14,604	(21,199)	1,684,288
FUND BALANCE - BEGINNING	<u>3,323,186</u>	<u>-</u>	<u>-</u>	<u>980,000</u>	<u>4,303,186</u>
FUND BALANCE - ENDING	<u>\$ 5,014,069</u>	<u>\$ -</u>	<u>\$ 14,604</u>	<u>\$ 958,801</u>	<u>\$ 5,987,474</u>

Reconciliation of the statement of revenues, expenditures, and change in fund balance to the statement of activities:

Change in fund balance \$ 1,684,288

Amounts reported for *governmental activities* in the of activities (page 13) are different because:

Capital assets:

Capital asset acquisitions	77,789
Capital asset dispositions	(23,866)
Provision for depreciation	(388,009)

Increase in prepaid expenses 321

Decrease in deferred inflows of resources - unavailable state grant (469,108)

Change in net position of *governmental activities* \$ 881,415

See notes to financial statements

STATEMENT OF NET POSITION - proprietary funds

December 31, 2022

	<u>Sewer</u>	<u>Water</u>	<u>Inspections</u>	<u>Total proprietary funds</u>
ASSETS				
Current assets:				
Cash	\$ 6,336,984	\$ 5,635,808	\$ 1,786,551	\$ 13,759,343
Investments	7,781,351	3,049,769	-	10,831,120
Prepaid expenses	3,500	3,500	2,781	9,781
Receivables	<u>706,670</u>	<u>838,160</u>	<u>-</u>	<u>1,544,830</u>
Total current assets	<u>14,828,505</u>	<u>9,527,237</u>	<u>1,789,332</u>	<u>26,145,074</u>
Noncurrent assets:				
Receivables	281,626	128,277	-	409,903
Capital assets not being depreciated	-	210,071	-	210,071
Capital assets, net of accumulated depreciation	<u>32,886,317</u>	<u>28,309,533</u>	<u>1,108</u>	<u>61,196,958</u>
Total noncurrent assets	<u>33,167,943</u>	<u>28,647,881</u>	<u>1,108</u>	<u>61,816,932</u>
Total assets	<u>47,996,448</u>	<u>38,175,118</u>	<u>1,790,440</u>	<u>87,962,006</u>
LIABILITIES				
Current liabilities:				
Payables	579,374	280,001	12,113	871,488
Due to other funds	<u>9,689</u>	<u>9,689</u>	<u>-</u>	<u>19,378</u>
Total current liabilities	<u>589,063</u>	<u>289,690</u>	<u>12,113</u>	<u>890,866</u>
NET POSITION				
Investment in capital assets	32,886,317	28,519,604	1,108	61,407,029
Unrestricted	<u>14,521,068</u>	<u>9,365,824</u>	<u>1,777,219</u>	<u>25,664,111</u>
Total net position	<u>\$ 47,407,385</u>	<u>\$ 37,885,428</u>	<u>\$ 1,778,327</u>	<u>\$ 87,071,140</u>

See notes to financial statements

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION - proprietary funds

Year ended December 31, 2022

	<u>Sewer</u>	<u>Water</u>	<u>Inspections</u>	<u>Total proprietary funds</u>
OPERATING REVENUES				
Service charges	\$ 2,340,136	\$ 2,794,536	\$ 553,198	\$ 5,687,870
Other charges	<u>41,334</u>	<u>194,279</u>	<u>-</u>	<u>235,613</u>
Total operating revenues	<u>2,381,470</u>	<u>2,988,815</u>	<u>553,198</u>	<u>5,923,483</u>
OPERATING EXPENSES				
Personnel costs	71,519	71,516	219,075	362,110
Sewage treatment charges	1,554,574	-	-	1,554,574
Water charges	-	1,167,573	-	1,167,573
System operation and maintenance	453,075	613,290	-	1,066,365
Professional services	52,811	30,766	57,869	141,446
Miscellaneous	28,266	31,513	52,344	112,123
Depreciation	<u>1,104,244</u>	<u>860,759</u>	<u>985</u>	<u>1,965,988</u>
Total operating expenses	<u>3,264,489</u>	<u>2,775,417</u>	<u>330,273</u>	<u>6,370,179</u>
OPERATING INCOME (LOSS)	<u>(883,019)</u>	<u>213,398</u>	<u>222,925</u>	<u>(446,696)</u>
NONOPERATING REVENUE				
Interest revenue	<u>98,494</u>	<u>51,851</u>	<u>-</u>	<u>150,345</u>
INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS	<u>(784,525)</u>	<u>265,249</u>	<u>222,925</u>	<u>(296,351)</u>
CAPITAL CONTRIBUTIONS				
Developer contributions	2,250,000	1,970,000	-	4,220,000
Trunkage and availability fees	256,702	195,119	-	451,821
Special assessments	275,087	49,111	-	324,198
Special assessment interest	<u>4,485</u>	<u>3,827</u>	<u>-</u>	<u>8,312</u>
Total capital contributions	<u>2,786,274</u>	<u>2,218,057</u>	<u>-</u>	<u>5,004,331</u>
CHANGES IN NET POSITION	<u>2,001,749</u>	<u>2,483,306</u>	<u>222,925</u>	<u>4,707,980</u>
NET POSITION - BEGINNING	<u>45,405,636</u>	<u>35,402,122</u>	<u>1,555,402</u>	<u>82,363,160</u>
NET POSITION - ENDING	<u>\$ 47,407,385</u>	<u>\$ 37,885,428</u>	<u>\$ 1,778,327</u>	<u>\$ 87,071,140</u>

See notes to financial statements

STATEMENT OF CASH FLOWS - proprietary funds

Year ended December 31, 2022

	<u>Sewer</u>	<u>Water</u>	<u>Inspections</u>	<u>Total proprietary funds</u>
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts from customers	\$ 2,404,520	\$ 2,894,827	\$ 553,198	\$ 5,852,545
Payments to vendors and suppliers	(1,845,193)	(1,707,516)	(166,122)	(3,718,831)
Payments to employees	(58,383)	(58,381)	(153,834)	(270,598)
Net cash provided by (used in) operating activities	<u>500,944</u>	<u>1,128,930</u>	<u>233,242</u>	<u>1,863,116</u>
CASH FLOWS FROM NONCAPITAL AND RELATED FINANCING ACTIVITIES				
Increase (decrease) in amount due to other funds	<u>(59,803)</u>	<u>(59,803)</u>	<u>-</u>	<u>(119,606)</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES				
Trunkage and availability fees	256,702	195,119	-	451,821
Collections of assessments receivable	49,933	33,469	-	83,402
Special assessment interest	4,485	3,827	-	8,312
Acquisition of capital assets	<u>(177,279)</u>	<u>(114,700)</u>	<u>-</u>	<u>(291,979)</u>
Net cash provided by (used in) capital and related financing activities	<u>133,841</u>	<u>117,715</u>	<u>-</u>	<u>251,556</u>
CASH FLOWS FROM INVESTING ACTIVITIES				
Purchase of investments	(69,486)	(31,528)	-	(101,014)
Interest received	<u>86,294</u>	<u>48,351</u>	<u>-</u>	<u>134,645</u>
Net cash provided by (used in) investing activities	<u>16,808</u>	<u>16,823</u>	<u>-</u>	<u>33,631</u>
NET CHANGE IN CASH	<u>591,790</u>	<u>1,203,665</u>	<u>233,242</u>	<u>2,028,697</u>
CASH - BEGINNING	<u>5,745,194</u>	<u>4,432,143</u>	<u>1,553,309</u>	<u>11,730,646</u>
CASH - ENDING	<u>\$ 6,336,984</u>	<u>\$ 5,635,808</u>	<u>\$ 1,786,551</u>	<u>\$ 13,759,343</u>

See notes to financial statements

STATEMENT OF CASH FLOWS - *proprietary funds* (Continued)

Year ended December 31, 2022

	<u>Sewer</u>	<u>Water</u>	<u>Nonmajor fund</u>	<u>Total proprietary funds</u>
Reconciliation of operating income (loss) to net cash provided by (used in) operating activities				
Operating income (loss)	\$ (883,019)	\$ 213,398	\$ 222,925	\$ (446,696)
Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities:				
Depreciation	1,104,244	860,759	985	1,965,988
(Increase) decrease in receivables	23,050	(93,988)	-	(70,938)
(Increase) decrease in prepaids	(3,500)	(3,500)	(2,781)	(9,781)
Increase (decrease) in payables	<u>260,169</u>	<u>152,261</u>	<u>12,113</u>	<u>424,543</u>
Net cash provided by (used in) operating activities	<u>\$ 500,944</u>	<u>\$ 1,128,930</u>	<u>\$ 233,242</u>	<u>\$ 1,863,116</u>
 Noncash capital and related financing activities				
Acquisition of capital assets	\$ (2,621,657)	\$ (2,099,932)	\$ -	\$ (4,721,589)
Less increase in accounts payable	194,378	15,232	-	209,610
Less capital assets contributed by developers	<u>2,250,000</u>	<u>1,970,000</u>	<u>-</u>	<u>4,220,000</u>
Net cash used	<u>\$ (177,279)</u>	<u>\$ (114,700)</u>	<u>\$ -</u>	<u>\$ (291,979)</u>

See notes to financial statements

STATEMENT OF FIDUCIARY NET POSITION - *custodial funds*

December 31, 2022

	<i><u>Tax Collection</u></i>	<i><u>Custodial</u></i>
ASSETS		
Cash	\$ 4,209,982	\$ 96
LIABILITIES		
Due to other governments	<u>4,209,982</u>	<u>96</u>
NET POSITION		
Restricted for individuals and other governments	<u>\$ -</u>	<u>\$ -</u>

See notes to financial statements

STATEMENT OF CHANGES IN FIDUCIARY NET POSTION - *custodial funds*

Year ended December 31, 2022

	<u><i>Tax Collection</i></u>	<u><i>Custodial</i></u>
ADDITIONS		
Property taxes collected for other governments	<u>\$ 35,544,379</u>	<u>\$ 59,407</u>
DEDUCTIONS		
Property taxes distributed to other governments	<u>35,544,379</u>	<u>59,407</u>
NET CHANGE IN FIDUCIARY NET POSITION	-	-
NET POSITION - BEGINNING	<u>-</u>	<u>-</u>
NET POSTION - ENDING	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

See notes to financial statements

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the Charter Township of Gaines, Michigan (the Township), conform to accounting principles generally accepted in the United States of America (hereinafter referred to as generally accepted accounting principles) as applicable to governmental units. The following is a summary of the more significant accounting policies.

Reporting entity:

As required by generally accepted accounting principles, these financial statements present the Township (the primary government), located in Kent County, and its component unit described below, for which the Township is financially accountable.

Division Avenue Corridor Improvement Authority:

The Authority was created in 2007 under the provisions of Act 280, Public Acts of 2005 of the State of Michigan. The purpose of the Authority is to redevelop and promote economic growth within the Division Avenue corridor. The Authority's revenues will be primarily derived through tax increment financing. The Authority's governing body is appointed by the Township Board and its budget must be approved by the Township Board. Although the Authority is a legally separate entity, it is in substance part of the Township's operations and reported as a blended component unit.

Government-wide and fund financial statements:

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the Township. The effect of interfund activity has been removed from these statements. Governmental activities, normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include: (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for the governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from government-wide financial statements. The major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

Measurement focus, basis of accounting, and financial statement presentation:

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary funds financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

Governmental funds financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available if they are collected within the current period, or soon enough thereafter, to pay liabilities of the current period. For this purpose, the Township generally considers revenues to be available if they are expected to be collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, expenditures relating to compensated absences, and claims and judgments are recorded only when payment is due.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement focus, basis of accounting, and financial statement presentation (continued):

State grants, licenses and permits, charges for services, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable only when cash is received by the Township.

The Township reports the following major governmental funds:

The General Fund is the Township's primary operating fund. It accounts for all financial resources of the Township, except those required to be accounted for in another fund. Revenues are primarily derived from state shared revenue and property taxes.

The Public Safety Fund, a special revenue fund, accounts for the financial resources used for the operational costs of the Township's public safety functions. Revenues are derived from transfers from the General Fund and special assessments.

The ARPA Fund, a special revenue fund, is used to account for the restricted resources provided by the American Rescue Plan Act. Revenues are derived from a federal grant.

The Capital Projects Fund, a capital projects fund, accounts for financial resources that are being accumulated to purchase capital assets in the future.

The Township reports the following major proprietary funds:

The Sewer Fund accounts for the activities of the Township's sewage collection system.

The Water Fund accounts for the activities of the Township's water distribution system.

The Inspections Fund accounts for the activities of the Township's code inspection enforcement.

The Township also reports custodial funds, which account for assets held by the Township in a fiduciary capacity for other governments and individuals. The Township currently reports two custodial funds (Tax Collection and General Custodial funds).

Amounts reported as program revenues include: (1) charges to customers or applicants for goods, services, or privileges provided; (2) operating grants and contributions; and (3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all property taxes.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the proprietary funds relate to charges to customers for sales and services. Operating expenses for proprietary funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Assets, liabilities, deferred inflows of resources, and equity:

Cash - Cash is considered to be cash on hand, demand deposits, time deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, liabilities, deferred inflows of resources, and equity (continued):

Investments - Investments are reported at fair value, with changes in value recognized in the operating statement of the fund holding the investment. Realized and unrealized gains and losses are included in investment income.

Receivables - Activity between funds that is representative of lending/borrowing arrangements outstanding at the end of the fiscal year is referred to as "due to/from other funds." Any residual balances outstanding between the governmental activities and the business-type activities are reported in the government-wide financial statements as "internal balances." No allowance for uncollectible accounts has been recorded, as the Township considers all receivables to be fully collectible.

Prepays - Certain payments to vendors reflect costs applicable to future fiscal years and are recorded as prepaids in the fund and the government-wide financial statements.

Capital assets - Capital assets, which include land, buildings, equipment, and infrastructure assets (e.g., utility infrastructure and similar items), are reported in the applicable governmental or business-type activities column in the government-wide financial statements. Capital assets are defined by the Township as assets with an initial, individual cost of more than \$5,000 (\$10,000 for infrastructure improvements) and an estimated useful life in excess of five years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value as of the date received. Governments can elect to account for infrastructure assets either retroactively to June 15, 1980, or prospectively. The Township has elected to account for infrastructure assets prospectively, beginning January 1, 2004.

Capital assets are depreciated using the straight-line method over the following useful lives:

Buildings and improvements	15 - 60 years
Equipment	3 - 5 years
Vehicles	3 - 5 years
Sewer and water systems	50 years

Unearned revenue - Unearned revenue represents resources related to a federal grant and operating assessments, which have not yet been earned.

Deferred inflows of resources - The statement of net position and the governmental funds balance sheet include a separate section for deferred inflows of resources. This separate financial statement element reflects an increase in net position that applies to a future period. The related revenue will not be recognized until a future event occurs. Property tax revenue, which is levied to finance the following year's budget, is deferred and recognized as an inflow of resources in the period that it was intended to finance in the fund and government-wide financial statements.

Net position - Net position represents the difference between assets, and liabilities and deferred inflows of resources. The Township reports three categories of net position, as follows: (1) *Investment in capital assets* consists of net capital assets reduced by outstanding balances of any related debt obligations and deferred inflows of resources attributable to the acquisition, construction, or improvement of those assets; (2) *Restricted net position* is considered restricted if its use is constrained to a particular purpose. Restrictions are imposed by external organizations, such as federal or state laws or buyers of the Township's debt. Restricted net position is reduced by liabilities and deferred inflows of resources related to the restricted assets; (3) *Unrestricted net position* consists of all other net position that does not meet the definition of the above components and is available for general use by the Township.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, liabilities, deferred inflows of resources, and equity (continued):

Net position flow assumption - Sometimes, the Township will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted - net position and unrestricted - net position in the government-wide and proprietary funds financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Township's policy to consider restricted - net position to have been depleted before unrestricted - net position is applied.

Fund equity - Governmental funds report nonspendable fund balance for amounts that cannot be spent because they are not in spendable form. Restricted fund balance is reported when externally imposed constraints are placed on the use of resources by grantors, contributors, or laws and regulations of other governments. Committed fund balance is reported for amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Township Board (the Township's highest level of decision-making authority). A formal resolution of the Township Board is required to establish, modify, or rescind a fund balance commitment. The Township reports assigned fund balance for amounts that are constrained by the Township's intent to be used for specific purposes but are neither restricted nor committed. The Township Board of Trustees retains the authority to assign fund balance. Unassigned fund balance is the residual classification for the General Fund. When the Township incurs an expenditure for purposes for which various fund balance classifications can be used, it is the Township's policy to use restricted fund balance first, followed by committed fund balance, then assigned fund balance, and, finally, unassigned fund balance.

Property tax revenue recognition - Property taxes are levied each December 1 (lien date) on the taxable valuation of property as of the preceding December 31. Property taxes are considered delinquent on March 1 of the following year, at which time interest and penalties are assessed. Although the Township's 2021 ad valorem tax was levied and collectible on December 1, 2021, it is the Township's policy to recognize revenue from that tax levy in the current year, when the proceeds are budgeted and made available for the financing of operations.

Use of estimates - The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the period. Accordingly, actual results could differ from those estimates.

NOTE 2 - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

Budgetary information - Annual budgets are adopted on a basis consistent with generally accepted accounting principles for governmental funds. The budget document presents information by fund, function, department, and line-item. The legal level of budgetary control adopted by the governing body is the function level. All annual appropriations lapse at the end of the fiscal year. Budget appropriations are considered to be spent once the goods are delivered or the services rendered. There were no material budgetary violations in the current period.

NOTE 3 - CASH AND INVESTMENTS

The Township's deposits and investments are classified in the accompanying financial statements as follows:

	<i>Governmental activities</i>	<i>Business-type activities</i>	<i>Fiduciary activities</i>	<i>Totals</i>
Cash	\$ 5,392,084	\$ 13,759,343	\$ 4,210,078	\$ 23,361,505
Investments	<u>4,131,467</u>	<u>10,831,120</u>	<u>-</u>	<u>14,962,587</u>
	<u>\$ 9,523,551</u>	<u>\$ 24,590,463</u>	<u>\$ 4,210,078</u>	<u>\$ 38,324,092</u>

Deposits - Deposits are maintained at various financial institutions in the name of the Township. Michigan Compiled Laws, Section 129.91 (Public Act 20 of 1943, as amended) and the Township's investment policy authorize the Township to make deposits in the accounts of federally insured banks, credit unions, and savings and loan associations that have an office in Michigan. The Township's deposits are in accordance with statutory authority.

Custodial credit risk is the risk that, in the event of the failure of a financial institution, the Township will not be able to recover its deposits. The Township's investment policy does not specifically address custodial credit risk for deposits. At December 31, 2022, \$20,002,704 of the Township's bank balances of \$23,252,704 was exposed to custodial credit risk because it was uninsured and uncollateralized.

Investments - State statutes and the Township's investment policy authorize the Township to invest in a) obligations of the U.S. Treasury, agencies, and instrumentalities; b) commercial paper rated within the two highest rate classifications, which mature not more than 270 days after the date of purchase; c) repurchase agreements, collateralized by U.S. governmental securities; d) bankers' acceptances; e) mutual funds composed of otherwise legal investments; and f) investment pools organized under the local government investment pool act. The Township's investment policy does not address credit risk or interest rate risk for investments.

Investments in entities that calculate net asset value per share - The Township holds shares in investment pools where the fair value of the investments are measured on a recurring basis using net asset value per share of the investment pool as a practical expedient. At December 31, 2022, the fair value, unfunded commitments, and redemption rules of those investments is as follows:

	<i>Michigan CLASS Pool</i>	<i>Kent County Pool</i>	<i>Total</i>
Fair value at December 31, 2022	\$ 2,440,816	\$ 12,521,771	\$ 14,962,587
Unfunded commitments	none	none	
Redemption frequency	n/a	n/a	
Notice period	none	none	

The Michigan CLASS investment Pool invests in U.S. Treasury obligations, federal agency obligations of the U.S. government, high-grade commercial paper (rated 'A-1' or better), collateralized bank deposits, repurchase agreements (collateralized at 102% by treasury agencies), and approved money market funds. The program is designed to meet the needs of Michigan public sector investors. The Pool purchases securities that are legally permissible under state statutes and are available for investment by Michigan counties, cities, townships, school districts, authorities, and other public agencies.

NOTE 3 - CASH AND INVESTMENTS (Continued)

The Kent County Investment Pool is a local government investment pool established under Michigan state statutes for participating Michigan municipalities. This Pool, which is a nonrisk categorized qualifying investment, is carried at fair value. The fair value of the Township's position in the Pool is the same as the value of its pool shares. The Pool operates like a money market fund, with each share valued at \$1, and is not rated (credit risk); it is not subject to regulatory oversight and is not registered with the SEC; the Pool issues a separate report, which is available at 300 Monroe Avenue, N.W., Grand Rapids, Michigan 49503-2221.

Fair value measurement - The Township categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. The investment pools were measured at net asset value (or its equivalent) as a practical expedient and, accordingly, have not been classified in the fair value hierarchy.

NOTE 4 - RECEIVABLES

Receivables as of December 31, 2022, for the Township's funds, which were all considered collectible, were as follows:

<i>Fund</i>	<i>Accounts</i>	<i>Property taxes</i>	<i>Inter- governmental</i>	<i>Interest</i>	<i>Special assessments</i>	<i>Totals</i>
Governmental:						
General	\$ 80,734	\$ 589,587	\$ 559,419	\$ -	\$ -	\$1,229,740
Public Safety	<u>7,561</u>	<u>-</u>	<u>165,467</u>	<u>-</u>	<u>419,767</u>	<u>592,795</u>
Total governmental	<u>\$ 88,295</u>	<u>\$ 589,587</u>	<u>\$ 724,886</u>	<u>\$ -</u>	<u>\$ 419,767</u>	<u>\$1,822,535</u>
Proprietary:						
Sewer	\$ 591,420	\$ -	\$ 61,250	\$ 18,800	\$ 316,826	\$ 988,296
Water	<u>665,064</u>	<u>-</u>	<u>146,796</u>	<u>6,600</u>	<u>147,977</u>	<u>966,437</u>
Total proprietary	<u>\$1,256,484</u>	<u>\$ -</u>	<u>\$ 208,046</u>	<u>\$ 25,400</u>	<u>\$ 464,803</u>	<u>\$1,954,733</u>
Noncurrent portion	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 409,903</u>	<u>\$ 409,903</u>

NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 5 - CAPITAL ASSETS

Capital asset activity for the year ended December 31, 2022, was as follows:

	<u>Beginning balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending balance</u>
Governmental activities:				
Capital assets not being depreciated -				
land	\$ 1,837,491	\$ -	\$ -	\$ 1,837,491
Capital assets being depreciated:				
Buildings and improvements	8,630,934	-	(23,241)	8,607,693
Equipment and vehicles	<u>3,228,460</u>	<u>77,789</u>	<u>(49,299)</u>	<u>3,256,950</u>
Subtotal	<u>11,859,394</u>	<u>77,789</u>	<u>(72,540)</u>	<u>11,864,643</u>
Less accumulated depreciation:				
Buildings and improvements	(3,219,978)	(80,548)	23,241	(3,277,285)
Equipment and vehicles	<u>(2,182,411)</u>	<u>(307,461)</u>	<u>25,433</u>	<u>(2,464,439)</u>
Subtotal	<u>(5,402,389)</u>	<u>(388,009)</u>	<u>48,674</u>	<u>(5,741,724)</u>
Total capital assets being depreciated, net	<u>6,457,005</u>	<u>(310,220)</u>	<u>(23,866)</u>	<u>6,122,919</u>
Governmental activities capital assets, net	<u>\$ 8,294,496</u>	<u>\$ (310,220)</u>	<u>\$ (23,866)</u>	<u>\$ 7,960,410</u>

Depreciation expense was charged to functions of the Township's governmental activities, as follows:

Governmental activities:	
General government	\$ 122,465
Public safety	203,947
Public works	12,475
Recreation and culture	<u>49,122</u>
Total governmental activities	<u>\$ 388,009</u>

NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 5 - CAPITAL ASSETS (Continued)

	<i>Beginning balance</i>	<i>Increases</i>	<i>Decreases</i>	<i>Ending balance</i>
Business-type activities:				
Capital assets not being depreciated -				
land	\$ 210,071	\$ -	\$ -	\$ 210,071
Capital assets being depreciated:				
Sewer system	55,948,970	2,621,657	-	58,570,627
Water system	42,049,555	2,099,932	-	44,149,487
Office equipment	95,192	-	-	95,192
Subtotal	98,093,717	4,721,589	-	102,815,306
Less accumulated depreciation:				
Sewer system	(24,580,066)	(1,104,244)	-	(25,684,310)
Water system	(14,979,195)	(860,759)	-	(15,839,954)
Office equipment	(93,099)	(985)	-	(94,084)
Subtotal	(39,652,360)	(1,965,988)	-	(41,618,348)
Total capital assets being depreciated, net	58,441,357	2,755,601	-	61,196,958
Business-type activities capital assets, net	\$ 58,651,428	\$ 2,755,601	\$ -	\$ 61,407,029

NOTE 6 - PAYABLES

Payables as of December 31, 2022, for the Township's funds were as follows:

<i>Fund</i>	<i>Accounts</i>	<i>Payroll</i>	<i>Inter- governmental</i>	<i>Totals</i>
Governmental:				
General	\$ 56,573	\$ 22,411	\$ 6,615	\$ 85,599
Public Safety	61,511	28,445	162,945	252,901
Total governmental	\$ 118,084	\$ 50,856	\$ 169,560	\$ 338,500
Proprietary:				
Sewer	\$ 31,636	\$ 1,349	\$ 546,389	\$ 579,374
Water	4,446	1,349	274,206	280,001
Inspections	10,334	1,779	-	12,113
Total proprietary	\$ 46,416	\$ 4,477	\$ 820,595	\$ 871,488

NOTE 7 - INTERFUND RECEIVABLES, PAYABLES, AND TRANSFERS

At December 31, 2022, the Sewer Fund and Water Fund owe the General Fund \$9,689 and \$9,689, respectively, for costs not reimbursed by year end. These balances represent personnel costs incurred in 2022 that were reimbursed early in 2023.

During the year ended December 31, 2022, the General Fund transferred \$1,866,638 to the Public Safety Fund to support public safety costs recorded in the Public Safety Fund.

NOTE 8 - PROPERTY TAXES

The 2021 taxable valuation of the Township approximated \$986,187,000, on which ad valorem taxes levied consisted of 0.8266 mills for operating purposes, raising approximately \$815,000. This amount is recognized in the General Fund financial statements as property tax revenue.

The 2022 taxable valuation of the Township approximated \$1,084,961,000, on which ad valorem taxes levied consisted of 0.8162 mills for operating purposes, raising approximately \$885,000. This amount is recognized in the General Fund financial statements as deferred inflows of resources, based upon the period for which the proceeds are budgeted and will be made available for the financing of operations.

NOTE 9 - DEFINED CONTRIBUTION PENSION PLAN

The Township and its employees contribute to the Gaines Charter Township Group Pension Plan, a defined contribution pension plan, which is administered by a third-party administrator. The plan covers two classes of employees, as allowed under Internal Revenue Code Section 401(a). The first class of employees includes all full-time employees (over 20 hours per week) and Township trustees. The second class of employees includes paid on-call firefighters, Planning Commission members, Zoning Board of Appeals members, and Board of Review members.

Benefit terms, including contribution requirements, for the Plan are established, and may be amended, by the Township Board. In a defined contribution plan, benefits depend solely on amounts contributed to the plan, plus investment earnings. Employees are eligible to participate as described above. The Township contributes 10% of covered payroll to the first class of qualifying employees. The Township contributes 3.75% of covered payroll to the second class of qualifying employees, with an equal percentage contributed by all covered employees in the second class. Employees are permitted to make contributions to the Plan, up to applicable Internal Revenue Code limits. For the year ended December 31, 2022, the Township and eligible employees made contributions of \$164,876 and \$23,339, respectively. At December 31, 2022, the Township reported no accrued liability as part of the contributions to the plan.

The Township's contributions for each employee (and investment earnings allocated to the employee's account) are fully vested on the day the employee is eligible to participate in the plan, which occurs after one month of service.

The Township is not a trustee of the defined contribution pension plan, nor is the Township responsible for investment management of the pension plan assets. Accordingly, plan assets, and changes therein, are not reported in these financial statements.

NOTE 10 - DEFERRED COMPENSATION PLAN

The Township offers its employees a deferred compensation plan, created in accordance with Internal Revenue Code, Section 457. The assets of the plans were held in trust (custodial account or annuity contract), as described in IRC Section 457(g) for the exclusive benefit of the participants (employees) and their beneficiaries. The custodian thereof for the exclusive benefit of the participants holds the custodial account for the beneficiaries of this Section 457 plan, and the assets may not be diverted to any other use. The administrators are agents of the employer for purposes of providing direction to the custodian of the custodial account from time to time for the investment of the funds held in the account, transfer of assets to or from the account, and all other matters. In accordance with the provisions of GASB Statement No. 32, plan balances and activities are not reflected in the Township's financial statements.

NOTE 11 - JOINT VENTURE

Byron-Gaines Utility Authority:

The Township is a member of the Byron-Gaines Utility Authority, a joint venture of the Township of Byron and the Charter Township of Gaines. The administrative board of the Authority consists of members appointed by each participating unit. The Authority was formed to jointly provide sewer and water services within the combined service area, which encompasses the participating municipalities. During the year ended December 31, 2022, the Township contributed \$1,056,682 as its proportionate share of the Authority's operating expenses and capital costs. The Sewer and Water funds owed the Authority \$82,446 and \$118,538, respectively, as of December 31, 2022. There is no equity interest held by any participating unit in the Authority. The Township is unaware of any indication that the Authority is accumulating significant financial resources or is experiencing fiscal stress that may cause an additional financial benefit or burden on the Township in the near future. Complete financial statements can be obtained from the Authority at 1381 84th Street, S.E., Byron Center, MI 49315.

NOTE 12 - RISK MANAGEMENT

The Township is exposed to various risks of loss related to property loss, torts, errors and omissions, and employee injuries (workers' compensation). The Township has purchased commercial insurance for each of these claims and is neither self-insured, nor participates in a shared-risk pool. Settled claims relating to commercial insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

NOTE 13 - CONTINGENT LIABILITY

In the normal course of its activities, the Township becomes a party in various legal actions. The Township is currently involved in a lawsuit, which could have a significant financial impact. Because the outcome of this lawsuit is not presently determinable, the possible range of the potential cost cannot be reasonably predicted; therefore, no accrual has been made for this amount in the financial statements. The Township intends to vigorously defend its position in this case.

NOTE 14 - COMMITMENTS

In December 2020, the Township authorized a purchase agreement for the acquisition of a fire truck at a cost of \$821,705, and in October 2022, the Township authorized a purchase agreement for the acquisition of a fire truck at a cost of \$1,750,000. The Township is financing the cost of these acquisitions with available resources of the General Fund and unrestricted resources that have been set aside in the Capital Projects Fund.

NOTE 15 - AMERICAN RESCUE PLAN ACT of 2021

On March 11, 2021, the United States executed the American Rescue Plan Act of 2021 (ARPA), which included \$362 billion in funds to be awarded as economic assistance to state and local governments to prepare for and respond to COVID-19. Under the American Rescue Plan Act, the Township was awarded \$2,862,162 in federal Coronavirus Local Fiscal Recovery Funds (ARPA Funds). The Township has received ARPA funds in the amount of \$2,873,651 through 2022. The entire amount received is presented as unearned revenue in the ARPA Fund at year end, as no expenditures have been incurred through December 2022. The Township is subject to rules issued by the U.S. Treasury Department regarding the use of ARPA Funds and has identified the following allowable uses: support public health expenditures, address negative economic impacts caused by the COVID-19 public health emergency, replace lost public sector revenue, provide premium pay for essential workers, and invest in water, sewer, and broadband infrastructure. The Township expects to spend the awarded funds under the applicable federal guidelines.

NOTE 16 - PENDING ACCOUNTING PRONOUNCEMENT

In May 2020, the GASB issued Statement No. 96, *Subscription-based Information Technology Arrangements*. This Statement provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users (governments). This Statement (1) defines a SBITA; (2) establishes that a SBITA results in a right-to-use subscription asset - an intangible asset - and a corresponding subscription liability; (3) provides the capitalization criteria for outlays other than subscription payments, including implementation costs of a SBITA; and (4) requires note disclosures regarding a SBITA. To the extent relevant, the standards for SBITAs are based on the standards established in Statement No. 87, *Leases*, as amended. The Township is currently evaluating the impact this standard will have on the financial statements when adopted during 2023.

REQUIRED SUPPLEMENTARY INFORMATION

BUDGETARY COMPARISON SCHEDULE - General Fund

Year ended December 31, 2022

	<i>Original budget</i>	<i>Final budget</i>	<i>Actual</i>	<i>Variance with final budget positive (negative)</i>
REVENUES				
Property taxes	\$ 1,350,900	\$ 1,350,900	\$ 1,264,712	\$ (86,188)
State grants	2,609,033	2,609,033	3,773,698	1,164,665
Charges for services	452,525	452,525	435,137	(17,388)
Interest and rentals	65,530	65,530	126,803	61,273
Other:				
Special assessment - street lighting	200,000	200,000	213,576	13,576
Miscellaneous	22,150	22,150	7,250	(14,900)
Total revenues	4,700,138	4,700,138	5,821,176	1,121,038
EXPENDITURES				
General government:				
Legislative	15,991	18,991	21,715	(2,724)
Supervisor	63,187	63,187	75,758	(12,571)
Manager	139,597	139,597	121,671	17,926
Elections	125,392	140,392	98,350	42,042
Assessor	309,979	309,979	291,825	18,154
Clerk	135,634	158,634	149,138	9,496
Board of review	4,059	4,059	1,286	2,773
Treasurer	183,863	183,863	177,359	6,504
Building and grounds	203,295	203,295	165,762	37,533
General administration	221,950	221,950	222,810	(860)
Total general government	1,402,947	1,443,947	1,325,674	118,273
Public works:				
Road improvements and maintenance	237,000	237,000	206,152	30,848
Street lighting	165,500	165,500	157,164	8,336
Cemetery	75,625	90,125	96,680	(6,555)
Drains	40,000	43,500	43,364	136
Hydrant rental	13,000	13,000	13,580	(580)
Total public works	531,125	549,125	516,940	32,185
Community and economic development - planning and zoning	339,256	339,256	269,491	69,765

BUDGETARY COMPARISON SCHEDULE - General Fund (Continued)

Year ended December 31, 2022

	<i>Original budget</i>	<i>Final budget</i>	<i>Actual</i>	<i>Variance with final budget positive (negative)</i>
EXPENDITURES (Continued)				
Health and welfare - public transportation	\$ 50,000	\$ 50,000	\$ 44,354	\$ 5,646
Recreation and culture:				
Parks	29,346	29,346	21,267	8,079
Library	68,880	68,880	45,912	22,968
Total recreation and culture	98,226	98,226	67,179	31,047
Capital outlay	196,271	197,241	40,017	157,224
Total expenditures	2,617,825	2,677,795	2,263,655	414,140
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	2,082,313	2,022,343	3,557,521	1,535,178
OTHER FINANCING USES				
Transfers out	(2,075,050)	(2,075,050)	(1,866,638)	208,412
NET CHANGES IN FUND BALANCES	7,263	(52,707)	1,690,883	1,743,590
FUND BALANCES - BEGINNING	3,323,186	3,323,186	3,323,186	-
FUND BALANCES - ENDING	\$ 3,330,449	\$ 3,270,479	\$ 5,014,069	\$ 1,743,590

BUDGETARY COMPARISON SCHEDULE - Public Safety Fund

Year ended December 31, 2022

	<i>Original budget</i>	<i>Final budget</i>	<i>Actual</i>	<i>Variance with final budget positive (negative)</i>
REVENUES				
Charges for services	\$ 32,000	\$ 32,000	\$ 42,848	\$ 10,848
Other:				
Special assessment	600,000	600,000	599,967	(33)
Miscellaneous	-	-	5,686	5,686
Total revenues	<u>632,000</u>	<u>632,000</u>	<u>648,501</u>	<u>16,501</u>
Public safety:				
Police protection	910,000	910,000	943,183	(33,183)
Cutlerville Fire Department	820,716	820,716	788,832	31,884
Dutton Fire Department	<u>813,279</u>	<u>813,779</u>	<u>650,822</u>	<u>162,957</u>
Total public safety	<u>2,543,995</u>	<u>2,544,495</u>	<u>2,382,837</u>	<u>161,658</u>
Capital outlay	<u>161,700</u>	<u>161,700</u>	<u>132,302</u>	<u>29,398</u>
Total expenditures	<u>2,705,695</u>	<u>2,706,195</u>	<u>2,515,139</u>	<u>191,056</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(2,073,695)	(2,074,195)	(1,866,638)	207,557
OTHER FINANCING SOURCES				
Transfers in	<u>2,075,050</u>	<u>2,075,050</u>	<u>1,866,638</u>	<u>(208,412)</u>
NET CHANGES IN FUND BALANCES	1,355	855	-	(855)
FUND BALANCES - BEGINNING	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
FUND BALANCES - ENDING	<u>\$ 1,355</u>	<u>\$ 855</u>	<u>\$ -</u>	<u>\$ (855)</u>

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 7:00 PM MEETING
May 08, 2023**

A. i)

Present: Supervisor DeWard, Clerk Brew, Treasurer Lemke, Trustees Fryling, Haagsma, VanderStel

Absent with notice: Terpstra

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

1. The meeting was called to order at 7:01 p.m. by Board Member DeWard

2. Question of Conflict of Interest

None

3. Review of the Consent Agenda.

No items were removed.

4. Meeting Agenda

Motion by Board Member Lemke and seconded by Board Member Fryling to approve the proposed agenda.

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

5. Scheduled Speakers.

None

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

No one spoke

7. Public Hearings

None

8. Approval of the Consent Agenda

Motion by Board Member VanderStel and seconded by Board Member Fryling to approve the Consent Agenda including the April 10, 2023 and April 24, 2023 Township Board Meetings minutes; General Fund expenditures from 04/01/2023 through 04/30/2023 totaling \$164,192.02; Public Safety Special Assessment District expenditures totaling \$122,466.35; Building Inspections totaling \$10,104.14; Water and Sewer Fund expenditures totaling \$226,610.10; April 2023 Building Department Revenue Report; April 2023 Webpage stats; April 2023 Community Policing Report; Dutton Fire April 2023 Report; Cutlerville Fire April 2023 Report; Treasurer March 2023 Financial Report; Decorative Poles on Division Avenue information; Student letter of reflection on Township Meeting; Cutlerville Fire Board Meeting Date; Letter from resident regarding development on 76th Street; and 48/96 shift overview.

ROLL CALL VOTE: Board Member VanderStel - yes, Board Member Fryling - yes, Board Member Lemke - yes, Board Member Haagsma - yes, Board Member DeWard - yes, Board Member Brew - yes. Motion carried.

9. New Business

A. Purchase of Wellness Equipment for Cutlerville Fire Department

Motion by Board Member Haagsma and seconded by Board Member VanderStel to purchase wellness equipment at a cost of \$12,329.68.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member VanderStel - yes, Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes. Motion carried.

B. Purchase of Mower for Cemeteries

Motion by Board Member VanderStel and seconded by Board Member Haagsma to approve the purchase of a mower from Starr Lawn and Garden for \$12,490.00.

ROLL CALL VOTE: Board Member VanderStel - yes, Board Member Haagsma - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Lemke - yes. Motion carried.

C. Steelcase Rezoning Request – First Read

Motion by Board Member VanderStel and seconded by Board Member Haagsma to set a Public Hearing for June 12, 2023.

ROLL CALL VOTE: Board Member VanderStel - yes, Board Member Haagsma - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Lemke - yes. Motion carried.

D. 60th Street Sanitary Sewer Lateral Agreement

Motion by Board Member Haagsma and seconded by Board Member VanderStel to approve the 60th Street Sanitary Sewer Lateral Agreement

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member VanderStel - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Lemke - yes, Board Member Fryling - yes. Motion carried.

E. Prairie Wolf Station Sanitary Pump Station Design Agreement

Motion by Board Member Haagsma and seconded by Board Member VanderStel to approve the Prairie Wolf Station Sanitary Pump Station Design Agreement.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member VanderStel - yes, Board Member Brew - yes, Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes. Motion carried.

F. Renewal of The Rapid Contract

Motion by Board Member Haagsma and seconded by Board Member Lemke to approve the renewal of the contract with The Rapid.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Lemke - yes, Board Member VanderStel - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes. Motion carried.

G. Assessor Request to Attend Out of State Conference

Motion by Board Member VanderStel and seconded by Board Member Haagsma to approve the out of state conference request.

ROLL CALL VOTE: Board Member VanderStel - yes, Board Member Haagsma - yes, Board Member Lemke - yes, Board Member Fryling - no, Board Member DeWard - yes, Board Member Brew - yes. Motion carried.

10. Comments & Discussion

Discussion on 48/96 shift at the fire departments.

Discussion on ARPA dollars.

Discussion on scrapping old cemetery equipment.

Discussion on ruts along Kalamazoo Avenue due to boring holes for Prairie Wolf Station development.

Jason Vander Molen, Community Policing Officer, discussed the increase of incidents in Gaines Charter Township. Increased policing coverage needs to be discussed at the Township Board level. Using an additional monthly meeting to discuss was suggested.

11. Adjournment

Motion by Board Member Haagsma and seconded by Board Member VanderStel to adjourn the meeting at 08:09 p.m.

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

Michael Brew, Clerk

Robert DeWard, Supervisor

06/01/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 05/01/2023 - 05/31/2023

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
05/05/2023	GEN 2	32370	123.NET	TWP OFFICE	853.000	265.000	503.00
05/05/2023	GEN 2	32371#	AMAZON CAPITAL SERVICES	TWP OFFICE COFFEE	727.000	261.000	59.34
05/05/2023	GEN 2	32371	AMAZON CAPITAL SERVICES	STAPLE REMOVERS, DOUBLE SIDED TAPE ROLLERS, L	727.000	262.000	136.24
05/05/2023	GEN 2	32371	AMAZON CAPITAL SERVICES	LAPTOP BAG, BOOK RINGS	727.000	262.000	42.74
05/05/2023	GEN 2	32371	AMAZON CAPITAL SERVICES	CASE FOR I PHONE	963.001	701.000	15.29
				CHECK GEN 2 32371 TOTAL FOR FUND 101:			253.61
05/05/2023	GEN 2	32372	ARCHITECTS COLLABORATIVE DESIGN	GANNON SCHOOL DRAWINGS	808.000	751.000	5,000.00
05/05/2023	GEN 2	32373#	ARROWASTE INC	TWP OFFICE REFUSE	822.000	265.000	75.27
05/05/2023	GEN 2	32373	ARROWASTE INC	BLAIN REFUSE	822.000	567.000	59.64
05/05/2023	GEN 2	32373	ARROWASTE INC	LIBRARY REFUSE	822.000	790.000	76.64
				CHECK GEN 2 32373 TOTAL FOR FUND 101:			211.55
05/05/2023	GEN 2	32375	BUSINESS SYSTEM SOLUTIONS, INC	OFFICE 365	809.000	261.000	607.20
05/05/2023	GEN 2	32375	BUSINESS SYSTEM SOLUTIONS, INC	OFFICE 365	809.000	261.000	3,378.00
				CHECK GEN 2 32375 TOTAL FOR FUND 101:			3,985.20
05/05/2023	GEN 2	32376	CHARTER COMMUNICATIONS	TWP OFFICE TELECOM	853.000	261.000	249.95
05/05/2023	GEN 2	32377#	CONSUMERS ENERGY	TWP OFFICE	920.000	265.000	3,324.76
05/05/2023	GEN 2	32377	CONSUMERS ENERGY	LED LIGHTS	920.000	448.000	1,414.81
05/05/2023	GEN 2	32377	CONSUMERS ENERGY	STREETLIGHTS	920.000	448.000	12,520.36
05/05/2023	GEN 2	32377	CONSUMERS ENERGY	DUTTON CEMETERY	920.000	567.000	28.81
05/05/2023	GEN 2	32377	CONSUMERS ENERGY	BLAIN	920.000	567.000	39.35
05/05/2023	GEN 2	32377	CONSUMERS ENERGY	BLAIN CEMETERY	920.000	567.000	28.81
				CHECK GEN 2 32377 TOTAL FOR FUND 101:			17,356.90

05/05/2023	GEN 2	32379	EVERETT'S LANDSCAPE MANAGEMENT INC	BIKE PATH MAINT	808.000	751.000	46.28
05/05/2023	GEN 2	32379	EVERETT'S LANDSCAPE MANAGEMENT INC	PRARIE WOLF LAWN	808.000	751.000	353.00
				CHECK GEN 2 32379 TOTAL FOR FUND 101:			399.28
05/05/2023	GEN 2	32380	FIRST BANKCARD CENTER	HAUL AWAY FOR RENOVATION	933.000	790.000	350.00
05/05/2023	GEN 2	32381	FIRST BANKCARD CENTER	FUEL AND TIRES	740.000	567.000	93.54
05/05/2023	GEN 2	32381	FIRST BANKCARD CENTER	FUEL AND TIRES	932.000	567.000	143.30
				CHECK GEN 2 32381 TOTAL FOR FUND 101:			236.84
05/05/2023	GEN 2	32382	FIRST BANKCARD CENTER	PARKS AND TRAILS LUNCH	812.000	751.000	130.91
05/05/2023	GEN 2	32383#	FIRST BANKCARD CENTER	CONFERENCE FEES, CERTIFICATION FEE, CEMETERY :	831.000	215.000	1,509.50
05/05/2023	GEN 2	32383	FIRST BANKCARD CENTER	CONFERENCE FEES, CERTIFICATION FEE, CEMETERY :	832.000	215.000	140.00
05/05/2023	GEN 2	32383	FIRST BANKCARD CENTER	CONFERENCE FEES, CERTIFICATION FEE, CEMETERY :	963.001	261.000	17.22
05/05/2023	GEN 2	32383	FIRST BANKCARD CENTER	CONFERENCE FEES, CERTIFICATION FEE, CEMETERY :	727.000	262.000	26.11
05/05/2023	GEN 2	32383	FIRST BANKCARD CENTER	CONFERENCE FEES, CERTIFICATION FEE, CEMETERY :	740.000	567.000	1,204.00
				CHECK GEN 2 32383 TOTAL FOR FUND 101:			2,896.83
05/05/2023	GEN 2	32384#	FIRST BANKCARD CENTER	ELECTION BOXES, TR DROP BOX, TWP HALL, LIBRARY	963.001	253.000	2.65
05/05/2023	GEN 2	32384	FIRST BANKCARD CENTER	ELECTION BOXES, TR DROP BOX, TWP HALL, LIBRARY	963.001	262.000	20.12
05/05/2023	GEN 2	32384	FIRST BANKCARD CENTER	ELECTION BOXES, TR DROP BOX, TWP HALL, LIBRARY	933.000	265.000	60.56
05/05/2023	GEN 2	32384	FIRST BANKCARD CENTER	ELECTION BOXES, TR DROP BOX, TWP HALL, LIBRARY	960.002	446.000	36.40
05/05/2023	GEN 2	32384	FIRST BANKCARD CENTER	ELECTION BOXES, TR DROP BOX, TWP HALL, LIBRARY	933.000	790.000	265.72
				CHECK GEN 2 32384 TOTAL FOR FUND 101:			385.45
05/05/2023	GEN 2	32385#	FIRST BANKCARD CENTER	SHELVING UNIT, UMBRELLA, MEALS, WEBINAR	812.000	253.000	30.97
05/05/2023	GEN 2	32385	FIRST BANKCARD CENTER	SHELVING UNIT, UMBRELLA, MEALS, WEBINAR	831.000	253.000	49.00
05/05/2023	GEN 2	32385	FIRST BANKCARD CENTER	SHELVING UNIT, UMBRELLA, MEALS, WEBINAR	979.000	253.000	237.43
05/05/2023	GEN 2	32385	FIRST BANKCARD CENTER	SHELVING UNIT, UMBRELLA, MEALS, WEBINAR	979.000	265.000	169.56
				CHECK GEN 2 32385 TOTAL FOR FUND 101:			486.96
05/05/2023	GEN 2	32388#	GAINES WATER & SEWER FUND	WATER SEWER	924.000	265.000	144.46
05/05/2023	GEN 2	32388	GAINES WATER & SEWER FUND	LIBRARY WATER SEWER	924.000	790.000	71.98

				CHECK GEN 2 32388 TOTAL FOR FUND 101:			216.44
05/05/2023	GEN 2	32389#	JACK'S LAWN & SNOWPLOWING, INC	TWP OFFICE LANDSCAPING AND SNOW PLOWING	819.000	265.000	3,835.95
05/05/2023	GEN 2	32389	JACK'S LAWN & SNOWPLOWING, INC	SHERIFF SNOW PLOWING	819.000	265.000	690.04
05/05/2023	GEN 2	32389	JACK'S LAWN & SNOWPLOWING, INC	TWP OFFICE LANDSCAPING AND SNOW PLOWING	935.000	265.000	480.00
05/05/2023	GEN 2	32389	JACK'S LAWN & SNOWPLOWING, INC	DUTTON CEMETERY	819.000	567.000	285.71
05/05/2023	GEN 2	32389	JACK'S LAWN & SNOWPLOWING, INC	LIBRARY LANDSCAPING AND SNOW REMOVAL	819.000	790.000	1,451.52
05/05/2023	GEN 2	32389	JACK'S LAWN & SNOWPLOWING, INC	LIBRARY LANDSCAPING AND SNOW REMOVAL	935.000	790.000	65.45
				CHECK GEN 2 32389 TOTAL FOR FUND 101:			6,808.67
05/05/2023	GEN 2	32390	KENDALL CONCRETE	REPLACE SIDEWALKS LIBRARY	935.000	790.000	2,500.00
05/05/2023	GEN 2	32391	KENT COUNTY TREASURER	2023 PICTOMETRY PROJECT 1ST INSTALLMENT	961.001	261.000	3,040.84
05/05/2023	GEN 2	32392	LAURIE LEMKE	MILEAGE AND MEALS	812.000	253.000	13.18
05/05/2023	GEN 2	32392	LAURIE LEMKE	MILEAGE AND MEALS	817.000	253.000	340.60
				CHECK GEN 2 32392 TOTAL FOR FUND 101:			353.78
05/05/2023	GEN 2	32393	MEDMUTUAL LIFE	LIFE INSURANCE WITH CATCH UP	717.000	261.000	619.11
05/05/2023	GEN 2	32394#	MEYERS CLEANING SERVICE INC	CLEANING SUPPLIES TWP OFFICE LIBRARY	821.000	265.000	1,215.20
05/05/2023	GEN 2	32394	MEYERS CLEANING SERVICE INC	CLEANING SUPPLIES TWP OFFICE LIBRARY	821.000	790.000	1,211.00
				CHECK GEN 2 32394 TOTAL FOR FUND 101:			2,426.20
05/05/2023	GEN 2	32395	MICHAEL BREW	ELECTION MILEAGE	817.000	262.000	58.95
05/05/2023	GEN 2	32396	MINER SUPPLY COMPANY	RESTROOM SUPPLIES	821.000	265.000	257.99
05/05/2023	GEN 2	32398#	THE SUN AND NEWS	TOWNSHIP POSTINGS	901.000	215.000	118.00
05/05/2023	GEN 2	32398	THE SUN AND NEWS	TOWNSHIP POSTINGS	901.000	261.000	137.40
05/05/2023	GEN 2	32398	THE SUN AND NEWS	TOWNSHIP POSTINGS	901.000	262.000	70.80
05/05/2023	GEN 2	32398	THE SUN AND NEWS	TOWNSHIP POSTINGS	901.000	701.000	221.25
				CHECK GEN 2 32398 TOTAL FOR FUND 101:			547.45

05/12/2023	GEN 2	32400	ACCIDENT FUND	JUNE 2023 WORKERS COMP	719.000	261.000	1,343.10
05/12/2023	GEN 2	32401#	AMAZON CAPITAL SERVICES	POSTIT FLAGS,	727.000	172.000	11.48
05/12/2023	GEN 2	32401	AMAZON CAPITAL SERVICES	3 HOLE PUNCH	727.000	215.000	21.85
				CHECK GEN 2 32401 TOTAL FOR FUND 101:			33.33
05/12/2023	GEN 2	32402#	BLOOM SLUGGETT	REZONING, PEG, CALEYDONIA,KCC, STONECO, VANL	802.000	171.000	70.50
05/12/2023	GEN 2	32402	BLOOM SLUGGETT	REZONING, PEG, CALEYDONIA,KCC, STONECO, VANL	802.000	172.000	646.50
05/12/2023	GEN 2	32402	BLOOM SLUGGETT	REZONING, PEG, CALEYDONIA,KCC, STONECO, VANL	802.000	701.000	3,630.00
				CHECK GEN 2 32402 TOTAL FOR FUND 101:			4,347.00
05/12/2023	GEN 2	32403	BUIST ELECTRIC INC	6 NEW POLES AND FIXTURED INSTALLED	973.001	446.000	3,009.00
05/12/2023	GEN 2	32404	BYRON CENTER PUBLIC SCHOOLS	BCTV COMMITMENT	975.000	261.000	12,000.00
05/12/2023	GEN 2	32406	CONSUMERS ENERGY	DIVISION STREET LIGHTS	920.001	448.000	103.72
05/12/2023	GEN 2	32406	CONSUMERS ENERGY	DIVISION STREET LIGHTS	920.001	448.000	78.07
05/12/2023	GEN 2	32406	CONSUMERS ENERGY	DIVISION STREET LIGHTS	920.001	448.000	102.63
				CHECK GEN 2 32406 TOTAL FOR FUND 101:			284.42
05/12/2023	GEN 2	32407	GREATAMERICA FINANCIAL SERVICES	COPIERS	808.000	261.000	917.00
05/12/2023	GEN 2	32409	HORIZON COMMUNITY PLANNING LLC	GENERAL ZONING INQUIRIES	808.000	701.000	1,312.50
05/12/2023	GEN 2	32410	INTERURBAN TRANSIT PARTNERSHIP	RUAL LINEHUAL SERVICE	860.000	596.000	2,869.89
05/12/2023	GEN 2	32410	INTERURBAN TRANSIT PARTNERSHIP	RUAL GO BUS SERVICE	860.000	596.000	583.31
				CHECK GEN 2 32410 TOTAL FOR FUND 101:			3,453.20
05/12/2023	GEN 2	32411	JAMES ZENAS	CONF MEALS	812.000	257.000	47.31

