



**Village Council Meeting**  
**April 13, 2026 7:00 p.m.**  
**250 S Maple St SE, Caledonia, MI 49316**

1. Call to Order
  2. Pledge of Allegiance
  3. Roll Call
  4. Brief public comment *on agenda items* (2 minutes)
  5. Communications
  6. Inquiry of Conflict of Interest
  7. Approval of consent and regular agenda\*
  8. Consent Agenda. (*One Motion Accepts All*)
    - a. Approval of Regular Meeting Minutes – March 9, 2026 Council Meeting
    - b. Treasurer Report
    - c. Payment of Bills
  9. Reports from Council, Staff and Consultants
    - a. Engineers & Consultants
    - b. Liaisons – *School Board, Township*
    - c. Committees – *Tree, Sidewalk, Finance, Events, Planning*
    - d. DPW Foreman Report
    - e. Manager Report
  10. Discussion Item(s)
    - a. Permits with Charter Township of Caledonia
    - b. Preliminary Budget meeting date
  11. Unfinished Business
    - a. Resolution R\_\_- 26 to designate “Village of Caledonia Main Street” Social District and Common Areas
    - b. Ordinance \_\_-26 to amend the Village Code of Ordinances relating to the Possession and Consumption of Alcohol within a Social District
    - c. Proposal for Brand Extension Signage for the Social District
  12. New Business
    - a. Proclamation for Gerald Kayser Day – April 20, 2026
    - b. Ordinance O26-02 – Zoning Ordinance amendment to Section 7.5 (d) and (e) regarding the minimum lot area and width requirements for single-family and two-family homes in the R-2 district
    - c. Resolution R03-26 – Resolution required by the Michigan Department of Transportation for purposes of issuing to a Municipality an "Individual Permit for Use of State Highway Right of Way", or an "Annual Application and Permit for Miscellaneous Operations within State Highway Right of Way"
  13. Extended Public Comment (3 minutes)
  14. Manager Comments
  15. Village Council Comments and Announcements
  16. Adjournment
- \*Any council member shall have the right to add items to the regular agenda.



**Village Council Meeting - MINUTES**  
**March 9, 2026 7:00 p.m.**  
**250 S Maple St SE, Caledonia, MI 49316**

1. Call to Order – 7 p.m.
2. Pledge of Allegiance
3. Roll Call: Niles, Daley, Soest, Lindsey, Miller, Schuler, Erskine
4. Brief public comment *on agenda items* (2 minutes) – None
5. Communications
  - a. Mike Fischer – motorized scooter
  - b. Branding extension quote for Social District signage
6. Inquiry of Conflict of Interest – None
7. Approval of consent and regular agenda\*
8. Consent Agenda. (*One Motion Accepts All*)
  - a. Approval of Regular Meeting Minutes – February 9, 2026 Council Meeting
  - b. Treasurer Report
  - c. Payment of Bills
    - Motion to Approve by Miller, 2<sup>nd</sup> by Schuler
    - Vote: All Ayes
9. Reports from Council, Staff and Consultants
  - a. Engineers & Consultants
    - Kinsey St Phase 2, still coming along submitting for a GI meeting next month, to help us get bid prices for October this year. Hanover Phase 2 reviews are still on going. Township is requiring water be brought down Lake St.
    - Road work for 2026, meeting with KCRC to see what the best use of funds will be.
    - Congressional Direct Spending from Elissa Slotkin's office
  - b. Liaisons – *School Board, Township*
    - School Board – Meeting is next week
    - Township – The meeting was canceled due to lack of agenda items
  - c. Committees – *Tree, Sidewalk, Finance, Events, Planning*
    - Planning – Hanover on hold, Masonic Temple rezoning for the land to be able to have a special land use to allow for a two-family home.
    - Finance – Primary budget meeting will be scheduled in April
    - Events – Egg Hunt coming up on April 4<sup>th</sup> at the Caledonia Community Green, starts at 10:30 am for petting zoo & pictures with the Bunny
  - d. DPW Foreman Report
    - Patching will start soon, Big Red had a ton of repairs, 100<sup>th</sup> St tree clean up, April 1<sup>st</sup> leaf bags will be available and pick up will start
    - D&W lot is maintained by whomever owns it, it does need patching
  - e. Manager Report
    - Budget items and projects are on the board

- Have a roadwork meeting tomorrow with KCRC
- Businesses along M-37 have been putting signs up, we will take them down due to ordinance

