

Meeting of the Sparta Township Board
Sparta Township Hall 160 East Division Street, Sparta, Mi. 49345
Watch meeting Live @ [Sparta Township - YouTube](#)

June 11th, 2026

7:00 p.m.

AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ADDITIONS OR CORRECTIONS TO AGENDA

PUBLIC COMMENT FOR AGENDA ITEMS

APPROVAL OF THE MINUTES AND TREASURER'S REPORT

1. Approval of Minutes – May 14th, 2026
2. Treasurer's Report
3. Building Department Monthly Reports

BUSINESS ITEMS

1. Approval of Bills
2. Lease Agreement with Sparta Historical Friends
3. Social Media Policy
4. Planning Commission Recommendation – 9440 Sparta Ave: C-1 to C-2
5. Public Safety Revenue Sharing – Ashley

OTHER INFORMATIONAL

PUBLIC COMMENT

ADJOURNMENT

Meeting of Sparta Township Board

Sparta Township Hall - 160 E Division St - Sparta MI 49345

Watch Meeting live Sparta Township - YouTube

May 14th, 2026 - 7 p.m.

Present: Supervisor Dale Bergman, Clerk Marcy Savage, Treasurer Ashley Johnson, Trustee Bill Goodfellow, Barb Johnson, and Rob Steffens.

Absent: Trustee Jason Bradford

1. **Call to order:** The meeting was called to order at 7:00PM.
2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
3. **Additions or corrections to the agenda:** None.
4. **Public Comment on agenda items:** None.
5. **Approval of Minutes and Treasurer's Report:**
 - a. **Approval of Minutes of April 9th, 2026:** Motion to approve the Minutes by Bill Goodfellow, second by Marcy Savage. The motion passed unanimously, with all members in favor.
 - b. **Approval of Minutes of May 5th, 2026:** Motion to approve the Minutes by Bill Goodfellow, second by Ashley Johnson. The motion passed unanimously, with all members in favor.
 - c. **Treasurer's Report:** Motion to approve the Treasurer's Report by Rob Steffens, second by Barb Johnson. The motion passed unanimously, with all members in favor.
6. **Building Department Monthly Report:** *Informational only, report not available for the meeting.*

Business Items:

1. **Approval of the Bills:** Motion by Barb Johnson with a second by Bill Goodfellow to approve the bills. The motion passed unanimously, with all members in favor.
2. **Employee Policy:** The board discussed whether to adopt a formal employee policy or handbook following recommendations from a risk control review and related HR resources. While some members felt the existing governance principles and code of conduct were sufficient for the township's small staff, others noted the value of having policies addressing personnel matters, workplace conduct, and risk management. The board agreed that any handbook would require significant customization and should not be rushed. It was also clarified that other risk management recommendations, such as facility safety improvements, would be addressed separately. The board voted 5-1 to drop the immediate pursuit of an employee policy and defer consideration of an employee handbook to a later date.

3. **Fence Quote Fairplains Cemetery:** The board reviewed two quotes for a fence project at Fairplains Cemetery. One quote from Cedar Springs Fence was for \$3,925, while the second quote from Fitz Fence and Backyard was for \$7,300. Although there was discussion about minor differences between the proposals, including the township providing dirt and concrete for one quote, the board agreed the price difference was significant. A motion was made and seconded to accept the Cedar Springs Fence quote for \$3,925. Following discussion, the motion passed unanimously by roll call vote.
4. **Election Worker Wages:** The board discussed increasing election worker pay in response to rising minimum wage rates and a review of wages paid by other municipalities, which ranged from \$15 to \$20 per hour. A proposal was made to increase election worker wages to \$16 per hour and raise the lunch and dinner relief stipend from \$75 to \$80 per day to compensate workers who cover meal breaks and make multiple trips to the polling location. Following discussion and clarification of the role of relief worker, a motion was made by Rob Steffen and seconded by Barb Johnson to approve wage increases. The motion passed unanimously with all board members in favor.
5. **Historical Commissioners Re-Appointments:** The board reviewed historical commission appointments and clarified term lengths under the ordinance requiring three-year appointments by majority vote. A motion made by Marcy and seconded by Ashley to reappoint Doug Pinkney, Jamie Brooks, Bob Cummings, Dale Bergman, Roxan Claxton, and Barb Johnson to the historical commission. The motion passed unanimously with all board members in favor.
6. **Roof Patch Up Quote:** After discussion of costs, timing, and long-term value, the board agreed that more information was needed before choosing between a patch repair and full roof replacement. A motion made by Rob Steffen and seconded by Barb Johnson to solicit formal bids for a full roof replacement based on a specification sheet, with updates completed as needed. The motion passed unanimously.
7. **Lease Agreement with Sparta Historical Friends:** The board reviewed the lease agreement with Sparta Historical Friends for museum space use. Concerns were raised regarding event usage, access between spaces, and overall contract clarity. The board agreed to table the agreement until the next meeting to allow for further clarification and review.
8. **Township Facebook Page:** The board discussed creating an official township Facebook page to share accurate public information in a controlled, one-way format without public comments or discussion. Members agreed that a formal social media policy is necessary to manage content, legal compliance, and records retention. After reviewing existing resources, the board agreed to use the Michigan Township Association (MTA) social media and website policy as a template, with modifications as needed, rather than creating a policy from scratch. A motion was made and seconded to proceed with the MTA template approach, and the motion passed 5-1.

OTHER INFORMATIONAL:

- Rob reported that he and his son completed maintenance work at Lisbon Cemetery, including cleanup of storm damage, removal of overgrown brush, and minor fence issues.

- Rob also provided an informational update on county-level farmland preservation discussions, as well as concerns about future assessor staffing shortages and rising costs as experienced assessors retire and municipalities struggle to fill those positions.
- Barb reported that she and her husband plan to resume cemetery work in Sparta around June 10th, focusing on straightening headstones and maintaining cemetery rows, with a goal of completing at least fifty stones at Greenwood Cemetery.
- Ashley reported that the township received a \$16,000 public safety grant, with guidance indicating that 75% is intended for the sheriff's department and the remaining 25% (approximately \$4,000) may be used by the township for other public safety purposes. She noted that clarification is still being reviewed and a recommendation will be brought back to the board regarding how to allocate the funds.
- Rob provided an update on the sports park, noting that recent cleanup work improved the appearance of signage and the site overall. He also reported on the ongoing drain commission project across from the park, explaining that construction delays due to rain have slowed progress, but work is continuing the approximately \$6 million project. Rob added that discussions with the project engineer suggest potential restoration of the park's parking area with gravel as part of the project completion, rather than the township covering that cost directly.

PUBLIC COMMENT:

- A candidate for state representative, Lynn Afendoulis, introduced herself to the board and shared her background as a lifelong West Michigan resident with experience in journalism, business, and prior service in the Michigan House of Representatives. She highlighted her focus on limiting government growth, supporting local municipalities, and increasing civic engagement and transparency. She also noted her previous political campaigns and expressed interest in returning to public service to promote more effective and respectful governance.
- Joseph Fox, a candidate for state Senate, introduced himself and emphasized themes of faith, family, and freedom. He highlighted policy priorities including election integrity, gun rights, and limiting government oversight, and referenced his legislative and committee experience in the Michigan House. He concluded by stressing a commitment to serving future generations and promoting community-focused leadership.

ADJOURNMENT: Motion to adjourn at 8:18PM by Barb Johnson, second by Marcy Savage. The motion passed unanimously, with all members in favor.