05/12/2023	GEN 2	32413	K.C. ROAD COMMISSION	GAINES PARTIAL DEPTH MILL AND FILL	960.000	446.000	508.76
05/12/2023	GEN 2	32414#	KIM TRIPLETT	CELL PHONE, MILEAGE, UMBRELLA STANDS	817.000	171.000	26.40
05/12/2023	GEN 2	32414	KIM TRIPLETT	CELL PHONE, MILEAGE, UMBRELLA STANDS	853.000	171.000	12.50
05/12/2023	GEN 2	32414	KIM TRIPLETT	CELL PHONE, MILEAGE, UMBRELLA STANDS	853.000	172.000	12.50
05/12/2023	GEN 2	32414	KIM TRIPLETT	CELL PHONE, MILEAGE, UMBRELLA STANDS	979.000	265.000	104.80
				CHECK GEN 2 32414 TOTAL FOR FUND 101:			156.20
05/12/2023	GEN 2	32416	MAYNARDS WATER CONDITIONING LLC	RED OUT SALT	932.000	265.000	189.60
05/12/2023	GEN 2	32417	MEGAN VANHOOSE	IAAO CONF FLIGHTS AND REGISTRATION	831.000	257.000	1,609.40
05/12/2023	GEN 2	32421	SIEGFRIED CRANDALL VOS & LEWIS	AUDITING SERVICES FOR 2022	801.000	261.000	1,500.00
05/12/2023	GEN 2	32422	STAR 2 STAR COMMUNICATIONS	CLERK ASSISTANT PHONE	853.000	261.000	570.92
05/12/2023	GEN 2	32423	STARR LAWN AND GARDEN CENTER	NEW CEMETERY MOWER	979.000	567.000	12,490.00
05/12/2023	GEN 2	32424#	T-MOBILE	TELECOMMUNICATION	853.000	171.000	21.65
05/12/2023	GEN 2	32424	T-MOBILE	TELECOMMUNICATION	853.000	215.000	43.30
05/12/2023	GEN 2	32424	T-MOBILE	TELECOMMUNICATION	853.000	253.000	21.65
05/12/2023	GEN 2	32424	T-MOBILE	TELECOMMUNICATION	853.000	257.000	30.00
05/12/2023	GEN 2	32424	T-MOBILE	TELECOMMUNICATION	853.000	261.000	82.78
05/12/2023	GEN 2	32424	T-MOBILE	TELECOMMUNICATION	853.000	265.000	21.65
05/12/2023	GEN 2	32424	T-MOBILE	TELECOMMUNICATION	853.000	443.000	21.65
05/12/2023	GEN 2	32424	T-MOBILE	TELECOMMUNICATION	853.000	701.000	43.30
				CHECK GEN 2 32424 TOTAL FOR FUND 101:			285.98
05/19/2023	GEN 2	32425#	AMAZON CAPITAL SERVICES	MANAGER FLOOR MAT, LAPTOP CASE	979.000	172.000	71.72
05/19/2023	GEN 2	32425	AMAZON CAPITAL SERVICES	JABRA LINK 17 EHS ADAPTER FOR POLYCOM	979.000	215.000	43.50
05/19/2023	GEN 2	32425	AMAZON CAPITAL SERVICES	HDMI TO DVI CABLE, TRACK BALL MOUSE	979.000	215.000	41.91
05/19/2023	GEN 2	32425	AMAZON CAPITAL SERVICES	COFFEE CUPS, COFFEE	727.000	261.000	76.91
				CHECK GEN 2 32425 TOTAL FOR FUND 101:			234.04

05/19/2023	GEN 2	32428	BUSINESS SYSTEM SOLUTIONS, INC	CLERK ASSISTANT COMPUTER	979.000	215.000	1,334.99
05/19/2023	GEN 2	32430	CINTAS CORPORATION #301	BLACK MATS	805.000	265.000	87.34
05/19/2023	GEN 2	32431	CLARK HILL	FC GRAND RAPIDS MICHIGAN LANDLORD LLC	802.000	257.000	240.00
05/19/2023	GEN 2	32432#	DELTA DENTAL	TWP DENTAL INSURANCE	717.000	171.000	104.66
05/19/2023	GEN 2	32432	DELTA DENTAL	TWP DENTAL INSURANCE	717.000	172.000	164.00
05/19/2023	GEN 2	32432	DELTA DENTAL	TWP DENTAL INSURANCE	717.000	215.000	278.25
05/19/2023	GEN 2	32432	DELTA DENTAL	TWP DENTAL INSURANCE	717.000	253.000	89.55
05/19/2023	GEN 2	32432	DELTA DENTAL	TWP DENTAL INSURANCE	717.000	257.000	268.30
05/19/2023	GEN 2	32432	DELTA DENTAL	TWP DENTAL INSURANCE	717.000	371.000	79.60
05/19/2023	GEN 2	32432	DELTA DENTAL	TWP DENTAL INSURANCE	717.000	443.000	39.80
05/19/2023	GEN 2	32432	DELTA DENTAL	TWP DENTAL INSURANCE	717.000	701.000	173.95
				CHECK GEN 2 32432 TOTAL FOR FUND 101:			1,198.11
05/19/2023	GEN 2	32433#	DJ'S LANDSCAPE MANAGEMENT	CONTRACT MONTHLY INSTALLMENT	935.000	265.000	2,163.88
05/19/2023	GEN 2	32433	DJ'S LANDSCAPE MANAGEMENT	LIBRARY CONTRACT MONTHLY INSTALLMENT	935.000	790.000	181.50
				CHECK GEN 2 32433 TOTAL FOR FUND 101:			2,345.38
05/19/2023	GEN 2	32434	FIRST UNUM LIFE INSURANCE COMPANY	SHORT TERM AND LONG TERM DISABILITY	717.000	261.000	1,323.41
05/19/2023	GEN 2	32436#	LAMPHEAR SERVICE COMPANY INC	ANNUAL MAINTENANCE, INSPECTIONS, AND FILTER	808.000	265.000	1,455.00
05/19/2023	GEN 2	32436	LAMPHEAR SERVICE COMPANY INC	REPAIRS TO HYDRONIC HEATING SYSTEM FOR AHU #	932.000	265.000	1,156.00
05/19/2023	GEN 2	32436	LAMPHEAR SERVICE COMPANY INC	ANNUAL MAINTENANCE, INSPECTIONS, AND FILTER	808.000	790.000	640.00
				CHECK GEN 2 32436 TOTAL FOR FUND 101:			3,251.00
05/19/2023	GEN 2	32439	NATALIE DAVENPORT	MILEAGE	817.000	701.000	54.06
05/19/2023	GEN 2	32439	NATALIE DAVENPORT	ZONING ENFORCEMENT MILEAGE	817.000	701.000	28.95
				CHECK GEN 2 32439 TOTAL FOR FUND 101:			83.01
05/19/2023	GEN 2	32440	PLUMMERS DISPOSAL SERVICE	WHEELCHAIR ACCESSIBLE PT AND TRASH CAN	808.000	751.000	299.00

05/29/2023	GEN 2	32443	APPLIED IMAGING	LAST PAYMENT ON AGREE4MENT PER SUPERVISOR	808.000	261.000	1,531.85
05/29/2023	GEN 2	32445#	BLUE CROSS HSA	JUINE HEALTH	717.000	171.000	204.50
05/29/2023	GEN 2	32445	BLUE CROSS HSA	JUINE HEALTH	717.000	172.000	204.49
05/29/2023	GEN 2	32445	BLUE CROSS HSA	JUINE HEALTH	717.000	215.000	1,920.74
05/29/2023	GEN 2	32445	BLUE CROSS HSA	JUINE HEALTH	717.000	253.000	1,445.11
05/29/2023	GEN 2	32445	BLUE CROSS HSA	JUINE HEALTH	717.000	257.000	3,789.92
05/29/2023	GEN 2	32445	BLUE CROSS HSA	JUINE HEALTH	717.000	443.000	1,003.47
05/29/2023	GEN 2	32445	BLUE CROSS HSA	JUINE HEALTH	717.000	701.000	2,151.11
CHECK GEN 2 32445 TOTAL FOR FUND 101:							10,719.34
05/29/2023	GEN 2	32447#	DTE ENERGY	TWP HALL	923.000	265.000	802.00
05/29/2023	GEN 2	32447	DTE ENERGY	LIBRARY	923.000	790.000	191.59
CHECK GEN 2 32447 TOTAL FOR FUND 101:							993.59
05/29/2023	GEN 2	32448	GORDON WATER	TWP OFFICE	808.000	265.000	94.19
05/29/2023	GEN 2	32448	GORDON WATER	DFD	808.000	265.000	10.79
CHECK GEN 2 32448 TOTAL FOR FUND 101:							104.98
05/29/2023	GEN 2	32449	JOE VANENGEN	FUEL	740.000	567.000	20.19
05/29/2023	GEN 2	32451	MI MUNICIPAL TREASURER'S ASSOC	COMPUTER BAG	727.000	253.000	10.00
05/29/2023	GEN 2	32452	MINER SUPPLY COMPANY	LIBRARY CLEANING SUPPLIES	821.000	790.000	111.93
05/29/2023	GEN 2	32453#	PHASE 3 GRAPHICS	KEN AND MICHAEL BUSINESS CARDS	900.000	215.000	49.00
05/29/2023	GEN 2	32453	PHASE 3 GRAPHICS	KEN AND MICHAEL BUSINESS CARDS	963.001	261.000	14.88
CHECK GEN 2 32453 TOTAL FOR FUND 101:							63.88
05/29/2023	GEN 2	32454	PROPET	DOG WASTE BAGS WITH DISCOUNT	963.001	751.000	162.00
05/29/2023	GEN 2	32454	PROPET	DOG WASTE BAGS WITH DISCOUNT	963.001	751.000	(72.00)
CHECK GEN 2 32454 TOTAL FOR FUND 101:							90.00

05/29/2023 GEN 2 32455 STAR 2 STAR COMMUNICATIONS

TWP OFFICE

853.000

261.000

827.67

Total for fund 101 GENERAL FUND

118,203.34

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

06/01/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 05/01/2023 - 05/31/2023

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
05/05/2023	GEN 2	32371	AMAZON CAPITAL SERVICES	CFD GAMING SPEAKERS	740.000	336.001	89.97
05/05/2023	GEN 2	32373#	ARROWASTE INC	CFD REFUSE	822.000	336.001	120.47
05/05/2023	GEN 2	32373	ARROWASTE INC	DFD REFUSE	822.000	336.002	50.40
				CHECK GEN 2 32373 TOTAL FOR FUND 205:			170.87
05/05/2023	GEN 2	32374	BOUND TREE MEDICAL LLC	CFD INFANT MASK FILTERS, ALCOHOL PREP PADS	740.000	336.001	48.16
05/05/2023	GEN 2	32375#	BUSINESS SYSTEM SOLUTIONS, INC	OFFICE 365	809.000	336.001	264.00
05/05/2023	GEN 2	32375	BUSINESS SYSTEM SOLUTIONS, INC	OFFICE 365	809.000	336.001	1,150.40
05/05/2023	GEN 2	32375	BUSINESS SYSTEM SOLUTIONS, INC	OFFICE 365	809.000	336.002	804.40
				CHECK GEN 2 32375 TOTAL FOR FUND 205:			2,218.80
05/05/2023	GEN 2	32377	CONSUMERS ENERGY	DFD	920.000	336.002	832.77
05/05/2023	GEN 2	32378	CUMMINS SALES AND SERVICE	CFD OIL LEAK AND CHECK ENGINE LIGHT FAULTS	931.000	336.001	301.58
05/05/2023	GEN 2	32386	FIRST BANKCARD CENTER	CFD CHAIN SAW REPAIR, FOOD	932.000	336.001	72.00
05/05/2023	GEN 2	32386	FIRST BANKCARD CENTER	CFD CHAIN SAW REPAIR, FOOD	956.000	336.001	249.59
				CHECK GEN 2 32386 TOTAL FOR FUND 205:			321.59
05/05/2023	GEN 2	32387	FIRST BANKCARD CENTER	DFD FILTER AND CHAIN, GLASS FUSES, ENGRAVED V	931.000	336.002	4.44
05/05/2023	GEN 2	32387	FIRST BANKCARD CENTER	DFD FILTER AND CHAIN, GLASS FUSES, ENGRAVED V	932.000	336.002	88.69
05/05/2023	GEN 2	32387	FIRST BANKCARD CENTER	DFD FILTER AND CHAIN, GLASS FUSES, ENGRAVED V	963.001	336.002	116.68
				CHECK GEN 2 32387 TOTAL FOR FUND 205:			209.81

05/05/2023	GEN 2	32389#	JACK'S LAWN & SNOWPLOWING, INC	CFD SNOW REMOVAL	819.000	336.001	981.72
05/05/2023	GEN 2	32389	JACK'S LAWN & SNOWPLOWING, INC	DFD	819.000	336.002	981.72
				CHECK GEN 2 32389 TOTAL FOR FUND 205:			1,963.44
05/05/2023	GEN 2	32397	PRO-MOW LAWN CARE LLC	CFD SPRING CLEAN UP	935.000	336.001	210.00
05/05/2023	GEN 2	32399#	WEX BANK	CFD AND DFD FUEL	741.000	336.001	941.30
05/05/2023	GEN 2	32399	WEX BANK	CFD AND DFD FUEL	741.000	336.002	42.92
				CHECK GEN 2 32399 TOTAL FOR FUND 205:			984.22
05/12/2023	GEN 2	32400#	ACCIDENT FUND	JUNE 2023 WORKERS COMP	719.000	336.001	2,406.39
05/12/2023	GEN 2	32400	ACCIDENT FUND	JUNE 2023 WORKERS COMP	719.000	336.002	1,846.76
				CHECK GEN 2 32400 TOTAL FOR FUND 205:			4,253.15
05/12/2023	GEN 2	32401#	AMAZON CAPITAL SERVICES	CFD HAND TOWELS, TP, TOILET CLEANER, DISHWAS	727.000	336.001	207.85
05/12/2023	GEN 2	32401	AMAZON CAPITAL SERVICES	CFD VEVOR FLAMMABLE SAFETY CABINET	979.000	336.001	339.89
05/12/2023	GEN 2	32401	AMAZON CAPITAL SERVICES	DFD ANTIFREEZE	931.000	336.002	87.00
				CHECK GEN 2 32401 TOTAL FOR FUND 205:			634.74
05/12/2023	GEN 2	32405	COMCAST	CFD TELECOM	853.000	336.001	283.93
05/12/2023	GEN 2	32406	CONSUMERS ENERGY	CFD	920.000	336.001	811.75
05/12/2023	GEN 2	32408	HALT FIRE, INC	CFD ENGINE 35 SIREN REPAIR	931.000	336.001	1,092.49
05/12/2023	GEN 2	32408	HALT FIRE, INC	LADDER LINKAGE	931.000	336.001	130.62
				CHECK GEN 2 32408 TOTAL FOR FUND 205:			1,223.11
05/12/2023	GEN 2	32412	K & S PLUMBING CO. INC.	TESTED BACK FLOW DEVICE	933.000	336.002	145.00
05/12/2023	GEN 2	32415	KLEYN MOBILE REPAIR LLC	CFD TRUCK AIR LEAK	931.000	336.001	497.55
05/12/2023	GEN 2	32415	KLEYN MOBILE REPAIR LLC	CFD SAFETY INSPECTION, OIL CHANGE, BRAKES,	931.000	336.001	2,090.04
				CHECK GEN 2 32415 TOTAL FOR FUND 205:			2,587.59

05/12/2023	GEN 2	32418	PRO-MOW LAWN CARE LLC	CFD LANDSCAPE INSTALLATION OF 2 YD ROCKS	935.000	336.001	747.00
05/12/2023	GEN 2	32424#	T-MOBILE	TELECOMMUNICATION	853.000	336.001	43.30
05/12/2023	GEN 2	32424	T-MOBILE	TELECOMMUNICATION	853.000	336.002	72.65
				CHECK GEN 2 32424 TOTAL FOR FUND 205:			115.95
05/19/2023	GEN 2	32425#	AMAZON CAPITAL SERVICES	CFD STRONG MAGNETS, PLIERS SET, RING CUTTER	740.000	336.001	110.81
05/19/2023	GEN 2	32425	AMAZON CAPITAL SERVICES	DFD COMET CLEANSER, PAPER TOWEL, ALUMINIUM	727.000	336.002	57.20
05/19/2023	GEN 2	32425	AMAZON CAPITAL SERVICES	DFD BATTERY, COFFEE, LAUNDRY DETERGENT	727.000	336.002	118.44
05/19/2023	GEN 2	32425	AMAZON CAPITAL SERVICES	DFD COMET CLEANSER, PAPER TOWEL, ALUMINIUM	775.000	336.002	30.98
				CHECK GEN 2 32425 TOTAL FOR FUND 205:			317.43
05/19/2023	GEN 2	32426	BIO-CARE	DFD PHYSICAL EXAM TESTS	835.000	336.002	6,825.00
05/19/2023	GEN 2	32427	BOUND TREE MEDICAL LLC	DFD NASOPHARYNGEAL AIRWAY, GLOVES	740.000	336.002	168.53
05/19/2023	GEN 2	32429	CHRISTOPHER VELZEN	STATE OF MICHIGAN EMS LICENSE RENEWAL FEE	832.000	336.002	25.00
05/19/2023	GEN 2	32432#	DELTA DENTAL	TWP DENTAL INSURANCE	717.000	336.001	678.48
05/19/2023	GEN 2	32432	DELTA DENTAL	TWP DENTAL INSURANCE	717.000	336.002	524.80
				CHECK GEN 2 32432 TOTAL FOR FUND 205:			1,203.28
05/19/2023	GEN 2	32435	KENT COUNTY TREASURER	APRIL 2023 TOWNSHIP LAW AND CP OFFICER	820.000	301.000	81,217.58
05/19/2023	GEN 2	32436	LAMPHEAR SERVICE COMPANY INC	DFD COMPLETED INTAKE SCREEN REPAIR ON MUA	933.000	336.002	475.00
05/19/2023	GEN 2	32437	LIFE EMS AMBULANCE OF GR	EMT BASIC COURSE	811.000	336.002	1,750.00
05/19/2023	GEN 2	32438	MENARDS- WYOMING	DFD STEP LADDER, OUTLET, STAPLER AND STAPLE T	740.000	336.002	40.62
05/19/2023	GEN 2	32438	MENARDS- WYOMING	DFD STEP LADDER, OUTLET, STAPLER AND STAPLE T	933.000	336.002	33.57
05/19/2023	GEN 2	32438	MENARDS- WYOMING	DFD STEP LADDER, OUTLET, STAPLER AND STAPLE T	979.000	336.002	99.99
				CHECK GEN 2 32438 TOTAL FOR FUND 205:			174.18

05/19/2023	GEN 2	32441	PLUMMERS ENVIRONMENTAL SER INC	CFD CLOGGED DRAIN LINE	933.000	336.001	553.80
05/29/2023	GEN 2	32442#	AMAZON CAPITAL SERVICES	CFD FLOOR MAT ADHESIVE, TROWEL, BLACK PEPPEI	727.000	336.001	(14.94)
05/29/2023	GEN 2	32442	AMAZON CAPITAL SERVICES	CFD FLOOR MAT ADHESIVE, TROWEL, BLACK PEPPEI	727.000	336.001	64.31
05/29/2023	GEN 2	32442	AMAZON CAPITAL SERVICES	CFD FLOOR MAT ADHESIVE, TROWEL, BLACK PEPPEI	740.000	336.001	14.99
05/29/2023	GEN 2	32442	AMAZON CAPITAL SERVICES	CFD FLOOR MAT ADHESIVE, TROWEL, BLACK PEPPEI	933.000	336.001	168.99
05/29/2023	GEN 2	32442	AMAZON CAPITAL SERVICES	CFD FLOOR MAT ADHESIVE, TROWEL, BLACK PEPPEI	963.001	336.001	(3.00)
05/29/2023	GEN 2	32442	AMAZON CAPITAL SERVICES	MOTOROLA CABL;E	931.000	336.002	69.00
05/29/2023	GEN 2	32442	AMAZON CAPITAL SERVICES	DFD TEFLON TAPE, CUT OFF RISER, NOZZLE INSERTI	932.000	336.002	6.99
05/29/2023	GEN 2	32442	AMAZON CAPITAL SERVICES	DFD TEFLON TAPE, CUT OFF RISER, NOZZLE INSERTI	933.000	336.002	2.99
05/29/2023	GEN 2	32442	AMAZON CAPITAL SERVICES	DFD TEFLON TAPE, CUT OFF RISER, NOZZLE INSERTI	935.000	336.002	99.25
05/29/2023	GEN 2	32442	AMAZON CAPITAL SERVICES	DFD MASTER LOCK LOCKOUT KIT	979.000	336.002	113.62
05/29/2023	GEN 2	32442	AMAZON CAPITAL SERVICES	DFD 2 MONITORS, 2 DP TO DP CABLES,	979.000	336.002	292.10
				CHECK GEN 2 32442 TOTAL FOR FUND 205:			814.30
05/29/2023	GEN 2	32444	AUTOZONE	CFD SCRAPER AND PUTTY KNIFE	933.000	336.001	14.94
05/29/2023	GEN 2	32445#	BLUE CROSS HSA	JUINE HEALTH	717.000	336.001	5,872.09
05/29/2023	GEN 2	32445	BLUE CROSS HSA	JUINE HEALTH	717.000	336.002	7,796.65
				CHECK GEN 2 32445 TOTAL FOR FUND 205:			13,668.74
05/29/2023	GEN 2	32446	COMCAST	DFD	853.000	336.002	232.19
05/29/2023	GEN 2	32447#	DTE ENERGY	CFD	923.000	336.001	183.69
05/29/2023	GEN 2	32447	DTE ENERGY	DFD	923.000	336.002	390.83
				CHECK GEN 2 32447 TOTAL FOR FUND 205:			574.52
05/29/2023	GEN 2	32450	MENARDS- WYOMING	DFD HAMMER, UTILITY KNIFE, STAPLES, TAPE, RETU	740.000	336.002	66.82
05/29/2023	GEN 2	32450	MENARDS- WYOMING	DFD HAMMER, UTILITY KNIFE, STAPLES, TAPE, RETU	740.000	336.002	(3.77)
				CHECK GEN 2 32450 TOTAL FOR FUND 205:			63.05
05/29/2023	GEN 2	32453#	PHASE 3 GRAPHICS	KEN AND MICHAEL BUSINESS CARDS	963.001	336.001	24.50
05/29/2023	GEN 2	32453	PHASE 3 GRAPHICS	KEN AND MICHAEL BUSINESS CARDS	963.001	336.002	24.50
				CHECK GEN 2 32453 TOTAL FOR FUND 205:			49.00

05/29/2023	GEN 2	32455	STAR 2 STAR COMMUNICATIONS	DFD	853.000	336.002	436.19
05/29/2023	GEN 2	32456#	WEX BANK	CFD AND DFD FUEL	741.000	336.001	106.22
05/29/2023	GEN 2	32456	WEX BANK	CFD AND DFD FUEL	741.000	336.002	1,109.03
				CHECK GEN 2 32456 TOTAL FOR FUND 205:			1,215.25
				Total for fund 205 PUBLIC SAFETY SAD			127,931.41
'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT							

06/01/2023

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 05/01/2023 - 05/31/2023

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
05/12/2023	GEN 2	32419	PROFESSIONAL CODE INSPECTIONS INC	MECHANICAL AND PLUMBING INSPECTIONS	808.000	371.000	5,400.00
05/12/2023	GEN 2	32420	ROGER STERK	INSPECTION MILEAGE	817.000	371.000	193.23
05/12/2023	GEN 2	32424	T-MOBILE	TELECOMMUNICATION	853.000	371.000	43.30
05/29/2023	GEN 2	32445	BLUE CROSS HSA	JUINE HEALTH	717.000	371.000	2,951.92
				Total for fund 549 BUILDING INSPECTIONS DEPT			8,588.45

06/07/2023 01:57 PM
User: TRACY
DB: Gaines Township

CHECK REGISTER FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 05/01/2023 - 05/31/2023

Page: 1/1

J. A. ii) d)

Check Date	Check	Vendor Name	Description	Amount
Bank WSCK2 WATER/SEWER CHECKING				
05/18/2023	5689	ALL STAR PRINTING	BGUA HOODIE	79.50
05/18/2023	5690	APPLIED INNOVATION	TRACYS PRINTER MAINT 5/22/23-8/21/23	172.35
05/18/2023	5691	BREWER PK CONDO ASSOC	UB refund for account: BREC-000082-8690-	49.99
05/18/2023	5692	BYRON GAINES UTILITY AUTHORITY	MARCH 2023 OP EXP, PAYROLL, INSP	37,563.77
			MARCH 2023 OP, CAP EXP, METERS	34,077.66
			CITY OF GR SEWER APRIL 2023	14,437.32
			CITY OF WYOMING WATER & SEWER APRIL 2023	218,447.58
				<u>304,526.33</u>
05/18/2023	5693	ETNA SUPPLY	SENSUS ANNUAL SUPPORT 6/24/23-6/22/24	3,000.00
05/18/2023	5694	EXTEND YOUR REACH	MAY 2023 UTILITY BILLS	381.05
05/18/2023	5695	VRIESMAN & KORHORN	68TH ST SEWER	836.87
			GPS UTILITY PICKUP	6,058.35
			MISC SEWER	1,108.50
			MISC WATER SYS	1,291.50
			TOWNLINE BLDG A	156.00
			PINE REST CHILDRENS HOSP	553.21
			RIVER BIRCH APTS PH2	2,104.00
			RAPIDS DR EXT	1,149.00
			4640 60TH ST PH2	1,132.47
			PRAIRIE WOLF STATION	1,263.72
				<u>15,653.62</u>
WSCK2 TOTALS:				
Total of 7 Checks:				323,862.84
Less 0 Void Checks:				0.00
Total of 7 Disbursements:				<u>323,862.84</u>



Revenue Breakdown Report

Page: 1 of 34

06/01/2023

Filter: All Records, Transaction.DateToPostOn Between 5/1/2023 12:00:00 AM AND 5/31/2023 11:59:59 PM

Unit Totals		
Unit Name	Records	Revenue
	235	87,720.25
TOTAL	235	87,720.25

Record Type Totals		
Unit:	Records	Revenue
Name	1	25.00
Permit	234	87,695.25
UNIT TOTAL:	235	87,720.25

Record Type Breakdowns		
Unit:	Records	Revenue
Record Type: Name	1	25.00
TOTAL:	1	25.00

Record Type: Permit	Records	Revenue
Air Conditioning Replacement	1	110.00
Building	30	56,097.00
Commercial Sign	2	220.00
Deck	6	780.00
Demolition	1	190.00
Electrical	46	8,499.00
Furnace Replacement	1	110.00
Irrigation Meter	3	265.00
Mechanical	76	12,179.25
Mobile Home Building	8	1,040.00
Mobile Home Plumbing	1	90.00
Plumbing	36	5,960.00
Residential Roofing	13	1,170.00
Storm Drain	5	425.00
Swimming Pool	3	390.00
Water Heater Replacement	2	170.00
TOTAL:	234	87,695.25

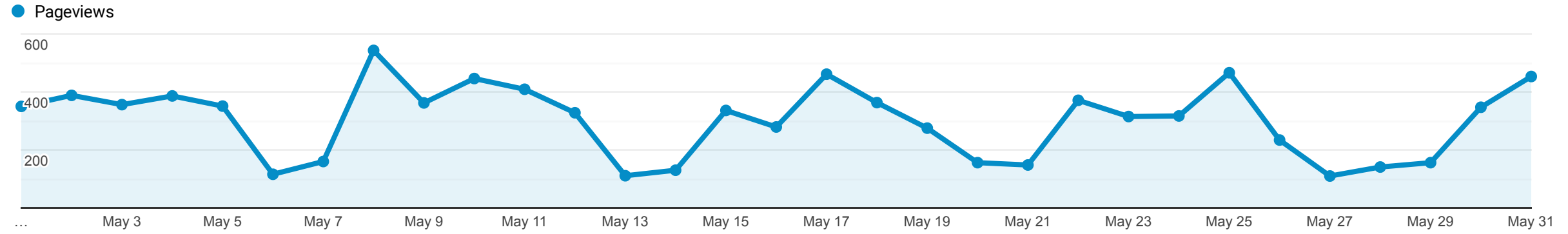
Pages

All Users

100.00% Pageviews

May 1, 2023 - May 31, 2023

Explorer



Page		Pageviews	Unique Pageviews	Avg. Time on Page	Entrances	Bounce Rate	% Exit	Page Value
		9,333 % of Total: 100.00% (9,333)	7,596 % of Total: 100.00% (7,596)	00:01:43 Avg for View: 00:01:43 (0.00%)	4,288 % of Total: 100.00% (4,288)	52.29% Avg for View: 52.29% (0.00%)	45.94% Avg for View: 45.94% (0.00%)	\$0.00 % of Total: 0.00% (\$0.00)
1. /		2,554 (27.37%)	2,013 (26.50%)	00:01:24	1,766 (41.18%)	41.51%	45.58%	\$0.00 (0.00%)
2. /document_center/index.php		727 (7.79%)	620 (8.16%)	00:05:21	235 (5.48%)	85.53%	72.35%	\$0.00 (0.00%)
3. /how_do_i_(faq)/contact/office.php		417 (4.47%)	346 (4.56%)	00:00:58	103 (2.40%)	51.46%	41.01%	\$0.00 (0.00%)
4. /departments/water_sewer.php		337 (3.61%)	247 (3.25%)	00:02:10	206 (4.80%)	37.38%	39.76%	\$0.00 (0.00%)
5. /online_services/index.php		315 (3.38%)	287 (3.78%)	00:03:18	147 (3.43%)	54.42%	45.71%	\$0.00 (0.00%)
6. /residents/index.php		296 (3.17%)	219 (2.88%)	00:02:06	27 (0.63%)	55.56%	34.46%	\$0.00 (0.00%)
7. /parks_and_recreation/prairie_wolf_park.php		275 (2.95%)	205 (2.70%)	00:01:15	199 (4.64%)	63.32%	60.36%	\$0.00 (0.00%)
8. /departments/planning_zoning.php		205 (2.20%)	163 (2.15%)	00:01:09	93 (2.17%)	30.11%	22.93%	\$0.00 (0.00%)
9. /departments/bldg_inspections.php		153 (1.64%)	118 (1.55%)	00:01:58	52 (1.21%)	46.15%	49.02%	\$0.00 (0.00%)
10. /how_do_i_(faq)/contact/policedept.php		149 (1.60%)	111 (1.46%)	00:01:38	97 (2.26%)	65.98%	63.76%	\$0.00 (0.00%)

Rows 1 - 10 of 421

2023								
District/Zone	Jan	Feb	Mar	Apr	May	Jun	Grand Total - Current	% of Total Incidents - Current
Byron Twp Fire - Byron Twp	0	2	1	0	0	2	5	1%
Caledonia Township	2	3	0	2	0	0	7	2%
Cascade Township	0	0	0	1	0	0	1	0%
Cutlerville - Byron Township	2	3	0	1	0	2	8	2%
Cutlerville - Gaines Township	6	6	8	5	10	3	38	11%
Kentwood	3	1	1	0	2	0	7	2%
Leighton Township	1	0	0	0	2	0	3	1%
Zone 01S - Dutton	3	1	1	1	0	0	6	2%
Zone 02S - Dutton	8	9	9	5	8	2	41	12%
Zone 03S - Dutton	6	4	10	5	5	2	32	9%
Zone 04S - Dutton	13	12	7	9	8	2	51	15%
Zone 06S - Dutton	2	7	4	1	4	1	19	6%
Zone 07S - Dutton	5	4	5	4	6	0	24	7%
Zone 08S - Dutton	3	1	4	3	1	0	12	4%
Zone 09S - Dutton	7	7	8	3	8	0	33	10%
Zone 11R - Dutton	0	0	1	1	0	0	2	1%
Zone 12R - Dutton	0	1	2	0	2	0	5	1%
Zone 13R - Dutton	1	1	1	0	1	0	4	1%
Zone 14R - Dutton	0	1	1	0	3	1	6	2%
Zone 15R - Dutton	0	1	0	2	0	1	4	1%
Zone 16R - Dutton	0	0	2	0	2	0	4	1%
Zone 17R - Dutton	0	1	1	0	0	0	2	1%
Zone 18R - Dutton	0	0	0	1	0	0	1	0%
Zone 19R - Dutton	3	1	1	0	0	1	6	2%
Zone 20R - Dutton	1	0	1	3	2	0	7	2%
Zone 21R - Dutton	0	1	1	1	1	0	4	1%
Zone 22R - Dutton	0	1	1	0	1	0	3	1%
Zone 23R - Dutton	0	0	1	0	1	1	3	1%
Grand Total	66	68	71	48	67	18	338	100%

Incidents by Category and Month

Jan 01, 2022 12:00 AM to Jun 07, 2023 03:57 PM

Incident Type Category	2023						2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	May	Jun	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
1 - Fire	3	2	1	1	8	2	17	5%	17	5%	0%
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	0	1	0	0	0	0	1	0%	2	1%	-50%
3 - Rescue & Emergency Medical Service Incident	39	46	54	33	42	10	224	66%	226	69%	-0.88%
4 - Hazardous Condition (No Fire)	1	4	1	2	1	0	9	3%	4	1%	125%
5 - Service Call	4	3	5	2	3	1	18	5%	17	5%	5.88%
6 - Good Intent Call	10	6	7	7	5	4	39	12%	36	11%	8.33%
7 - False Alarm & False Call	9	6	3	3	8	1	30	9%	26	8%	15.38%
Grand Total	66	68	71	48	67	18	338	100%	328	100%	3.05%

Calls in Progress

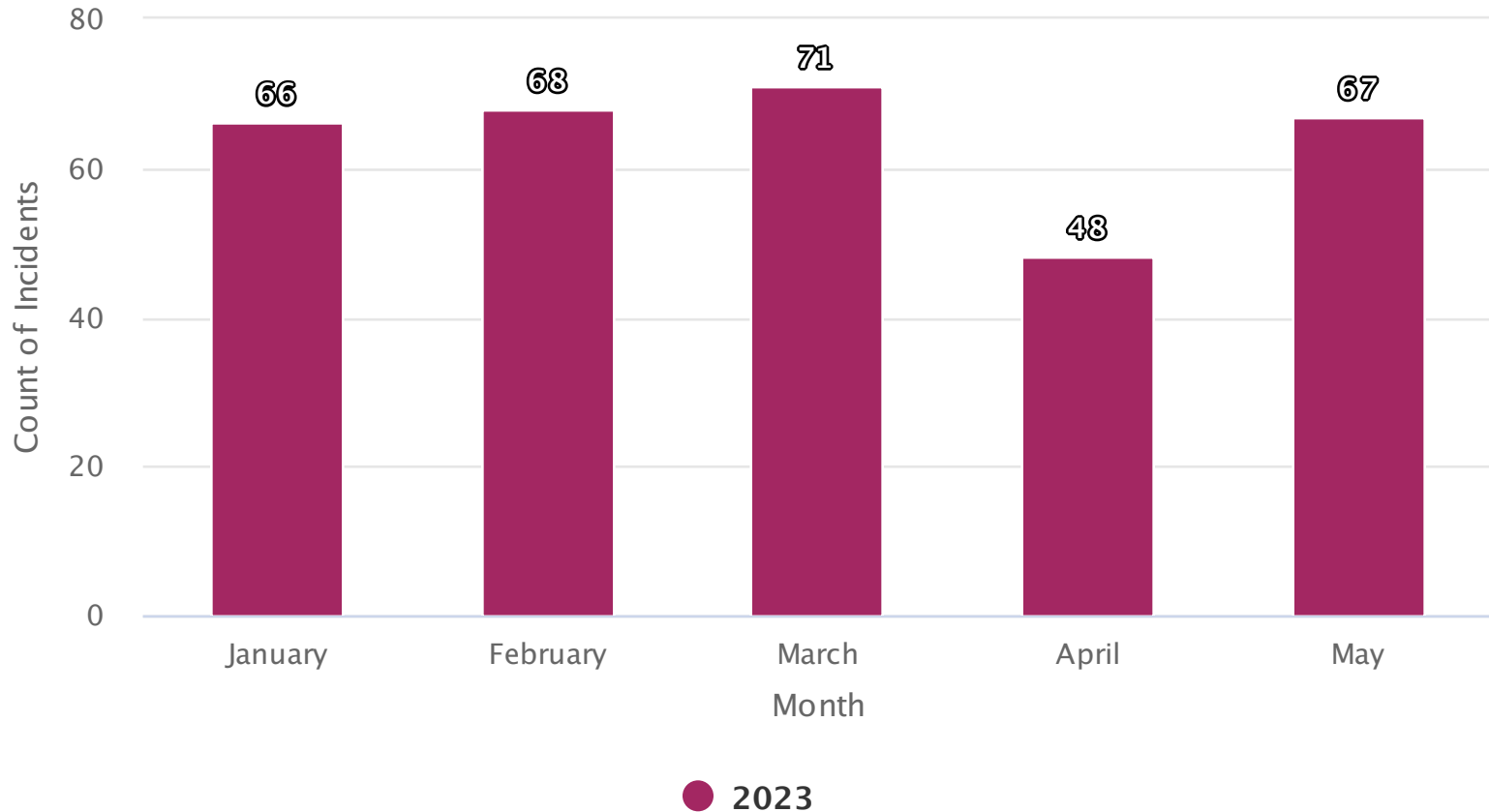


Jan 01, 2023 12:00 AM to May 31, 2023 11:59 PM

Calls in Progress	Occurrences	% of Occurrences	Hours	% of Hours
0 Calls In Progress	302	47.11%	3,490.86	96.33%
1 Call In Progress	320	49.92%	128.84	3.56%
2 Calls In Progress	19	2.96%	4.30	0.12%
Totals	641	100%	3,624	100%

Incidents by Month

Jan 01, 2023 to May 31, 2023



Monthly Call Volume Year over Year

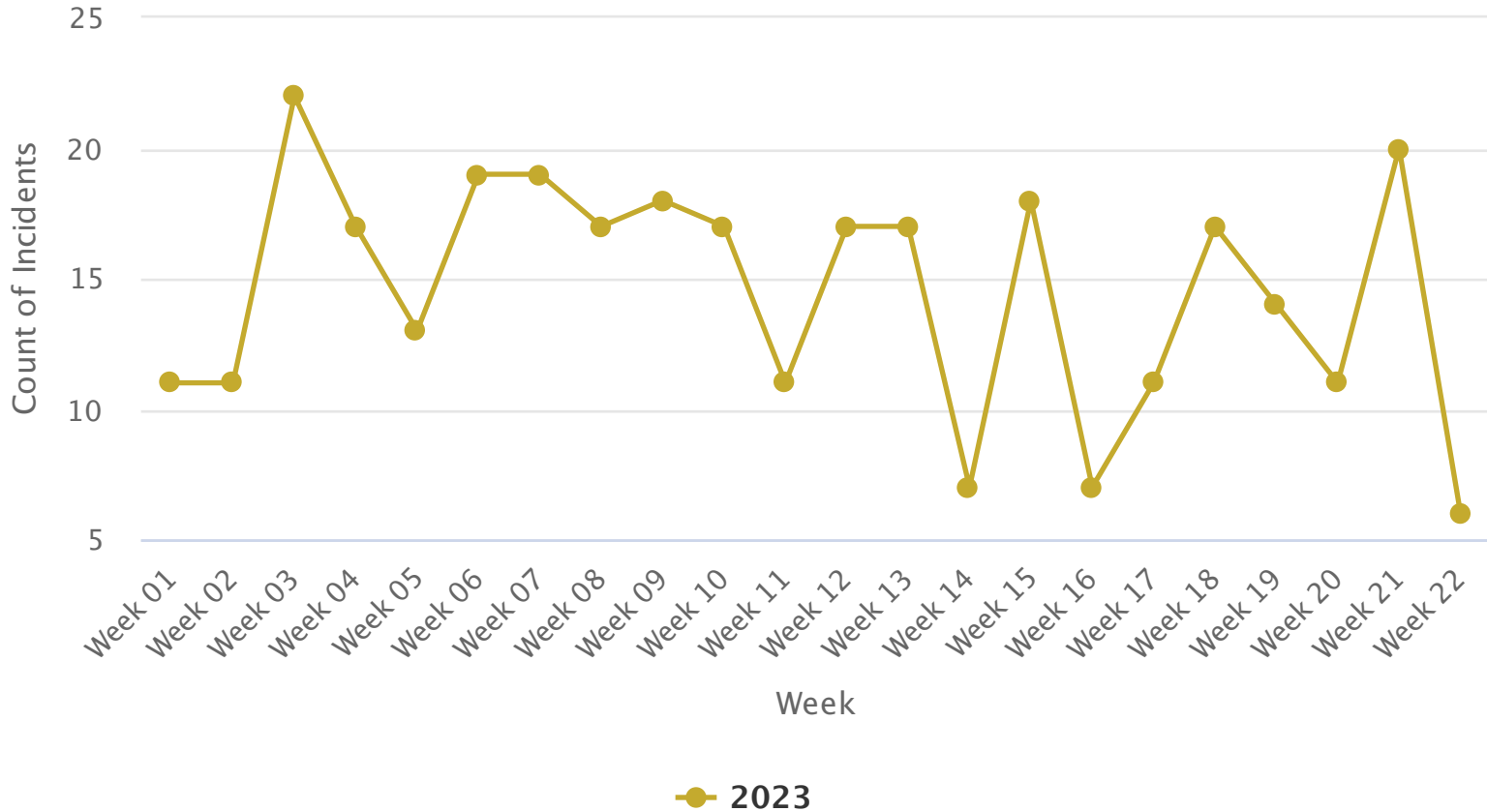
Jan 01, 2022 12:00 AM to Jun 07, 2023 03:59 PM



	2023		2022		
Month Name	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	YTD % Change
January	66	20%	72	22%	-8.33%
February	68	20%	67	20%	1.49%
March	71	21%	62	19%	14.52%
April	48	14%	42	13%	14.29%
May	67	20%	68	21%	-1.47%
June	18	5%	17	5%	5.88%
Grand Total	338	100%	328	100%	3.05%

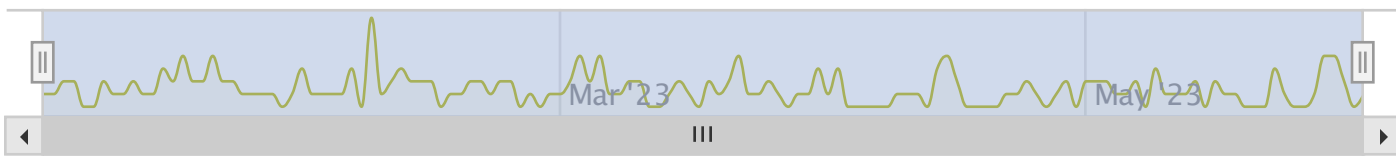
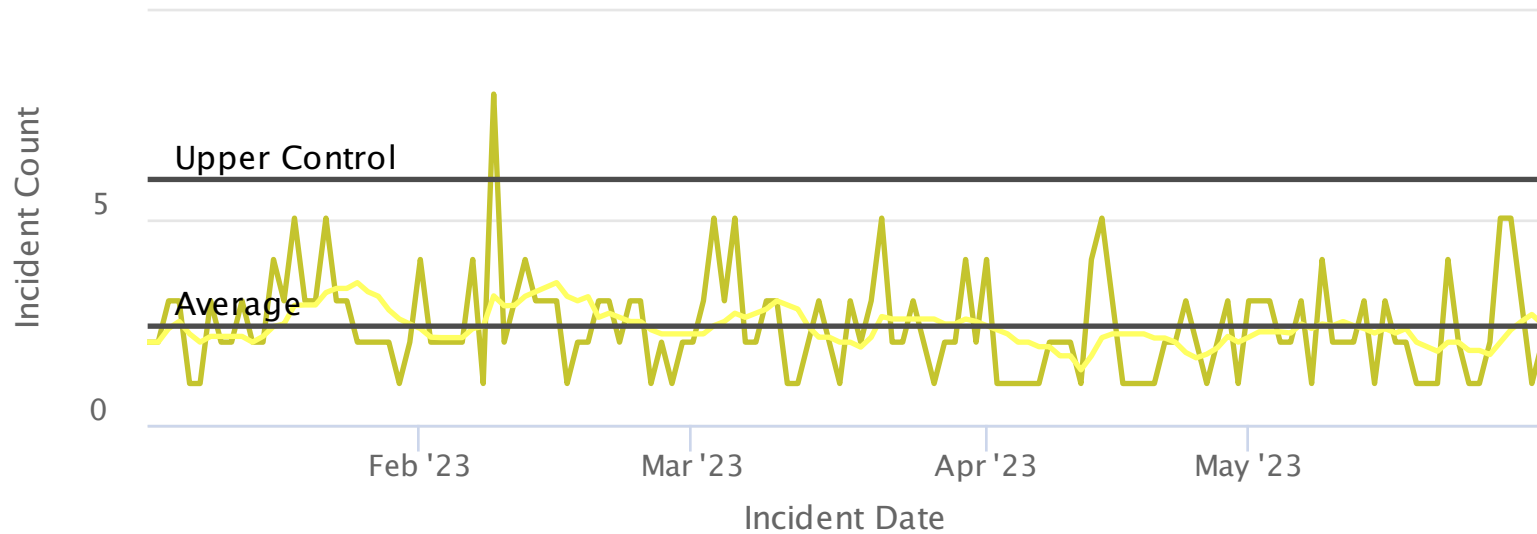
Fire Call Volume by Week

Jan 01, 2023 to May 31, 2023



Fire Call Volume by Day

Jan 01, 2023 to May 31, 2023



— Daily Incident Count — 10 Day Moving Average Count

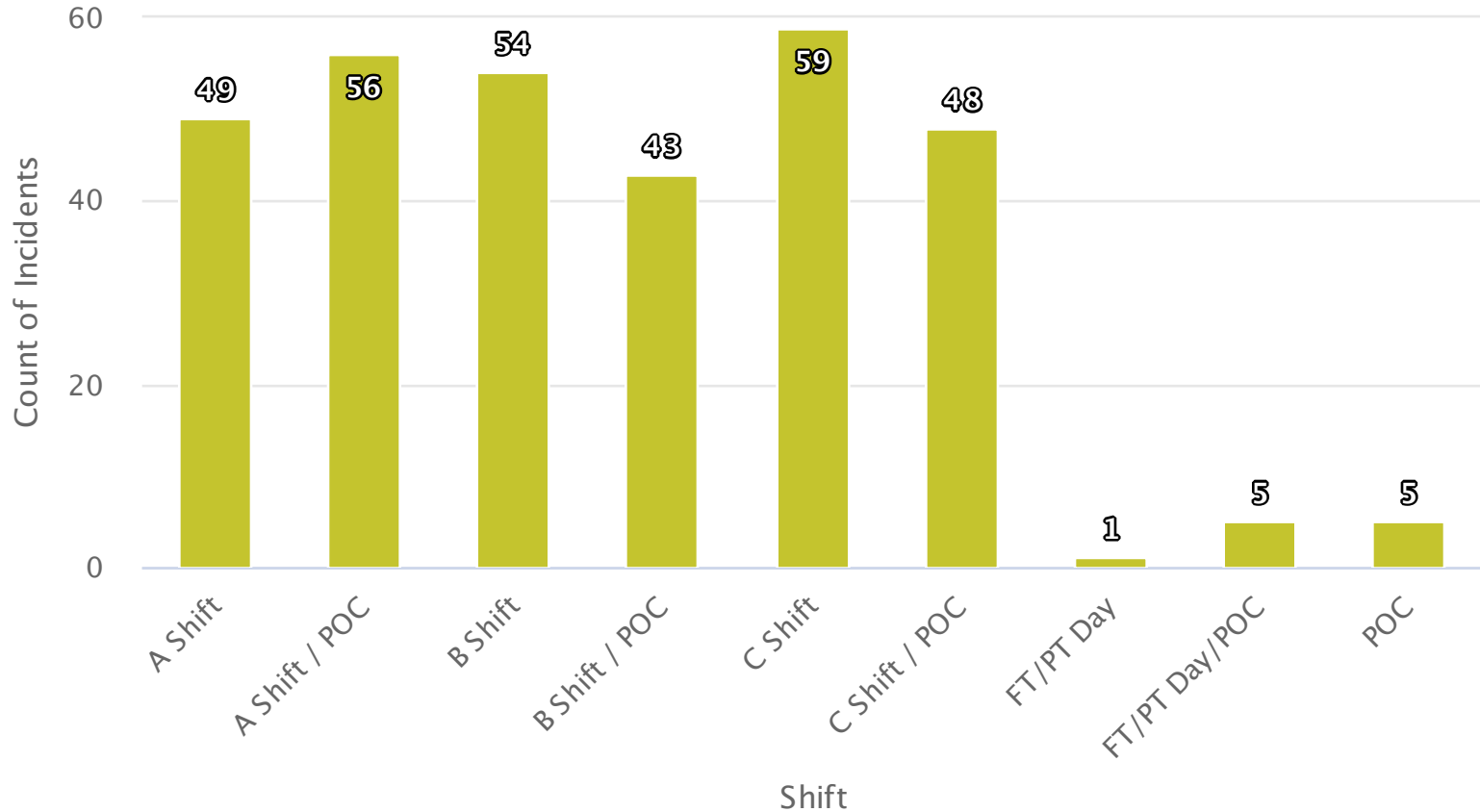
Incidents by Day and Hour

Jan 01, 2023 to May 31, 2023

		Hour of Day																							
		0000		0200		0400		0600		0800		1000		1200		1400		1600		1800		2000		2200	
Day of Week	Sunday	2	2	1	0	0	2	0	0	3	5	4	0	1	4	1	2	2	5	2	4	2	0	2	0
	Monday	0	0	2	0	0	0	3	1	2	2	2	3	3	2	3	2	3	5	3	1	0	4	2	0
	Tuesday	1	1	1	0	1	0	2	2	0	2	3	3	3	4	2	1	1	1	1	4	0	2	4	1
	Wednesday	1	1	1	0	0	0	0	2	3	4	7	3	3	7	0	4	2	1	2	3	2	2	1	2
	Thursday	1	2	1	0	0	1	0	2	5	1	0	4	2	2	3	4	1	7	3	4	1	1	1	2
	Friday	1	0	1	2	0	0	1	1	3	3	0	5	3	2	5	3	4	2	2	1	2	3	3	1
	Saturday	0	2	1	0	0	2	1	1	2	4	3	0	3	2	1	1	3	5	2	5	4	1	2	1

Incidents by Shift

Jan 01, 2023 to May 31, 2023



Aid Given and Received Summary

Jan 01, 2023 to May 31, 2023



Fire Department	Automatic Aid Given	% of Total Automatic Aid Given	Automatic Aid Received	% of Total Automatic Aid Received	Mutual Aid Given	% of Total Mutual Aid Given	Mutual Aid Received	% of Total Mutual Aid Received
Byron Township Fire Department	0	0%	0	0%	2	6.25%	0	0%
Caledonia Township Fire Department	1	8.33%	1	12.50%	1	3.13%	4	80%
Cascade Township Fire Department	1	8.33%	0	0%	0	0%	0	0%
City of Kentwood Fire Department	5	41.67%	3	37.50%	1	3.13%	1	20%
Cutlerville Fire Department	5	41.67%	4	50%	28	87.50%	0	0%
Overall	12	100%	8	100%	32	100%	5	100%

2023								
District/Zone	Jan	Feb	Mar	Apr	May	Jun	Grand Total - Current	% of Total Incidents - Current
B1U - Byron Township	7	0	1	1	3	0	12	1%
B2U - Byron Township	29	23	22	31	36	6	147	15%
B3U - Byron Township	15	8	11	13	12	2	61	6%
B4U - Byron Township	15	24	24	5	26	9	103	11%
B5S - Byron Township	2	0	4	0	0	0	6	1%
B6S - Byron Township	8	14	16	11	12	3	64	7%
B7R - Byron Township	0	0	1	1	1	0	3	0%
B8R - Byron Township	1	1	0	0	0	0	2	0%
Byron Township Fire	0	4	3	0	0	2	9	1%
Dutton Fire Department	1	2	1	1	0	0	5	1%
G1U - Gaines Township	40	20	48	41	45	10	204	21%
G2S - Gaines Township	20	16	16	21	20	5	98	10%
G3U - Gaines Township	22	23	26	15	25	1	112	12%
G4S - Gaines Township	2	4	4	7	2	2	21	2%
G5S - Gaines Township	9	14	5	11	8	4	51	5%
G6S - Gaines Township	6	1	1	1	3	0	12	1%
G7R - Gaines Township	1	1	4	4	4	0	14	1%
G8R - Gaines Township	1	1	1	0	0	1	4	0%
Kentwood	3	3	3	4	8	1	22	2%
Wyoming	2	2	1	1	0	1	7	1%
Grand Total	184	161	192	168	205	47	957	100%

Incidents by Category and Month

Jan 01, 2022 12:00 AM to Jun 07, 2023 03:00 PM

Incident Type Category	2023						2023		2022		YTD % Change
	Jan	Feb	Mar	Apr	May	Jun	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
1 - Fire	3	9	2	3	9	3	29	3%	47	5%	-38.30%
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	0	1	0	0	1	0	2	0%	1	0%	100%
3 - Rescue & Emergency Medical Service Incident	128	115	141	127	149	35	695	73%	706	75%	-1.56%
4 - Hazardous Condition (No Fire)	2	4	1	3	7	0	17	2%	18	2%	-5.56%
5 - Service Call	4	1	2	2	2	1	12	1%	29	3%	-58.62%
6 - Good Intent Call	27	12	24	21	22	2	108	11%	72	8%	50%
7 - False Alarm & False Call	17	16	20	10	9	5	77	8%	69	7%	11.59%
8 - Severe Weather & Natural Disaster	0	0	0	0	0	0	0	0%	1	0%	-100%
9 - Special Incident Type	3	3	2	2	6	2	18	2%	0	0%	N/A
Grand Total	184	161	192	168	205	48	958	100%	943	100%	1.59%

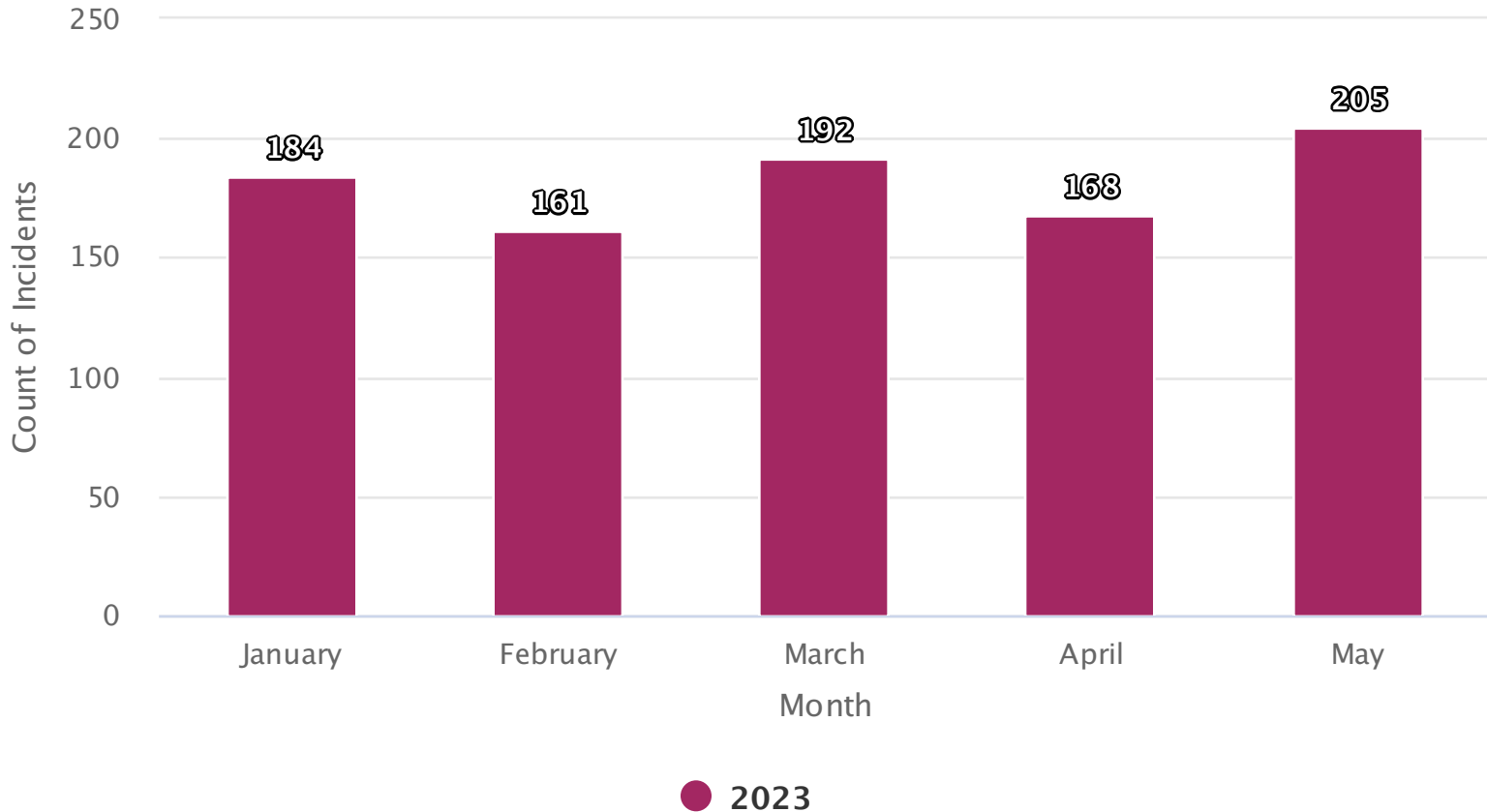
Calls in Progress

Jan 01, 2023 12:00 AM to May 31, 2023 11:59 PM

Calls in Progress	Occurrences	% of Occurrences	Hours	% of Hours
0 Calls In Progress	834	45.77%	3,320.77	91.63%
1 Call In Progress	908	49.84%	289.06	7.98%
2 Calls In Progress	77	4.23%	13.77	0.38%
3 Calls In Progress	3	0.16%	0.40	0.01%
Totals	1,822	100%	3,624	100%

