

VILLAGE OF SPARTA
Kent County, Michigan
Village Council Meeting
Monday, October 20, 2025 at 7:00 PM
75 N. Union St. (Sparta Civic Center)

1. Call to Order

2. Pledge of Allegiance

3. Roll Call

4. Additions or Corrections to Consent and Business Agenda

Consent Agenda:

- a. *Approve Regular Village Council Meeting Minutes of September 15, 2025*
- b. *Approve Special Village Council Meeting Minutes of September 25, 2025*
- c. *Approved Planning Commission Meeting Minutes of March 3, 2025*
- d. *Approved Planning Commission Meeting Minutes of August 4, 2025*
- e. *Approve Fire Board Meeting Minutes of September 18, 2025*

5. Approval of Consent and Business Agenda

6. Public Comment for Agenda Item

Please Note: This Public Comment portion of the meeting is reserved for comment on agenda items. Personal or abusive attacks on Council members, staff members, or other participants will not be tolerated and may result in the Village President taking action, up to and including, having the speaker removed from the meeting by law enforcement officers.

7. Public Hearing

- a. None.

8. Old Business

- a. None.

9. New Business

- a. Ecklund Resident Input/Discussion
- b. Preliminary Plat Review- Allen Edwin Homes (Bedford Falls)
- c. Res. 25-16 Literacy Resolution
- d. Algoma Waste Water Treatment Agreement Amendment
- e. Cityhood Q & A Opportunity

10. Executive Session

- a. None.

11. Village Manager & Department Reports

12. Communications

13. Payment of Bills

September Payables

PAYABLES	
(101) General Fund	\$518,229.11
(202) Major Street Fund	\$827.16
(203) Local Street Fund	\$4,980.79
(581) Airport	\$34,424.43
(590) Sewer Department Fund	\$400,100.54
(591) Water Department Fund	\$46,616.16
(661) Equipment Rental Fund	\$3,973.54
Total	\$1,009,151.73

Informational:

(206) Fire Department	\$11,212.47
(208) SRA Park Fund	\$12,420.92
(248) Downtown Development Authority	\$5,694.01
Total	\$29,327.40

14. Public Comment

15. Council Member Announcements

16. Adjournment

VILLAGE OF SPARTA
Kent County, Michigan
Village Council Meeting
Monday, September 15, 2025 at 7:00 PM
75 N. Union St. (Sparta Civic Center)

Present:

President Robert Whalen, Council Members Brenda Braybrook, Robert Carlstrom, David Cumings, Courtney Mais, Tom Peoples, Bill Taylor

Absent:

Also Present:

Village Manager James Lower, DPW Supervisor William Hunter, Sargeant David Price, Deputy DPW Supervisor Conrad Bowman, Village Clerk Kristen Phelps

1. Call to Order

- a. The meeting was called to order at 7:00 pm by President Robert Whalen

2. Pledge of Allegiance

- a. The Pledge was recited.

3. Roll Call

- a. Formal Roll Call was taken. Attendance is noted above.

4. Additions or Corrections to Consent and Business Agenda

Consent Agenda:

- a. *Approve Regular Village Council Meeting Minutes of August 18, 2025*
- b. *Approve Fire Board Meeting Minutes of August 21, 2025*
- c. *Approve DDA Meeting Minutes of July 8, 2025*

5. Approval of Consent and Business Agenda

- a. The Consent and Business Agenda were approved as presented.
 - i. Motion: Carlstrom Moved to approve the consent agenda support by Braybrook. **Motion Carried unanimously.**

6. Public Comment for Agenda Item

- a. Dale Bergman 9280 Sparta Ave. Commented.

Please Note: This Public Comment portion of the meeting is reserved for comment on agenda items. Personal or abusive attacks on Council members, staff members, or other participants will not be tolerated and may result in the Village President taking action, up to and including, having the speaker removed from the meeting by law enforcement officers.

7. Public Hearing

- a. None.

8. Old Business

- a. Civic Center
 - i. Council Member spoke on the proposed trade with the Township
 - 1. Motion: Council Member Mais moved to have the civic center put back on the open market by with a second by Braybrook. **Motion passes 5-2. Opposed Taylor and Whalen.**

9. New Business

- a. Res. 25-14 A Resolution endorsing an applicant under the MNRTF program
 - i. Motion: Braybrook moved to approve Resolution 25-14 as presented, supported by Mais. **Motion passed 7-0**
- b. Ord. 25-03 An Ordinance to amend the General prohibitions & Permissible open burning sections of Chapter 30 of the Village of Sparta Code of Ordinances
 - i. Motion: Cumings moved to approve Ordinance 25-03 as presented, supported by Mais. **Motion passed 7-0**
- c. Ecklund CIP Options Discussion
 - i. The board would like to look at Option 1 and 3 at the November Meeting.

10. Executive Session

- a. None.

11. Village Manager & Department Reports

- a. Village manager spoke about various topics and ongoing developments within the Village.

12. Communications

13. Payment of Bills

August Payables

PAYABLES	
(101) General Fund	\$763,948.14
(202) Major Street Fund	\$60,487.88
(203) Local Street Fund	\$210,152.77
(581) Airport	\$57,561.73
(590) Sewer Department Fund	\$181,880.00
(591) Water Department Fund	\$45,203.73
(661) Equipment Rental Fund	\$27,184.59
Total	\$1,346,418.84

Informational:

(206) Fire Department	\$32,967.30
(208) SRA Park Fund	\$6,667.06
(248) Downtown Development Authority	\$3,411.35
Total	\$43,045.71

- Motion: Peoples moved to approve the payables as presented, supported by Mais. **Motion passed 7-0.**

14. Public Comment

- Rob Steffens 4344 13 Mile. Commented
- Doug Pickney 1135 Stebbins Commented
- Mary Jo Tuinstra 100 Orchard Commented
- Ashley Johnson 12240 Fruit Ridge Ave Commented

15. Council Member Announcements

- President Whalen Commented
- Council Member Carlstrom Commented
- Council Member Mais Commented
- Council Member Peoples Commented

16. Adjournment

- Meeting Adjourned at 8:28 pm by President Whalen.

VILLAGE OF SPARTA
Kent County, Michigan
Village Council Meeting
Monday, September 25, 2025 at 6:00 PM
75 N. Union St. (Sparta Civic Center)

Present:

President Robert Whalen, Council Members Brenda Braybrook, Robert Carlstrom, David Cumings, Courtney Mais, Tom Peoples, Bill Taylor

Absent:

Also Present:

Village Manager James Lower, Village Clerk Kristen Phelps, Deputy Clerk Erin Walter, DDA Director Elizabeth Morse, Director of Finance David Carpenter

1. Call to Order

- a. The meeting was called to order at 6:00 pm by President Robert Whalen

2. Pledge of Allegiance

- a. The Pledge was recited

3. Roll Call

- a. Formal Roll call was taken. Attendance is noted above.

4. Additions or Corrections to Consent and Business Agenda

Consent Agenda:

- a. *None*

5. Approval of Consent and Business Agenda

- a. Motion: Peoples moved to approve the consent agenda with support by Cumings. **Motion passes 7-0.**

6. Public Comment for Agenda Item

Please Note: This Public Comment portion of the meeting is reserved for comment on agenda items. Personal or abusive attacks on Council members, staff members, or other participants will not be tolerated and may result in the Village President taking action, up to and including, having the speaker removed from the meeting by law enforcement officers.

- a. David Keith Kent City commented about the Civic Center.

7. Public Hearing

- a. None.

8. Old Business

- a. None.

9. New Business

- a. Civic Center Sale
 - i. Motion: Peoples moved to accept the offer of \$340,000 from the Sparta Historical Friends to purchase the civic center, supported by Cumings. **Motion passed 7-0.**
- b. Res. 25-15A Resolution to designate a portion of Village funds for historical preservation efforts
 - i. Motion: Peoples moved to approve Resolution 25-15A as presented, supported by Braybrook. **Motion passed 7-0**

10. Executive Session

- a. None.

11. Village Manager & Department Reports

- a. Manager Lower did his weekly update verbally.

12. Communications

- a. President Whalen thanked the anonymous donor.
- b. Council Member Braybrook commented

13. Public Comment

- a. None

14. Council Member Announcements

- a. None

15. Adjournment

- a. Meeting Adjourned at 6:31 pm by President Whalen

PLANNING COMMISSION
Regular Meeting
March 3, 2025 @ 7:00 PM
75 N. Union St. (Sparta Civic Center)

Present: Chairperson Emilie Henry, Commissioners Robert Carlstrom, Rose Frederick, Bob Liscombe, Gary Moody, Christina Owens, and Robert Whalen.

Absent:

Also present: Village Manager Jim Lower, Village Clerk Kristen Phelps, and DDA Director Liz Morse

1. CALL TO ORDER

The Meeting was called to order 7:00 pm

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. ROLL CALL

Formal roll call was taken. Those in attendance/absent are noted above with Robert Carlstrom entered meeting at 7:01 pm.

4. ADDITIONS OR CORRECTIONS TO THE BUSINESS & CONSENT AGENDA

Approve Regular Planning Commission Meeting Minutes of December 2, 2024

Motion to approve minutes as presented by Liscombe, supported by Whalen.

Motion passed unanimously.

5. APPROVAL OF CONSENT & BUSINESS AGENDA

Consent Agenda: No additions or corrections. Motion to approve business and consent agenda as presented by Liscombe, supported by Whalen. **Motion passed unanimously.**

6. PUBLIC COMMENT ON AGENDA ITEMS

None

7. COMMUNICATIONS –

None

8. PUBLIC HEARING –

None.

9. NEW BUSINESS –

Chair, Vice-Chair, & Secretary Selection

Secretary: Motion by Whalen to appoint Village Clerk Kisten Phelps with support by Moody. **Motion Passed 7-0.**

Chair: Motion by Carlstrom to reappoint Henry with Support by Moody. **Motion Passed 7-0.**

Vice Chair: Motion by Moody to reappoint Frederick with support by Liscombe. **Motion passed 7-0.**

Site Plan- Review Town Square Project

Motion by Whalen, supported by Liscombe to approve site plan as presented.

Motion passed 7-0.

10. UNFINISHED BUSINESS –

None.

11. PUBLIC COMMENT

None.

12. VILLAGE MANAGER REPORT

Spoke about happenings around the Village.

13. COMMISSION COMMENT

None

14. ADJOURNMENT

- a. There being no further business to come before the planning commission the meeting was adjourned at 7:44 pm by Chair Henry.

**VILLAGE OF SPARTA
PLANNING COMMISSION
Regular Meeting
August 4, 2025 @ 7:00 PM
75 N. Union St. (Sparta Civic Center)**

Present: Chairperson Emilie Henry, Vice Chairperson Rose Frederick, Commissioners Robert Carlstrom, Bob Liscombe, Gary Moody, Christina Owens, and Robert Whalen.

Absent: None

Also present: Village Manager Jim Lower, Village Clerk Kristen Phelps,

1. CALL TO ORDER
 - a. The meeting was called to order at 7:00 pm by Chair Henry
2. PLEDGE OF ALLEGIANCE
 - a. The Pledge was recited.
3. ROLL CALL
 - a. Formal roll call was taken. Those in attendance/absent are noted as above
4. ADDITIONS OR CORRECTIONS TO THE BUSINESS & CONSENT AGENDA
5. Approve Regular Planning Commission Meeting Minutes of May 5, 2025
6. APPROVAL OF CONSENT & BUSINESS AGENDA
 - a. Consent Agenda: No additions or corrections.
 - i. Motion to approve business and consent agenda as presented by Moody, supported by Liscombe. **Motion passed unanimously.**
7. PUBLIC COMMENT ON AGENDA ITEMS
 - a. None
8. COMMUNICATIONS
 - a. None
9. PUBLIC HEARING
 - a. Bedford Falls Rezoning Requests – Ord. 25-02
 - i. Opened at 7:02 pm by Chairperson Henry
 1. Katie Frie 606 Bedford Falls Commented
 2. Marilyn Pasmore 210 Liberty Commented
 3. Jeff Wright 220 Liberty Commented
 4. Virginia Waltz-Markstrom 603 Bedford Falls Commented
 5. Riley Florida 30 W. Gardner Commented

6. Ken Hammerlind 1144 12 Mile commented
 7. Gabrielle Maggio 624 Bedford Falls Commented
 8. Will Cole 1444 12 Mile Rd. Commented
 9. Jen Anderson 602 Bedford Falls Commented
 10. Ricky Johnson 29 Centennial Commented
 11. Barb Johnson 9210 Alpine Ave Commented
- ii. Closed at 8:42 by Chairperson Henry

10. NEW BUSINESS

- a. Bedford Falls Rezoning Requests – Ord. 25-02
 - i. Motion by Moody, supported by Frederick to approve Zoning Request as presented. **Motion passes 6-1.**
- b. Site Plan Review -172 E Gardner St.
 - i. Motion by Frederick, supported by Liscombe to approve site plan as presented. **Motion passed 7-0.**

11. UNFINISHED BUSINESS

- a. None.

12. PUBLIC COMMENT

- a. None

13. VILLAGE MANAGER REPORT

- a. September Meeting Date
 - i. Meeting Changed to September 15, 2025 at 5 pm.

14. COMMISSION COMMENT

- a. Liscombe asked about Burger King and Taco Bell.

15. ADJOURNMENT

- a. Adjournment at 9:02 pm by Chairperson Henry.

**Minutes of the Sparta Fire Board Meeting
September 18, 2025**

Present: Goodfellow (twp), Van Patten (village), Anderson (twp), Chief Olney. Bergman (twp-chair), & Peoples (village), also Deputy Chief Wood

Absent: Cumings (village),

Bergman called the meeting to order @7:00 pm.

Additions to Agenda: none

Approval of the Agenda:

Motion: VanPatten to approve the agenda.

Second: Peoples

Motion Passed: 5-0

Public Comment: None

Approval of the Meeting Minutes August 21, 2025:

Motion: Made VanPatten to approve August 21, 2025, minutes.

Second: Goodfellow

Motion Passed: 5-0

Finance Board Update:

Anderson stated that the finance board had met once since the last board meeting. They reviewed and approved all department invoices of \$10,956.01. Anderson stated that the department's operational budget was at 33.2% for the first 6 months of the year with a fund balance of \$1,203,100.

Approval of the bills:

Motion: Made Anderson to approve bills through September 16, 2025.

Second: Goodfellow

Motion Passed: 5-0

Old Business:

The USDA grant update:

The Chief stated that the USDA has requested updates on previous submitted documents. Andrus Architectural has resubmitted required items to USDA. The USDA has been reviewing our engineering drawings and hasn't requested any changes, waiting for their final approval. Zoning Variances were approved by the Village on August 29, 2022, and were resent to the USDA. The Department's Attorney contract information has been resent to USDA. The engineering drawings have been sent over to the Village of Sparta (PCI) for permits. The Chief stated that he's still hoping for the construction bids to go out in December. Andrus Architectural: still working on getting a new contract with Andrus for the ongoing work.

Fire Authority: The board reviewed the Attorney's revised Articles of Incorporation Sparta Area Fire Authority. The changes made to the draft agreement were all agreed to by the board. The board made a couple of

clerical changes which the Chief will make. The Chief will forward the agreement to the township and village for their approval.

Motion: VanPatten to approve the revised Articles of Incorporation Sparta Area Fire Authority with corrections.

Second: Peoples

Motion Passed: 5-0

Chief's Report: Chief Olney presented the **Chief's report**. (attached) There were 766 runs YTD. There were 5 mutual aid calls including 1 fatal structure fire last month. There were 4 accidents, with 3 minor injuries and 1 fatality this past month with several hazardous conditions responses.

Apparatus Antennas for 5G Modems: The Chief requested the purchase of (4) Panorama antennas for the Verizon 5G modems in departmental vehicles. The material cost is \$1656 with the department doing the installation of the antennas.

Motion: VanPatten to approve the purchase of the new 5G antennas.

Second: Anderson

Motion Passed: 5-0

Next Meeting Date: October 23rd, 2025, at 7:00 PM at the fire station.

Next Finance Meeting Dates: October 7th and October 21st at 4:00 PM at the fire station.

Public Comment: none

Adjournment:

Motion: Goodfellow to adjourn at 7:38 PM.

Second: Peoples

Motion Passed: 5-0

Minutes by Goodfellow 9-19-25.



Chiefs Report September 18, 2025

New Business:

1. Monthly report
 1. Fire calls (NFIRS 100 classifications)
 1. 332 Elizabeth St - auto aid to Rockford Fire for a home fire
 2. 147 Alma - electrical issue in the house
 3. 4486 Alpine Ave - auto aid to Alpine Fire for possible garage fire (cancelled)
 4. 945 Cosby Way - oven fire (out upon our arrival); auto aid from Alpine and Algoma were cancelled
 5. 3505 4-mile rd nw - auto aid on a 2nd alarm fire to Alpine Fire (fatal fire)
 6. 8927 Lady Lauren Dr - auto aid with T8 to Algoma Fire (cancelled prior to arrival)
 2. Explosions calls (NFIRS 200 classifications)
 3. Rescue calls, including accidents (NFIRS 3- classifications)
 1. Mutual aid to Alpine at M37 and 8-mile (fatal accident)
 2. 12-mile rd and Spartan Drive - one minor injury
 3. M37 and 15-mile - truck vs. semi (one minor injury)
 4. M37 and 12-mile - car vs truck (one minor injury)
 4. Hazardous Conditions (NFIRS 400 classifications)
 1. River Rd - burning complaint
 2. 12741 Stebbins - burning complaint
 5. Service calls (NFIRS 500 classifications)
 6. Good intent calls (NFIRS 600 classifications)
 1. 2 - cancelled call after being dispatched
 7. False alarms (NFIRS 700 classifications)
 8. Severe Weather incident (NFIRS 800 classifications)
 9. Special incidents (NFIRS 900 classifications)



ACTION MEMO

Staff Communication

DATE: October 20, 2025
TO: Village President Whalen and Members of Council
FROM: James A. Lower, Village Manager
RE: Ecklund Resident Feedback & Discussion

SUMMARY OF REQUEST:

At our September 15th meeting, we discussed potential options for road work and infrastructure upgrades to Ecklund Street. For reference, last month's memo has been included along with this one. A letter was sent to all residents on Ecklund Street inviting them to provide feedback in advance of, or during, this meeting regarding their preferred option.

As part of this agenda item, we will open the floor to residents of Ecklund Street to share their input.