Submitted by: Sarah Fischer

Building Department Monthly Report

Month Ended:	May 2026		
Building Permits:			
	New Homes	1	
	Modular Homes		
	Mobile Homes		
	Remodel and Additions	1	
	Pole Barns		
	Decks	2	
	Garage		
	Demolition		
	Swimming Pool		
	Commercial New:		
	Commercial Alteration	1	
	Commercial Addition	1	
	Renewal		
	Other: Pool, Roof solar system	2	
		Total Building:	8
Mechanical Permits:		Total Mechanical:	12
Plumbing Permits:		Total Plumbing:	4
Electrical Permits:		Total Electrical:	2
Zoning Permits:		Total Zoning:	9

Permit List

06/03/2026

Permit	Address	Issued	Status	Category	Permit Fees	Const. Value
PB260010	12386 PHELPS AVE NW	05/13/2026	ISSUED	RESIDENTIAL DECK	\$262.00	\$54,000
PB260011	671 13 MILE RD NW	05/13/2026	ISSUED	Res, Alteration	\$145.00	\$15,000
PB260012	294 RUNNING WATER C05/13/2026	05/13/2026	ISSUED	Res, New Home	\$1,000.00	\$300,000
PB260013	9080 VINTON AVE	05/20/2026	ISSUED	Com, Addition	\$640.00	\$180,000
PB260014	240 11 MILE RD	05/20/2026	ISSUED	Com, Alteration	\$280.00	\$60,000
PB260015	12795 STEBBINS AVE N	05/20/2026	ISSUED	RESIDENTIAL DECK	\$199.00	
PB260016	11750 STEBBINS AVE N	05/27/2026	ISSUED	SOLAR ENERGY SYSTEM	\$433.00	\$110,390
PB260017	13160 SPARTA AVE NW	05/27/2026	ISSUED	Swimming Pool	\$142.00	\$13,556

Total Permits: 8

Total Value: \$732,946

Total Fees: \$3,101.00

LEASE AGREEMENT
BETWEEN
SPARTA HISTORICAL FRIENDS
AND
SPARTA TOWNSHIP

This Agreement ("Lease") is made this ____ day of _____, 202____, ("Effective Date") by and between the Sparta Historical Friends, a Michigan nonprofit organization, whose mailing address is P.O. Box 163, Sparta, Michigan, 49345 ("Landlord"), and Sparta Township, a Michigan general law township, whose address is 160 E. Division Street, Sparta, Michigan 49345 ("Tenant") as follows:

1. Lease, Leased Premises, & Use of Leased Premises. Landlord leases to Tenant on the terms and conditions of this Lease portions of the Sparta Civic Center located at 75 N. Union Street, NW, Sparta, Michigan, 49345, as more particularly described as:

1. An area of the Civic Center formerly leased to the American Legion and currently leased to the Sparta Township, presently used as a veteran's museum ("Area 1").
2. An area of the Civic Center formerly leased to City Church Sparta and currently leased to the Sparta Township as of March 1, 2026, for use as a museum for Sparta history ("Area 2").

Landlord further grants to Tenant the non-exclusive license to use of parking areas and sidewalks. Tenant shall abide by any reasonable regulations or rules that Landlord may establish, from time to time of these areas. Tenant shall use the Leased Premises only for the operation of the Sparta Township Historical Commission and related functions, but no other use.

2. Landlord's Right to Use the Civic Center. If Landlord rents out or otherwise utilizes the Civic Center, Tenant may lose access to Civic Center parking, depending on the size of the rental event. The Landlord's renting party should have first access to parking spaces on the day(s) of the rental.

3. Term & Termination Without Cause

- a. *Term.* Although Tenant has possession of Areas 1 and 2, the "Term" (length of this Lease) will commence on the Effective Date and last until 5:00 PM on the last day of a one-year period following the Effective Date. The Term will automatically extend for successive one-year periods until terminated pursuant to this Lease or by operation of law.

b. *Termination Without Cause.* Either Landlord or Tenant may terminate this Lease at any time, for any reason, upon no less than one hundred eighty (180) calendar days prior written notice to the other party.

4. Rent. Tenant shall pay Landlord rent, due the first of each month, as follows: the amount of one hundred dollars (\$100) per month for Area 1; and, the amount of three hundred dollars (\$300) per month for Area 2. Tenant is also responsible for all utilities associated with Area 2, the billing for which is to be in the name of Tenant and addressed to Tenant. Tenant may have the option of paying rent on an annual basis, in which case a refund, less costs described in this Lease, will be afforded Tenant if the Lease terminates.

5. Tenant's Responsibilities

a. *Personal Property of Tenant.* Tenant shall bear all risk of loss for personal property, equipment, or trade fixtures kept or stored in the Lease Premises, and Tenant shall procure insurance coverage in amounts reasonably deemed adequate by Tenant to fully insure such personal property.

b. *Liability Insurance.* Tenant shall obtain and maintain during the Term, at its own cost, general liability insurance applicable to the use and occupancy of the Leased Premises. Such insurance must have a minimum coverage of one million dollars (\$1,000,000) per occurrence and be written to apply to all bodily injury, property damage, and personal injury losses, and must be endorsed to name Landlord as an additional insured. Upon the request of Landlord, Tenant shall promptly provide Landlord with written proof of the aforementioned insurance coverage.

c. *Condition of Leased Premises.* Tenant shall, at its sole expense, provide all janitorial services to maintain the Leased Premises to broom clean condition neat and free of all dirt, debris, trash, and similar refuse. Such custodial services shall include cleaning and vacuuming floors, cleaning walls, windows, and bathrooms, dusting as needed, removing wastepaper and waste materials, emptying waste baskets, replacing light bulbs, and similar janitorial functions.

d. *Utilities.* If any utilities are separately metered, Tenant shall promptly place those utilities in Tenant's name with respect to the utility billing.

6. Alterations. Tenant shall not make any alterations, improvements, or permanent physical changes to the Leased Premises without the prior written permission of Landlord, which may be withheld or conditioned in Landlord's discretion. Landlord shall have no obligation to make any alterations, improvements, or additions to the Leased Premises. All right, title, and interest of Tenant to any alterations, improvements, additions, or other physical changes made by Tenant to the Leased Premises, except for trade fixtures and removable equipment, shall be surrendered with the Leased Premises upon termination of this Lease, without cost or expense to Landlord.

7. Default, Termination, & Premises Upon Termination

a. *Tenant Default & Termination.* If Tenant violates or fails to perform any of the terms or covenants of this Lease, and such violation or failure is either not cured within thirty (30) days after written notice from Landlord, or occurs three (3) or more times in a one (1) year period even if cured; or if Tenant vacates or abandons the Leased Premises during the term of this Lease, it will constitute a default.

Upon a default, Landlord may, in addition to pursuing all other rights and remedies provided by law or in equity:

- i. Commence a cure of Tenant's default, in which case Tenant shall upon demand pay all costs and expense incurred by Landlord in curing Tenant's default;
- ii. Terminate the Lease and repossess the Leased Premises, without demand or notice of any kind to Tenant, in which case Landlord may re-let all or any part of the Leased Premises;
- iii. Obtain specific performance of Tenant's obligations.

b. *Landlord Default & Termination.* If Landlord shall breach or fail to perform any of the promises and agreements in this Lease and such failure is not cured within sixty (60) days after written notice from Tenant, Tenant may commence such performance at Landlord's cost and expense or terminate this Lease.

c. *Leased Premises Upon Termination.* Upon termination or expiration of this Lease for any reason, Tenant shall restore the Leased Premises to the condition existing as of the Effective Date, except for alterations, improvements, additions or other physical changes approved under Section 6 and except for reasonable wear and tear, remove all its personal property, removeable equipment and trade fixtures from the Leased Premises, and repair any damage caused by such removal. If Tenant fails to restore the Leased Premises in full compliances with this Section 7(c), Landlord may restore the Leased Premises at Tenant's expense. If Tenant fails to remove any personal property, removable equipment or trade fixtures from the Leased Premises in full compliance with this Section 7(c), said personal property, removable equipment or trade fixtures become the property of Landlord with no right of Tenant for reimbursement or setoff.

8. Right of Entry. Landlord shall have the right to enter the Leased Premises at any time for the purpose of inspecting the same, preventing waste, loss, or destruction, enforcing any of its rights or powers under this Lease, or making any repairs or otherwise performing its obligations under this Lease. Whenever possible, Landlord shall give Tenant prior notice of entry. If in the case of emergency, Tenant is not present to open or permit an entry into the Leased Premises, Landlord or Landlord's agent may enter the Leased Premises by master key if necessary for the protection of life or property, forcibly.