**10. Discussion Item(s)**

- Added – Branding extension quote for Social District signage
- Added – Clothing for Council to wear to events with logo
- Added – Mr. Fischer’s email regarding adding Motorized Mobility Scooters to the ordinance

**11. Unfinished Business**

- Resolution R\_\_- 26** to designate the “Village of Caledonia Main Street” Social District and Common Area
- Ordinance \_\_-26** to amend the Village Code of Ordinances relating to the Possession and Consumption of Alcohol within a Social District
  - **Motion to Table both the Resolution & Ordinance by Miller, 2<sup>nd</sup> by Schuler**
  - **Vote: All Ayes**

**12. New Business**

- Presentation on EGLE update by Rachell and Kayla from LGROW
- Purchase Request – Outdoor Propane Gas Fire Heaters
  - **Motion to Approve to purchase and propane tanks, spending up to \$1700.00 by Schuler, 2<sup>nd</sup> by Miller**
  - **Vote: Yeas – Daley, Soest, Lindsey, Miller, Schuler; Nays – Niles, Erskine**
  - **Motion passes**
- Request from the Events committee for porta pottys at the Egg Hunt
  - **Motion to Approve to spend up to \$200 by Schuler, 2<sup>nd</sup> by Niles**
  - **Vote: Yeas – Niles, Daley, Soest, Lindsey, Miller, Schuler; Nays – Erskine**
  - **Motion passes**

**13. Extended Public Comment (3 minutes)**

- Zach Abbott – Running for State Representative in the district that covers Caledonia Village. Spoke about why he was running for representative

**14. Manager Comments - none**

**15. Village Council Comments and Announcements**

- Erskine – Veterans Open House at the American Legion, March 12 from 5:30-7pm; Congrats to the Caledonia Girls Bowling team on their state championship win.
- Schuler – Thank you all for coming
- Miller – Thank you for coming
- Niles – Thank you for coming, Mr. Fischer I understand your frustration and we will look into this
- Daley – Thank you for coming
- Soest – Thank you for coming, remember we have an election to fill open seats
- Lindsey – Thanks for coming, appreciate Zach coming to introduce himself, April 4<sup>th</sup> at 11am is the Egg Hunt

**16. Adjournment - 8:45 p.m.**

\*Any council member shall have the right to add items to the regular agenda.

# Permit Listing - Active and Inactive

From: 03/01/26

To: 03/31/26

UnitID: CC

Type B

Use	Issue Date	Permit Number	Permit Address	Const Cost	Permit Cost	Active	Owner	Permit Description
R	3/27/2026	CC26002B	9265 Cherry Valley	\$305,300.00	\$1,026.00	<input checked="" type="checkbox"/>	Highpoint Community	Remodel Bank
Summary for 'Type' = B (1 detail record)				\$305,300.00	\$1,026.00			
Sum								

Type E

Use	Issue Date	Permit Number	Permit Address	Const Cost	Permit Cost	Active	Owner	Permit Description
R	3/16/2026	CC26001E	9088 Village Station ct	\$0.00	\$94.00	<input checked="" type="checkbox"/>	Stevie Potter	Service & Circuits
Summary for 'Type' = E (1 detail record)				\$0.00	\$94.00			
Sum								

Type M

Use	Issue Date	Permit Number	Permit Address	Const Cost	Permit Cost	Active	Owner	Permit Description
R	3/4/2026	CC26004M	428 East Main	\$0.00	\$110.00		Kim Peters	Furnace
Summary for 'Type' = M (1 detail record)				\$0.00	\$110.00			
Sum								

Type P

Use	Issue Date	Permit Number	Permit Address	Const Cost	Permit Cost	Active	Owner	Permit Description
R	3/30/2026	CC26004P	123 Johnson St SE	\$0.00	\$133.00	<input checked="" type="checkbox"/>	Cody Pearo	Underground & floor drains
Summary for 'Type' = P (1 detail record)				\$0.00	\$133.00			
Sum								