Staff will incorporate the feedback received into the draft Capital Improvement Plan, which will be considered at the November meeting.

FINANCIAL IMPACT:

See last month's memo.

BUDGET ACTION REQUIRED:

See last month's memo.

STAFF RECOMMENDATION:

See last month's memo.



ACTION MEMO

Staff Communication

DATE: September 15, 2025
TO: Village President Whalen and Members of Council
FROM: William Hunter, Director of Public Works
RE: Report on Ecklund Rd NW

BACKGROUND

Ecklund Road NW is a dead-end street located in the Village of Sparta, serving a total of 15 properties. Currently, eight of these properties have connections to water and sewer services. However, all utility lines are private service runs extending from Division Avenue through the public right-of-way (ROW) to each property. There are no license agreements in place to define ownership or maintenance responsibilities for these utilities. Historically, property owners were intended to take responsibility for these utilities, but there is no documentation to confirm this arrangement.

Ecklund Road also faces drainage issues, as it lacks curb and gutter infrastructure. The southern section, starting from 55 Ecklund, drains back toward Division Avenue, which has an enclosed stormwater system. The northern section drains toward Nash Creek through two offset storm structures. During the investigation, it was discovered that these structures are blind-tapped into the outfall line, meaning there is no direct access for cleaning or inspection. The offset structures consist of clay crocks with multiple pipes entering them, a construction method not standard in any era of public storm sewer construction. Additionally, the storm line makes a sharp bend beneath a private bridge located at 140 and 150 Ecklund, without any structural support at the bend—again, this practice does not comply with basic stormwater management standards.

An easement agreement exists for 150 Ecklund, granting the Village the right to operate, inspect, repair, maintain, replace, and remove storm sewers, drains, and ditches. This may be related to the time when the road was transferred to Village ownership, although the records are unclear.

IDENTIFIED ISSUES

1. Water & Sewer: Eight properties have private utility runs through the ROW, with no license agreements clarifying responsibility. Seven properties remain unserved.

2. Stormwater: Entirely public system, substandard design, currently failing, and in need of reconstruction.
3. Roadway: Ecklund is scheduled for a mill-and-fill resurfacing in 2029.

OPTIONS FOR CONSIDERATION

Option 1 – Full Reconstruction

- Rebuild roadway with new water, sewer, and storm systems.
- Costs:
 - Road: \$90,000
 - Water/Sanitary Sewer: \$580,000
 - Stormwater: \$40,000
 - *Excludes easement/legal costs.*

Option 2 – Mill & Fill Only

- Proceed with resurfacing only, without addressing utilities or stormwater.
- Cost: \$60,000

Option 3 – Roadway & Stormwater Reconstruction (*New Option*)

- Reconstruct roadway and stormwater system only.
- Water and sewer not included.
- Costs:
 - Road: \$90,000
 - Stormwater: \$40,000
 - *Excludes easement/legal costs.*

FUNDING CONSIDERATIONS

- Special Assessment: Confirmed as legally permissible by Village Attorney.
 - Could be applied to recover utility and stormwater costs.
 - Council will need to determine assessment methodology, particularly for properties already served by utilities.
- Village Share: The Village will remain responsible for base roadway costs.
- Timing: Ecklund is scheduled for resurfacing in 2029, but reconstruction could be advanced if Council prioritizes a permanent solution.

RECOMMENDATION

Staff recommends Council consider whether to:

1. Pursue full reconstruction (Option 1) to permanently resolve all deficiencies, with cost recovery through special assessment;
2. Proceed with Option 2 (mill and fill only), recognizing utilities and stormwater remain unresolved;
or
3. Select Option 3, addressing roadway and stormwater deficiencies without utility replacement.

Staff further recommends obtaining engineering estimates and initiating preliminary design work if Council wishes to advance beyond Option 2.



ACTION MEMO

Staff Communication

DATE: October 20, 2025
TO: Village Council Members
FROM: James A. Lower Village Manager
RE: Preliminary Plat Review- Allen Edwin Homes (Bedford Falls)

SUMMARY OF REQUEST:

Overview:

Allen Edwin Homes has been working with Village staff and the Village Engineer over the past several months on the proposed preliminary plat. They are now ready to seek preliminary approval.

The Planning Commission's role is to review the proposed plat and provide a recommendation to the Village Council regarding approval. Included in the packet are:

- The proposed plat
- A narrative from the applicant
- A review letter from the Village Engineer outlining items addressed during the review process

Variances:

The applicant is seeking variances under Section 62-37 of the Village Code. Staff has reviewed these requests and finds the accommodations to be reasonable given the unique design requirements of the site.

Key Considerations:

- The proposal brings the undeveloped portion of the site into compliance with the Village's updated zoning requirements.
- The layout integrates with and complements the existing Planned Unit Development (PUD).
- Engineering review has confirmed that identified issues have been adequately addressed.

The planning commission unanimously recommend approval to the village council. This preliminary approval is step 1 or a 3-step process. If approved additional details will be added. The step 2 plan will then come in front of the village council for approval as well.

STAFF RECOMMENDATION:

Staff recommends a motion to approve the preliminary plat as presented.



#8a
Village of Sparta Planning
Commission
October 6, 2025

ACTION MEMO

Staff Communication

DATE: October 6, 2025
TO: Planning Commission Chair and Planning Commission Members
FROM: James A. Lower Village Manager
RE: Preliminary Plat Review- Allen Edwin Homes (Bedford Falls)

SUMMARY OF REQUEST:

Overview:

Allen Edwin Homes has been working with Village staff and the Village Engineer over the past several months on the proposed preliminary plat. They are now ready to seek preliminary approval.

The Planning Commission's role is to review the proposed plat and provide a recommendation to the Village Council regarding approval. Included in the packet are:

- The proposed plat
- A narrative from the applicant
- A review letter from the Village Engineer outlining items addressed during the review process

Variances:

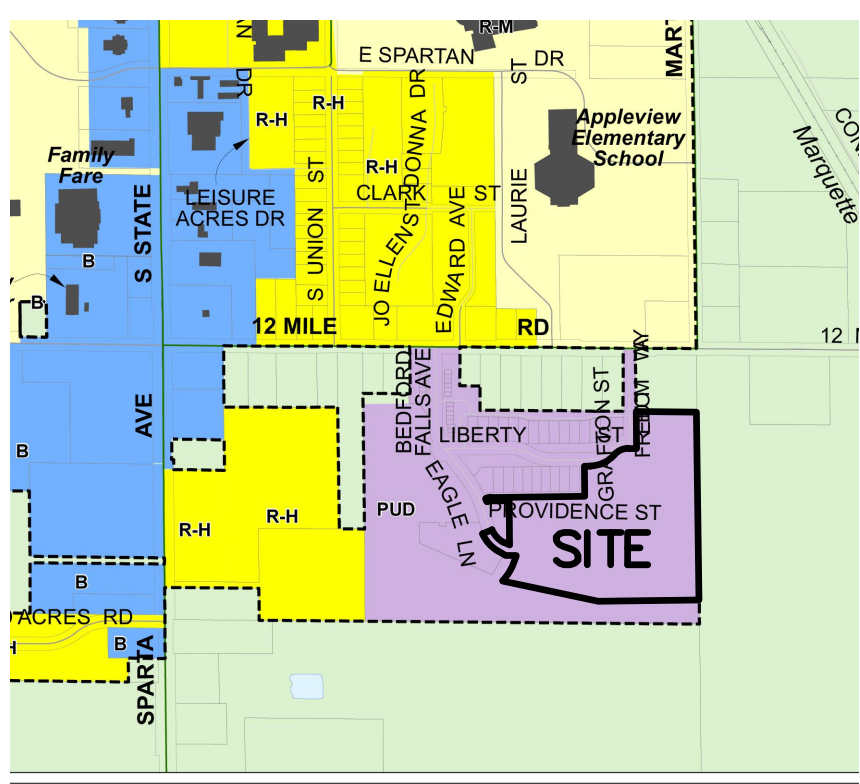
The applicant is seeking variances under Section 62-37 of the Village Code. Staff has reviewed these requests and finds the accommodations to be reasonable given the unique design requirements of the site.

Key Considerations:

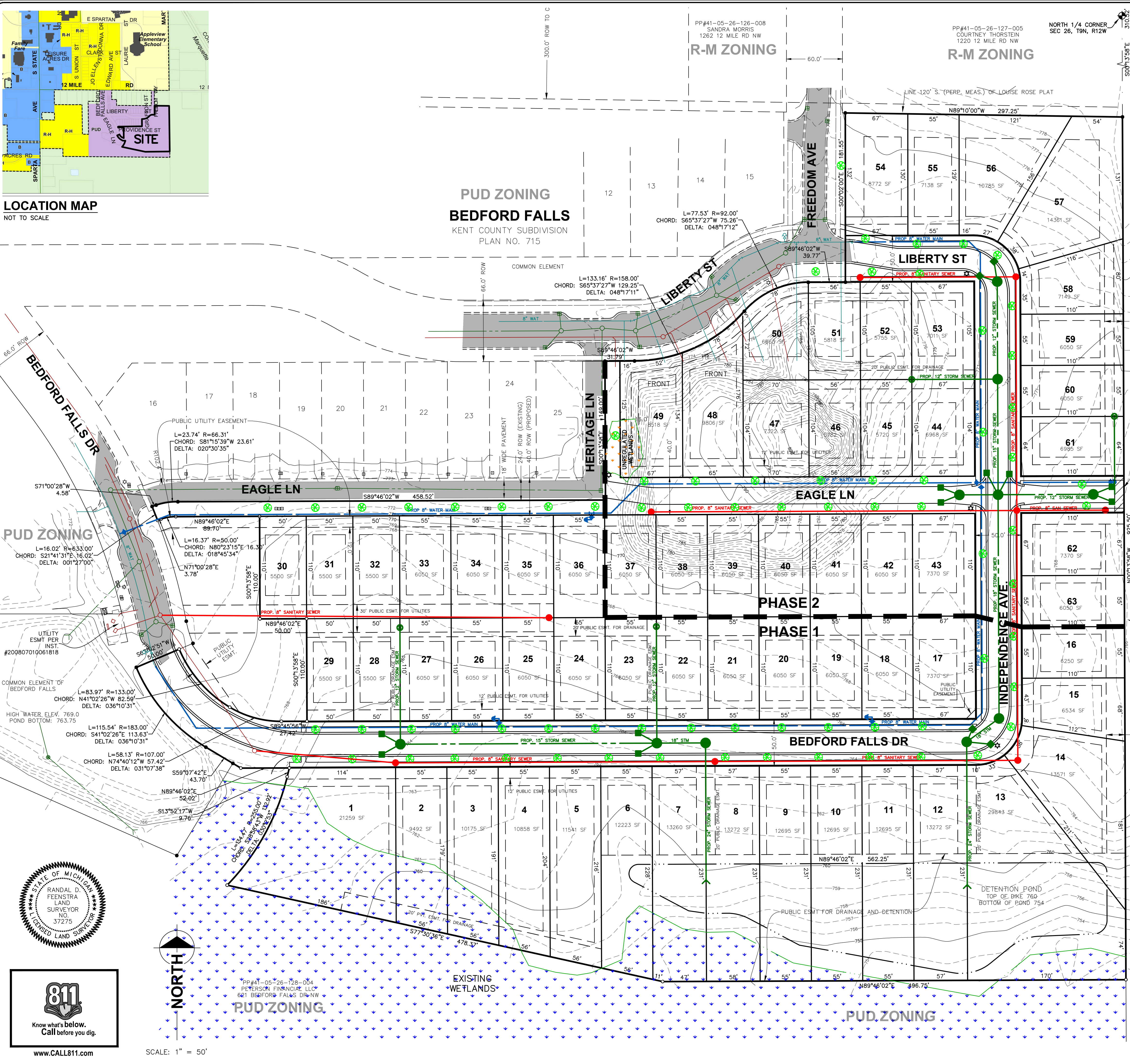
- The proposal brings the undeveloped portion of the site into compliance with the Village's updated zoning requirements.
- The layout integrates with and complements the existing Planned Unit Development (PUD).
- Engineering review has confirmed that identified issues have been adequately addressed.

STAFF RECOMMENDATION:

Staff believes the preliminary plat is well-prepared and consistent with Village standards. The variances requested are appropriate given the circumstances. Staff recommends a motion to recommend approval to the village council of the preliminary plat as presented.



LOCATION MAP
NOT TO SCALE



PROPERTY DESCRIPTION:

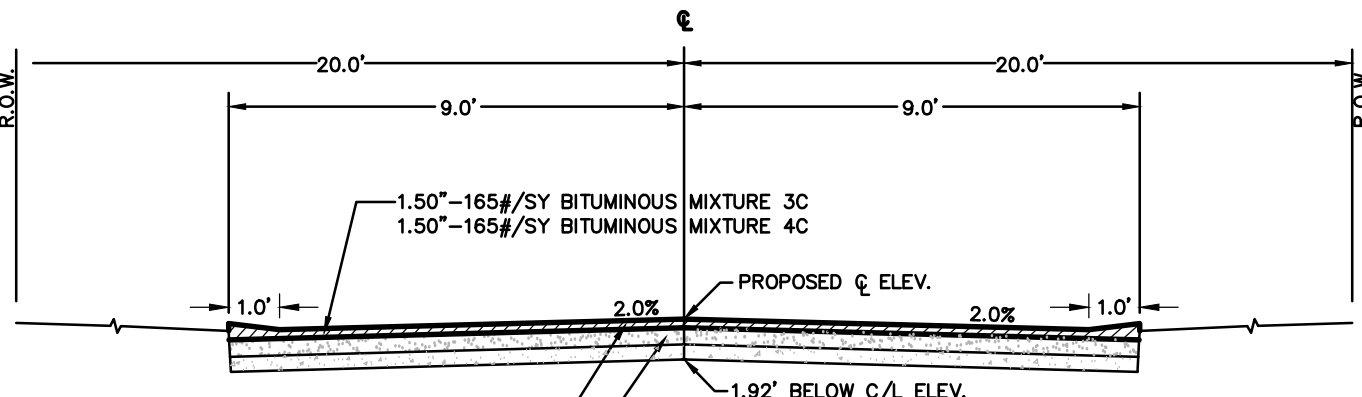
That part of the North 1/2 of the Northwest 1/4 of Section 26, T9N, R12W, Village of Sparta, Kent County, Michigan, described as: Commencing at the North 1/4 corner of said Section; thence S00°13'58"E 310.52 feet along the North-South 1/4 line of said Section 26 to the intersection of a line that is 120.00 feet (perpendicular measurement) South of and parallel with the South line of the Louise Rose Plat as recorded in Liber 57 of Plats, Page 26, Kent County Records to the Point of Beginning; thence N89°10'00"W 297.25 feet along said South line to the East line of Bedford Falls, Kent County Condominium Subdivision Plan No. 715, as recorded in Instrument No. 200502150019224; thence S00°02'00"E 181.55 feet; thence S89°46'02"W 39.77 feet; thence Southwesterly 77.53 feet along a 92.00 foot radius curve to the left, the chord of which bears S65°37'27"W 75.26 feet; thence Southwesterly 133.16 feet along a 158.00 foot radius curve to the right, the chord of which bears S85°37'27"W 129.25 feet; thence S89°46'02"W 31.79 feet; thence S00°13'58"E 149.00 feet; thence S89°46'02"W 458.52 feet; thence Southwesterly 23.74 feet along a 66.31 foot radius curve to the left, the chord of which bears S81°15'39"W 23.61 feet; thence S71°00'28"W 4.58 feet; thence Southeasterly 16.02 feet along a 633.00 foot radius curve to the right, the chord of which bears S21°41'31"E 16.02 feet (the previous 10 courses being along said East line of Bedford Falls); thence N71°00'28"E 3.78 feet; thence Easterly 16.37 feet along a 50.00 foot radius curve to the right, the chord of which bears N80°23'15"E 16.30 feet; thence N89°46'02"E 50.00 feet; thence S00°13'58"E 110.00 feet; thence S89°45'56"W 27.42 feet; thence Northwesterly 58.13 feet along a 107.00 foot radius curve to the right, the chord of which bears N74°40'16"W 57.42 feet; thence Northwesterly 83.97 feet along a 133.00 foot radius curve to the right, the chord of which bears N41°02'26"W 82.59 feet to the East line of Bedford Falls; thence S67°02'51"W 50.00 feet; thence Southeasterly 115.54 feet along a 183.00 foot radius curve to the left, the chord of which bears S41°02'26"E 113.63 feet; thence S59°07'42"E 43.70 feet (the previous 3 courses in part being along said East line of Bedford Falls); thence N89°46'02"E 52.02 feet; thence S13°52'17"W 9.76 feet; thence Southwesterly 134.47 feet along a 255.00 foot radius curve to the right, the chord of which bears S28°58'43"W 132.92 feet; thence S77°30'36"E 478.37 feet; thence N89°46'02"E 496.75 feet to said North-South 1/4 line; thence N00°13'58"W 925.50 feet along said North-South 1/4 line to the Point of Beginning. Contains 14.53 acres.