9. No Third-Party Beneficiaries; Non-Assignment. This Lease is for the sole benefit of the parties hereto, and nothing in this Lease, expressed or implied, is intended to or shall confer on any other person or entity, any legal or equitable right, benefit, or remedy of any

nature whatsoever under or by reason of this Lease. Tenant shall not assign, delegate, pledge, hypothecate, or sublease this Lease, or any portion thereof.

10. Indemnity. To the extent permitted by law, Tenant will indemnify, hold-harmless, and defend the Landlord, its agents, employees, and/or officers against all claims for bodily injury or property damage arising out of or relating to the Leased Premises. The claims covered by this indemnification include all claims for bodily injury or property damage relating to:

- a. The condition of the Leased Premises;
- b. The use or misuse of the Leased Premises by Tenant, or its agents, contractors, or invitees;
- c. Any event on the Leased Premises, whatever the cause.

Landlord shall have the right to select the attorney of its choosing. If applicable, nothing herein shall be construed or interpreted as a waiver of Landlord's right to rely on a defense of governmental immunity in response to any claim hereunder, to the full extent permitted by law. The provisions of this Section 10 shall survive termination or expiration of this Lease.

11. Waivers. One or more waivers of any covenant or condition by Landlord shall not be construed as a waiver of a further breach of the same covenant or condition.

12. Notice. Any notice permitted or required under this Lease must be in writing, addressed to the applicable party at its last known mailing address, and may be made by personal delivery, USPS First Class mail, USPS Priority mail, or USPS Certified mail. Personal delivery is effective when made. Notice via mail will be deemed effective upon delivery, or three (3) calendar days from the date of mailing, whichever is earlier. Any defect in notice is curable by providing actual notice. Notice shall only be sent to the respective party's address as provided herein.

13. Holdover. If Tenant does not vacate the Leased Premises at the end of the Term, such holding over shall constitute a month-to-month tenancy. Tenant shall then pay rent in the amount of twenty dollars (\$20) per day for each day until Tenant vacates the Leased Premises and complies with Section 7(c) of this Lease, or one hundred twenty (120) days after the effective date of termination, whichever is earlier. If Tenant fails to vacate the Leased Premises for any period longer than one hundred twenty (120) days after the effective date of termination, Tenant shall be obligated to pay rent in the amount of thirty dollars (\$30) per day until Tenant vacates the Leased Premises and complies with Section 7(c) of this Lease. Further, if Tenant fails to vacate the Premises for any period longer than three hundred sixty-five (365) days after the effective date of termination, Tenant shall be obligated to pay rent in the amount of fifty dollars (\$50) per day until Tenant vacates the premises and complies with Section 7(c) of this Lease.

14. Enforcement. The parties shall have all remedies provided by law or equity in the interpretation, enforcement, or defense of this Lease.

15. Construction and Venue. This Lease shall be construed in accordance with the laws of the State of Michigan. The venue for all disputes arising under this Lease shall be brought in Kent County, Michigan. This Lease has been negotiated at arm's length and carefully reviewed by both parties; therefore, this Lease should not be construed against either party.

16. Time of Essence. Time shall be deemed of the essence in the performance of this Lease.

17. Merger. This Lease merges all proposals, negotiations, representations, agreements, and understandings with respect to the Lease. There are no representations with respect to the condition of the Premises or any other matter in any way related to the Premises or this Lease, except as expressly set forth in this Lease. No rights, covenants, easements, or licenses may arise by implication.

18. Interpretation. The word "include" or "including" used in this Lease shall be interpreted to be non-exhaustive and deemed to include the phrase "but not limited to" where used.

19. Amendment. This Lease may not be amended or modified except by a written instrument executed by Landlord and Tenant.

Landlord: Sparta Historical Friends

By: Larry Carter, Its President

Date

Tenant: Sparta Township

By: Dale Bergman, Its Supervisor

Date

By: Marcy Savage, Its Clerk

Date

Sparta Township

Website and Social Media Use Policy

Purpose

The use of the Township website and social media platforms is intended to enhance transparency, build trust with the community. The purpose of this Website and Social Media Use Policy is to guide the use of the Township website and social media accounts. The township encourages the use of social media to broaden outreach, share official updates, and engage with the public about its mission, services, and initiatives. While fostering communication and dialogue, the township maintains control over the integrity of posted content and does not intend for its social media platforms to serve as open public forums for unrelated discussions.

Scope

This policy applies to all township entities, officials, representatives, employees, and volunteers.

Content Posting Guidelines and Limitations

All content added to the Township website and social media accounts must be approved by the Township Board, and adhere to federal, state, and local laws. The Township's website remains the primary online presence, with social media updates. Posts should link back to the official website for detailed information. Social media content is subject to Freedom of Information Act (FOIA), with removal rights reserved for policy violations. Political advocacy, personal data sharing, and inappropriate content are prohibited. Employees must use social media professionally, ensuring posts are accurate, respectful, and aligned with Township policies.

- **Primary Online Presence:** The Township's website remains the official and source for detailed information. Social media should complement, not replace, website postings, and should include links to the website whenever possible. In general, social media can be an alternative point of contact but information should not be posted in lieu of posting on the Township website.
- **Appropriate Social Media Uses:** Social media is to be used for (1) disseminating sensitive information and (2) marketing and promotional outreach to expand the Township's audience.
- **FOIA & Public Disclosure:** Website and Social media content related to Township business is subject to the Michigan Freedom of Information Act (FOIA) and the Township's Record Retention Policy. FOIA requests must be directed to the Township FOIA Coordinator.

Any content removed based on these guidelines must be retained pursuant to Township's record retention requirements, including the time, date and identity of the poster when available. The following disclaimer and guidelines must be displayed to users or made available by hyperlink on all Township Social Media Sites:

Information Disclaimer - The Sparta Township, and its officers, employees, or agents shall not be liable for damages or losses of any kind arising out of or in connection with the use or performance of information, including but not limited to, damages or losses caused by reliance upon the accuracy or timeliness of any such information, or damages incurred from the viewing, distributing, or copying of those materials.

By visiting this site, you understand and agree that the Township local government site is provided "AS IS". Sparta Township local government makes every effort to provide accurate and complete information on this website. The information contained herein is not official nor in any way should it be deemed to constitute legal notice where such legal notice is required by law. The information contained in this site is provided as a service and convenience portions of the information on this site may be incorrect or outdated.

Linking Policy -- Links to External Sites - The Township social media sites may contain links to outside websites and may not be controlled or maintained by the Township. These websites are not owned, operated, controlled or reviewed by the Township. These links are provided solely as a courtesy and convenience to the visitor. The Township, its officers or employees, exercise no control over the organizations, views, accuracy, copyright or- trademark, compliance or the legality of the material contained in these outside websites. The Township, its officers or employees, do not sponsor, endorse, or approve the information, content, proceeds, materials, opinions or services contained on such outside websites. The visitor proceeds to these outside websites at his/her own risk. The Township specifically disclaims any and all liability from damage, which may result from the accessing of a third-party site, which is linked to the Sparta Township website or from reliance upon only such information.

Endorsement Disclaimer - Reference in this website to any specific commercial products, processes, or services, or the use of any trade firm or corporation name is for the information and convenience of the public, and does not constitute endorsement, recommendation, or favoring by the Sparta Township or its officers, employees or agents.

Copyright and Trademark Limitations - The Township makes no warrant that materials contained herein are free of copyright or trademark claims or other restrictions or limitations on free use or display. Making a copy of such material may be subject to copyright or trademark laws.

Use of material from this site - The Township has made the content of these pages available to the public and anyone may view, copy or distribute information found here without obligation for non-commercial, personal use only, unless otherwise stated on particular material or information to which a restriction on free use may apply. The design of this site, original graphics, and original content is all copyrighted by the Sparta Township and may not be re-engineered, distributed, modified, transmitted, re-used, reposted, or duplicated without the express written permission of Sparta Township in each instance. All requests to use any part of the original design, code, graphics or content of this site must be made via e-mail to the Township.

Unauthorized Modifications - Unauthorized attempts to modify or otherwise alter any information or image stored on any Township website may result in criminal prosecution.