**Grand Total**      \$305,300.00      \$1,363.00

# Inspections Performed

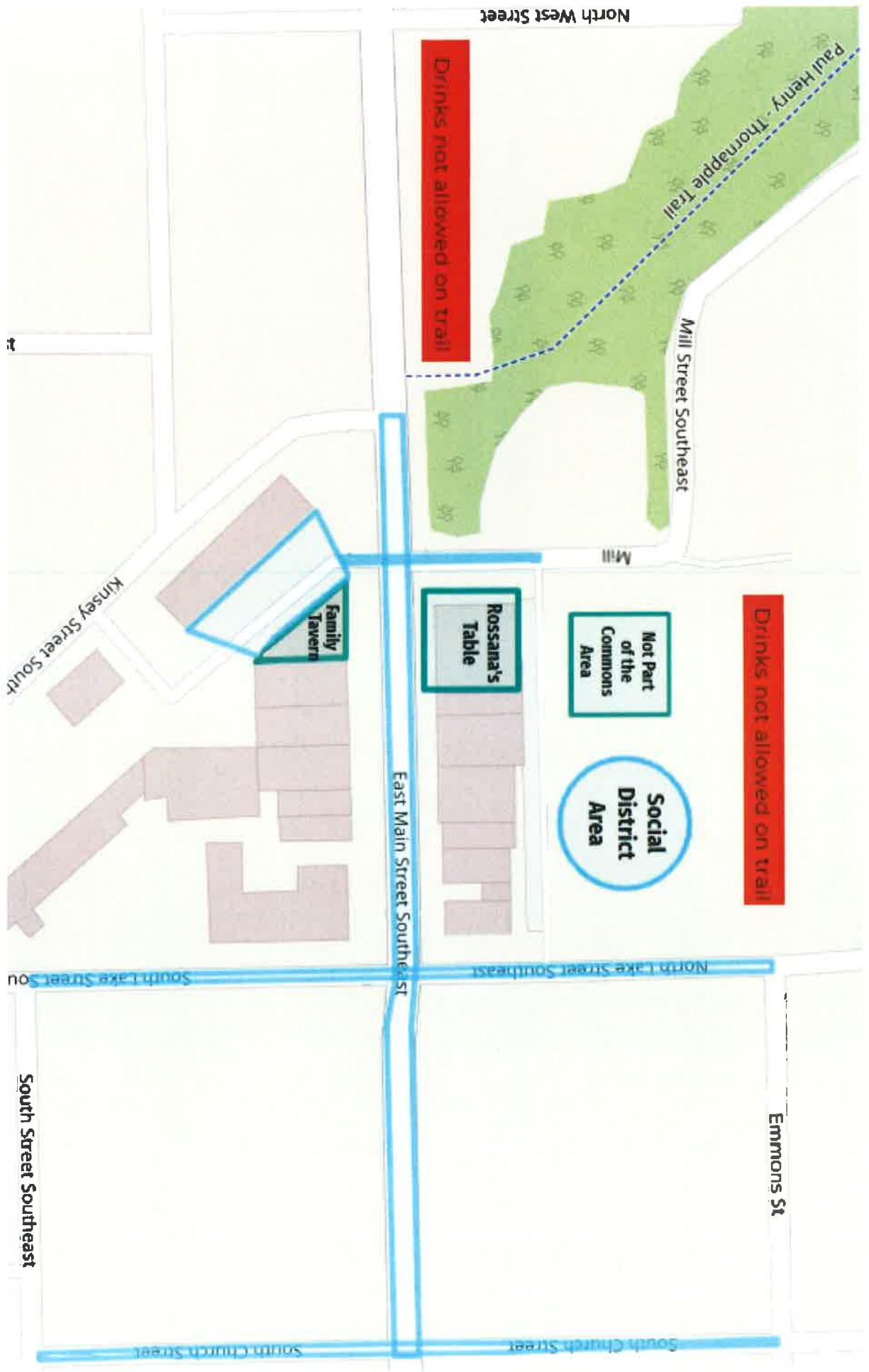
From: 02/01/26

To: 02/28/26

Type B

Inspection Date	Permit Number	Permit Address	Ins Type	Pass	Comments
2/11/2026	CC26001B	140 Casey Ct	FL	<input checked="" type="checkbox"/>	
2/17/2026	CC25026B	8886 Costner Dr Se	FL	<input checked="" type="checkbox"/>	

Summary for 'Type' = B (2 detail records)



Drinks not allowed on trail

Drinks not allowed on trail

Not Part of the Commons Area

Social District Area

Rossana's Table

Family Tavern

North West Street

Paul Henry - Thornapple Trail

Mill Street Southeast

Mill

East Main Street Southeast

North Lake Street Southeast

South Lake Street Southeast

Emmons St

South Street Southeast

South Church Street

1

## OVERVIEW

The Village of Caledonia is introducing a Social District designed to encourage community gathering, support local businesses, and enhance the downtown experience.