PROPOSED ZONING REQUIREMENTS:

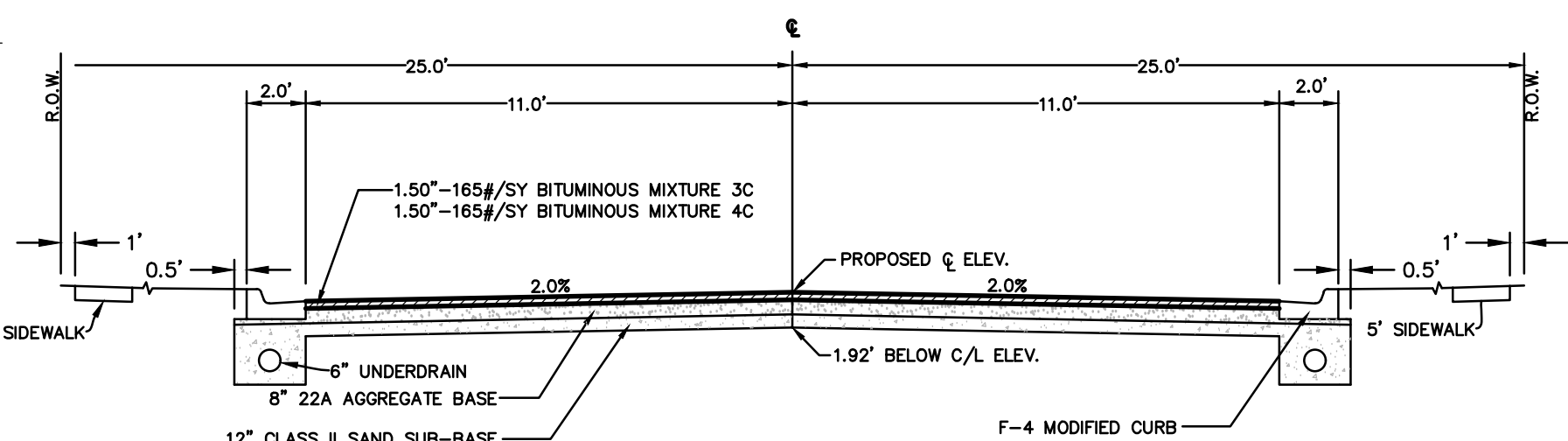
PUD, R-M ZONING	
MINIMUM LOT AREA:	5,500 SQFT
MINIMUM LOT WIDTH:	50 FEET
SETBACK REQUIREMENTS:	
FRONT YARD:	20 FEET
SIDE YARD:	7 FEET MINIMUM, 15 FEET TOTAL
REAR SETBACK:	25 FEET

GENERAL NOTES:

1. ALL LOTS ARE INTENDED FOR SINGLE FAMILY USE ONLY
2. ALL ROADS SHALL BE PUBLIC AND BE CONSTRUCTED TO THE VILLAGE OF SPARTA STANDARDS AND SPECIFICATIONS.
3. THIS PLAT WILL BE SERVICED BY PUBLIC UTILITIES = SANITARY SEWER, STORM SEWER, WATER, BURIED ELECTRICAL, CABLE TV, AND GAS.
4. A 12" PRIVATE EASEMENT FOR PUBLIC UTILITIES SHALL BE ACROSS THE FRONT OF ALL LOTS.
5. THE PRIVATE ROADS WITHIN BEDFORD FALLS WERE TAKEN OVER BY THE VILLAGE OF SPARTA.
6. RELIEF FROM THE 1:4 LOT WIDTH TO DEPTH RATIO REQUIREMENT IS REQUESTED FOR UNITS 55-61 TO PROVIDE STORMWATER DETENTION EASEMENT IN LIEU OF COMMON SPACE.
7. ALL LOTS SHALL HAVE ONE STREET TREE. CORNER LOTS SHALL HAVE TWO STREET TREES.
8. WETLAND DELINEATION BY LAKESHORE ENVIRONMENTAL IN SEPT. 2025.



ALLEY CROSS SECTION
NOT TO SCALE



ROAD CROSS SECTION
NOT TO SCALE

LEGEND

TOWN	SECTION CORNER
RANGE	SET CAPPED IRON
NORTH	FOUND IRON OR NAIL
SOUTH	STORM SEWER MANHOLE
EAST	SANITARY SEWER MANHOLE
WEST	CATCH BASIN
SECTION	HYDRANT
POINT OF BEGINNING	VALVE
	UTILITY POLE
	GUY WIRE
	LIGHT POLE
	WALL MOUNTED LIGHT
	PEDESTAL
	TRANSFORMER
	SIGN
PROPOSED BLACKTOP	
PROPOSED CONCRETE	
EXISTING BLACKTOP	
EXISTING CONCRETE	
BUILDING	

PRELIMINARY PLAT BEDFORD FALLS SOUTH

FOR: Green Development Ventures, LLC
2186 E Centre Ave
Portage, MI 49002

PART OF THE NW 1/4, SECTION 26, T9N, R12W,
VILLAGE OF SPARTA, KENT COUNTY, MICHIGAN

Feenstra
& Associates, Inc.
CIVIL ENGINEERS & SURVEYORS
3145 Prairie St SW
Grandville, MI 49418
Phone: 616.457.7050
www.feenstra.com

P1

DATE: 9/29/25
PROJ: 1382



www.CALL811.com

SCALE: 1" = 50'

Green Development Ventures, LLC
2186 East Centre Avenue
Portage, MI 49002

Jim Lower, Village Manager
Village of Sparta
156 E. Division
Sparta, Michigan 49345

September 10, 2025

Re: Bedford Falls South – Revised Preliminary Plat Application, 621 Bedford Falls Drive NW (East 14.53 Acres of Parcel #41-05-26-128-004)

Dear Jim,

Pursuant to our previous conversations and the comments provided in the Spalding DeDecker review letter dated July 30, 2025, attached please find the revised Preliminary Plat application package for the Bedford Falls South single family residential subdivision. Attached please find the following documents:

- Project Summary Narrative Dated September 10, 2025
- Revised Preliminary Plat Drawing (9 copies = 24" x 36")
- Sample Portfolio of Homes – color renderings, elevations, floor plans (9 copies)

We look forward to further discussions of this exciting residential project with the Village of Sparta and request that the Preliminary Plat be scheduled for the October 6, 2025 Planning Commission meeting.

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

Sincerely,



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

Bedford Falls South Single Family Residential Subdivision

621 Bedford Falls Drive NW (eastern 14.53 acres)

Project Summary Narrative

September 10, 2025

Single Family Residential Platted Subdivision Overview

The Bedford Falls South single family residential subdivision is proposed on the eastern 14.53 acres of 621 Bedford Falls Drive NW (Parcel #41-05-26-128-004). The project is proposed as a traditional platted subdivision and has incorporated the applicable submission and design requirements outlined in Chapter 62, Subdivisions and Other Division of Land, of the Village of Sparta Code of Ordinances. This new single family residential neighborhood will provide much needed housing to the Village of Sparta, while enhancing the local tax base and economy.

Lot Sizes/Setbacks/Variance Requests

The Bedford Falls South subdivision proposes a total of 63 single family lots on this 14.53 acre property with an overall development density of 4.3 units/acre. Construction of the subdivision is proposed in two development phases with Phase 1 (Lots 1-36) proposed for the Spring 2026. Single family home offerings within the Bedford Falls South subdivision will include a mixture of 2-story, ranch and raised ranch homes ranging between 1,600-2,300 square feet with 3-5 bedrooms, 2-3 bathrooms and attached 2-car garages. Home values are anticipated to range between the low-high \$300s. A sample portfolio of homes planned for the Bedford Falls South subdivision including color renderings, elevations and floor plans is attached with this application submittal.

All lots within the Bedford Falls South subdivision will adhere to the following R-M Medium Density Residential minimum/maximum standards:

Minimum Lot Size/Width: 5,500 square feet/50 feet wide

Minimum Setbacks: 20 feet (front)

25 feet (rear)

7 feet, 15 feet total (side)

Maximum Building Height: 35 feet or 2 ½ stories, whichever is less

Section 62-128(1) Lots, establishes a minimum lot depth standard of 125-feet. As shown on the preliminary plat drawing, the majority of the internal lots and several of the outer perimeter lots along the east side of the subdivision are proposed between 104-110 feet in depth. Pursuant to Section 62-37, a variance from this standard is requested. The requested variance is necessary due to the previously approved street layout within the adjacent Bedford Falls PUD, and the need to

extend these streets to serve the Bedford Falls South subdivision, which has created a unique circumstance where strict application of this standard would be detrimental to the project. It is important to note that all lots within the Bedford Falls South subdivision will meet the minimum area (5,500 square feet), width (50 feet) and building setback standards for the R-M district. Additionally, all lots will be provided with sufficient building “envelopes” necessary to support a wide variety of home product offerings. Finally, granting the variance will not be detrimental to the public welfare or injurious to other properties in the surrounding area.

Section 82-114 Lot Width/Depth Ratio, establishes a maximum lot width/depth ratio standard of 1:4. As shown on the preliminary plat drawing, Lots 6-13 along the southern portion of the site will have a lot depth that is slightly more than 4x the lot width. Pursuant to Section 62-37, a variance from this standard is requested. The requested variance is necessary due to the need to incorporate a storm water detention basin into the subdivision design within the natural low area of the property (site generally slopes from north to south). While Lots 6-13 are considerably deeper than the other lots in the subdivision, their respective building “envelopes” are significantly impacted by the storm water detention basin. Providing greater depth for these eight lots is necessary to ensure an appropriate building “envelope” and to meet minimum rear yard setback standards. Granting the variance will not be detrimental to the public welfare or injurious to other properties in the surrounding area

Access/Street Design/Variance Requests

The Bedford Falls South residential neighborhood will be accessed from 12 Mile Road through the existing street network located within the Bedford Falls PUD including Bedford Falls Drive, Freedom Avenue, Liberty Street and Eagle Lane. An interconnected network of new public streets will be constructed to serve the Bedford Falls South subdivision. All new public streets will be constructed to Village of Sparta standards specifications with the following exceptions for which variances are requested pursuant to Section 62-37 of the Sparta Code of Ordinances.

Section 62-126(2) - Streets establishes a 66-foot wide public street right-of-way standard for local and secondary streets: A 50-foot wide public street right-of-way is proposed for Bedford Falls Drive, Independence Avenue and Liberty Street, while a 40-foot wide public street right-of-way is proposed for Eagle Lane. Section 62-154(1) - Design Details establishes a 27-foot pavement width with 24-inch concrete valley curbs: A 22-foot pavement width with 24-inch concrete valley curbs is proposed for Bedford Falls Drive, Independence Avenue and Liberty Street, while a 18-foot pavement width is proposed for Eagle Lane.

These modifications are requested pursuant to Section 62-37 - Variances based on the size and configuration of the property, the proposed subdivision layout and desire to interconnect with the existing streets, and the existing street/right-of-way width design of Eagle Lane. In support of the variance requests, it is important to note that other communities across the state have public/private street standards ranging between 18-30 feet pavement width, and 40-66 feet right-of-way

width. The proposed pavement width and right-of-way standards still allows sufficient area for two-way traffic movements, sidewalk construction and public utilities. Importantly, granting the variance will not be detrimental to the public welfare or injurious to other properties in the surrounding area.

Sidewalks/Street Trees

Five (5) foot wide concrete sidewalks will be installed throughout the subdivision and will connect to existing sidewalk located within the Bedford Falls PUD, where practical. Street trees will also be installed through the subdivision at a ratio of one tree/per lot and two trees/per corner lot.

Utilities/Storm Water Management

All homes within the Bedford Falls South subdivision will be connected to sanitary sewer and public water designed and constructed with Village of Sparta standards and specifications. Underground franchise utilities will also be installed within the subdivision. Storm water from the development will be collected and conveyed to a storm water detention basin located along the southern portion of the site, along the south side of Lots 6-13, and will be designed, constructed and maintained to Village of Sparta requirements.

September 22, 2025

The Planning Commission
Village of Sparta
156 E. Division
Village of Sparta, MI 49345

Re: Bedford Falls South – Preliminary Plat Review
SDA Review No. SP25-001

Dear Planning Commission:

The preliminary plat review exhibits submitted for the above referenced project were received by our office on June 25th, 2025, with the most recent revisions received on September 11, 2025. The plans were reviewed in accordance with Village of Sparta Ordinances, and the following comments are our observations.

A. General

The site is located on the eastern 14.53 acres of 621 Bedford Falls Drive NW (Parcel 41-05-26-128-004) and is currently vacant land that is zoned for Planned Unit Development (PUD). The site is proposed to be rezoned to Medium Density Residential (R-M) with 64 individual single-family lots in a platted subdivision. The site would have direct connections to Bedford Falls Drive, Eagle Lane, and Liberty Street. All lots within the plat would have a minimum lot size of 5,500 square feet and a minimum width of 50 feet with all appropriate setbacks.

1. The Right-of-Way (ROW) being proposed differs from existing road ROW and Village standards
 - a. The existing Bedford Falls Drive and Liberty Street ROWs are both 66' wide and the proposed connection, which loops the two roadways, is 50' wide. While this varies from the 66' minimum required ROW as laid out in the Sparta Code of Ordinances, Section 62-126 (2), it is recommended that the Village consider accepting the revised ROW widths due to the constraints of the property along with additional public utility easements being provided on each side of the ROW allowing for sufficient room for all necessary utilities.
 - b. On the existing portion of Eagle Lane, the ROW is 24' wide. The proposed plat includes a 16' wide addition to the ROW along the existing portion of Eagle Lane to expand that right-of-way space to 40'. The proposed connection would have a 40' ROW. While this varies from the 66' minimum required ROW as laid out in the Sparta Code of Ordinances, Section 62-126 (2), it is recommended that the Village consider accepting the revised ROW width, as it would maintain a consistent road width and layout as the existing Eagle Lane along with additional public utility easements being provided on each side of the ROW allowing for sufficient room for all necessary public utilities.
2. The road cross-section width displayed on the preliminary plat is 26' and does not meet the minimum 31' width as laid out in the Sparta Code of Ordinances, Section 62-15 (1). While this road width varies from the Ordinances, it is recommended that the Village consider accepting the reduced width due to the roads being purely residential and only being used

for circulation within the proposed subdivision. However, it is also recommended that future consideration be given to the restriction of on-street parking as this may interfere with two-way traffic flow.

3. The alley cross-section width displayed on the preliminary plat for Eagle Lane is 18' and does not meet the minimum 31' width as laid out in the Sparta Code of Ordinances, Section 62-15 (1). While this road width varies from the Sparta Code of Ordinances, it is recommended that the Village accept the reduced width due to the road width remaining consistent with the existing Eagle Lane along with the other roadways providing sufficient circulation within the subdivision. Additionally, while sidewalk is not present on Eagle Lane west of Independence Avenue, it is provided east of Independence Avenue which will maintain pedestrian access in the event of additional future development.
4. All roadways should be designed to drain away from the centerline of the road in accordance with a standard road cross-section as well as maintain a method of stormwater conveyance along the roadway. The alley cross-section provided shows a crowned roadway with no curb or ditching to carry the runoff to the storm sewer system. The alley cross-section is assumed to be applied to Eagle Lane which should be designated as an alley on the plan or cross section detail.
5. Lots 45-50, as shown have width to depth ratio that is not compliant with Sec. 82-114. Although these lots vary from the Sparta Code of Ordinances, it is recommended that the Village consider accepting the lot layout due to the necessity of the stormwater detention provided.
 - a. Except for the width to depth ratio noted above, the lots appear to comply with the requirements of section 82-174.
6. Note 4 of the General Notes has a typo indicating 12" private easements for public utilities. The easement width should be 12' and all easements for public utilities should be public easements.

B. Water Main

The plans show an existing 8" diameter water main located on the west side of Bedford Falls Drive and the north side of Liberty Street. The proposed 8" diameter water main would loop from the end of Bedford Falls Drive around to Liberty Street with another looped connection through Eagle back to Bedford Falls Drive. All proposed water main would remain within the proposed ROW.

Based on this water main layout, we have the following comments:

1. All proposed water main is to be separated from sanitary and storm sewer by 10 feet (edge to edge).
2. An EGLE permit for construction will be required for the proposed public watermain.
3. The capacity of the system appears to be sufficient per the July 2025 Water System Reliability Study, however drinking water model updates are needed to provide specific site capacities as required by EGLE Part 399 permits.

C. Sanitary Sewer

The plans show an existing sanitary sewer located in Bedford Falls Drive and Liberty Street, but the plan does not list the size of the existing main. The proposed sanitary sewer main ranges between 8" and 12" with two separate connections to the existing main within Bedford Falls Drive. The proposed sanitary main would be primarily located within the proposed ROW, with one manhole located within the proposed public utility easement at the southeast corner of Bedford

Falls Drive and Independence Avenue and 388 feet 8" sanitary sewer main and accompanying manhole in a 30' wide public easement for utilities between Eagle Lane and Bedford Falls Drive.

Based on this sanitary sewer layout, we have the following comments:

1. The existing sanitary sewer and pump station capacity will need to be verified to confirm capacity for this development and the extended contributing areas during the permitting process.
2. An EGLE permit for construction will be required for the proposed public sanitary sewer.
3. Gravity sanitary sewer needs to be designed and constructed in a manner that allows future developments to the east and west to be gravity sewers wherever possible.

D. Storm Drainage/Grading

Stormwater runoff is to be captured via catch basins in the roadway as well as in yard basins at various locations throughout the plat. There are several 20' wide easements throughout the plat that will be utilized for drainage purposes. All runoff is proposed to be conveyed to the proposed detention pond located at the southeast corner of the plat.

1. There are several locations on the plat which call out private easements for drainage. All easements with public utilities should be designated as public easements.
2. While the 20' width of the easements varies from Sec. 62-153 of the Sparta Code of Ordinances which states a minimum 30' width for underground utilities, it is recommended that the Village consider accepting the reduced easement width as these are believed to be sufficient widths for the proposed drainage infrastructure.
3. There is a proposed catch basin shown in the center of Eagle Lane that was carried over from a previous submittal that included an inverted crown section for Eagle Lane. It is recommended that this be revised to reflect the current proposed cross-section.
4. Offsite surface runoff shall not be trapped along the development perimeter. If the existing runoff from adjacent properties passes onto the proposed site, the proposed storm sewer system must be sized to accommodate it.
5. On-site drainage must be captured within the proposed development via the storm sewer network and will not be allowed to drain to adjacent properties.
6. All stormwater management facilities shall be designed in conformance with the Village of Sparta Stormwater Standards Manual and all design calculations shall be provided for review during the future construction plan review stage.
7. Slope grades are to be provided on the grading plan.
8. Easements for the detention pond will be in accordance with Village standards

Permits and Agreements Required

Based on those improvements depicted on the plans, the following permits and agreements will need to be provided for review and approval at time of engineering plan review:

Village of Sparta:

Note - A current title policy for ownership verification shall be provided with all executed easement submittals. Easements must be on the Village of Sparta document and include an exhibit.

- All necessary easements including stormwater water main, and sanitary sewer.

- Right of Way Permit
- NPDES MS4 Permit
- Plat process submittals

Kent County:

- Soil Erosion and Sedimentation permit from Kent County Road Commission

Michigan Department of Environment, Great Lakes, and Energy (EGLE):

- NPDES Notice of Coverage Documentation.
- EGLE Permit for Wetland disturbance
- EGLE Permit for all sanitary sewer installation.
- EGLE Permit for all water main installation.

The following must be submitted with the Site Plan:

A letter from either the applicant or the applicant's engineer must be submitted with the Revised Preliminary Rezoning and Plat, highlighting the changes made to the plans addressing each of the comments listed above and indicating the revised sheets involved.

Please be aware that additional comments may arise with the submittal of the requested revisions and/or additional information.

Recommendation

If the above comments are addressed to the satisfaction of the Planning Commission, we recommend approval of the preliminary plat.