- **Content Management & Removal:** The Township reserves the right to restrict or remove content that violates this policy or any law. Removed content must be retained, per FOIA and record retention policies. Comments outside the Township's jurisdiction or unrelated to Township matters may also be removed. Before requesting to add content to the website or social media platforms requesters should make the following considerations:
 - Consider your audience when developing messaging, determining language, images and structuring content.
 - Exercise good judgment. Refrain from comments that can be interpreted as slurs, demeaning or inflammatory. As a representative of the Township, you have the responsibility to conduct yourself with decorum and present the Township in a positive light. Information posted should be practical and appropriately documented.
- **Approved Platforms & Usage:** Only Township Board's approved social media platforms may be used. Township (approved message) must use social media professionally, ensuring posts are accurate, respectful, and aligned with Township policies.
- **Professional Conduct:** Messaging should be appropriate for the audience. Use clear language, and avoid inflammatory or offensive content, conduct themselves professionally and represent the Township in a positive manner.
- **Restrictions on Political:** No campaign-related content, lobbying, or political endorsements are allowed on Township social media, forums, or sites.
- **Photo Usage:** Photos of identifiable individuals require consent unless taken at public events with no expectation of privacy or classified as public records under state or federal law. Posting a notice at events regarding potential social media use is recommended.
- **Access & Compliance:** Social media use on Township-owned equipment during work hours is for official business only. This policy must be displayed to users or made available via hyperlink and may be revised at any time.
- **Personal Information:** No personal identifying information, except names and Township issued email addresses, of any Township staff member, Board member, Commission member, should be included.
- The event or service to be promoted must reasonably relate to and/or advance Township goals, objectives, and initiatives and may not be prohibited pursuant to any of the terms and restrictions set forth in this Policy.

- The Township may only enter into contractual agreements with social media platforms to promote its own content, originating on a Township Social Media Site, and created by the Township. The Township will not sponsor content by any third-party.
- All records related to sponsored content will be maintained by the Township pursuant to record retention principles and applicable laws.

Content Requests

Requests by Township officials or representatives for content to be placed on any social media platform must be submitted to the Township Board. Website and social media content requests about department-specific activities, notices, or events must be approved by the Supervisor, Clerk, Treasurer or Board member before the Township Board will review. Upon approval, the Township Board will delegate to the appropriate Social Media Administrator for publishing via email.

Administration of Township Social Media Sites

Establishment of any Township Social Media Site after the effective date of this Policy is subject to the approval of the Township Board. The Township Board's designate website and social media administrators who may serve as designee. The Township Board is responsible for ensuring the following:

- Maintain a list of all Township social media sites, including login and password information.
- Review and approval/denial of any new Township social media platforms requested by the Social Media Administrator or the Supervisor, Clerk, Treasurer or Board member.
- Maintain access to all Township Social Media Sites and be able to immediately edit or remove content from Township Social Media Sites in line with this Policy.
- Maintain capabilities to add, change, and remove social media systems such as Hootsuite, or any other applicable account or management tool in use by the Township.

All Township social media sites shall comply with any appropriate Township policies, standards, and any applicable style guide, hereto or subsequently adopted. Any exceptions must be approved by the Township Board.

Additional Terms

The use of a "like" (or similar) feature between the Township and a private person or entity does not indicate the Township's endorsement of that person or entity's actions or comments. The Township will have no interactions with members of the public on social media.

There will be no social media comments on live streaming of Township Board or Commission meetings.

Township Social Media Sites are not to be used as campaign tools. However, they may provide objective information about election procedures, ballot instructions, polling locations, candidate forums, and debates as a means of conveying information to members of the public regarding upcoming elections. State and federal campaign laws and Township policies and ordinances governing elected officials'

activities shall be followed. No public funds will be used to support or oppose a local or statewide ballot measure, and no public funds will be used for any campaign for public office.

Personal Use of Social Media by Township Representatives

The Township recognizes that Township officials, Township staff, and any other Township personnel (“Township representatives”) have the right to express their personal views through private social media use. However, Township representatives bound by this Policy must understand that nonpublic information (e.g., proprietary information; confidential personnel matters; and attorney client privileged information; etc.) may not be conveyed through social media unless and until the release of such information becomes lawful and has been authorized by the Township in accordance with federal or state law.

Township representatives do not need to obtain permission from the Township to participate in social media in their personal capacity. Township representatives are encouraged to check with the Township Board if they have any questions related to personal use of social media.

The Township is not responsible for the contents or accuracy of material posted when a Township representative is using social media in a personal capacity. Publication of such content on a personal social media site does not constitute an endorsement by the Township. Township representatives acting in a personal capacity should do everything reasonably practicable to make certain that it does not appear to other social media users or the public that they are speaking for the Township.

Township representatives shall not use official Township email accounts or equipment when establishing, setting up, or using social media sites for personal or non-Township/non-official activities.

When Township representatives bound by this Policy, including Township officials, use social media in their respective personal capacities, they acknowledge that posts related to Township business may be deemed public records under FOIA. Further, Township officials should avoid blocking third parties or deleting posts and/or comments on personal social media accounts as many public officials have been sued on this basis under First Amendment principles.

Additional Restrictions Specific to Township Officials:

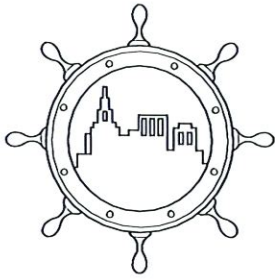
Township officials must keep their social media presence separate from that of the Township, and from that of other Township officials. Township officials shall include the following language on their personal social media sites to prevent confusion and false public expectations that their sites are affiliated with the Township: “This page is independently operated and is not published or endorsed by Sparta Township and is not a reflection of the Township’s policies or opinions.” For Board of Trustees members, the language shall be as follows: “This page is independently operated and is not published or endorsed by Sparta Township and is not a reflection of the Township’s policies or opinions or those of the Township Board of Trustees.”

Violations

Violation of this policy may result in disciplinary action up to and including revoked access to Township Social Media Sites, and for Township employees, dismissal from employment.

Additionally, failure of Township representatives to abide by this policy, following its adoption, may result in one or more of the following:

- a. Disciplinary action, up to and including termination (for Township staff);
- b. Revocation of official electronic device privileges for Township staff;
- c. Removal from office for appointed Township officials;
- d. Censure for elected Township officials;
- e. Breach of contract for Township consultants;



Fresh Coast Planning

119 1/2 Washington Avenue, Studio B
Grand Haven, MI 49417
www.freshcoastplanning.com

Gregory L. Ransford, MPA

Kevin Yeomans

Alexis Gulker

Aaron Bigelow

Andrea Goodell

MEMORANDUM

To: Sparta Township Board
From: Kevin Yeomans
Date: 5/28/2026
Re: Board Review – 9440 Sparta Ave: Rezoning C1 to C2

Attached is an application from Paul and Rebeka Rogers (the “Applicant”) to rezone a portion of their property at 9440 Sparta Ave, parcel number 41-05-26-300-037 (the “Property”) from C-1: General Commercial to C-2: Highway Commercial. The Applicant is pursuing the rezoning as part of the sale of the Property to Tim Clay, who intends to sell new and used trailers, parts and accessories on the Property. The Applicant is seeking to expand the C-1 zoned lands from 300 feet to 500 feet and rezone that portion of the property to C-2.

The rezoning is being sought because *automotive sales and services (including indoor and outdoor sales displays of automotive and auto-related equipment)* are not permitted in the C-1 Zoning District and is a use by right in the C-2 District. Mr. Clay is aware that if the rezoning is approved, he will still have to complete the site plan review process prior to commencing operations on the property. Because the use is a use by right in the C-2 District the site plan review will be conducted by Fresh Coast Planning, Pathfinder Engineering, the Fire Department, and others as necessary, but will likely not be brought to the Planning Commission for review.

At their May 12, 2026, meeting the Planning Commission held a public hearing on the request and has recommended approval of the requested rezoning.

Following is a copy of the memorandum provided to the Planning Commission as part of their review. Also attached is a copy of the draft minutes from the May 12, 2026 Planning Commission meeting.