Incidents by Month

Jan 01, 2023 to May 31, 2023



Monthly Call Volume Year over Year

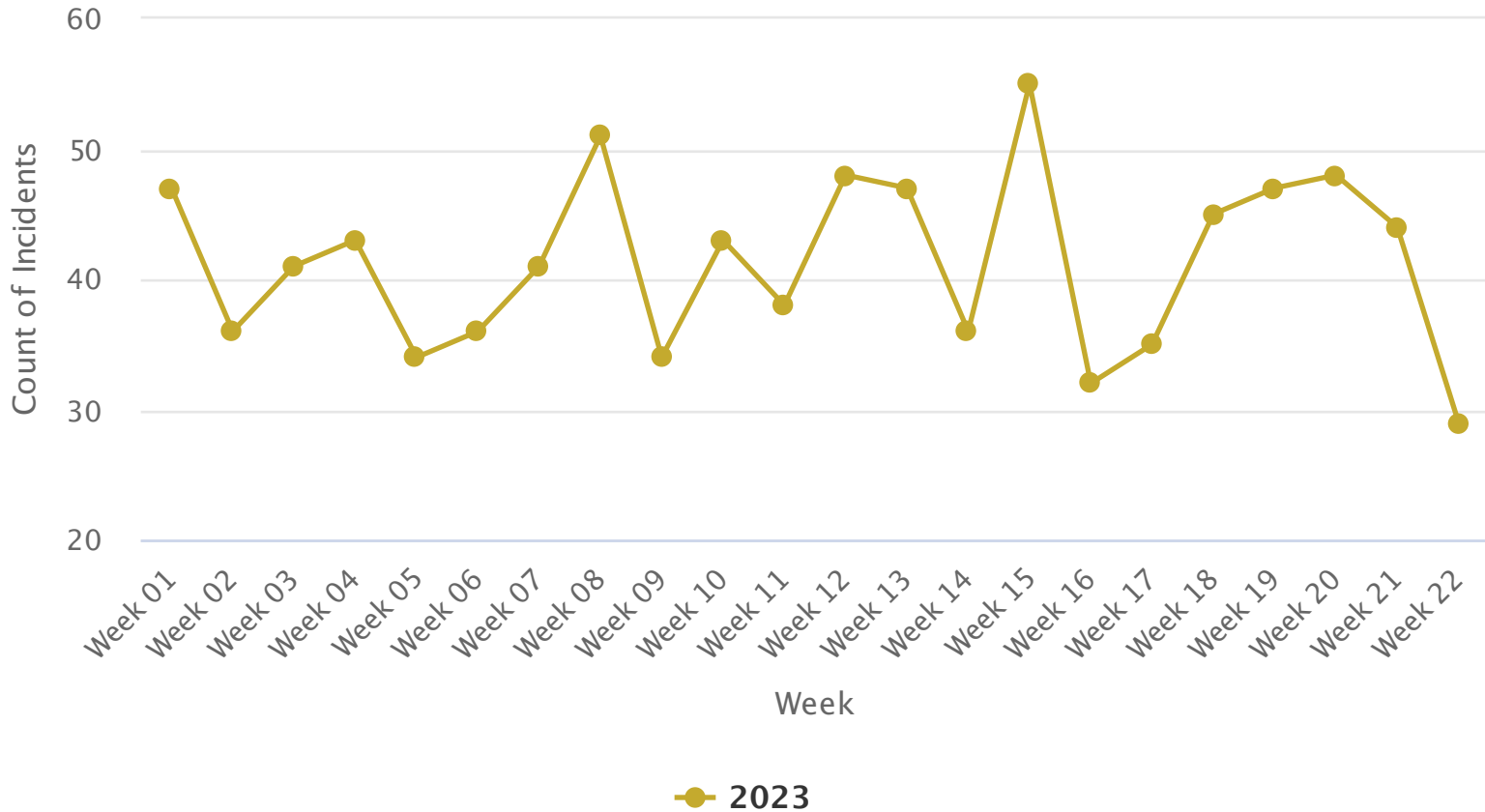
Jan 01, 2022 12:00 AM to Jun 07, 2023 03:03 PM



	2023		2022		
Month Name	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	YTD % Change
January	184	19%	166	18%	10.84%
February	161	17%	174	18%	-7.47%
March	192	20%	164	17%	17.07%
April	168	18%	180	19%	-6.67%
May	205	21%	216	23%	-5.09%
June	48	5%	43	5%	11.63%
Grand Total	958	100%	943	100%	1.59%

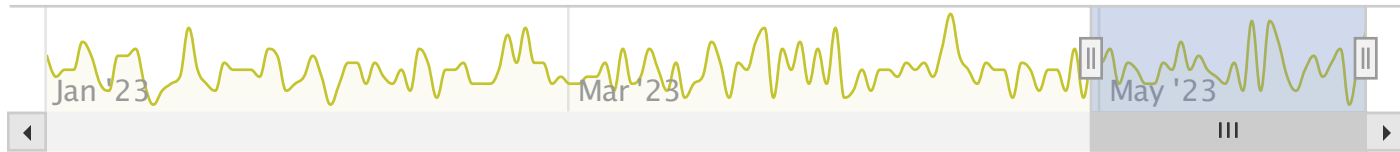
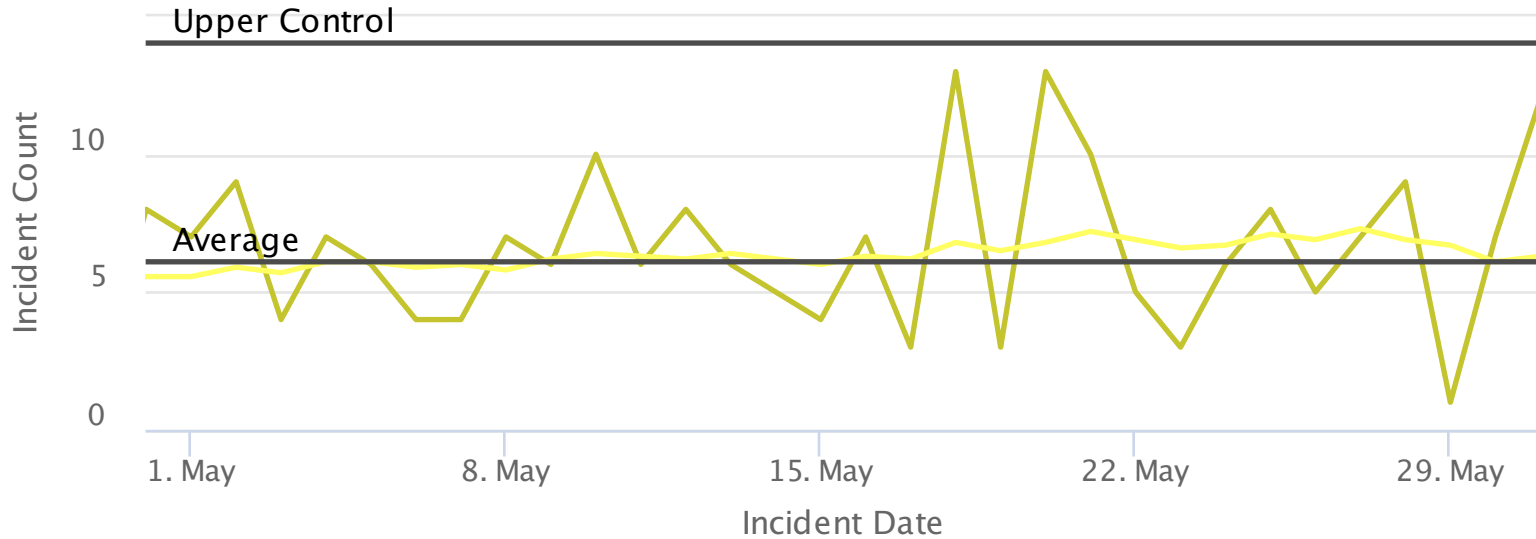
Fire Call Volume by Week

Jan 01, 2023 to May 31, 2023



Fire Call Volume by Day

Jan 01, 2023 to May 31, 2023



— Daily Incident Count — 10 Day Moving Average Count

Incidents by Shift

Jan 01, 2023 to May 31, 2023



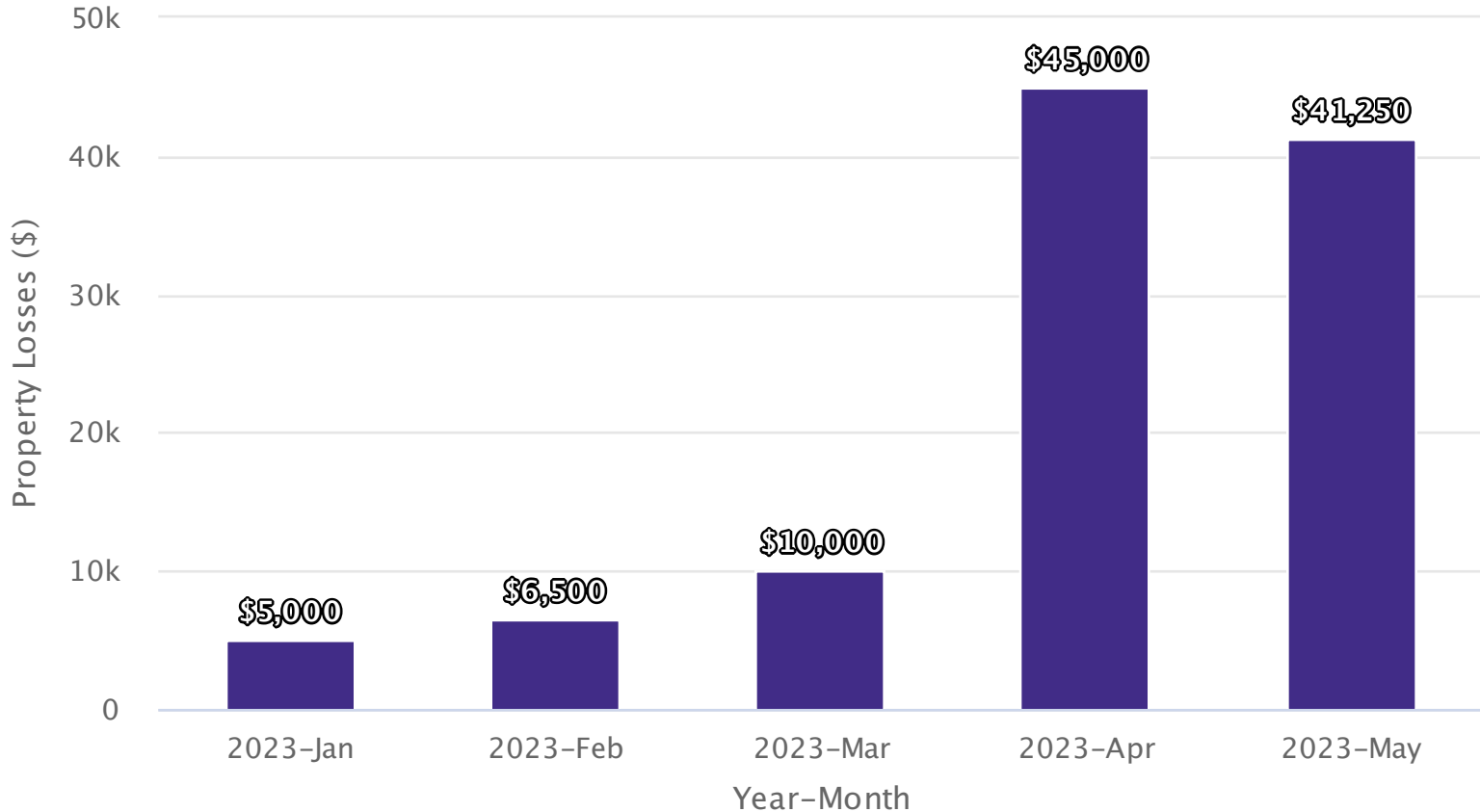
Aid Given and Received Summary

Jan 01, 2023 to May 31, 2023

Fire Department	Automatic Aid Given	% of Total Automatic Aid Given	Automatic Aid Received	% of Total Automatic Aid Received	Mutual Aid Given	% of Total Mutual Aid Given	Mutual Aid Received	% of Total Mutual Aid Received
Byron Township Fire Department	3	16.67%	4	16%	3	60%	17	39.53%
City of Kentwood Fire Department	9	50%	10	40%	1	20%	2	4.65%
City of Wyoming Fire Department	2	11.11%	6	24%	1	20%	0	0%
Dutton Fire Department	4	22.22%	5	20%	0	0%	24	55.81%
Overall	18	100%	25	100%	5	100%	43	100%

Property Losses by Month

Jan 01, 2023 to May 31, 2023



J. B. v.



MAY 2023 GAINES TOWNSHIP CP REPORT

Michelle LaJoye-Young
SHERIFF

COMPLETED

- Picked up all the trash under M6 along Kalamazoo and dropped it in the dumpster at the township
- Worked with the Forest Hills Eastern School Resource Officer on a threats report involving a South Christian Student
- Assisted Amazon on several Active Shooter trainings for various shifts
- Responded to a rollover crash on 100th St
- Assisted Legacy Christian with crossing grandparents to attend the grandparent's day
- Investigated an intoxicated subject that has been loitering at the library at closing time
- Assisted Woodfield with an eviction at 6052 Woodfield Dr. These folks had been a large resource user and are finally out
- Did some traffic enforcement at 100th and Division for the new red light. Multiple complaints of people running it after stopping
- Dealt with parking issue on Green Meadow
- Responded to a serious bleed call for service on Waterscape Dr SE
- Attended a Law Enforcement event with Cornerstone Church
- Dealt with a wanted subject on Campus Park with multiple units
- Responded to a crash at East Paris and 84th St
- Dealt with a tenant issue on N Kenbrook with management
- Gave Kindercare on 68th St in Dutton an Active Shooter presentation
- Patrolled Crystal Springs for speeders on multiple occasions
- Assisted on a missing endangered subject at the Meijer on Marketplace Dr
- Dealt with an ongoing alarm issue on Hanna Lake Ave

- Dealt with a trespass issue 1200 blk of 76th St SE
- Attended the Planning Commission meeting
- Attended the Full Board meeting
- Used the speed board at Dutton elementary on field day
- Deployed the speed board on Old Lantern in Crystal Springs
- Dealt with parking issue in front of 6610 Summer Shores
- Dealt with a parking issue in front of 6621 Summer Shores
- Assisted with arresting a car thief in the 6600 blk of S Division
- Patrolled the Thornapple Trail
- Completed the monthly Woodfield reports
- Dealt with a felonious assault at 1060 Woodfield East with management
- A ton of time was spent on planning National Night Out

ONGOING / UPCOMING

- Attend Gaines Chamber meeting
- Working Cutlerville Days 5k run
- Attend court for a hearing on a zoning enforcement ticket
- Meet with Preservation Lakes neighborhood watch
- Continued work on National Night Out

GAINES CHARTER TOWNSHIP
LAURIE J LEMKE, TREASURER
CASH, INVESTMENTS; CD'S, MM AND POOL ACCOUNTS
April of 2023

Bank	Type	Amount	APR	Term	Maturity Date
101 GENERAL FUND					
Macatawa Checking	Ckg	\$ 3,279,829.86			
Sidewalk & Trails	Assigned	\$ 13,707.00			
CFD - Truck Fund	Assigned	\$ 400,000.00			
DFD - Truck Fund	Assigned	\$ 450,000.00			
Library	Assigned	\$ -			
Cemetery	Assigned	\$ 10,000.00			
Township Hall & Grounds	Assigned	\$ 59,800.00			
Division Ave. Improvements	Assigned	\$ 24,000.69			
Total General Fund Checking		\$ 4,237,337.55			
Macatawa MM Savings					
Building Department	Committed	\$ 1,553,309.00			
Streetlights	Committed	\$ 56,622.00			
GF Investment		\$ 1,000,000.00			
Interest Paid to Date		\$ 67,924.67			
	127409	\$ 2,677,855.67	3.71		
Investments					
Kent Co. Pool - General	Pooled	\$ 380,672.52	2.60		
Michigan Class	Pooled	\$ 879,178.61	5.02		
OBC	CD	\$ 250,000.00	1.50	367 Days	6.5.2023
Consumers Credit Union	CD	\$ 302,926.73	4.50	18 Mos.	10.4.2024
		\$ 1,812,777.86			

GENERAL FUND TOTAL **\$ 8,727,971.08**

Kent Co. Pool - ARPA Funds Pooled **\$ 2,910,497.33** 2.60

DMSION AVE CORRIDOR	\$ 16,761.06
TRUST & AGENCY	\$ 270,323.16
TAX FUND	\$ 623.57
PETTY CASH	\$ 273.07

WATER & SEWER

Bank	Type	Amount	APR	Term	Maturity Date
Macatawa Bank	Checking	\$ 6,883,517.25			
Kent Co. Pool	Pooled	\$ 9,327,030.69	2.60		
Michigan Class	Pooled	\$ 1,593,772.43	5.02		
Consumers Credit Union	Share	\$ 27.74			
Consumers Credit Union	MMM	\$ 362,749.51	1.25		
Huntington Investments	Meeder PF	\$ -			
Flagstar Bank	CD	\$ 300,608.82	1.50	12 Months	5.11.2023
Choice One Bank	CD	\$ 300,811.00	0.65	12 Months	5.28.2023
West M Community Bank	CDars	\$ 506,154.56	1.52	52 Weeks	6.8.2023
First National Bank of A	CD	\$ 253,893.32	1.89	12 Months	6.14.2023
First National Bank of A	CD	\$ 255,623.71	0.65	18 Months	6.17.2023
Horizon	CD	\$ 1,060,054.29	4.84	150 Days	9.14.2023
OBC USA Bank	CD	\$ 1,000,000.00	4.95	98 Days	8.10.2023
Flagstar Bank	CD	\$ 250,507.14	3.50	12 Months	10.2.2023
Mercantile Bank of M	CD	\$ 251,012.70	2.10	365 Days	10.20.2023
Flagstar Bank	CD	\$ 250,506.96	4.69	12 Months	1.5.2024
Macatawa Bank	CD	\$ 750,000.00	3.15	15 Months	2.16.2024
Grand River Bank	CD	\$ 302,862.92	4.65	12 Months	4.3.2024
West M Community Bank	CDars	\$ 302,553.82	4.35	52 Weeks	4.4.2024
Choice One Bank	CD	\$ 251,422.02	4.33	12 Months	4.9.2024
Restricted W&S Fees	Committed	\$ 24,203,108.88			



MEMO

Staff Communication-Information Only

DATE: June 9, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: Community Development Block Grant Application

SUMMARY OF TOPIC:

With Board approval, the Township prepared and submitted an application for Community Development Block Grant funds to be used toward the cost of constructing a sidewalk on Hanna Lake, south from 68th Street, passed Dutton Elementary, to the southern end of the Dutton Cemetery property.

On May 25, 2023 we were advised our project had been conditionally approved, and recommended for funding at the level we requested:

CDBG Eligible Activity	03L - Sidewalks
Project Name	Hanna Lake Rd Sidewalk Installation
Kent County CDBG Assistance Award	\$ 72,000.00

The letter of conditional approval is attached. The staff is confident the information submitted was accurate, and it will be reviewed and updated as needed.

The County must complete an Environmental Review Report, which is scheduled to start by the end of July and may take several months to complete. Last, but not least, our project was pre-selected prior to the start of the July 2023 to June 2024 program year, based on Kent County's estimate of its 2023 CDBG Grant from HUD. The final amount awarded to the County from HUD may impact the selection of projects and awarded amounts. The timing of HUD's annual approval of Kent County's Community Development Budget varies each year from May to September.

BUDGET ACTION REQUIRED:

No budget action is required at this time. However, because in all likelihood the actual construction of the sidewalk may not begin for several months (possibly into 2024), the Township must be committed to covering our portion of any increased costs.

STAFF RECOMMENDATION:

No action is required at this time. The Township will meet with the Kent County Community Action Committee in July to discuss the next steps toward the project and schedule the start of the Environmental Review.



Kent County Community Action

Community Development

(616) 632-7950

Community.Development@kentcountymi.gov

Gaines Charter Township – Rod Weersing
8555 Kalamazoo Ave SE
Caledonia, MI 49316-8270

RE: 2023 CDBG Subrecipient Application

May 25, 2023

Your application for Kent County Community Development Block Grant (CDBG) activity funding has been **Conditionally Approved**.

CDBG Eligible Activity	03L - Sidewalks
Project Name	Hanna Lake Rd Sidewalk Installation
Kent County CDBG Assistance Award	\$ 72,000.00

Your project proposal has been recommended for funding at the award amount listed above with Kent County's 2023 CDBG funds.

This preliminary award is made under the authority of the CDBG Entitlement Program as authorized under Title 1 of the Housing and Community Development Act of 1974, Public Law 93-383, as amended, (42 U.S.C.-530.1 et seq.). The regulations applicable for the operation of this program are located at 24 CFR Part 570 and 2 CFR Part 200. We encourage you to review these regulations to better understand the use of the federal funding being used by Kent County to assist the municipality with this project. These federal regulations now apply to all funding from all sources being considered for this project.

This proposal has been reviewed to confirm it is consistent with the following HUD requirements:

- ✓ Meets a National Objective: Low/Mod Income Area Benefit
- ✓ Meets an Eligible CDBG Activity: 03L - Sidewalks 24 CFR 570.208(a)(1)
- ✓ Meets a Kent County CDBG Five Year Consolidated Plan Funding objective.

The conditional approval of this project and the amount awarded are subject to the following:

- **Detailed Project Budget by 06/30/2023**
Gaines Charter Township to provide no less than 100% match of CDBG funds toward project cost. Please review the budget submitted with your application for any updates that may be necessary to incorporate this award and outline other funding sources for this project. The project budget will be referenced throughout the project term. Any resulting construction agreements will be divided between the municipality and Kent County based on this budget.

- **Acceptable Environmental Review Report (ERR).**

An ERR for this project must be completed prior to execution of any legally binding agreement/contracts, expenditure of CDBG funds, or use of any non-CDBG funds that may have adverse considered “choice limiting” impact. The ERR is conducted by Kent County staff who may receive assistance from an environmental review consultant. The environmental review may require your assistance in providing additional project details or access to a project site. The ERR is projected to be is scheduled to start by the end of July and may take several months to complete. To avoid putting this CDBG award in jeopardy, do not take any action toward the completion of this project without first consulting with our office.

- **HUD’s Approved Annual CDBG Grant to Kent County.**

The project has been pre-selected prior to the start of the July 2023 to June 2024 program year based on Kent County’s estimate of its 2023 CDBG Grant from HUD. The final amount awarded to Kent County from HUD may impact the selection of projects and awarded amounts. The timing of HUD’s annual approval of Kent County’s community development budget varies each year from May to September.

What Happens Next?

Our office will set up meeting with Gaines Charter Township during the month of July to discuss project next steps and schedule the start of the environmental review.


Chad Coffman
Program Manager, Kent County Community Action
Chad.Coffman@KentCountyMI.gov
Direct Telephone: 616-632-7967



MEMO

Staff Communication-Action Required

DATE: June 9, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: Proposed Consent Judgment – Caleydonia, LLC lawsuit

SUMMARY OF TOPIC:

This Board is being asked to review (for approval) the attached Consent Judgement in the Caleydonia, LLC lawsuit.

Two copies of the judgement are attached, one red-line copy, and the final version which incorporates the changes but does not show the edits.

This second version of the proposed Consent Judgement was needed for two reasons:

1. The developer (American Kendall) has closed on its purchase of the property, creating a situation where Caleydonia, LLC is no longer a direct party to the lawsuit.
2. After the Township Board approved the original Consent Judgement last December, it was discovered that there was a flaw in the approved site plan attached to the Consent Judgement which did not “flush out” what would be allowed in the commercial areas. That has been corrected in the updated site plan and the revised Consent Judgement (particularly in Section 5 of the Consent Judgement).

BUDGET ACTION REQUIRED: NONE

STAFF RECOMMENDATION:

Staff recommends the proposed judgement be reviewed carefully. Township Attorney, Cliff Bloom, will be present at the June 12th meeting to answer questions, prior to voting to accept or reject the proposed Consent Judgement.

DRAFT
(December 8, 2022)

(May 9, 2023)

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,

Hon. Curt A. Benson

Plaintiffs,

Case No.: 22-03226-CBB

v.

GAINES CHARTER TOWNSHIP, a
Michigan municipal corporation,

Defendant.

David E. Pierson (P31047) McCLELLAND & ANDERSON LLP Attorneys for Plaintiffs <u>Plaintiff Caleydonia, LLC</u> 1142 S. Washington Avenue Lansing, MI 48910 (517) 482-4890 dpierson@malansing.com	Craig R. Noland (P30717) McGRAW MORRIS P.C. Attorney for Defendant 300 Ottawa Avenue, NW, Suite 820 Grand Rapids, MI 49503 (616) 288-3700/Fax (616) 214-7712 cnoland@mcgrawmorris.com
William D. Tomblin (P40540) WILLIAM D. TOMBLIN & ASSOCIATES Co-Counsel for Plaintiff PO Box 4783 East Lansing, MI 48826 (517) 349-8000 wdtomblaw@aol.com	<u>Eric R. Starck (P63247)</u> <u>James A. Buster (P81186)</u> <u>MILLER JOHNSON</u> <u>Attorneys for Plaintiff American Kendall</u> <u>Properties LLC</u> <u>45 Ottawa Avenue SW, Suite 1100</u> <u>Grand Rapids, MI 49503</u> <u>(616) 831-1767</u> <u>starcke@millerjohnson.com</u>

CONSENT JUDGMENT AND FINAL ORDER

At a session of the 17th Judicial Circuit Court held at the
Kent County Courthouse located in Grand Rapids, Michigan

On this ____ day of _____, ~~2022~~2023

Present: Hon. Curt A. Benson

Circuit Court Judge

Pursuant to the parties' Stipulation and Consent hereto,

IT IS ORDERED as follows:

RECITALS

WHEREAS, the original Plaintiff in this matter, Caleydonia, LLC ("Caleydonia") ~~is~~, was the owner of real property located at the Southeast corner of Kalamazoo Avenue SE and 84th Street, Gaines Charter Township, Michigan, Tax Parcel ID 41-22-21-100-011, which is legally described as follows:

The Northwest ¼ 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 ½ of the Northwest ¼ of Section 21;

AND ALSO EXCEPT the South ½ of the South ½ of the Northwest ¼ of Section 21;

AND ALSO EXCEPT the South 300 feet of the West 660 feet of the North ½ of the Northwest ¼ of Section 21;

AND ALSO EXCEPT a parcel 40 rods square in the Northwest corner of the South ½ of the Northwest ¼ of Section 21;

AND ALSO EXCEPT commencing at the Northwest corner of the South 300 feet of the West 660 feet of the North ½ of the Northwest ¼ of Section 21; thence North 50 feet; thence East 825 feet; thence South 1010 feet to the North line of the South ½ of the South ½ of the Northwest ¼ of Section 21; thence West 165 feet to the Southeast corner of a parcel 40 rods square in the Northwest corner of the South ½ of the Northwest ¼ of Section 21; thence North 960 feet to the Northeast corner of the South 300 feet of the West 660 feet of the North ½ of the Northwest ¼ of Section 21; thence West 660 feet to the point of beginning.

Commonly known as 8460 Kalamazoo Ave., SE, Caledonia, MI

(the “Property”).

WHEREAS, The Property is an undeveloped single parcel consisting of 85.87 acres, currently zoned as Agricultural/Rural Residential under the Gaines Charter Township Zoning Ordinance (the “Zoning Ordinance”).

WHEREAS, The Township’s 2008 Master Plan promotes mixed-use development and states, in relevant part:

Mixed use development..... is a mix of different development types, within the same lot or development, and sometimes within the same building. This type of development places businesses, employment centers and entertainment venues (restaurants, etc.) near residential development, and sometimes integrated directly into the residential neighborhood. Commercial development may include dwelling units above storefronts or may be located across the street from residential units. The residential development may include “live-work” units, where the proprietor’s dwelling unit is located above the workspace, which may be an office, store, studio, etc. Sometimes, a mixed-use development may include various types and densities of residential development, such as detached single-family homes integrated with row houses or residential flats.

WHEREAS, In 2016, following two years of study and meetings, Gaines Charter Township (the “Township”) adopted the Kalamazoo Avenue and 84th Street Sub Area Plan, which defines a Mixed-Use district as follows:

The intent of the MX District is to create by design, a blend of structures and uses which are compatible in both form and function, thus allowing residential and more intense uses to coexist in the same area.

The elements of a Mixed-Use district include:

- *Strong architectural design standards*
- *A sense of place and community*
- *Multi-story buildings with shared uses, such as residential and office or commercial in one building*
- *Wide Sidewalks*
- *Pedestrian Scale Street Lighting*
- *Accessibility to existing parks or new plazas and gathering places*
- *Limited front yard parking with a majority of parking in the rear or side yard*

- *Varying setback requirements dependent upon the building type, height, and location*
- *Restaurants with outdoor dining areas*
- *Attached town homes*
- *Assisted living within walkable neighborhoods*

WHEREAS, The Kalamazoo Avenue and 84th Street Sub Area Plan text specifically addresses the Property as follows:

Comments from the public workshop favored a mixed-use development concept on each of the three corners as noted on the Future Land Use map. Building design and placement standards enhancing the aesthetic appearance were also determined important at this intersection.

WHEREAS, In 2017, the Township amended its Master Plan to adopt the Kalamazoo Avenue and 84th Street Sub Area Plan as part of the Master Plan and Future Land Use Plan map (collectively, the “Current Master Plan”) designating the future zoning of the Property as Mixed-Use and Medium Density Residential.

WHEREAS, on June 30, 2020, Caleydonia entered into a Purchase Agreement with American Kendall Properties, LLC (“American Kendall”) to sell the Property for \$3.4 million to American Kendall, ~~contingent upon American Kendall obtaining, among other things, zoning approvals for its planned use of the Property.~~

WHEREAS, Caleydonia filed this action, alleging that the Township refusal to rezone the Property deprived it of due process and constituted a taking in violation of its rights under the United States and Michigan Constitutions, which are allegations that the Township denies.

WHEREAS, by warranty deed dated February 16, 2023 and recorded in the records of the Kent County Register of Deeds on February 27, 2023 as Document No. 202302270010078, Caleydonia conveyed the Property to American Kendall and thus Caleydonia no longer has any interest in the Property.

WHEREAS, by stipulation and Order entered on February 7, 2023, American Kendall was added as a party Plaintiff to this lawsuit and appeared and submitted to the jurisdiction of this Court on February 20, 2023.

WHEREAS, American Kendall plans to develop the Property as a Planned Unit Development (“PUD”), consistent with the Current Master Plan, in order to create a walkable mixed-use town center and residential development named “Prairie Wolf Station.”

WHEREAS, Prairie Wolf Station will include a retail and mixed-use residential center and senior housing close to 84th Street and Kalamazoo Avenue, then apartments, then townhouses and condominiums, then single-family housing as the development moves away from the roads and towards the south and east areas of the Property. Prairie Wolf Station will contain community oriented public spaces, non-motorized pathways, natural water features (including two ponds) and “pocket parks.”

WHEREAS, On October 21, 2020, American Kendall filed an Application for Zoning Approval with the Township, requesting that the zoning for the Property be changed and rezoned from Agricultural/Residential Rural to PUD and described the development as:

The plans for this site are a mixed use development, which will include single family housing, townhomes, duplex style homes, multifamily apartments, senior housing, and retail and office space.

WHEREAS, American Kendall submitted a Site Plan for the project to the Township which, with input from, and at the request of, the Township Board and Planning Commission, was revised several times.

WHEREAS, On December 16, 2021, the Gaines Charter Township Planning Commission voted to recommend that the Gaines Charter Township Board approve the Application for Zoning Approval with conditions.

WHEREAS, On January 5, 2022, American Kendall revised the Site Plan to address the conditions recommended by the Planning Commission, including:

- Amending the site plan to specify building heights.
- Expanded the sidewalk system to include the west side of “Road H.”
- Extended a 10-foot-wide multi-modal pathway from the Kalamazoo & Gull Prairie crossing, through the development to the intersection of 84th Street and Central Park circle.

WHEREAS, Township staff recommended approval of the Application for Zoning Approval to the Township Board and prepared a Zoning Ordinance amendment and Resolution for the same.

WHEREAS, On February 14, 2022, the Township Board, by a vote of 4-3, voted to deny approval of the Application for Zoning Approval.

~~WHEREAS, Caleydonia, LLC filed this action, alleging that the Township zoning of the Property deprives it of due process and constitutes a taking in violation of its rights under the U.S. and Michigan Constitutions, which are allegations that the Township denies.~~

WHEREAS, Caleydonia, LLC, American Kendall and Gaines Charter Township (individually, “Party”; collectively “Parties”) have agreed to settle and resolve the pending dispute in a ~~matter~~ manner set forth in this Consent Judgment and Final Order (“Consent Judgment”), which incorporates all exhibits attached hereto. ~~The Parties (including American Kendall, voluntarily) also believe that American Kendall may be a necessary Party to this litigation under MCR 2.205 and should be added as a Party Plaintiff in this matter pursuant to MCR 2.205 and 2.207, and stipulate to such joinder.~~

WHEREAS, the Parties agree to the development of the Property based on a revised site plan (or plans and related documents) attached hereto as Exhibit A and also the terms and conditions contained in Exhibit B as attached hereto.

WHEREAS, each of the Parties to this Consent Judgment represent that all of the requirements necessary for the Party to bind itself to this Consent Judgment have been met.

NOW, therefore, without trial or adjudication of issues of fact or law, with the Court having reviewed the terms of this Consent Judgment, and being fully apprised in the premises, specifically finding that the terms are fair, just and reasonable, and in the public interest, and that the Consent Judgment has been entered into in good faith by the Parties,

FINAL JUDGMENT AND ORDER

IT IS HEREBY ORDERED AND ADJUDGED AS FOLLOWS:

GENERAL TERMS

1. **Stipulation to Terms.** By approving this Consent Judgment, the Parties are agreeing with, and stipulating and consenting to, all the terms and provisions of this Consent Judgment.
2. **Authorization.** The Parties have the authority to and have duly authorized the terms and conditions of the settlement on which this Consent Judgment is based.
3. **Preconditions.** All conditions precedent to giving effect to the terms and conditions of this Consent Judgment are in compliance with all procedural and substantive requirements of all applicable law.
4. **Acknowledgment of Validity.** The terms and conditions of the resolution on which this Consent Judgment is based are within the scope of the Court's jurisdiction and remedial powers and are valid and enforceable.
5. **Zoning Approvals.** Pursuant to this Consent Judgment, the Property shall be deemed rezoned to the Planned Unit Development (PUD) designation subject to all of the terms and conditions specified in this Consent Judgment. The Property shall be developed in full

compliance with the approved site plan attached hereto as Exhibit A and also the terms and conditions attached hereto as Exhibit B. If ~~such PUD-amending the zoning map is deemed a rezoning to the PUD zoning district and such rezoning designation~~ is successfully challenged by a third party, then the Township shall be enjoined and restrained from enforcing the existing Agricultural/Rural Residential zoning of the Property and from interfering with the development and use of the Property in accordance with the reasonable plan of development in the approved site plan attached hereto as Exhibit A and terms and conditions in Exhibit B and also subject to and consistent with all of the other terms, requirements and conditions specified in this Consent Judgement and the Exhibits attached hereto.

The following shall supplement and also be applicable to the approved site plan (Exhibit A) and the terms and conditions (Exhibit B):

- A. If the Township hereafter reduces its applicable off-street parking requirements or the minimum dimension of parking spaces, American Kendall shall be entitled to reconfigure the parking lots depicted on Exhibit A accordingly and reduce the number of parking spaces or repurpose the land for non-parking uses consistent with the remainder of the development on the Property and subject to Township site plan approval. Development of repurposed parking spaces shall require American Kendall to seek and obtain site plan approval from the Township for the revised or altered parking under the then-current zoning regulations governing site plan review and approval.
- B. With respect to the “Future Commercial Development Lot A” and “Future Commercial Development Lot B” as shown and depicted on Exhibit A (the

approved site plan) and also the lot identified as “Senior Living” on Exhibit A, such lots may be developed only for and with the following uses:

- i. Senior Residential (Nursing, Assisted, or Independent).
- ii. Grocery Store (with or without a pharmacy).
- iii. Convenience store (or the equivalent) with 2,500 square feet of floor area or less.
- iv. Pharmacy.
- v. Clinics.
- vi. Offices, without the sale of good.
- vii. Financial Institutions.
- viii. Fitness Facility.
- ix. Personal Service Establishments (but limited to barber shops, beauty parlors, cosmetologists, pet grooming, massage therapists, laundromat or laundrettes [automatic self-service only], dry cleaning establishments, photography studios, electrical appliance repair shops, florist shops, shoe repair shops, tailor or dressmaking shops, optical or watch repair shops, and printing or graphic arts shops).
- x. Studios for instruction (such as dance, yoga, music, martial arts, etc.).
- xi. Restaurants, without drive-through (or similar arrangement).
- xii. Child Care facilities.
- xiii. Municipal and Public Service Activities, and Public Utilities.

[There shall be no drive through, vehicle kiosk, service window or similar use or service for any of the above-mentioned uses or as a “stand alone” use.]

Funeral Home and Mortuary, Convenience Store, Gasoline Service Station, Wholesale Establishment, Vehicle Sales, Vehicle Repair and Vehicle Washes are prohibited.

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).

C. With respect to the “Future Commercial Development Lot A” and “Future Commercial Development Lot B” (as depicted on Exhibit A) and the lot identified as “Senior Living” (as shown on Exhibit A), such lots may be developed and used only in the following manner:

- i. Buildings shall be built to within 5 feet of the sidewalk along Gull Prairie Drive and Kalamazoo Avenue. Parking lots must be located to the side or rear of street facing façade.
- ii. Parking lots must be separated and screened from sidewalks with four-foot-high (or taller) landscaping or structures (walls, opaque fence, etc.).
- iii. All buildings shall utilize high-quality exterior building materials that are in keeping with traditional architectural styles. On the first story facing streets, all wall materials must consist of brick, stone, wood, or fiber cement siding.

- iv. Buildings must have at least one functional entry for every 60 feet of facade along the front lot line and at least 100 feet of facade along side lot lines, or fraction thereof, along sidewalks.
 - v. The ground floor building facade along the primary facade must be configured as follows: at least 40% clear glass windows are required along the ground floor, facades that are oriented towards sidewalks must have a minimum of 15% glazing.
- D. With respect to the lots identified on Exhibit A as B1 to B6 (inclusive), the first or ground floor of the buildings on such lots may be developed for commercial, office or retail uses (but only as allowed above) and the first floor of the buildings constructed on lots B2 and B3 (as shown on Exhibit A) may also include a dwelling and/or a garage serving a dwelling, and the first floor of the building constructed on Lot B3 may also include a dwelling or amenities serving a dwelling. The second floor of the buildings on Lots B1 to B6 (inclusive) may be developed and used for a mix of office and/or residential uses. Finally, the third floor of the buildings on Lots B1 to B6 (inclusive) may be developed and used for residential use.

6. **Runs with Land.** The terms and conditions of this Consent Judgment shall bind the Property and shall also be appurtenant to the Property and touch and concern the lands involved. These terms and conditions shall permanently run with the Property as if they were covenants running with the land. The terms and conditions of this Consent Judgment shall inure to the benefit of and be binding on the Parties and their respective heirs, transferees, successors, creditors and assigns.

7. **Mutual Injunction.** The terms and requirements of this Consent Judgment shall constitute both a declaratory judgment and an injunction. American Kendall is hereby authorized to develop and use the Property in accordance with the general and specific terms, conditions and limitations set forth herein. Further, American Kendall is hereby enjoined and restrained from developing or using the Property in a manner that would be inconsistent with the terms of this Consent Judgment, and may only develop the Property in compliance with the Consent Judgment and other applicable laws and regulations not inconsistent with the terms of this Consent Judgment. The Township is hereby enjoined and restrained from interfering with or obstructing the use and development of the Property in a manner that would be ~~inconsistent~~ consistent with this Consent Judgment, provided that all general and specific terms, conditions and limitations have been met and that applicable Township, county and state permits and approvals have been duly acquired.

8. **Development Procedures.** In pursuing land division, site plan and engineering approvals or permits for the development of the Property, American Kendall shall comply with all applicable permitting requirements of the Township except as may be expressly modified in this Consent Judgment. American Kendall shall be required to submit a complete application for building code, storm water, and similar approvals and pay all applicable fees and applicable deposits for any use requested to be made of the Property in conformance with this Consent Judgment. In addition, American Kendall shall also be required to submit and obtain Township approval for all of the following:

- Site Plan and Building Elevations per Chapter 22 of the Zoning Ordinance, as amended
- Parking Plan per Chapter 15 of the Zoning Ordinance, as amended
- Landscape Plan per Chapter 16 of the Zoning Ordinance, as amended
- Signage Plan per Chapter 17 of the Zoning Ordinance, as amended
- Photometric Plan per Chapter 18 of the Zoning Ordinance, as amended

- Private Streets and Driveways per Chapter 22 of the Zoning Ordinance, as amended
- Approval by the Fire Department-, [and](#)
- Approval of utility plans by Township Engineer

In acting upon such applications, the Township shall act promptly and not unreasonably delay review and action on the application, and shall approve such application to the extent consistent with law and the terms of this Consent Judgment.

9. **Dismissal of Claims.** All claims which were made or which could have been made in this litigation, including without limitation any claim for damages, just compensation, costs, penalties, sanctions, or judgments, including attorney fees under 42 U.S.C. § 1988, or otherwise, are dismissed with prejudice. Each Party to this litigation will bear its own costs and attorney's fees associated with this litigation.

10. **Release and Discharge.** American Kendall and Caleydonia LLC, including ~~its~~ [their](#) successors and assigns, hereby ~~releases~~-[release](#) and forever ~~discharges~~-[discharge](#) the Township and all of its successors, subdivisions, units, bodies, representatives, officials, officers, employees and agents, including, but not limited to, the Township Board, the Township Planning Commission, and all members of such boards and commissions, (hereinafter, "Township Defendants") for, from and against any and all liabilities and causes of action, accruing prior to the date of this Consent Judgment. For the sake of clarity, the Parties acknowledge that this Paragraph does not limit a request for injunctive or declaratory relief in accordance with enforcing the terms of this Consent Judgment, including Paragraph 7 (Mutual Injunction). However, in the event that this Consent Judgment is successfully challenged by a third-party such that this Consent Judgment is determined to be invalid or otherwise overturned, the claims referenced in Paragraph 9 will not be dismissed and will survive to the extent allowed by law, and the release of all claims

for compensatory monetary damages, including all requests for attorney fees incurred as of the date the Consent Judgment is filed with the Court, will be deemed null and void.

11. **Cooperation.** The Parties will deal with one another in good faith and in a timely manner and neither will take or undertake any action, by themselves or in concert with others, which will interfere with the carrying out of the terms of this Consent Judgment. The Parties agree to execute any and all documents or agreements as are reasonable and necessary to carry out the intent of this Consent Judgment.

12. **Hold Harmless.** American Kendall ~~and Caleydonia LLC, for themselves, their~~ for itself, its successors, transferees, heirs and assigns, hereby ~~agree~~ agrees to indemnify and hold harmless the Township Defendants for, from and against any and all claims, litigation expenses, costs or attorney fees arising out of any third-party challenges to this Consent Judgment, including without limitation, challenges to the Township's approval and compliance with this Consent Judgment, or challenges to American Kendall's development and completion of the project approved by this Consent Judgment in accordance with the terms of this Consent Judgment.

13. **Amendment or Modification.** The terms of this Consent Judgment may be amended or modified only by a written agreement of the Parties and further Order of this Court. Notwithstanding the general requirement of a formal amendment to this Consent Judgment for any modification or amendment, the Township may approve a minor amendment to the approved site plan when requested by American Kendall (or its successors, assigns, etc.). In general, minor amendments can include the following (although the Township may use changed or updated standards for what constitutes a "minor amendment" if the Zoning Ordinance so changes the standards hereafter):

- a. For residential buildings, a reduction or increase by no more than 5% in the size of structures, provided that there is no increase in the number of dwelling units.

- b. For non-residential buildings, a reduction or increase by no more than 5% or 10,000 square feet, whichever is less, in gross floor area.
- c. A revision in floor plans, if consistent with the character of the area.
- d. The alteration of vertical elevations by no more than 5%.
- e. The relocation of building footprints by no more than 5 feet, unless the relocation infringes on a specific setback or separation distance imposed as a condition of PUD approval.
- f. An increase in size of areas designated on the approved Site Plan as “not to be disturbed.”
- g. The substitution of plant materials included in the approved Site Plan, provided they are substituted by similar types of plants on a 1 to 1 or greater basis, as determined by the planner.
- h. Improvements made to access and circulation systems, such as the addition of acceleration/deceleration lanes, boulevards, curbing, or bicycle/pedestrian paths.
- i. Changes made to exterior materials if the changes provide for the use of materials of equal or higher quality than those originally approved, as approved by the Planner.
- j. A reduction in the size of signs or an increase in sign setbacks.
- k. A change in the internal arrangement of parking spaces in a parking lot, if the total number of parking spaces is not reduced and circulation hazards or congestion is not created.
- l. A change in the name of the development or in the names of streets.
- m. ~~Architectural~~ A change in architectural features.
- n. Other similar changes of a minor nature proposed to be made to the configuration, design, layout or topography of the PUD that are deemed by the Planner to be not significant in relation to the entire PUD and which the Planner determines would not have any significant adverse effect on adjacent or nearby lands or the public health, safety, or welfare.

The ~~township~~ Township shall be the sole judge of what constitutes a “minor amendment” and whether or not it will be granted or approved without a formal amendment to this Consent Judgment.

14. **Binding Effect.** This Consent Judgment shall be binding upon, and shall inure to the benefit of, the Parties hereto and their successors, transferees, heirs, creditors and assigns. This

Consent Judgment is declared to be in recordable form and the covenants contained herein are declared to be covenants running with the land.

15. **No Admission.** This Consent Judgment shall not be construed as an admission of fact, law, or liability on the part of any of the Parties, as it is entered into solely for the purpose of resolving the pending litigation. A copy of this Consent Judgment may be recorded with the Kent County Register of Deeds records.

16. **No Contract or Quasi-Contract Claims Created.** The Parties acknowledge and agree that this Consent Judgment, including the terms outlined herein, do not provide a basis for any contract or quasi-contract claim, or any similar theory or claim for compensatory or monetary damages of any kind against the Township Defendants. This Paragraph does not otherwise preclude either party from ~~pursing~~pursuing declaratory or injunctive relief as referenced in Paragraph 7 hereof.

17. **No Third-Party Beneficiary Interests.** This Consent Judgment is not intended to create or support any third-party beneficiary claims (apart from the Parties hereto and future owners of the Property).

18. **No Precedent.** Given the unusual, particular and unique circumstances presented in the pending litigation, this Consent Judgment will not set a precedent with regard to any existing or future zoning application submitted to Gaines Charter Township.

19. **Additional Agreements and Permits.** This Consent Judgment constitutes the complete agreement between the Parties for the development of the project. However, nothing herein shall be construed or interpreted as waiving American Kendall's obligation to apply for and obtain any and all other applicable approvals and permits required by federal, state or local law or ordinance, including without limitation the requisite permits and approvals referenced in this

Consent Judgment. Moreover, except to the extent expressly provided herein, any use, construction, operation and development of the Property and the structures thereon shall comply with and be maintained in accordance with all applicable Township codes, regulations and ordinances. In addition, any use, construction, operation and development of the Property, and the structures thereon, shall comply with, and be maintained in accordance with, all federal, state and county statutes, codes, rules, regulations and requirements. In the event any such rule, regulation, requirement or provision shall conflict with this Consent Judgment, then the more stringent rule, regulation, requirement or provision shall apply, and the development and use of the Property shall comply with the most stringent requirement.

20. **American Kendall.** American Kendall ~~shall be deemed to be~~ had been added as a party Plaintiff to this lawsuit and shall be added to the caption without the need for American Kendall having to file a complaint or other pleadings in this lawsuit apart from this Consent Judgment. American Kendall shall also be deemed to be one of the “Parties” to this Consent Judgment. This Consent Judgment shall also bind American Kendall so long as American Kendall owns or has any interest in the Property.

21. **Caleydonia Dismissal.** Caleydonia is hereby dismissed from this lawsuit, without prejudice.

22. ~~21.~~ **Final Judgment.** This Consent Judgment is a final judgment in this case, and the Parties shall not seek appeal or any other relief from this final Consent Judgment. Under MCR 2.602, this Consent Judgment resolves the last pending claim and closes the case.

23. ~~22.~~ **Form Approved.** This Consent Judgment has been approved by the Parties as to form and wording. In addition, notice of the entry of this Consent Judgment is also deemed waived by the Parties.

SO ORDERED on this ____ day of _____, ~~2022~~2023.

Circuit Court Judge

Approved as to form and notice of entry is also hereby waived.

CALEYDONIA, LLC:

By: _____
_____Sam Eyde, Member

By: _____
_____David E. Pierson
~~For~~ Attorney for Caleydonia, LLC~~:~~

* * *

~~[SIGNATURE BLOCK]~~

GAINES CHARTER TOWNSHIP:

By: _____
_____Robert DeWard, Supervisor

And: _____
_____Michael Brew, Clerk

By: _____
_____Craig Noland
~~For~~ Attorney for Gaines Charter Township~~:~~

* * *

~~[SIGNATURE BLOCK]~~

AMERICAN KENDALL PROPERTIES, LLC:

By: _____
Michael R. Speedy, Managing Member

By: _____
Eric R. Starck
~~For~~ Attorney for American Kendall Properties, LLC
~~[SIGNATURE BLOCK]~~

DRAFT
(May 9, 2023)

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,

Hon. Curt A. Benson

Plaintiffs,

Case No.: 22-03226-CBB

v.

GAINES CHARTER TOWNSHIP, a
Michigan municipal corporation,

Defendant.

David E. Pierson (P31047) McCLELLAND & ANDERSON LLP Attorneys for Plaintiff Caleydonia, LLC 1142 S. Washington Avenue Lansing, MI 48910 (517) 482-4890 dpierson@malansing.com	Craig R. Noland (P30717) McGRAW MORRIS P.C. Attorney for Defendant 300 Ottawa Avenue, NW, Suite 820 Grand Rapids, MI 49503 (616) 288-3700/Fax (616) 214-7712 cnoland@mcgrawmorris.com
William D. Tomblin (P40540) WILLIAM D. TOMBLIN & ASSOCIATES Co-Counsel for Plaintiff PO Box 4783 East Lansing, MI 48826 (517) 349-8000 wdtomblaw@aol.com	Eric R. Starck (P63247) James A. Buster (P81186) MILLER JOHNSON Attorneys for Plaintiff American Kendall Properties LLC 45 Ottawa Avenue SW, Suite 1100 Grand Rapids, MI 49503 (616) 831-1767 starcke@millerjohnson.com

CONSENT JUDGMENT AND FINAL ORDER

At a session of the 17th Judicial Circuit Court held at the
Kent County Courthouse located in Grand Rapids, Michigan
On this ____ day of _____, 2023

Present: Hon. Curt A. Benson
Circuit Court Judge

Pursuant to the parties' Stipulation and Consent hereto,

IT IS ORDERED as follows:

RECITALS

WHEREAS, the original Plaintiff in this matter, Caleydonia, LLC ("Caleydonia"), was the owner of real property located at the Southeast corner of Kalamazoo Avenue SE and 84th Street, Gaines Charter Township, Michigan, Tax Parcel ID 41-22-21-100-011, which is legally 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.

Commonly known as 8460 Kalamazoo Ave., SE, Caledonia, MI

(the "Property").

WHEREAS, The Property is an undeveloped single parcel consisting of 85.87 acres, currently zoned as Agricultural/Rural Residential under the Gaines Charter Township Zoning Ordinance (the "Zoning Ordinance").

WHEREAS, The Township's 2008 Master Plan promotes mixed-use development and states, in relevant part:

Mixed use development..... is a mix of different development types, within the same lot or development, and sometimes within the same building. This type of development places businesses, employment centers and entertainment venues (restaurants, etc.) near residential development, and sometimes integrated directly into the residential neighborhood. Commercial development may include dwelling units above storefronts or may be located across the street from residential units. The residential development may include "live-work" units, where the proprietor's dwelling unit is located above the workspace, which may be an office, store, studio, etc. Sometimes, a mixed-use development may include various types and densities of residential development, such as detached single-family homes integrated with row houses or residential flats.

WHEREAS, In 2016, following two years of study and meetings, Gaines Charter Township (the "Township") adopted the Kalamazoo Avenue and 84th Street Sub Area Plan, which defines a Mixed-Use district as follows:

The intent of the MX District is to create by design, a blend of structures and uses which are compatible in both form and function, thus allowing residential and more intense uses to coexist in the same area.

The elements of a Mixed-Use district include:

- *Strong architectural design standards*
- *A sense of place and community*
- *Multi-story buildings with shared uses, such as residential and office or commercial in one building*
- *Wide Sidewalks*
- *Pedestrian Scale Street Lighting*
- *Accessibility to existing parks or new plazas and gathering places*
- *Limited front yard parking with a majority of parking in the rear or side yard*
- *Varying setback requirements dependent upon the building type, height, and location*
- *Restaurants with outdoor dining areas*
- *Attached town homes*
- *Assisted living within walkable neighborhoods*

WHEREAS, The Kalamazoo Avenue and 84th Street Sub Area Plan text specifically addresses the Property as follows:

Comments from the public workshop favored a mixed-use development concept on each of the three corners as noted on the Future Land Use map. Building design and placement standards enhancing the aesthetic appearance were also determined important at this intersection.

WHEREAS, In 2017, the Township amended its Master Plan to adopt the Kalamazoo Avenue and 84th Street Sub Area Plan as part of the Master Plan and Future Land Use Plan map (collectively, the “Current Master Plan”) designating the future zoning of the Property as Mixed-Use and Medium Density Residential.

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WHEREAS, Caleydonia filed this action, alleging that the Township refusal to rezone the Property deprived it of due process and constituted a taking in violation of its rights under the United States and Michigan Constitutions, which are allegations that the Township denies.

WHEREAS, by warranty deed dated February 16, 2023 and recorded in the records of the Kent County Register of Deeds on February 27, 2023 as Document No. 202302270010078, Caleydonia conveyed the Property to American Kendall and thus Caleydonia no longer has any interest in the Property.

WHEREAS, by stipulation and Order entered on February 7, 2023, American Kendall was added as a party Plaintiff to this lawsuit and appeared and submitted to the jurisdiction of this Court on February 20, 2023.