The comments are not to be construed as approvals and are not necessarily conclusive. The final engineering plans and future plat submittals for this development are to be prepared in accordance with the Village of Sparta local ordinances and applicable plat requirements.

If you have any questions regarding this letter, please contact Bruce Carlstrom (616) 469-6508 with any questions.

Sincerely,

SPALDING DEDECKER

Bruce Carlstrom, PE
Senior Project Engineer

Christopher Harrington, PE
Project Manager

cc: James Lower, Village Manager, Village of Sparta



Bedford Falls South Single Family Residential Subdivision Sample Portfolio of Homes

Single Family Residential Subdivision



integrity 1610

1,607 SF

3-5 bedrooms

2-3 bathrooms

2-3 car attached garage



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Elevation A1

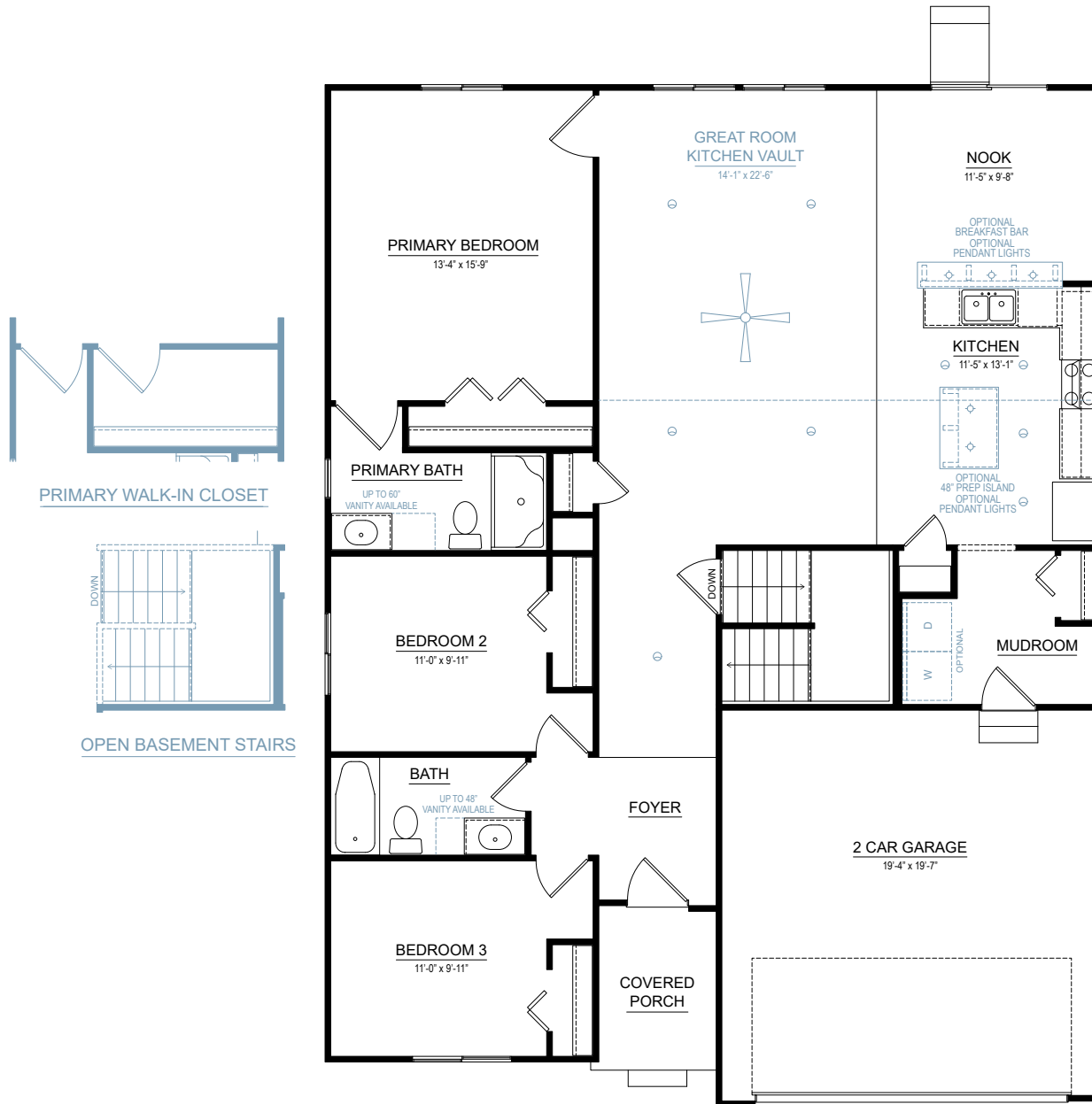


Elevation A2



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



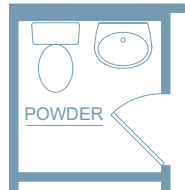
Elevation A2



Elevation A3

Elevation A

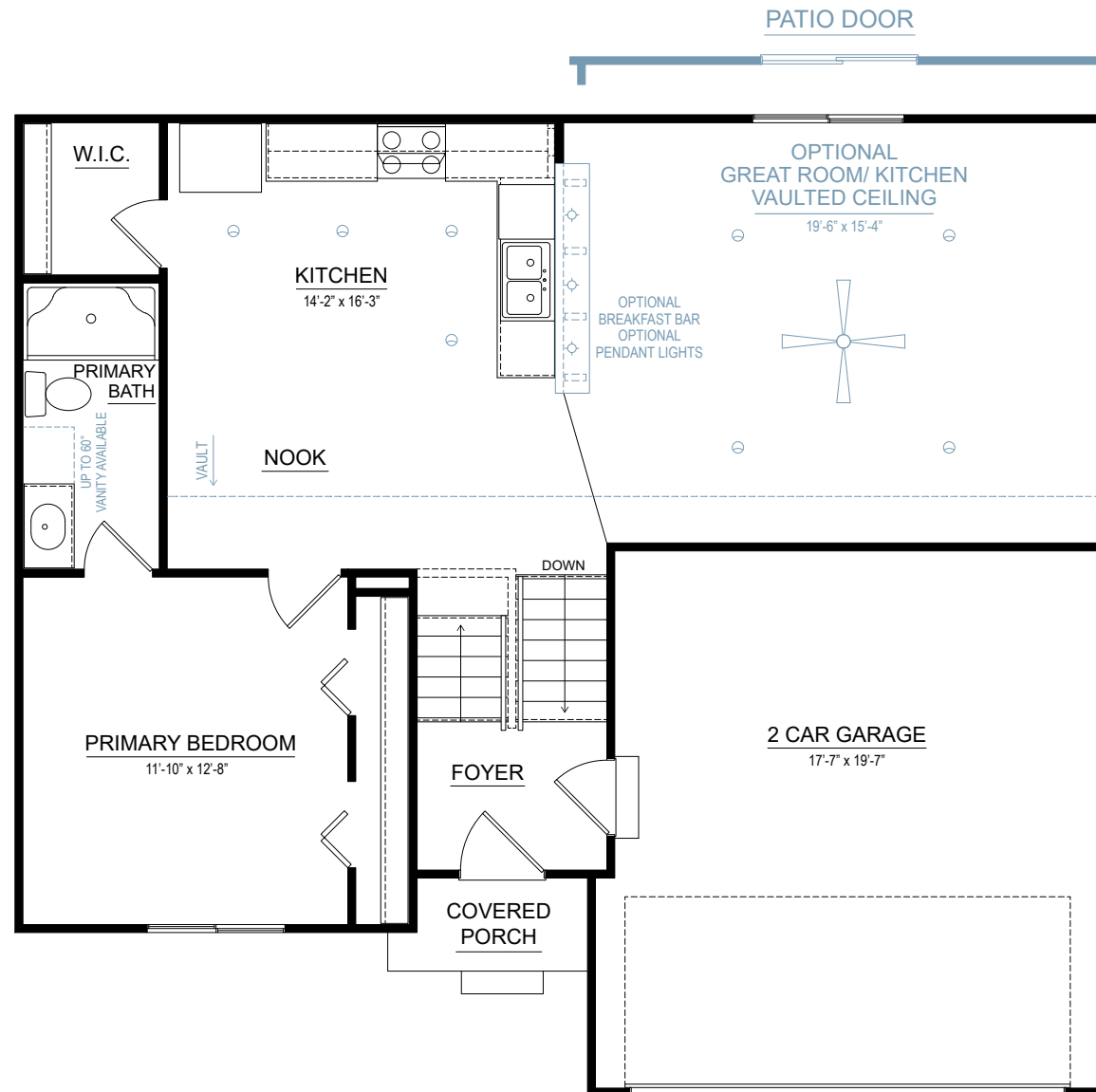
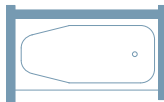
SMART SPACE
POWDER ROOM