Summary of Findings

The requested expansion and rezoning from a 300-foot-deep C-1 District to a 500-foot-deep C-2 District appears to meet all standards of review. Pending the receipt of public comment and evidence to the contrary, we believe a recommendation of approval is appropriate.

Existing Conditions

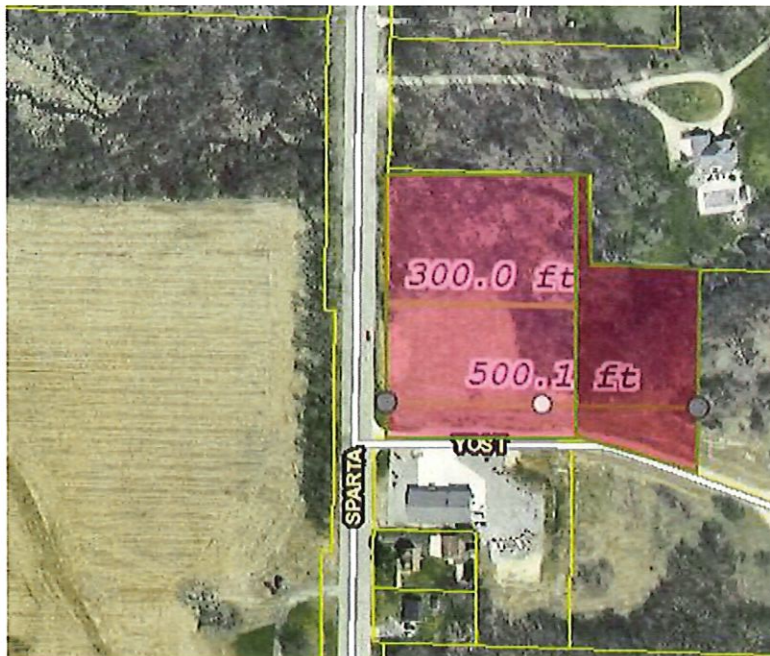
From the border of the Village of Sparta to M-37 lands on both sides of Sparta Avenue are zoned commercially to a depth of at least 300 feet. Further as depicted in Figure 1 below, the yellow outline shows the approximate lot lines for the Property, with the abutting property to the south being zoned C-2 (Rentsmart) and the property across the street also being zoned C-2.

Additionally, as depicted in Figure 2 below, the existing conditions (as of 2023) of surrounding properties are shown. Additionally, we’ve depicted the current depth of the commercial district (300 feet) and the expansion area (depth of 500 feet) so the Commission may better see the potential impact the expansion could have.

Figure 1



Figure 2



Standards of Review

As you are aware, the Sparta Township Zoning Ordinance does not contain express standards of review for a rezoning request. Given this we have consulted with the Township's legal counsel to develop the following standards. The Planning Commission should review these standards when making a final determination on a rezoning request. Provided along with each standard are preliminary findings for the Planning Commission's consideration.

1. Consistency with the Master Plan:

- a. The proposed rezoning must align with the township's master plan, which includes a zoning plan detailing land use categories and their relationship to zoning districts (MCL 125.3833(2)(d)).
- b. The rezoning should support the township's long-term vision for growth, infrastructure, and community character as outlined in the master plan. For example, if the future land use map designates an area for residential use, a rezoning request for industrial use may be denied unless justified by changed conditions.

Preliminary Findings: The 2026 Sparta Township Master Plan (the "Master Plan") classifies the lands proposed for rezoning as Mixed Use Residential Commercial (MURC). MURC is further described in the Master Plan as follows:

The Mixed-Use Residential Commercial (MURC) classification may require the development of a new zoning district. Mixed-Use Residential Commercial classified lands are intended to provide flexibility in development of the land south of the Village of Sparta, allowing for a variety of uses (single family dwellings, apartments, office, and commercial) within a single area.

Commercial uses allowed within this area should not compete directly with uses in downtown Sparta or commercial uses elsewhere within the Village. Additionally, industrial uses that are not likely to generate a large amount of traffic but still need good year-round access to Class A roads may be appropriate in this area. Any commercial or industrial use that requires connection to public water or sanitary sewer should be located adjacent to the Village of Sparta.

Emphasis should be placed on open space, village greens, sidewalks, and other design standards to help create a neighborhood. While these lands are identified to be just south of the Village of Sparta, other locations may be appropriate.

Along Sparta Avenue the MURC area may be extended to a depth of 500 feet.

Given that the uses allowed within the C-2 District do not generally compete directly with uses in downtown Sparta, that Sparta Avenue is a Class A road, and the Master Plan provides for MURC classified lands to be extended to a depth of 500 feet, it appears that the request is consistent with the Master Plan. As such, this standard appears to be met.

2. Public Need and General Welfare:

- a. The rezoning should meet a demonstrated public need, such as providing housing, commercial services, or infrastructure improvements that benefit the community.
- b. It must promote the general welfare, ensuring that the proposed use does not negatively impact public health, safety, or quality of life (e.g., by creating excessive traffic, noise, or environmental issues).

Preliminary Findings: Tim Clay currently operates his business on a 0.48 acre lot located at 465 E. Division. He has stated that the purchase of 9440 Sparta Avenue and the requested rezoning is being pursued in order to provide him with the space needed to expand their business. This appears to demonstrate the public need to provide commercial services that benefit the community. Further, given that Sparta Avenue is a class A road, adjacent properties are already zoned C-2, and further site plan review will be required prior to the commencement of any use, the requested rezoning does not appear to negatively impact the public health, safety, or quality of life. Pending the receipt of public comment, this standard appears to be met.

3. Conformance with Good Zoning Practice

- a. The rezoning must adhere to sound zoning principles, such as ensuring compatibility with surrounding land uses and avoiding spot zoning (rezoning a single parcel in a way that is inconsistent with the surrounding area).
- b. The proposed zoning district should be appropriate for the property's physical characteristics, such as size, shape, topography, and access to infrastructure.

Preliminary Findings: As previously stated, adjacent properties to the south and west across Sparta Avenue are currently zoned C-2. The adjacent property to the north is currently dual zoned, from Sparta Avenue to a depth of 300 feet the property is zoned C-1, with remaining portions of the property being zoned Ag-2. The Ag-2 portion of the property contains a single-family dwelling that is approximately 90 feet from the nearest portion of the lands proposed to be rezoned to C-2. Given the Sparta Township Zoning Ordinance requirements for screening and buffering between commercial and residential uses, the rezoning appears to be compatible with surrounding lands.

The lands proposed to be rezoned to C-2 are approximately 3.9 acres in area which contains a flat cleared area that is approximately 50 feet from the stream. Based on our review of the Michigan Department of Environment, Great Lakes, and Energy's Wetlands Map Viewer, the cleared area does not appear to contain any wetlands. Further the abutting portion of Sparta Avenue is identified as a multi-line county primary road that connects to state route M-37. The intersection with M-37 is located approximately three-quarter (3/4) miles south of the Property.

Given the findings above the property appears well suited for commercial development and compatible with surrounding land uses. Pending the receipt of public comment, this standard appears to be met.

4. Compatibility with Surrounding Uses

- a. The proposed use under the new zoning district must be compatible with existing and planned uses in the surrounding area.
- b. Consideration is given to whether the rezoning will negatively impact the value, enjoyment, or safety of neighboring properties.

Preliminary Findings: As previously stated, the uses allowed within the C-2 zoning district appear to be compatible with existing and planned uses in the surrounding area. Given that lands within the surrounding area currently contain a mix of residential and commercial uses, it does not appear that the requested rezoning will impact the value, enjoyment, or safety of neighboring properties. Pending the receipt of public comment this standard appears to be met.

A list of allowed uses within the C-2 District can be found in Exhibit A of this memorandum.

5. Changed Conditions of Circumstances

- a. Courts and townships often require evidence of changed conditions (e.g., new infrastructure, economic shifts, or development patterns) since the original zoning was established to justify a rezoning. If no significant changes have occurred, the current zoning is presumed valid unless it is found to be unreasonable or arbitrary.