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WHEREAS, Prairie Wolf Station will include a retail and mixed-use residential center and senior housing close to 84th Street and Kalamazoo Avenue, then apartments, then townhouses and condominiums, then single-family housing as the development moves away from the roads and towards the south and east areas of the Property. Prairie Wolf Station will contain community oriented public spaces, non-motorized pathways, natural water features (including two ponds) and “pocket parks.”

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- Amending the site plan to specify building heights.
- Expanded the sidewalk system to include the west side of “Road H.”
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WHEREAS, Township staff recommended approval of the Application for Zoning Approval to the Township Board and prepared a Zoning Ordinance amendment and Resolution for the same.

WHEREAS, On February 14, 2022, the Township Board, by a vote of 4-3, voted to deny approval of the Application for Zoning Approval.

WHEREAS, Caleydonia, LLC, American Kendall and Gaines Charter Township (individually, “Party”; collectively “Parties”) have agreed to settle and resolve the pending dispute in a manner set forth in this Consent Judgment and Final Order (“Consent Judgment”), which incorporates all exhibits attached hereto.

WHEREAS, the Parties agree to the development of the Property based on a revised site plan (or plans and related documents) attached hereto as Exhibit A and also the terms and conditions contained in Exhibit B as attached hereto.

WHEREAS, each of the Parties to this Consent Judgment represent that all of the requirements necessary for the Party to bind itself to this Consent Judgment have been met.

NOW, therefore, without trial or adjudication of issues of fact or law, with the Court having reviewed the terms of this Consent Judgment, and being fully apprised in the premises, specifically finding that the terms are fair, just and reasonable, and in the public interest, and that the Consent Judgment has been entered into in good faith by the Parties,

FINAL JUDGMENT AND ORDER

IT IS HEREBY ORDERED AND ADJUDGED AS FOLLOWS:

GENERAL TERMS

1. **Stipulation to Terms.** By approving this Consent Judgment, the Parties are agreeing with, and stipulating and consenting to, all the terms and provisions of this Consent Judgment.

2. **Authorization.** The Parties have the authority to and have duly authorized the terms and conditions of the settlement on which this Consent Judgment is based.

3. **Preconditions.** All conditions precedent to giving effect to the terms and conditions of this Consent Judgment are in compliance with all procedural and substantive requirements of all applicable law.

4. **Acknowledgment of Validity.** The terms and conditions of the resolution on which this Consent Judgment is based are within the scope of the Court's jurisdiction and remedial powers and are valid and enforceable.

5. **Zoning Approvals.** Pursuant to this Consent Judgment, the Property shall be deemed rezoned to the Planned Unit Development (PUD) designation subject to all of the terms and conditions specified in this Consent Judgment. The Property shall be developed in full compliance with the approved site plan attached hereto as Exhibit A and also the terms and conditions attached hereto as Exhibit B. If amending the zoning map is deemed a rezoning to the PUD zoning district and such rezoning designation is successfully challenged by a third party, then the Township shall be enjoined and restrained from enforcing the existing Agricultural/Rural Residential zoning of the Property and from interfering with the development and use of the Property in accordance with the reasonable plan of development in the approved site plan attached hereto as Exhibit A and terms and conditions in Exhibit B and also subject to and consistent with all of the other terms, requirements and conditions specified in this Consent Judgment and the Exhibits attached hereto.

The following shall supplement and also be applicable to the approved site plan (Exhibit A) and the terms and conditions (Exhibit B):

- A. If the Township hereafter reduces its applicable off-street parking requirements or the minimum dimension of parking spaces, American Kendall shall be entitled to reconfigure the parking lots depicted on Exhibit A accordingly and reduce the number of parking spaces or repurpose the land for non-parking uses consistent with the remainder of the development on the Property and subject to Township site plan approval. Development of repurposed parking spaces shall require American Kendall to seek and obtain site plan approval from the Township for the revised or altered parking under the then-current zoning regulations governing site plan review and approval.
- B. With respect to the “Future Commercial Development Lot A” and “Future Commercial Development Lot B” as shown and depicted on Exhibit A (the approved site plan) and also the lot identified as “Senior Living” on Exhibit A, such lots may be developed only for and with the following uses:
 - i. Senior Residential (Nursing, Assisted, or Independent).
 - ii. Grocery Store (with or without a pharmacy).
 - iii. Convenience store (or the equivalent) with 2,500 square feet of floor area or less.
 - iv. Pharmacy.
 - v. Clinics.
 - vi. Offices, without the sale of good.
 - vii. Financial Institutions.

- viii. Fitness Facility.
- ix. Personal Service Establishments (but limited to barber shops, beauty parlors, cosmetologists, pet grooming, massage therapists, laundromat or laundrettes [automatic self-service only], dry cleaning establishments, photography studios, electrical appliance repair shops, florist shops, shoe repair shops, tailor or dressmaking shops, optical or watch repair shops, and printing or graphic arts shops).
- x. Studios for instruction (such as dance, yoga, music, martial arts, etc.).
- xi. Restaurants, without drive-through (or similar arrangement).
- xii. Child Care facilities.
- xiii. Municipal and Public Service Activities, and Public Utilities.

[There shall be no drive through, vehicle kiosk, service window or similar use or service for any of the above-mentioned uses or as a “stand alone” use.]

Funeral Home and Mortuary, Convenience Store, Gasoline Service Station, Wholesale Establishment, Vehicle Sales, Vehicle Repair and Vehicle Washes are prohibited .

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).

- C. With respect to the “Future Commercial Development Lot A” and “Future Commercial Development Lot B” (as depicted on Exhibit A) and the lot identified as “Senior Living” (as shown on Exhibit A), such lots may be developed and used only in the following manner:
- i. Buildings shall be built to within 5 feet of the sidewalk along Gull Prairie Drive and Kalamazoo Avenue. Parking lots must be located to the side or rear of street facing façade.
 - ii. Parking lots must be separated and screened from sidewalks with four-foot-high (or taller) landscaping or structures (walls, opaque fence, etc.).
 - iii. All buildings shall utilize high-quality exterior building materials that are in keeping with traditional architectural styles. On the first story facing streets, all wall materials must consist of brick, stone, wood, or fiber cement siding.
 - iv. Buildings must have at least one functional entry for every 60 feet of facade along the front lot line and at least 100 feet of facade along side lot lines, or fraction thereof, along sidewalks.
 - v. The ground floor building facade along the primary facade must be configured as follows: at least 40% clear glass windows are required along the ground floor, facades that are oriented towards sidewalks must have a minimum of 15% glazing.
- D. With respect to the lots identified on Exhibit A as B1 to B6 (inclusive), the first or ground floor of the buildings on such lots may be developed for commercial, office or retail uses (but only as allowed above) and the first floor of the buildings constructed on lots B2 and B3 (as shown on Exhibit A) may also include a dwelling

and/or a garage serving a dwelling, and the first floor of the building constructed on Lot B3 may also include a dwelling or amenities serving a dwelling. The second floor of the buildings on Lots B1 to B6 (inclusive) may be developed and used for a mix of office and/or residential uses. Finally, the third floor of the buildings on Lots B1 to B6 (inclusive) may be developed and used for residential use.

6. **Runs with Land.** The terms and conditions of this Consent Judgment shall bind the Property and shall also be appurtenant to the Property and touch and concern the lands involved. These terms and conditions shall permanently run with the Property as if they were covenants running with the land. The terms and conditions of this Consent Judgment shall inure to the benefit of and be binding on the Parties and their respective heirs, transferees, successors, creditors and assigns.

7. **Mutual Injunction.** The terms and requirements of this Consent Judgment shall constitute both a declaratory judgment and an injunction. American Kendall is hereby authorized to develop and use the Property in accordance with the general and specific terms, conditions and limitations set forth herein. Further, American Kendall is hereby enjoined and restrained from developing or using the Property in a manner that would be inconsistent with the terms of this Consent Judgment, and may only develop the Property in compliance with the Consent Judgment and other applicable laws and regulations not inconsistent with the terms of this Consent Judgment. The Township is hereby enjoined and restrained from interfering with or obstructing the use and development of the Property in a manner that would be consistent with this Consent Judgment, provided that all general and specific terms, conditions and limitations have been met and that applicable Township, county and state permits and approvals have been duly acquired.

8. **Development Procedures.** In pursuing land division, site plan and engineering approvals or permits for the development of the Property, American Kendall shall comply with all applicable permitting requirements of the Township except as may be expressly modified in this Consent Judgment. American Kendall shall be required to submit a complete application for building code, storm water, and similar approvals and pay all applicable fees and applicable deposits for any use requested to be made of the Property in conformance with this Consent Judgment. In addition, American Kendall shall also be required to submit and obtain Township approval for all of the following:

- Site Plan and Building Elevations per Chapter 22 of the Zoning Ordinance, as amended
- Parking Plan per Chapter 15 of the Zoning Ordinance, as amended
- Landscape Plan per Chapter 16 of the Zoning Ordinance, as amended
- Signage Plan per Chapter 17 of the Zoning Ordinance, as amended
- Photometric Plan per Chapter 18 of the Zoning Ordinance, as amended
- Private Streets and Driveways per Chapter 22 of the Zoning Ordinance, as amended
- Approval by the Fire Department, and
- Approval of utility plans by Township Engineer

In acting upon such applications, the Township shall act promptly and not unreasonably delay review and action on the application, and shall approve such application to the extent consistent with law and the terms of this Consent Judgment.

9. **Dismissal of Claims.** All claims which were made or which could have been made in this litigation, including without limitation any claim for damages, just compensation, costs, penalties, sanctions, or judgments, including attorney fees under 42 U.S.C. § 1988, or otherwise, are dismissed with prejudice. Each Party to this litigation will bear its own costs and attorney's fees associated with this litigation.

10. **Release and Discharge.** American Kendall and Caleydonia LLC, including their successors and assigns, hereby release and forever discharge the Township and all of its successors, subdivisions, units, bodies, representatives, officials, officers, employees and agents, including, but not limited to, the Township Board, the Township Planning Commission, and all members of such boards and commissions, (hereinafter, “Township Defendants”) for, from and against any and all liabilities and causes of action, accruing prior to the date of this Consent Judgment. For the sake of clarity, the Parties acknowledge that this Paragraph does not limit a request for injunctive or declaratory relief in accordance with enforcing the terms of this Consent Judgment, including Paragraph 7 (Mutual Injunction). However, in the event that this Consent Judgment is successfully challenged by a third-party such that this Consent Judgment is determined to be invalid or otherwise overturned, the claims referenced in Paragraph 9 will not be dismissed and will survive to the extent allowed by law, and the release of all claims for compensatory monetary damages, including all requests for attorney fees incurred as of the date the Consent Judgment is filed with the Court, will be deemed null and void.

11. **Cooperation.** The Parties will deal with one another in good faith and in a timely manner and neither will take or undertake any action, by themselves or in concert with others, which will interfere with the carrying out of the terms of this Consent Judgment. The Parties agree to execute any and all documents or agreements as are reasonable and necessary to carry out the intent of this Consent Judgment.

12. **Hold Harmless.** American Kendall for itself, its successors, transferees, heirs and assigns, hereby agrees to indemnify and hold harmless the Township Defendants for, from and against any and all claims, litigation expenses, costs or attorney fees arising out of any third-party challenges to this Consent Judgment, including without limitation, challenges to the Township’s

approval and compliance with this Consent Judgment, or challenges to American Kendall's development and completion of the project approved by this Consent Judgment in accordance with the terms of this Consent Judgment.

13. **Amendment or Modification.** The terms of this Consent Judgment may be amended or modified only by a written agreement of the Parties and further Order of this Court. Notwithstanding the general requirement of a formal amendment to this Consent Judgment for any modification or amendment, the Township may approve a minor amendment to the approved site plan when requested by American Kendall (or its successors, assigns, etc.). In general, minor amendments can include the following (although the Township may use changed or updated standards for what constitutes a "minor amendment" if the Zoning Ordinance so changes the standards hereafter):

- a. For residential buildings, a reduction or increase by no more than 5% in the size of structures, provided that there is no increase in the number of dwelling units.
- b. For non-residential buildings, a reduction or increase by no more than 5% or 10,000 square feet, whichever is less, in gross floor area.
- c. A revision in floor plans, if consistent with the character of the area.
- d. The alteration of vertical elevations by no more than 5%.
- e. The relocation of building footprints by no more than 5 feet, unless the relocation infringes on a specific setback or separation distance imposed as a condition of PUD approval.
- f. An increase in size of areas designated on the approved Site Plan as "not to be disturbed."
- g. The substitution of plant materials included in the approved Site Plan, provided they are substituted by similar types of plants on a 1 to 1 or greater basis, as determined by the planner.
- h. Improvements made to access and circulation systems, such as the addition of acceleration/deceleration lanes, boulevards, curbing, or bicycle/pedestrian paths.
- i. Changes made to exterior materials if the changes provide for the use of materials of equal or higher quality than those originally approved, as approved by the Planner.

- j. A reduction in the size of signs or an increase in sign setbacks.
- k. A change in the internal arrangement of parking spaces in a parking lot, if the total number of parking spaces is not reduced and circulation hazards or congestion is not created.
- l. A change in the name of the development or in the names of streets.
- m. A change in architectural features.
- n. Other similar changes of a minor nature proposed to be made to the configuration, design, layout or topography of the PUD that are deemed by the Planner to be not significant in relation to the entire PUD and which the Planner determines would not have any significant adverse effect on adjacent or nearby lands or the public health, safety, or welfare.

The Township shall be the sole judge of what constitutes a “minor amendment” and whether or not it will be granted or approved without a formal amendment to this Consent Judgment.

14. **Binding Effect.** This Consent Judgment shall be binding upon, and shall inure to the benefit of, the Parties hereto and their successors, transferees, heirs, creditors and assigns. This Consent Judgment is declared to be in recordable form and the covenants contained herein are declared to be covenants running with the land.

15. **No Admission.** This Consent Judgment shall not be construed as an admission of fact, law, or liability on the part of any of the Parties, as it is entered into solely for the purpose of resolving the pending litigation. A copy of this Consent Judgment may be recorded with the Kent County Register of Deeds records.

16. **No Contract or Quasi-Contract Claims Created.** The Parties acknowledge and agree that this Consent Judgment, including the terms outlined herein, do not provide a basis for any contract or quasi-contract claim, or any similar theory or claim for compensatory or monetary damages of any kind against the Township Defendants. This Paragraph does not otherwise preclude either party from pursuing declaratory or injunctive relief as referenced in Paragraph 7 hereof.

17. **No Third-Party Beneficiary Interests.** This Consent Judgment is not intended to create or support any third-party beneficiary claims (apart from the Parties hereto and future owners of the Property).

18. **No Precedent.** Given the unusual, particular and unique circumstances presented in the pending litigation, this Consent Judgment will not set a precedent with regard to any existing or future zoning application submitted to Gaines Charter Township.

19. **Additional Agreements and Permits.** This Consent Judgment constitutes the complete agreement between the Parties for the development of the project. However, nothing herein shall be construed or interpreted as waiving American Kendall's obligation to apply for and obtain any and all other applicable approvals and permits required by federal, state or local law or ordinance, including without limitation the requisite permits and approvals referenced in this Consent Judgment. Moreover, except to the extent expressly provided herein, any use, construction, operation and development of the Property and the structures thereon shall comply with and be maintained in accordance with all applicable Township codes, regulations and ordinances. In addition, any use, construction, operation and development of the Property, and the structures thereon, shall comply with, and be maintained in accordance with, all federal, state and county statutes, codes, rules, regulations and requirements. In the event any such rule, regulation, requirement or provision shall conflict with this Consent Judgment, then the more stringent rule, regulation, requirement or provision shall apply, and the development and use of the Property shall comply with the most stringent requirement.

20. **American Kendall.** American Kendall had been added as a party Plaintiff to this lawsuit and shall be added to the caption without the need for American Kendall having to file a complaint or other pleadings in this lawsuit apart from this Consent Judgment. American Kendall

shall also be deemed to be one of the “Parties” to this Consent Judgment. This Consent Judgment shall also bind American Kendall so long as American Kendall owns or has any interest in the Property.

21. **Caleydonia Dismissal.** Caleydonia is hereby dismissed from this lawsuit, without prejudice.

22. **Final Judgment.** This Consent Judgment is a final judgment in this case, and the Parties shall not seek appeal or any other relief from this final Consent Judgment. Under MCR 2.602, this Consent Judgment resolves the last pending claim and closes the case.

23. **Form Approved.** This Consent Judgment has been approved by the Parties as to form and wording. In addition, notice of the entry of this Consent Judgment is also deemed waived by the Parties.

SO ORDERED on this ____ day of _____, 2023.

Circuit Court Judge

Approved as to form and notice of entry is also hereby waived.

CALEYDONIA, LLC:

By: _____
Sam Eyde, Member

By: _____
David E. Pierson
Attorney for Caleydonia, LLC

* * *

GAINES CHARTER TOWNSHIP:

By: _____
Robert DeWard, Supervisor

And: _____
Michael Brew, Clerk

By: _____
Craig Noland
Attorney for Gaines Charter Township

* * *

AMERICAN KENDALL PROPERTIES, LLC:

By: _____
Michael R. Speedy, Managing Member

By: _____
Eric R. Starck
Attorney for American Kendall Properties, LLC



www.nederveld.com
600.222.1908
GRAND RAPIDS
117 Grandville Ave., Suite 201
Grand Rapids, MI 49508
Phone 313.683.8100

PREPARED FOR:
American Rural Property Group, LLC
Attn: Mike Speedy

3800 Woodview Trace, Ste 130
Indianapolis, IN 46208
Phone 317.687.6500

REVISIONS:

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PRAIRIE WOLF STATION

EXHIBIT 1 - Site Layout Plan

1460 S. Kalamazoo Avenue, SE
PART OF THE NORTHWEST 1/4 OF SECTION 31, T1N, R1W,
GRAND RAPIDS TOWNSHIP - KENT COUNTY, MICHIGAN

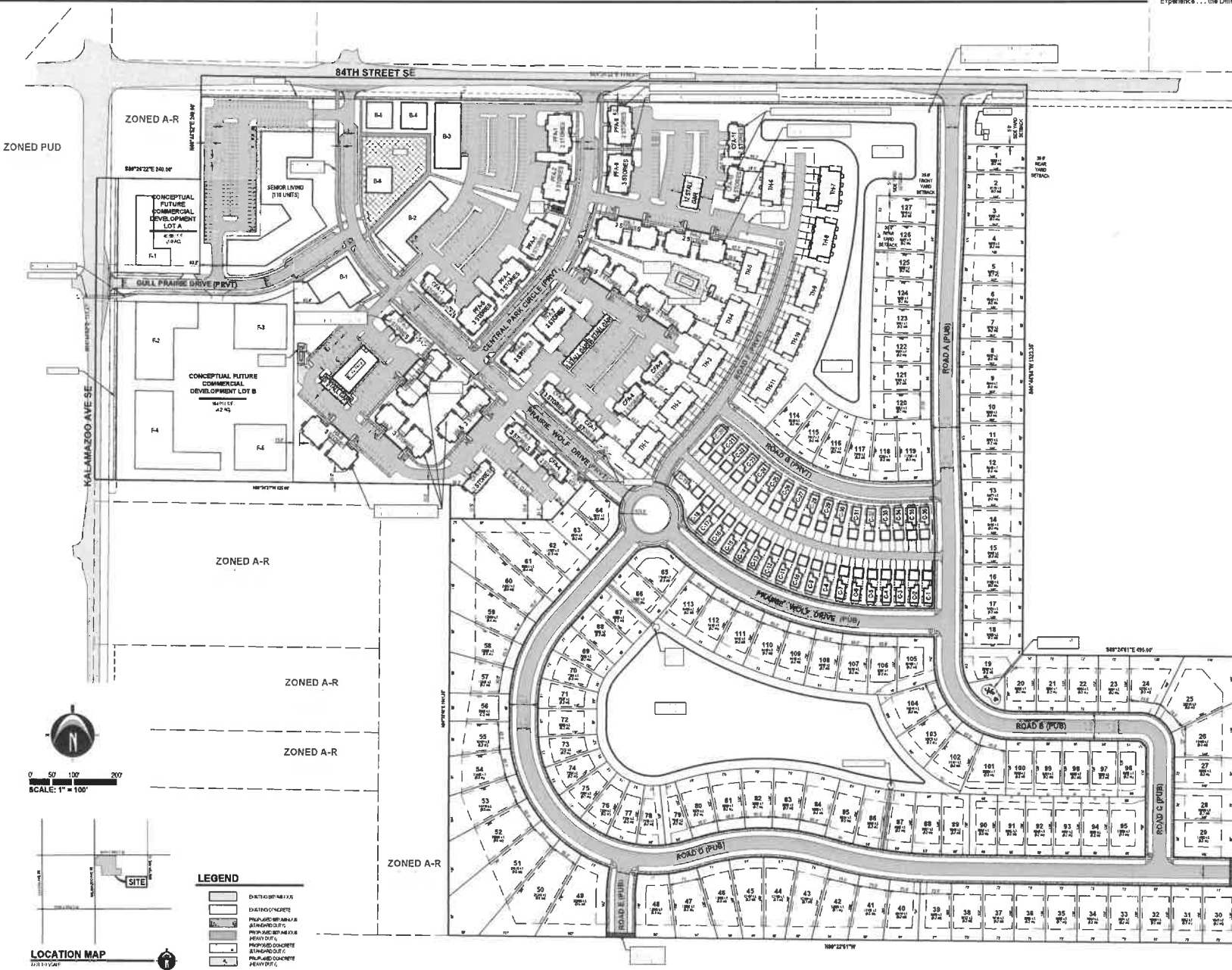
STAMP:

PROJECT NO:
20400701

SHEET NO:
EX-1

SHEET 1 OF 2

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LOCATION MAP
20110724T

Land Planning — Landscape Architecture — Civil Engineering — Land Surveying — High Definition Scanning — Forensic Engineering — Fire Investigation

GENERAL NOTES

- 1) PROPOSED ZONING OF PROPERTY: PLANNED UNIT DEVELOPMENT (PUD)
(EXISTING ZONING IS A-R, AGRICULTURAL/RURAL-RESIDENTIAL)

2) SUMMARY OF LAND USE:

- A) TOTAL ACREAGE = 82.0 ACRES (3,571,589 SQ.FT.) (EXCLUDING R.O.W.)

B) RESIDENTIAL USE SUMMARY

SINGLE FAMILY LOTS (LOTS 1-127) = 127 LOTS (127 DWELLING UNITS)
T.N.D. CONDOS (C-1 - C-36) = 36 CONDOS (36 DWELLING UNITS)
TOWNHOMES = 11 BUILDINGS (44 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 = 515 UNITS

C) COMMERCIAL/RETAIL/OFFICE AND SENIOR LIVING

COMMERCIAL/OFFICE/RETAIL SPACE = 6 BUILDINGS (20,800 SQ.FT.)
SENIOR LIVING = 1 BUILDING (110 SENIOR LIVING UNITS)
FUTURE COMMERCIAL DEVELOPMENT LOTS = 2 LOTS

- D) OPEN SPACE = 10.88 ACRES (474,134 SQ.FT.) (13.2%) (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

- 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-36)

- 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.
UNIT C-19'S PORCH ENCROACHES THE 6' FRONT YARD SETBACK

TOWNHOMES (TH-1 - TH-11)

- 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.
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-1 - PFA-9)

- 1) MAXIMUM BUILDING HEIGHT (HA-1, HA-3, HA-5 THROUGH HA-8; CFA-1, CFA-2, CFA-3, CFA-5, 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-4, CFA-7 THROUGH CFA-11; PFA-1, PFA-9) = 35 OR 2 1/2 STORIES, WHICHEVER IS LESS
3) MINIMUM BUILDING SEPARATION (FOUNDATION WALL TO FOUNDATION WALL) = 20 FT.

F) PROPOSED PUD REGULATING REQUIREMENTS (CONTINUED)

SENIOR LIVING BUILDINGS

- 1) MAXIMUM BUILDING HEIGHT = 50 FT. OR 3 1/2 STORIES, WHICHEVER IS LESS
2) MINIMUM BUILDING SEPARATION = N/A

MIXED USE BUILDINGS (B-1 - B-5)

- 1) MAXIMUM BUILDING HEIGHT = 50 FT. OR 3 1/2 STORIES, WHICHEVER IS LESS
2) MINIMUM BUILDING TO BUILDING SEPARATION = 20 FT.

3) PARKING SUMMARY

A) PARKING REQUIREMENTS [PER SECTION 15.2]:

- 1) SINGLE FAMILY LOTS & T.N.D. CONDOS: 1 SPACES PER DWELLING - WILL ALL BE PROVIDED WITHIN LOTS AS SHOWN
2) MULTIPLE FAMILY DWELLINGS: 1.5 SPACES PER ONE BEDROOM UNIT, 2 PER SPACES PER 2 OR MORE BEDROOM UNITS
3) INDEPENDENT LIVING: 1.5 SPACES PER UNIT
4) RETAIL/OFFICE/COMMERCIAL: 5 SPACES PER 1,000 SF GFA (AVERAGE OF ASSUMED USES)

B) TOTAL NUMBER OF REQUIRED PARKING SPACES (LESS SINGLE FAMILY LOTS AND T.N.D. CONDOS) = 875 SPACES

C) TOTAL NUMBER OF PARKING SPACES PROVIDED = 927 SPACES

D) PROPOSED PARKING:

- 1) MULTIPLE FAMILY DWELLINGS: 668 SPACES
2) INDEPENDENT LIVING: 146 SPACES
3) RETAIL/OFFICE/COMMERCIAL [5 X (10,800 / 1,000)] : 54 SPACES

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

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

- 5) 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.

- 6) 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.

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

PRAIRIE WOLF STATION

EXHIBIT TWO - GENERAL NOTES

GAINES TOWNSHIP, KENT COUNTY, MI

DRAWN BY: EG

PRJ NO: 20400701

CHECKED BY: DC

DATE: 05/10/2022

2 OF 2





MEMO

Staff Communication-Action Required

DATE: June 9, 2023
TO: Gaines Charter Township Board
FROM: Kim Triplett, Executive Director
RE: Hoffman Meadows Plat Phase One – Request for SAD for Streetlighting

SUMMARY OF TOPIC:

Chris VanderHoff, of Bosco Construction, has requested a Special Assessment Streetlighting District be created for phase one of the Hoffman Meadows development.

Based on the pole/head/bulb Mr. VanderHoff has chosen, the estimated cost for the installation of six poles (see attached map) is \$1,962.00 (head & bulb @ \$227.00, no cost for the pole, \$100 for installation x 6 poles). As the developer, Bosco Construction will be responsible for the cost of the poles and the installation.

As required by statute, the Township must hold a public hearing to establish the SAD.

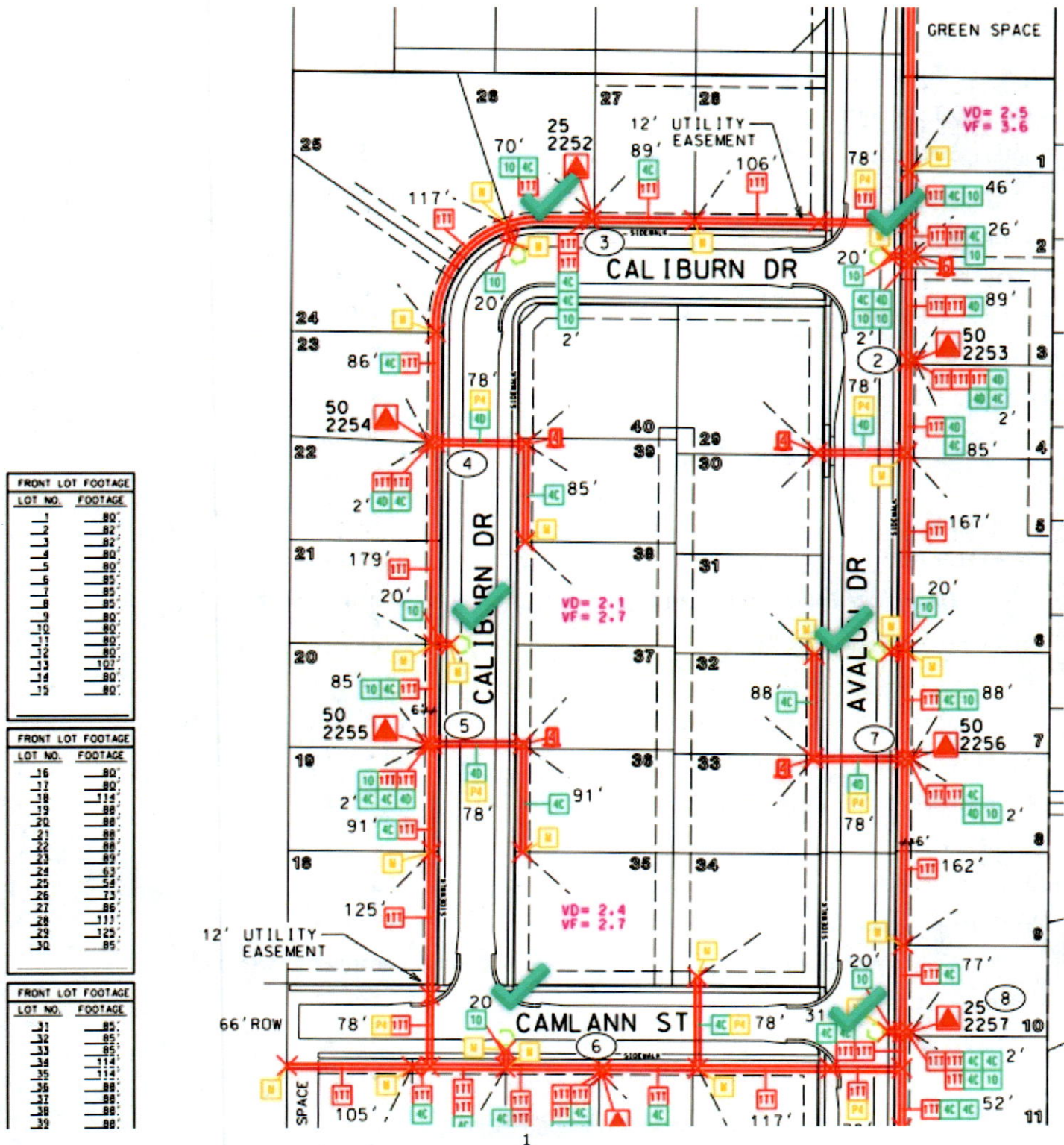
BUDGET ACTION REQUIRED: NONE

STAFF RECOMMENDATION:

Staff recommends a public hearing for July 10, 2023.

Kim Triplett

From: GABRIEL S. POLETTI <GABRIEL.POLETTI@cmsenergy.com>
Sent: Thursday, May 4, 2023 2:56 PM
To: Kim Triplett
Cc: Tanya M. Gilroy
Subject: RE: Special Assessment District
Attachments: Streetlight Flyer_New Streetlight Installation Guide (002).pdf



Here are the prices for the light and poles . then we charge \$100 each location additional .

Light + pole + 100= total

Additional Contributions for NBUS Streetlighting	
Luminaire	Additional Contribution (Note 4)
Cobrahead (includes LED)	\$0
46 W LED Traditional (NCO)	\$290.00
47 W LED Traditional (CO)	\$413.00
Contemporary HPS	\$0
Contemporary LED	\$182.00
Traditional cutoff	\$227.00
Mongoose	\$394.00
Washington HPS	\$763.00
Washington LED	\$721.00
Arlington HPS	\$612.00
Acorn HPS	\$807.00
Acorn LED	\$683.00
Acorn cutoff	\$925.00
Avery LED cutoff	\$1,272.00
Decorative Poles (Notes 1 and 2)	Additional Contribution (Note 4)
14' fiberglass, black or gray	\$0
19' fiberglass, black or gray	\$0
14.5' fiberglass fluted, green (w/base)	\$1,635.00
14.5' fiberglass fluted, black (no base)	\$1,136.00
14.5' fiberglass fluted, black (w/base)	\$1,635.00
25' fiberglass, gray	\$375.00
30' fiberglass, gray	\$571.00
35' fiberglass, gray	\$992.00
Micellaneous Items	Additional Contribution (Note 4)
4' Fiberglass base	\$459.00
5' Steel auger base	\$1,057.00



MEMO

Staff Communication-Action Required

DATE: June 9, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: Adoption of 2022 Kent County, Ottawa County and the City of Grand Rapids Regional Hazard Mitigation Plan

SUMMARY OF TOPIC:

Kent County has completed (and adopted) a new five (5) year Hazard Mitigation Plan in conjunction with the City of Grand Rapids and Ottawa County. Over the past 2 ½ years the County has met with the majority of municipalities the plan covers.

Local units of government (Counties, Townships, Cities and Villages) are required to adopt a Hazard Mitigation Plan to make them eligible for federal financial assistance should there ever be a disaster in their community that receives a Presidential declaration. It is also a prerequisite to receive any FEMA Hazard Mitigation grants.

BUDGET ACTION REQUIRED: NONE

STAFF RECOMMENDATION:

Staff had a meeting with the County in the summer of 2022. The plan was reviewed carefully, and the County welcomed the Township's input. Staff recommends the Board of Trustees adopt a Resolution stating that the Township Board has adopted the Hazard Mitigation Plan.



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

RESOLUTION # 2023-

Trustee _____, seconded by Trustee _____, moved the adoption of the following Resolution:

The Board of Trustees of the Charter Township of Gaines, Kent County, Michigan, recognizes the threat that natural hazards pose to people and property within our community; and

Undertaking hazard mitigation actions will reduce the potential for harm to people and property from future hazard occurrences; and

An adopted Multi-Hazard Mitigation Plan is required as a condition of future funding for mitigation projects under multiple FEMA pre and post disaster mitigation grant programs; and

The Charter Township of Gaines participated in the mitigation planning process to prepare this Multi-Hazard Mitigation Plan; and

The Board of Trustees of the Charter Township of Gaines hereby adopts the 2022 Hazard Mitigation Plan for Kent County, Ottawa County, and the City of Grand Rapids Regional Hazard Mitigation Plan and in coordination with the counties of Ottawa and Kent, will submit this Adoption Resolution to the Michigan State Police/Emergency Management Division and Federal Emergency Management Agency, Region V officials to enable the Kent and Ottawa Counties 2022 Hazard Mitigation Plan's final approval.

RESOLUTION DECLARED ADOPTED

YEAS:

NAYS:

ABSENT:

ABSTAIN:

I hereby certify the foregoing to be a true copy of a resolution adopted at a meeting of the Charter Township of Gaines on June 12, 2023.

Michael A. Brew
Township Clerk



MEMO

Staff Communication

DATE: June 12, 2023

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: 10287 Kalamazoo Ave. SE, PUD-Mineral Removal Rezoning Request, and Final Mineral Plan

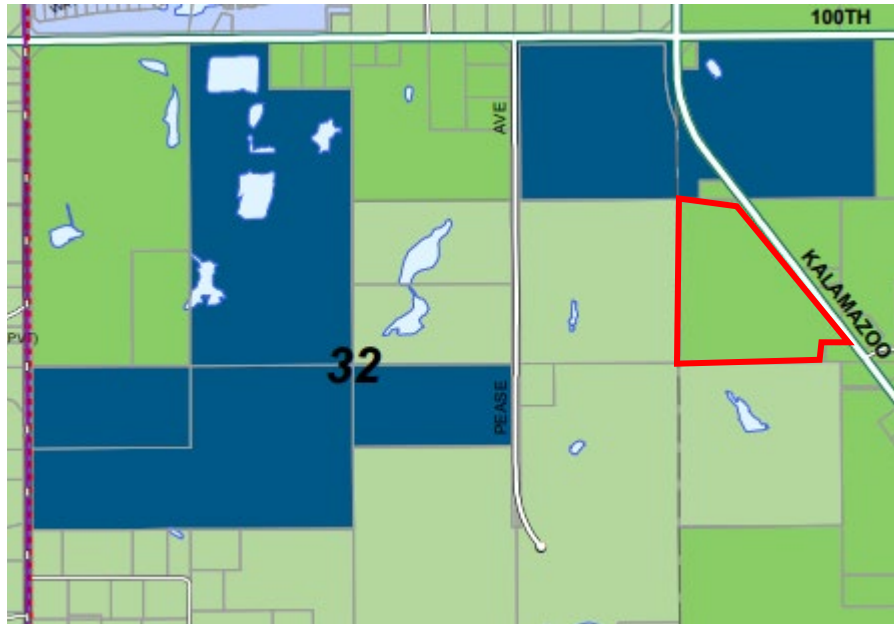
SUMMARY OF TOPIC:

The applicant (Stoneco) requests a rezone approximately 29 acres of parcel 41-22-33-100-008 to PUD-Mineral Removal to continue sand and gravel mining operations primarily supplying road construction projects within the west-central Michigan region. The parcel is currently Agricultural-Business. The existing buildings on the site will be demolished. The application includes a site plan by Exxel Engineering dated 04/13/2023 indicating three phases of mining which will begin at the north end of the parcel and move southward. Sand and gravel deposits across the site are estimated to approximately 11-15 feet deep based on preliminary testing. When mining operations are complete, the area will be restored to agricultural use.

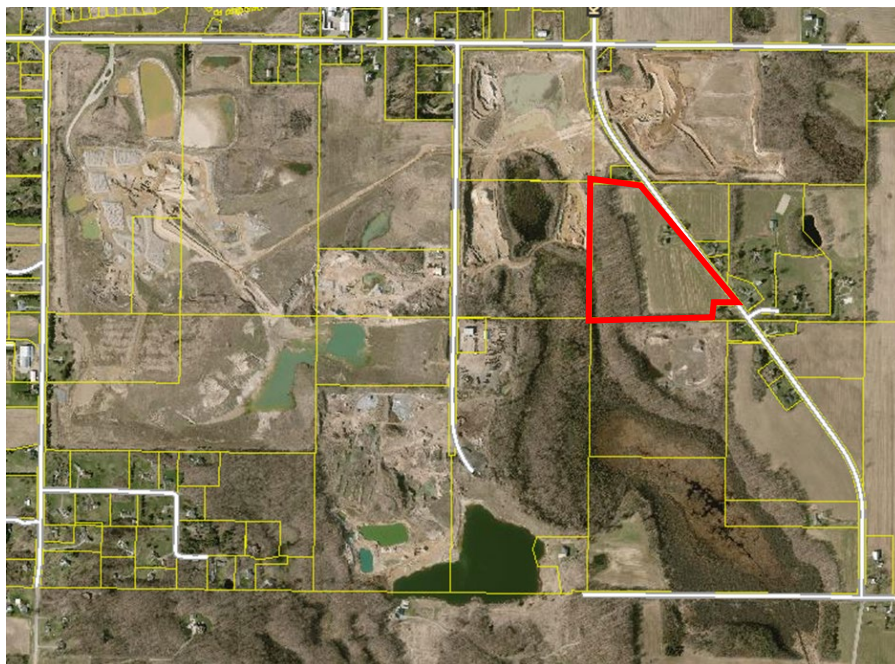
Per Section 12.5 of the zoning ordinance, the PUD-Mineral Removal Rezoning is accompanied by a Final Mineral Plan. An annual review will be conducted in subsequent years. Much of the information required by the Final Mineral Plan is included within the Preliminary Plan as Stoneco has established operating procedures based on prior mining activity.

Surrounding zoning:

	NORTH: PUD-Mineral Removal	
WEST: Agricultural/Rural Residential	SUBJECT PARCEL	EAST: Agricultural/Agri-Business
	SOUTH: Agricultural/Rural Residential	



ZONING LEGEND	
	A-B, Agricultural/Argi-Business
	A-R, Agricultural/Rural-Residential
	RL-10, Residential
	RL-14, Single Family Residential
	R-3, Multiple Family Residential
	R-4, Mobile Home
	O-S, Office Service
	C-1, Neighborhood Commercial
	C-2, General Commercial
	PUD, Planned Unit Development
	I-1, Light Industrial
	I-2, Heavy Industrial
	PUD-LSP, Large Scale Plan
	PUD-MR, Mineral Removal
	Conditional Rezone



STANDARDS OF REVIEW

The request has been reviewed using the applicable review standards.

- Chapter 11.1 - Planned Unit Development General Review Standards
- Section 12.3 - PUD Mineral Removal Eligibility Criteria
- 12.7 Preliminary Plan - PUD Mineral Removal Review Standards (Step 1 and Step 2)
- Section 12.9 Final Mineral Removal Plan – Submittal Requirements for Step 3
- Section 12.10 Final Mineral Plan – Review Standards and Operational Requirements
- Section 25 Site Plan Review

Chapter 11.1 - Planned Unit Development General Review Standards

A. Consistency with Master Plan and Zoning Ordinance: The Planned Unit Development must further the goals and objectives of the Township Master Plan and must be consistent with it. It must also be consistent with the intent and purpose of this Zoning Ordinance.

Meets Standard. The proposed rezone is currently zoned Agricultural/Agri-Business and is not located close to a residential zoning district. Sand and gravel mining has historically been permitted and carried out to the north and west of the proposed PUD parcel. If the Planning Commission and Township Board determine the PUD meets standards for rezoning, then Master Plan requirements will be met.

B. Aesthetics: The Planned Unit Development must be aesthetically pleasing and be an integrated development with respect to building facades, building materials, landscape and berming, noise and visual screening mechanisms, and signs. It should contribute to creating a distinctive attractive community with a strong sense of place.

Not applicable for a PUD - Mineral Removal.

C. Compatibility with Adjacent Uses: The Planned Unit Development must be compatible with surrounding uses. Efforts must be made to reduce any adverse effects on surrounding uses.

Meets Standard, with consideration. The proposed PUD-Mineral Removal is adjacent to 5 houses. In general, mining is not compatible with residential use,

but the land is currently zoned Agricultural/Agri-Business, which allows for uses that might be more intensive than residential.

A 6-8-foot-high berm will be constructed of topsoil around the mine perimeter which will limit noise from mining operations and visual impacts to surrounding homes. This berm will be removed after mining operations are completed as part of the restoration process. The mine must also comply with EGLE – Air Quality Division requirements for dust suppression.

D. Density: The density requirements of the proposed Planned Unit Development shall be based on the underlying land use district in the Master Plan. The Township Board, upon recommendation of the Planning Commission, may vary the density requirements if doing so would result in a development that better achieves the intent of the Master Plan.

Not applicable for a PUD - Mineral Removal.

E. Traffic: The Planned Unit Development shall be designed to minimize the effect of traffic generated by the proposed development on surrounding uses. Consideration should be given to:

1. The amount and type of traffic generated by the proposed project and capacity of existing and proposed streets to safely absorb that additional traffic.

Meets Standard. Based on experience with previous operations, the volume of traffic caused by the operation will not negatively affect overall traffic patterns.

2. Whether the streets and pedestrian walkways within each project are designed to facilitate safe pedestrian and vehicular traffic flow patterns.

Not applicable for a PUD - Mineral Removal.

3. All points of ingress and egress to the project shall be located and designed to maximize safety.

Meets Standard. Ingress and egress to the site is via an existing driveway that will be converted to a 16-foot-wide gate to control access. KCRC will regulate the ingress and egress controls for the site.

F. Protection of Natural Environment: Each project shall be designed to minimize adverse effects on the environment. Special emphasis shall be placed on maintaining the quality of air, soils, groundwater, streams, wetlands, and rivers.

Meets Standard. The applicant prepared an Environmental Impact Assessment (EIA) that found that administrative and structural controls could minimize negative effects on the environment.

Mining is inherently a destructive practice as it removes minerals necessitating topsoil mass grading, tree removal and mass excavation. The practice of stockpiling topsoil in berms for later redistribution when mining is complete has been successfully done in other areas of the mine (portions of 1070 100th and 1264 100th). No wetlands or surface waters are present in the mining area, and the mine will not extend into the groundwater bearing soils to affect nearby wells.

G. Schools: Whether a project can be served by existing schools and school related facilities and the impact upon schools if the property is developed in accordance with the Planned Unit Development plans or in accordance with the conventional zoning district requirements shall both be considered. In addition, streets and pedestrian walkways shall be designed and located in any project to facilitate the ability of students to make the best and safest use of existing schools and school related facilities.

Not applicable for a PUD - Mineral Removal.

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

1. Public safety and protection services.

Not applicable.

2. Water and sewer facilities.

No utility extensions will be undertaken.

3. The costs for such services.

Not applicable.

Each project shall be designed and located so as to facilitate use of, access to, or the logical expansion or extension of existing facilities in order to minimize any adverse financial or other impact upon the Township and to promote public health and safety.

Not applicable for a PUD - Mineral Removal.

I. Water, Sewer, and Drainage Systems: A Planned Unit Development shall be served by a public or private water and sanitary sewer systems. The Kent County Health Department and/or the Township Engineer must approve the

systems. A PUD shall also have a drainage system for surface water run-off which the Kent County Drain Commission and / or the Township Engineer must approve.

Meets Standard. The Township Engineer shall review stormwater management plans for the site. A National Pollutant Discharge Elimination System (NPDES) permit will be required as part of the mining permit issued by EGLE.

J. Open Space: The Planning Commission and Township Board should consider whether the PUD permanently preserves significant amounts of open space or significant natural features. The Township Board may require, upon recommendation of the Planning Commission, that natural amenities such as, but not limited to, ravines, rock outcrops, wooded areas, tree or shrub specimens, unique wildlife habitat, ponds, streams, and wetlands be preserved as part of the open space system.

Meets standard. The EIA didn't identify any significant or unique environmental aspects of the parcel, but field observation vegetation and wildlife surveys were not undertaken since the EIA was completed outside of the growing and summer breeding season. The woods that covered the western third of the parcel have been heavily cut. The wetland area at the southwest corner will remain undisturbed.

K. Non-Motorized Trail Network: Projects within an identified trail network corridor may be required to construct a portion of the trail.

Not applicable for a PUD - Mineral Removal.

L. Other Development Regulations: Except as expressly authorized by the approval of the PUD Plan, all other regulations and requirements of this Zoning Ordinance shall apply. These regulations include but are not limited to parking, signs, landscaping and outdoor lighting.

Not applicable for a PUD - Mineral Removal.

Section 12.3 - Eligibility Criteria

The Planning Commission and Township Board shall review the preliminary plan and proposed PUD-MR rezoning based on the following standards:

A. Access. Whether the Mineral Removal operation and proposed end use will have adequate and safe access from and onto the public streets of the Township, with particular reference to Vehicle and Pedestrian safety and convenience, traffic flow, frequency and control, dust management, traffic volume, and emergency access in case of fire or other catastrophe.

Meets Standard. Access to the site is via Kalamazoo Avenue which is a two-lane paved road with gravel shoulders and adequate for the mining vehicles that will be used on the site. Also see 11.1.E.1 and 11.1.E.3 above.

Traffic frequency in the area will be like what it has been as operations wind down at the 1856 100th Street mine (Barnaby parcel). In general mine vehicles in that area have operated safely and no change to that is anticipated.

B. Storm Water Retention and Drainage. Whether the site will have adequate and safe storm water retention capability, and whether the site will change drainage patterns or the amount of drainage going off the site during mining and for the End-Use.

Meets Standard. In general mining operations do not harden the ground surface and increase runoff from the site, and no runoff or discharge will leave the site. The mine will be a “dry” mine, and mining operations will not reach the water table. The site and water management plan will be reviewed, and approval will need to be obtained, by the Township Engineer.

C. Environmental Harm. Whether the proposed mineral removal from the site will threaten any endangered or threatened species of plants or animals, or otherwise create an adverse or detrimental effect upon the environment. The Township can employ a consultant or consultants to assess the environmental effects. The applicant shall be responsible for the cost of the consultant(s).

Meets Standard. An Environmental Impact Assessment (EIA) was prepared by the applicant. Due to the agricultural nature of the property and fragmentary nature of the surrounding area it was stated that no threatened or endangered species critical habitat is likely to be present within the mine area, nor are any threatened or endangered species anticipated to be present for most of the year. After the EIA was prepared clearcutting and select cutting has occurred on the property leaving very few mature trees, or any other vegetation for potential habitat.

D. Potential Harm Relative to the Value of the Mineral Material. The value to the applicant and the public of the mineral material proposed to be removed from the site shall be balanced against any adverse effect of the proposed mineral removal from the site on adjacent property, the Township or the community, whether the adverse effect is on the natural or built environment.

Meets Standard. Due to the isolated location, the proposed mine will have limited impact on most of the surrounding residential areas, but there are five houses directly adjacent to or across the street from the property boundary. Noise and dust are the two most likely impacts. The applicant proposed to build

a berm around the perimeter of the property that will help suppress noise and dust effects on neighboring properties.

The EIA estimates that noise generated by mining activity will be 70 decibels or less at the property boundary. This level of noise is considered equivalent to a dishwasher, vacuum cleaner, or loud conversation, and would be considered “annoying” but not cause hearing damage. Based on the effectiveness of the berm at the other Stoneco operations, perceived noise is likely to be much lower than 70 decibels on average. Limitations on operating hours will ensure that noise will not be generated at night.

Stoneco has a fugitive dust plan that is reviewed by Michigan EGLE-Air Quality Division and amended as necessary when they expand operations. Dust will be controlled on site with watering trucks and with spray arms at dust discharge points on equipment. Based on past monitoring of the Stoneco operation, dust has not had an impact on human health.

E. Compatibility of Proposed End-Use. Whether the proposed end use will be compatible with:

1. The general purposes and requirements of this Ordinance, the Township’s Master Plan, and other ordinances, statutes and plans that regulate land development or uses in the Township.

See 11.1.A above.

2. Adjoining properties.

See 11.1.C above.

3. In the case of multiple uses on one site, whether the proposed uses will be compatible with one another.

Meets Standard. The proposed PUD-Mineral Removal is the only use proposed for the parcel.

F. Density and Intensity of End-Use. Whether the density and intensity of the proposed End-Use is in conformance with the Township’s Master Plan.

Meets Standard. The Operation, Restoration and End Use Plan (Sheet 2) states that the site will be restored for agricultural use by Stoneco, which is in conformance with current use. The recent update to the Master Plan designates the area for Village Residential, and the owner of the parcel may decide to develop the site in this manner after mining operations are completed.

G. Access to Utilities. Whether the proposed End-Use will have adequate access to all public and private utilities necessary or desirable for its development.

Meets Standard. No water or sewer utilities will be necessary for the mine. Electrical service will be extended for conveyance of materials as needed.

H. The general standards for a PUD contained in Chapter 11.1 “Planned Unit Development General Review Standards” and for a site plan in Chapter 25 must also be met for a PUD-MR.

See Section 11.1 review above, and Chapter 25 review below.

Section 12.9 - Final Mineral Removal Plan

A. Map Drawing.

Meets Standard. Two maps titled “Overall Plan” (Sheet 1) and “Operation, Restoration and End Use Plan” (Sheet 2) have been submitted that meet all the requirements of this section.

B. Operational Plan.

Meets Standard. The “Overall Plan” contains details about operations on the site. The timing of the mining operation is expected to begin within one year of approval and end within 15 years. The hours of operation per the applicant will be 7am - 7pm Monday through Friday, and 7am - 3pm on Saturdays. No operations will occur on Christmas, Thanksgiving, New Years Day, Memorial Day, Labor Day, and Fourth of July.

The equipment to be used is all portable, and consists of loaders, stacking conveyors, jaw crusher, and a generator. Materials will be transported to the main processing and shipping point via a conveyor system.

Dust suppression will be via tanker trucks that use aerial sprayers as necessary to suppress dust, as well as sprayer bars on equipment at points where materials management processes generate dust.

C. Site Restoration Plan

Meets Standard. The Plan notes topsoil will be stored on site in berms surrounding the property and stabilized with seeding and soil erosion controls during mining. The berms will be built and maintained at a 1:3 slope and have a 6-foot fence on top to prevent unauthorized access. As development progresses to the next phase, the previous phase will be restored.

D. Other Circumstances

Meets Standard. No lighting is proposed at the site. Workers will use sanitary facilities at the South Kent Gravel site.

E. Additional information

No other information is required unless Planning Commission deems it necessary.

Section 12.10 – Review Standards and Operational Requirements

A. Beginning and Completion Date

Meets Standard. Operations are expected to begin within one year of approval and end within 7 years.

B. Hours of Operation.

Meets Standard. The hours of operation will be 7am - 7pm Monday through Friday, and 7am - 3pm on Saturdays. No operations will occur on Christmas, Thanksgiving, New Years Day, Memorial Day, Labor Day and Forth of July.

C. Setbacks for Mineral Removal Activity.

Meets Standard, modification requested. The site plan does not indicate any 100-foot setbacks to the western and southern property lines but does indicate them along Kalamazoo Avenue and around the Jeplawy home at the southeast corner. The applicant requests that the western and southern setbacks be reduced to the property lines due to previous mining activities on the adjacent parcels. Reducing the setbacks will allow land contouring to meet adjacent grades and not leave a “ridge” of land that will look unnatural after restoration. Additionally, the use of the conveyor system that will greatly reduce the amount of truck traffic depends on having a grade that matches the adjacent property, if a ridge remains, it will make the conveyor inoperable to this parcel.

The Planning Commission has reviewed the requested modification to the 100-foot setbacks and recommends approval to reduce them to zero in the requested areas to enable restoration of the land to a more natural and level surface. If the Board approves the modification, the standard will be met.

D. Equipment Limits

Meets Standard. No equipment that emits noise louder than 85 decibels at 50 feet away while operating will be used on the site.

E. Engine Brakes

Meets Standard. No engine brakes will be used.

F. Excavated Material and Grading

Meets Standard. No steep banks that create a hazardous situation may be left overnight. Banks will be graded to a minimum 2:1 ratio at the end of the day.

G. Drives

Meets Standard. Only one driveway will access the site from Kalamazoo Avenue, and it will be permitted by Kent County Road Commission.

H. Processing of Minerals; Storage of Materials from Other Sites

Meets Standard. No materials will be processed on this parcel, except those that need to be broken down to fit the conveyor system. All materials will be conveyed processed at the main facility approximately ½ mile to the west.

I. Ponds or Lakes

Meets Standard. No ponds or lakes are anticipated to form during excavation activities.

J. Amount of Area Being Excavated at One Time

Meets Standard. Three phases are anticipated at 8.2 acres (northern), 11.0 acres (middle), and 8.0 acres (southern) respectively.

Section 12.11 - Performance Guarantee

Meets Standard. Applicant shall provide a performance guarantee of \$5,000 per acre of disturbed area, due within 30 days of start of work.

Section 25 Site Plan Review

A. Application

Meets Standard. A completed application has been received and fees paid.

B. Site Plan

Meets Standard. A properly scaled and stamped site plan has been received for review. It includes all the relevant elements for the proposed mine.

C. Landscape Plan

Not applicable for a PUD - Mineral Removal.

D. Photometric Plan

Not applicable. No lighting will be installed.

E. Building Elevations

Not applicable. No buildings will be constructed.

FINANCIAL IMPACT:

The rezoning would allow for leasing of the site for mining, which will remove the homeowner exemption and slightly increase property taxes. Costs associated with the review process are borne by the applicant through administrative and escrow review fees. Any necessary utility improvement costs will be borne by the developer.

BUDGET ACTION REQUIRED:

N/A.

RECOMMENDATION:

Staff recommends that the Township Board set a public hearing for a second reading.

The Planning Commission will review a resolution and draft ordinance at the June 22nd Planning Commission meeting and their recommendation will be provided to the Township Board of Trustees at the second reading.