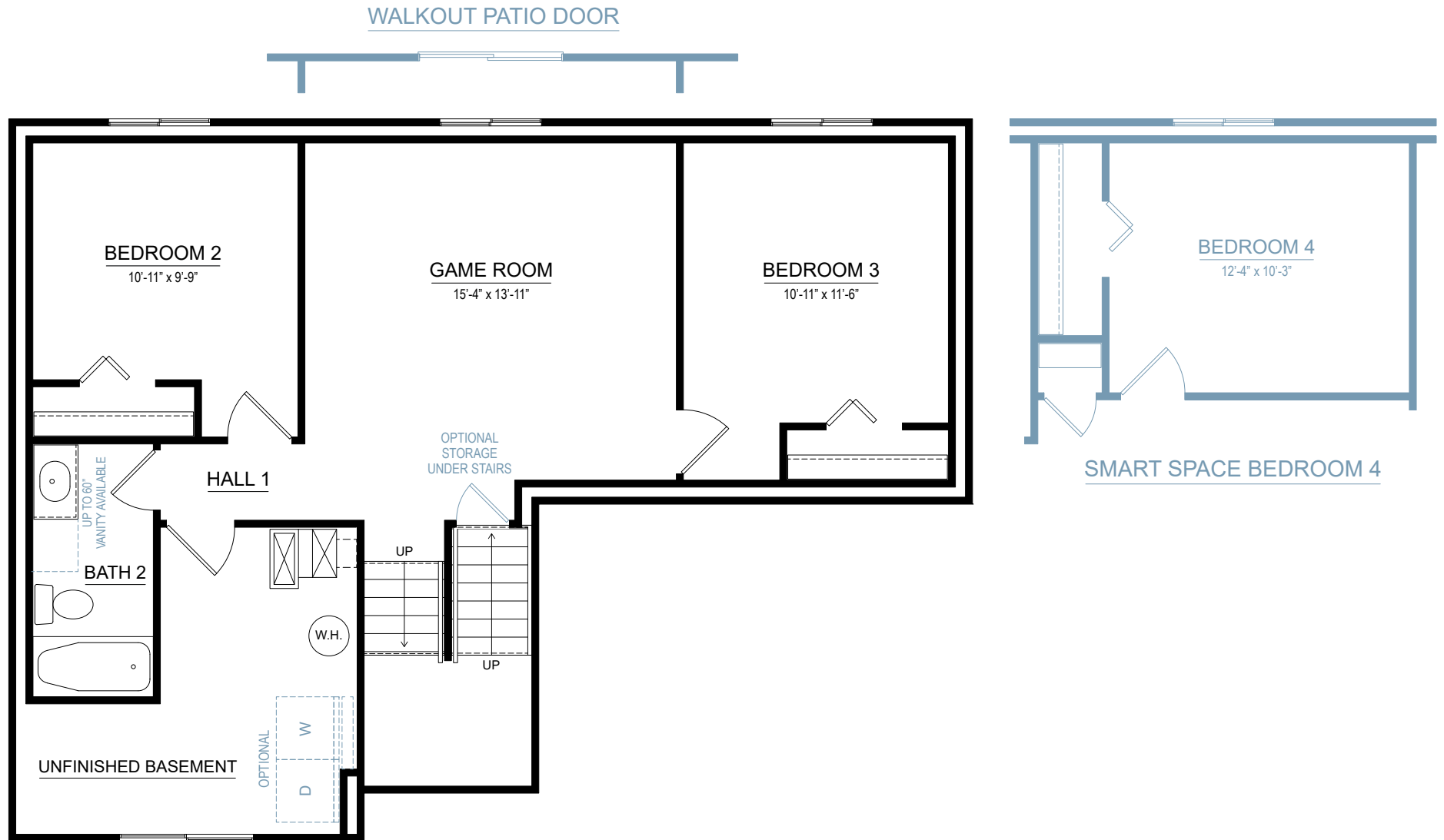
SMART SPACE
PANTRY



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

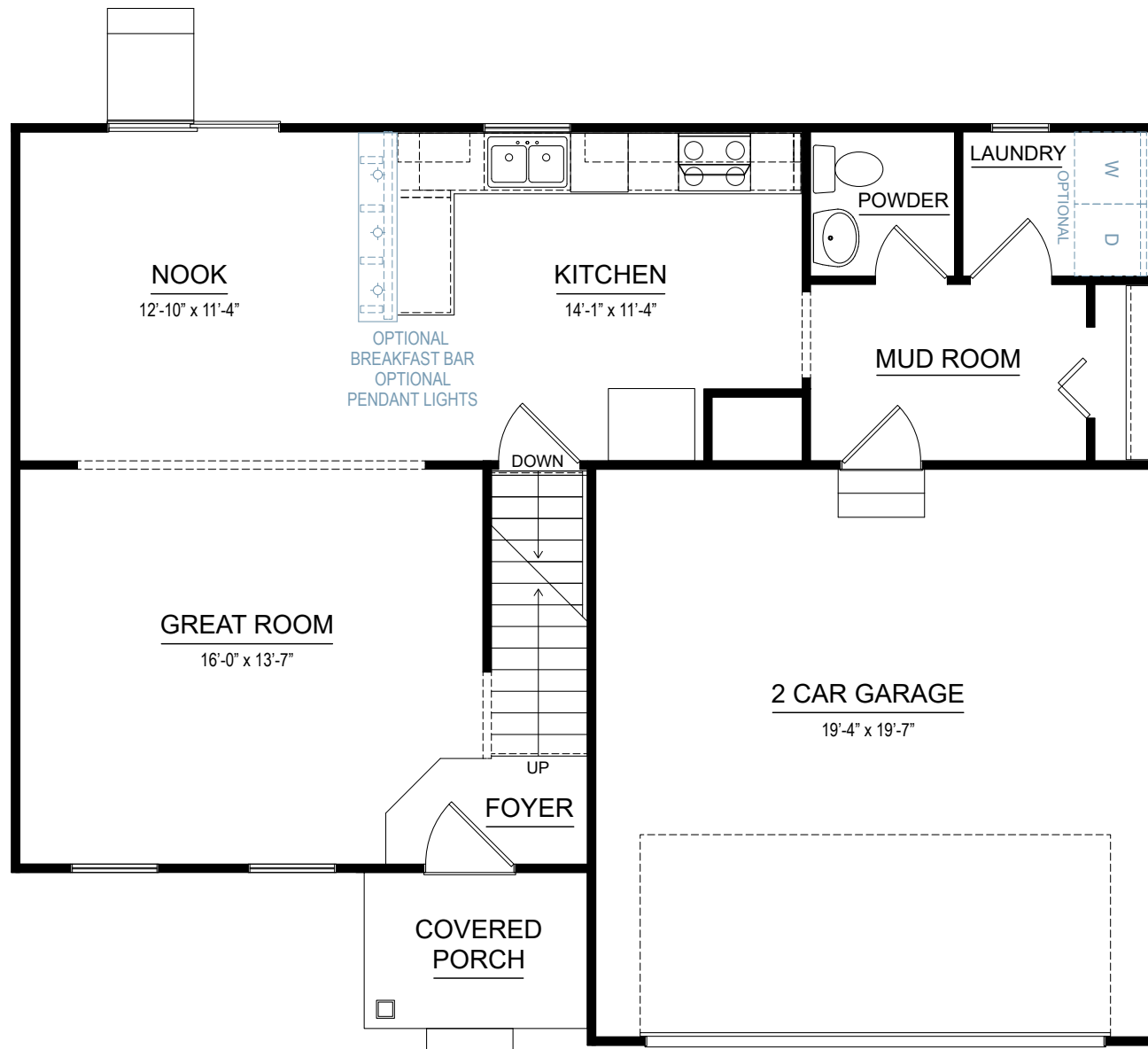


Elevation A2

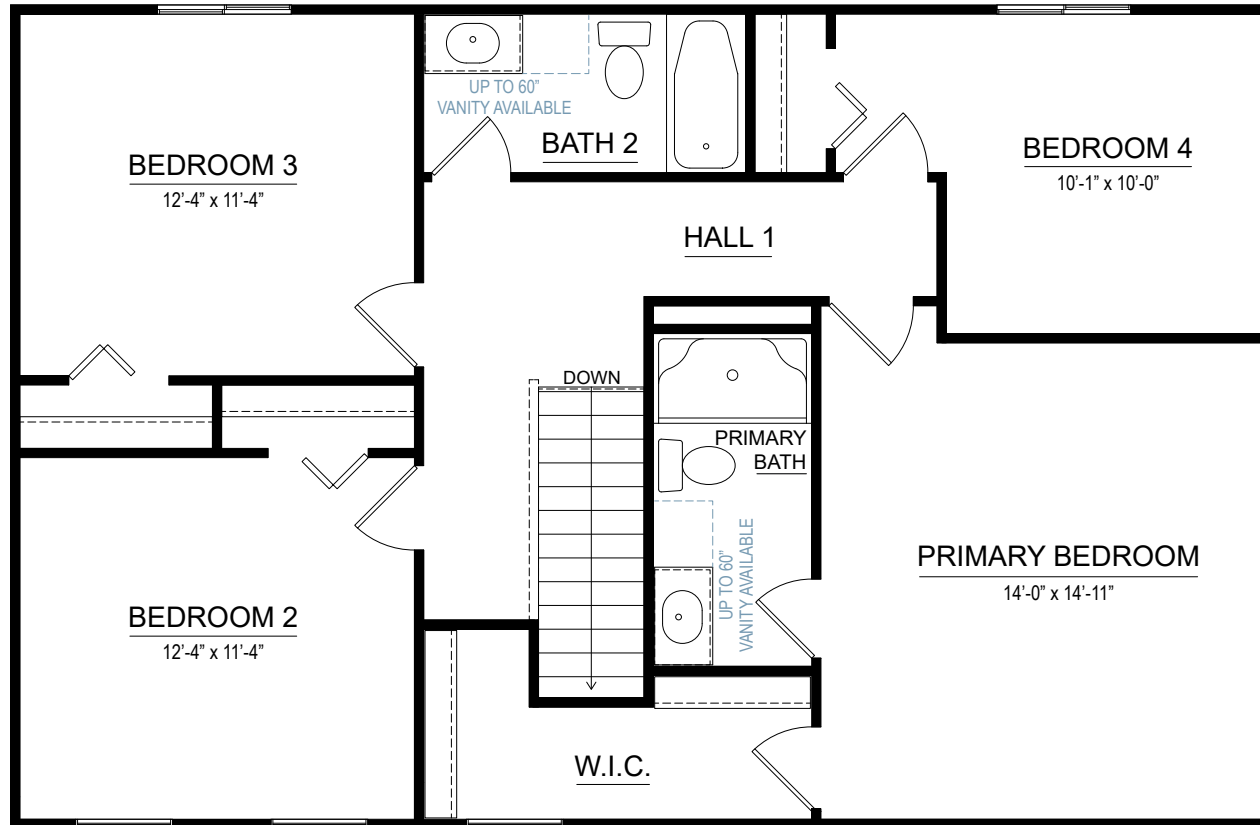


Elevation A3

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

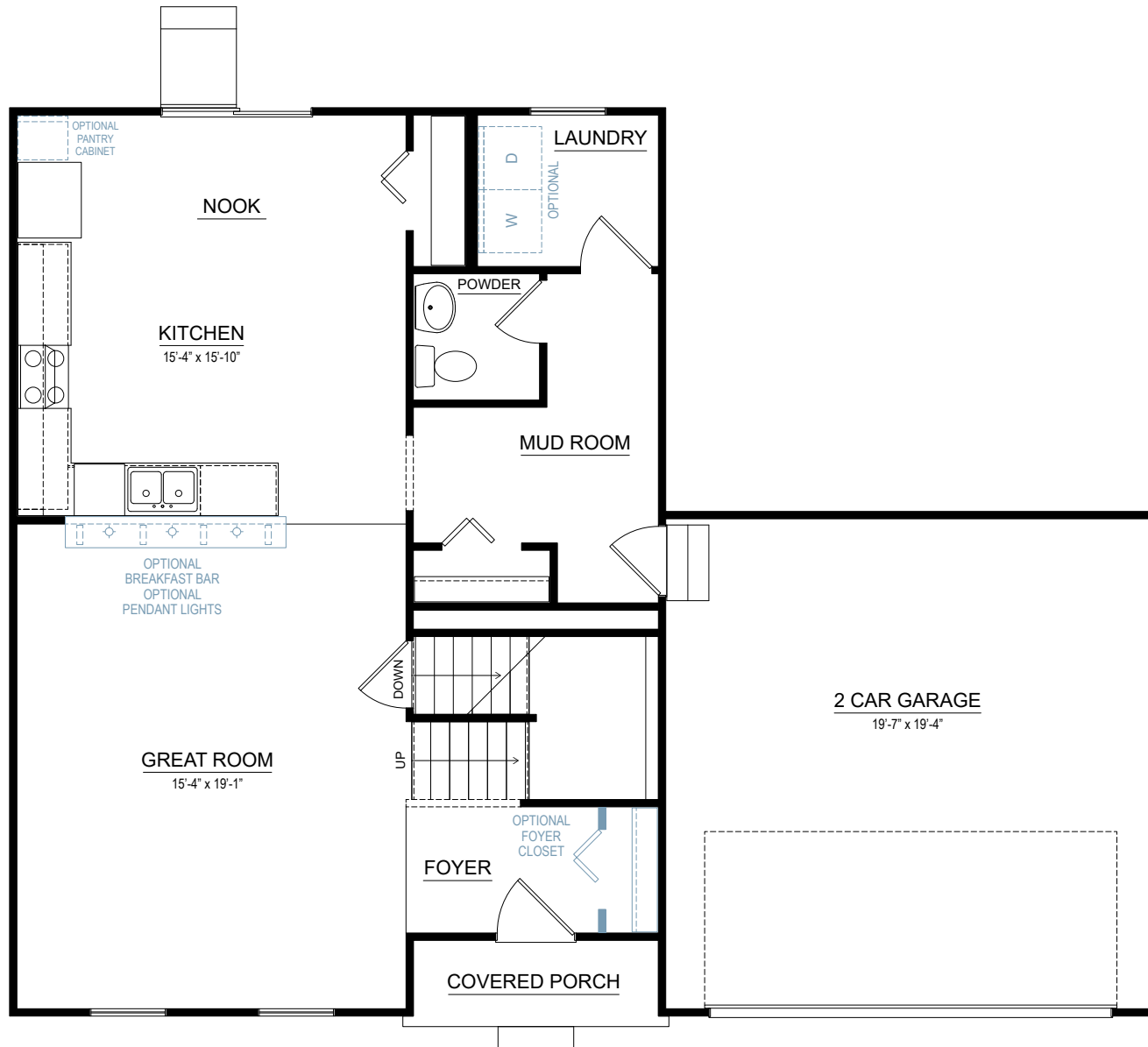


Elevation A2

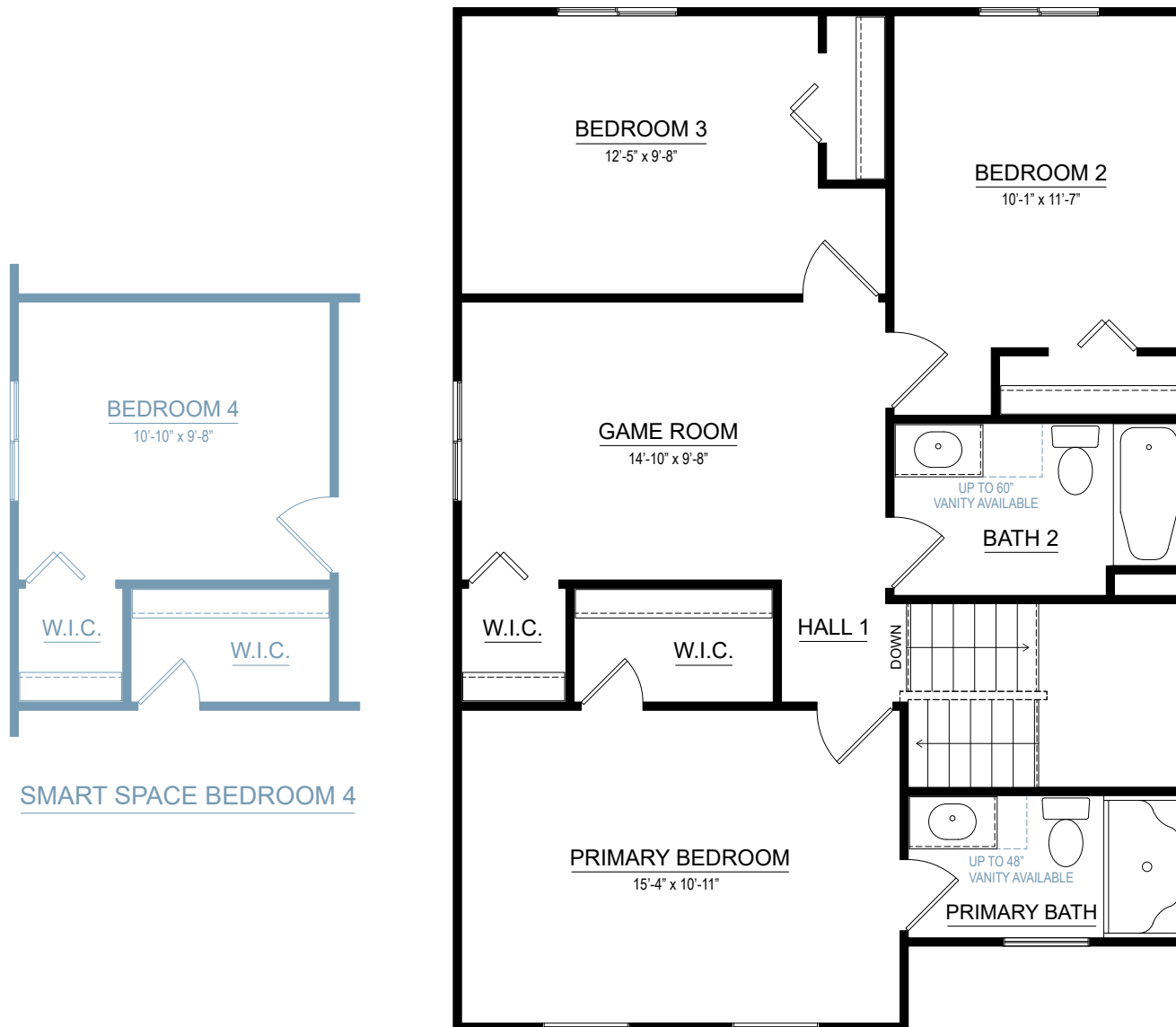


Elevation A3

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

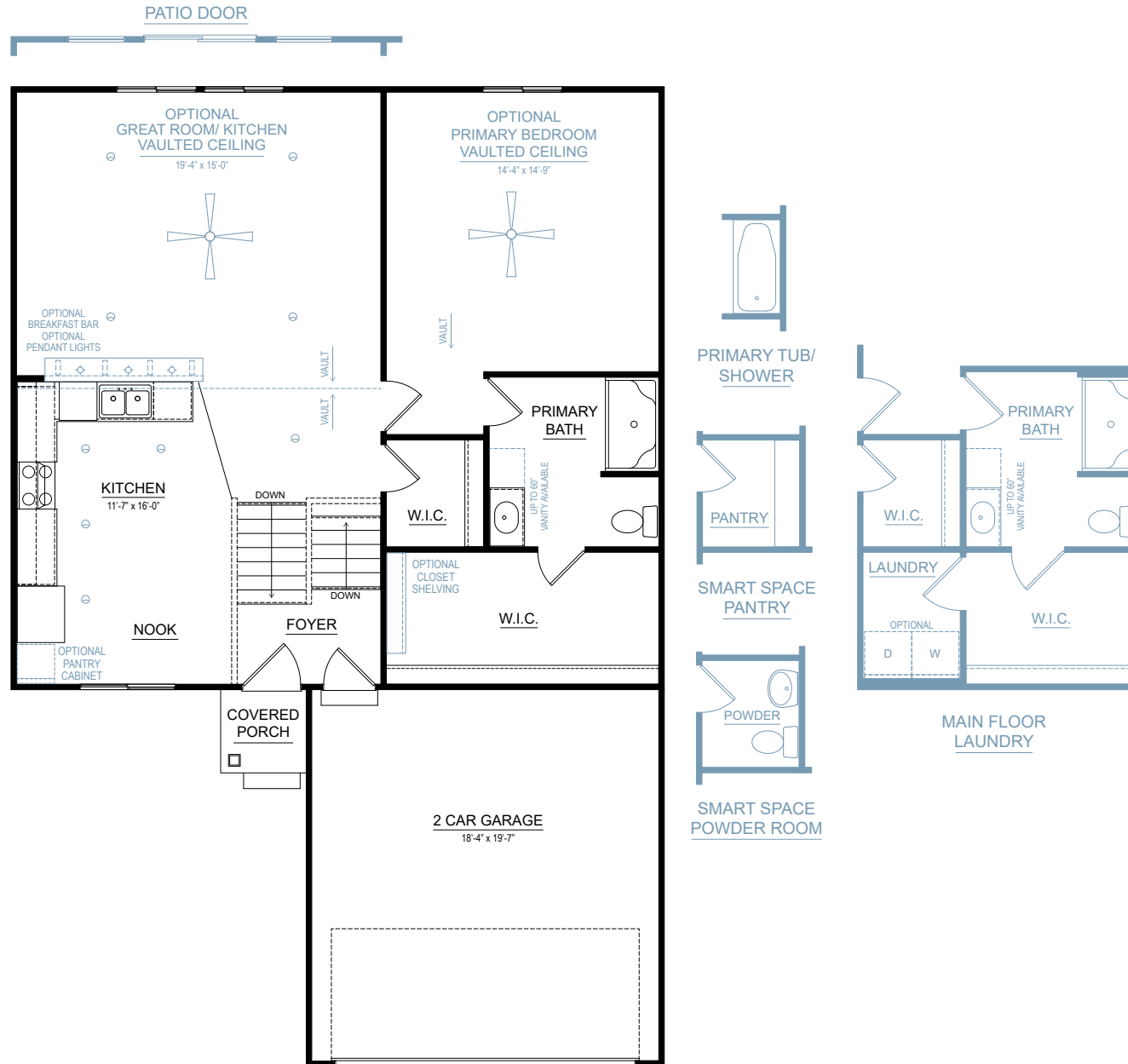


Elevation A2

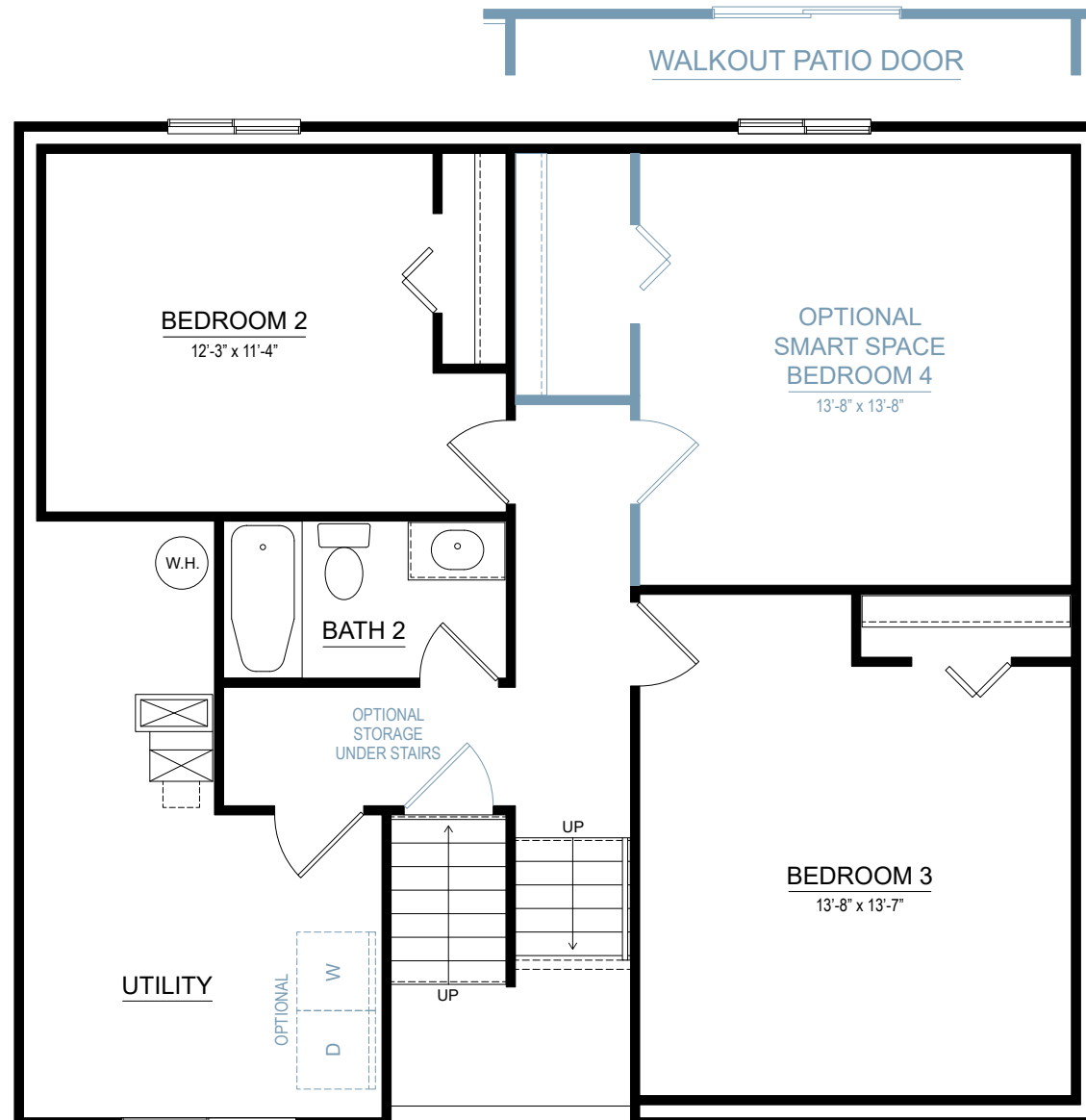


Elevation A3

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

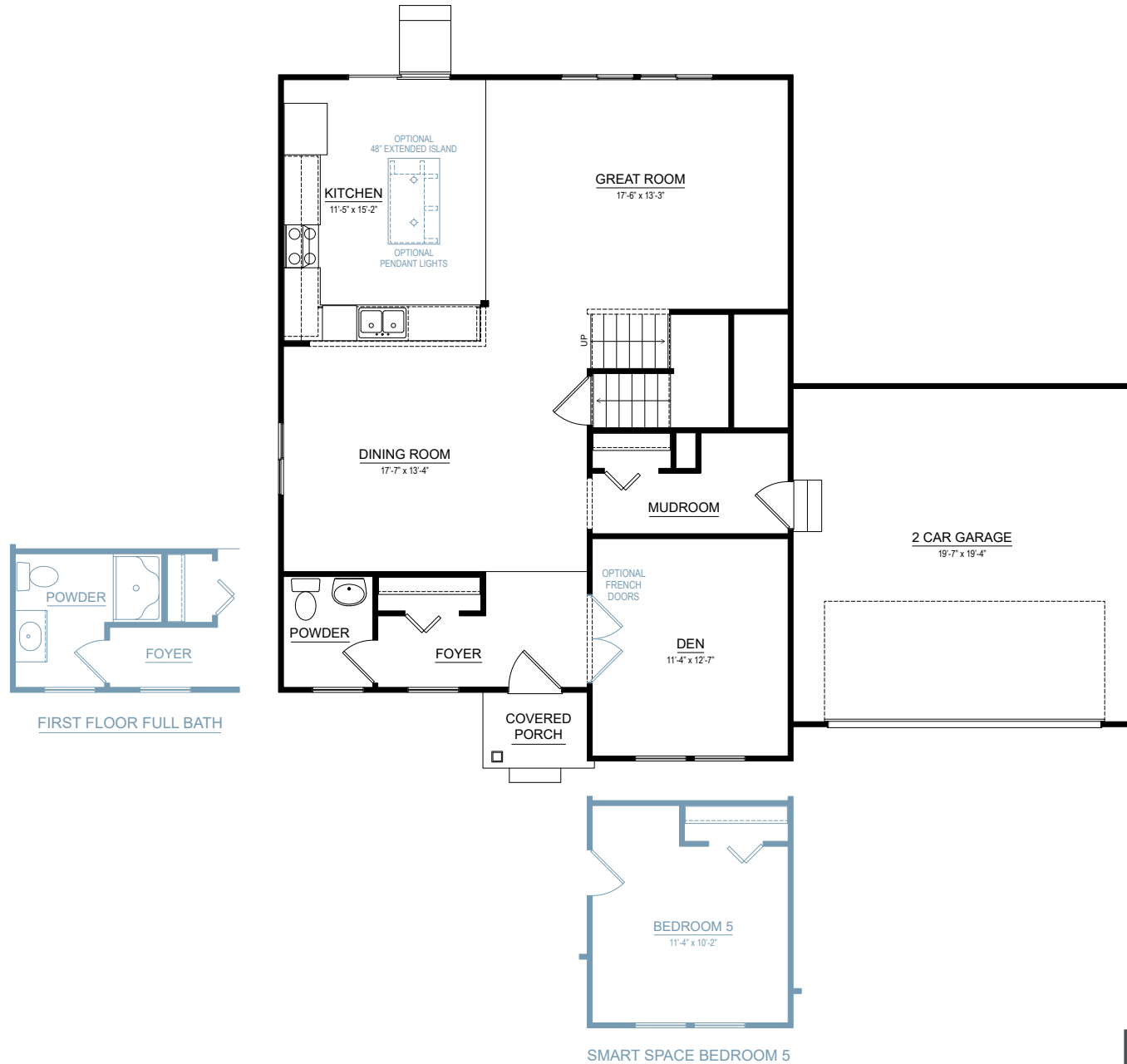


Elevation A2

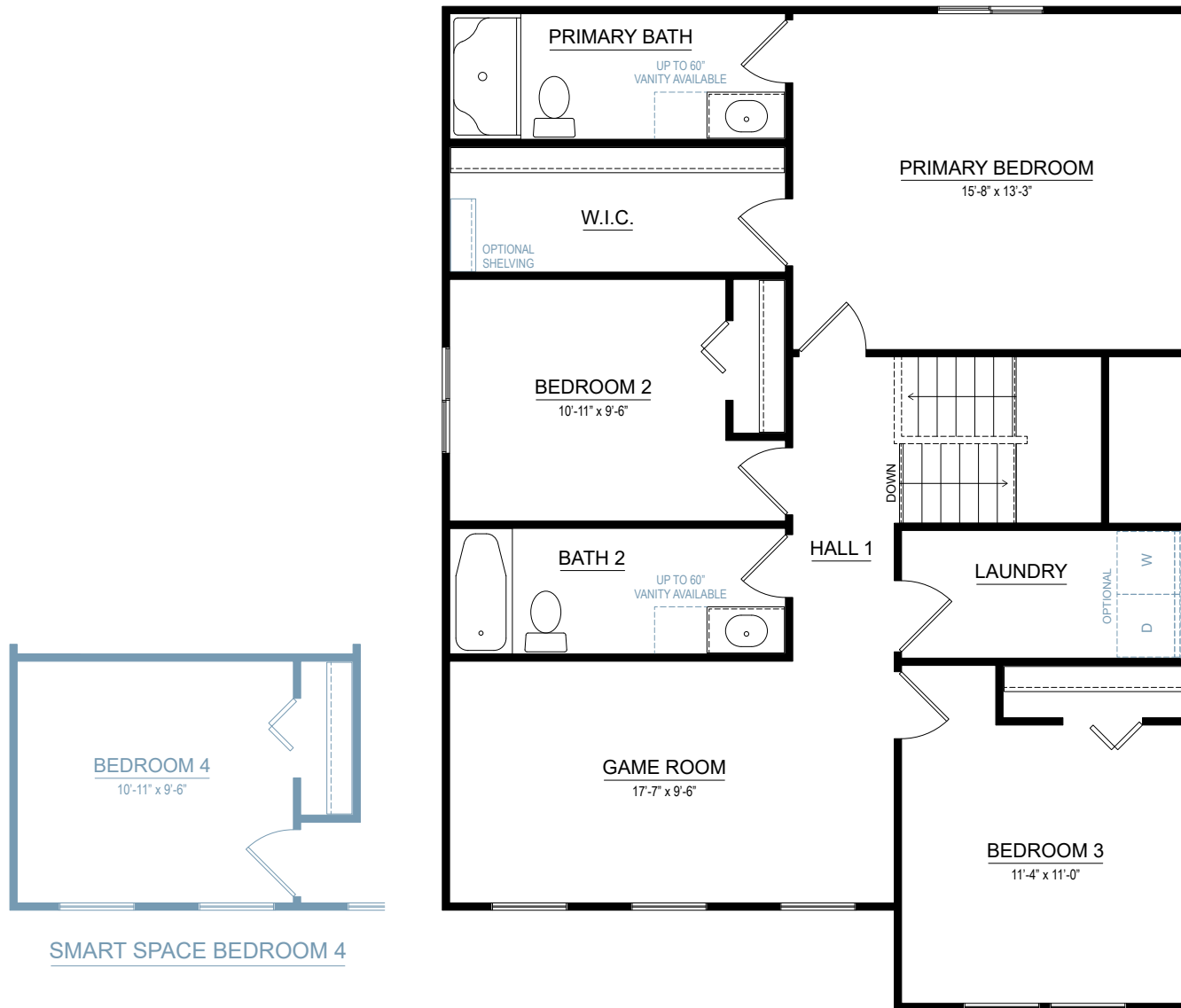


Elevation A3

Elevation A



FIRST FLOOR



SECOND FLOOR



ACTION MEMO

Staff Communication

DATE: October 20, 2025
TO: Village President Whalen and Members of Council
FROM: James A. Lower, Village Manager
RE: Res. 25-16 Literacy Day

SUMMARY OF REQUEST:

This resolution designates November 1, 2025 as National Family Literacy Day in the Village of Sparta. This observance aligns with the national recognition established by Congress in 1994 to celebrate the importance of family reading and lifelong learning. Local literacy programs, libraries, and community partners—including the Rogue River Chapter of the Daughters of the American Revolution—will be recognized for their role in promoting literacy. This is a continuation of similar recognitions made in past years to encourage family reading and support community literacy efforts.

FINANCIAL IMPACT:

None.

BUDGET ACTION REQUIRED:

None.

STAFF RECOMMENDATION:

A motion to approve resolution 25-16.

**VILLAGE COUNCIL
VILLAGE OF SPARTA
Kent County, Michigan**

Council member _____, supported by Council member _____, moved the adoption of the following resolution:

RESOLUTION NO. 25-16

**A RESOLUTION TO PROVIDE FOR THE DESIGNATION OF
NOVEMBER 1, 2025 AS NATIONAL FAMILY LITERACY DAY**

WHEREAS, National Family Literacy Day, established by the 103rd Congress in 1994, and now marking its 31st anniversary on November 1, 2025, highlights the importance of reading and learning for the entire family and emphasizes the impact that parents have on their child's learning; and

WHEREAS, this day is celebrated across America each year, and focuses on special activities and events that showcase the importance of family literacy programs that empower families and build a nation of readers; and

WHEREAS, literacy programs across the United States will observe National Family Literacy Day by holding read-a-thons, book drives, workshops, and family activities at schools, libraries, and community centers to encourage literacy; and

WHEREAS, as many as one in six adults struggle with reading and writing, and by learning to read, individuals can gain self-respect and confidence and strive toward goals that otherwise would not be achievable; and

WHEREAS, the Rogue River Chapter of the National Society of the Daughters of the American Revolution is a nonprofit, nonpolitical volunteer women's service organization dedicated to promoting patriotism, preserving American history, and securing America's future through better education for children and adults; and

WHEREAS, education being one of the cornerstones of the National Society of the Daughters of the American Revolution, is committed to increasing literacy by promoting and supporting literacy programs.

NOW, THEREFORE, BE IT RESOLVED THAT:

The Council of the Village Sparta hereby designates Saturday November 1, 2025 as:

“NATIONAL FAMILY LITERACY DAY”

To underscore the importance of literacy, celebrate the joy of reading, encourage residents to promote literacy by reading together as a family, and to extend deep appreciation to our local librarians, educators, and literacy service providers for their tireless efforts to strengthen the literacy of our children and our community.

YEAS: Council members:

NAYS: Council members:

ABSENT: Council members:

RESOLUTION DECLARED ADOPTED.

CERTIFICATION

I certify that this is a true and complete copy of a resolution adopted by the Village Council of the Village of Sparta, Kent County, Michigan, at a regular meeting held on October 20, 2025. which was conducted in accordance with the Open Meetings Act, Act 267 of the Public Acts of Michigan of 1976, as amended.

Date: October 20, 2025

Kristen Phelps, Clerk



ACTION MEMO

Staff Communication

DATE: October 20, 2025
TO: Village President Whalen and Members of Council
FROM: James A. Lower, Village Manager
RE: Algoma Waste Water Treatment Agreement Amendment

SUMMARY OF REQUEST:

The Village of Sparta is proposing a First Amendment to the 2020 Wastewater Treatment Agreement with Algoma Township to clearly define how the Township's share of upcoming wastewater treatment plant improvements will be financed. The amendment establishes a fair, long-term payment structure that aligns Algoma Township's obligations with the Village's 30-year bond schedule for the \$20 million upgrade project.

Background

Under the 2020 Wastewater Treatment Agreement, Algoma Township holds a reserved capacity of 60,000 gallons per day (gpd), representing 5% of the POTF's total capacity. Per the agreement, the Township must contribute proportionately (5%) toward operation and maintenance (O&M), debt service, and capital improvements.

The current agreement is not entirely clear whether major plant-wide upgrades are to be treated as O&M—which would require immediate payment of Algoma's 5% share—or as Capital Improvements, which would be amortized over a 15-year period. Regardless, we believe allowing Algoma to simply utilize our 30-year CWSRF bond by making 5% of the payments is the most logical way to account for these costs and provide a lower payment to Algoma Township.

Amendment Proposal

To provide clarity and ensure affordability, the Village has drafted a First Amendment specifying that Algoma Township will pay 5% of the principal and interest on the 30-year bond issued by the Village to finance the POTF upgrades.

FINANCIAL IMPACT:

This approach ensures:

- Payments align with the actual 30-year bond repayment schedule.
- Algoma Township benefits from the \$2.275 million in state and federal grant funding secured for the project.
- Algoma participates in the Village's low 2% financing rate.

Rather than requiring a lump-sum or 15-year payment, this structure evenly spreads costs over the full 30-year bond term.

BUDGET ACTION REQUIRED:

None.

STAFF RECOMMENDATION:

A motion to authorize the village manager to finalize and execute the amendment to the Algoma Township Waste Water Treatment Agreement.

FIRST AMENDMENT TO WASTEWATER TREATMENT AGREEMENT

The Village of Sparta, a Michigan general law village, whose address is 156 East Division Street, Sparta, Michigan 49345 (the “Village”) and the Township of Algoma, a Michigan general law township, whose address is 10531 Algoma Avenue, N.E., Rockford, Michigan 49341 (the “Township”) enter into this First Amendment to Wastewater Treatment Agreement (the “Amendment”) this ___ day of _____, 2025.

RECITALS

- A. The Village owns and operates a publicly operated treatment facility (the “POTF”) which operates under a State of Michigan wastewater discharge permit.
- B. The Township owns and contractually maintains a sanitary sewer system within the Township comprised of gravity mains, lift stations, and force mains, pumps, valves and controls (the “Township Sewer System”) that collects sanitary sewage from the Camp Lake area within the Township and a portion of Sparta Township (the “Camp Lake Sewer Service Area”).
- C. The Village and Township previously entered in a Wastewater Treatment Agreement with an effective date of July 1, 2020 (the “Agreement”). Among other matters, under the Agreement the Village agrees to provide up to 60,000 gpd of sewage treatment capacity at the POTF for the Township in exchange for payment by the Township to the Village as further set forth in the Agreement.
