

# AGENDA

## Cemetery-Parks Commission Meeting

**Wednesday, September 10, 2025 @ 5:00 PM**

**Zeeland City Hall, 21 S. Elm Street, Zeeland, MI 49464 / 2<sup>nd</sup> Floor Council Chambers**

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### Commissioners:

- Mayor Pro Tem Sally Gruppen, City Council Representative
- John Query, Cemetery & Parks Commission Chair
- Susan Lucas, Commissioner
- Amy Langeland, Commissioner
- Thom Parker, Commissioner
- Ashley Kiekintveld, Commissioner
- Lynette Lam, Commissioner

### Additional Attendees:

- Kevin Plockmeyer, Assistant City Manager & Finance Director
- Susan Moore, Administrative Assistant

### 1) Approval of June 11, 2025, Meeting Minutes

### 2) General Updates - Per our Cemetery and Parks Ordinance, the Cemetery and Parks Commission is required to meet at least once every three months. Our last meeting was during June, so we will be meeting to satisfy this requirement. We have nothing pressing for the Commission to consider, but we will be providing verbal updates on the following items:

- a) Hoogland Park Reconstruction
- b) Huizenga Park – Pickleball court lighting
- c) Paw Paw Park Vegetation Management
- d) Vande Luyster Square
  - i) Tree Management
  - ii) Gazebo Replacement
- e) Lincoln Cemetery – Irrigation system repair
- f) Other updates from the Commission

### 3) Burial Report since June 2025

#### Burials

Lincoln – Residents – 4, Non-Residents - 9  
Felch – Residents – 1, Non-Residents – 2  
Columbarium – Resident – 1

#### Sales

Lincoln – Residents 0, Non-Residents – 0  
Felch – Residents – 9, Non-Residents – 4  
Columbarium – Residents - 4

### 4) Public Comment

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## MEETING MINUTES

**DATE:** Wednesday, June 11, 2025

**COMMISSION MEMBERS:** Sally Gruppen, Mayor Pro Tem  
John Query, Commission Chair  
Thom Parker, Commissioner  
Sue Lucas, Commissioner  
Amy Langeland, Commissioner  
Ashley Kiekintveld, Commissioner

**ABSENT:** Lynette Lam, Commissioner

**CITY STAFF:** Kevin Plockmeyer, Assistant City Manager/Finance Director  
Susan Moore, Administrative Assistant

### I. Approval of March 19, 2025, Meeting Minutes

**Motion:** Amy Langeland

**Support:** Mayor Pro Tem Sally Gruppen

All in favor, motion approved.

### II. General Updates

Kevin Plockmeyer provided updates to the commission on the following projects:

- **Hoogland Park Reconstruction:** Construction has begun. Play equipment, restroom building and the large tree at the park have all been removed. Staff have received no feedback about the removal of the tree. The park will be closed all summer, anticipated completion around September/October. Commissioner Ashley Kiekintveld asked about holding a grand opening and Kevin Plockmeyer said the contractor, CarbonSix, would like to do a ribbon cutting ceremony and staff will most likely arrange something. He noted that at the site plan hearing in front of Planning Commission there was a comment about looking at adding some signage to alert motorists, especially off Maple, that a park is nearby for added safety. Staff will look at installing some kind of sign.
- **Huizenga Park / Pickleball Court & Softball Field Usage & Pickleball Court Lighting:** Pickle ball season/Zeeland Recreation programming is going well. There has been no further request from Zeeland Recreation regarding softball tournaments/travel teams at the park ballfield. Regarding the lighting at the pickle ball courts, Kevin Plockmeyer would like to engage MC Smith on this as the product recommendation from the previous engineering firm was not ideal and cost too high.
- **Paw Paw Park Vegetation Management:** Contracted mitigation efforts (with the Outdoor Discovery Center) at this park have begun. This will be a long-term (a few years) process.
- **Vande Luyster Square Trees:** Grass establishment in the NE corner of this park near the fountain has been an issue. Staff had a certified arborist come in to do an evaluation of all trees at the park. They determined there is one tree by the parsonage that is dying and needs to come down and identified some age/decay in other trees. Commissioner Ashley Kiekintveld asked if it's strictly sunlight, or if (foot) traffic (i.e., from the Peddlers' Market) might also be a contributing factor. Kevin Plockmeyer said staff have tried to reseed it, but yes, there's a lot of traffic there. Staff are looking at evaluating all the trees and may have a report/recommendation (including living up or possible tree removal) for the commission to consider at a future meeting. Additionally, regarding VDL Park, he informed the commission that design work for the VDL gazebo is included in the upcoming budget. Staff want to maintain the existing ornate aesthetic of the structure.

- **Other Updates from the Commission:** Kevin Plockmeyer answered questions from commissioners on several items/projects including 1) flowers on Main Avenue. Staff are aware they do not look as nice as they would like; 2) Commission Chair John Query complimented the city on Memorial Day and the cemetery. Kevin Plockmeyer informed the commission of next year's Church Street reconstruction project (Washington Ave to the CWP) that will include major sanitary & storm sewer work that will go through the veteran's section at the Lincoln Street cemetery (as part of this work, the Veteran's Section monument will have to be removed and reset). The hope is that this aspect of the work can be done in the fall/winter to avoid disruption to the cemetery & Memorial Day next year. He will keep the commission informed on this project. 3) He also answered questions from Commissioner Sue Lucas about the Taft St. reconstruction project that recently began. 4) Repaving at Cityside Middle School parking lot (city is responsible for some of the drive approaches only on this), and some other upcoming repaving work (Colonial by the ECC).

### III. Burial Report since March 2025:

Burials:

Lincoln: Residents – 6, Non-Residents – 11

Felch: Residents – 1, Non-Residents – 0

Sales:

Lincoln: Residents – 3, Non-Residents – 1

Felch: Residents – 2, Non-Residents - 0

The meeting was adjourned @ 5:30 PM.

**NEXT MEETING:** Next regularly scheduled meeting is Wednesday, July 9, 2025, at 5:00 PM, however, Kevin Plockmeyer did not anticipate meeting again until September unless there are significant agenda items.

RECORDED BY:

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Susan Moore, Administrative Assistant