ATTACHMENTS:

- Draft Ordinance
- Draft 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 _____, 2023, beginning at ____ p.m., the following Ordinance was offered for adoption by Township Board Member _____, and was seconded by Township Board Member _____:

**AN ORDINANCE TO AMEND THE GAINES CHARTER TOWNSHIP ZONING
ORDINANCE AS PROVIDED FOR IN CHAPTER 27 THEREOF BY AMENDING
SECTION 1.6 AND THE TOWNSHIP ZONING MAP**

THE CHARTER TOWNSHIP OF GAINES (the "Township") ORDAINS:

Section 1. Amendment. The Gaines Charter Township Zoning Ordinance is hereby amended by the amendment of Section 1.6 thereof, the Zoning Map, so as to rezone the following legally described property from Agricultural-Agri Business to Planned Unit Development-Mineral Removal (PUD-MR), the land being commonly described as part of parcel 41-22-33-100-008, and 10287 Kalamazoo Avenue SE. The legal description is as follows:

Part of the NW 1/4 of Section 33, T5N, R11W, Gaines Township, Kent County, Michigan, described as: That part of the South 1/2 of said NW 1/4 lying Westerly of the centerline of Kalamazoo Avenue

EXCEPT: the North 16.5 feet thereof

ALSO EXCEPT: Beginning at the intersection of the centerline of Kalamazoo Avenue and East-West 1/4 line, thence West along the East-West 1/4 line 347.90 feet, thence North perpendicular to the East-West 1/4 line 150 feet, thence East parallel with the East-West 1/4 line 232.93 feet to said centerline, thence Southeasterly 189 feet along said centerline to the Place of Beginning.

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

The vote in favor of this Ordinance was as follows:

YEAS: _____

NAYS: _____

ABSENT/ABSTAIN: _____

ORDINANCE DECLARED ADOPTED

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

ORDINANCE/ORDINANCE AMENDMENT DECLARED ADOPTED.

Rob DeWard, Supervisor
Charter Township of Gaines

Michael Brew, Clerk
Charter Township of Gaines

DRAFT

**GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES
KENT COUNTY, MICHIGAN
(Resolution No. 23-____-TB)**

At a regular meeting of the Gaines Charter Township Board of Trustees held at the Gaines Charter Township offices on _____, 2023, beginning at 7:00 p.m., the following motion to adopt this Resolution was made by Board Member _____ and was seconded by Board Member _____:

A RESOLUTION BY THE GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES THAT THE APPLICATION FOR AN EXPANDED MINE BY STONECO REQUESTING APPROVAL FOR A PLANNED UNIT DEVELOPMENT (“PUD”) REZONING, FINAL MINERAL PLAN, AND SITE PLAN FOR PROPERTY COMMONLY KNOWN AS 10287 KALAMAZOO AVE. SE (AKA JEPLAWY PARCEL) AND PART OF PERMANENT PARCEL NO. 41-22-33-100-008 BE APPROVED.

1. Factual Background

Stoneco is in the mining business. Stoneco has long had a sand and gravel mining operation located within Gaines Charter Township (the “Township”) over several parcels of land, including 908 100th Street SE, 10330 Eastern Avenue SE, 1070 100th Street SE, 1560 100th Street SE, 10175 Kalamazoo Avenue SE, and 1856 100th Street SE (“Barnaby Parcel”) (in total the “Existing Mine”). The processing center (“Processing Site”) within the original mining area has been operating at 908 100th Street SE since 1994.

The mining of sand and gravel currently occurs at the Existing Mine and crushing, processing, and mixing of aggregates occurs at the Processing Site. Over the years, the Township has received few complaints from neighbors regarding the operation of the Existing Mine. Every year, the Planning Commission has conducted a review of the status of the Existing Mine (and related operations), and Stoneco has addressed all complaints that may have arisen during the prior year by neighbors.

The 1856 100th Street SE mine (“Barnaby Parcel”) is ending its useful life and will likely cease producing aggregates toward the fall of 2023.

Stoneco now proposes mining at a new site located on the west side of Kalamazoo Avenue to the south of the 1856 100th Street SE mine. The new site is commonly known as 10287 Kalamazoo Avenue SE and is part of permanent parcel number 41-22-33-100-008 (the “New Mine”). The New Mine would be approximately 29 acres in size.

Stoneco has proposed rezoning the property comprising the New Mine to the PUD-MR zoning district and has also sought approval of the Final Mineral Plan for the New Mine.

Stoneco has proposed that no aggregate mined at the New Mine will leave the site by vehicle or truck. Instead, the existing conveyor belt serving the existing operation would be extended from 1560 100th Street SE and across the northeast corner of 10300 Pease Avenue SE so that the aggregate mined at the New Mine would automatically be transported to the Existing Mine for crushing, processing, and transport off-site by vehicle or truck.

Stoneco has proposed operating the New Mine for up to seven years, with the option to request up to four (4) two-year extensions. Stoneco has also proposed several safeguards to protect the owners and occupants of adjoining and nearby properties from dust, noise, traffic and other negative impacts associated with most mining operations.

The Board of Trustees has received and reviewed several documents regarding the Stoneco proposal, including the following:

1. The application for zoning approval by Stoneco.
2. Overall Plan, Stoneco of Michigan, 100th Street Operation, last revised April 13, 2023, prepared by Exxel Engineering, Inc.
3. Mining Plan, Stoneco of Michigan, 100th Street Operation, last revised April 13, 2023, prepared by Exxel Engineering, Inc.
4. End Use Plan, Stoneco of Michigan, 100th Street Operation, last revised March 1, 2023, as listed on application.
5. Comprehensive Environmental Impact Statement, prepared by Frank “Chip” Tokar, Natural Resource Management LLC, April 6, 2023.
6. Report by the Township’s Community Development Director to the Planning Commission, Dan Wells dated June 12th, 2023.
7. Draft Ordinance and Resolution for the PUD-Mineral Plan rezoning.

2. The General Zoning Regulations Involved.

The property comprising the proposed New Mine is currently zoned as “A-B” Agricultural/Agri-Business pursuant to the Gaines Charter Township Zoning Ordinance (the “Zoning Ordinance”). Stoneco has applied for a rezoning to the PUD–MR zoning district and for site plan approval pursuant to Chapter 12 of the Zoning Ordinance. Under the Zoning Ordinance, the Planning Commission makes a recommendation to the Township Board regarding the proposed rezoning and site plan. Thereafter, the Township Board makes the final decision regarding whether to approve the PUD rezoning request and the related preliminary site plans.

This Resolution will constitute the formal decision of the Township Board regarding the PUD rezoning and preliminary site plan requests by Stoneco and conditional approval of the Final Mineral Plan.

3. The Applicable Standards in the Zoning Ordinance.

Chapter 11.1 - Planned Unit Development General Review Standards

A. “Consistency with Master Plan and Zoning Ordinance: The Planned Unit Development must further the goals and objectives of the Township Master Plan and must be consistent with it. It must also be consistent with the intent and purpose of this Zoning Ordinance.”

Meets Standard. The proposed rezone is currently zoned Agricultural/Agri-Business and is not located close to an R-10 or R-14 zoning district. Sand and gravel mining has historically been permitted and carried out to the north and west of the proposed PUD parcel. If the Planning Commission and Township Board determine the PUD meets standards for rezoning, then Master Plan requirements will be met.

B. “Aesthetics: The Planned Unit Development must be aesthetically pleasing and be an integrated development with respect to building facades, building materials, landscape and berming, noise and visual screening mechanisms, and signs. It should contribute to creating a distinctive attractive community with a strong sense of place.”

Not applicable for a PUD - Mineral Removal.

C. “Compatibility with Adjacent Uses: The Planned Unit Development must be compatible with surrounding uses. Efforts must be made to reduce any adverse effects on surrounding uses.”

Meets Standard. The proposed PUD-Mineral Removal is adjacent to five houses. In general, mining is not compatible with residential use, but the land is currently zoned Agricultural/Agri-Business, which allows for uses that might be more intensive than residential.

A six to eight-foot-high berm will be constructed of topsoil around the mine perimeter which will limit noise from mining operations and visual impacts to surrounding homes. This berm will be removed after mining operations are completed as part of the restoration process. The mine must also comply with EGLE – Air Quality Division requirements for dust suppression.

D. Density: The density requirements of the proposed Planned Unit Development shall be based on the underlying land use district in the Master Plan. The Township Board, upon recommendation of the Planning Commission, may vary the density requirements if doing so would result in a development that better achieves the intent of the Master Plan.

Not applicable for a PUD - Mineral Removal.

E. “Traffic: The Planned Unit Development shall be designed to minimize the effect of traffic generated by the proposed development on surrounding uses. Consideration should be given to:”

1. “The amount and type of traffic generated by the proposed project and capacity of existing and proposed streets to safely absorb that additional traffic.”

Meets Standard. Based on experience with previous operations, the volume of traffic caused by the operation will not negatively affect overall traffic patterns.

2. *“Whether the streets and pedestrian walkways within each project are designed to facilitate safe pedestrian and vehicular traffic flow patterns.”*

Not applicable for a PUD - Mineral Removal.

3. *“All points of ingress and egress to the project shall be located and designed to maximize safety.”*

Meets Standard. Ingress and egress to the site is via an existing driveway that will be converted to a 16-foot-wide gate to control access. KCRC will regulate the ingress and egress controls for the site.

F. *“Protection of Natural Environment: Each project shall be designed to minimize adverse effects on the environment. Special emphasis shall be placed on maintaining the quality of air, soils, groundwater, streams, wetlands, and rivers.”*

Meets Standard. Mining is inherently a destructive practice as it removes minerals necessitating topsoil mass grading, tree removal and mass excavation. The practice of stockpiling topsoil in berms for later redistribution when mining is complete has been successfully done in other areas of the mine (portions of 1070 100th and 1264 100th).

The applicant prepared an Environmental Impact Assessment (EIA) that found that administrative and structural controls could minimize negative effects on the environment. There is a strip of wetlands in the southwest corner of the parcel, but the mining area excludes that area. The mine will not extend into the groundwater-bearing soils to affect nearby wells.

G. *“Schools: Whether a project can be served by existing schools and school related facilities and the impact upon schools if the property is developed in accordance with the Planned Unit Development plans or in accordance with the conventional zoning district requirements shall both be considered. In addition, streets and pedestrian walkways shall be designed and located in any project to facilitate the ability of students to make the best and safest use of existing schools and school related facilities.”*

Not applicable for a PUD - Mineral Removal.

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

1. *“Public safety and protection services.”*

Not applicable for a PUD - Mineral Removal.

2. *“Water and sewer facilities”*

No utility extensions will be undertaken.

3. “The costs for such services.”

No utility extensions will be undertaken.

“Each project shall be designed and located so as to facilitate use of, access to, or the logical expansion or extension of existing facilities in order to minimize any adverse financial or other impact upon the Township and to promote public health and safety.”

All costs related to the project will be paid for by the applicant.

I. “Water, Sewer, and Drainage Systems: A Planned Unit Development shall be served by a public or private water and sanitary sewer systems. The Kent County Health Department and/or the Township Engineer must approve the systems. A PUD shall also have a drainage system for surface water run-off which the Kent County Drain Commission and / or the Township Engineer must approve.”

Meets Standard. The Township Engineer shall review stormwater management plans for the site. A National Pollutant Discharge Elimination System (NPDES) permit will be required as part of the mining permit issued by EGLE.

J. “Open Space: The Planning Commission and Township Board should consider whether the PUD permanently preserves significant amounts of open space or significant natural features. The Township Board may require, upon recommendation of the Planning Commission, that natural amenities such as, but not limited to, ravines, rock outcrops, wooded areas, tree or shrub specimens, unique wildlife habitat, ponds, streams, and wetlands be preserved as part of the open space system.”

Meets Standard. The EIA didn’t identify any significant or unique environmental aspects of the parcel, and a majority of the parcel has been cleared for agriculture. Recent tree cutting in preparation of mining activities has removed most of the remaining tree cover that was present. The wetland area in the southwest corner of the parcel will not be mined. In the long term, the parcel may remain open as an agricultural use after mining activities have ceased and the site is recontoured.

K. “Non-Motorized Trail Network: Projects within an identified trail network corridor may be required to construct a portion of the trail.”

Not applicable for a PUD - Mineral Removal.

L. “Other Development Regulations: Except as expressly authorized by the approval of the PUD Plan, all other regulations and requirements of this Zoning Ordinance shall apply. These regulations include but are not limited to parking, signs, landscaping and outdoor lighting.”

Not applicable for a PUD - Mineral Removal.

Section 12.3 - PUD Mineral Removal Eligibility Criteria

The Planning Commission and Township Board shall review the preliminary plan and proposed PUD-MR rezoning based on the following standards:

A. "Access. Whether the Mineral Removal operation and proposed End-Use will have adequate and safe access from and onto the public streets of the Township, with particular reference to Vehicle and Pedestrian safety and convenience, traffic flow, frequency and control, dust management, traffic volume, and emergency access in case of fire or other catastrophe."

Meets Standard. Access to the site is via Kalamazoo Avenue which is a two-lane paved road with gravel shoulders and adequate for the mining vehicles that will be used on the site.

Traffic frequency in the area will be similar to what it has been as operations wind down at the 1856 100th Street mine (Barnaby parcel). In general mine vehicles in that area have operated safely and no change to that is anticipated.

B. "Storm Water Retention and Drainage. Whether the site will have adequate and safe storm water retention capability, and whether the site will change drainage patterns or the amount of drainage going off the site during mining and for the End-Use."

Meets Standard. In general mining operations do not harden the ground surface and increase runoff from the site, and no runoff or discharge will leave the site. The mine will be a "dry" mine, and mining operations will not reach the water table. The site and water management plan will be reviewed, and approval will need to be obtained, by the Township Engineer.

C. "Environmental Harm. Whether the proposed mineral removal from the site will threaten any endangered or threatened species of plants or animals, or otherwise create an adverse or detrimental effect upon the environment. The Township can employ a consultant or consultants to assess the environmental effects. The applicant shall be responsible for the cost of the consultant(s)."

Meets Standard. An Environmental Impact Assessment (EIA) was prepared by the applicant. Due to the agricultural nature of the property and fragmentary nature of the surrounding area it was stated that no threatened or endangered species critical habitat is likely to be present within the mine area, nor are any threatened or endangered species anticipated to be present for most of the year. After the EIA was prepared clearcutting has occurred on the property leaving very few mature trees, or any other vegetation for potential habitat.

D. "Potential Harm Relative to the Value of the Mineral Material. The value to the applicant and the public of the mineral material proposed to be removed from the site shall be balanced against any adverse effect of the proposed mineral removal from the site on adjacent property,

the Township or the community, whether the adverse effect is on the natural or built environment.”

Meets Standard. Due to the isolated location, the proposed mine will have limited impact on most of the surrounding residential areas, but there are five houses directly adjacent to or across the street from the property boundary. The applicant proposed to build a berm around the perimeter of the property that will help suppress noise effects on neighboring properties. The EIA estimates that noise generated by mining activity will be 70 decibels or less at the property boundary. Limitations on operating hours will ensure that noise will not be generated at night.

Stoneco has a fugitive dust plan that is reviewed by Michigan EGLE-Air Quality Division and amended as necessary when they expand operations. Dust will be controlled on site with watering trucks and with spray arms at dust discharge points on equipment.

E. “Compatibility of Proposed End-Use. Whether the proposed End-Use will be compatible with:

1. “The general purposes and requirements of this Ordinance, the Township’s Master Plan, and other ordinances, statutes and plans that regulate land development or uses in the Township.”

Meets Standard. The proposed rezone is currently zoned Agricultural/Agri-Business and is not located close to an R-10 or R-14 zoning district. Sand and gravel mining has historically been permitted and carried out to the north and west of the proposed PUD parcel. If the Planning Commission and Township Board determine the PUD meets standards for rezoning, then Master Plan requirements will be met.

2. “Adjoining properties.”

Meets Standard. The proposed PUD-Mineral Removal is adjacent to five houses. In general, mining is not compatible with residential use, but the land is currently zoned Agricultural/Agri-Business, which allows for uses that might be more intensive than residential.

3. “In the case of multiple uses on one site, whether the proposed uses will be compatible with one another.”

Meets Standard. The proposed PUD-Mineral Removal is the only use proposed for the parcel.

F. “Density and Intensity of End-Use. Whether the density and intensity of the proposed End-Use is in conformance with the Township’s Master Plan.”

Meets Standard. The Operation, Restoration and End Use Plan (Sheet 2) states that the site will be restored for agricultural use by Stoneco, which is in conformance with current use. The recent

update to the Master Plan designates the area for Village Residential, and the owner of the parcel may decide to develop the site in this manner after mining operations are completed.

G. “Access to Utilities. Whether the proposed End-Use will have adequate access to all public and private utilities necessary or desirable for its development.”

Meets Standard. No water or sewer utilities will be necessary for the mine. Electrical service will be extended for conveyance of materials as needed.

H. “The general standards for a PUD contained in Chapter 11.1 “Planned Unit Development General Review Standards” and for a site plan in Chapter 25 must also be met for a PUD-MR.”

See Section 11.1 review above, and Chapter 25 review below.

Section 12.9 - Final Mineral Removal Plan

A. Map Drawing.

Meets Standard. Two maps titled “Overall Plan” (Sheet 1) and “Operation, Restoration and End Use Plan” (Sheet 2) have been submitted that meet all the requirements of this section.

B. Operational Plan.

Meets Standard. The “Overall Plan” contains details about operations on the site. The timing of the mining operation is expected to begin within one year of approval and end within seven years.

The hours of operation will be 7 a.m. – 7 p.m. Monday through Friday, and 7 a.m. – 3 p.m. on Saturdays. No operations will occur on Christmas, Thanksgiving, New Years Day, Memorial Day, Labor Day, and Fourth of July.

The equipment to be used is all portable, and consists of loaders, stacking conveyors, jaw crusher, and a generator. Materials will be transported to the main processing and shipping point via a conveyor system.

Dust suppression will be via tanker trucks that use aerial sprayers as necessary to suppress dust, as well as sprayer bars on equipment at points where materials management processes generate dust.

C. Site Restoration Plan

Meets Standard. The Plan notes topsoil will be stored on site in berms surrounding the property and stabilized with seeding and soil erosion controls during mining. The berms will be built and maintained at a 1:3 slope and have a 6-foot fence on top to prevent unauthorized access. As development progresses to the next phase, the previous phase will be restored.

D. Other Circumstances

Meets Standard. No lighting is proposed at the site. Workers will use sanitary facilities at the South Kent Gravel site.

E. Additional information

No other information is required.

Section 12.10 – Review Standards and Operational Requirements

A. Beginning and Completion Date

Meets Standard. Operations are expected to begin within one year of approval and end within 7 years.

B. Hours of Operation.

Meets Standard. The hours of operation will be 7 a.m. – 7 p.m. Monday through Friday, and 7 a.m. – 3 p.m. on Saturdays. No operations will occur on Christmas, Thanksgiving, New Years Day, Memorial Day, Labor Day and Fourth of July.

C. Setbacks for Mineral Removal Activity.

Modification Requested. The site plan does not indicate any 100-foot setbacks to the western and southern property lines but does indicate them along Kalamazoo Avenue and around the Jeplawy home at the southeast corner. The applicant requests that the western and southern setbacks be reduced to the property lines due to previous mining activities on the adjacent parcels. Reducing the setbacks will allow land contouring to meet adjacent grades and not leave a “ridge” of land that will look unnatural after restoration. Additionally, the use of the conveyor system that will greatly reduce the amount of truck traffic depends on having a grade that matches the adjacent property, if a ridge remains, it will make the conveyor inoperable to this parcel. Approval of this resolution includes approval to modify the requested setbacks.

D. Equipment Limits

Meets Standard. No equipment that emits noise louder than 85 decibels at 50 feet away while operating will be used on the site.

E. Engine Brakes

Meets Standard. No engine brakes will be used.

F. Excavated Material and Grading

Meets Standard. No steep banks that create a hazardous situation may be left overnight. Banks will be graded to a minimum 2:1 ratio at the end of the day.

G. Drives

Meets Standard. Only one driveway will access the site from Kalamazoo Avenue, and it will be permitted by Kent County Road Commission.

H. Processing of Minerals; Storage of Materials from Other Sites

Meets Standard. No materials will be processed on this parcel, except those that need to be broken down to fit the conveyor system. All materials will be conveyed processed at the main facility approximately ½ mile to the west.

I. Ponds or Lakes

Meets Standard. No ponds or lakes are anticipated to form during excavation activities.

J. Amount of Area Being Excavated at One Time

Meets Standard. Three phases are anticipated at 8.2 acres (northern), 11.0 acres (middle), and 8.0 acres (southern) respectively.

Section 12.11 - Performance Guarantee

Meets Standard. Applicant shall provide a performance guarantee of \$5,000 per acre of disturbed area, due within 30 days of start of work.

Section 25 Site Plan Review

A. Application

Meets Standard. A completed application has been received and fees paid.

B. Site Plan

Meets Standard. A properly scaled and stamped site plan has been received for review. It includes all the relevant elements for the proposed mine.

C. Landscape Plan

Not applicable for a PUD - Mineral Removal. Condition 3, below, stipulates that slopes facing public roads shall be planted and maintained with a hardy grass turf or native wildflower seed mix.

D. Photometric Plan

Not applicable. No lighting will be installed.

E. Building Elevations

Not applicable. No buildings will be constructed.

4. Conditions of Approval.

1. Stoneco shall always fully comply with the requirements of the Zoning Ordinance, the Township Board's rezoning approval, the Planning Commission's approval, and the materials submitted.
2. Stoneco shall meet all requirements of the Township Engineer and secure all outside agency approvals prior to the commencement of operations. Any necessary plan changes shall be approved administratively or by the Planning Commission and/or Township Board as required by the zoning ordinance.
3. Berms shall be constructed with a maximum slope as indicated on the Stoneco site plan, last revised on 04/13/2023, prepared by Exxel Engineering, Inc. Slopes facing public roads shall be planted and maintained with a hardy grass turf or native wildflower seed mix. The contours and soil surface shall be prepared and maintained to facilitate easy mowing and to prevent scalping. To control turf growth, slopes shall be periodically mowed, and those facing Kalamazoo Avenue shall be mowed at a minimum of one (1) time each month during the period of May 1 through September 30. The berms shall be installed before mining commences.
4. Processing (including crushing, mixing, and sorting) and customer loading shall not occur on the subject site. All processing shall occur at the Processing Site, and materials shall be transferred by way of conveyor systems. However, pre-crushing procedures by use of the JAW Crusher may occur on the new site to break down rocks to sizes able to fit on the conveyor system.
5. All mining and related operations (including full reclamation) shall be completed on the property within seven (7) years of the date of the Township Board's approval.
6. The hours and days of operation shall be limited to only the following:
 - a) Monday - Friday - 7:00 a.m. to 7:00 p.m.
 - b) Saturday - 7:00 a.m. to 3:00 p.m.
 - c) Sunday - No operation whatsoever.
 - d) No operations whatsoever on Christmas Eve, Christmas Day, Thanksgiving, July 4th, Memorial Day, Labor Day and New Year's Day.

7. No noise for equipment utilized on-site shall exceed 85 dba as measured at 50 feet from the equipment, unless located at least 1,320 feet or more from any building or dwelling.
8. Stoneco shall control dust from leaving the property. Such efforts shall include, but shall not be limited to, control by water trucks and by spray bars as needed to be located at discharge points on production equipment. Stoneco shall also comply with the requirements of the Michigan Clean Air Act, as amended, and the rules and regulations adopted thereunder. A paved access drive shall be installed and maintained within the interior of the property as shown on the approved plan. The paved area shall commence at Kalamazoo Avenue and shall be no less than 100 feet long and no less than 24 feet wide. Stoneco shall undertake reasonable measures to prevent the accumulation of dirt and gravel on public roadways, including but not limited to, using pickup sweepers on-site and off for off-site streets as required. Excluding the first phase, stripping of overburden shall be limited to November to April unless unforeseen circumstances arise. If overburden stripping is necessary outside of this time frame, the operator shall seek approval from the Township beforehand and have a water wagon on-site to control dust. If directed by the Township, a temporary pause of operations shall occur if extreme winds result in the ineffectiveness of all other dust control measures.
9. A phased approach to mining will be used to always ensure that the number of acres considered actively mined, active in a support role and un-reclaimed does not exceed 20 acres in total. To that end, within a phase where mining has been completed, no more than that area which is necessary to support active mining in a then-active phase of operations shall be un-reclaimed. Areas considered to be in support of mining include haul roads, staging areas, material handling and stockpiling, and areas used for stockpiling of material used for ongoing and future reclamation.
10. After each phase completion, areas that are no longer needed to support active mining operations shall be reclaimed.
11. Any overburden not used in reclamation shall be graded, stabilized with seed, and mulched according to the approved Mining Plan and Reclamation Plan.
12. Final reclamation of slopes will be constructed as shown on the approved Stoneco site plan, last revised on 04/13/2023.
13. Topsoil stripped from the surface will be stockpiled on-site and used for later reclamation of each completed phase. The amount retained shall be not less than that required to reclaim each acre of un-reclaimed area.
14. The goal of reclamation is to provide a property that could be utilized for agriculture or developed with residential dwellings as contemplated on the Master Plan Future Land Use Plan.
15. Fuel storage is not permitted at the site.

16. Any fill shall consist of inert materials such as clay type material and other materials mined but not usable, excluding tree stumps, broken concrete, and broken asphalt.
17. Groundwater monitoring shall be provided by Stoneco if the water table is breached.
18. Topsoil shall be promptly stabilized with plantings or structures to prevent erosion and blowing, as well as other vegetation to be planted to maximize erosion protection.
19. No stockpiled materials shall exceed the height of the top of the nearest berm except during Phase 1.
20. Only materials mined on the property shall be kept, stored, or utilized on the site. No sand, rocks, gravel, or other minerals from off the property shall be brought onto the property, either for storage, processing or mixing, other than clean fill for final reclamation. Furthermore, trucks, vehicles, and equipment shall not be stored or utilized on site unless they are actively used for current operations on the property.
21. No scale, scale house, building or other similar items shall be kept, installed or maintained on the property.
22. All mining shall occur only as shown on the approved plan. Buffers will be maintained as shown on the Operation, Restoration and End Use Plan.
23. Final surface water drainage courses and areas of surface water retention shall be laid out and constructed at such locations and in such manner as to enhance the end-use, and to ensure that the original drainage patterns on and off the site are not changed.
24. Within forty-five (45) days of the date of Township Board approval and prior to any excavating on the property, Stoneco shall provide the Township with a performance bond for the amount recommended by the Township Engineer (\$5,000 per acre of disturbed area) in the form and with language acceptable to the Township. The bond shall be utilized to ensure compliance with the Stoneco approval terms, including but not limited to operational and site reclamation/restoration requirements. Stoneco shall provide to the Township an additional performance bond for the amount of claims paid (or a substitute bond) so that the total amount of the performance bond(s) shall never fall below the specified amount. The performance bond amount shall be adjusted upward annually to reflect the increases in the Consumer Price Index ("CPI") during the preceding year. A performance bond as described above shall be in full force and effect at all times, and if such bond is not in effect at any time, all mineral extraction operations on the site shall cease immediately until a new bond has been delivered to the Township which complies with these requirements. If the operation is transferred, sold or in any fashion taken over by any person or entity other than Stoneco, the Planning Commission shall have the right

to reexamine the amount of the bond and adjust the amount upward based on the financial condition and past track record (if any) of the new operator.

25. Except as otherwise expressly provided in this approval or the Zoning Ordinance, Stoneco and its assigns must meet all other applicable Township ordinances as well as all federal and state laws, and Stoneco shall obtain all necessary approvals from state, county and local governmental agencies which are required for the proposed operation or use.

26. If any condition or requirement imposed herein is ever finally determined by a court of competent jurisdiction to be illegal or contrary to law as a result of a successful challenge by Stoneco or its successors, the Township reserves the right to review the entire project under the PUD-MR provisions of the Zoning Ordinance, and further, to withdraw its approval of the PUD-MR if it finds that absent the effect of the invalidated condition or requirement, the PUD-MR no longer meets the standards for PUD-MR approval contained in the Zoning Ordinance.

27. All conditions and requirements contained herein shall be binding upon Stoneco and the owner(s) of the property, as well as their successors, tenants and assigns. The conditions may be modified or amended only pursuant to a formal amendment by the Township of the PUD-MR approval and ordinance amendment.

28. At the option of either party, this Resolution and any of the PUD-MR approval documents may be recorded with the Kent County Register of Deeds. This Resolution, the conditions contained herein, and the PUD-MR approval shall run with the land and shall bind the lands involved.

29. Failure to comply with any provision of Chapter 12 of the Zoning Ordinance, the approved plans, this Resolution or any of the PUD-MR approval documents shall be deemed to be a violation of the Gaines Charter Township Zoning Ordinance. Violation of the Gaines Charter Township Zoning Ordinance could prompt legal action against Stoneco or the property owner, including, but not limited to, prosecution, a civil lawsuit and/or revocation of any approvals or permits hereunder.

30. The property involved in this approval is parcel 41-22-33-100-008 and is hereby legally described as follows:

Part of the NW 1/4 of Section 33, T5N, R11W, Gaines Township, Kent County, Michigan, described as: That part of the South 1/2 of said NW 1/4 lying Westerly of the centerline of Kalamazoo Avenue

EXCEPT: the North 16.5 feet thereof

ALSO EXCEPT: Beginning at the intersection of the centerline of Kalamazoo Avenue and East-West 1/4 line, thence West along the East-West 1/4 line 347.90 feet, thence North perpendicular to the East-West 1/4 line 150 feet, thence East parallel with the East-West

1/4 line 232.93 feet to said centerline, thence Southeasterly 189 feet along said centerline to the Place of Beginning.

31. Once all mining and reclamation have been completed, no development or end use of the property shall occur or be commenced until and unless approved by the Township pursuant to the applicable requirements of the Township zoning regulations and other applicable ordinances then in effect.

32. The property and all operations on-site shall fully comply with all applicable local, county, state, and federal laws and regulations, including, but not limited to, environmental laws.

33. There will be an annual review by the Planning Commission. The Planning Commission is authorized to impose additional conditions if necessary pursuant to the annual review. All property owners within 2,500 feet will receive prior written notice of the annual review. The annual review will be preceded by a review by the Sand and Gravel Subcommittee which will be made up of the Planning Director, Township Engineer, a member of the Planning Commission, a Township Board of Trustees member, and a resident that lives within one mile of the parcel. If a member of the public cannot be found to serve within a mile, the radius may be widened until a member of the public is found as close as possible.

5. Final Recommendation to the Township Board.

Based on the above, the Planning Commission has recommended to the Township Board that it approve the Stoneco mining rezoning request (PUD-MR), and preliminary site plan.

6. Approval of Final Mineral Plan.

The Final Mineral Removal Plan is approved and is expressly contingent upon approval of the PUD-MR rezoning and associated preliminary site plan by the Township Board and compliance with all of the approvals and conditions herein.

The vote to adopt this Resolution was as follows:

AYES: _____

NAYS: _____

ABSENT/ABSTAIN: _____

RESOLUTION DECLARED ADOPTED.

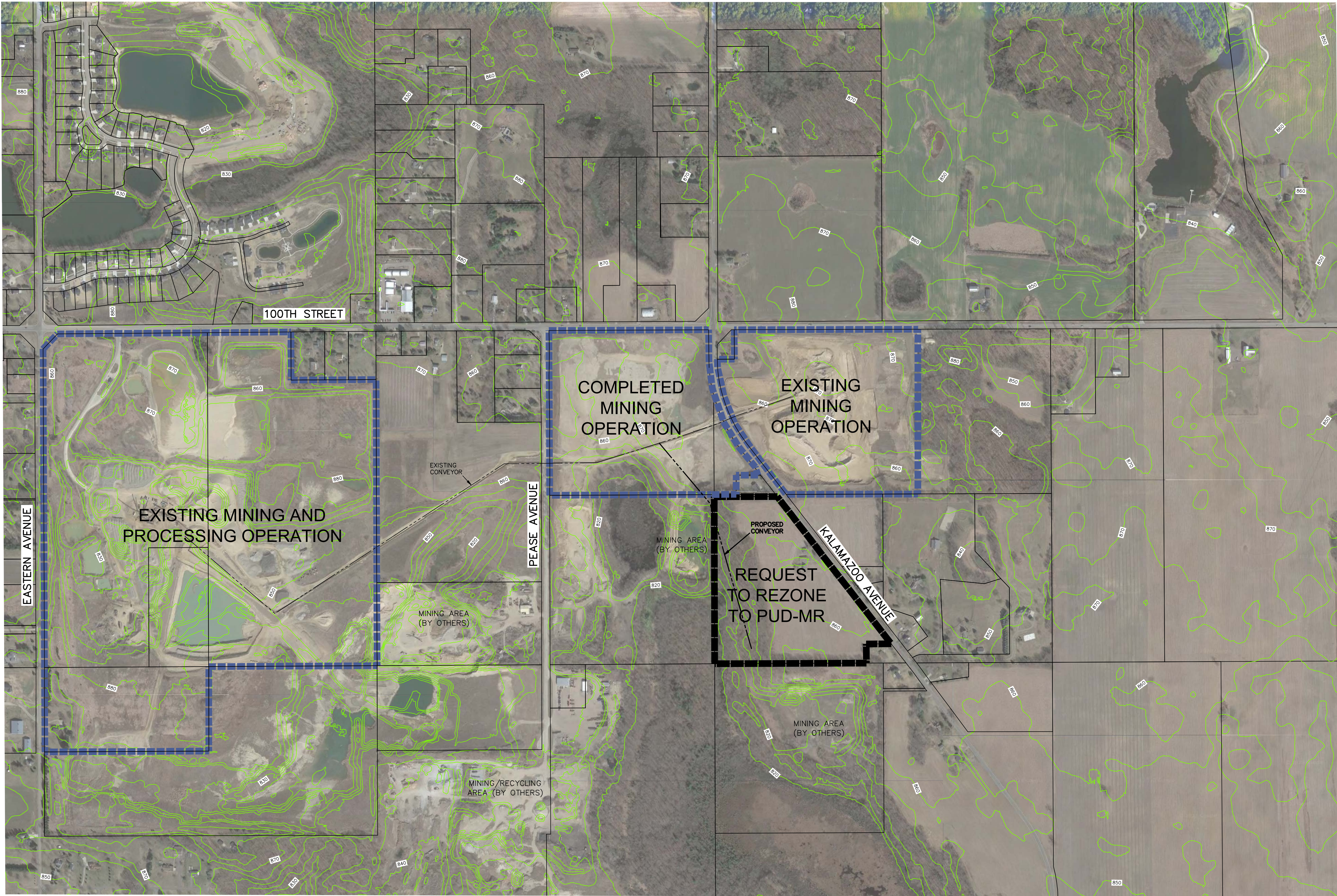
CERTIFICATION

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

Respectfully submitted,

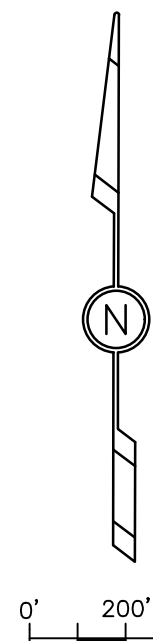
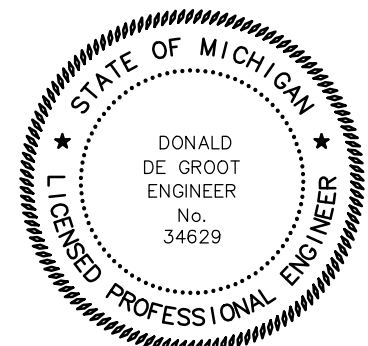
By: _____

Michael Brew
Township Clerk
Gaines Charter Township

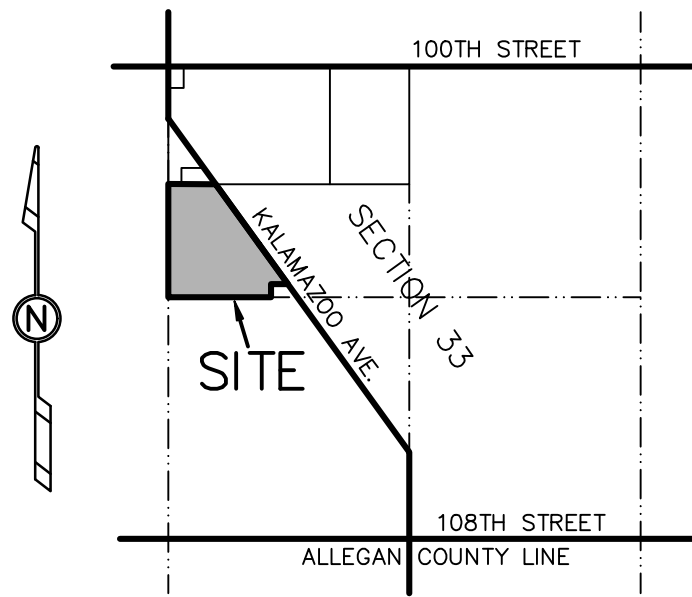


1. PROPERTY DESCRIPTION OF PROPOSED MINING LIMITS:
PART OF THE NW 1/4 OF SECTION 33, T5N, R11W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN, DESCRIBED AS:
THAT PART OF THE SOUTH 1/2 OF SAID NW 1/4 LYING WESTERLY OF THE CENTERLINE OF KALAMAZOO AVENUE
EXCEPT: THE NORTH 16.5 FEET THEREOF
ALSO EXCEPT: BEGINNING AT THE INTERSECTION OF THE CENTERLINE OF KALAMAZOO AVENUE AND EAST-WEST 1/4 LINE,
THENCE WEST ALONG THE EAST-WEST 1/4 LINE 347.90 FEET, THENCE NORTH PERPENDICULAR TO THE EAST-WEST 1/4
LINE 160 FEET, THENCE EAST PARALLEL WITH THE EAST-WEST 1/4 LINE 232.93 FEET TO SAID CENTERLINE, THENCE
SOUTHEASTERLY 189 FEET ALONG SAID CENTERLINE TO THE PLACE OF BEGINNING.
APPROXIMATELY 30.1 ACRES (29.0 ACRES EXCL. R/W)
2. EXISTING ZONING: A-B AGRICULTURAL/AGRI-BUSINESS
PROPOSED ZONING: PUD-MR MINERAL REMOVAL
ADJACENT ZONING:
NORTH: PUD-MR AND A-B
EAST: A-B AGRICULTURAL/AGRI-BUSINESS
SOUTH: A-R AGRICULTURAL/RURAL-RESIDENTIAL
WEST: A-R AGRICULTURAL/RURAL-RESIDENTIAL
3. NO SANITARY SEWER OR WATER SERVICE IS PROPOSED AT THE SITE. WORKERS AT THE SITE WILL UTILIZE THE
EXISTING FACILITIES OF THE SOUTH KENT GRAVEL SITE DOWN THE ROAD FROM THE SITE
4. THIS PROJECT IS LOCATED IN AN AREA THAT DOES NOT PARTICIPATE IN THE NATIONAL FLOOD INSURANCE
PROGRAM. TOTAL AREA OF PROPOSED MINING = 29 ACRES±
TOTAL AREA TO BE EXCAVATED (ALL PHASES) = 27.2 ACRES (SEE SHEET 2 FOR PHASE DETAILS)
5. SIGNS SHALL BE CONSTRUCTED TO THE STANDARDS SET FORTH BY CHAPTER 17 OF THE GAINES CHARTER
TOWNSHIP ZONING ORDINANCE. THERE WILL BE A DIRECTIONAL SIGN.
6. BEST PROJECT MANAGEMENT PRACTICES WILL BE UTILIZED. THESE WILL INCLUDE THE USE OF BERMS AND A GATE
AT THE ENTRANCE TO THE SITE.
THIS PROJECT IS BEING COMPLETED IN A MINIMUM OF THREE PHASES.
REHABILITATION = TOPSOIL SHALL BE STABILIZED W/ PLANTINGS TO PREVENT EROSION.
9. NO STORAGE OR DUMPING OF STUMPS, BOULDERS, OR OTHER DEBRIS SHALL BE PERFORMED ON THE
REHABILITATION SITE.

10. NO LIGHTING IS PROPOSED AT THE SITE.
11. PROJECT WILL BE FENCED AS SHOWN ON THE PLAN INCLUDING GATES AT PROPOSED ENTRANCES.
12. THE PROJECT WILL COMMENCE WITHIN ONE YEAR OF APPROVAL AND WILL END WITHIN 15 YEARS OF
COMMENCEMENT.
13. HOURS OF OPERATION WILL BE 7 AM — 7 PM MONDAY THROUGH FRIDAY; 7 AM — 3 PM SAT. WORK WILL EXCLUDE
CHRISTMAS, THANKSGIVING, NEW YEARS DAY, MEMORIAL DAY, LABOR DAY, AND THE FOURTH OF JULY.
14. DUST WILL BE CONTROLLED BY WATER TRUCKS AS NEEDED AND BY SPRAY BARS LOCATED AT DISCHARGE POINTS
ON PRODUCTION EQUIPMENT.
15. EQUIPMENT USED SHALL CONSIST OF A LOADER, STACKING CONVEYORS, A SEEDER (JAW CRUSHER), A GENERATOR,
AND SUPPORT EQUIPMENT (SCREENING AND SMALL CONVEYORS). PLEASE NOTE THAT THE CONFIGURATION OF THE
EQUIPMENT WILL CHANGE THROUGHOUT EACH PHASE. PLEASE NOTE THAT EVERY PIECE OF EQUIPMENT IS
PORTABLE. PLEASE NOTE THAT THE MINE SAFETY AND HEALTH AGENCY CONTROLS THE NOISE LEVEL OF THE MINING
OPERATION. PER SECTION 12.10(D) OF THE GAINES TOWNSHIP ZONING ORDINANCE, OTHER THAN BEEPERS THAT ARE
REQUIRED BY LAW, ANY EQUIPMENT USED IN THE MINING OPERATION WHICH EMITS NOISE LOUDER THAN 85
DECIBELS AT A DISTANCE OF 50 FEET WHEN OPERATING SHALL NOT BE LOCATED CLOSER THAN 1320' TO THE
NEAREST OCCUPIED BUILDING.
16. ALL PROCESSING OF MINED MATERIAL TO TAKE PLACE AT EXISTING PROCESSING PLANT LOCATED AT 100TH STREET
AND EASTERN AVE. ALL PROCESSED MATERIAL WILL BE STOCKPILED HERE AS WELL.
17. A SOIL EROSION, SEDIMENT CONTROL PERMIT AS REQUIRED BY STATUTE SHALL BE OBTAINED PRIOR TO
COMMENCEMENT OF ANY EARTHWORK.
18. AN NPDES PERMIT AS REQUIRED BY STATUTE WILL BE OBTAINED PRIOR TO COMMENCEMENT OF THE PROJECT.
19. AS THE DEVELOPMENT PROGRESSES TO THE NEXT PHASE, THE PREVIOUS PHASE WILL BE RECLAIMED. STOCKPILES
WILL BE LOCATED ON THE CURRENT PHASE.
20. ALL STORMWATER RUNOFF TO BE CONTAINED ON SITE DURING MINING OPERATION.
21. APPLICANT IS REQUESTING A 7 YEAR MINING PERMIT WITH OPTION TO REQUEST (4) 2-YEAR EXTENSIONS AS MAY BE
REQUIRED.

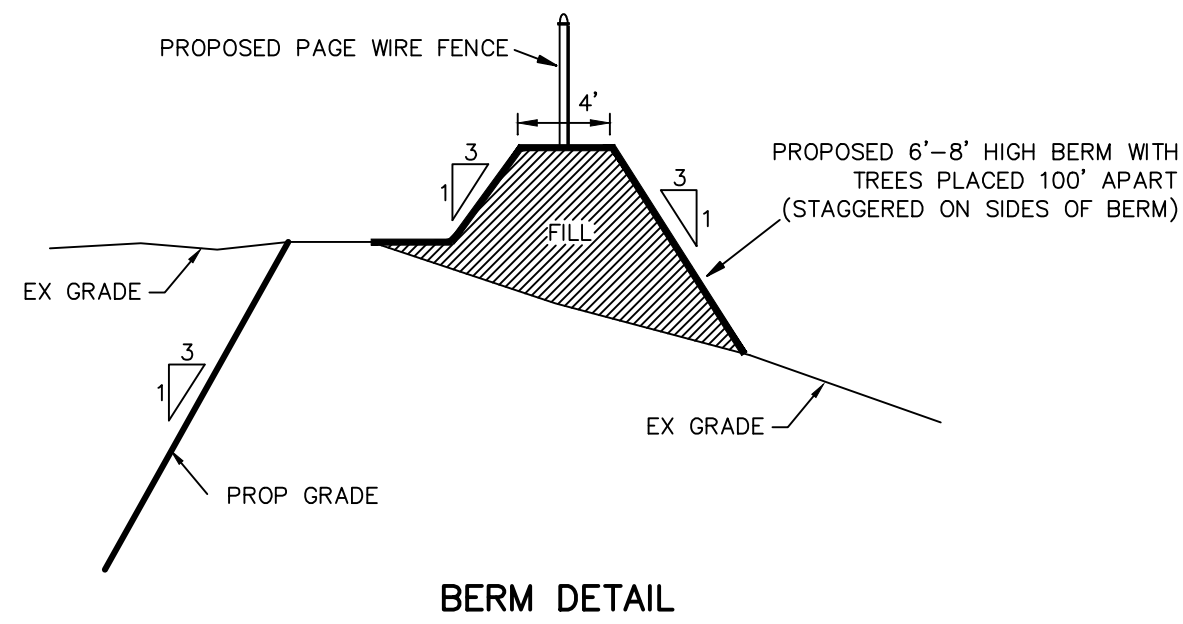
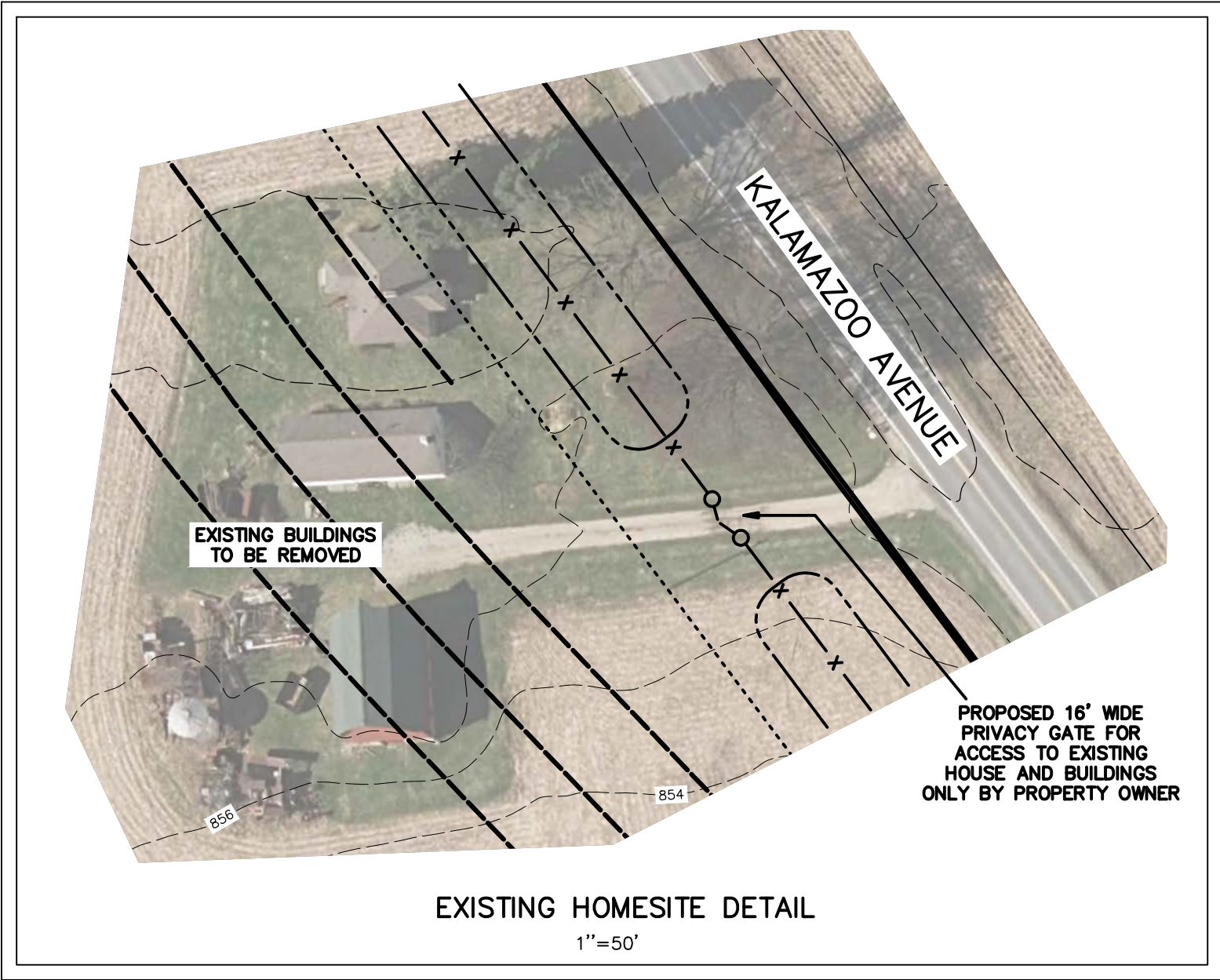
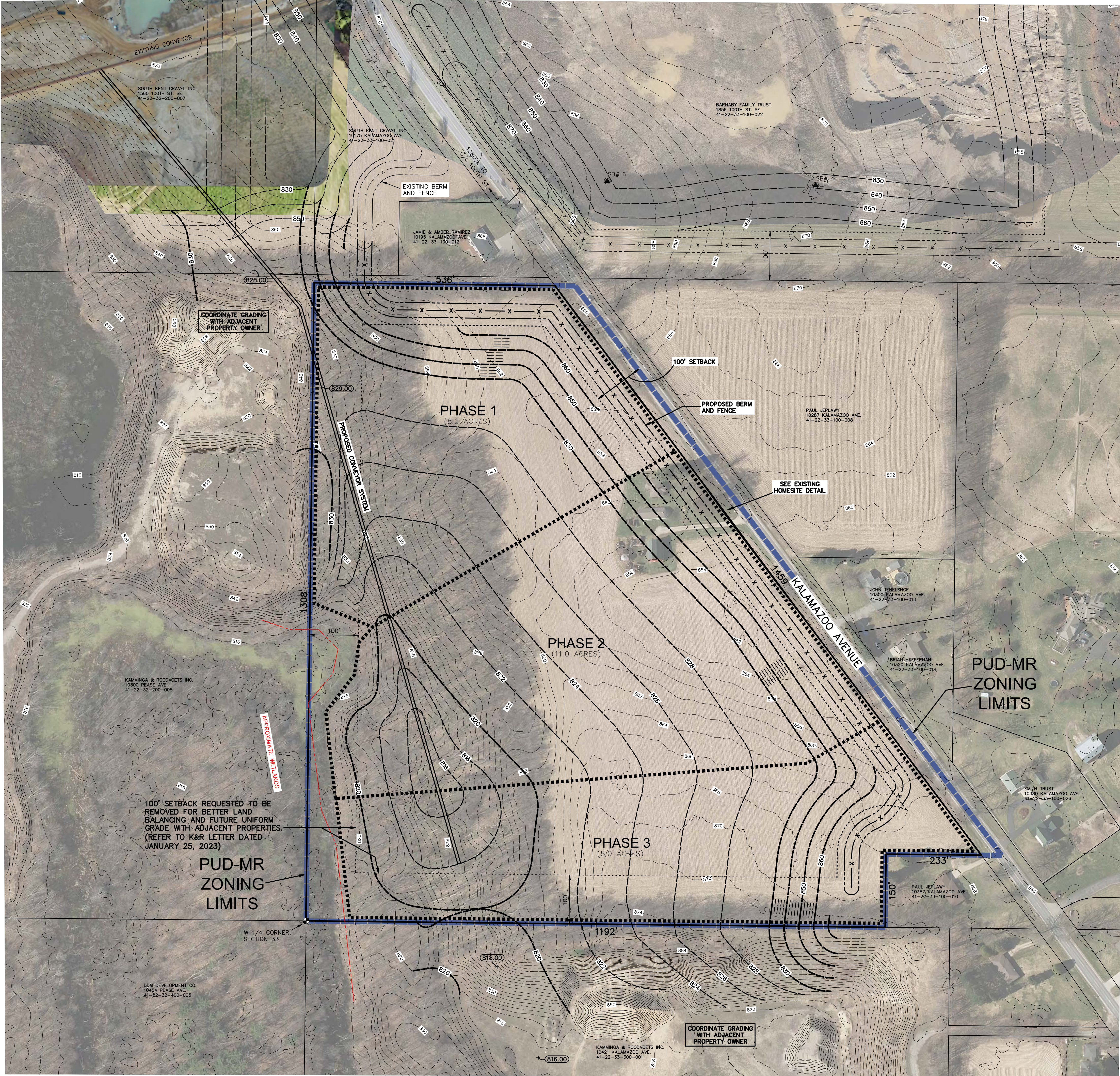


SCALE: 1" = 400'
10' CONTOUR INTERVAL



LOCATION MAP

OVERALL PLAN			
10287 KALAMAZOO AVENUE SE			
FOR: STONECO OF MICHIGAN, INC.			
ATTN: TONY HALLORAN			
3700 PATTERSON ROAD			
MIDDLEVILLE, MI 49333			
IN: PART OF SECTION 33, T5N, R11W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN			
			
		5252 Clyde Park, S.W. • Grand Rapids, MI 49509 Phone: (616) 531-3660 www.exxelengineering.com	
04/13/23	ADDED NOTE FOR SETBACK REMOVAL	DRAWN BY: JDR	PROJ. ENG.: DDG
DATE	REVISION	APPROVED BY: DDG	PROJ. SURV.: VAD
		BY	FILE NO.: 222225E
			DATE: 01/25/2023
			SHEET 1 of 2



TEST HOLE #1 AT CENTER OF PROPERTY
0'-1' TOPSOIL
1'-3' CLAY OVERBURDEN
3'-18' SAND AND STONE

TEST HOLE #2 AT SOUTH END OF PROPERTY
0'-1' TOPSOIL
1'-5' CLAY OVERBURDEN
5'-20' SAND AND STONE

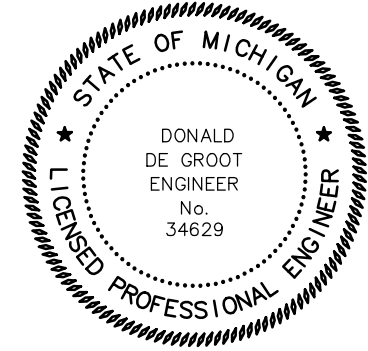
TEST HOLE #3 AT NORTH END OF PROPERTY
0'-1' TOPSOIL
1'-6' CLAY OVERBURDEN
6'-19' SAND AND STONE

TEST HOLES TAKEN ON 01/23/23 BY STONECO

RESTORE FINISH SURFACE OF SITE WITH TOPSOIL AND SEED FOR VEGETATIVE COVER. LAND END USE TO BECOME AGRICULTURAL, CONSISTENT WITH THE ORIGINAL ZONING FOR THIS SITE.

LEGEND

- UTILITY POLE & GUY WIRE
- OVERHEAD WIRES
- EXISTING CONTOUR
- PROPOSED CONTOUR
- APPROXIMATE WETLANDS PER NATIONAL WETLANDS INVENTORY

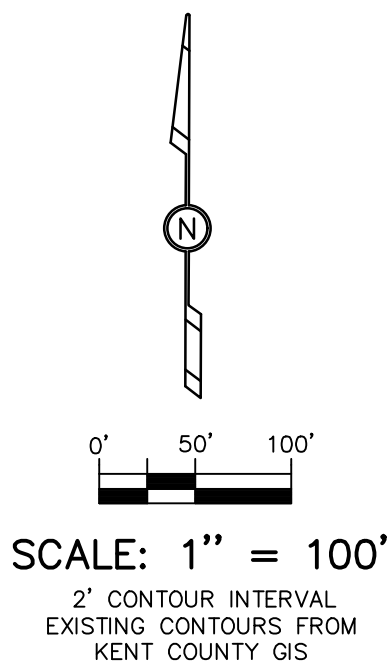


OPERATION, RESTORATION AND END USE PLAN

10287 KALAMAZOO AVENUE SE
FOR: STONECO OF MICHIGAN, INC.
ATTN: TONY HALLORAN
3700 PATTERSON ROAD
MIDDLEVILLE, MI 49333
IN: PART OF SECTION 33, T5N, R11W, GAINES TOWNSHIP, KENT COUNTY, MICHIGAN



04/13/23	ADDED NOTE FOR SETBACK REMOVAL	JDR	DRAWN BY: JDR	PROJ. ENG.: DDG	SHEET
DATE	REVISION	BY	APPROVED BY: DDG	PROJ. SURV.: VAD	2 of 2
			FILE NO.: 222225E	DATE: 01/25/2023	





MEMO

Staff Communication

DATE: June 12, 2023

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: 1200 60th Street SE & 1326 60th Street SE Conditional Rezone Residential-10 & Office-Service to Residential-3 (Townhouses)

SUMMARY OF TOPIC:

Kentwood Community Church requests the conditional rezoning of portions of two parcels from Residential (RL-10) and Office-Service (O-S) to Residential-3, with the condition that development be restricted to townhomes or detached single-family homes.