Preliminary Findings: The Property was previously a part of a larger approximately 18-acre parent parcel. In 2019 a private road (Yost Parkway) was built and the parent parcel was divided into five separate lots. Since that time Rentsmart, an equipment rental business, has been constructed and opened for business. Further, the portion of the Property currently zoned C-1 has been commercially zoned for more than 20 years but remained vacant. Additionally, there are currently only two remaining vacant parcels in the Township that are zoned C-2, neither of these parcels are currently listed for sale. Lastly, it's our understanding that there were previous plans to extend public water and sanitary sewer services along Sparta Avenue, but these plans have since stalled or been abandoned. With C-2 uses generally less reliant on public water and sanitary sewer, rezoning to C-2 may allow for continued commercial development within the Township. As such, this standard appears to be met.

6. Rational Basis and Reasonableness

- a. Decisions on rezoning must be rational, reasonable, and supported by evidence, as arbitrary or capricious denials can be overturned by courts. The township should provide clear reasoning, often based on recommendations from the planning commission or zoning administrator.
- b. The rezoning should not create conditions that are inconsistent with sound zoning policy or incompatible with surrounding zones.

Preliminary Findings: The other findings presented in this memorandum provide the rational basis for approval of the requested rezoning.

7. Infrastructure and Environmental Considerations

- a. Will existing infrastructure (roads, utilities, sewer, water) support the proposed use under the new zoning district.
- b. Environmental impacts, such as drainage, wetlands, or erosion, are considered to ensure the rezoning does not harm the natural environment or nearby properties.

Preliminary Findings: As previously stated, the existing infrastructure appears to be able to sufficiently support the uses allowed within the C-2 District. Additionally, while the Property contains a stream and apparent wetlands, there is sufficient area on the site to accommodate commercial development without adversely impacting the environment. Lastly, any proposed use within the C-2 District is required to go through site plan review which requires a closer review of any proposed development and its impact to the land and surrounding area. As such, this standard appears to be met.

8. Public Input and Community Impact

- a. Feedback from residents and stakeholders regarding potential impacts on property values, traffic, aesthetics, and quality of life should be considered.

Preliminary Findings: At this time, no public comment has been received. If written verbal or written public comment is written, the Planning Commission will need to consider these comments and determine if the comments provide reasonable evidence that the requested rezoning would substantially impact property values, traffic, aesthetics, or quality of life.

Please let us know if you have any questions.

Kevin Yeomans

Kevin Yeomans
Planner

Attachments

cc: Terry Hartman, Planning Commission Chair

Exhibit A

List of uses allowed in the C-2 Zoning District

C-2 Zoning District	
Use by Right	Special Land Use
Automotive sales and services (including indoor and outdoor sales displays of automotive and auto-related equipment)	Shopping centers
Farm implements sales and services	
Mobile home and recreation vehicle dealerships	
Drive-in theaters	
Retail lumber and building supplies	
Retail garden nurseries and garden supplies	
Open air businesses	
Gas stations and service stations	
Car wash establishments	
Hotels and motels with community sanitary sewer only	
Billboards as a principal use	
Contractors yard where all materials or vehicles (i) are stored inside an enclosed building, or (ii) are visually screened by a fence, wall, or greenbelt to a height of not less than 6 feet on all sides (with the height of any fence or wall not to vary by more than 1 foot around all sides of the contractors yard), all materials are not stacked higher than the height of the visual screen, and the visual screen is located at least 40 feet from the front lot line. The term CONTRACTORS YARD shall not be construed to include a waste hauling business in whole or in part	
Mini warehouse or storage facility in which all warehousing and storage is conducted within a completely enclosed building	
Child care centers or day care centers	
Ambulance services	
Banks, building and loan associations and other money lending institutions	
Professional offices, clinical/ medical offices, personal service establishments	
Animal hospitals/ kennels	
Retail shops where no assembling, treatments or manufacturing is required	
Dry cleaning and laundry pick-up services	
Funeral parlors	
Bowling alleys	
Theaters	
Private clubs, lodges	

SPARTA TOWNSHIP
KENT COUNTY, MICHIGAN

(9440 Sparta Ave: Rezoning from C-1 to C-2)

(Ordinance No. _____)

At a _____ meeting of the Township Board for Sparta Township held at the Township offices on _____, 2026, beginning at ____ p.m., this Ordinance/ordinance amendment was offered for adoption by Township Board Member _____ and was seconded by Township Board Member _____:

**AN ORDINANCE TO AMEND THE ZONING
ORDINANCE OF THE TOWNSHIP OF SPARTA**

THE TOWNSHIP OF SPARTA (the "TOWNSHIP") ORDAINS:

Article 1 – Rezoning from C-1 General Commercial District to C-2 Highway Commercial District

The Zoning Ordinance of the Township of Sparta is hereby amended by the amendment of Section 154.021, the Township Zoning Map, so as to rezone the property at 9440 Sparta Avenue, within the Township, as more fully described in this Ordinance, from the C-1 General Commercial District to the C-2 Highway Commercial District. The land to be rezoned shall consist of a certain 3.93-acre portion of the parcel commonly known as 9440 Sparta Avenue, Parcel No. 41-05-26-300-037. Said 3.93 acres is depicted in the survey attached as Exhibit A hereto and legally described as follows:

Part of the SW 1/4 of Section 26, T9N, R12W, Sparta Township, Kent County, Michigan, described as: Commencing at the SW Corner of said Section 26; thence N00°48'30"E 1654.18 feet along the West line of said SW 1/4 of Section 26; thence S88°06'16"E 50.01 feet; thence N00°48'30"E 2.71 feet to the PLACE OF BEGINNING of this description: thence N00°48'30"E 431.29 feet to the North line

of the South 759 feet of the NW 1/4 of said SW 1/4 of Section 26; thence S88°06'16"E 322.88 feet along said North line to the West line of the East 943.77 feet of the NW 1/4 of said SW 1/4 of Section 26; thence S00°45'51"W 145.00 feet along said West line to the North line of the South 614 feet of the NW 1/4 of said SW 1/4 of Section 26; thence S88°06'16"E 177.10 feet along said North line; thence S00°48'30"W 326.96 feet; thence N69°51'46"W 117.49 feet; thence Northwesterly 67.47 feet along a 200.00 foot radius curve to the left, the chord of which bears N79°31'38"W 67.15 feet; thence N89°11'30"W 322.94 feet to the Place of Beginning. Contains 3.93 Acres.

Article 2 – Repeal/Effective Date.

All ordinances or parts of ordinances that are in conflict with this ordinance, are hereby repealed to the extent of such conflict. This Ordinance will become effective seven days after its publication or seven days after a publication of a summary of its provisions in a local newspaper of general circulation in the Township.

The vote to adopt this Ordinance/ordinance amendment was as follows:

YEAS: _____

NAYS: _____

ABSTAIN/ABSENT: _____

THIS ORDINANCE/ORDINANCE AMENDMENT IS HEREBY DECLARED
ADOPTED.

