

Council Meeting
Common Council
January 5, 2026

The regular meeting of the Common Council was held at 21 S. Elm Street, Zeeland, MI 49464 on Monday, January 5, 2026. Mayor Rick VanDorp called the meeting to order at 7:02 P.M.

PRESENT: Councilmembers - Mayor VanDorp, Mayor Pro-Tern Gruppen, Timmer, Lam, Bult, Langeland, Perkins

ABSENT: None

Staff Present: City Attorney Donkersloot, City Manager Tim Klunder, Asst City Manager/Finance Director Kevin Plockmeyer, Police Chief Jungel, Community Development Director Tim Maday and City Clerk Kristi DeVerney

The Invocation was offered by Mayor Rick VanDorp.

The Pledge Allegiance to the Flag

Consent Agenda

1. Approve minutes of the City Council Work Study and Regular meeting of December 15, 2025,
2. Receive for information draft minutes of December 9, 2025, 2025, Board of Public Works meeting,
3. Receive for information draft minutes of the December 10, 2025, Cemetery/Parks Commission meeting.

Motion was made by Councilmember Langeland and Supported by Councilmember Timmer to approve the Consent Agenda.

Ayes: Mayor Pro-Tern Gruppen, Langeland, Timmer, Bult, Lam, Perkins, Mayor VanDorp
No Vote: None
Absent: None

Communications

None

City Managers Report

City Manager Klunder reported:

Fire/Rescue Chief Search Committee – Our Fire/Rescue Chief Search Committee met this morning to review applications for our open Fire/Rescue

Chief position. The committee's desire is to interview candidates in the next couple of weeks.

Liquor License Application – We have received the application from El Rancho for a liquor license. Our team is in the process of reviewing the license. We are anticipating a public hearing on the license for Tuesday, January 20, 2026 due to the City of Zeeland observing Martin Luther King Jr Day on Monday, January 19.

Goal Setting – City Council's annual goal setting retreat will occur on Monday, January 26 and Tuesday, January 27. These sessions will be held in the City Council Chambers and will start at 5:30 p.m.

Fiscal Year 26/27 Budget – With the beginning of a new calendar year, the Department budget reviews, with our administrative leadership team, will occur the week of February 9. Budget review sessions, with City Council, will take place on Monday, March 30, Tuesday, March 31, and, if necessary, Wednesday, April 1.

Planning Commission – Due to the New Year's Day holiday, the Planning Commission will hold their regular monthly meeting, for January, on January 8 at 5:45 p.m.

Police Department Oaths of Office

Police Chief Jungel noted that the City has hired a couple of part-time police officers, Koichi Magee (former full-time Police Officer for the City of Zeeland) and Mark DeLeeuw (former Holland Police Officer). Both officers missed being a part of the police force. We are pleased to welcome their valuable skillset to our department. City Clerk Kristi DeVerney administered the Oaths of Office to both Officers.

Action Items

26.001 Rich Street Lift Station Pump Purchase

Motion by Mayor Pro-Tem Gruppen and Supported by Councilmember Lam to request City Council waive the requirement to obtain a minimum of three quotes and authorize the purchase of one 7.5 HP Flygt pump from Kennedy Industries, as outlined in the supporting documentation, in the amount of \$20,818.00. Funding for this purchase will be provided from the Transmission Equipment Maintenance line item.

Ayes: Langeland, Timmer, Bult, Lam, Perkins, Mayor Pro-Tem Gruppen, Mayor VanDorp

No Vote: None
Absent: None

26.002 Lawrence Park Preliminary Design Contract Award

Motion by Councilmember Timmer and Supported by Mayor Pro-Tem Gruppen to approve awarding a professional services contract to MCSA Group, Inc. in the amount of \$9,440 for Lawrence Park Playground Design Development.