The areas subject to the proposed rezone include the western portion of the parcel north and south of the 61st Street easement, including the baseball diamond area up to 60th Street. The northern portion of the church's property from the church's driveway entrance to Ridgebrook Avenue is also proposed to be rezoned.

If the rezoning is approved, Kentwood Community Church is planning to divide the parcel so that the rezoned portions are separate from the church. The rezoned parcels would then be subject to a townhouse development, contingent upon site plan review and approval by the Planning Commission. A draft site plan is included to provide a concept for what the development may look like, but it is not final as it has not been through Planning Commission review. The applicant requests rezoning first so they know if the concept is possible or not.

The current Gaines Township Future Land Use Plan was recently updated to categorize the parcels for Village Residential. The Master Plan lists "Single Family Residential (RL-14 and RL-10), and Townhouses (R-3, single family only)" as possible housing types within a Village Residential area.

The applicant has offered voluntary conditions as part of the rezoning request. Section 405 (1) of the Zoning Enabling Act states that "[a]n owner of land may voluntarily offer in writing,

and the local unit of government may approve, certain use and development of the land as a condition to a rezoning of the land or an amendment to a zoning map.”

The applicant offers the following conditions:

(a) Allowed Uses. The only uses that may occur on or from the Property as rezoned are as follows:

(i) Single family dwelling units, including, without limitation, dwellings in townhouse-style buildings (i.e. townhouses as shown on the approved site plan are allowed even if they are considered multi-family housing).

(ii) Home occupations.

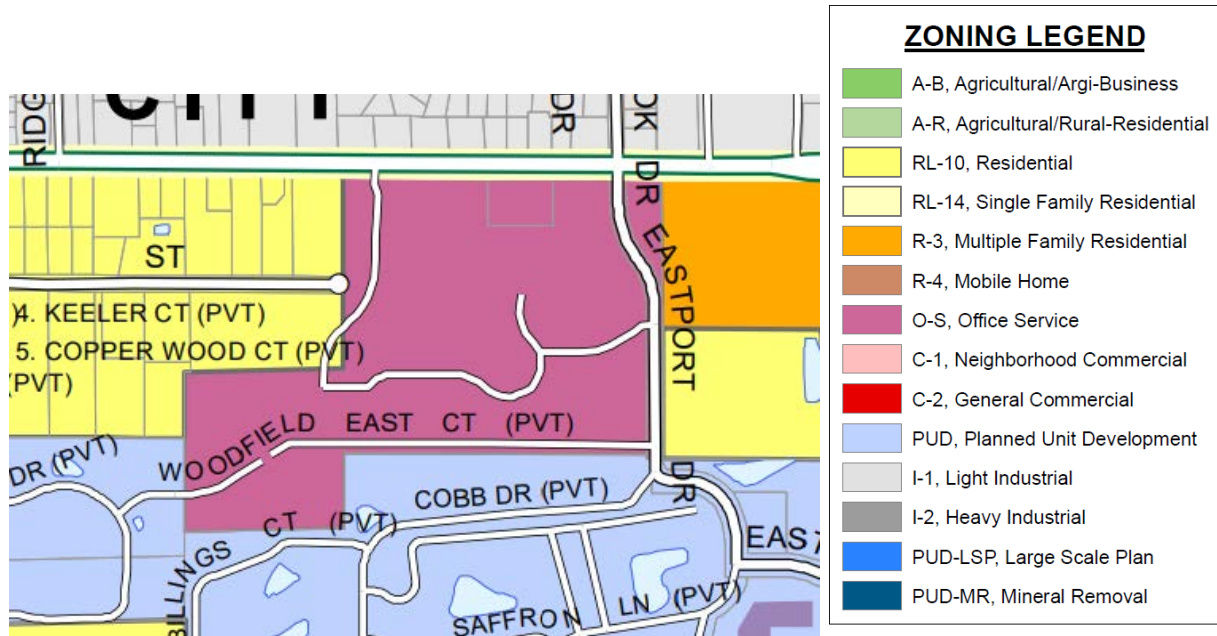
(iii) Private community centers, recreational facilities, parks, trails and similar uses.

(iv) Uses customarily incidental, subordinate and accessory to the above uses.

Under these conditions apartment buildings with shared entrances are prohibited.

Surrounding zoning:

	NORTH: City of Kentwood (single family)	
WEST: RL-10; Woodfield East Apartments PUD	SUBJECT PARCEL	EAST: Office-Service; RL-10
	SOUTH: The Crossings PUD	



STANDARDS OF REVIEW

The request has been reviewed using the applicable review standards of Section 27.4, Review Standards for Amendments, which states:

In reviewing an application for the rezoning of land, whether the application is made without or with an offer of conditions (as in a conditional rezoning request), factors that should be considered by the Planning Commission and the Township Board include, but are not limited to, the following:

A. Whether the proposed rezoning is consistent with the policies and uses proposed for that area in the Township's Master Land Use Plan;

Meets standard. The 2023 Future Land Use Plan (below) has these parcels keyed for both Village Residential and Suburban Residential. A conditional rezoning for a townhome development is consistent with Village Residential under the master plan.

From the Master Plan regarding Village Residential:

The Village Residential is intended for residential uses just as the Suburban Residential area, but at moderately higher densities and incorporating two-family and multi-unit connected townhomes along with single family houses so that a neighborhood with mixed housing options is created.

Regarding the northwest portion of the property designated as Suburban Residential on the 2023 Future Land Use Plan, the 2023 Master Plan states:

The Future Land Use Plan is general in scope. It is not, in most cases, intended to establish precise boundaries of land use or exact locations of future uses in the same way as the township's Zoning Map. Change is constant and usually unpredictable, and there may be circumstances that warrant changes to the zoning boundaries that are not consistent with the Master Plan. However, the intent and spirit of the Future Land Use Plan and categories should be followed.

The northwest corner of the property, which is currently zoned Residential (RL-10), was combined with the church's parcel in 2019 and the property has remained split-zoned since that approval. Staff believes that if the parcel located at 1200 60th Street is rezoned from RL-10 and O-S to R-3 as proposed, the intent and spirit of the Future Land Use Plan will be followed. As explained under Standard D, the area is generally planned for high to medium-density residential growth, and both the Planning Commission and Township Board have agreed that medium and high-density residential developments are most suitable north of 68th Street.

Although the proposed development is purely townhomes, it would diversify the housing stock of the Township overall, as this type of housing is underrepresented.

A development may utilize pure two-family or townhouse home types if the density and scale of the development is appropriate for the surrounding residential context of the area, and parking is to the rear so that a Traditional Neighborhood Design neighborhood is created. Infill projects may also be a single home type if the proposed homes diversify housing in the surrounding neighborhood, if the lot size is limited, or if a single home type is determined to be acceptable in terms of density, scale and context.

Staff recommends that diversity of housing, density, scale, and context be considered.

Townhouses are defined as homes attached to the neighboring house via a shared wall, and each dwelling unit should be served with an individual entrance. Generally, townhouses will be two-story, or may have daylight or walkout basements. The conditional rezone request is to build this type of house, within the general description outlined in the Master Plan.

The preference is for them to have front porches, and rear or side garages to create an environment for neighbor interaction, and setbacks may be shallow.

B. Whether all of the uses and structures allowed under the proposed rezoning would be compatible with other zones and uses in the surrounding area;

Meets standard. Kentwood Community Church is located in a relatively dense residential area of the township, with Woodfield Apartments East located to the

southwest and the Crossings Apartments located immediately to the south of the area proposed to be conditionally rezoned. Additionally, the parcel where Heritage Baptist Church is located east of Ridgebrook Drive is currently zoned R-3. Given the surrounding zoning and uses, staff finds that this standard is met.

C. Whether any public services and facilities would be significantly adversely impacted by a development or use allowed under the requested rezoning;

Meets standard, condition recommended. If the conditional rezoning request is approved by the Planning Commission and Township Board, the church is planning to divide the parcel and sell portions of it for townhouse development. The development of townhouses in this area would impact public services and facilities, but those impacts are not anticipated to be adverse.

The developer will need to pay for all connection fees to the water and sewer system and the usage would be paid for via fees for service. Additionally, any development would be subject to review by the Township Engineer in consultation with the Water & Sewer Administrator and the Byron Gaines Utility Authority, as well as the Fire Department and other applicable outside agencies to ensure that public services and facilities are not significantly adversely impacted through the site plan review process.

The applicant has not yet obtained the portion of 61st Street right-of-way that is located within the rezone area, but they have begun discussion of that with Kent County Road Commission. A condition is recommended that this segment be obtained within a year.

D. Whether the proposed zoning would be reasonable;

Meets standard. The proposed rezoning is reasonable as the area is generally planned for high to medium-density residential growth. Both the Planning Commission and Township Board have concurred that high-density residential developments are most suitable north of 68th Street.

There is a significant need for housing in the region, and potential development under the proposed rezoning would help to fill housing needs for both the township and the west Michigan region.

E. Whether circumstances in the area have changed;

Meets standard. Circumstances in the area have not changed over the last 20 years. The high-density residential developments in the vicinity (Woodfield Apartments and The Crossings) have been in existence for many years, and no other major changes have occurred. As stated above, this area of the township is the most suitable for medium-density residential development.

F. Whether the uses allowed under the proposed rezoning would be equally or better suited to the area than uses allowed under the current zoning of the land.

Meets standard. A townhome development of the church property would be equally or better suited for the area than uses allowed in the Office-Service (O-S) zoning district. Demand for new office space is limited due to shifts in the economy and an increasing trend of working at home. Public water and sewer utilities are available, and development patterns in the surrounding neighborhoods match that of what could potentially be built out under the proposed project.

FINANCIAL IMPACT:

The rezoning would allow for residential development of the site, which will increase property taxes. Costs associated with the review process are borne by the applicant through administrative and escrow review fees. Any necessary utility improvement costs will be born by the developer.

BUDGET ACTION REQUIRED:

N/A.

RECOMMENDATION:

Based on the voluntary use limitation, Master Plan guidance, and applicable review standards of Section 27.4, Review Standards for Amendments, the Planning Commission and Staff recommend approval of an ordinance to conditionally rezone the subject property from RL-10 and O-S to R-3.

Staff recommends that Township Board set a public hearing for the rezone request.

ATTACHMENTS:

- Draft Ordinance
- Draft Conditional Rezoning Agreement

**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 _____, 2023, beginning at ____ p.m., the following Ordinance was offered for adoption by Township Board Member _____, and was seconded by Township Board Member _____:

**AN ORDINANCE TO AMEND THE GAINES CHARTER TOWNSHIP ZONING
ORDINANCE AS PROVIDED FOR IN CHAPTER 27 THEREOF BY AMENDING
SECTION 1.6 AND THE TOWNSHIP ZONING MAP AND TO ACCEPT A
VOLUNTARY OFFER AS A CONDITION TO REZONING**

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

Section 1. Amendment. The Gaines Charter Township Zoning Ordinance is hereby amended by the amendment of Section 1.6 thereof, the Zoning Map, to conditionally rezone portions of the following property from Office-Service (O-S) and Residential-10 (RL-10) to Residential-3 (R-3), the land being commonly described as parcel 41-22-05-201-004 located at 1200 60th Street SE, and rezone the entirety of 41-22-05-201-005 located at 1326 60th Street SE. See Exhibit 1 for legal descriptions.

Section 2. Voluntary Conditions. Pursuant to Section 405 of the Michigan Zoning Enabling Act, Act 110 of 2006, as amended, this rezoning is conditioned upon the voluntary offer submitted by the Applicant on March 23, 2023. The condition is a limitation on the allowable use of the site, which will restrict future use of the rezoned areas to the following permitted and special land uses: (i) Single family dwelling units, including, without limitation, dwellings in townhouse-style buildings (i.e. townhouses as shown on the approved site plan are allowed even if they are considered multi-family housing); Home occupations; Private community centers, recreational facilities, parks, trails and similar uses; Uses customarily incidental, subordinate and accessory to the above uses.

Section 3. Reversion. If the conditional zoning becomes void, invalid, or of no effect, then by automatic reverter, the Property shall revert back to its former zoning classification, which shall be confirmed by resolution or ordinance of the Gaines Charter Township Board.

Section 4. Recording. The conditions and a proposed memorandum for recording shall be approved by the Township Attorney and recorded by the Applicant with the Kent County Register of Deeds prior to establishing any use on the site.

Township Board Ordinance No. 23-_____
_____, 2023

Section 5. Effective Date. This Ordinance shall become effective seven (7) days after a summary is published in a newspaper of general circulation within the Township.

The vote in favor of this Ordinance was as follows:

YEAS: _____

NAYS: _____
ABSENT/ABSTAIN: _____

ORDINANCE DECLARED ADOPTED

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.

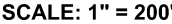
Respectfully submitted,

By _____

Michael Brew

Gaines Charter Township Clerk

EXHIBIT 1



P:\220171.01 Kentwood Community Church\CAD\DWG\220171_Parcel 1 & 2 DESCRIPTION MAP.dwg - Description - 3/21/2023 2:55:00 PM_Greg Van Der Heide

PROPERTY DESCRIPTION
Parcels 1 & 2

That part of the Northeast fractional one-quarter and the Northwest fractional one-quarter of Section 5, Town 5 North, Range 11 West, Gaines Township, Kent County, Michigan, described as: BEGINNING on the North-South one-quarter line of said Section 5 at a point being South 00°45'18" West 50.00 feet from the North one-quarter corner of said section; thence South 88°35'28" East 97.13 feet along the South right-of-way line of 60th Street parallel with and 50.00 feet South of the North line of said section; thence South 09°09'39" East 78.90 feet; thence Southerly 79.04 feet on a 292.00 foot radius curve to the right, the chord of which bears South 01°24'23" East 78.80 feet; thence Southerly 161.62 feet on a 1098.00 foot radius curve to the left, the chord of which bears South 02°07'53" West 161.47 feet; thence Southerly 134.47 feet on a 462.00 foot radius curve to the right, the chord of which bears South 06°15'10" West 133.99 feet; thence Southwesterly 160.41 feet on a 254.00 foot radius curve to the right, the chord of which bears South 32°40'59" West 157.76 feet; thence Southwesterly 177.25 feet on a 212.00 foot radius curve to the left, the chord of which bears South 26°49'25" West 172.13 feet; thence South 02°52'18" West 64.43 feet; thence North 87°07'41" West 130.86 feet; thence Southerly 98.67 feet on a 697.00 foot radius curve to the right, the chord of which bears South 13°11'52" West 98.58 feet; thence South 88°03'52" East 161.53 feet; thence South 00°45'18" West 237.34 feet parallel with and 55.00 feet West of the North-South one-quarter line of said section; thence South 88°35'28" East 55.00 feet; thence South 00°45'18" West 320.27 feet along the North-South one-quarter line of said section; thence South 89°39'15" West 660.00 feet along the North line of the South 891.00 feet of the Northwest one-quarter of said section; thence North 00°45'18" East 660.00 feet parallel with and 660.00 feet West of the North-South one-quarter line of said section; thence North 89°39'15" East 25.82 feet parallel with the East-West one-quarter line of said section; thence North 00°45'18" East 364.38 feet parallel with said North-South one-quarter line; thence South 88°37'07" East 425.84 feet parallel with the North line of said section along the centerline of proposed vacated 61st Street; thence North 00°26'45" East 453.04 feet; thence South 88°37'07" East 189.65 feet along the South right-of-way line of 60th Street, parallel with and 50.00 feet South of the North line of said section; thence South 88°35'28" East 21.06 feet along said South right-of-way line to the place of beginning.

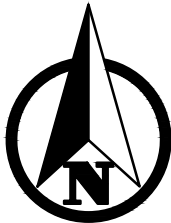
Contains 17.6911 acres

FIELD CREW / DATE: M+B OFFICE	CHECKED BY: SJG	Prepared By:  Moore+Bruggink Consulting Engineers 2020 Monroe Ave. Grand Rapids, MI 49505 (616) 363-9801 mailbox@mbce.com
DRAWN BY: GHV	CONTACT INFO: sgreen@mbce.com	
DATE: MARCH 21, 2023	PROJECT NO.: 220171.1	

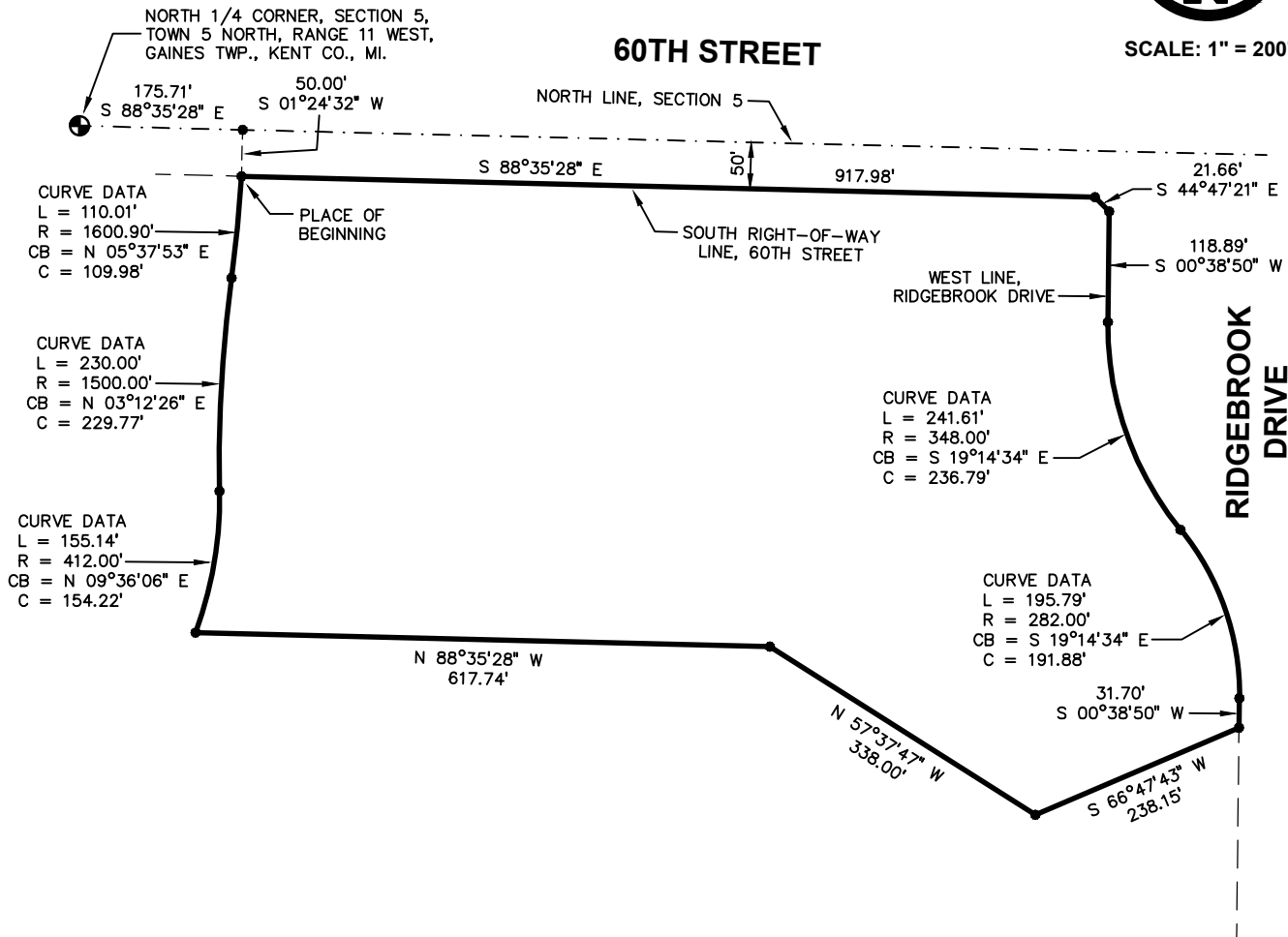
PROPERTY DESCRIPTION
Parcels 3-7

That part of the Northeast fractional one-quarter of Section 5, Town 5 North, Range 11 West, Gaines Township, Kent County, Michigan, described as: COMMENCING at the North one-quarter corner of said Section 5; thence South 88°35'28" East 175.71 feet along the North line of said section; thence South 01°24'32" West 50.00 feet to the South right-of-line of 60th Street to the PLACE OF BEGINNING; thence South 88°35'28" East 917.98 feet along said South right-of-way line parallel with and 50.00 feet South of the North line of said section; thence South 44°47'21" East 21.66 feet; thence South 00°38'50" West 118.89 feet along the West line of Ridgebrook Drive and its Northerly extension thereof; thence Southerly 241.61 feet along said West line on a 348.00 foot radius curve to the left, the chord of which bears South 19°14'34" East 236.79 feet; thence Southerly 195.79 feet along said West line on a 282.00 foot radius curve to the right, the chord of which bears South 19°14'34" East 191.88 feet; thence South 00°38'50" West 31.70 feet along said West line; thence South 66°47'43" West 238.15 feet; thence North 57°37'47" West 338.00 feet; thence North 88°35'28" West 617.74 feet parallel with the North line of said section; thence Northerly 155.14 feet on a 412.00 foot radius curve to the left the chord of which bears North 09°36'06" East 154.22 feet; thence Northerly 230.00 feet on a 1500.00 foot radius curve to the right the chord of which bears North 03°12'26" East 229.77 feet; thence Northerly 110.01 feet on a 1600.90 foot radius curve to the left the chord of which bears North 05°37'53" East 109.98 feet to the place of beginning.

12.4347 acres



SCALE: 1" = 200'



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DRAFT

(April 27, 2023)

CONDITIONAL REZONING CONTRACT

FOR VALUABLE CONSIDERATION, the receipt and sufficiency of which are hereby acknowledged by and agreed upon by the parties hereto, this Conditional Rezoning Contract (“Contract”) is entered into as of _____, 2023, by and between the CHARTER TOWNSHIP OF GAINES, a Michigan charter law township, with its offices located at 8555 Kalamazoo Ave., SE, Caledonia, Michigan 49316 (the “Municipality”) and KENTWOOD COMMUNITY WESLEYAN CHURCH, a Michigan ecclesiastical corporation, with an address of 1200 60th Street, SE, Kentwood, Michigan 49508 (the “Owner”).

RECITALS

A. The Owner owns land within Gaines Charter Township which is approximately 48.8 acres in size, is commonly known as 1200 & 1326 60th Street, Kentwood, Michigan 49508 and consists of part of Permanent Parcel No. 41-22-05-201-004 and all of Permanent Parcel No. 41-22-05-201-005 as legally described and depicted on the attached Exhibit A (the “Overall Property”).

The Owner represents and warrants that as of the effective date of this Contract, it is the sole and only owner of the Overall Property and that there are no mortgages, liens, or similar encumbrances on or binding the Overall Property.

B. The Overall Property is currently zoned as Office Service (O-S) pursuant to the Gaines Charter Township Zoning Ordinance, as amended (the “Zoning Ordinance”) and zoning map.

C. The Owner has applied for a conditional rezoning of approximately 30.12 acres of the Overall Property from the current Office Service (O-S) zoning district designation to the Multiple Family Residential – (R-3) zoning district designation under the Zoning Ordinance and the Gaines Charter Township Zoning Map (the “Zoning Map”).

D. The Owner only wishes to use and develop a portion of the Overall Property (i.e. the portion which is approximately 30.58 acres in area and is legally described on Exhibit B as attached hereto, and is referred to herein as “the Property”) for single family dwelling purposes and uses, and related uses, consistent with the designation of the Property as Village Residential

under 2023 amendments to the Township's Master Plan and Future Land Use Map, and wants to preclude its use for any of the other uses either permitted or allowed in the Multiple Family Residential – (R-3) zoning district or pursuant to the Zoning Ordinance.

E. The Owner has therefore voluntarily offered to have the Municipality approve the conditions stated in this Contract as conditions and requirements for the rezoning of the Property to the Multiple Family Residential – (R-3) zoning district designation (and regulating the development and use of the Property after the rezoning pursuant to this Contract).

F. The Gaines Charter Township Planning Commission has determined that the proposed rezoning and conditions are in the best interest of the public health, safety, and general welfare.

G. The Gaines Charter Township Board agrees that this Contract provides assurances regarding the uses and development of the Property that are essential in its consideration and approval of the requested rezoning.

TERMS AND CONDITIONS

The parties agree as follows:

1. Conditions Imposed. All of the provisions of this Contract, as well as the following permanent conditions and requirements specified in this Section 1 and elsewhere in this Contract, shall apply to the rezoning, use, and development of the Property (and the Property itself) pursuant to this Contract and to the rezoning of the Property from the Office Service (O-S) zoning district designation to the Multiple Family Residential – (R-3) zoning district designation:

- (a) Allowed Uses. The only uses that may occur on or from the Property as rezoned are as follows:
 - (i) Single family dwelling units, including, without limitation, dwellings in townhouse-style buildings (i.e. townhouses as shown on the approved site plan are allowed even if they are considered multi-family housing).
 - (ii) Home occupations.
 - (iii) Private community centers, recreational facilities, parks, trails and similar uses.
 - (iv) Uses customarily incidental, subordinate and accessory to the above uses.
- (b) Uses not Allowed (i.e. prohibited uses) – The following uses are prohibited on or from the Property:
 - (i) Bed and Breakfast.

- (ii) Residential Child and Adult Child Facilities.
 - (iii) Private Cemetery or Burial Grounds.
 - (iv) Public Libraries, Museums and Community Centers.
 - (v) Any use or activity allowed within the R-3 zoning district not expressly listed in Subsection 1(a), above.
 - (vi) Any combination of some or all of the above items and uses.
- (c) No other uses shall occur on or from the Property except those specified in subsection (a) above, regardless of any changes in the Zoning Ordinance hereafter.
 - (d) Any use made of or occurring on the Property (including buildings, structures and improvements) shall nevertheless still be subject to all other applicable requirements of the Zoning Ordinance and this Contract, including, but not limited to, setbacks, special land use approvals, substantive regulations regarding the use, and site plan requirements. Except to the extent expressly modified or changed by this Contract, the Zoning Ordinance shall still fully apply to the Property.
 - (e) To date, no special land use approval or any other zoning approval has been granted for the Property pursuant to the conditional rezoning specified in this Contract.

2. Site Plan Approval. The Property shall be used, developed and maintained in full compliance with the site plan attached hereto as Exhibit C as approved by the Municipality. The approved site plan shall not be changed except with the written consent of both the Owner and the Municipality and consistent with the Zoning Ordinance. Any change to the approved site plan must be approved by the Planning Commission.

3. Interpretation of Uses. If there is a discrepancy or disagreement between the Owner (as well as any lessee, tenant, creditor, successor, licensee or other possessor or user of the Property or any portion thereof) and the Municipality as to whether a particular use is an allowed use or otherwise pursuant to this Contract, the Zoning Administrator shall make the final determination. Such determination shall be subject to an appeal to the Municipality's Zoning Board of Appeals pursuant to the Zoning Ordinance.

4. Compliance. The Owner (as well as any lessee, tenant, successor, creditor, licensee, or other possessor of the Property or any portion thereof) shall fully comply with all of the conditions and requirements contained herein and also with all applicable laws, rules, regulations, permit and license requirements, orders and directives of any governmental agency, entity or official of competent jurisdiction including, without limitation, all requirements currently imposed or which may in the future be imposed.

5. Enforcement. The parties expressly agree that in the event of a violation of this Contract, the approved site plan or the Zoning Ordinance by the Owner (or its successors, assigns, or transferees), the Municipality shall be entitled to receive specific performance or injunctive relief, as well as any other remedies available to the Municipality in Michigan at law or in equity. Nothing herein shall be deemed to be a waiver of the Municipality's rights to seek enforcement of this Contract, the approved site plan and the zoning approvals granted to the extent otherwise authorized by law. Venue shall be in Kent County, Michigan. Furthermore, should the Municipality prevail in whole or in part in litigation regarding the enforcement or interpretation of this Contract, the approved site plan or the Zoning Ordinance, the Owner (or its successors, assigns or transferees) shall reimburse the Municipality for the Municipality's reasonable attorney fees and costs (pre-lawsuit, during the trial court proceedings and through any appeals).

6. Revert to Former Zoning. If the conditional zoning becomes void, invalid, or of no effect, then by automatic reverter, the Property shall revert back to its former zoning classification, which shall be confirmed by resolution or ordinance of the Gaines Charter Township Board.

7. Miscellaneous.

- (a) Interpretation. This is the entire agreement between the parties regarding its subject matter. This Contract may not be modified or amended except in a writing executed by all parties following action by the Gaines Charter Township Board. The captions are for reference only and shall not affect the interpretation of this Contract. However, the recitals are deemed to be an integral part of this Contract. Each of the parties had the advice of legal counsel before entering into this Contract and it is to be interpreted as if it were mutually drafted.
- (b) Binding Effect; Runs with the Land. The parties hereto represent and warrant that they have sufficient and legal authority to sign this Contract and to make it valid and fully binding. This Contract shall be permanent and shall be binding upon the parties and also their subrogees, successors, transferees, creditors, and assigns. This Contract and its terms shall be deemed to be permanent restrictive covenants/deed restrictions that touch and run with the land.
- (c) Recording. This Contract shall be recorded with the Kent County Register of Deeds.
- (d) Notices. All notices shall be complete when provided to the other party at the first address given above or such other address as the party shall request by written notice to the other party. Delivery shall be deemed complete when actually received.
- (e) Disputes; Litigation. Should any dispute arise pursuant to this Contract, the parties agree that, to the extent not otherwise prohibited by law, the

jurisdiction and venue for any such dispute shall be solely within the state courts located in Kent County, Michigan. The parties further agree that in any such dispute or litigation, should the Municipality prevail, in full or in part, in addition to any other relief to which the Municipality may be entitled, the Municipality shall also be awarded its actual costs (including, without limitation, filing fees, discovery costs, expert witness fees, and other costs incurred to bring, maintain, or defend any such action or dispute from its first accrual or notice thereof through all appellate and collection proceedings) as well as the Municipality's actual reasonable attorney fees.

- (f) Additional Documents. The parties agree to execute such other documents as may be reasonably required to fully implement this Contract.
- (g) Amendment. This Contract can only be amended in a writing, signed by all parties hereto, and must be recorded with the Kent County Register of Deeds records in order to become effective.
- (h) Effect as Deed Restrictions. All of the conditions and requirements contained in this Contract shall be deemed to be binding and permanent deed restrictions regarding the Property.

8. Voluntary Consent. The Owner acknowledges and agrees that it voluntarily offered and consented to all of the requirements, conditions and provisions contained in this Contract and the conditional rezoning. The Owner also acknowledges and agrees that all of the conditions and provisions contained in this Contract are fully valid, enforceable, and reasonable. The parties agree and further acknowledge that the conditions and requirements contained in this Contract are authorized by all applicable laws.

9. Effective Date. This Contract shall become effective upon the effective date that the Property is rezoned to the Multiple Family Residential – (R-3) zoning district designation (i.e., upon the expiration of 7 days after the notice of rezoning appears in the newspaper).

10. Escrow Amounts. The Owner shall pay to the Municipality all zoning escrow amounts due in a timely fashion, as and to the extent required by applicable ordinances of the Municipality.

11. Deed Restriction Status. This Contract (once effective) shall be deemed to be a permanent deed restriction/restrictive covenant that touches and concerns the lands involved, shall run with the lands and shall both bind and benefit the parties hereto, as well as their successors, assigns, creditors, transferees and heirs.

12. Supersedes Prior Contracts. This Contract supersedes and replaces any and all prior agreements and contracts between the parties regarding the subject matter of this Contract.

13. Severability. If any term, provision or clause of this Contract is determined to be unconstitutional or unenforceable by a court of competent jurisdiction, that shall not affect any

other provision or clause of this Contract and the remainder of this Contract shall remain in full force and effect.

14. Binding Effect; Authority. The parties hereto agree, represent and warrant that they have full authority to sign this Contract and to make it fully binding and enforceable.

15. Time is of the Essence. Time will be of the essence regarding this Contract.

16. Applicable Law. This Contract shall be governed by the laws of the State of Michigan.

17. Counterparts; Effective Date. This Contract may be executed in two counterparts, each of which when executed shall constitute an original, but all counterparts together shall constitute but one and the same instrument.

18. Waivers. A waiver of any right or remedy under this Contract or as provided by law is only effective if given in a writing signed by all parties and shall not be deemed to be a waiver of any other breach or default. A failure or delay by a party in exercising any right or remedy under this Contract or by law shall not constitute a waiver of that or any other right or remedy thereafter.

19. Entire Contract; Jointly Drafted. This Contract constitutes the entire agreement and understandings between the parties relating to the subject matter of this Contract. This Contract supersedes all prior negotiations, courses of dealing, other agreements and all representations and promises, whether written or oral, relating to the subject matter of this Contract. This Contract shall be deemed jointly drafted by all parties.

20. No Third-Party Beneficiaries. Except as otherwise expressly provided for herein, there are no third-party beneficiaries to this Contract.

21. Acknowledgment. The parties agree and acknowledge that the conditions and this Contract are authorized by all applicable laws and that this Contract is valid and was entered into only on a voluntary basis, representing a permissible exercise of authority by the parties.

[Signature Pages Follow]

MUNICIPALITY:

GAINES CHARTER TOWNSHIP

By _____
Robert DeWard, Supervisor

And by _____
Michael Brew, Township Clerk

STATE OF MICHIGAN)
) ss.
COUNTY OF KENT)

The foregoing instrument was acknowledged before me this _____ day of _____, 2023, by Robert DeWard, Township Supervisor, and also by Michael Brew, Township Clerk, of the Charter Township of Gaines, both on behalf of that Township, who are personally known to me or who have produced their Michigan driver's license as identification.

*
Notary Public, _____ County, Michigan
Acting in _____ County, Michigan
My commission expires: _____

* * *

OWNER:

KENTWOOD COMMUNITY WESLEYAN
CHURCH, a Michigan ecclesiastical corporation

By: _____

Name: _____

Its: _____

STATE OF MICHIGAN)
) ss.
COUNTY OF KENT)

The foregoing was acknowledged before me this _____ day of _____, 2023,
by _____, the _____ of KENTWOOD COMMUNITY WESLEYAN
CHURCH, a Michigan ecclesiastical corporation, who is personally known to me or who has
produced his/her Michigan driver's license (or other document) as identification.

*

Notary Public, _____ County, Michigan

Acting in _____ County, Michigan

My commission expires: _____

Drafted by and when recorded return to:

David T. Caldon
VARNUM, LLP
333 Bridge Street, N.W.
Grand Rapids, Michigan 49504-5360
(616) 336-6232

[No transfer taxes are applicable because no interest in property is conveyed by this document.]

20957910.2

EXHIBIT A

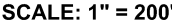
LEGAL DESCRIPTION AND DEPICTION OF THE OVERALL PROPERTY

412205201004 PART OF N 1/2 OF SEC COM AT N 1/4 COR TH S 0D 45M 18S W 50.0 FT TO S LINE OF 60TH ST TH S 88D 35M 28S E ALONG SD S LINE 545.0 FT TO W LINE OF E 325 FT OF W 870 FT NEFRL 1/4 TH N 0D 45M 18S E ALONG SD W LINE 50.0 FT TH S 88D 35M 28S E ALONG N SEC LINE 55.0 FT TO E LINE OF W 600 FT OF NEFRL 1/4 TH S 0D 45M 18S W ALONG SD E LINE TO S LINE OF N 255 FT OF NEFRL 1/4 TH S 88D 35M 28S E ALONG SD S LINE 270.0 FT TO E LINE OF W 870 FT OF NEFRL 1/4 TH N 0D 45M 18S E ALONG SD E LINE 205.0 FT TO S LINE OF 60TH ST TH S 88D 35M 28S E ALONG SD S LINE TO WLY LINE OF RIDGEBROOK DR TH S 44D 47M 21S E 21.33 FT TH S 0D 38M 50S W ALONG SD WLY LINE 118.89 FT TH SLY ALONG SD WLY LINE 241.61 FT ON A 348 FT RAD CURVE TO LT /LONG CHORD BEARS S 19D 14M 34S E 236.79 FT/ TH SLY ALONG SD W LINE 195.79 FT ON A 282 FT RAD CURVE TO RT /LONG CHORD BEARS S 19D 14M 34S E 191.88 FT/ TH S 0D 38M 50S W 602.98 FT TO S LINE OF N 1188 FT OF NEFRL 1/4 TH N 88D 35M 28S W ALONG SD S LINE 1256.55 FT TO N&S 1/4 LINE TH S 0D 45M 18S W ALONG N&S 1/4 LINE 320.27 FT TO N LINE OF S 891 FT OF NWFRL 1/4 TH S 89D 39M 15S W ALONG SD N LINE TO W LINE OF E 660 FT OF NWFRL 1/4 TH N 0D 45M 18S E ALONG SD W LINE TO N LINE OF S 1551 FT OF NWFRL 1/4 TH N 89D 39M 15SE ALONG SD N LINE 25.82 FT TO W LINE OF E 634.1 FT OF NWFRL 1/4 TH N 0D 45M 18S E ALONG SD W LINE 331.39 FT TO S LINE OF 61ST ST TH S 88D 37M 07S E ALONG SD S LINE 634.10 FT TO N&S 1/4 LINE TH N 0D 45M 18S E ALONG N&S 1/4 LINE 66.0 FT TO N LINE OF 61ST ST TH N 88D 37M 07S W ALONG SD N LINE 208.43 FT TH N 0D 26M 45S E 470.04 FT TO N SEC LINE TH S 88D 37M 07S E ALONG N SEC LINE 190.46 FT TO S 1/4 COR OF SEC 32 T6N R11W TH S 88D 35M 28S E ALONG N SEC LINE 20.51 FT TO BEG * SEC 5 T5N R11W 47.39 A. SPLIT/COMBINED ON 02/04/2019 FROM 41-22-05-201-003, 41-22-05-201-001, 41-22-05-102-025, 41-22-05-101-023;

412205201005 N 255 FT OF E 270 FT OF W 870 FT OF NE 1/4 * SEC 5 T5N R11W 1.58 A. SPLIT/COMBINED ON 02/04/2019 FROM 41-22-05-201-003, 41-22-05-201-001, 41-22-05-102-025, 41-22-05-101-023;

EXHIBIT B

LEGAL DESCRIPTION OF THE PROPERTY



P:\220171.01 Kentwood Community Church\CAD\DWG\220171_Parcel 1 & 2 DESCRIPTION MAP.dwg - Description - 3/21/2023 2:55:00 PM_Greg Van Der Heide

PROPERTY DESCRIPTION
Parcels 1 & 2

That part of the Northeast fractional one-quarter and the Northwest fractional one-quarter of Section 5, Town 5 North, Range 11 West, Gaines Township, Kent County, Michigan, described as: BEGINNING on the North-South one-quarter line of said Section 5 at a point being South 00°45'18" West 50.00 feet from the North one-quarter corner of said section; thence South 88°35'28" East 97.13 feet along the South right-of-way line of 60th Street parallel with and 50.00 feet South of the North line of said section; thence South 09°09'39" East 78.90 feet; thence Southerly 79.04 feet on a 292.00 foot radius curve to the right, the chord of which bears South 01°24'23" East 78.80 feet; thence Southerly 161.62 feet on a 1098.00 foot radius curve to the left, the chord of which bears South 02°07'53" West 161.47 feet; thence Southerly 134.47 feet on a 462.00 foot radius curve to the right, the chord of which bears South 06°15'10" West 133.99 feet; thence Southwesterly 160.41 feet on a 254.00 foot radius curve to the right, the chord of which bears South 32°40'59" West 157.76 feet; thence Southwesterly 177.25 feet on a 212.00 foot radius curve to the left, the chord of which bears South 26°49'25" West 172.13 feet; thence South 02°52'18" West 64.43 feet; thence North 87°07'41" West 130.86 feet; thence Southerly 98.67 feet on a 697.00 foot radius curve to the right, the chord of which bears South 13°11'52" West 98.58 feet; thence South 88°03'52" East 161.53 feet; thence South 00°45'18" West 237.34 feet parallel with and 55.00 feet West of the North-South one-quarter line of said section; thence South 88°35'28" East 55.00 feet; thence South 00°45'18" West 320.27 feet along the North-South one-quarter line of said section; thence South 89°39'15" West 660.00 feet along the North line of the South 891.00 feet of the Northwest one-quarter of said section; thence North 00°45'18" East 660.00 feet parallel with and 660.00 feet West of the North-South one-quarter line of said section; thence North 89°39'15" East 25.82 feet parallel with the East-West one-quarter line of said section; thence North 00°45'18" East 364.38 feet parallel with said North-South one-quarter line; thence South 88°37'07" East 425.84 feet parallel with the North line of said section along the centerline of proposed vacated 61st Street; thence North 00°26'45" East 453.04 feet; thence South 88°37'07" East 189.65 feet along the South right-of-way line of 60th Street, parallel with and 50.00 feet South of the North line of said section; thence South 88°35'28" East 21.06 feet along said South right-of-way line to the place of beginning.

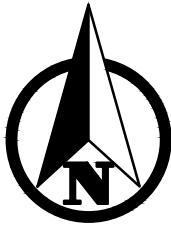
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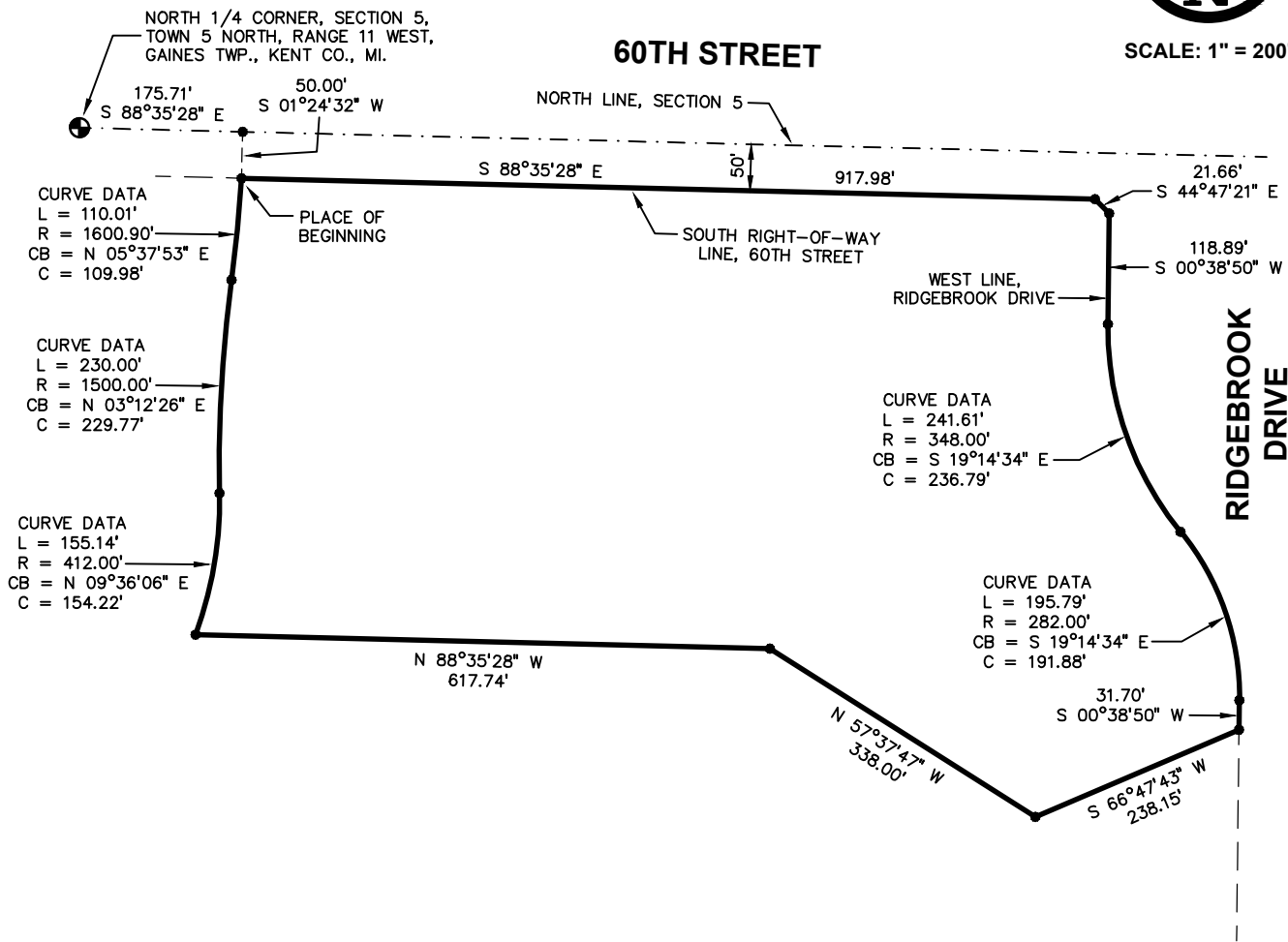
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Parcels 3-7

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12.4347 acres



SCALE: 1" = 200'



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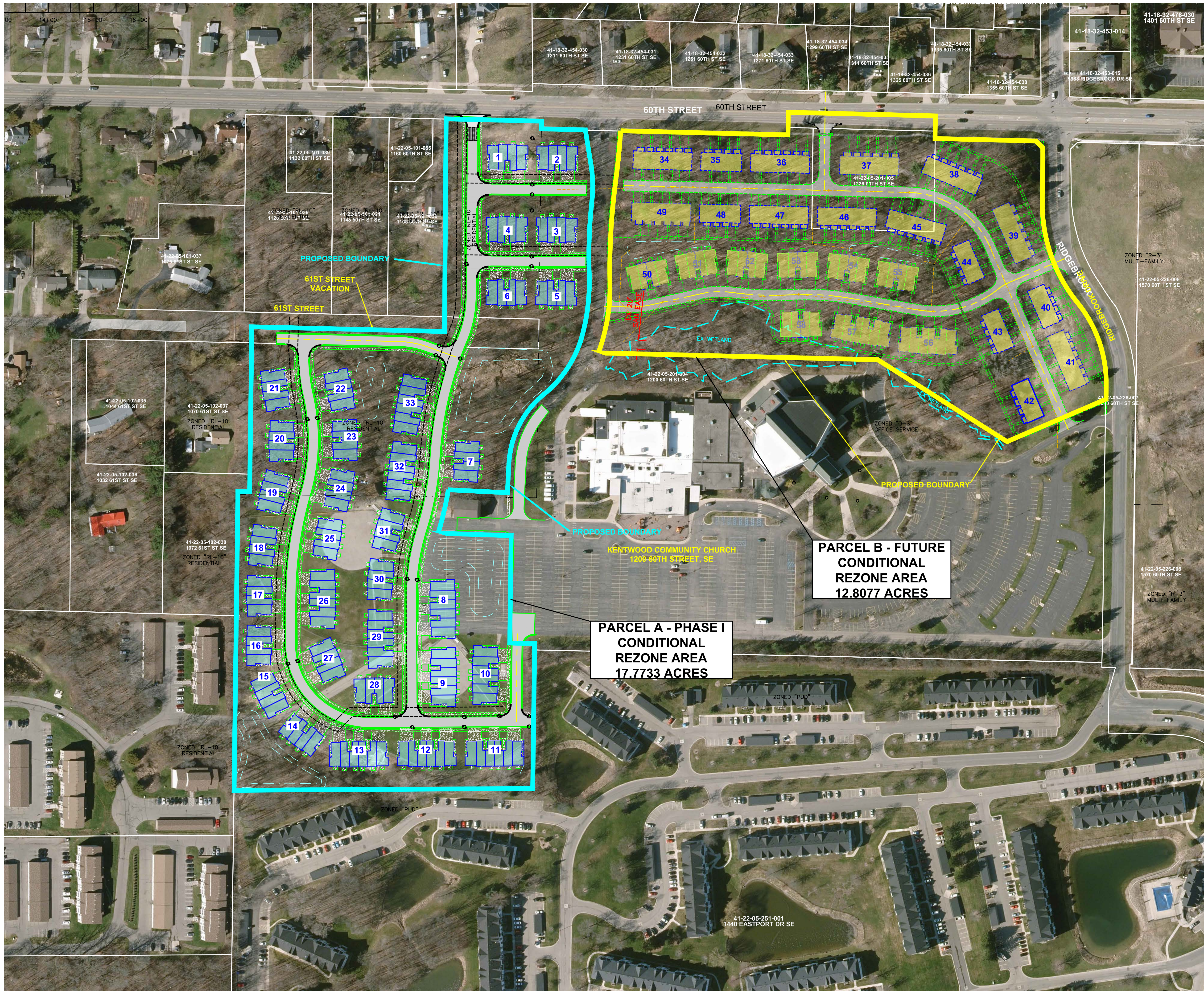
Prepared By:



Moore+Bruggink
Consulting Engineers
2020 Monroe Ave.
Grand Rapids, MI 49505
(616) 363-9801 mailbox@mbce.com

EXHIBIT C

SITE PLAN



DRAFT - SUBJECT TO CHANGE

DEVELOPMENT INFORMATION

EXISTING ZONING: "O-S" OFFICE SERVICE & "RL-10" RESIDENTIAL
PROPOSED ZONING: "R-3" RESIDENTIAL
MIN FRONT SETBACK: 35'
MIN SIDE SETBACK: 20'
MIN STREET SIDE: 35'
MIN REAR SETBACK: 50'
MIN FLOOR REQUIREMENT: 1 STORY/720 SFT/UNIT
2+ STORIES/820 SFT/UNIT
MAX BLDG HEIGHT: 35'/2.5 STORIES

MIN LOT AREA:
4 UNIT BLDG: 19,000 SFT
6 UNIT BLDG: 25,500 SFT

PARCEL A - PHASE I
17.7733 ACRES
EX. ZONING: "O-S" OFFICE SERVICE & "RL-10" RESIDENTIAL
PROPOSED ZONING: "R-3" RESIDENTIAL

PARCEL B - FUTURE
12.8077 ACRES
EX. ZONING: "O-S" OFFICE SERVICE
PROPOSED ZONING: "R-3" RESIDENTIAL

- PHASE ONE
- PHASE TWO

PLAN REVISIONS

NO.	DATE	DESCRIPTION

Moore+Bruggink
Consulting Engineers
2020 Monroe Ave.
Grand Rapids, MI 49505
(616) 363-9801
mailto:info@mbce.com

CONDITIONAL REZONE PLAN
FOR
RESIDENTIAL
DEVELOPMENT
GAINES CHARTER TWP, KENT COUNTY, MICHIGAN

FIELD SURVEY / DATE
RECORDS/M&B

PROJECT NO.: 220171.01

DESIGN DRAWN BY: FEF

DESIGNED BY: BW

CHECKED BY: JFL

PLAN DATE: 4/19/23

SHEET NUMBER
1 OF 1

PREPARED FOR:
ORION CONSTRUCTION
32 MARKET AVENUE, SW, SUITE 200
GRAND RAPIDS, MI 49503
ATTN: MR. BRAD WALSH
PH: 616-464-1740
FAX: 616-464-1742
BWALK@ORIONBUILT.COM



K. vi

MEMO

Staff Communication

DATE: June 12, 2023

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director; Natalie Davenport, Assistant Planner

RE: 4149 & 4450 76th Street SE – Rezoning Request – Rezone from A-R & A-B to I-1

SUMMARY OF TOPIC:

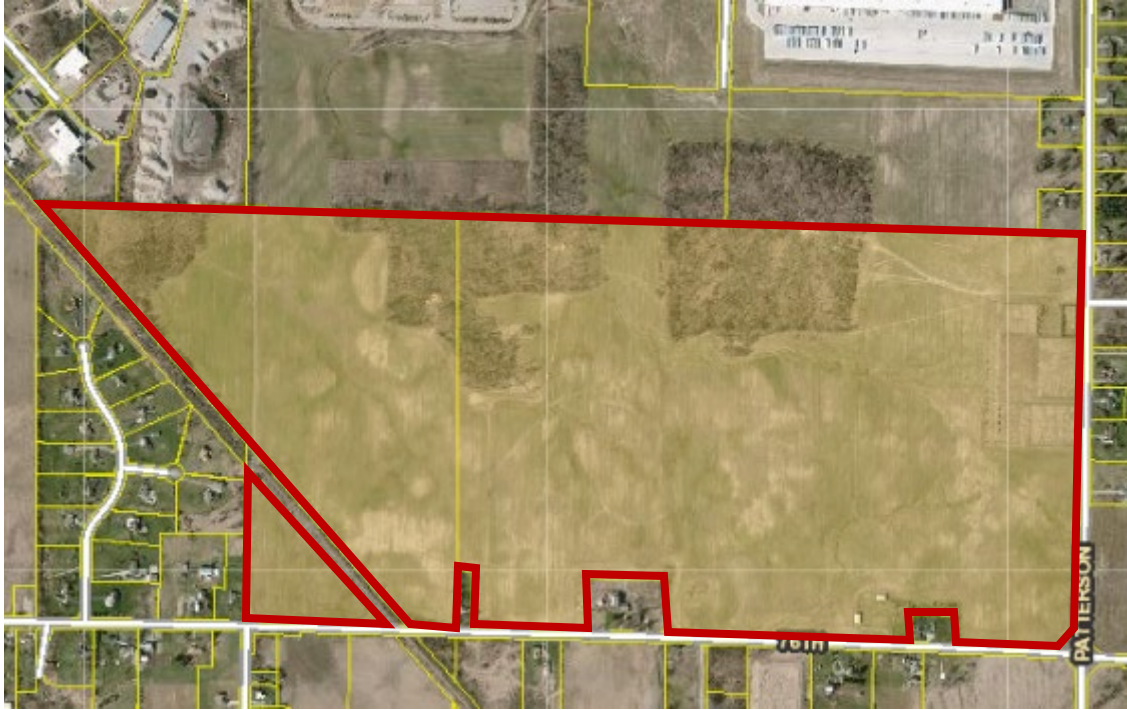
Steelcase Inc. requests the rezoning of approximately 330 acres of land they own from Agricultural/Rural-Residential (A-R) and Agricultural/Agri-Business (A-B) to Light Industrial (I-1). The subject area of land lies within two separate parcels. Steelcase has not provided information related to the potential end-users of the area proposed for rezoning but has long intended to expand industrial uses southward to 76th Street.

Steelcase has begun the extension of Rapids Drive southward to the northern edge of this area and intends to continue extending it as parcels are sold. It is likely that a variety of users will purchase parcels in this area for a variety of industrial, warehousing, and transportation purposes.

The Planning Commission held a public hearing on April 27th, 2023, and recommended approval to the Township Board of Trustees. On May 8th, the Township Board set this public hearing.