- D. In recognition of the Township’s reserved treatment capacity in the POTF, the Township is responsible to pay for its proportionate share of all costs related to the operation, maintenance, repair, replacement, and permitting of the POTF. Based on the Township’s percentage of allocated reserve treatment capacity, the Village is responsible for 95% of such costs and the Township is responsible for 5% of the costs.
- E. The Village is planning substantive maintenance-related improvements to its POTF and related facilities (the “Project”), which improvements are estimated to cost approximately \$20 million (after application of grant proceeds received by the Village). To finance the Project, the Village intends to issue a bond in 202_ in an amount sufficient to pay for the improvement costs (the “202_ Bond”).
- F. The Village and Township desire to amend the Agreement to allow the Township to pay its proportionate share of the bond used to finance the Project over the term of the bond.

AGREEMENT

NOW, THEREFORE, for good and sufficient consideration in and referred to herein, the parties agree as follows:

1. Recitals. The Recitals set forth above are acknowledged to be accurate and are deemed to be an integral part of the Amendment for all lawful purposes.
2. Amendment of Section 5 to Add a New Subsection J. Section 5 of the Agreement is amended to add a new subsection "J." which shall read in its entirety as follows:

J. The Township is responsible and shall pay for 5% of the principal and interest due for the 202_ Bond, which amount shall be determined as of the date that the 202_ Bond is closed based on the final 30-year payment schedule (the "Township's Share"). Within five (5) days of the closing of the 202_ Bond, the Village shall provide the Township with a payment schedule including due dates and payment amounts for principal and interest for the Township's Share for the 30-year period. The Township's payments shall be due and payable to the Village 30 days in advance of each _ annual payment due date of the 202_ Bond. Payments made to the Village shall be kept by it in a separate Bond Debt Retirement Fund with an accounting showing on the Village's _____ invoice sent to the Township.

3. Miscellaneous.

a. The parties to this Amendment agree that: (i) each party and the party's counsel has reviewed and negotiated, or has had the opportunity to review and negotiate, the terms and provisions of this Amendment and have contributed to its review and revision; (ii) any rule of construction to the effect that any ambiguities are resolved against the drafting party shall not be used to interpret this Amendment; and (iii) the terms and provisions of this Amendment shall be construed fairly as to all parties to this Amendment and not in favor of or against any party, regardless of which party was generally responsible for the preparation of this Amendment.

b. This Amendment shall bind and benefit each party and their respective successors and assigns. Neither party may assign its rights hereunder without the consent of the other party, which consent may be granted to withheld in the second party's sole discretion.

c. The terms and provisions of this Amendment may be waived, or consent for the departure from the terms and provisions may be granted, only by written document executed by the party to be charged. No waiver or consent shall be deemed to be or shall constitute a waiver or consent with respect to any other terms or provisions of this Amendment, whether or not similar.

d. This Amendment shall be governed by and construed in accordance with the laws of the State of Michigan.

e. This Amendment may be executed in one or more counterparts, and by different parties to this Amendment on separate counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same document.

4. Remainder. Except as expressly set forth in this Amendment, all other terms, provisions, and conditions of the Agreement remain in effect and binding on the parties.
5. Effective Date. This Amendment shall become effective _____, __, 202__, and remain in effect indefinitely.

(Intentionally left blank)

TOWNSHIP OF ALGOMA, a Michigan
general law township

Kevin Green, Supervisor

Tim Spitler, Clerk

STATE OF MICHIGAN)
) ss.
COUNTY OF _____)

Acknowledged before me in _____ County, _____, on _____, 2020,
by Kevin Green and Tim Spitler, who are personally known to me or who produced their driver's
license as identification.

*

Notary Public, _____ County, _____
Acting in _____ County
My commission expires: _____

(Intentionally left blank)

VILLAGE OF SPARTA, a Michigan village

Robert Whalen, President

Kristen Phelps, Clerk

STATE OF MICHIGAN)
) ss.
COUNTY OF _____)

Acknowledged before me in _____ County, _____, on _____, 2020,
by Robert Whalen and Kristen Phelps, who are personally known to me or who produced their
driver’s license as identification.

*
Notary Public, _____ County, _____
Acting in _____ County
My commission expires: _____



To: Sparta Village Council
From: Michael Krzciok, Airport Manager
Date: October 14, 2025
RE: Sparta Municipal Airport Monthly Report for September 2025

Fuel Sales:

Excellent late summer flying weather resulted in another month of strong fuel sales as flight school operations and transient and based aircraft traffic remained very active. It was our best September since 2020!

Month	Year	Total Transactions	Total Gallons
September	2025	411	8232
September	2024	392	7922
September	2023	282	5865
September	2022	356	7272
September	2021	371	7815

Hangar Demand:

We had one aircraft sell and its spot was filled immediately so all hangars remain occupied. A second aircraft sold and leaves in October and we already have that filled. Demand for hangar space remains strong and we added one name to the wait list.

Available Hangars	0
Upcoming Availability	2
T-hangar Waitlist	60

Apron Reconstruction, Jet Fuel Farm and Crack Sealing Projects

The Apron Reconstruction project was completed ahead of schedule with no disruption to operations. The Jet Fuel Farm excavation and pavement is complete. Tank footings, crash protection, and electrical are scheduled for early October installation. Crack filling and sealing for the remaining apron and taxiways is scheduled to begin October 13.

Hangar Construction Update:

Progress on the new public/private hangars continues. The shared water service well and pump were installed and water lines run. The gas main to service the new hangar area is scheduled for installation in October.

Apron Reconstruction





ACTION MEMO

Staff Communication

DATE: October 14, 2025
TO: Village President Whalen and Members of Council
FROM: William Hunter, Director of Public Works
RE: DPW Monthly Update

Water System Operations & Compliance

- The Village continues its phased replacement of aging nutating disc meters with ultrasonic meters, offering more accurate readings, longer service life, and no moving parts.
- September 8: Submitted application to DTE for gas service to the new Town Square restroom facility; also worked with Consumers Energy to coordinate a three-phase power upgrade for the same project.
- September 22: Hired Nelson Tank Engineering to complete annual rooftop inspections on all three Village water tanks. Reports were submitted to EGLE per regulatory requirements.
- September 23: Submitted updated documentation to the Village's consultant for the Emergency Response Plan (ERP) update.
- September 24: Began searching for a new vendor for softening salt. Found one that will save the Village \$1,500 per month.
- September 25: Coordinated water and sewer service installation for the Town Square restroom with Triangle Construction.