Ayes: Timmer, Bult, Lam, Perkins, Mayor Pro-Tem Gruppen, Langeland, Mayor VanDorp
No Vote: None
Absent: None

26.003 Architectural Services Contract

Motion by Councilmember Lam and Supported by Councilmember Timmer to Approve awarding a professional services contract to Tower Pinkster in the amount of \$24,000 for implementation planning services related to the Facilities Condition Audit and Space Use Analysis.

Ayes: Bult, Lam, Perkins, Mayor Pro-Tem Gruppen, Langeland, Timmer, Mayor VanDorp
No Vote: None
Absent: None

26.004 FY 25/26 Budget Amendment – Facilities Implementation Planning

Motion by Langeland and Supported by Mayor Pro-Tem Gruppen to approve a budget amendment in the City Building Fund establishing a total project budget of \$30,000 for facilities implementation planning.

Ayes: Lam, Perkins, Mayor Pro-Tem Gruppen, Langeland, Timmer, Bult, Mayor VanDorp
No Vote: None
Absent: None

26.005 Snowmelt Special Assessment Resolution #1

Motion by Councilmember Perkins and Supported by Councilmember Bult to approve Snowmelt Special Assessment District, 2026-1-SM, Resolution No. 1 which authorizes the City Manager to prepare a report to establish a snowmelt special assessment district.

Ayes: Perkins, Mayor Pro-Tem Gruppen, Langeland, Timmer, Bult, Lam,
Mayor VanDorp
No Vote: None
Absent: None

**26.006 Police Officers Labor Council collective Bargaining Agreement
Amendment**

Motion by Councilmember Bult and Supported by Councilmember Timmer to approve the attached Letter of Agreement with the Police Officer Labor Council on behalf of the City of Zeeland removing part-time Officers from Union representation.

Ayes: Mayor Pro-Tem Gruppen, Langeland, Timmer, Bult, Lam, Perkins,
Mayor VanDorp
No Vote: None
Absent: None

26.007 Planning Commission Appointment – C J Otteman

Motion by Mayor Pro-Tem Gruppen and Supported by Councilmember Lam to approve the appointment of C J Otteman to the Planning Commission with a term expiring January 1, 2029.

Ayes: Langeland, Timmer, Bult, Lam, Perkins, Mayor Pro-Tem Gruppen,
Mayor VanDorp
No Vote: None
Absent: None

Motion was made by Councilmember Langeland and supported by Councilmember Timmer to enter into Closed Session at 7:36 P.M. for purposes of reviewing pending litigation, and to review of a City Attorney’s opinion. Motion carried by all voting aye.

City Council reconvened from Closed Session at 8:24 p.m.

There being no further business, motion was made by Councilmember Timmer and seconded by Councilmember Langeland to adjourn the meeting at 8:24 p.m. Motion carried. All voting aye.

Mayor Richard Van Dorp III

Kristi DeVerney City Clerk

MEMORANDUM OF-STUDY SESSION
Zeeland City Hall Council Chambers
Monday, January 5, 2026
5:30 P.M.

PRESENT: Councilmembers - Mayor VanDorp, Mayor Pro-Tern Gruppen, Lam, Timmer, Perkins, Langeland and Bult (arrived at 5:45 p.m.)

ABSENT: None

Staff Present: City Attorney Donkersloot, City Manager Tim Klunder, Asst City Manager/Finance Director Kevin Plockmeyer, City Clean Water Plant Superintendent Engelsman and City Clerk Kristi DeVerney

Mayor VanDorp called the Study Session to order at 5:30 P.M.

Rich Street Lift Station Pump Purchase

CWP Director Doug Engelsman reported that the Zeeland Clean Water Plant (CWP) utilizes two 7.5 hp Flygt pumps at the Rich Street Lift Station. One pump operates as the primary unit to maintain wet well levels, while the second serves as a redundant backup in the event of pump failure. After more than 15 years of continuous service, these pumps are approaching the end of their optimal lifecycle for this application, increasing the risk of mechanical or electrical failure.