Surrounding zoning:

WEST: A-R; PUD (Residential)	NORTH: I-1; PUD-LSP	EAST: Caledonia Township (Residential, Public School)
	SUBJECT PARCEL	
	SOUTH: A-R; A-B	



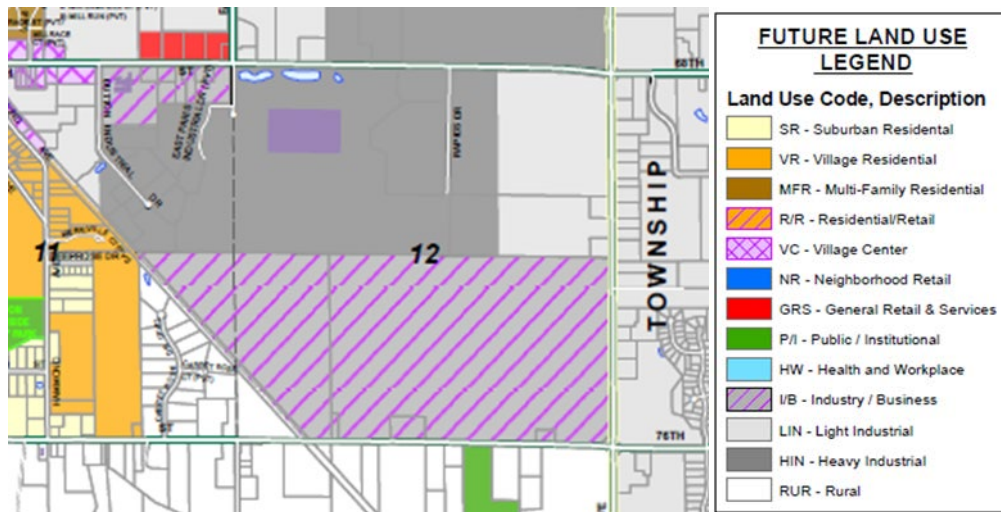
STANDARDS OF REVIEW

The request has been reviewed using the applicable review standards of Section 27.4, Review Standards for Amendments, which states:

In reviewing an application for the rezoning of land, whether the application is made without or with an offer of conditions (as in a conditional rezoning request), factors that should be considered by the Planning Commission and the Township Board include, but are not limited to, the following:

A. Whether the proposed rezoning is consistent with the policies and uses proposed for that area in the Township's Master Land Use Plan;

Meets Standard. The Township's 2023 Future Land Use Plan designates the subject area of land as Industrial/Business/Warehousing/Transportation, which aligns with light Industrial Use.



Regarding the far southwest corner of the property that is future zoned as “Rural”, the 2023 Master Plan states:

The Future Land Use Plan is general in scope. It is not, in most cases, intended to establish precise boundaries of land use or exact locations of future uses in the same way as the township’s Zoning Map. Change is constant and usually unpredictable, and there may be circumstances that warrant changes to the zoning boundaries that are not consistent with the Master Plan. However, the intent and spirit of the Future Land Use Plan and categories should be followed.

In this case the triangular piece of land was not recognized as part of the larger parcel due to its division by the old rail right-of-way. Staff believes that the smaller triangular parcel’s designation should be the same as the larger portion of the parcel as industry/business rather than split zoned.

B. Whether all of the uses and structures allowed under the proposed rezoning would be compatible with other zones and uses in the surrounding area;

Meets standard. The subject parcels are surrounded by industrial uses to the north, including the Steelcase PUD-LSP and I-2 zoning districts. Therefore, light industrial uses in this area are anticipated to be compatible with the surrounding zones and uses to the north.

There are agricultural and residential zones and uses abutting the subject parcels located to the south, west, and east in Caledonia Township, including a proposed public school at the intersection of 76th & Patterson. Per the zoning ordinance, the I-1 zoning district is intended for industrial operations that do not generate significant obnoxious off-site effects, such as noise, vibration, and odor.

Given the limitations surrounding light industrial uses, staff does not anticipate compatibility to be a concern related to the rezoning and development of this area.

C. Whether any public services and facilities would be significantly adversely impacted by a development or use allowed under the requested rezoning;

Meets standard. Steelcase is currently in the process of extending road, water, and sewer lines to the end of Rapids Drive. As of April 14, 2023, the contractor has installed and tested all the project's sanitary sewer; the contractor has also completed watermain installation. Final inspections of water/sewer utilities have yet to be performed.

D. Whether the proposed zoning would be reasonable;

Meets standard. The proposed rezoning is reasonable as the area is generally planned for transformation. Section 12 can be served by public water and sewer, and Rapids Drive is currently being expanded to the south. While agricultural lands would be converted to industrial, the incremental expansion of the northeast industrial area is reasonable in concept.

E. Whether circumstances in the area have changed;

Meets standard. Circumstances in the area have generally changed in the past several years, most significantly the Amazon development to the north and the Lone Oak project along Rapids Drive. Many of the sites contemplated in the previous Master Plan for industrial development are committed at this point. Expansion to the south half of Section 12 is the logical area for additional industrial use considering utility availability and nearby road and air transportation networks.

F. Whether the uses allowed under the proposed rezoning would be equally or better suited to the area than uses allowed under the current zoning of the land.

Meets standard. Industrial use of the Steelcase property would be equally or better suited for the area than agricultural uses. Section 12 falls within the water and sewer district, and public road and utility extensions are currently underway. Because the site is feasible for the expansion of public infrastructure, it is reasonable to develop the property for industrial uses.

FINANCIAL IMPACT:

In the long term, industrial and business development of this area will generate tax revenues for the Township.

BUDGET ACTION REQUIRED:

N/A.

RECOMMENDATION:

After a public hearing held on April 27th, 2023, the Planning Commission recommended approval to the Township Board of Trustees for this rezoning request based on the standards of 27.4 being met.

Staff recommends that the Township Board of Trustees approve the application for rezoning after holding a public hearing to consider public comments.

ATTACHMENTS:

- Draft Ordinance
- PC 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 _____, 2023, beginning at ____ p.m., the following Ordinance was offered for adoption by Township Board Member _____, and was seconded by Township Board Member _____:

**AN ORDINANCE TO AMEND THE GAINES CHARTER TOWNSHIP ZONING
ORDINANCE AS PROVIDED FOR IN CHAPTER 27 THEREOF BY AMENDING
SECTION 1.6 AND THE TOWNSHIP ZONING MAP**

THE CHARTER TOWNSHIP OF GAINES (the "Township") ORDAINS:

Section 1. Amendment. The Gaines Charter Township Zoning Ordinance is hereby amended by the amendment of Section 1.6 thereof, the Zoning Map, so as to rezone the following properties in their entirety from Agricultural-Rural Residential & Agricultural-Agri Business to Light Industrial (I-1), the land being commonly described as parcels 41-22-12-400-006 and 41-22-12-300-010 located at 4149 & 4450 76th Street SE. The legal descriptions are as follows:

4149 76th Street SE

THAT PART OF E 1/2 SE 1/4 OF SEC 11 LYING NELY OF NELY LINE OF ABANDONED K.B.E.C. RR R/W /100 FT WIDE/ ALSO W 1/2 SW 1/4 OF SEC 12 EX ABANDONED K.B.E.C. RR R/W /100 FT WIDE/ * SECS 11 & 12 T5N R11W 100.02 A.

4450 76th Street SE

412212400006 E 1/2 SW 1/4 EX COM 394 FT N ALONG W 1/8 LINE FROM S SEC LINE TH S ALONG W 1/8 LINE 394 FT TO S SEC LINE TH E ALONG S SEC LINE 100 FT TH N PAR WITH W 1/8 LINE 388 FT TH WLY TO BEG & EX COM AT S 1/4 COR TH W ALONG S SEC LINE 490.0 FT TH N PERP TO S SEC LINE 358.23 FT TH E PAR WITH S SEC LINE 482.79 FT TO N&S 1/4 LINE TH S ALONG N&S 1/4 LINE TO BEG ALSO SE 1/4 EX COM 816 FT W ALONG S SEC LINE FROM SE COR TH W ALONG S SEC LINE 264 FT TH N PERP TO S SEC LINE 206 FT TH E PAR WITH S SEC LINE 264 FT TH S 206 FT TO BEG * SEC 12 T5N R11W 234.87 A.

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

Township Board Ordinance No. 23-_____
_____, 2023

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

Member Wiersema inquired about Village Residential and open space. Wiersema asked if we can look at open space development under Village Residential. Planner Wells stated that open space development is reserved for site condominiums and plat proposals.

- MOTION:** Motion by Rober, support by Thomas to table the request.
- DISCUSSION:** Haagsma posed concerns over open space, traffic, and drainage. Giarmo suggested the possibility of a traffic study. Rehkopf with Orion Construction discussed the vacation of 61st Street. Rehkopf stated that the roadway could never be extended if the easement is vacated. Rehkopf is okay with the condition of approval that 61st Street is never extended. Rehkopf stated that they have a wetlands consultant and they have been in communication with EGLE. Rehkopf stated that they will be getting rid of a lot of parking lot surface. Rehkopf does not believe that a PUD is necessary. Haagsma stated that the proposed plan shows approximately 140 parking spaces being removed, while the site has over 1,000 parking spaces total. Haagsma does not have any issues with the use but has concerns about the density with no open space.
- AYES:** Thomas, Billips, Haagsma, Rober, Wiersema, Waayenberg, Giarmo
- NAYS:** None
- ABSTAIN:** None
- DECISION:** Motion tabled (7-0).

d. 4149 & 4450 76th Street SE – Steelcase Rezoning Request

Consideration of rezoning two parcels currently zoned Agricultural/Rural-Residential (A-R) and Agricultural/Agri-Business (A-B) to Light Industrial (I-1).

Brian Sikma on behalf of Steelcase gave an overview of the request. Sikma stated that Steelcase is not actively trying to sell any property, but because of the lack of available industrial property, they would like to be able to sell the land as industrial. Sikma stated that they have one party interested in purchasing, but nothing official to date.

Planner Wells gave an overview of the staff review memo. Wells urged Steelcase to consider smaller parcels for development due to the need for smaller businesses in the township outgrowing their current sites.

Chair Giarmo opened the public hearing at 8:45 PM.

Jason Saidoo, 8578 E Barber Ridge, spoke on behalf of the Caledonia Schools Board of Education. Saidoo stated that the new Dutton Elementary School will be constructed at the southeast corner of the intersection of 76th Street and Patterson. The school is currently surrounded by industrial uses. Saidoo urged the Planning Commission to consider the proximity of industrial uses to the school.

Matt Hess, 8944 Kraft Avenue, with Caledonia Public Schools asked that the Planning Commission consider the new location of the school on the other side of the intersection.

Stephanie Pratt, 4642 76th Street, stated that she does not want to look at industrial buildings. She does not want additional traffic or the noises associated with industrial use. She is completely opposed to it and does not see a need for industrial expansion in this area.

Bruce Beebe, 4645 76th Street, stated that he would rather see housing development or farmland in this area. Has concerns over truck traffic and noise.

Dick Rogers, 4574 76th Street, stated that he is opposed to the rezoning. He believes that the area should be residential rather than industrial.

Timothy Zandbergen, 4367 76th Street, inquired if Patterson is a Class A road, to which Member Haagsma confirmed yes. Zandbergen believes this is the best place in the township for this type of business.

Chair Giarmo closed the public hearing at 8:58 PM.

MOTION: Motion by Waayenberg, support by Wiersema to make a positive recommendation to the Board of Trustees to rezone the properties.

DISCUSSION: None

AYES: Thomas, Billips, Haagsma, Rober, Wiersema, Waayenberg, Giarmo

NAYS: None

ABSTAIN: None

DECISION: Motion carried (7-0).

2. Site Plan Review

a. 10287 Kalamazoo Avenue SE – Preliminary Rezoning Request

Preliminary Planned Unit Development Mineral Removal (PUD-MR) rezoning consideration to expand sand and gravel mining operations for Stoneco on a single 29-acre parcel.



MEMO

Staff Communication

DATE: June 12th, 2023

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: Moratorium on Residential-10 Zoning Development

SUMMARY OF TOPIC:

Staff requests a three-month extension of the moratorium on condominium and plat development across the Residential-10 zone, with a modification to the previous ordinance.

Under this extension, rezonings would be allowed to proceed, but all other restrictions are still in place.

Extension of the moratorium will provide time to make changes to the Neighborhood Commercial zoning definition, and rezone certain parcels within the Township to bring them into alignment with past area plans, and newly developing visions for housing subdivisions and village center development. The changes to the zoning definitions and rezonings of certain parcels will be initiated at the June Planning Commission meeting.

A proposed ordinance is attached for review.

FINANCIAL IMPACT:

A moratorium is not anticipated to have a negative financial impact on the Township.

BUDGET ACTION REQUIRED:

N/A.

STAFF RECOMMENDATION:

Staff recommends approval of the proposed moratorium as presented.

**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 _____, 2023, 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 EXTEND/IMPOSE A MORATORIUM ON THE ISSUANCE OF ANY ZONING APPROVALS, REZONINGS, PERMITS, LICENSES OR OTHER APPROVALS BY THE TOWNSHIP FOR NEW OR EXPANDED RESIDENTIAL HOUSING DEVELOPMENTS WITHIN THE RESIDENTIAL (RL-10) ZONING DISTRICT PURSUANT TO THE GAINES CHARTER TOWNSHIP ZONING ORDINANCE AND ZONING MAP, AND A PROHIBITION ON THE CREATION, EXPANSION, CONSTRUCTION OR INITIATION OF CERTAIN RESIDENTIAL HOUSING DEVELOPMENTS WITHIN THE RESIDENTIAL (RL-10) ZONING DISTRICT WHILE THE MORATORIUM IS IN EFFECT.

THE CHARTER TOWNSHIP OF GAINES (the "Township") ORDAINS:

Section 1. Findings.

- a. The provisions of the Gaines Charter Township Zoning Ordinance ("Zoning Ordinance") regarding certain residential developments, site condominiums and subdivisions in the Residential (RL-10) zoning district under the Zoning Ordinance and Zoning Map have not kept pace with residential development patterns and other matters.
- b. The Township Board for Gaines Charter Township desires to revise and update the provisions within the Zoning Ordinance regarding residential developments, site condominiums and subdivisions in the Residential (RL-10) zoning district and similar matters.
- c. Imposing a moratorium, on a limited temporary basis, is reasonable and necessary to allow time for the review of potential amendments to the Zoning Ordinance regarding residential developments, site condominiums and subdivisions in the Residential (RL-10) zoning district.

- d. The Township Board of Trustees approved a moratorium on January 9th, 2023 for a period of six months (effective January 16th, 2023). During that time Township staff have prepared draft zoning ordinance amendments and will proceed with Planning Commission and Township Board review.
- e. During the 3-month moratorium extension period, the Township Board and the Gaines Charter Township Planning Commission will investigate potential modifications to the Zoning Ordinance that may establish reasonable regulations regarding residential developments, site condominiums and subdivisions in the Residential (RL-10) zoning district.

Section 2. Administrative Action. A moratorium is hereby imposed upon the issuance and processing of any Gaines Charter Township permit, license, zoning approval, land division approval, variance, plat approval, site condominium approval, or similar approval for any residential development, plat, site condominium or subdivision in the Residential (RL-10) zoning district). During the moratorium term specified in this Ordinance, no Township official, board, employee, body, commission, or agent shall: process, issue or approve any such permit, zoning request, land division, license, plat, site condominium, plat, variance or other zoning request or application for any new or expanded development, site condominium or subdivision in the Residential (RL-10) zoning district.

Section 3. Prohibition upon Certain Residential Developments. While the moratorium contained in this Ordinance is in effect, no new or expanded plat, subdivision, site condominium or land division shall be created, effectuated, expanded, approved or implemented in the Residential (RL-10) zoning district.

Section 4. Term of This Ordinance. The moratorium imposed by this Ordinance shall remain in effect for six (3) months following the effective date of this Ordinance or until amendments to Gaines Charter Township's ordinances regarding any new or expanded development, plat, site condominium or subdivision in the Residential (RL-10) zoning district become effective, whichever occurs first. Prior to the expiration of this moratorium, Gaines Charter Township may extend the moratorium to allow sufficient time to complete any such amendments to Township ordinances.

Section 5. Effective Date. This Ordinance is declared to be an emergency ordinance and shall become effective the day following its publication (or a summary thereof) 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 emergency 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-Action Required

DATE: June 8, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: Board Room Technology Upgrade

SUMMARY OF TOPIC:

The technology in the Township Board Room needs an upgrade. Several options were reviewed for reliability, flexibility, and user friendliness. The option that rose to the top of the list was presented by Buist Audio Visual, which is a division of Buist Electric.

With this option, Buist will take the existing monitors off the walls and put them on stands. They will set up a wireless connection on the monitors that will be controlled by a device at the end of the dais. The monitors will only need a power source so they may be moved around the room depending on the needs for each meeting.

I have seen this type of set up utilized in a couple of different municipal meeting rooms in the area. I know that Buist set up one of them. This quote from Buist to complete this technology upgrade is \$15,671.

BUDGET ACTION REQUIRED: NONE

There are funds available in the Township Hall and Grounds account that may be used for this purpose.

STAFF RECOMMENDATION:

Staff recommends the approval of the quote from Buist Audio Visual for the Board Room Technology upgrade.



AUDIO VISUAL | AUTOMATION | COMMUNICATIONS | CONTRACTING | ENGINEERING | MEDIUM VOLTAGE | OUTDOOR UTILITIES | SERVICE | TESTING

May 17, 2023

Quotation #: **D230173**

Rod Weersing / Kim Triplett
Gaines Charter Township
8555 Kalamazoo Ave.
Caledonia, MI 49316

RE: Boardroom AV Upgrades

Rod / Kim:

Buist Audio Visual has reviewed the requirements of the project and will provide labor, material, and equipment to complete the work per plans and specifications as follows:

Wireless Displays

- Provide and install (2) Chief XPA1UB Extra Large Height Adjustable Mobile AV carts to mount the existing 82" displays onto.
 - Provide labor to remove the existing 82" displays from the wall and return the wall mounts to the customer.
- Provide and install (1) Extron eLINK 100 Wireless HDMI Transmitter.
- Provide and install (4) Extron eLINK 100 Wireless HDMI Receivers to feed the (2) existing 82" displays, the existing projector, as well as the existing cart display. These receivers will all be sourced by (1) transmitter, showing the same image across all (3) displays and the projector.
- Provide and install (2) Middle Atlantic NEXSYS Compact Surge protectors for power distribution behind both 82" displays.
 - Provide and install (2) COVID 15ft IEC power cords to facilitate a power connection between the NEXSYS and the floor pocket.
- Provide and install (1) Crestron HD-TX-101-C-1G-B-T 1-Gang HDMI Transmitter. This will replace the existing input plate on the pole. This will extend the HDMI signal over shielded CAT6 back to the rack.
- Provide and install (1) Crestron HD-RX-101-C-E HDMI Receiver. This will reside in the rack and receive the extended HDMI signal from the wallplate transmitter. This will source the Extron eLink Transmitter via HDMI.
- Provide and install (1) Middle Atlantic PD-615R 6-output power sequencer. This will be in the rack and control the order in which the AV equipment is turned on to avoid popping and noise.
- Provide and install all necessary cabling and hardware.

Total **Bid Price: \$15,671.00**

New Projector

- Provide and install (1) Panasonic PT-VMZ61U7 WUXGA 6200 lumen laser projector to replace the current projector in the room.
- Provide and install (1) Chief RPMAUW Universal Projector mount. This will connect to the existing projector pole in the ceiling.
- Provide and install all necessary cabling and hardware.

Total **Bid** Price: **\$5,857.00**

New Projector Screen

- Provide and install (1) Draper XT1000VB Projection Screen. This screen will mount inside the existing case, essentially replacing the “guts” of the projector screen.
 - The new screen has a black backing to it, so no light from the windows behind the screen bleed through.

Total **Bid** Price: **\$3,942.00**

Price is based on all work being performed Monday through Friday from 7:00 AM to 4:30 PM.

Due to current supply chain challenges, material costs are subject to review until a PO/contract is received/signed, at which time we will secure all available materials. For longer lead time items, we are seeing shorter expiration dates on supplier/manufacturer quotes, as well as price escalation in the interim between PO issuance and date of shipment. We will make every effort to keep you informed and be transparent with any costs we need to pass along on these items. We regret the necessity of this addition to our quote letters and will continue to work diligently to keep these costs in check – looking forward to the day this statement can be removed. We appreciate your understanding and thank you for the opportunity to submit this quotation.

Please feel free to contact me directly at (616) 219-9580 or via email at ddeal@buistav.com with any questions.

Respectfully,

BUIST AUDIO VISUAL

Devin Deal

Devin Deal
AV Solution Architect

DD/kl

Notice to Proceed

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work specified.

Date Accepted: _____ Signature: _____ P.O. #: _____

(Please sign and email back)



MEMO

Staff Communication-Action Required

DATE: June 9, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager/Dutton Fire Committee
RE: Battery Powered Extrication Tool Purchase

SUMMARY OF TOPIC:

Fire Chief, Ken Van Hall, presented a request for the purchase of battery powered extrication tools for DFD Engine 69.

His request to the Dutton Fire Committee, and a quote for the equipment, are attached.

BUDGET ACTION REQUIRED:

None, this expenditure was included in the projections for capital outlay (422-900.00-971.000) in the 2023 budget.

STAFF RECOMMENDATION:

Staff, and the Dutton Fire Committee, recommend approval of this request, within the guidelines of the Township's Purchase Policy.



MEMO

Staff Communication – Action Required

DATE: May 16, 2023
TO: Dutton Fire Committee
FROM: Ken Van Hall, Cutlerville & Dutton Fire Chief
RE: Battery Powered Extrication Tool Purchase

SUMMARY OF TOPIC:

This request is for the purchase of battery powered extrication tools to replace the current set of hydraulic extrication tools on Engine 69. The current set of extrication tools on Engine 69 are over twenty years old and leak hydraulic fluid.

If this purchase is approved, the new set of extrication tools which would include a spreader, cutter and ram which would be placed on the new Engine 67 scheduled to be delivered August 2023. The current set of battery powered extrication tools would be placed on Engine 69 to replace the hydraulic tools currently on that apparatus.

Dutton Fire would support two complete sets of extrication tools just as we always have.

FINANCIAL IMPACT:

Attached is a quote from MI Rescue Resources, LLC, who is the sole source provider for Genesis Rescue Systems in Michigan. The quote includes a cutter, spreader, ram, six (6) batteries and three (3) battery chargers.

BUDGET ACTION REQUIRED:

No budget action is needed. This expense was planned for in the Capital Outlay (422-900.00-971.000) line item.

STAFF RECOMMENDATION:

Staff recommends the Dutton Fire Committee send this request to the Gaines Township Board for approval and execute the purchase per the Gaines Township Purchasing Policy.

MI Rescue Resources LLC

Sales Representative: Steve Funk

4298 Farrel Rd • Hastings, MI 49058 • 269.838.1930

EMAIL: michigangenesis@gmail.com

April 19th, 2023

Chief Ken VanHall
Dutton Fire Department
3471 68th St. S.E.,
Caledonia, MI 49316
Ken.vanhall@gainestownship.org

Sir,

Rescue Resources hereby submits the following quote for Genesis Rescue Systems equipment from American Rescue Technology.

One (1) - Genesis SC240-SLi EFORCE Smooth Cut with Standard blades

- Length-39.9in.; Width-9.3in.; Depth-9in. *2 batteries/charger*
- N.F.P.A. 1936 Compliant with ratings of A8-B9-C7-D9-E9-F4
- 7.3 in. opening, weighs only 47.8 lbs.
- Smooth Cut blades made of forged steel, SLi- waterproof, geofence, Service Mode, Training Mode, wireless capabilities.
- P/N: ART.110.154.9GRS

One (1) - Genesis S44-SLi EFORCE Spreader

- Length-35in.; Width-9.3in.; Depth-9in.; N.F.P.A. 1936 Compliant *2 batteries/charger*
- 24 in. opening, weights only 40.1 lbs., Pulling Distance-15.3 in.
- Lowest Spreading Force-9,225 LBF, Highest Spreading Force-11,700 LBF
- Lowest Pulling Force-4,725 LSF, Highest Pulling Force-9,450
- SLi- waterproof, geofence, Service Mode, Training Mode, wireless capabilities.
- P/N: ART.110.146.8GRS

One (1) - Genesis 21"-36" SLi EFORCE Ram

- Length-21.3in.; Width-11.4in.; Depth-9in.; Weights only 35 lbs. *2 batteries/charger*
- Max Pushing Force- 25,021LBF
- N.F.P.A. 1936:2015 Compliant, IP68
- SLi- waterproof, geofence, Service Mode, Training Mode, wireless capabilities.
- P/N: ART.110.309.6GRS

PROMO PACKAGE TOTAL

\$39,999.00

Genesis Rescue Tools

Sales • Service • Training

MI Rescue Resources LLC

Sales Representative: Steve Funk

4298 Farrel Rd • Hastings, MI 49058 • 269.838.1930

EMAIL: michigangenesis@gmail.com

Free Extrication Tool Training:

- Three (3) hours – Hands on training included with the purchase of a set of Genesis Extrication Tools.

Thank you for the opportunity to submit this quote. If you have any questions, I can be reached at 269.838.1930, 24/7. For further information on a full line of Genesis tools and training please visit the Genesis Tools website at <http://www.genesisrescue.com/html/batteryeys45.php>.

- Prices Good Through: August 30, 2023
- Delivery: 150 days or less normally for SLI
- Terms: 15 days
- F.O.B.: Kettering, Ohio
- Shipping estimated actual cost will be noted on the invoice

Thank you,
Steve Funk

Genesis Rescue Tools

Sales • Service • Training



MEMO

Staff Communication-Action Required

DATE: June 9, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager/Dutton Fire Committee
RE: First Arriving Software for Dutton Fire Station

SUMMARY OF TOPIC:

Fire Chief, Ken VanHall, made a request for the implementation of the First Arriving Digital Dashboard System at the Dutton Fire Station. This is the same system that is being utilized by the Cutlerville Station.

The system displays information such as shift schedules, a training/event calendar, training assignments, response time metrics, weather, etc.

BUDGET ACTION REQUIRED:

This item was footnoted as a possible purchase in 2023; no budget action would be required.

For consideration, should this purchase be approved, the Township has the option of moving forward with a one-year subscription @ \$749.00, or commit to a three-year subscription for a total of \$2,247.00. The three-year subscription commitment would entitle us to \$168.53 (Approx. 7.5%) savings. In addition to the annual subscription cost, there is a one-time first-year setup fee of \$995.00.

Should the Board approve this purchase request, five power outlets (to power the television monitors that will display the digital dashboards at an estimated cost of \$825.00; and five large screen tv/monitors. Approximate cost of the Tv's would be \$2,142.00.

Minimum first year expense would be approximately \$4,716.00 if a one-year subscription is purchased, approximately \$6,041.00 if we opt to purchase the three-year subscription.

STAFF RECOMMENDATION:

The Dutton Fire Committee recommends this purchase.



MEMO

Staff Communication-ACTION REQUIRED

DATE: May 16, 2023
TO: Dutton Fire Committee
FROM: Ken Van Hall, Cutlerville/Dutton Fire Chief
RE: First Arriving Dashboard System

SUMMARY OF TOPIC:

This request is for the implementation of the First Arriving Digital Dashboard System at the Dutton Fire Station. The digital dashboard system would consist of five (5) monitors placed around the station displaying information such as shift schedules, a training/event calendar, training assignments, response time metrics, weather, etc.

FINANCIAL IMPACT:

First Arriving provided two (2) quotes. The first quote includes a one-time dashboard setup fee of \$995 and an annual subscription cost with hardware of \$749.00 for a total first year cost of \$1,744.00.

I have also included an additional quote that includes the cost for a 3-year pre-pay option. This quote would provide the township with savings of \$168.53 over a three-year period for a total 3-year cost of \$3,073.47.

BUDGET ACTION REQUIRED:

None budget action required. This was a planned expense in the FY 2023 budget within the Programming/Software/Network line item and footnoted for an amount of \$3500.

STAFF RECOMMENDATION:

Staff recommends the Dutton Fire Committee forward this request to the Gaines Township Board for approval.

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First Arriving Digital Dashboard Proposal

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Monthly Membership Meeting

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3 days ago by Fire Chief

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John Smith Middle School, July 7 @
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Wednesday, June 8 @ 1800, Station 1
Main Entry



APPARATUS MA

Unit	Status
UTILITY 20	OOS
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TRUCK 20	In Service
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MEDIC 20	In Service
CHIEF 1	In Service
CHIEF 300	In Service

HYDRANTS OOS

Winton Road just North of S

OOS and bagged

2 months ago

Rose and Southland

Repair Pending Tuesday

a year ago

Prepared for:

Dutton (MI) Fire Department

Created by:

Tracy Blankenship

May 3, 2023



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Rapid Deployment

- Get up in running quick with our core features plus scheduled development of your integrations and requirements.

Best In-Class Backend & Security

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- Radar, Current Conditions, 3-Day Forecast & Severe Weather Alerts.

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- Add your own alert tones!

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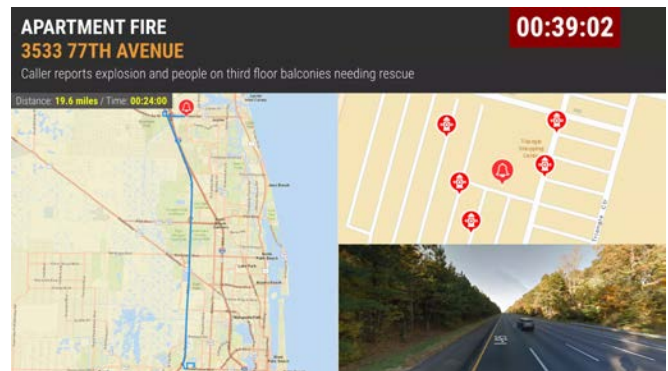
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Locked-in Kiosk mode with dedicated hardware for always on display, typically 43-55" TVs/Displays. **Hardware included with lifetime warranty and replacement** or provide your own including **dedicated always-on displays** via browser, Mac, Windows or iPad great for offices, on the go, home offices and second-screens

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- Slides, PDFs & images
- Menu & touchscreen – easily access content
- Ad free – all your content, no ads
- RSS feeds, social media
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- Virtual onboarding and training
- Full support access including virtual check-ins, ticket, phone, and chat support, new feature updates, customer webinars and newsletter updates
- Zoned setup & content management agency / department wide, station, facility, division, office, etc.
- Additional Dispatch Feeds including CAD feeds, XML, API, email, text parsers for alerting & notifications. We can use just about anything - additional API fee may apply for new integrations
- Share content between agencies
- Zoom Meetings Easily jump into Zoom meetings from your Dashboard, including connected cameras and audio
- Expanded Mapping Options including ESRI, Mapbox and other GIS solutions





Prepared By	Proposal Date	Valid For
Tracy Blankenship	May 3, 2023	90 Days

COMPANY INFORMATION

Account	Dutton (MI) Fire Department 3471 68th St SE Caledonia, MI 49316	Billing Contact (if different)
Contact	Ken Van Hall Chief	Billing Address (if different)
Phone:	(616) 482-8896	Billing Email:
Email:	ken.vanhall@gainestownship.org	Billing Phone:

Product/Service	Price	Qty	Subtotal
Dashboard Setup - Up to 5 Stations Agency setup (one-time) for up to 5 facilities	\$995.00	1	\$995.00
Dashboard Subscription with Hardware First Arriving Dashboard licenses including lifetime hardware warranty & replacement, one device per station/location.	\$749.00	1	\$749.00
Total			\$1,744.00

COST AFTER FIRST YEAR FOR 1 LICENSES: \$749.00

This total includes any existing and new licenses



First Arriving

Customer Signature

Signed Date

Signatory Name

Title



First Arriving
Named to GovTech 100



COMPANY 2023

First Arriving Honored Among Top Companies Making A Difference In State And Local Government

First Arriving, a leader in technology for public safety and local government, has been named by Government Technology as a one of the **top 100 companies in GovTech for 2023**.

This designation reinforces our commitment to our clients and the communities they serve and to providing the most innovative solutions to America's public safety leaders.



PAYMENT & SUBSCRIPTION

Payment

Net 21. If you need custom payment terms, email Billing@firstarriving.io.

License Agreement - Dashboards

Customer is licensed to use the contracted number of Dashboard subscription licenses during the term of the agreement and subsequent renewal periods. One license required per display.

LIFETIME Hardware Warranty, Replacement & Upgrade

During the term of a current license agreement, First Arriving will replace **any defective device***. This includes **upgrades** to the device when needed. Replacement is two business days via express shipping if issue cannot be resolved via support team.

** Defective device does not include water or damage caused by inappropriate use of device.*

Term & Subscription Discount Options

We offer several options for the term of your agreement including discounts for multi-year subscriptions and prepayment for same. If you are interested in a multi-year agreement, please contact your sales/business development representative for a revised quote.

Standard Agreement & Renewal

Your subscription will renew annually to be due on the anniversary date of your activation.

Multi-Year Agreement Option

Lock in your license pricing for 2-4 years with a multi-year agreement, save 2.5% annually

Multi-Year Agreement with Prepay Savings

Prepay on a 2, 3 or 4-year Subscription and save.

- Save 5% on a 2-Year Subscription w/Prepay
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Renewal

Dashboard licenses automatically renew for successive twelve (12) month terms unless canceled in writing by Client at least 30 days prior to the end of Term renewal date. Prices quoted shall be a firm fixed price for one (1) year. Prices will escalate by 3% per year starting at renewal date, and only one price escalation shall be allowed within a twelve (12) month period.

Cancellation & Refunds

You may cancel your subscription at any time. The cancellation becomes effective once the prepaid term is up and the account is due for renewal. You may qualify for a refund if the cancellation was due to a documented service issue that could not be resolved within 30 business days from initial notification to First Arriving Dashboard Support via email, phone or support ticket, excluding issues resulting from third-party integration partners. Upon notification of cancellation, First Arriving will send a prepaid return label for the return of any devices and all devices. Devices must be returned within 14 days of the effective cancellation date. Any devices not returned will result in an invoice for the current device value. Please contact us at Billing@firstarriving.io with any questions.

Download our W9 at <https://firedept.link/firstarrivingw9>

Subscription Term & Details

Your Dashboard subscription includes all existing and new features/integrations in the First Arriving digital signage platform based on your license level, excluding any third party provider fees and any agreed upon custom development for unique integrations or features specific to your organization. These are always discussed and pre-approved prior to implementation.

Your subscription also includes access to our support center and support team, with email, phone and web-based ticket support. New feature requests outside of normal support or existing features/integrations are reviewed on a case-by-case basis.

For additional Terms & Conditions, please visit <https://www.firstarriving.com/terms-and-conditions/>

Billing & Contact Information

First Arriving IO, Inc
9555 Kings Charter Drive, Suite K
Ashland, Virginia 23005
(240) 667-7755

Billing Email: Billing@firstarriving.io

Dashboard Email: dashboards@firstarriving.com



First Arriving

Support Center & FAQs: <https://support.firstarriving.com>

WHAT'S NEXT

Once we receive your signed agreement, we will provide you an invoice and schedule an implementation call. Your subscription will not start until setup is complete and your Dashboard activated. Our average time from contract to launch is 8-12 weeks, depending on the complexity of your setup and integrations.

THIRD PARTY SERVICES

Your subscription cost does not include any integration (typically referred to as “API” or “Data Access”) fees by third-party software providers. Please check with your third party vendor to see if any may apply to the integrations specific to your organization. Most integration partners do not charge any or significant additional fees, but your determination will be based on your agreement/plan with them.

MAPPING OPTIONS

First Arriving utilizes ESRI for base mapping (ESRI.com) which specializes in public safety mapping. You may use your own ESRI account, if applicable, for additional layers and features specific to your agency. We also support Mapbox, Here.com and other mapping and GIS platforms. Google StreetView is also an option, which requires a separate Google Maps account, which includes a \$200/month credit towards Google Mapping fees and covers most use cases.

Mapping & Alerting Note

First Arriving's Dashboards provide excellent *supplemental* information for your incident notifications, including general routing and street view provided by third parties, such as ESRI, Mapbox and others. These features rely on a reliable internet connection and updated information from your third party services such as hydrant and other marked locations. These services are provided for you with our Dashboards but you should always rely on your primary dispatch, known best route to incident and other available primary information for the response location. Like any third party app or service, the information displayed on your Dashboards **does not replace** your primary incident alerting notification resource(s) such as your dispatch center's system.

WHAT WE NEED FROM YOU

During your Implementation process, as well as for ongoing support requests, First Arriving may request “API Keys”, sample data files, access permissions and other requirements for setting up your Dashboards and connecting them to third party services. If you are sharing any information with other agencies’ dashboards, you need to sign a form to grant access.

CUSTOMER SUCCESS STORIES

"First Arriving's Digital Dashboards give our department the ability to take critical data and push that information out to those that need it most. Taking data and making it actionable improves system performance and unit utilization, thus allowing our department to better meet our community's needs."

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"The fusion of First Arriving Dashboard technology with our internal leadership has created a means of delivering daily mission-critical information department wide. This has enhanced our situational awareness and strengthened our overall delivery of emergency and non-emergency services to the Colerain community."

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First Arriving Digital Dashboard Proposal

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Dutton (MI) Fire Department

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Tracy Blankenship

May 9, 2023



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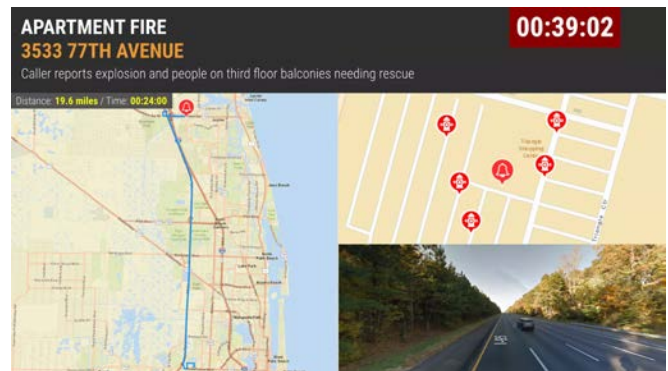
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Tracy Blankenship	May 9, 2023	90 Days

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Dashboard Subscription with Hardware First Arriving Dashboard license including lifetime hardware warranty & replacement, first dashboard in facility, three-year subscription with prepay (\$749/license/year)	\$2,247.00	1	\$2,247.00
Dashboard Subscription Multi-Year Discount 7.5% Discount on the subscription with hardware fee for a three-year subscription with pre-pay	-\$168.53	1	-\$168.53
Total			\$3,073.47



First Arriving

Customer Signature

Signed Date

Signatory Name

Title



First Arriving
Named to GovTech 100



COMPANY 2023

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Billing & Contact Information

First Arriving IO, Inc
9555 Kings Charter Drive, Suite K
Ashland, Virginia 23005
(240) 667-7755

Billing Email: Billing@firstarriving.io

Dashboard Email: dashboards@firstarriving.com



First Arriving

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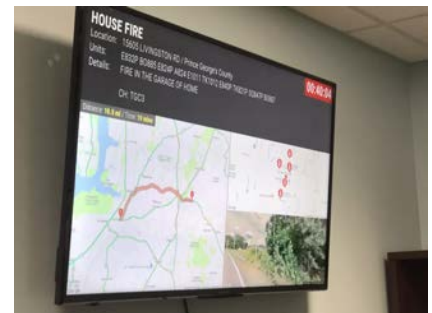
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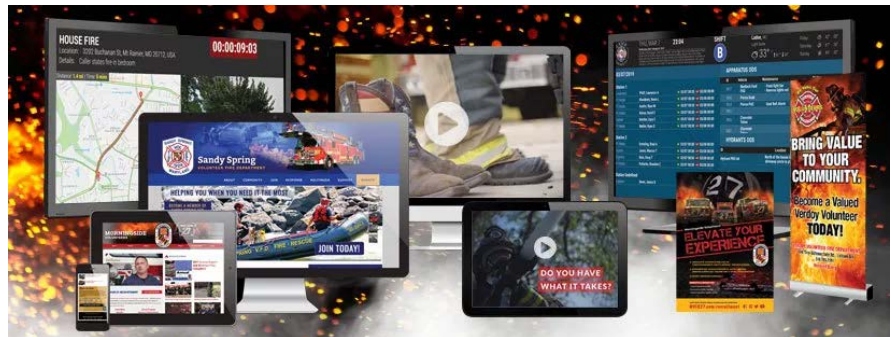
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MORE FIRST ARRIVING CAN DO FOR YOU

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- Marketing Agency Services
- Branding & Design
- Video Production
- Advertising Management
- Fire/EMS & Public Safety Recruitment & Retention
- Social Media Management & Marketing



Ask your business development/sales representative, visit FirstArriving.com, email getstarted@firstarriving.com or call 240-667-7755 to learn more today.



MEMO

Staff Communication – ACTION ITEM

DATE: May 8, 2023
TO: Dutton Fire Committee
FROM: Ken Van Hall, Cutlerville & Dutton Fire Chief
RE: Power Outlet Installation for First Arriving Dashboard

SUMMARY OF TOPIC:

This request is for the installation of five (5) power outlets to power television monitors that will display the First Arriving Digital Dashboards.

FINANCIAL IMPACT:

Attached is a quote, including parts and labor, from Van Haren Electric Inc. This was the only quote obtained due to my previous experience with the vendor at the Cutlerville station and the excellent customer service provided by the vendor.

BUDGET ACTION REQUIRED:

No budget action required. The expense was a planned expense for FY 2023 and included in the Building Maintenance line item with a footnote amount of \$4,000.

STAFF RECOMMENDATION:

Staff recommends the Dutton Fire Committee approve the quote from Van Haren Electric for an amount not to exceed \$1,000 and authorize the Township Manager to approve the purchase in accordance with the Gaines Township Purchasing Policy.

February 15, 2023

Ken Van Hall
Dutton Fire Department
3471 68th St SE
Caledonia, MI 49316

RE: Dutton: Fire Department – Monitor Power
Quote #Q23-4452

Dear Ken,

We are pleased to provide a quote for the above project.

Specifically Included Electrical

- o Provide a new 120V duplex receptacle at (5) new monitor locations
 - (4) Locations are in drywall
 - Fish an existing 120V circuit available from within the area to the new location
 - (1) Location is on block wall in the garage
 - Utilize surface mount wireway to extend power from an existing 2-gang electrical box
 - o Wireway is pre-painted ivory
 - Note that we may need to relocate the fire extinguisher a few inches
- o First Shift Labor
- o Electrical Permit

Specifically Excluded

- o Off Shift Labor (Nights, Saturday, Sunday & Holidays)
- o New electrical circuits
- o Patch and Paint of walls and ceilings
- o Painting of exposed conduits and wireways

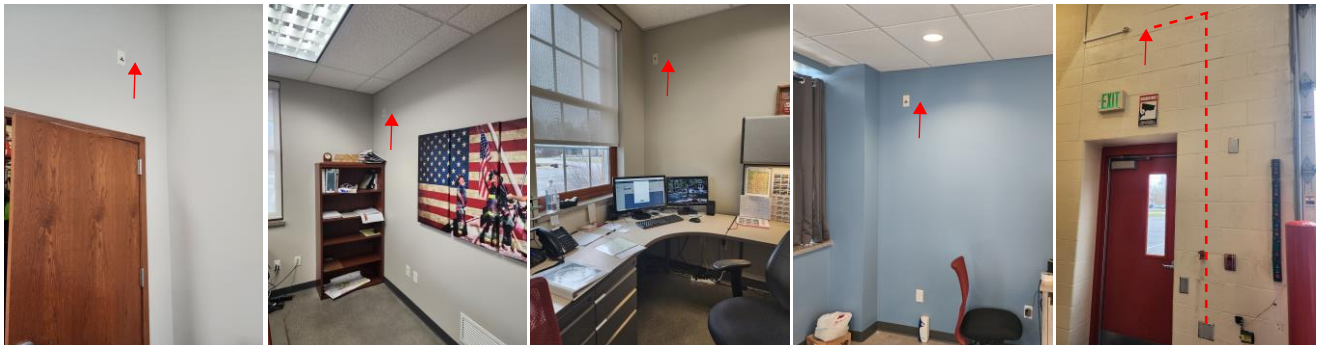
Total Base Price..... \$825.00

Thank you for this opportunity to be of service to you. Please call if you have any questions.

Sincerely,

Russ Dones

Van Haren Electric
C: 989-529-0494





MEMO

Staff Communication-Action Required

DATE: June 8, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager/Dutton Fire Committee
RE: Purchase of "Loose Equipment" for New Engine 67

SUMMARY OF TOPIC:

Dutton Fire's new engine is scheduled to be delivered in August. Dutton Fire staff has identified "loose equipment" needs for the new engine. Loose equipment is required equipment that is not a part of the truck purchase itself.

- Computer, including the mount and installation. The current computer is outdated and will no longer accept Windows OS updates. The computer poses a network security risk to Kent County IT, and they want it off their network ASAP.
- Various hose, hose appliances and adapters, hand tools.
- Battery powered limb saw, ventilation saw, rescue saw, and ventilation fan.
- Battery powered tripod scene light.

The fire staff is currently working on a complete list and prioritizing "needs" over "wants". Currently, the estimated cost of the equipment is \$25,000.00

BUDGET ACTION REQUIRED:

None – included in 2023 budget projections.

STAFF RECOMMENDATION:

The Cutlerville Fire Board recommends approving the request to spend up to \$25,000 on loose equipment. Each individual purchase will be subject to our purchase policy (obtaining PO for purchases over \$250 and the approval of the Township Manager).



MEMO

Staff Communication – Action Required

DATE: May 23, 2023
TO: Dutton Fire Committee
FROM: Ken Van Hall, Cutlerville & Dutton Fire Chief
RE: New Engine 67 Loose Equipment

SUMMARY OF TOPIC:

With the anticipated arrival of the new engine at Dutton, staff identified loose equipment needs for the new engine. Some of the needs, although not an all-encompassing list, include:

- Dispatch MCT including mount and installation. The current computer is outdated and will no longer accept Windows OS updates. The computer poses a network security risk to Kent County IT, and they want it off their network ASAP.
- Various hose, hose appliances & adapters, hand tools
- Battery powered limb saw, ventilation saw, rescue saw, and ventilation fan.
- Tool mounts that attach to the tool boards
- Battery powered tripod scene light

FINANCIAL IMPACT:

Staff is currently working on a complete list and prioritizing "needs" versus "wants". Currently, the estimated cost of the equipment is \$25,000.

BUDGET ACTION REQUIRED:

None. This project was budgeted in Capital Outlay (422-900.000.971.000) under "New Equipment for E-67".

STAFF RECOMMENDATION:

Staff is requesting the Dutton Fire Committee provide a recommendation for the equipment purchases to the Gaines Township Board. Furthermore, staff is requesting the Gaines Township Board authorize the Township Manager to approve these purchases.



MEMO

Staff Communication-Action Required

DATE: June 9, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager/Dutton Fire Committee
RE: Fitness Equipment – Dutton Fire Station

SUMMARY OF TOPIC:

At the May 31, 2023 meeting of the Dutton Fire Committee, Deputy Fire Chief, Justin Holmes, presented a request to purchase fitness equipment for the Dutton Fire Station. His written request is attached.

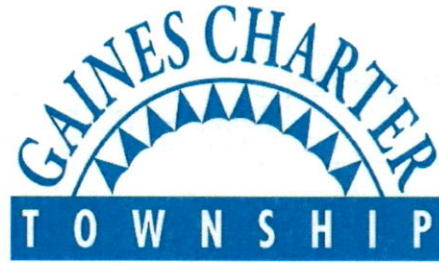
BUDGET ACTION REQUIRED:

No budget action is required, purchase of the equipment was included in the 2023 budget.

STAFF RECOMMENDATION:

The Cutlerville Fire Board agreed with the benefits of this purchase, they are recommending the Township Board approve this purchase.

**Note – Although this purchase was footnoted in the 2023 budget, and the Dutton Fire Committee agreed to the purchase, our PURCHASE POLICY states “The Township Board has sole authority to authorize expenses, including budgeted expenses, of \$5,000 or more, except in the case of emergencies where the Township Manager can exercise spending authority...”*



MEMO

Staff Communication-Action Required

DATE: May 23, 2023
TO: Dutton Fire Committee
FROM: Justin Holmes, Deputy Chief
RE: Wellness Equipment

SUMMARY OF TOPIC:

The goal is to improve our team's safety and wellness. Increasing the mental and physical well-being of our employees is a focus. As tactical athletes, we are continually challenged on the incident ground. We need to be ready in both our minds and our bodies. The purchase of safe, effective, and useful equipment will set us up for a better future.

Overall benefits to the purchase

Leading Causes of Death among Firefighters.

The proven cause of death among firefighters is heart attacks and strokes. We can combat heart attacks in the kitchen and with an exercise program. The purchase of this equipment would allow our crews a more beneficial exercise program and increase the variety of workouts. The duty crews have been instructed that with the purchase of this equipment, they will be required to document 30 minutes of exercise every shift. NFPA 1500 and 1583 are two standards to align with a physical exercise program. The increase in physical health will make our fire grounds safer and increase our working periods. Exercise can combat obesity, diabetes, and keep blood pressure in check.

Improving overall health.

One of the most underappreciated aspects of fire services is mental wellness. We purchased a very robust EAP last fall but now is the time to be proactive and less reactive. When firefighters exercise it has been shown to enhance the resiliency of our members. Enhancing resiliency can have a positive impact on mental health and overall well-being. Firefighter suicide is among the largest growing concerns within the first responder environment. Taking a proactive approach is one of the items we can do to combat the loss of a member.

A safer, more effective solution to wellness.

Company	Total Quote	Notes
Rouge	\$11,712.99	Rouge cave rack, rower, plates, bench, and various other items.

FINANCIAL IMPACT:

Staff is recommending *Rouge Equipment* for a total of \$11,712.99 which will come out of the *Capital Outlay* line.

GL Name Line	Current Balance	Project Cost	Balance After
Dutton Cap Outlay 205-336.002.972.000	\$12,500.00	\$11,712.99	\$787.01

BUDGET ACTION REQUIRED:

No budget action is required as this was an anticipated expense.

STAFF RECOMMENDATION:

Staff recommends the purchase of the quoted equipment for purchase and delivery.

[illegible]

Total: \$11,712.99

ROGUE®

545 E. 5TH AVE.
COLUMBUS, OH 43201

(614) 358-6190
TEAM@ROGUEFITNESS.COM

OFFICIAL QUOTE

Bill To:
JUSTIN HOLMES
CUTLERVILLE FIRE DEPARTMENT
11 68TH ST SW
GRAND RAPIDS MI 49548

Ship To:
JUSTIN HOLMES
CUTLERVILLE FIRE DEPARTMENT
11 68TH ST SW
GRAND RAPIDS MI 49548

Total Equipment Cost	\$11,785.12
Discount	(\$680.24)
Shipping (Freight - RL)	\$608.11
Grand Total	\$11,712.99

Quote #: 137341

Weight	Brand	Item Description	SKU	QTY	Price	Total	Details
379.98 lbs	Rogue	Alpha Bar & Bumper Set	RFP-ABP	1	\$1,020.00	\$1,020.00	
32 lbs	Rogue	Rogue Curl Bar (Black w/ Bright Zinc Sleeves)	RA1077-BEBR	1	\$216.56	\$216.56	
0.88 lbs	Rogue	OSO Rogue Collars - Gun Metal	RA1571-AN-GM	1	\$59.50	\$59.50	
3.7 lbs	Rogue	Rogue Arm Blaster (MG Black w. Nylon Straps)	RA1317-BLACK-MG-N	1	\$72.19	\$72.19	
57 lbs	Rogue	Rogue Utility Bench 2.0 (w/ Rubber Feet) - USA Txt Pad	RA1362-180	1	\$223.25	\$223.25	
5.86 lbs	Rogue	Bench / Rower Hanger 2.0	RA1394	2	\$30.88	\$61.76	
122.62 lbs	Rogue	Rogue 2 Tier Bookshelf Unit 70" Section	RF0455	1	\$427.50	\$427.50	
388.79 lbs	Rogue	3 Tier Universal Storage System 2.0 - DB/DB/DB	RF0772-DB-DB-DB	1	\$877.50	\$877.50	
149.74 lbs	Rogue	Rogue Adjustable Bench 3.1 (MG Black - Txt) - FP Pad	RF0959-BLACK-MG-TXT-FP	1	\$595.00	\$595.00	
30.46 lbs	Rogue	Monster Matador	RA0116	1	\$175.75	\$175.75	

* Shipping quotes are only valid for 24 hours

* All previous versions of this form are obsolete

* Please ensure the items and quantities on this quote are correct prior to placing your order

* Custom products require review and approval by the Rogue creative team and may require modifications to be manufactured.

* 100% Due Upon Order unless otherwise Agreed Upon

* All POs are processed with Net 30 terms starting the date the order ships. POs over \$25,000 will require a 50 % deposit to initiate the order. The remaining 50 % of the balance will have Net 30 terms * * starting the date the order ships. * If any invoiced amount is not received by the due date, then without limiting Rogue's rights or remedies, (a) out standing amounts will accrue late interest at the rate of 1.5% of the outstanding balance per month, or the maximum permitted by law, whichever is lower, and / or (b) future orders may be conditioned with a reduction or elimination of terms.

* Upon confirmation of this Order, and/or acceptance of the ordered product(s), you hereby agree to these credit terms.

5/23/2023 11:13:07 AM

Page 1 of 2

4.46 lbs	Rogue	Vertical 3-Bar Hanger 2.0 - Wall Mount	RA1363	1	\$52.25	\$52.25	
365.75 lbs	Rogue	Rogue RM-390F Flat Foot Monster Rack 2.0	RF0673	1	\$1,529.50	\$1,529.50	
113.87 lbs	Rogue	55LB Rogue Rubber Hex Dumbbell - Pair	IP0509-55-2	1	\$190.13	\$190.13	
120 lbs	Rogue	60LB Rogue Rubber Hex Dumbbell - Pair	IP0509-60-2	1	\$209.63	\$209.63	
144 lbs	Rogue	70LB Rogue Rubber Hex Dumbbell - Pair	IP0509-70-2	1	\$255.00	\$255.00	
563.94 lbs	Rogue	Rogue 5 - 50lbs Dumbbell Set - Kit Set	RF0549	1	\$795.00	\$795.00	
145 lbs	Rogue	Rogue ECHO Bike v3.0	IP0895	1	\$845.00	\$845.00	
0.58 lbs	Rogue	#1 RF Mini - Red 1/2" (Pair)	HB0001-2	1	\$22.80	\$22.80	
0.87 lbs	Rogue	36" Standard HD Foam Roller	IP0097	1	\$28.50	\$28.50	
1.4 lbs	Rogue	36" Ultra Firm HD Foam Roller	IP0098	1	\$32.30	\$32.30	
0 lbs	Regupol	Regupol Aktiv Flooring 3/8" Black - 100sqft	RG0003	4	\$209.00	\$836.00	Color: Black
879.58 lbs	Rogue	Warrior CrossFit Package	RFP-WCF	1	\$3,260.00	\$3,260.00	

DFD

5/23/2023 11:13:07 AM

Page 2 of 2



MEMO

Staff Communication-Action Required

DATE: June 8, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: **Kent County Sheriff's Office Request** for use of Community Room C

SUMMARY OF TOPIC:

The Kent County Sheriff's Office has requested the use of Community Room C. They will be purchasing workout equipment and would like to set it up in that room. The KCSO is willing to add this space to their rental agreement and compensate the Township for the use of this additional space.

BUDGET ACTION REQUIRED: NONE

STAFF RECOMMENDATION:

Staff recommends that you carefully consider this request.



Michelle LaJoye-Young
SHERIFF

Gaines Township Fitness Room

Project

This proposal is to allow the Kent County Sheriff's Office to put in a fitness room in Room C of the Gaines Township Building located at 8555 Kalamazoo Ave SE.

Goal

The goal of the project is to encourage a healthier living style for employees by offering a convenient location to exercise / workout.

Cost

The cost of the project to the County of Kent is just over \$20,000.

Use

Both employees of the Kent County Sheriff's office and employees of Gaines Township would have access to the work out room.

*The room could be closed to use for a day or certain time frame should the Township need the use of the entire basement without interruption. (elections, maintenance, etc)

Equipment

The equipment to be purchased by the County of Kent will include the following items.