CERTIFICATION

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

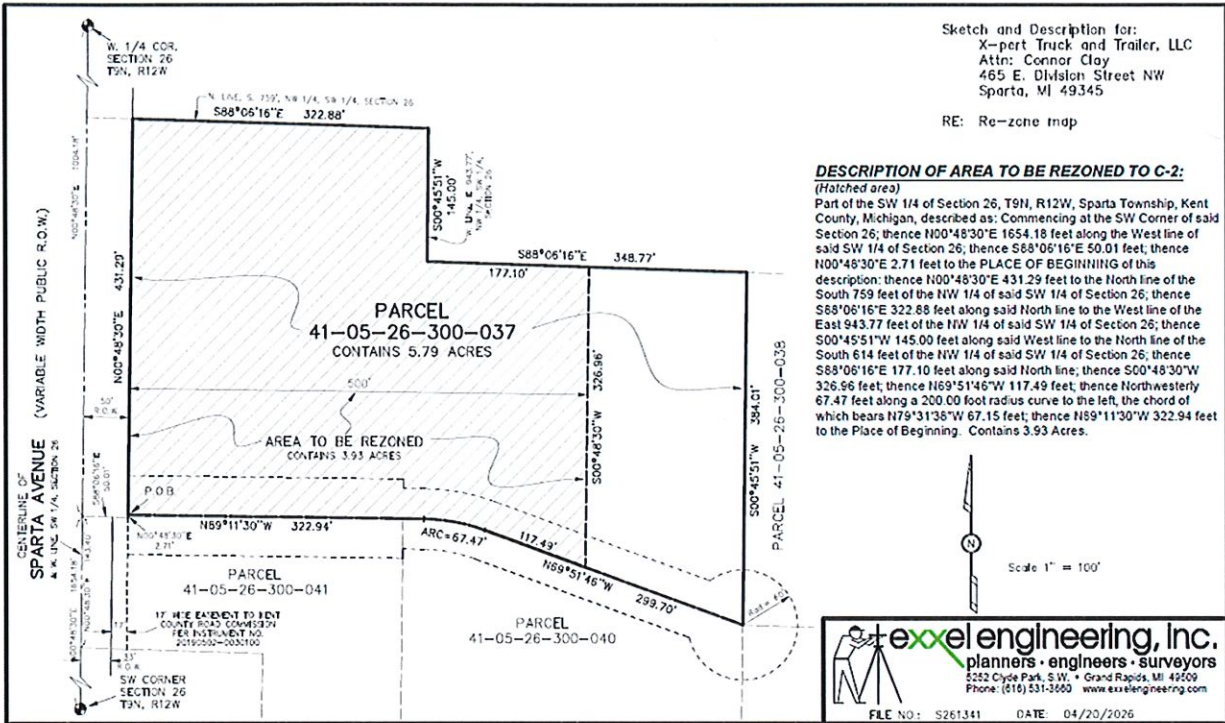
Respectfully submitted,

By: _____

Marcy Savage
Sparta Township Clerk

Exhibit A

Survey of area subject to re-zoning



MINUTES OF THE SPARTA TOWNSHIP PLANNING COMMISSION
Regular Meeting of Tuesday, May 12, 2026, 7 PM
Sparta Township Hall, 160 E. Division St., Sparta MI

This meeting could be viewed live or recorded at <https://www.youtube.com/channel/UCu9bOagfR6m02k7rdmX3TLA>.

Present: Chairperson Terry Hartman (9/28); Vice Chairperson Tim Driscoll (9/28);
Secretary Linda Anderson (9/28); Township Board Trustee Barb Johnson (12/28);
Commissioners Don Doyle (9/27), and Dale Flanery (9/27)
Also Present: Zoning Administrator/Planner Kevin Yeomans of Fresh Coast Planning,
Township Supervisor Dale Bergman, and Recording Secretary Toni Potes
Absent: Commissioner Ken Humphreys (9/27)

I. / II. Call to Order / Pledge of Allegiance: Chairperson Hartman called the meeting to order at 7:00 PM, followed by the Pledge of Allegiance.

III. Additions or Corrections to Agenda: Motion by Johnson, second by Flanery, to approve the Agenda as presented. Motion carried unanimously.

IV. Minutes of April 14, 2026, Regular Meeting: Motion by Doyle, second by Flanery, to approve the Minutes. Motion carried unanimously.

V. Public Comment (for items on the Agenda): None.

VI. Business Items

A. Public Hearing Rezoning Request—9440 Sparta Ave.: C1 to C-2: Applicant Conner Clay of 21761 16th Avenue, Conklin, addressed the numbered concerns detailed in a petition dated May 11, 2026, from David and Dawn Reichert, Steve and Laura Schaible, and Greg VanDyke opposing the rezoning request.

Public Hearing opened at 7:09 PM.

David Reichert and wife Dawn of 1540 Yost Parkway are residents on the proposed road to be rezoned. He stated 300 feet is good and is not currently at 500 feet. There's a reason it's currently on 300 feet. It's a wrong decision to extend 200 feet further.

Steve Schaible of 34 Ida Red, Apt. 205, Sparta, wanted clarity on the drainfield location.

Dawn Reichert stated they have lived there over a year. Rent Smart are great neighbors. Why is the potential new owner making such big changes? They were not provided any information from the potential new owners. It would have been good for them to let the neighbors know.

Public Hearing closed at 7:10 PM.

Zoning Administrator/Planner Yeomans stated Fresh Coast Planning's findings are that the request meets all of the standards. He reviewed the standards with the Commissioners. Motion by Johnson, second by Flanery, to recommend to the Township Board rezoning of the subject property from Ag-2 to C-2 as requested. Roll call vote: Johnson, yea; Doyle, yea; Flanery, yea; Anderson, yea; Driscoll, abstained; Hartman; yea. Motion carried 5 to 0, with one abstention.

B. Home Occupation Regulations Review: Page 6 of the Edit Copy, Item 20, needs some work on automotive repair. Something also needs to be added regarding sketch plans for accessory dwellings.

C. Data Center Regulations Review: Zoning Administrator/Planner Yeomans is seeking preliminary input from the Planning Commission as to where an appropriate location is, what standards need to be met, and how to regulate the scale size or if one size fits all in industrial areas. The Commissioners agreed that data centers are only allowed on industrial-zoned land as a special land use. Data centers will be required to provide annual reporting, a six or twelve month decommission plan, and provide a base line report. Zoning Administrator/Planner Yeomans will work on an ordinance for next month's meeting.

VII. Public Comment (for items on or not on the Agenda): Jackie Landon of 3957 15 Mile Road, came to support. She confirmed the one-year moratorium. She hopes for specific data center requirements and that AI is not allowed to be used.

VIII. Staff and Commissioner Comments: Jim Roede has called Hartman and left unfriendly comments. Zoning Administrator/Planner Yeomans stated that Zavala's Greenhouse is in compliance with requirements being met. Driscoll also provided an update; Driscoll did not receive money for the work he did for Mr. Zavala. It was determined that Mr. Roede's fence sits on Mr. Zavala's property, and he may go to court over it.

IX. Adjournment: Motion by Johnson, second by Driscoll, to adjourn at 8:35 PM. Motion carried unanimously. The next regular meeting of the Sparta Township Planning Commission will be Tuesday, June 9, 2026, at 7 PM.

Respectfully submitted,
—Toni Potes
Recording Secretary



STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

GRETCHEN WHITMER
GOVERNOR

RACHAEL EUBANKS
STATE TREASURER

May 2026

Public Safety Revenue Sharing – Cities, Villages and Townships
Fiscal Year 2026
Program Information

Overview

For fiscal year (FY) 2026, the legislature authorized the distribution of \$42,562,500 (\$35,062,500 ongoing funding + \$7,500,000 one-time funding) in Public Safety Revenue Sharing payments to cities, villages and townships ([2025 Public Act 22, Section 959\(1\)\(b\)](#) and [Section 992\(2\)](#)). Payments are based on each local unit's share of violent crime counts as certified by the Michigan Department of State Police (MDSP) for calendar years 2022, 2023, and 2024.

Distribution Timing

Payments are expected to be distributed in May 2026.

Distribution Calculation

Distributions are calculated by determining the Average Violent Crime Count for each local unit by computing the average of a local unit's two highest violent crime counts from the three most recent Annual Crime Reports as certified by the MDSP. The averages are then summed for all local units to determine the Statewide Total Violent Crime Count. Next, a Proportional Factor is computed for each local unit by dividing its Average Violent Crime Count by the Statewide Total Violent Crime Count. Then the Distribution Amount is determined for each local unit by multiplying the local unit's Proportional Factor by the total funds available for distribution.

The maximum payment any local unit may receive is 25% of the total amount available for distribution.

Calculation Formulas:

Average Violent Crime Count (for a Local Unit) =

Sum (local unit's 2 highest violent crime counts for the three most recent MDSP Annual Crime Reports) / 2

Statewide Total Violent Crime Counts =

Sum (Average Violent Crime Counts for each Local Unit)

Proportional Factor (for a Local Unit) =

Average Violent Crime Count (for a Local Unit) / Statewide Total Violent Crime Count

Distribution Amount (for a Local Unit) =

Proportional Factor (for a Local Unit) X Total Amount Available for Distribution

May 2026

Public Safety Revenue Sharing – Cities, Villages and Townships

Fiscal Year 2026 – Program Information

Page 2

Crime Data

Violent Crime Counts are based on the 3 most recent annual crime reports published by the MDSP as of October 1, 2025. The violent crime counts are based on the finalized crime data (for counts of murder, rape, robbery, and aggravated assault) that the MDSP received for each local unit for the most recent three calendar years.