Water Treatment Plant – September 2025 Highlights

- Total Water Produced: 17.11 million gallons
- Average Daily Production: 0.57 million gallons
- Average Free Chlorine Residual (Distribution): 0.47 mg/L
- All bacteriological samples tested ABSENT (no coliforms detected)
- Fluoride: Maintained within target range at 0.59 mg/L
- Chlorine Feed Optimization: Continued balancing of chlorine dosing between iron removal and post-chlorination. The average post-filter chlorine dose was 1.31 mg/L, with total system optimization still in progress.
- Booster Stations:
 - Southwest High Pressure District: 3.61 MG pumped

- Low Pressure District: 13.05 MG pumped

Lead Service Line Replacements

- Northwind Construction continues with the lead service line replacement program. Approximately 50% of the 25 designated replacements are now complete.

Lift Station, Sewer & Storm System Maintenance

- September 19 – October 3: Ongoing catch basin cleaning, storm drain clearing, and sewer collection system maintenance.
- September 17: Wolverine Power Systems completed generator maintenance at the Police Station; returned on October 1 for follow-up repairs.

Street Maintenance, Leaf Collection & Hydrant Flushing

- September 8 – October 13: Weekly bagged yard waste and leaf pickup every Monday.
- October 6–9 & 13: Leaf pickup operations continued throughout the Village.
- Hydrant flushing and valve turning began on September 8 and continued for two weeks.
- September 17: Ordered updated weight restriction signage for Loomis Bridge.
- Sparta Street is scheduled for resurfacing from October 3 to October 31.

Street Sweeper & Vac-Con Activity (Last 30 Days)

- Street Sweeper:
 - 37.14 miles swept
 - 16 hours, 51 minutes of operation
- Vac-Con (Catch Basin Cleaning):
 - 171 miles cleaned
 - 45 hours of use

Parks, Civic Center & Special Events

- August 4 – October 7: Staff performed event setup and teardown for multiple special events and Civic Center bookings.
- Ongoing: Weekly park maintenance, brush pickup, and mowing activities continued.
- September 4: Replaced deteriorating dugout supports at the dog park; existing supports were not outdoor-rated.
- October 6–7: Coordinated Civic Center setup and teardown for events in conjunction with leaf collection.

Administrative & Vendor Coordination

- August 25: Met with J&H Property Services to discuss cleaning scope for the new Village Complex and Town Square restroom.
- September 25: Ordered a new maintenance lift for use in the new Village Complex.
- October 14: Worked with J&H Property Services to revise service quotes for the new restroom and Village Complex facilities.



ACTION MEMO

Staff Communication

DATE: October 13, 2025
TO: Village President Whalen and Members of Council
Jim Lower, Village Manager
William Hunter, Director of Public Works
FROM: Conrad Bowman, Wastewater Superintendent
RE: Wastewater Treatment Plant - Update

Summary:

The following report is an overview of operations at the Village of Sparta WWTP

September 2025 Flow Data

Wastewater Treatment Plant flow:

- 14.039 M gallons treated for the month
- 0.541 M gallons maximum daily flow
- 0.468 M gallons per day average flow

Algoma Township flow:

- 765,944 gallons treated for the month
- 33,409 gallons maximum daily flow
- 25,531 gallons per day average flow

Significant Events/Emergency Callouts:

There were no violations for the month of September.

- We are continuing to write SOPs, perform preventive maintenance, and do housekeeping.
- We are continuing to update our laboratory QA/QC program. This has involved re-writing outdated approved methods and SOP's, running duplicates, spikes, reference samples, and inter-lab splits.
- We are continuing to update our laboratory chemical inventory and SDS program.
- Staff have been cross-training at the water plant and DPW garage.
- Continued cataloging our assets for an asset management program that will improve maintenance schedules.
- We are continuing to collect composite samples and run lab on Old Orchard.
- Working with Fleis and Vandenbrink on plant upgrades and design.
- Submitted Certification of Completion of Additional Monitoring Requirements to EGLE on 9/3.
- Submitted PFAS POTW Effluent Monitoring Report to EGLE on 9/3.
- Collected fat, oil, and grease samples to diagnose plant performance issues on 9/4.
- Submitted August DMR to EGLE on 9/9.
- Collected mixed liquor samples and sent to a lab to identify and help identify filamentous organism problems on 9/10.
- Started a new temporary decant system for Digester 4, our current blower is undersized we aren't able to fill the tank fully to aerate or use the built-in decant valves.
- The positive displacement pump that is used to transfer Digesters 1, 2, and 3 to sludge storage failed on 9/22. Maverick Mechanical was out to pull the pump on 9/25.
- New influent pH and temperature meter and probe installed on 9/22.
- Collected VOC's and semi-volatile samples to send out for analysis to help track down potential industrial discharges causing primary clarifier upset and nuisance odors.
- Continuing to diagnose filamentous bacteria problems causing poor settling.
- Continuing to work through and maintain plugging TRVs and gate valves throughout the plant.



Sparta Police Department

Andrew M. Milanowski

Chief of Police

260 W. Division - Sparta MI 49345 - Office (616) 887-8716 - Fax (616) 887-7681

MONTHLY REPORT September 2025

Crime Report Information:

The "incident Description Count Report" for September 2025 is attached.

Incidents of interest

Sgt. Price & Officer Kusmierski arrested a drunk driver on the dayshift that was 4 times the legal limit.

Sgt. Price & Officer Kusmierski arrested a check fraud subject that turned out to be a State wide crime spree and the subject was also wanted out of the state of Indiana for the same thing.

Sgt. Price & Officer Jones and Wynbeek with the assistance of the Kent County Sheriff Office and the Michigan State police arrested a felony MDOP suspect which ended with the State's dog biting the subject on the apprehension.

Follow up to the subject Officers Kusmierski, Soules and Sietsema wrestled with who stabbed himself in the neck, was shot by the Grand Rapids Police two weeks later after brandishing and attacking the Officers with a knife. He is expected to survive.

Traffic

The "Ticket Offense Report" for September 2025 is attached.

Parking Citations for September

Zero (0)

Department Issues

Sgt. Price & Officer Soules will be recognized at the annual Kent County EMS banquet for their lifesaving use of the AED and CPR resulting in saving a woman's life at the TESA tape corporation.

Incident Description Count Report

Report Criteria:

Start Date	End Date	Status
09/01/2025	09/30/2025	ALL

Incident	Rprt Date	Description	Area	Officer	Status
<i>911 HANG UP / POSSIBLE MEDICAL</i>					Count: 1
25-002229	09/12/2025	911 HANG UP / POSSIBLE MEDICAL		WYNBEEK, LEAH	Closed
<i>911 HANG UP / VERBAL DOEMSTIC</i>					Count: 1
25-002187	09/04/2025	911 HANG UP / VERBAL DOEMSTIC		WYNBEEK, LEAH	Closed
<i>ABANDONED VEHICLES</i>					Count: 1
25-002264	09/17/2025	ABANDONED VEHICLES		JONES, CALEB	Closed
<i>ASSIST</i>					Count: 2
25-002168	09/02/2025	ASSIST		SOULES, CALEB HOWARD	Closed
25-002192	09/05/2025	ASSIST		SOULES, CALEB HOWARD	Closed
<i>ASSIST COUNTY</i>					Count: 1
25-002327	09/27/2025	ASSIST COUNTY		WYNBEEK, LEAH	Closed
<i>ASSIST COUNTY ON PI</i>					Count: 1
25-002285	09/20/2025	ASSIST COUNTY ON PI		SOULES, CALEB HOWARD	Turned Over
<i>ASSIST COUNTY ON SUICDE</i>					Count: 1
25-002190	09/05/2025	ASSIST COUNTY ON SUICDE		SOULES, CALEB HOWARD	Turned Over
<i>ASSIST COUNTY WITH RUNAWAY</i>					Count: 1
25-002335	09/27/2025	ASSIST COUNTY WITH RUNAWAY		KUSMIERSKI, TRAVIS	Closed
<i>ASSIST CPS</i>					Count: 1
25-002323	09/26/2025	ASSIST CPS		JONES, CALEB	Turned Over
<i>ASSIST K22</i>					Count: 1
25-002300	09/23/2025	ASSIST K22		WYNBEEK, LEAH	Closed
<i>ASSIST LOCK OUT OF HOUSE</i>					Count: 1
25-002185	09/04/2025	ASSIST LOCK OUT OF HOUSE		WYNBEEK, LEAH	Closed
<i>ASSIST ON UNKOWN ACCIDENT - DISREGARDED</i>					Count: 1
25-002313	09/25/2025	ASSIST ON UNKOWN ACCIDENT - DISREGARDED		SOULES, CALEB HOWARD	Closed
<i>ASSIST P.I. ACCIDENT</i>					Count: 1
25-002332	09/27/2025	ASSIST P.I. ACCIDENT		JONES, CALEB	Turned Over
<i>ASSIST ROCKFORD PD</i>					Count: 1
25-002258	09/16/2025	ASSIST ROCKFORD PD		KUSMIERSKI, TRAVIS	Closed
<i>ASSIST WITH BRIGHT LIGHT</i>					Count: 1
25-002163	09/01/2025	ASSIST WITH BRIGHT LIGHT		SIETSEMA, ETHAN	Closed

Incident Description Count Report

Report Criteria:

Start Date	End Date	Status
09/01/2025	09/30/2025	ALL

Incident	Rprt Date	Description	Area	Officer	Status
<i>ASSIST WITH VEHICLE</i>					Count: 1
25-002338	09/27/2025	ASSIST WITH VEHICLE		KUSMIERSKI, TRAVIS	Closed
<i>ATTEMPT FRAUD SALE</i>					Count: 1
25-002342	09/28/2025	ATTEMPT FRAUD SALE		JONES, CALEB	Closed
<i>B&E OF BUILDING</i>					Count: 1
25-002278	09/19/2025	B&E OF BUILDING		WYNBEEK, LEAH	Open
<i>BARKING DOG</i>					Count: 1
25-002175	09/03/2025	BARKING DOG		SIETSEMA, ETHAN	Closed
<i>BROADCAST OF A RECKLESS DRIVER</i>					Count: 1
25-002326	09/26/2025	BROADCAST OF A RECKLESS DRIVER		WYNBEEK, LEAH	Closed
<i>CHECK FOR UNKNOWN ACCIDENT</i>					Count: 1
25-002262	09/16/2025	CHECK FOR UNKNOWN ACCIDENT		KUSMIERSKI, TRAVIS	Closed
<i>CHECK FOR WRONG WAY DRIVER</i>					Count: 1
25-002298	09/22/2025	CHECK FOR WRONG WAY DRIVER		KUSMIERSKI, TRAVIS	Closed
<i>CHECK FRAUD / DWLS / WARRANT ARREST</i>					Count: 1
25-002297	09/22/2025	CHECK FRAUD / DWLS / WARRANT ARREST		KUSMIERSKI, TRAVIS	Warrant Request-County
<i>CIVIL ISSUE</i>					Count: 1
25-002286	09/20/2025	CIVIL ISSUE		SOULES, CALEB HOWARD	Closed
<i>CRIMINAL HISTORY CHECKS</i>					Count: 8
25-000155	09/03/2025	CRIMINAL HISTORY CHECKS		ALT, BROOKE L	Closed
25-000157	09/08/2025	CRIMINAL HISTORY CHECKS		ALT, BROOKE L	Closed
25-000161	09/12/2025	CRIMINAL HISTORY CHECKS		ALT, BROOKE L	Closed
25-000162	09/15/2025	CRIMINAL HISTORY CHECKS		ALT, BROOKE L	Closed
25-000166	09/19/2025	CRIMINAL HISTORY CHECKS		ALT, BROOKE L	Open
25-000168	09/24/2025	CRIMINAL HISTORY CHECKS		ALT, BROOKE L	Closed
25-000171	09/26/2025	CRIMINAL HISTORY CHECKS		ALT, BROOKE L	Closed
25-000173	09/30/2025	CRIMINAL HISTORY CHECKS		ALT, BROOKE L	Closed
<i>CSC</i>					Count: 1
25-002294	09/22/2025	CSC		SOULES, CALEB HOWARD	Open
<i>DISORDERLY</i>					Count: 1
25-002336	09/27/2025	DISORDERLY		WYNBEEK, LEAH	Closed
<i>DISORDERLY PERSON</i>					Count: 1
25-002201	09/07/2025	DISORDERLY PERSON		KUSMIERSKI, TRAVIS	Closed
<i>DISPATCH RACCOON</i>					Count: 1
25-002334	09/27/2025	DISPATCH RACCOON		JONES, CALEB	Closed

Incident Description Count Report

Report Criteria:

Start Date	End Date	Status
09/01/2025	09/30/2025	ALL

Incident	Rprt Date	Description	Area	Officer	Status
<i>DOG BITE</i>					Count: 1
25-002272	09/18/2025	DOG BITE		JONES, CALEB	Turned Over
<i>DOMESTIC ASSAULT</i>					Count: 1
25-002292	09/21/2025	DOMESTIC ASSAULT		KUSMIERSKI, TRAVIS	Turned Over
<i>DOMESTIC ISSUES / JUVENILE RUNAWAY</i>					Count: 1
25-002345	09/28/2025	DOMESTIC ISSUES / JUVENILE RUNAWAY		WYNBEEK, LEAH	Closed
<i>DRIVING WHILE LICENSE SUSPENDED</i>					Count: 1
25-002208	09/09/2025	DRIVING WHILE LICENSE SUSPENDED		PRICE, DAVE	Closed
<i>DWLR</i>					Count: 1
25-002305	09/24/2025	DWLR		WYNBEEK, LEAH	Cleared by Arrest
<i>DWLS</i>					Count: 3
25-002196	09/06/2025	DWLS		SOULES, CALEB HOWARD	Unfounded
25-002289	09/20/2025	DWLS		SIETSEMA, ETHAN	Closed
25-002293	09/22/2025	DWLS		SIETSEMA, ETHAN	Closed
<i>DWLS / FAIL TO YIELD</i>					Count: 1
25-002170	09/02/2025	DWLS / FAIL TO YIELD		KUSMIERSKI, TRAVIS	Closed
<i>FALSE ALARM</i>					Count: 1
25-002254	09/15/2025	FALSE ALARM		SIETSEMA, ETHAN	Closed
<i>FELONIOUS ASSAULT/DOMESTIC ASSAULT</i>					Count: 1
25-002351	09/29/2025	FELONIOUS ASSAULT/DOMESTIC ASSAULT		SIETSEMA, ETHAN	Warrant Request-County
<i>FOLLOW UP TO CRASH (25-2288)</i>					Count: 1
25-002295	09/22/2025	FOLLOW UP TO CRASH (25-2288)		KUSMIERSKI, TRAVIS	Closed
<i>FOUND AMMUNITION</i>					Count: 1
25-002193	09/05/2025	FOUND AMMUNITION		SIETSEMA, ETHAN	Closed
<i>FOUND CHILD</i>					Count: 1
25-002167	09/02/2025	FOUND CHILD		SOULES, CALEB HOWARD	Closed
<i>FOUND PROPERTY / PURSE</i>					Count: 1
25-002353	09/30/2025	FOUND PROPERTY / PURSE		PRICE, DAVE	Closed
<i>FOUND PURSE</i>					Count: 1
25-002225	09/12/2025	FOUND PURSE		KUSMIERSKI, TRAVIS	Closed
<i>FOUND WALLET</i>					Count: 2
25-002287	09/20/2025	FOUND WALLET		SOULES, CALEB HOWARD	Closed

Incident Description Count Report

Report Criteria:

Start Date	End Date	Status
09/01/2025	09/30/2025	ALL

Incident	Rprt Date	Description	Area	Officer	Status
<i>FOUND WALLET</i>					Count: 2
25-002311	09/24/2025	FOUND WALLET		SOULES, CALEB HOWARD	Closed
<i>GAS DRIVE OFF</i>					Count: 1
25-002197	09/06/2025	GAS DRIVE OFF		SOULES, CALEB HOWARD	Closed
<i>HARASSING TEXTS</i>					Count: 1
25-002239	09/13/2025	HARASSING TEXTS		KUSMIERSKI, TRAVIS	Closed
<i>HIT AND RUN</i>					Count: 2
25-002315	09/25/2025	HIT AND RUN		SOULES, CALEB HOWARD	Closed
25-002328	09/27/2025	HIT AND RUN		KUSMIERSKI, TRAVIS	Closed
<i>LARCENY BY FALSE PRETENSES / CHECK FRAUD</i>					Count: 1
25-002280	09/19/2025	LARCENY BY FALSE PRETENSES / CHECK FRAUD		PRICE, DAVE	Open
<i>LARCENY FROM A VEHICLE</i>					Count: 2
25-002169	09/02/2025	LARCENY FROM A VEHICLE		SOULES, CALEB HOWARD	Closed
25-002316	09/25/2025	LARCENY FROM A VEHICLE		SOULES, CALEB HOWARD	Closed
<i>LOCAL RECORDS CHECK</i>					Count: 10
25-000156	09/04/2025	LOCAL RECORDS CHECK		ALT, BROOKE L	Closed
25-000158	09/10/2025	LOCAL RECORDS CHECK		ALT, BROOKE L	Closed
25-000159	09/12/2025	LOCAL RECORDS CHECK		ALT, BROOKE L	Closed
25-000160	09/12/2025	LOCAL RECORDS CHECK		ALT, BROOKE L	Closed
25-000163	09/16/2025	LOCAL RECORDS CHECK		ALT, BROOKE L	Closed
25-000164	09/18/2025	LOCAL RECORDS CHECK		ALT, BROOKE L	Closed
25-000165	09/18/2025	LOCAL RECORDS CHECK		ALT, BROOKE L	Closed
25-000167	09/22/2025	LOCAL RECORDS CHECK		ALT, BROOKE L	Closed
25-000169	09/25/2025	LOCAL RECORDS CHECK		ALT, BROOKE L	Closed
25-000172	09/29/2025	LOCAL RECORDS CHECK		ALT, BROOKE L	Closed
<i>LOCK OUT</i>					Count: 1
25-002202	09/08/2025	LOCK OUT		JONES, CALEB	Closed
<i>LOCKOUT</i>					Count: 1
25-002265	09/17/2025	LOCKOUT		JONES, CALEB	Closed
<i>LOOSE DOG</i>					Count: 1
25-002312	09/25/2025	LOOSE DOG		SIETSEMA, ETHAN	Closed
<i>LOOSE DOGS - RETURNED</i>					Count: 1
25-002340	09/28/2025	LOOSE DOGS - RETURNED		JONES, CALEB	Closed