To support this initiative, New Venture Design Studio will develop a visual identity that extends the existing Village brand while creating a recognizable presence for the Social District. The goal is to ensure the district feels connected to the Village identity while remaining distinct enough to represent its unique atmosphere.

## SCOPE OF WORK

### **Brand Identity Development**

- Social District logo design (x2 Concepts Presented)
- Supporting logo variations
- Color palette aligned with the Village brand
- Typography pairing

### **Design Applications**

- Social District Stickers (x2 Concepts Presented)
- Social District Signage concept (x2 Concepts Presented)

### **Final Deliverables**

- Print-ready design files
- Logo files (AI, EPS, PNG, SVG, JPG)
- Brand Guidelines updated with Social District branding and production specifications
- Editable layout templates where applicable

## NOTE

Please note that the timeline is an estimate and subject to change due to various factors. The goal is to deliver project milestones on the outlined weeks; however, it is possible that these dates may shift slightly.

## TIMELINE

**Project Start: March 30, 2026**

**Estimate:  
6 Weeks**

**Proposal Approval + Sign Contract**

Due: March 25

 = Client To-Do

**Design Development**

Due: April 13

 = New Venture To-Do

**Design Presentation to Council**

April 13

 = Presentations

**Client Review + Feedback**

Due: April 22

**Revisions + Final Approval**

Due: May 1

**Final Deliverables**

Due: May 8

## INVESTMENT

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Social District Logo (x2 Concepts)	\$887.50
Sticker (x2 Concepts)	\$467.50
Signage (x2 Concepts)	\$807.50
Brand System Documentation & Asset Preparation	\$807.50
<hr/>	
Total	<b>\$2,970.00</b>

50% deposit required to begin.

Remaining balance due upon final delivery.

Deposit 1 (Project Start) | \$1,485.00

Deposit 2 (Project End) | \$1,485.00

This investment covers all design work, revisions, and preparation of final files outlined in the project scope.

# **PROCLAMATION**

## **GERALD KAYSER DAY**

**April 20, 2026**

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**WHEREAS**, Gerald Kayser will celebrate the remarkable milestone of his 100th birthday, marking a century of life, experience, and contributions; and

**WHEREAS**, A century of life reflects enduring strength, resilience, wisdom, character, and a wealth of experience that has enriched family, friends, and neighbors; and

**WHEREAS**, Gerald Kayser’s life stands as an inspiration to all, reflecting dedication, perseverance, and the values that strengthen our community; and

**WHEREAS**, It is fitting that we recognize and celebrate this extraordinary occasion and honor Gerald Kayser for a century well lived;

**NOW, THEREFORE, BE IT PROCLAIMED**

April 20, 2026, is hereby declared

## **GERALD KAYSER DAY**

in recognition of his 100th birthday and the many years of life, wisdom, and legacy he represents.

**IN WITNESS WHEREOF**, We celebrate this special day and encourage all residents to join in honoring Gerald Kayser on this historic occasion.

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Authorized Official Signature

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Title

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Date



**VILLAGE OF CALEDONIA  
COUNTY OF KENT, MICHIGAN**

At a regular meeting of the Village Council of the Village of Caledonia, Kent County, Michigan, held at the Village Hall, 250 South Maple Street, Caledonia, Michigan, on the \_\_ day of \_\_\_\_\_, 2026 at 7:00 p.m.

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The following Ordinance was offered by Member \_\_\_\_\_ and seconded by Member \_\_\_\_\_:

**ORDINANCE NO. 26-02**

**AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE VILLAGE OF CALEDONIA**

**[Area Regulations for R-2 Medium Density Single Family District]**

Section 1.     **Amendment of Chapter VII of the Village of Caledonia Zoning**

**Ordinance.** Section 7.5 of the Village of Caledonia Zoning Ordinance (the “Zoning Ordinance”) is hereby amended, and shall read as follows:

**Section 7.5 Area Regulations.** No building or structure, nor any enlargement thereof, shall be hereafter erected except in conformance with the following yard, lot area, and building coverage requirements.

(a) through (c)     No change.

- (d) **Lot Area and Width (Single Family).** The minimum lot area and width for a single family dwelling shall be ten thousand (10,000) square feet and eighty (80) feet, respectively; provided, however, that the minimum lot area and width for lots not served with public sewer shall be twelve thousand (12,000) square feet and one hundred (100) feet, respectively; provided, however, that any lot or parcel of land which is platted or otherwise of record at the effective date of this section, as amended, and which does not satisfy the minimum area and/or width requirement of this subsection, may be used for single family dwelling use if permitted under the terms of Section 3.3(b) of this Ordinance.
  