The Annual Crime Reports, as certified by MDSP, include only crimes reported by local law enforcement agencies and county sheriff departments. As a result, crimes reported by state, tribal, and railroad law enforcement agencies were excluded, as were those reported by college and university police, airport police, and metropark police. In some local units, the Michigan State Police was the only reporting agency, and those crimes are not included in this report. Cities, villages and townships that did not submit crime data are shown as zero.

Use of Funds – Requirements/Restrictions

Local units must use these funds only for operational or capital expenses that serve the purposes of public safety. At least 75% of the distribution must be used to fund a law enforcement agency or law enforcement officers. Up to 25% of the distribution must be used to fund other non-law-enforcement related public safety purposes, such as:

- Public safety initiatives to improve recruitment or retention efforts
- Training programs
- Equipment purchases
- Programs designed to reduce identified risks to public safety
- Crime diversion programs
- Operational emergency medical or firefighter services
- Capital improvements to public safety buildings/structures

All local public safety initiative expenses must be related to public safety and designed to reduce identified risks to public safety and cannot include unproven intervention solutions to community violence. In addition, these funds cannot be used for any of the following:

- Pension or other post-employee benefit (OPEB) payments
- Lawsuits or claims payments
- Debt service payments
- Acquisition or use of a vehicle weighing more than 15,000 pounds that is designed or used for a tactical police purpose
- Acquisition or use of facial recognition technology
- Acquisition or use of a chemical weapon

Local units may subgrant all or part of their distribution to another local unit as long as the funds are used for public safety purposes and are in compliance with the Use of Funds – Requirements/Restrictions.

May 2026

Public Safety Revenue Sharing – Cities, Villages and Townships

Fiscal Year 2026 – Program Information

Page 3

Definitions

- “Chemical weapon” means a munition or device that is specifically designed to cause death or other harm through a toxic chemical that would be released as a result of the employment of the munition or device.
- “Facial recognition technology” means an automated or a semiautomated technological process that assists in identifying or verifying an individual based on the individual’s face.
- “Violent crime” means that term as defined by the director of the MDSP in accordance with the department’s incident crime reporting program and the corresponding annual crime reports.
- “Violent crime count” means the number of violent crimes based on victim counts, as certified by the director of the MDSP. When a victim is connected to multiple offenses, the victim is counted under the highest-ranked offense, as defined by the director of the MDSP.
- “Violent crime rate” means the number of crimes per 100,000 people, determined by dividing a particular city, village, or township violent crime count by the population, then multiplying by 100,000 and rounding to the nearest whole number.

Questions?

Additional information can be found on [Public Safety Revenue Sharing Webpage](#).

Please direct all questions to the Revenue Sharing and Grants Division by phone at 513-353-3000 or email at [rsgr@mdsp.org](#)

Hello!

*** Do not respond to the board but to me directly if you have any questions.

Here are the supporting documents regarding the Public Safety Revenue Sharing. Read attachment!

Breakdown:

Sparta Township received \$16,081.00

75% will go to Kent County Sheriff Department: \$12,060.75 (required as they service our township, not the village police department)

25%: \$4,020.25 is for the township to utilize to improve public safety for our office/community

If we don't use our portion (25%) than the funds will be sent to KCSD.

Please ponder some ideas on what you'd like to explore for our portion. The attachment breaks down a few ideas and explains what we can and cannot do with it.

 Enjoy the sunshine!

**Public Safety Revenue Sharing
Cities, Villages, and Townships
FY 2026**

¹ Violent Crime Counts are from the annual crime reports certified by the Michigan Department of State Police

Local Unit Code	Local Unit Name	Local Unit Type	County	2022 Violent Crime Count ¹	2023 Violent Crime Count ¹	2024 Violent Crime Count ¹	Payment Amount
39-3010	Augusta	Village	Kalamazoo	4	9	5	\$6,622
39-3020	Climax	Village	Kalamazoo	2	2	3	\$2,365
39-3030	Richland	Village	Kalamazoo	3	4	2	\$3,311
39-3040	Schoolcraft	Village	Kalamazoo	7	13	9	\$10,405
39-3050	Vicksburg	Village	Kalamazoo	8	7	13	\$9,932
40-1010	Bear Lake	Township	Kalkaska	4	0	1	\$2,365
40-1020	Blue Lake	Township	Kalkaska	2	1	0	\$1,419
40-1030	Boardman	Township	Kalkaska	3	5	3	\$3,784
40-1040	Cleanwater	Township	Kalkaska	6	7	17	\$11,351
40-1050	Coldsprings	Township	Kalkaska	5	3	6	\$5,203
40-1060	Excelsior	Township	Kalkaska	3	6	0	\$4,257
40-1070	Garfield	Township	Kalkaska	2	1	0	\$1,419
40-1080	Kalkaska	Township	Kalkaska	12	17	7	\$13,716
40-1090	Oliver	Township	Kalkaska	3	0	3	\$2,838
40-1100	Orange	Township	Kalkaska	5	5	4	\$4,730
40-1110	Rapid River	Township	Kalkaska	7	1	4	\$5,203
40-1120	Springfield	Township	Kalkaska	5	5	8	\$6,149
40-3010	Kalkaska	Village	Kalkaska	22	4	8	\$14,189
41-1010	Ada	Township	Kent	13	11	3	\$11,351
41-1020	Algoma	Township	Kent	16	17	14	\$15,608
41-1030	Alpine	Township	Kent	64	88	50	\$71,891
41-1040	Bowne	Township	Kent	5	2	3	\$3,784
41-1050	Byron	Township	Kent	81	58	47	\$65,743
41-1060	Caledonia	Township	Kent	17	11	11	\$13,243
41-1070	Cannon	Township	Kent	10	9	7	\$8,986
41-1080	Cascade	Township	Kent	35	30	18	\$30,743
41-1090	Courtland	Township	Kent	6	6	12	\$8,513
41-1100	Gaines	Township	Kent	92	81	91	\$86,553
41-1110	Grand Rapids	Township	Kent	15	18	11	\$15,608
41-1120	Grattan	Township	Kent	6	0	0	\$2,838
41-1130	Lowell	Township	Kent	13	10	3	\$10,878
41-1140	Nelson	Township	Kent	5	6	6	\$5,676
41-1150	Oakfield	Township	Kent	9	16	7	\$11,824
41-1160	Plainfield	Township	Kent	48	53	49	\$48,243
41-1170	Solon	Township	Kent	22	14	5	\$17,027
41-1180	Sparta	Township	Kent	8	17	17	\$16,081
41-1190	Spencer	Township	Kent	9	9	7	\$8,513
41-1200	Tyrone	Township	Kent	10	14	1	\$11,351
41-1210	Vergennes	Township	Kent	2	4	4	\$3,784
41-2010	Cedar Springs	City	Kent	15	11	16	\$14,662
41-2020	East Grand Rapids	City	Kent	2	12	7	\$8,986
41-2030	Grand Rapids	City	Kent	1,932	1,743	1,797	\$1,763,702
41-2040	Grandville	City	Kent	34	35	61	\$45,405
41-2050	Kentwood	City	Kent	248	277	209	\$248,309
41-2060	Lowell	City	Kent	7	9	9	\$8,513
41-2070	Rockford	City	Kent	5	7	7	\$6,622
41-2080	Walker	City	Kent	52	60	56	\$54,864
41-2090	Wyoming	City	Kent	410	384	366	\$375,538
41-3010	Caledonia	Village	Kent	2	1	2	\$1,892
41-3030	Kent City	Village	Kent	4	4	5	\$4,257
41-3040	Sand Lake	Village	Kent	1	1	3	\$1,892
41-3050	Sparta	Village	Kent	10	6	8	\$8,513