The CWP has consistently followed this strategic asset management approach, particularly as suppliers no longer maintain inventory levels they once did. The proposed replacement pump currently carries an estimated 16-week delivery time. Once the Rich Street Lift Station pump replacement is completed, CWP staff anticipates the transmission system will be well positioned for reliable operation for several years.

Under normal City policy, CWP staff obtains a minimum of three quotes for equipment purchases. However, all seven lift stations within the city utilize Flygt pumps, which are widely recognized for their reliability and performance in wastewater applications. Given the critical nature of these pumps and the operational benefits of maintaining consistency in parts, service, and maintenance across the City's transmission system, CWP staff is requesting a waiver of the three-quote requirement for this purchase.

Financial Sustainability Follow-Up and Bonding Discussion

AFD Plockmeyer provided additional context following the Financial Sustainability Study and presentation. The intent is to provide information and consideration for Council as you prepare for the upcoming goal-setting process. Goal setting is an important moment to reflect on long-term fiscal strategy, opportunities, and risks.

The current position of the study reaffirms Zeeland's low debt, healthy fund balances, high-quality services, and disciplined financial management. It also highlights that elevated revenues expected over the next 10 to 15 years from Mead Johnson and JR Automation should be treated as one-time resources.

This approach avoids creating ongoing operational commitments that may be difficult to sustain once the Zeeland Generating Station's taxable value declines.

As Council prepares for goal setting, the study encourages consideration of long-term capital projects that improve community assets without significantly increasing ongoing operating costs. Categories that may warrant discussion include facility upgrades that extend useful life, enhancements to parks and open spaces, energy efficiency improvements, pathway and mobility investments, and long-term street reconstruction and maintenance.

Park improvements have been made through the completion of the pickleball courts at Huizenga Park and the redevelopment of Hoogland Park which was identified as advanced priorities in the City's Parks and Recreation Master Plan. Because the City does not have a dedicated funding source for ongoing park improvements, it requires these investments to be evaluated alongside other General Fund capital priorities. To assist in determining future park investments, staff is seeking Council authorization at Monday night's meeting to award a contract for preliminary architectural services at Lawrence Park. This work will provide concept level designs and cost information that can be used, together with the Financial Sustainability Study, to better assess timing, scale, and funding strategies for future park improvements.

Another significant and ongoing capital priority for the City is the street and bike path improvements. Again, Zeeland does not have a dedicated funding source such as a dedicated street millage, however, the City has historically invested between \$1.5 million and \$2 million dollars annually in street reconstruction, resurfacing, and non-motorized pathway improvements. The City is nearing completion of many of its major street reconstruction projects: however, several high-cost projects remain, including the future reconstruction of Washington Avenue. As Council considers long term financial sustainability and goal setting, the capital required for street and bike path improvements must be evaluated alongside other competing priorities, including facilities, parks, and other capital improvements, to ensure that investment decisions remain aligned with available resources and long-term fiscal capacity.

The City has also evaluated the need for a grade separated non-motorized crossing of Business Loop I-196 near Maple Street and 92nd Avenue through a multi-jurisdictional study led by the Macatawa Area Coordinating Council. That study identifies an elevated pedestrian and bicycle crossing at this location as feasible, with planning level cost estimates ranging from approximately \$7.3 million to \$11.6 million dollars depending on final design, trail connections, and site conditions. Because of the scale and complexity of the project, the City's posture in recent years has been to pursue the improvement only if significant grant funding can be secured, recognizing that successful implementation would require coordination and cost sharing among the City of Zeeland, Zeeland Township, MDOT, and other regional partners. To support this approach, the City has set aside \$1 million dollars to serve as a potential local match should a competitive grant opportunity arise. As Council considers long term priorities and goal setting, key questions remain whether this crossing continues to be a priority project for the community, whether the current wait for a grant strategy remains appropriate, or whether Council wishes to direct staff to pursue a more active approach that would require a greater upfront commitment of local resources.