- (e) **Lot Area and Width (Two-Family).** The minimum lot area and width for a two-family dwelling shall be fifteen thousand (15,000) square feet and one hundred twenty (120) feet, respectively; provided, however, that the minimum lot area and width for lots not served with public sewer shall be twenty thousand (20,000) square feet and one hundred twenty (120) feet, respectively; provided, however, that any lot or parcel of land which is platted or otherwise of record at the effective date of this section, as amended, and which does not satisfy the minimum area and/or width requirement of this subsection, may be used for a two-family dwelling use with special land use approval, if permitted under the terms of Section 3.3(b) of this Ordinance.

Section 2.     **Publication/Effective Date.** This Ordinance shall become effective seven days after its publication or seven days after publication of a summary of its provisions in a local newspaper of general circulation in the Village.

AYES: \_\_\_\_\_  
 NAYS: \_\_\_\_\_  
 ABSENT: \_\_\_\_\_

ORDINANCE DECLARED ADOPTED.

\_\_\_\_\_  
 Lisa Sunday, Village Clerk  
 Village of Caledonia

STATE OF MICHIGAN     )  
   ) ss.  
 COUNTY OF KENT         )

If you require assistance accessing this information or require it in an alternative format, contact the Michigan Department of Transportation's (MDOT) Americans with Disabilities Act (ADA) coordinator at [www.Michigan.gov/MDOT-ADA](http://www.Michigan.gov/MDOT-ADA).

## PERFORMANCE RESOLUTION FOR MUNICIPALITIES

*This Performance Resolution (Resolution) is required by the Michigan Department of Transportation for purposes of issuing to a Municipality an "Individual Permit for Use of State Highway Right of Way", and/or an "Annual Application and Permit for Miscellaneous Operations within State Highway Right of Way".*

RESOLVED WHEREAS, the \_\_\_\_\_ Village of Caledonia  
(County, City, Village, Township, etc.)

hereinafter referred to as the "MUNICIPALITY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utilities or other facilities, or to conduct other activities, on, over, and under State Highway Right of Way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the MUNICIPALITY agrees that:

1. Each party to this *Resolution* shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this *Resolution*, as provided by law. This *Resolution* is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.
2. If any of the work performed for the MUNICIPALITY is performed by a contractor, the MUNICIPALITY shall require its contractor to hold harmless, indemnify and defend in litigation, the State of Michigan, the DEPARTMENT and their agents and employees, against any claims for damages to public or private property and for injuries to person arising out of the performance of the work, except for claims that result from the sole negligence or willful acts of the DEPARTMENT, until the contractor achieves final acceptance of the MUNICIPALITY. Failure of the MUNICIPALITY to require its contractor to indemnify the DEPARTMENT, as set forth above, shall be considered a breach of its duties to the DEPARTMENT.
3. Any work performed for the MUNICIPALITY by a contractor or subcontractor will be solely as a contractor for the MUNICIPALITY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the MUNICIPALITY, or their subcontractors or any other person not a party to the PERMIT without the DEPARTMENT'S specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the MUNICIPALITY.
4. The MUNICIPALITY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.
5. The MUNICIPALITY will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the MUNICIPALITY'S facilities according to a PERMIT issued by the DEPARTMENT.

- 6. With respect to any activities authorized by a PERMIT, when the MUNICIPALITY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.
- 7. The incorporation by the DEPARTMENT of this *Resolution* as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.
- 8. This *Resolution* shall continue in force from this date until cancelled by the MUNICIPALITY or the DEPARTMENT with no less than thirty (30) days prior written notice provided to the other party. It will not be cancelled or otherwise terminated by the MUNICIPALITY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the MUNICIPALITY.

Title and/or Name:

Fleis & VandenBrink Engineering

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I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by

the \_\_\_\_\_

(Name of Board, etc.)

of the \_\_\_\_\_ of \_\_\_\_\_

Village of Caledonia

Kent

(Name of MUNICIPALITY)

(County)

at a \_\_\_\_\_ meeting held on the \_\_\_\_\_ day

of \_\_\_\_\_ A.D. \_\_\_\_\_

\_\_\_\_\_  
*Signed*

\_\_\_\_\_  
*Title*

\_\_\_\_\_  
*Print Signed Name*