Cardio:

2- True Commercial Treadmill Model TCS400 w/ 9" touch screen

- 1- True Commercial Upright Bike Model USC400 w/ 9" touch screen

Strength:

- 1- Commercial Dual Pulley Functional Trainer Model HD-3000
- 2- Hoist commercial Adjustable Bench Model HF165
- 1- 480lb Rubber Grip Olympic plate set with Olympic bar
- 1- Inspire Power cage Model FPC1
- 1- Inspire Fitness Weight Plate Tree
- 1- Rubber Dumbbell Set from 5lb-80lb
- 1- Set of slam balls 10,15, 20, 25,30, 35lb
- 1- Rogue Olympic curl bar

FAQ

How many KCSO employees would have access to the fitness room?

Right now, there are 28 road patrol Deputies, 4 Sergeants, 3 Detectives, and 2 Community Policing Deputies out of the South Precinct.

What hours would the Deputies be in there working out?

Most deputies would be working out before their shift or after their shift. A general time frame would then be 4am to 8am, and 4pm to 8pm. It is possible someone would come in on their day off to work out.

Is it going to be extremely noisy?

All persons using the gym will be encouraged not to slam weights down on the floor. This will help the longevity of the equipment and keep the overall atmosphere of the gym quieter. All people will also be asked to utilize their own "earbud" style devices for listening to music. These can include airpods, headphones, etc. The construction of the building also helps with noise. The floors that separate upstairs and downstairs are made of concrete.











2024 – Four definite elections – One additional possible

Election equipment preparation

16 outlets needed for 9 tabulators, 5 ICX / printer combo, 1 ICC / printer, 1 computer

Locked room

4 days minimum

Precinct Voting

9 days early voting

Must be locked each evening in close proximity to voting

Traffic control for Precincts (most needed on election day)

1 time purchase attached - \$3,740

Preparation of room

Move equipment (where to put so not unsightly)

Remove smells

Continue Shopping

Shopping Cart

Empty Cart | Forward

Add Product by Model #

Model #	Description	Qty	Price	Total	Remove
H-6601	Crowd Control Cart	3	\$520.00/EA	\$1,560.00	
H-3736BL	Uline Black Crowd Control Posts with Retractable Belt - Black, 10' 2/carton	20	\$109.00/CT	\$2,180.00	
				SUBTOTAL = \$3,740.00	

Update

Checkout

Shipping | Sale Code:

Add

 | Questions?

\$300+ orders are eligible for a free item.



8555 Kalamazoo Ave., SE
Caledonia, MI 49316

www.gainestownship.org

Phone: 616-698-6640
Fax: 616-698-2490

June 23, 2023

Gaines Township Board of Trustees
8555 Kalamazoo Ave SE
Caledonia, MI 49316

RE: June 26, 2023, Township Board Meeting

Township Board Members:

You will find that there is a refreshingly light agenda for the meeting next Monday. There are only two items on the agenda as presented. However, I do anticipate that both items will bring forth some good discussion.

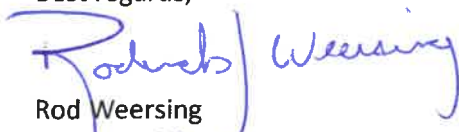
The first item on the agenda will be a presentation from the Fire Chief regarding staffing at the Cutlerville Fire Department. This will be a good update on some of the changes that have occurred in that department over the last few years, and how they relate to the current staffing level.

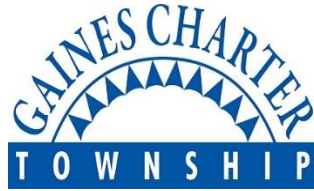
The second item on the agenda will be the discussion of the utilization of the American Rescue Plan Act (ARPA) funds that the Township has received. You will find a list attached of the ideas that have been submitted by Board members. In the attached memo for this item, you will see some of the items that were brought up by more than one Board member.

I don't anticipate any action being taken on either of these items at this meeting. I am hopeful that this discussion will be thought provoking and I want to give you an opportunity to review your options and get answers to any questions that you may have. The fire staffing item will be something to think about as we begin the budgeting process for 2024. The ARPA item will be added as an agenda item to the July 10 meeting agenda for possible action.

If you should have any questions about the agenda packet, please be sure to let me know.

Best regards,


Rod Weersing
Township Manager



CHARTER TOWNSHIP OF GAINES
MEETING LOCATION: 8555 Kalamazoo Ave., SE, Caledonia, MI 49316
Township Board of Trustees Meeting
PRELIMINARY AGENDA
MONDAY – June 26, 2023
Time: 5:30PM

- 1. Opening Prayer ~ Dan Fryling**
- 2. Pledge of Allegiance ~ Supervisor DeWard**
- 3. Call to Order and Attendance ~ Supervisor DeWard**
- 4. Declaration of Conflict of Interest**
- 5. Approval of Agenda**
- 6. Communications ~ Informational items (letters, reports, updates, etc.) NONE**
- 7. 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)***
- 8. For discussion:**
 - a. Cutlerville Fire Chief/Deputy Chief ~ Staffing discussion**
 - b. Consideration – use of ARPA dollars**
- 9. Public Comments ~ *On any topic (comments limited to 3 minutes per speaker)***
- 10. Manager's Comments**
- 11. Supervisors Comments**
- 12. Trustee Comments**
- 13. Adjournment**

NEXT SCHEDULED BOARD OF TRUSTEES MEETING: July 10, 2023

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

The contents of supporting documents (such as text, graphics, images, information, and references) are created and supplied by the author.



Staffing Request

TO: Cutlerville Fire Board
FROM: Justin Holmes – Deputy Chief of Operations
DATE: June 1, 2023

I am requesting the addition of one full time firefighter per shift to the 2024 annual budget. I am further requesting the addition of a second full time firefighter per shift in 2025.

The staffing challenges at the Cutlerville Station are a growing concern. Our members continue to do extraordinary things, in extremely challenging environments, with minimal staffing. The planned staffing increase will lower the risk of injury, create a safer environment on scenes, and boost morale. Safety for our members is our number one priority which inherently transfers to our citizens. The need to add the firefighter position is not something that we ponder lightly. This has been an ever-growing concern for several years. I want to make sure the township is aware of this and does not see this as a want, but a need.

SAFER Grants: As we waited for a SAFER grant in 2022, we were disappointed. This disappointment had been seen for previous grants. The application for the SAFER grant does not fair well when we document the shared budget between both townships. We will continue to try for SAFER and AFG grants, as we want to be financially responsible to our citizens.

As the Operations Chief, I have seen incidents fail because of the initial response. We have the opportunity to change that. Together as a department and board, we can make a safer community. I would like to outline a few items as we look to make the switch to adding a full-time firefighter position. I will break down a variety of concerns, each will undoubtedly need further explanation.

- Meeting the current demands of the community
- Simultaneous emergencies
- Increased workload since 2015
- Firefighter safety
- OSHA IDLH – two in two out protocol.
 - Effects of survivability during a fire event and how it can be fatal to our members
- NFPA 1710 and 1720 recommendations
- ROI (return on investment) for the part-time and paid-on-call program
- Required training, cost, and turnover of non full time employees
- Distribution, reliability, and concentration of our resources

All data points are as of June 1, 2023



Meeting the Demands of a Growing Community?

Increasing Demand for Service

The main concern resulting from this increase is the length of time our responders spend at each incident and the physical demands it places on their bodies. Medical incidents are becoming a danger to first responders due to the environments they are placed in. Drug and alcohol addiction, mental health concerns, and medical crisis have direct effects on safety and security of a scene. The addition of a firefighter would give the officer the ability to have better scene management and safer oversight. The ever-changing fire ground and the ability to adapt is also a concern. The days of wood, wool, and cotton used to manufacture our family environment are long past. The new danger is a recliner sitting in your home. Although I have one, and I love it, these recliners have the ability to release more energy (heat) than the entire living room of the days in the past. The average on-scene time in 2017 held steady at 11:34 minutes. Over the last few years, we have crept up to 22:11 minutes. This is an 11:37-minute difference. Not alarming by itself, but multiply that by incidents in 2022 (2221) and you see a large difference in our distribution and reliability. It amounts to 505 hours busier each year. **The increased call volume puts stress on the entire system.**

Call Volume

2015 – 1639	2019 – 2073
2016 – 1951	2020 – 1976
2017 – 1970	2021 – 2156
2018 – 1943	2022 – 2221

35.51 % Increase

Average time on scene

2015 – 11:34	2019 – 20:25
2016 – 17:15	2020 – 19:30
2017 – 17:12	2021 – 20:51
2018 – 19:13	2022 – 22:11

**11.5-minute increase in
on scene time**

505 hours a year

**16 Incidents given to other
departments**



Meeting the Need of Additional Incidents

Simultaneous Emergencies

What is a Simultaneous Emergency? A Simultaneous Emergency is when a second or even a third incident comes in when we are still on the first incident. This additional incident is dispatched to the Paid-on-Call. If there is no response from the Paid-on-Call we turn this over to mutual aid for assistance.

Simultaneous Emergencies increase the stress of the organization and our members. In 2022, we experienced 203 Simultaneous Emergencies (9.1%). This year alone, we've had 80 incidents that overlapped. We continue to pray that each Simultaneous Emergency will be handled. The current full-time staffing model only allows us to handle one incident at a time.

Aid Received

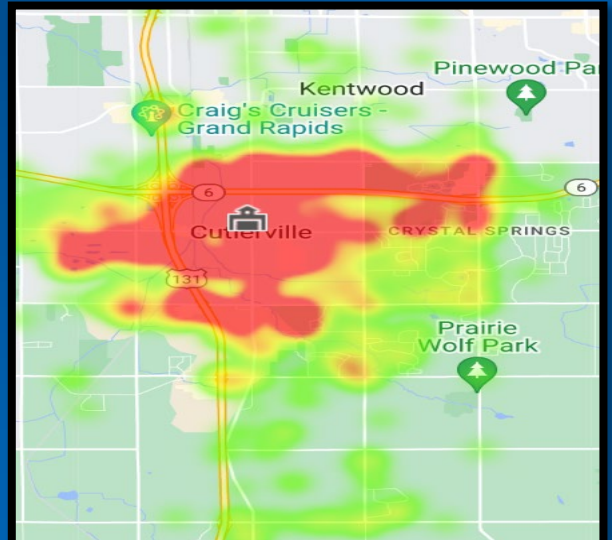
We are reaching out to surrounding departments for calls we should be able to handle. This year we have turned over nine alarms. We need to reserve the mutual and auto-aid calls for major events.

We need to decrease our need for mutual aid on medicals and reserve the aid for when we have a fire. These departments already have their own challenges, we can't increase their workload more than we already are.

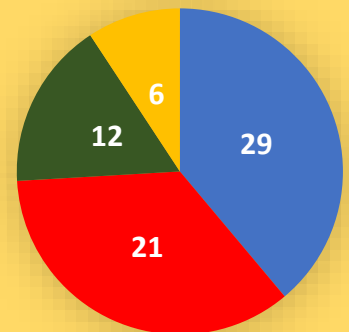
Simultaneous Incidents - 2023

2 Simultaneous – 80 times (8.8%)

3 Simultaneous – 3 times (.3%)



Aid Received



■ Dutton ■ Byron ■ Kentwood ■ Wyoming



Responder Safety First and Foremost

The current staffing model has three firefighters working from 7 am until 7 pm. Then after 7 pm, we lower staffing. The change from three members to two members is more than simple math. The change affects the fire ground, medical incidents, and firefighter safety.

The basis for all of our activities is working in teams of two. When we arrive on a fire scene we have to follow OSHA's two-in-two-out protocol ([Standard Interpretations - two-in/two-out](#)). This standard states that we can not make entry into a burning building until a minimum of four personnel are on the scene. This makes the arrival of Engine 35 purposeful but does not allow the tactics that save property. The standard can be violated if there is a life to be saved. The danger goes back to our team concept, even if I have a life to save we can not consciously make an entry with one member. Although we have done this on several scenes, with a good outcome, there have been times when a decision by the company officer had to be made on the life or death of someone in peril.

Risk of making entries when you violate the rule and how we can't do it safely.

- o Even if the situation is granted, we can't safely violate the rule without compromising our crew member's safety.
 - Fairwood Court – House fire – two people - [News - Fairwood](#)
 - Crystal View – Garage fire – two people
 - South Division – House fire – XX people [News - South Division](#)
 - Woodfield apartment complex – 200'x45' building [News - Woodfield](#)
 - Country Corners – House fire
 - Grand Mobile Park – House fire – Arson, with FF injured.
 - Tottenham Mobile Park – House fire
 - Paper Gator – Commercial fire with only one FF entering

The fire ground is not the exception to change. The medical field has also seen changes that relate to responder safety. The officer's job on a medical scene is focused on scene safety, patient care, and crew management. When we arrive with a crew of two personnel, it is difficult to manage all of these tasks. Ultimately one or more tasks are not completed to the level we should maintain. We have purchased items like bullet-resistant vests, reflective coats, and other safety items. This allows us to manage the risks associated, but we need to become more aware of the hazard management aspects. The continuous simultaneous calls and extended on-scene times are compounding on the members. To maintain control of a scene effectively and while meeting standards, we need additional personnel to share the workload.

- Vehicle extrication – 2 fatal - [News - Kalamazoo Avenue at Crystal Springs](#)
- US 131 extrication - [News - 131 Southbound](#)
- Woodfield and Madison – Water rescue – 1 fatal, one critical
- Buck Creek – missing child - [News - Buck Creek missing child](#)



CUTLERVILLE FIRE DEPARTMENT

www.cutlervillefire.com

The Cutlerville station is the home of two engines, one truck and one rescue. The apparatus is setup for assigned tasks and response. We currently staff only one apparatus. Engine 35 is staffed with two members, for 48-hour shifts. When staffing allows, we add a third member from 7am to 7pm.

Apparatus Response

To date the 2nd out apparatus has been requested 328 times but only responded 133 times.

Engine 36 – 97

Platform 37 – 36

195 incidents without a paid-on call response

Full-Time	Part-Time	Paid-on-Call	PT/ POC
M. Grooters	M. Schuringa	D. Oliver	M.Vos
K. Wierenga	C. Vandertuin	M. Hulst	J. Vandermolen
R. Foreman			B. Bobeldyke
E. Wierenga			
G. Evans			
C. Young			

Currently, there are 15 members of CFD.

We have 5 members who are paid-on-call, and 2 who are part-time.

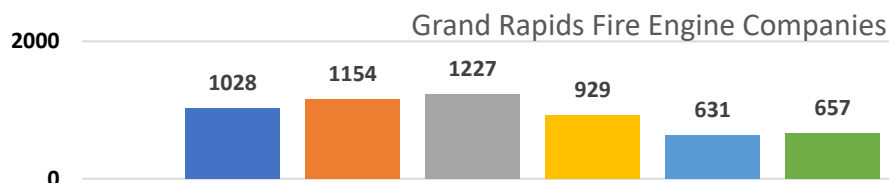
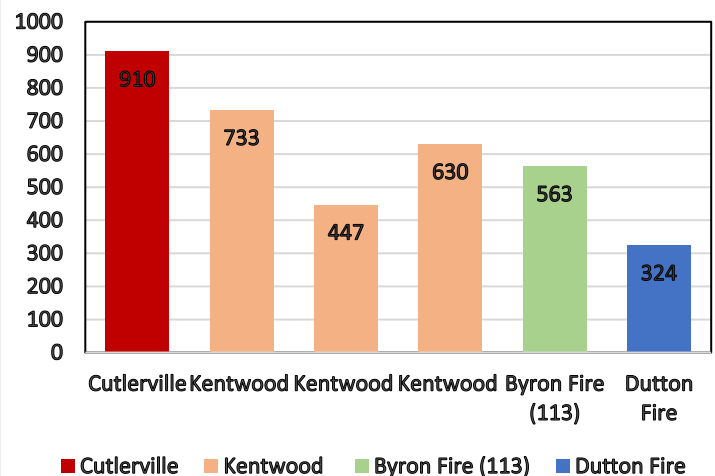
NFPA recommendation of fifteen firefighters dispatched on the initial alarm for a residential fire, 18 for a commercial fire, and 43 for a large commercial fire.

We send two – (2)

There are many ways to determine how well you use your community's resources-so many ways, in fact, that each department probably tackles this topic uniquely.

When we look at responses per station in the area, we see that Engine 35 is near the top of the chart. With a similar staffing model to Dutton Fire, we respond to a comparable number of incidents as the Kentwood Stations who have 14 personnel per shift, five apparatus, and three stations. Byron is the only department that runs Med 3's, at 113 this year, for comparison Byron is at 450 YTD. Cutlerville would have run 355 Med 3's.

Department Call Volume Comparison

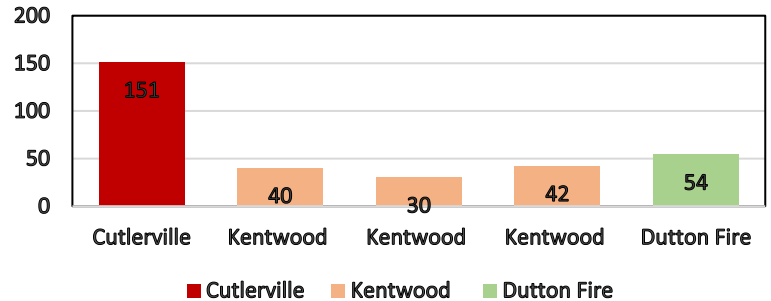




The workload for each organization is set on the shoulders of the responding members. When we look at the workload distribution, we can see Cutlerville is disproportionately heavier. Each Cutlerville member runs more calls than the surrounding departments. This leads to injury, fatigue, and lower morale.

CFD 6, Sta1 18, Sta2 15, Sta3 15, DFD 6

Call Volume Per FT Firefighter



The Part Time Program

For 2023, the part-time shifts have been covered 77% of the time. But now, we only have five personnel available to fill these shifts. As we move into the summer, we will see a decrease in the shift coverage. Since January 1st, 34 shifts have gone unfilled.

Part Time Shift – January to May

Available – 151

Filled – 104

Open – 34

Partially filled – 13

FF Bobeldyke – 71

FF Schuringa – 10

FF VanderMolen – 18

FF Vandertuin – 15

FF Vos – 3

Part Time Shift – 2022

Available – 365

Filled – 287

Open – 78

Partially filled – 26

In 2022, the part-time shifts were covered 79% of the time with eight (8) personnel available to fill shifts. The number of open part-time shifts equals to more than 2.5 months of open shift days.

Historically, personnel in this position find full-time employment and leave the part-time program. When the current top performer leaves, 70% of shifts will go uncovered creating a void we are unable to fill.

Open Shifts – 23%

FF Bobeldyke – 47%

FF VanderMolen – 12%

FF Vandertuin – 10%

FF Schuringa – 6%

FF Vos – 2%



CUTLERVILLE FIRE DEPARTMENT

www.cutlervillefire.com



WMMR MCC

West Michigan Regional Medical Control Consortium

IMAGE TREND
EMERGENCY DATA SYSTEMSTARGET SOLUTIONS
BY VECTOR SOLUTIONS

LEXIPOL



Vector Scheduling™



Outlook



Vector Check It™

ACTIVE 911

HAIX® Structural & Wildland
Firefighting Boots

Total cost for a new firefighter

Item	Cost
Bunkers	\$3,400.00
Helmet	\$400.00
SCBA Mask	\$350.00
Fire Gloves	\$100.00
Extrication Gloves	\$75.00
Hood	\$100.00
Pager	\$750.00
Fire Boots	\$500.00
Duty Boots	\$350.00
Uniforms	\$750.00
Fire Academy	\$1,150.00
Fire Academy - Hourly Pay	\$2,500.00
EMT-Basic	\$1,250.00
EMT Basic - Hourly Pay	\$2,000.00
Annual Physical	\$550.00
SCBA Mask FIT	\$75.00
Annual Training Pay	\$2,500.00
Email	\$35.00
Crew Sense	\$98.00
Target Solutions	\$150.00
Check It - Halligan	\$100.00
KCEMS	\$100.00
Encompass	\$65.00
Image Trend	\$340.00
Total	\$17,688.00



CUTLERVILLE FIRE DEPARTMENT

www.cutlervillefire.com

Name	Title	Start	End	Year
Kakabaker, Zachary	Probationary	9/15/2016	3/2/2017	0.46
Paiz, Tanner	Probationary	9/12/2017	10/15/2017	0.01
Budd, Brittany	Probationary	9/12/2017	12/31/2017	0.05
Vandewege, Brandon	Firefighter	10/13/2017	4/1/2018	0.06
Rettig, Daniel	Firefighter/EMTP	6/9/2016	8/1/2018	2.2
Kazmierzak, Brian	Probationary	5/8/2019	5/17/2019	0.02
Campbell, Joshua	Firefighter/EMTP	8/18/2016	8/8/2019	2.97
Bush, Shain	Probationary	9/20/2018	5/19/2020	1.66
Heath, Makayla	Probationary	11/25/2019	5/26/2020	0.5
Gregg, Travis	Firefighter/EMT	7/15/2017	8/31/2020	3.13
Foreman, Trenton	Firefighter/MFR	2/20/2019	10/1/2020	1.61
Vos, Nate	Firefighter/EMT	9/20/2018	11/23/2020	2.18
Pratt, Daniel W	Probationary	10/1/2020	11/24/2020	0.15
Schmitt, Matt	Firefighter/MFR	10/22/2020	4/29/2021	0.52
Fittis, Andrew	Probationary	10/1/2020	9/8/2021	0.94
Ford, Ryan	Probationary	10/1/2020	9/8/2021	0.94
Oestreich, Dorian	Probationary	10/1/2020	9/8/2021	0.94
Trenshaw, Mike	Probationary	8/17/2021	8/17/2022	1
Blehm, Alexander P	Probationary	6/4/2022	10/1/2022	0.33
Strong, Alexandria	Probationary	9/27/2019	11/9/2022	3.12
Meinema, Justin	Firefighter/EMT	8/17/2021	1/2/2023	1.38
Pashkowsky, Kymberly	Probationary	8/17/2021	1/9/2023	1.4
Breish, Christopher	Probationary	08/17/2021	05/15/2023	1.37
Grooters, Matt	Probationary	08/08/2020	05/15/2023	2.37



MEMO

Staff Communication-Action Required

DATE: June 23, 2023
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: Use of ARPA Dollars

SUMMARY OF TOPIC:

One of the main focuses of this meeting is to attempt to pin down what direction this Board feels we should head, as far as the use of available ARPA funds.

I requested that each of you send me a list of proposed uses for the funds. The complete list of ideas submitted is attached.

Multiple members of the Board noted the following areas:

- Repaving the Township Hall Parking Lot
- Sidewalks throughout the Township
- Replacing the carpet in the Township Hall
- Trails, outdoor activities for the public

There are additional ideas suggested that are notable as well.

Of the items listed above, staff had solicited quotes for the repaving or repairing of the Township Hall parking lot, and various sidewalk projects throughout the Township. A verbal quote for the replacement of the carpeting in the Township Hall was approximately \$75K.

A Quote has also been included for adding an additional patrol to our contracted Sheriff Department coverage.

BUDGET ACTION REQUIRED: NONE AT THIS TIME

STAFF RECOMMENDATION:

Staff recommends the Board consider each area carefully. ARPA funds are non-recurring so their use should be applied primarily to non-recurring expenditures. Care should be taken to avoid creating new programs or add-ons to existing programs that will require an ongoing financial commitment.

ARPA cannot be used for:

- Replenishment of a pension fund
- Debt service
- Replenishing financial reserves
- Satisfaction of settlements or judgements
- Offset a reduction in net tax revenue

SUGGESTED USES FOR ARPA DOLLARS:

1. Repave the parking lot and replace the carpet in the office areas.
2. Sidewalk to South Christian and to Cooks crossing.
3. Land acquisition for parks.
4. Sidewalk gap filling i.e. places where developments have built sidewalks but there are gaps.
5. Sidewalk on Kalamazoo from 68th to 76th /
6. Sidewalk 68th from Dutton to East Paris south side.
7. Recreational options (trails, hiking and biking, courts , splash pad, winter activities). ADA compliant.
8. Outdoor Discovery places including Natural playscapes for kids. High ropes for leadership development.
9. Classes. Cooking, art, fix it up to name a few. Planting and canning classes.
10. To be used, awarded, within the township for fresh ideas to promote economic development.
11. Prairie Wolf Park Picnic Pavilion behind wolf sculpture – the board allocated \$100,000 towards this project in December of last year (as a match should we be awarded a grant for the project).
12. Township Carpet replacement – this was 10-year carpet installed almost 22 years ago.
13. Expand the Parking lot in Prairie Wolf Park
14. Contribution to the historical DeTray School for maintenance.
15. Add additional shift to Sheriff Patrol
16. Mountain Bike Trail

Sidewalk Cost Estimates attached

Parking Lot Cost Estimates attached

Additional Sheriff Patrol cost estimate attached

Carpeting of office – Approximately \$75K

Alternate:

Staffing Recommendation:

The Kent County Sheriff's Office recommends the implementation of an additional 24 hours of service broke into two separate shifts. One from 12pm to 12am to cover high-demand periods or peak calls for service (CFS). The second from 7pm to 7am to allow deputies to be proactive in their ability to provide essential needs to the residents of Gaines township.

The added positions would increase the 2024 and subsequent fiscal year expenditures for Gaines township by an estimated \$718,025 annually. The Sheriff's Office general fund would cover the cost of two additional patrol cruisers and required equipment.

Needs Assessment:

The designated deputies will deliver comprehensive law enforcement services, including high visibility and proactive police patrol, traffic law enforcement, accident investigation, and other necessary law enforcement services. Road Patrol deputy's primary responsibility is to respond to various calls for service, including emergencies, employing their extensive training to take appropriate and decisive actions even in challenging situations. While their primary responsibility is to respond to calls for service, including emergencies, patrol deputies also have additional duties to fulfill. Some of these responsibilities include:

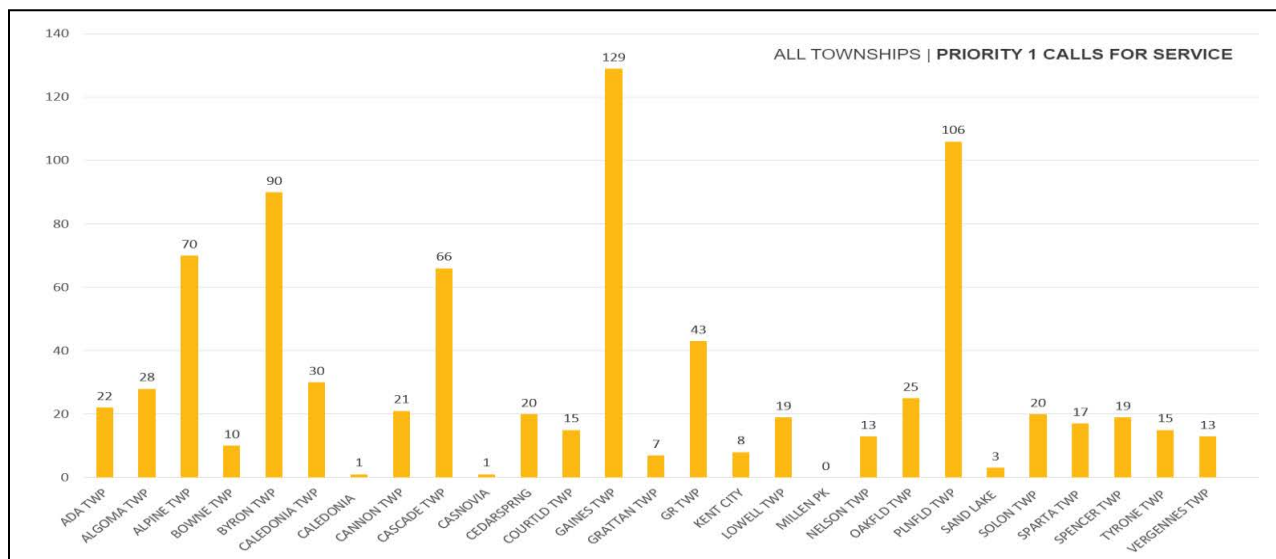
- Crime Prevention and Deterrence
- Law Enforcement and Criminal Investigation
- Traffic Control and Enforcement
- Community Engagement and Public Relations
- Problem-Solving and Conflict Resolution

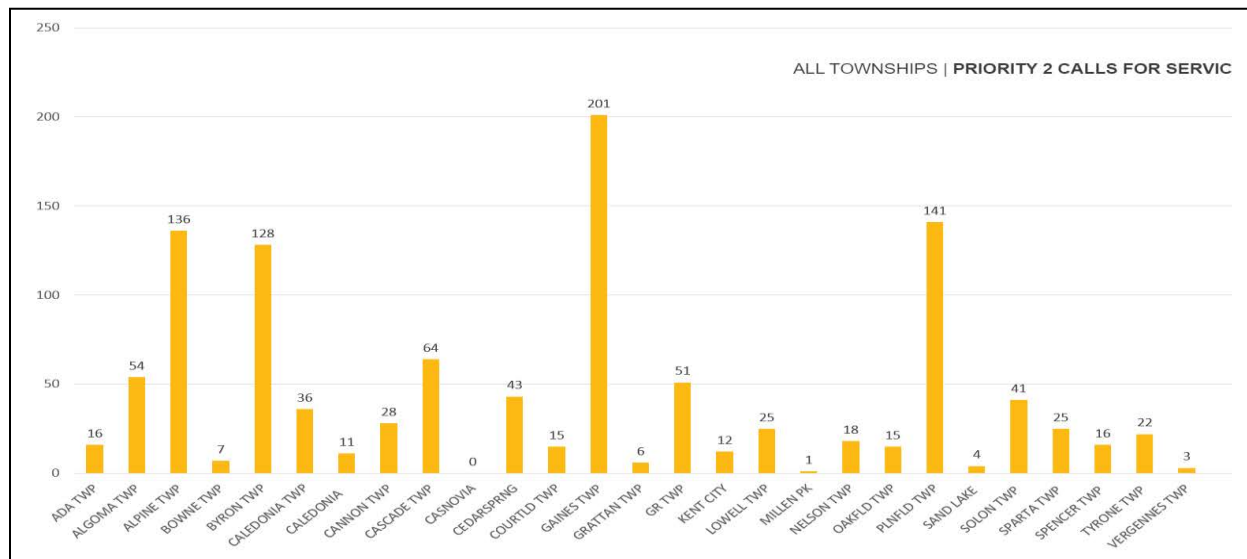
Gaines Township has been experiencing substantial residential and commercial development growth, resulting in an increasing population and higher demand for public services. Located in Quadrant 3, the fastest-growing area in Kent County since 1960, as discussed in the Kent County quadrant meeting on January 18, 2022, Currently, the township is home to over 28,000 residents, and plans for a significant multi-family housing development have recently been finalized. This development spans 82 acres and includes 127 single-family homes, 314 apartments, 44 single-family townhomes, 36 condominiums, 110 senior living units and retail space which will bring thousands of more residents to the township.

Consequently, the Kent County Sheriff's Office has observed a significant rise in calls for service and allocated time dedicated to Gaines Township over the past decade. In 2013, deputies responded to 4,082 CFS, which increased to 4,738 CFS in 2022, marking a 14% rise in the last ten years. More notably, within the previous three years alone, Gaines Township experienced a 26% increase in priority 1 CFS. Additionally, the total time patrol deputies spent on CFS has substantially increased in the last five years, a trend specific to Gaines Township. This continuous annual increase in allocated time has hindered the Sheriff's Office's ability to engage in proactive policing efforts.



Furthermore, Gaines Township surpassed all other townships in terms of total CFS, which includes priority 1 and 2 CFS, which are classified as the most urgent and life-threatening responses. Comparatively, Plainfield Township contracts with the Sheriff's Office for more patrol units of service, yet they experienced 25% fewer priority 1 and 2 CFS in 2022.





For over a decade, Gaines Township has maintained its existing 4.5 patrol units of service (three 12-hour shifts per day) without expanding contracted services. The proposed increase in contracted services aims to relieve the strain on the five-county general-funded district cars responsible for serving Byron, Gaines, Caledonia, and Bowne Townships within the south precinct.

Adding contracted patrol deputies to Gaines Township will undoubtedly enhance the quality of policing services provided to residents and visitors in the southern portion of Kent County. It will allow county general-funded patrol services to better serve areas outside Gaines Township. Currently, general-funded police services cannot successfully provide services to other surrounding townships due to the CFS and dedicated investigative time needed to handle the demand generated by Gaines Township.

Alternatives That Have Been Considered:

The current staffing model is insufficient to meet the demands for calls for service and the time required to investigate the complicated incidents occurring within Gaines Township. Particularly if you consider the following:

Population Growth: Gaines Township has experienced significant population growth, as indicated by the expansion of residential and commercial developments. The increasing number of residents and businesses translates to a higher demand for law enforcement services. The current staffing levels, which have remained unchanged for over a decade, are insufficient to adequately address the needs of a growing population.

Increased Calls for Service and Investigative Needs: With the population growth and business development in Gaines Township, there is a corresponding increase in calls for service and investigative resources by patrol deputies. This includes responding to emergencies, addressing criminal activity, and handling other law enforcement matters. The current staffing model,

designed based on historical demands, cannot effectively manage the surge in calls for service, leading to delayed response times, rushed investigations, and compromised public safety.

Inequitable Allocation of Resources: The current staffing model, which allocates five general-funded deputies across southern Kent County (2 district cars per shift), fails to address the uneven distribution of demands for law enforcement services. With its substantial growth and higher calls for service, Gaines Township requires a more significant allocation of resources to ensure adequate coverage and timely response. However, the current staffing model does not account for this imbalance, resulting in an inequitable distribution of law enforcement resources.

Strained Capacity: The increased demands placed on the Sheriff's Office in Gaines Township exceed the capacity of its current staffing model. Limited resources, including patrol deputies and supervisors, can lead to overburdened personnel struggling to address the community's needs effectively. This strain on capacity compromises the ability to engage in proactive policing practices and hampers the agency's overall effectiveness in maintaining public safety.



Vriesman
& Korhorn

Preliminary Cost Estimate

Owner:

Gaines Township

Date:

March 8, 2023

Project Title:

Kalamazoo Ave Sidewalk Project 84th Street to South Christian HS

Project #:

1195

<u>ITEM NO</u>	<u>ITEM</u>	<u>ESTIMATED QUANTITY</u>	<u>UNIT</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
1	Mobilization, Bonds, Permits & Insurance (5% max)	1	LS	\$5,500.00	\$5,500.00
2	Topsoil Stripping	1	LS	\$29,000.00	\$29,000.00
3	Construct 5' Wide, 4" Thick Concrete Sidewalk	1,670	LF	\$22.00	\$36,740.00
4	Sidewalk Grading and Restoration	1,670	LF	\$12.00	\$20,040.00
5	Construct A.D.A. Curb Ramp	0	EA	\$1,100.00	\$0.00
6	Sawcut and Remove Bituminous Asphalt for Sidewalk Placement Across Drives	40	SY	\$20.00	\$800.00
7	Sawcut and Remove Existing Concrete Curb and Gutter Section to Nearest Joints and Replace with New Concrete Curb and Gutter with Dub Downs	0	LF	\$28.00	\$0.00
8	24"x24" Cast Iron Detectable Warning Plates by EJIW	0	EA	\$400.00	\$0.00
9	Place Erosion Control Silt Sack	4	EA	\$300.00	\$1,200.00
10	Place Erosion Control Silt Fence	1,670	LF	\$4.50	\$7,515.00
11	Traffic Control	1	L. SUM	\$5,000.00	\$5,000.00
12	Remove Unsuitable Subgrade Material and Replace with MDOT Class II Sand (CIP)	35	CY	\$32.00	\$1,120.00
Total Estimated Construction Cost					\$106,915.00
Contingencies @ 10%					\$10,691.50
Total Estimate Project Cost					\$117,606.50

Reference ID	Project	Linear feet	width	Sq. Ft.	Estimated cost*	Cost Per Sq ft.
A	Hanna Lk. From Dutton Christian & Glencreek to 68th	2,755	5	13,775	\$ 193,750	\$ 14.07
B	68th Street (south side) from Dutton Ind. Dr. to East Paris	1,850	5	9,250	\$ 131,250	\$ 14.19
C	66th Street (south side) College Ave. to Paris	470	5	2,350	\$ 41,250	\$ 17.55
D	Hanna Lake Ave. (east side) from Wing to 60th St.	2,100	5	10,500	\$ 150,000	\$ 14.29
Total					\$ 516,250	

*Estimated Costs are
based on a 25% increase
from Aug. 2019
estimates

avg. price/sf (removing high
& low costs) used to
determine additional
sidewalk in areas E - I below

\$ 14.24

	Project	Linear feet	width	Sq. Ft.	Estimated cost*	Cost Per Sq ft.
E	Finish Kalamazoo (both sides) 68th to 76th	5,760	5	28,800	\$ 410,039	\$ 14.24
F	Kalamazoo (west side) South Christian to 84th	1,600	5	8,000	\$ 113,900	\$ 14.24
G	Kalamazoo (east side) South Park to 84th	1,940	5	9,700	\$ 138,103	\$ 14.24
H	84th Street Connect BGUA Sidewalk with Cooks**	1,200	10	12,000	\$ 170,849	\$ 14.24
I	South side 68th Street East Paris to Rapids Dr.^	3,000	10	30,000	\$ 427,124	\$ 14.24
Total					\$ 1,260,014	

**This would be a wider
sidewalk though TWP
owned property not just
in the ROW

^ 10' wide per an
engineering note

Grand
Total \$ 1,776,264

A-1 ASPHALT INC.

4634 Division Ave.
Wayland, MI 49348

Proposal No: NE22-2436
Date: June 2, 2022

Gaines Charter Township
Kim Triplett
8555 Kalamazoo Ave. S
Caledonia, MI 49316

CONTACT:
PHONE: 616-504-4332
CELL:

E-MAIL: kim.triplett@ganestownship.org

Job Site:

	QUANTITY	UNIT	UNIT PRICE	COST
Upper Lot and Drives Patch 6 Areas (3) 4x4, 20x4, 6x6, and 8x4 196sqft				\$1,325.00
Rotomill and remove to a depth of 2.0" average for smooth transition				
Remove loose and deleterious material, thoroughly clean area				
Install and compact 2.0" average of 5E1(or equivalent) Top Asphalt	196	sqft.		
Sheriff Lot Patch 8 Areas (3) 4x4, 12x6, 16x4, 18x40, 6x4, and 15x8 1,016sqft				\$3,887.00
Rotomill and remove to a depth of 2.0" average for smooth transition				
Remove loose and deleterious material, thoroughly clean area				
Install and compact 2.0" average of 5E1(or equivalent) Top Asphalt	1,016	sqft.		
Lower Lot Patch 3 Areas 16x7, 17x17, and 8x14 513sqft				\$2,287.00
Rotomill and remove to a depth of 2.0" average for smooth transition				
Remove loose and deleterious material, thoroughly clean area				
Install and compact 2.0" average of 5E1(or equivalent) Top Asphalt	513	sqft.		
A-1 ASPHALT INC. IS NOT A SIGNATORY TO ANY UNION CONTRACT AND THEREFORE IN THE PERFORMANCE OF ITS WORK DOES NOT AGREE TO COMPLY WITH THE RATE, TERMS AND CONDITIONS AND FRINGE BENEFIT CONTRIBUTIONS OF ANY UNION AGREEMENT.				
QUANTITIES ABOVE ARE APPROXIMATELY ONLY JOB SITE TO BE LEFT NEAT AND CLEAN				
				\$7,499.00

This bid is good for 20 days due to the unstable liquid asphalt market.

PAYMENT WILL BE AS FOLLOWS:

Orders under \$2,500.00 must be fully prepaid. Orders over \$2,500.00 require a 50% down payment. Balance due upon completion. A 3% service charge will be assessed on credit card payments for orders of \$2,500.00 or more (including deposits). Deposits are non-refundable. We accept Visa, MasterCard, Discover and American Express.

Note: There will be a relocation fee of \$150.00 for a 2nd move. Damages due to heavy equipment crossing concrete work are not covered. A-1 Asphalt, Inc. is not responsible for landscape, restoration, sprinkler heads, sprinkler lines, valves or other system components. Any weed control, if required, must be applied by owner. A-1 is not responsible for damage to any underground dog fencing and/or its components. A-1 Asphalt Inc. is not responsible for damage to any underground infrastructure. We cannot warranty against reflective cracking on overlay projects. Due to Michigan weather, we cannot warranty against concrete cracking. Additional charges apply if sub-base is found to be unsuitable and needs replacement. Any charges will be agreed upon in writing by the customer and A-1 Asphalt Inc. Additional charges will apply for any special insurance requirements such as Waiver of Subrogation or anything above our normal coverage.

Respectfully Submitted by: **Nate Eerdmans**

Acceptance of Proposal

Thank you for allowing A-1 Asphalt to submit this Proposal. The Customer hereby agrees and acknowledges that they have carefully reviewed this Proposal, fully understand all of its terms and conditions, including all those terms and conditions on the reverse side of this contract, and voluntarily and knowingly accept the proposal as specified herein. A-1 Asphalt is hereby authorized to perform the work as specified.

I have read, understand and agree to be bound by the terms of this contract, including the Standard Conditions appearing on page 2 (or the reverse side) of this contract, and incorporated by reference. Please sign/initial and date both pages.

By: _____
Individually/Personally Guaranteed

Title: _____

Date: _____

PH: 616-877-4400 • 800-871-4401 • Fax: 616-877-4630
WWW.A1ASPHALTINC.COM
Serving West Michigan since 1988
COMMERCIAL • INDUSTRIAL • RESIDENTIAL • MUNICIPAL



STANDARD CONDITIONS

All terms and provisions as set forth below are accepted as part of this Contract.

1. Orders under \$2,500.00 must be prepaid (by check or credit card). Orders over \$2,500.00 require a 50% deposit with balance due upon completion. All deposits are non-refundable. Any invoice(s) not paid within 30 days or within the month received, are subject to a time price differential of 1 1/2% per month, which the customer hereby agrees to pay. A-1 Asphalt Inc. accepts payment by credit card (Visa, MasterCard, Discover and American Express), so long as Customer agrees to pay a 3% handling charge for orders over \$2,500.00. No charge shall apply to orders under \$2,500.00.
2. Customer is responsible for all permits. A-1 Asphalt Inc. shall carry all necessary insurances, including workers' compensation insurance.
3. There are no warranties of merchantability, and there are no warranties which extend beyond the description contained on any invoice or sales agreement, other than as follows: All material is guaranteed for one (1) year as specified. All claims must be brought to the attention of A-1 Asphalt within 12 months of date of invoice.
4. Any alteration or deviation from the above specifications/proposal which result in additional cost will be performed only upon a written change order signed by both A-1 Asphalt and Customer.
5. A-1 Asphalt Inc. will not be liable for delays caused by labor disturbances, weather conditions, acts of God, and acts of environmental agencies, accidents, shortages of necessary materials and supplies or any other cause beyond our control.
6. Nothing contained in this agreement shall be construed as a waiver or modification of A-1 Asphalt Inc's statutory rights, which lien rights A-1 Asphalt Inc. will exercise if payment by the customer is not made promptly. If A-1 Asphalt Inc. finds it necessary to commence any type of collection proceedings to collect any balance due from the customer, the customer agrees to pay all cost of collection and all attorney fees incurred by A-1 Asphalt Inc., its successors and assigns.
7. A-1 Asphalt retains a security interest in all materials provided by A-1 Asphalt Inc. until payment in full and reserves the right to repossess any and all materials of any kind if all account balances are not paid in full within 30 days of the invoice date. Customer will be responsible for any costs of repossession.
8. Customer will bear responsibility for all work areas when A-1 Asphalt is not actively working.

CHOICE OF LAW

The customer agrees and acknowledges that this agreement is fully executed and performed within the State of Michigan and is to be governed and construed as to the laws of the State of Michigan. Customer hereby agrees to waive any objection to the venue of any action brought to collect amounts due and owing by the customer and also irrevocably waives their rights to a trial by jury in any lawsuit proceeding or counter-claim involving this Proposal/Contract.

ENTIRETY CLAUSE

This Agreement and the Attachments hereto constitute the entire agreement between the contracting parties concerning the subject matter hereof. All prior agreements, discussions, representations, warranties

CUSTOMER'S STATEMENT

Customer hereby asserts that all questions in this application have been fully and truthfully answered. Customer agrees and understands that the above trade accounts may be contacted for credit information as well as an investigation conducted through credit bureaus. The customer hereby gives all of its creditors and bankers permission to give A-1 Asphalt Inc. information concerning the customer. The customer also gives A-1 Asphalt Inc. permission to give credit reporting agencies or other creditors information relating to any credit given to customer. The customer understands that the terms of the credit are payable upon receipt of invoice. The customer agrees to pay the time price differential in the amount of 1 1/2 % per month on any unpaid balances.

STATUTE OF LIMITATIONS

The parties agree that any action in relation to an alleged breach of this Agreement shall be commenced within one year of the date of the breach, without regard to the date the breach is discovered. Any action not brought within that one year time period shall be barred, without regard to any other limitations period set forth by law or statute.

Any delay or failure in the performance by either party hereunder shall be excused if and to the extent caused by the occurrence of a Force Majeure. For purposes of this Agreement, Force Majeure shall mean a cause or event that is not reasonably foreseeable or otherwise caused by or under the control of the Party claiming Force Majeure, including acts of God, fires, floods, explosions, riots, wars, hurricane, sabotage, terrorism, vandalism, accident, restraint of government, governmental acts, injunctions, labor strikes, other than those of Seller or its suppliers, that prevent seller from furnishing the materials or equipment and other like events that are beyond the reasonable anticipation and control of the Party affected thereby, despite such Party's reasonable efforts to prevent, avoid, delay, or mitigate the effect of such acts, events or occurrences, and which events or the effects thereof are not attributable to a party's failure to perform its obligations under this agreement.

OVERRIDING AGREEMENT

These terms supersede and override any and all contractual terms and conditions of the other contracting party howsoever and whenever communicated.

LIMITATION OF LIABILITY

In no event will A-1 Asphalt Inc. be liable to the customer for any lost profits, lost savings or incidental, indirect, special or consequential damages, arising out of your use or inability to use the product or the breach of this agreement.

INDEMNIFICATIONS

Customer agrees to defend, indemnify and hold A-1 Asphalt Inc. harmless from any claim, liability, or defense cost for injury or loss sustained by any party from exposures allegedly caused by A-1 Asphalt Inc's performance of services hereunder, except for injury or loss caused by the negligence or willful misconduct of A-1 Asphalt Inc. These indemnities are subject to specific limitations provided for in this agreement.

INITIAL: _____

DATE: _____



669 Century, S.W.
Grand Rapids, MI 49503
616.451.3200
616.451.3969 (fax)

Proposal

Date: May 20, 2022

Quoted to:		Job Name & Location:	
Gaines Charter Township Attn: Kim Triplett 8555 Kalamazoo Ave. SE Caledonia, MI 49316		Kent County Sheriffs Office South Sector 8555 Kalamazoo Ave SE Caledonia, MI 49316	
Phone:		Fax:	
Cell: 616-504-4332			
Customer ID	Good Thru	Payment Terms	Sales Rep
Gaines Twp	30 Days	Due Upon Completion	Kirk Weber Cell: 260-1097

We hereby propose to furnish materials and labor necessary for the completion of:

Preparation and asphalt resurface of existing asphalt parking lot - 19,652 SF

1. To cold mill approximately 1 5" or as needed and haul off site.
 2. To clean existing asphalt thoroughly and apply an emulsion (SS1H) prior to paving. This will form a bond between existing and new asphalt.
 3. To wedge low and uneven areas prior to resurfacing. This will help with structural support and water drainage.
 4. Furnish, place and compact a bituminous 5E1 surface coarse for a 1.5" average thickness.
 5. Layout and paint all parking spaces and pavement markings, using airless paint striping equipment to insure clean, crisp, straight lines.
- 40 Stalls, 2 ADA Stalls

COST:

\$ 41,815.00

NOTE: Superior Asphalt, Inc. is not responsible for permits and/or fees if any are required.

NOTE: Superior Asphalt, Inc. is not responsible for damage to concrete and/or asphalt caused by heavy equipment accessing job site.

NOTE: If Superior Asphalt is awarded the work, we will take core samples to ensure proper sub-base.

NOTE: Superior Asphalt, Inc. is not responsible for any restoration of driveway edges.

NOTE: Superior Asphalt, Inc. does not warranty reflective cracking, due to condition of existing asphalt and/or sub-base.

NOTE: We will do our best to eliminate standing water.

NOTE: Sprinkler systems must be marked prior to our arrival. Superior Asphalt, Inc. is not responsible for underground sprinkling restoration.

NOTE: Superior Asphalt, Inc. is not responsible for damage to concrete caused by heavy equipment accessing job site.

NOTE: Due to the volatility of the petroleum industry, pricing is subject to change if work is not completed within 30 days of acceptance.

NOTE: Unless prior written arrangements have been made, terms are 50% down, balance due upon completion.

All materials are guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Total: See Above Pricing

Authorized
Signature: _____

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Note: Pricing is subject to change if work is not completed within 30 days of acceptance. See Standard Conditions on reverse.

Signature: _____ Date: _____

Printed Name: _____



669 Century, S.W.
Grand Rapids, MI 49503
616.451.3200
616.451.3969 (fax)

Proposal

Date: May 20, 2022

Quoted to:		Job Name & Location:	
Gaines Charter Township Attn: Kim Triplett 8555 Kalamazoo Ave. SE Caledonia, MI 49316		Township Drives Outer Loop	
Phone: Fax: Cell: 616-504-4332			
Customer ID	Good Thru	Payment Terms	Sales Rep
Gaines Twp	30 Days	Due Upon Completion	Kirk Weber Cell: 260-1097

We hereby propose to furnish materials and labor necessary for the completion of:

Preparation and asphalt repairs for specified areas. - 58 areas (13,990 SF), marked in white paint

1. To repair area(s) that are soft or sunken, where extensive alligator cracking patterns appear or pot holes.
2. Mill asphalt to a depth of 1.5"-2" and remove. Areas will be cleaned, bonded and asphalt will be laid and compacted with a commercial asphalt roller.

Drain Repairs - (9) Replace broken concrete rings and seal inside top of structures.

To repair drain in parking lot using necessary materials such as mortar, radius blocks and/or adjuster rings. To pave around area at a 3" average thickness.

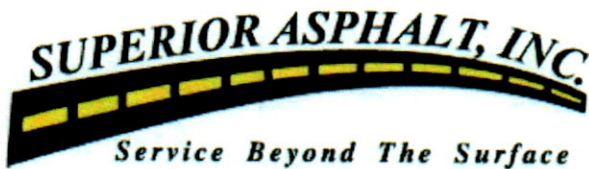
Total Cost \$ 83,200.00

NOTE: Superior Asphalt, Inc. is not responsible for damage to concrete caused by heavy equipment accessing job site.

NOTE: Due to the volatility of the petroleum industry, pricing is subject to change if work is not completed within 30 days of acceptance.

NOTE: Unless prior written arrangements have been made, terms are 50% down, balance due upon completion.

All materials are guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.	Total:	See Above Pricing
	Authorized Signature: _____	
Acceptance of Proposal The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Note: Pricing is subject to change if work is not completed within 30 days of acceptance. See Standard Conditions on reverse.	Signature: _____ Date: _____	
Printed Name: _____		



669 Century, S.W.
Grand Rapids, MI 49503
616.451.3200
616.451.3969 (fax)

Proposal

Date: May 20, 2022

Quoted to:		Job Name & Location:	
Gaines Charter Township Attn: Kim Triplett 8555 Kalamazoo Ave. SE Caledonia, MI 49316		North Lot 8555 Kalamazoo Ave SE Caledonia, MI 49316	
Phone: Fax: Cell: 616-504-4332			
Customer ID	Good Thru	Payment Terms	Sales Rep
Gaines Twp	30 Days	Due Upon Completion	Kirk Weber Cell: 260-1097

We hereby propose to furnish materials and labor necessary for the completion of:

Preparation and asphalt resurface of existing asphalt parking lot - 20,068 SF

1. To cold mill approximately 1.5" or as needed and haul off site.
2. To clean existing asphalt thoroughly and apply an emulsion (SS1H) prior to paving. This will form a bond between existing and new asphalt.
3. To wedge low and uneven areas prior to resurfacing. This will help with structural support and water drainage.
4. Furnish, place and compact a bituminous 5E1 surface coarse for a 1.5" average thickness.
5. Layout and paint all parking spaces and pavement markings, using airless paint striping equipment to insure clean, crisp, straight lines.

COST: \$ 42,005.00

NOTE: Superior Asphalt, Inc. is not responsible for permits and/or fees if any are required.

NOTE: Superior Asphalt, Inc. is not responsible for damage to concrete and/or asphalt caused by heavy equipment accessing job site.

NOTE: If Superior Asphalt is awarded the work, we will take core samples to ensure proper sub-base.

NOTE: Superior Asphalt, Inc. is not responsible for any restoration of driveway edges.

NOTE: Superior Asphalt, Inc. does not warranty reflective cracking, due to condition of existing asphalt and/or sub-base.

NOTE: We will do our best to eliminate standing water.

NOTE: Sprinkler systems must be marked prior to our arrival. Superior Asphalt, Inc. is not responsible for underground sprinkling restoration.

NOTE: Superior Asphalt, Inc. is not responsible for damage to concrete caused by heavy equipment accessing job site.

NOTE: Due to the volatility of the petroleum industry, pricing is subject to change if work is not completed within 30 days of acceptance.

NOTE: Unless prior written arrangements have been made, terms are 50% down, balance due upon completion.

All materials are guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.	Total:	See Above Pricing
	Authorized Signature: _____	

Acceptance of Proposal
 The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Note: Pricing is subject to change if work is not completed within 30 days of acceptance. See Standard Conditions on reverse.

Signature: _____ Date: _____

Printed Name: _____

**American Rescue Plan
Grant Funding Activity**

12.31.2024 All Funds to be used or allocated
12.31.2026 All Funds must be expended
1.1.2027 Unspent funds to be returned

Date	Item	Amount	Interest Earned	Obligated Funds	Comments	Payments
7.12.2021	Board approved to accept funds					
11.1.2021	Lost Revenue Calculator	\$ (34,939.00)			Sigfried Crandall completed Calculator	
12.15.2021	Received 1/2 ARPA Funding	\$ 1,431,081.00			Note* Invested in KC Pool	
12.13.2021	DFD Engine 67 Replacement			\$ 250,000.00	Public Safety Total cost of \$821,705.00	
1.28.2022	Additional Funds Received	\$ 5,760.87			Other units refused funds to KC Pool	
3.15.2022	Board Approved to accept grant				As all loss revenue.	
4.11.2022	Reported award as revenue loss					
6..29.2022	Second Tranche of grant funds	\$ 1,436,809.16			Invested into KC Pool	
Dec, 2022	2022 Interest Earned		\$ 14,603.84		No need to report interest earned	
	Proposed in 2023 Budget			\$ 440,000.00	Public Safety	
				\$ 193,815.00	Streets & Sidewalks Hanna Lake Sidewalk	
				\$ 170,880.00	Streets & Sidewalks Brewer Park to PWP on 84th Street	
2.13.2023	Additional Road Repairs			\$ 75,000.00	Streets & Sidewalks Approved by Board February. 2023	
3.9.2023	Picnic Tables, Chairs & Waste Baskets			\$ 8,063.69	Parks Improvements - Approved by Board, March 2023	
4.20.2023		\$ 2,873,651.03	\$ 14,603.84	\$ 1,137,758.69	Reported in 4/2023 report	
3.31.2023	1st Q 2023 interest		\$ 15,823.94			
	April / May		\$ 12,924.27			
	Uncommitted Funds Remaining	\$ 1,735,892.34	\$ 43,352.05		Need to earmark by Dec. 2024	