The Financial Sustainability Study and the Downtown Zeeland Parking Study performed in 2023 provide useful context for understanding the City's current parking assets, anticipated needs, and long-term capital implications. Together, these documents suggest that while downtown parking supply is generally adequate today, targeted capital investments and careful long-range planning will be important to avoid

overbuilding infrastructure that may not be financially sustainable.

The City recently reinvested in its existing parking assets through the repaving of the South Municipal Lot. Looking ahead, staff anticipate that the North Municipal Lot will likely require similar reinvestment within the next couple of years to maintain service levels and avoid more costly reconstruction in the future.

Constructing a downtown parking deck is occasionally raised in the context of long-term downtown growth. The Parking Study does not identify a current need for structured parking and indicates that existing surface parking, combined with improved management and utilization strategies, can accommodate anticipated near-term demand. The Financial Sustainability Study similarly cautions against large capital projects that introduce significant long term operating costs unless clearly justified by need and supported by sustainable funding sources. Parking decks typically involve substantial upfront construction costs as well as ongoing expenses for maintenance, lighting, snow removal, structural inspections, and eventual rehabilitation, which can place pressure on future operating budgets.

The studies suggest that a prudent approach at this time is to continue reinvesting in existing surface lots, monitor downtown development and parking utilization trends, and revisit the concept of structured parking only if future conditions demonstrate a clear and sustained deficiency that cannot be addressed through surface lot expansion, shared use agreements, or parking management strategies. This approach allows the City to preserve flexibility, align capital investments with demonstrated need, and remain consistent with the broader goal of long-term financial sustainability.

Last year, the City completed a comprehensive Space Utilization Study to evaluate how existing municipal facilities are being used and to identify improvements needed to support current and future service delivery. The study identifies a series of renovation, reconfiguration, and targeted addition projects across multiple facilities, with preliminary capital cost estimates totaling approximately \$24 million dollars when fully built out. While these figures represent planning level estimates rather than approved projects, they provide important context as Council considers long term capital priorities. The findings align with the Financial Sustainability Study's guidance to focus on reinvesting in existing assets through largely one-time capital improvements that extend facility life, improve efficiency, and address operational constraints, while carefully managing the timing and financing of these investments to avoid adding unsustainable ongoing operating costs.

Earlier in 2025, staff brought forward for Council's consideration the release of an RFP to evaluate the feasibility of a potential recreation center. Council identified the completion of this RFP as one of its goals for 2025, and staff requested Council's affirmation of this goal during the summer of 2025. Now, following the presentation of the Financial Sustainability Study, staff believes it is important to reengage Council in this conversation to ensure that any feasibility study is approached with the most current long-term fiscal information in mind. The study's findings provide updated context regarding operating cost pressures, projected revenue patterns, and the need for careful evaluation of initiatives that may carry substantial ongoing financial commitments.

As Council prepares for goal setting, it may be helpful to revisit how the planned 2025 recreation center feasibility RFP aligns with the findings of the Financial Sustainability Study. The study offers important context that can inform expectations for the feasibility review, including long-term operating cost considerations, fiscal sustainability, and the appropriate timing of new initiatives relative to expected

changes in the City's revenue environment. A recreation facility could advance community priorities and improve quality of life, but it typically brings substantial ongoing operating costs such as staffing, utilities, maintenance, programming, and long-term replacement needs. The study advises caution in expanding recurring operational expenses during this temporary period of elevated revenue.

The study identifies several areas where operating costs are rising significantly and are expected to continue increasing over time. Fire and Rescue operations have experienced substantial cost growth due to higher call volumes, staffing needs, and increased equipment and capital demands. Cemetery maintenance has also seen notable cost escalation associated with expansion of the cemetery and changes in available labor resources after the cancellation of the inmate SWAP program. Street maintenance represents another major pressure point, with construction-related inflation and higher material costs placing additional strain on General Fund transfers. As Council enters goal setting, these cost pressures, spanning public safety, facility and grounds maintenance, and core infrastructure, underscore the importance of continued evaluation, prioritization, and alignment of any new initiatives with the City's long-term financial sustainability goals.