Incident Description Count Report

Report Criteria:

Start Date	End Date	Status
09/01/2025	09/30/2025	ALL

Incident	Rprt Date	Description	Area	Officer	Status
<i>MDOP OF DOOR & CAMERA</i>					Count: 1
25-002358	09/27/2025	MDOP OF DOOR & CAMERA		KUSMIERSKI, TRAVIS	Open
<i>MDOP OF VEHICLE</i>					Count: 1
25-002357	09/30/2025	MDOP OF VEHICLE		KUSMIERSKI, TRAVIS	Warrant Request
<i>MED 1 ECHO</i>					Count: 1
25-002284	09/20/2025	MED 1 ECHO		SIETSEMA, ETHAN	Closed
<i>MIP</i>					Count: 2
25-002199	09/06/2025	MIP		SIETSEMA, ETHAN	Closed
25-002241	09/14/2025	MIP		KUSMIERSKI, TRAVIS	Closed
<i>MISSING / RUNAWAY</i>					Count: 1
25-002282	09/19/2025	MISSING / RUNAWAY		SOULES, CALEB HOWARD	Closed
<i>MISSING MAIL DROP BOX</i>					Count: 1
25-002233	09/13/2025	MISSING MAIL DROP BOX		JONES, CALEB	Closed
<i>MOTORIST ASSIST</i>					Count: 1
25-002226	09/12/2025	MOTORIST ASSIST		JONES, CALEB	Closed
<i>NEIGHBORS CAMERA POINTING AT YARD</i>					Count: 1
25-002296	09/22/2025	NEIGHBORS CAMERA POINTING AT YARD		KUSMIERSKI, TRAVIS	Closed
<i>NOISE COMPLAINT</i>					Count: 7
25-002162	09/01/2025	NOISE COMPLAINT		SIETSEMA, ETHAN	Closed
25-002173	09/02/2025	NOISE COMPLAINT		SIETSEMA, ETHAN	Closed
25-002180	09/04/2025	NOISE COMPLAINT		WYNBEEK, LEAH	Closed
25-002227	09/12/2025	NOISE COMPLAINT		WYNBEEK, LEAH	Closed
25-002242	09/14/2025	NOISE COMPLAINT		WYNBEEK, LEAH	Closed
25-002276	09/19/2025	NOISE COMPLAINT		WYNBEEK, LEAH	Closed
25-002341	09/28/2025	NOISE COMPLAINT		JONES, CALEB	Closed
<i>OWI / DWLS</i>					Count: 1
25-002248	09/15/2025	OWI / DWLS		WYNBEEK, LEAH	Warrant Request-County
<i>PAN HANDLER</i>					Count: 1
25-002184	09/04/2025	PAN HANDLER		JONES, CALEB	Closed
<i>PDA</i>					Count: 1
25-002166	09/02/2025	PDA		SOULES, CALEB HOWARD	Closed
<i>PEACE STANDBY</i>					Count: 2
25-002240	09/13/2025	PEACE STANDBY		WYNBEEK, LEAH	Closed
25-002261	09/16/2025	PEACE STANDBY		SIETSEMA, ETHAN	Closed

Incident Description Count Report

Report Criteria:

Start Date	End Date	Status
09/01/2025	09/30/2025	ALL

Incident	Rprt Date	Description	Area	Officer	Status
<i>PHONE RETENTION</i>					Count: 1
25-002343	09/28/2025	PHONE RETENTION		JONES, CALEB	Closed
<i>PHONE SCAM</i>					Count: 1
25-002200	09/07/2025	PHONE SCAM		SOULES, CALEB HOWARD	Closed
<i>PI</i>					Count: 1
25-002354	09/30/2025	PI		SOULES, CALEB HOWARD	Closed
<i>PLATE CONFISCATION</i>					Count: 1
25-002299	09/22/2025	PLATE CONFISCATION		WYNBEEK, LEAH	Closed
<i>POSSIBLE CSC</i>					Count: 1
25-002234	09/13/2025	POSSIBLE CSC		JONES, CALEB	Closed
<i>PRIVATE PROPERTY ACCIDENT</i>					Count: 2
25-002260	09/16/2025	PRIVATE PROPERTY ACCIDENT		SIETSEMA, ETHAN	Closed
25-002274	09/18/2025	PRIVATE PROPERTY ACCIDENT		WYNBEEK, LEAH	Closed
<i>PRIVATE PROPERTY DAMAGE ACCIDENT</i>					Count: 1
25-002256	09/16/2025	PRIVATE PROPERTY DAMAGE ACCIDENT		SOULES, CALEB HOWARD	Closed
<i>PUBLIC INDECENCY</i>					Count: 1
25-002302	09/23/2025	PUBLIC INDECENCY		JONES, CALEB	Closed
<i>RECKLESS / ROAD RAGE</i>					Count: 1
25-002273	09/18/2025	RECKLESS / ROAD RAGE		JONES, CALEB	Closed
<i>RETAIL FRAUD THEFT - 3RD DEGREE</i>					Count: 1
25-002177	09/03/2025	RETAIL FRAUD THEFT - 3RD DEGREE		PRICE, DAVE	Warrant Request- County
<i>ROAD RAGE INCIDENT</i>					Count: 1
25-002205	09/08/2025	ROAD RAGE INCIDENT		KUSMIERSKI, TRAVIS	Closed
<i>SHOTS HEARD</i>					Count: 1
25-002355	09/30/2025	SHOTS HEARD		SIETSEMA, ETHAN	Closed
<i>SILENT OBSERVER TIP</i>					Count: 1
25-002333	09/27/2025	SILENT OBSERVER TIP		JONES, CALEB	Closed
<i>SOMEONE TAKING FLOWERS</i>					Count: 1
25-002203	09/08/2025	SOMEONE TAKING FLOWERS		KUSMIERSKI, TRAVIS	Closed
<i>STAND BY AS PEACE OFFICER</i>					Count: 2
25-002224	09/12/2025	STAND BY AS PEACE OFFICER		KUSMIERSKI, TRAVIS	Closed
25-002235	09/13/2025	STAND BY AS PEACE OFFICER		KUSMIERSKI, TRAVIS	Closed

Incident Description Count Report

Report Criteria:

Start Date	End Date	Status
09/01/2025	09/30/2025	ALL

Incident	Rprt Date	Description	Area	Officer	Status
<i>STOLEN CATALYTIC CONVERTER</i>					Count: 1
25-002249	09/15/2025	STOLEN CATALYTIC CONVERTER		SOULES, CALEB HOWARD	Closed
<i>STOLEN REG / HIGH BAC >.17 /NO OPS PLATE</i>					Count: 1
25-002204	09/08/2025	STOLEN REG / HIGH BAC >.17 /NO OPS PLATE		KUSMIERSKI, TRAVIS	Warrant Request-County
<i>STOLEN VEHICLE</i>					Count: 1
25-002314	09/25/2025	STOLEN VEHICLE		SOULES, CALEB HOWARD	Open
<i>SUICIDAL IDEATIONS</i>					Count: 1
25-002207	09/09/2025	SUICIDAL IDEATIONS		JONES, CALEB	Unfounded
<i>SUICIDAL SUBJECT</i>					Count: 1
25-002321	09/26/2025	SUICIDAL SUBJECT		JONES, CALEB	Closed
<i>SUICIDE ATTEMPT / R&O</i>					Count: 1
25-002171	09/02/2025	SUICIDE ATTEMPT / R&O		KUSMIERSKI, TRAVIS	Closed
<i>SUSPICIOUS</i>					Count: 2
25-002158	09/01/2025	SUSPICIOUS		WYNBEEK, LEAH	Closed
25-002228	09/12/2025	SUSPICIOUS		WYNBEEK, LEAH	Closed
<i>SUSPICIOUS / ASSIST / TITLE ISSUE</i>					Count: 1
25-000170	09/26/2025	SUSPICIOUS / ASSIST / TITLE ISSUE		PRICE, DAVE	Open
<i>SUSPICIOUS / POSSIBLE CHILD OBSCENITY</i>					Count: 1
25-002550	09/15/2025	SUSPICIOUS / POSSIBLE CHILD OBSCENITY		PRICE, DAVE	Unfounded
<i>SUSPICIOUS INCIDENT</i>					Count: 1
25-002247	09/14/2025	SUSPICIOUS INCIDENT		WYNBEEK, LEAH	Closed
<i>SUSPICIOUS VEHICLE</i>					Count: 2
25-002269	09/17/2025	SUSPICIOUS VEHICLE		KUSMIERSKI, TRAVIS	Closed
25-002291	09/21/2025	SUSPICIOUS VEHICLE		KUSMIERSKI, TRAVIS	Closed
<i>SUSPICIOUS VEHICLE / PERSON</i>					Count: 1
25-002176	09/03/2025	SUSPICIOUS VEHICLE / PERSON		JONES, CALEB	Closed
<i>THREATS OVER TIKTOK</i>					Count: 1
25-002206	09/08/2025	THREATS OVER TIKTOK		WYNBEEK, LEAH	Closed
<i>TICKET SIGN OFF</i>					Count: 1
25-002349	09/29/2025	TICKET SIGN OFF		SOULES, CALEB HOWARD	Closed
<i>TOT KCSO - HARASSMENT</i>					Count: 1
25-002279	09/19/2025	TOT KCSO - HARASSMENT		SOULES, CALEB HOWARD	Closed

Incident Description Count Report

Report Criteria:

Start Date	End Date	Status
09/01/2025	09/30/2025	ALL

Incident	Rprt Date	Description	Area	Officer	Status
<i>TRAFFIC CRASH</i>					Count: 1
25-002288	09/20/2025	TRAFFIC CRASH		SIETSEMA, ETHAN	Closed
<i>TRESPASS</i>					Count: 1
25-002172	09/02/2025	TRESPASS		SIETSEMA, ETHAN	Closed
<i>UNFOUNDED ALARM</i>					Count: 2
25-002182	09/04/2025	UNFOUNDED ALARM		JONES, CALEB	Closed
25-002348	09/29/2025	UNFOUNDED ALARM		SOULES, CALEB HOWARD	Closed
<i>UNFOUNDED OBSCENITY</i>					Count: 1
25-002281	09/19/2025	UNFOUNDED OBSCENITY		SOULES, CALEB HOWARD	Closed
<i>VEHICLE LOCKOUT</i>					Count: 1
25-002236	09/13/2025	VEHICLE LOCKOUT		KUSMIERSKI, TRAVIS	Closed
<i>VERBAL DOMESTIC</i>					Count: 3
25-002216	09/10/2025	VERBAL DOMESTIC		SOULES, CALEB HOWARD	Closed
25-002320	09/26/2025	VERBAL DOMESTIC		SIETSEMA, ETHAN	Closed
25-002322	09/26/2025	VERBAL DOMESTIC		JONES, CALEB	Closed
<i>VIN VERIFICATION</i>					Count: 2
25-002307	09/24/2025	VIN VERIFICATION		SOULES, CALEB HOWARD	Closed
25-002308	09/24/2025	VIN VERIFICATION		SOULES, CALEB HOWARD	Closed
<i>VIN VERIFICATION</i>					Count: 1
25-002252	09/15/2025	VIN VERIFICATION		SOULES, CALEB HOWARD	Closed
<i>WELFARE CHECK</i>					Count: 5
25-002215	09/10/2025	WELFARE CHECK		SOULES, CALEB HOWARD	Closed
25-002268	09/17/2025	WELFARE CHECK		JONES, CALEB	Closed
25-002275	09/18/2025	WELFARE CHECK		WYNBEEK, LEAH	Closed
25-0022750	09/16/2025	WELFARE CHECK		KUSMIERSKI, TRAVIS	Closed
25-002331	09/27/2025	WELFARE CHECK		JONES, CALEB	Closed

Total: 148

Ticket Offense Report

Report Criteria:

Start Date	End Date	Start Offense	End Offense
09/01/2025	09/30/2025	.653A1A	Y

Ticket	Issued Date	Ticket Type	Location	Officer	Count:	
257.225 -- Improper License Plate Display					Count:	1
44485	09/22/2025	Misdemeanor	12 MILE/MARTINDALE	ALT,BROOKE,L		
257.255 -- Expired Registration Plate					Count:	3
44503	09/21/2025	Civil Infraction	MARTINDALE ST / TENTREE ST NW	SOULES,CALEB,HOWARD		
43637	09/23/2025	Civil Infraction	M37/ 13 MILE	JONES,CALEB		
44415	09/23/2025	Civil Infraction	SPARTA AVE / 12 MILE	WYNBEEK,LEAH		
257.301 -- Expired Operators License					Count:	1
44502	09/06/2025	Misdemeanor	M37/ 10 MILE RD SPARTA TWP MI 49345	SOULES,CALEB,HOWARD		
257.301(1) -- Drove While License Not Valid					Count:	1
44430	09/08/2025	Misdemeanor	146 RIVER RD	KUSMIERSKI,TRAVIS		
257.310E(5) -- Violation of GDL Level 2					Count:	1
44414	09/13/2025	Civil Infraction	SOUTH/ANDERSON	WYNBEEK,LEAH		
257.311 -- No valid operators license on person					Count:	2
44409	09/03/2025	Civil Infraction	13 MILE AND APINE	WYNBEEK,LEAH		
44411	09/10/2025	Civil Infraction	STATE/DIVISION	WYNBEEK,LEAH		
257.328 -- No Proof of Insurance on a motor vehicle					Count:	6
44409	09/03/2025	Civil Infraction	13 MILE AND APINE	WYNBEEK,LEAH		
44411	09/10/2025	Civil Infraction	STATE/DIVISION	WYNBEEK,LEAH		
44483	09/16/2025	Civil Infraction	M37/ 13 MILE	SIETSEMA,ETHAN		
44485	09/22/2025	Misdemeanor	12 MILE/MARTINDALE	ALT,BROOKE,L		
44415	09/23/2025	Civil Infraction	SPARTA AVE / 12 MILE	WYNBEEK,LEAH		
44504	09/25/2025	Misdemeanor	155 E DIVISION/UNION ST	SOULES,CALEB,HOWARD		
257.612 -- Disregarded Stop and Go Light					Count:	2
44415	09/23/2025	Civil Infraction	SPARTA AVE / 12 MILE	WYNBEEK,LEAH		
44418	09/27/2025	Civil Infraction	M37/ 13 MILE	WYNBEEK,LEAH		
257.614 -- Disregarded Red Flashing Stop and Go Light					Count:	4
44410	09/09/2025	Civil Infraction	STATE/ DIVISION	WYNBEEK,LEAH		
44411	09/10/2025	Civil Infraction	STATE/DIVISION	WYNBEEK,LEAH		
44412	09/13/2025	Civil Infraction	E DIVISION/S STATE/STATE	WYNBEEK,LEAH		
44413	09/13/2025	Civil Infraction	STATE/ DIVISION	WYNBEEK,LEAH		
257.620 -- Fail to Report Accident					Count:	1
44504	09/25/2025	Misdemeanor	155 E DIVISION/UNION ST	SOULES,CALEB,HOWARD		
257.625(1) -- Operating While Intoxicated (O.W.I.)					Count:	1
44430	09/08/2025	Misdemeanor	146 RIVER RD	KUSMIERSKI,TRAVIS		
257.625H -- Refused Preliminary breath test					Count:	1
44430	09/08/2025	Misdemeanor	146 RIVER RD	KUSMIERSKI,TRAVIS		
257.627 -- Exceeded Prima Facia Speed Limit					Count:	3
44501	09/05/2025	Civil Infraction	M37/ 13 MILE	SOULES,CALEB,HOWARD		
43635	09/14/2025	Warning	W DIVISION/PLEASANT	JONES,CALEB		
44417	09/26/2025	Civil Infraction	DIVISION/STATE	WYNBEEK,LEAH		

Ticket Offense Report

Report Criteria:

Start Date	End Date	Start Offense	End Offense
09/01/2025	09/30/2025	.653A1A	Y

Ticket	Issued Date	Ticket Type	Location	Officer	Count:	
<i>257.628 -- Exceeded Posted Speed</i>					4	
44482	09/06/2025	Civil Infraction	O CONNOR/M37	SIETSEMA,ETHAN		
43636	09/14/2025	Warning	M37/ 13 MILE	JONES,CALEB		
43934	09/24/2025	Civil Infraction	M37/ 13 MILE	PRICE,DAVE		
44486	09/26/2025	Civil Infraction	M37/ 13 MILE	SIETSEMA,ETHAN		
<i>257.648 -- Fail to signal</i>					1	
44414	09/13/2025	Civil Infraction	SOUTH/ANDERSON	WYNBEEK,LEAH		
<i>257.649 -- Fail to Yield</i>					2	
44429	09/02/2025	Misdemeanor	RIVER RD NW/ GROVE ST NW	KUSMIERSKI,TRAVIS		
44502	09/06/2025	Misdemeanor	M37/ 10 MILE RD SPARTA TWP MI 49345	SOULES,CALEB,HOWARD		
<i>257.649(6) -- Fail to Stop at Stop Sign</i>					2	
44484	09/20/2025	Civil Infraction	W AVERILL/S STATE	SIETSEMA,ETHAN		
44503	09/21/2025	Civil Infraction	MARTINDALE ST / TENTREE ST NW	SOULES,CALEB,HOWARD		
<i>257.683 -- Unsafe motor vehicle</i>					1	
43637	09/23/2025	Civil Infraction	M37/ 13 MILE	JONES,CALEB		
<i>257.709 -- Obstructed Vision</i>					2	
44409	09/03/2025	Civil Infraction	13 MILE AND APINE	WYNBEEK,LEAH		
44504	09/25/2025	Misdemeanor	155 E DIVISION/UNION ST	SOULES,CALEB,HOWARD		
<i>257.904 -- Drove While License Suspended/Denied/Revoked</i>					4	
44429	09/02/2025	Misdemeanor	RIVER RD NW/ GROVE ST NW	KUSMIERSKI,TRAVIS		
43933	09/09/2025	Misdemeanor	S STATE/E SPARTAN	PRICE,DAVE		
44485	09/22/2025	Misdemeanor	12 MILE/MARTINDALE	ALT,BROOKE,L		
44416	09/23/2025	Misdemeanor	270 S STATE ST/ORCHARD ST	WYNBEEK,LEAH		
Total:					43	