In addition to the general guidance already provided, the consultant offered a detailed set of questions to support Council's thinking about when bonding may be appropriate and when cash financing may be preferable. These considerations may be useful during goal setting as Council reflects on long-term capital priorities and the timing of major investments.

Key factors highlighted by the consultant include

- Whether the City has sufficient cash reserves to finance a project directly, or whether saving for several years is feasible without negatively affecting operations.
- The cost of delaying investment, including the impact of inflation and the possibility that postponement could shift a project from repair or improvement to full asset replacement.
- The opportunity cost of dedicating cash to a single project, such as foregone operational improvements, unmet non-capital needs, or loss of opportunities to match outside grant funding.
- How project costs might be allocated between governmental and utility funds, which could improve feasibility and reduce pressure on the General Fund.
- The expected useful life of the asset. Shorter-life assets (fewer than ten years) generally favor cash financing, whereas longer horizons make debt more appropriate.
- Community interest and the potential for voter approval of either a temporary capital levy or a debt levy.
- Whether annual debt service could be supported through existing revenues without increases in taxes or reductions in services, with financial modeling used to assess feasibility.
- Dedicated funding sources (i.e. TIF Financing) could be used to offset debt payments.
- Opportunities to strategically time the issuance of debt so that new payments coincide with the retirement of existing obligations, maintaining consistent expenditure levels.
- Unique financial circumstances that could make bonding more advantageous. In Zeeland's case, the projected 10 to 15 years of unusually high tax collections from ZGS and Mead Johnson may support shorter-term bonding strategies paid entirely within this temporary revenue window

These considerations, drawn from the consultant's correspondence, provide a framework for evaluating when debt or cash financing may best align with the City's long-term fiscal position and capital priorities.

The consultant's bonding guidance outlines questions that may be helpful during goal setting,

including the useful life of proposed projects, cost of delaying improvements, opportunities for cash funding, and whether the temporary revenue environment presents windows for strategically timed borrowing.

To support meaningful direction setting, Council may find it helpful to consider the following questions as part of the goal-setting process:

- Capital investment priorities for the next several years and which categories should be explored in more detail
- Recreation center feasibility and how this fits within the overall findings of the financial sustainability study.
- Preferences regarding bonding, cash financing, or blended approaches tied to long-term fiscal sustainability.
- Operational cost pressures and evaluation, prioritization and alignment of initiatives with long-term financial sustainability goals.

Following goal setting, staff will incorporate Council's priorities into the 2026 Strategic Action plan and prepare for long-term strategy development. We look forward to engaging Council in these conversations both during goal setting and in the years ahead. We appreciate Council's thoughtful involvement in this study and the work you have done over many years to place the City in a strong, financially sustainable position. That foundation provides an excellent framework for the decisions and priorities that will guide Zeeland's future.

Lawrence Park Preliminary Design Contract Award

Assistant City Manager/Finance Director Kevin Plockmeyer shared that following discussion at the Cemetery and Parks most recent meeting, the Commission reviewed potential scope adjustments to reduce costs of upcoming capital park projects. However, the Commission indicated that ideally, they would like to maintain the project scope as envisioned in the 2022 Community Parks and Recreation Plan. The adopted Plan identifies the Vande Luyster Square Gazebo replacement and the Lawrence Park playground reconstruction as the next major park projects, and notes that these improvements were ideally intended to occur at roughly the same time.

Given the higher-than-expected gazebo cost estimate, the Commission discussed the condition of the Lawrence Park playground equipment, which is also in need of an upgrade. In order to make a more informed recommendation to City Council regarding the sequencing and prioritization of upcoming park projects, the Commission recommends proceeding with preliminary design development and cost estimates for the Lawrence Park playground.

Completion of preliminary design and updated cost estimates for Lawrence Park would allow the Commission to evaluate overall project scale, timing, and funding impacts before making a recommendation on the appropriate order of future park capital investments. This approach is consistent with the guidance outlined in the Financial Sustainability Study follow-up memo, which encourages the City to focus on one-time capital investments that reinvest in existing community assets while carefully evaluating scope, timing, and affordability relative to other General Fund capital priorities.

To assist with this effort, staff is recommending the use of MCSA Group, Inc., the City's Landscape Architect for park improvement projects. A proposal from MCSA Group in the amount of \$9,440 for Lawrence Park Playground Design Development has been received. This scope includes preliminary design options and an updated order of magnitude cost estimate, which would be presented to the Cemetery and Parks Commission for review and used to support future Council discussions regarding park capital improvements and long-term financial sustainability. Staff is seeking City Council approval of the agreement at tonight's meeting.

Architectural Service Contract Award and Budget Amendment

Kevin Plockmeyer shared that as part of the City's ongoing work to evaluate and plan for long term facility investments, Council previously authorized completion of a Facilities Condition Audit and Space Use Analysis to better understand the condition, functionality, and future needs of City owned buildings. That work identified a series of potential reinvestment projects across multiple facilities intended to extend useful life, improve efficiency, and address operational constraints.

The City is facing estimates of more than \$20 million in potential building improvement needs over time. The Financial Sustainability Report, the review of it earlier this evening, provided additional context for Council's consideration of future capital priorities during goal setting. The study and memo emphasizes the importance of focusing on largely one-time capital investments that reinvest in existing assets, while carefully evaluating timing, scope, and affordability in light of long-term fiscal conditions. The study specifically encourages thoughtful planning and prioritization of facility improvements prior to committing to major capital expenditures.

Staff issued a request for professional services to support prioritization, conceptual refinement, and capital planning for the facility improvements identified in the studies. Three proposals were received with fees ranging from \$24,000 to \$86,000. A proposal was received from Tower Pinkster, the firm that completed both the Facilities Condition Audit and Space Use Analysis.

Tower Pinkster's proposal builds directly on their prior work and provides continuity from assessment through implementation planning. Because the firm already has a detailed understanding of City facilities, operations, and identified needs, this approach avoids duplication of effort and allows the City to efficiently refine priorities, develop concept level scopes, and prepare cost informed implementation strategies. The proposed work is consistent with the guidance in the Financial Sustainability Study, as it focuses on planning and evaluation rather than committing to construction, and supports informed decision-making regarding timing and funding of future one-time capital investments. The proposal from Tower Pinkster is in the amount of \$24,000 and includes scope elements such as priority refinement, conceptual design and cost validation, and development of a coordinated capital improvement planning framework. This work will provide Council with clearer information regarding project sequencing, potential phasing, and alignment with the City's long term financial capacity before any future construction decisions are considered.

Funding for this work was not included in the adopted Fiscal Year 2026 budget. However, staff believes it is important to complete this implementation planning as Council begins to refine priorities for future facility improvements and capital investments. Consistent with the guidance outlined in the Financial Sustainability Study, this work will support informed decision making

before larger capital commitments are considered. Staff therefore recommends a budget amendment within the City Building Fund to support this effort. In addition to the proposed contract amount of \$24,000, staff recommend establishing a total project budget of \$30,000 to account for potential additional expenses or scope refinements that may be identified during the course of the project.

Snowmelt System Operation and Maintenance Special Assessment Resolution No. 1

Kevin Plockmeyer shared it has been two years since the City began specially assessing properties for the operation and maintenance of the downtown snowmelt system. As the initial assessment period comes to an end, it's time to renew the snowmelt special assessment to continue the established funding approach. The snowmelt system provides a direct and measurable benefit to properties within the downtown district by improving pedestrian safety, accessibility, and overall functionality during winter conditions, and staff continue to feel that sharing the cost to operate the system with those who receive that direct benefit is appropriate and equitable. This shared cost approach is consistent with the practice of neighboring communities that operate snowmelt systems in their downtown districts. At this stage, staff is seeking City Council affirmation that this remains the preferred funding model moving forward.

In 2023, City Council adopted a snowmelt operation and maintenance special assessment that was structured to recover both the annual cost to operate the system and to plan for long term maintenance and future replacement. The assessment was calculated on a per square foot basis and included two components. The first was a commodity or heating charge of \$.92 per square foot, intended to recover the cost of natural gas used to operate the system during an average winter. The second was a readiness to serve or capital charge of \$1.19 per square foot, intended to fund ongoing maintenance and future replacement of system components such as boilers, pumps, piping, valves, and controls.

When adopting the special assessment in 2023, City Council elected not to levy a special assessment for the capital portion of the costs. Instead, the City set aside approximately \$600,000 as an endowment with the intent of covering the capital charge for the first several years of the special assessment. As a result, the special assessment levied on benefiting properties was limited to the operation and maintenance portion of the costs, and property owners were charged \$.92 per square foot annually. The City at large covered a portion of the overall cost for exempt properties, public areas, and non-assessable parcels.

The action being requested at this stage is approval of Resolution No. 1. This resolution formally initiates the special assessment process and instructs the City Manager to prepare a report for City Council. That report includes the necessary plans, descriptions, and detailed cost estimates related to the operation, maintenance, and future replacement of the snowmelt system, an estimate of the life of the improvements, a description of the proposed assessment district, and recommendations regarding the portion of costs to be borne by the special assessment district and the portion, if any, to be borne by the City at large. Upon completion, the report is filed with the City Clerk for presentation to City Council.

Approval of Resolution No. 1 represents the first step in a multi-step statutory process. The adoption of a special assessment requires a total of five resolutions and two public hearings before the assessment may be finalized. Future resolutions will consider the report, establish the

assessment district, set a public hearing on the proposed assessment roll, and ultimately confirm the special assessment. It is staff's intention to complete this process in time for the special assessment to be placed on the summer tax bills, which would be consistent with past practice.

Police Officers Labor Council Collective Bargaining Agreement Amendment

The Police Officer Labor Council (POLC) and the City of Zeeland entered into a Collective Bargaining Agreement (CBA) effective July 1, 2025. This agreement established contractual guidelines for the Zeeland Police Department.

Article 1, Section 1 of the CBA states:

"The Employer recognizes the Union as the exclusive bargaining representative for all full-time and regular part-time nonsupervisory officers and Sergeant(s) of the City of Zeeland; but excluding special officers, reserve officers, Lieutenant(s), Chief of Police, and all other employees of the City of Zeeland."

Following some confusion regarding the inclusion of "regular part-time nonsupervisory officers" the Union held a vote December 16, 2025, and approved removing part-time officers from from the CBA. The language, if approved by City Council, will read:

"ARTICLE 1, Section 1. Recognition. The Employer recognizes the Union as the exclusive bargaining representative for all full-time nonsupervisory officers and Sergeant(s) of the City of Zeeland; but excluding part-time officers, special officers, reserve officers, Lieutenant(s), Chief of Police, and all other employees of the City of Zeeland".

This LOA does not alter any other terms of the CBA, all of which will remain in full force and effect. Our City team does recommend that City Council consider approval of this letter of agreement at tonight's meeting.

Closed Session

Motion was made by Mayor Pro-Tem Gruppen and supported by Councilmember Timmer to enter into Closed Session at 6:23 P.M. for purposes of reviewing pending litigation and a review of a City Attorney's opinion. Motion carried by all voting aye.

City Council reconvened from Closed Session at 7:01 p.m.

There being no further items to discuss, Work study was adjourned at 7:01 P.M.

Kristi DeVerney, City Clerk