



MEETING NOTICE

TO: **Incentive Committee**

- Mayor Richard Van Dorp
- Mayor ProTem Sally Gruppen
- Councilman Phung Lam
- Councilwoman Amy Langeland (Alternate)
- Tim Klunder, City Manager
- Kevin Plockmeyer, Finance Director
- James Donkersloot, City Attorney
- Tim Maday, Community Development Director

FROM: Kristi DeVerney, City Clerk

DATE: March 13, 2026

RE: *Notice of Meeting*

DATE: **March 16, 2026**

TIME: **5:30 p.m.**

PLACE: **City Hall 2nd Floor**

AGENDA

1. Review of Act 198 – Industrial Facilities Tax Exemption Certificate Application for 541 E Roosevelt Ave – Highpoint Finishing Solutions, Inc
2. Approval of draft October 6, 2025 Tax Incentive Committee meeting minutes
3. Other

Note: Work Study Session will begin at 6:00pm.

Dinner will be available at 5:30 p.m.



21 South Elm Street • Zeeland, Michigan 49464 • (616) 772-0872 • (616) 772-0880

MEMORANDUM

DATE: Friday, March 13, 2026

TO: Tim Klunder, City Manager

FROM: Tim Maday, Community Development Director

RE: **March 16th Tax Incentive Committee meeting agenda – 541 E Roosevelt Ave – Highpoint Finishing Solutions, Inc - Act 198 - Industrial Facilities Tax Exemption Certificate Application**

Background: In 2025, Highpoint Finishing Solutions, Inc. began construction of a 19,200-square-foot addition to its manufacturing facility at 541 E Washington Ave (owned by Highpoint Leasing, LLC).

Highpoint Finishing Solutions, Inc is now seeking an Act 198 – Industrial Facilities Tax Exemption Certificate for the project. An Act 198 tax abatement reduces the property tax burden on new/renovated/expanded industrial facilities by nearly 50% for a period of up to 12 years. Over the past several decades, the City of Zeeland has supported many projects in the industrial park with Act 198 tax abatements.

An existing Act 198 – Industrial Development District is in place at 541 E Washington Ave, allowing the applicant to submit directly for an Act 198 exemption certificate. Their certificate application was filed in January of 2026 and will come before the Tax Incentive Committee for review on March 16th. If approved by the Tax Incentive Committee, this application will come before City Council for a public hearing and consideration in April of 2026.

Staff believes that the application documents are in order, and it is appropriate for the Committee to forward the application to City Council and schedule a public hearing for the requested exemption certificate.

Staff Recommendation: Schedule a City Council public hearing for the 2026 Act 198 Exemption Certificate Application for Highpoint Finishing Solutions, Inc at 541 E Roosevelt Ave

I hope this memo is helpful in explaining the Act 198 certificate application that will come before the City's Tax Incentive Committee on March 16th. Please do not hesitate to contact me with any questions regarding this memo or the related application.



JAN 15 2026

Highpoint Finishing Solutions, Inc.

541 E. Roosevelt Ave
Zeeland, MI 49464
(616) 772-4425 office

January 13th, 2026

Pamela Holmes, City Clerk
City of Zeeland
21 S. Elm Street
Zeeland, MI 49464

Dear Clerk Holmes:

Please find enclosed the original and two (2) copies of a P.A. 198 Tax Abatement Application for Highpoint Finishing Solutions, Inc. as well as a \$750 check for the filing fee. Highpoint Finishing Solutions, Inc. is a manufacturer who specializes in high quality metal finishing, polishing, and surface enhancement for manufacturers and fabricators.

Proposed is an approximate \$1,955,835 capital investment project in our current facility at 541 E Roosevelt Ave in the City of Zeeland. This project is expected to create 20 jobs over the next two years and will allow us to retain 20 employees by moving our operations under one roof.

If you have any questions or need any additional information in your review of our documents, please call me at 616-831-0963 or email me at jt@highpointfs.com. Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'JT Wyrick', written over a horizontal line.

JT Wyrick, CFO

Enclösures

cc: Colin Cady, Lakeshore Advantage

Reset Form

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 190 of 1974, as amended, Filing is mandatory.

INSTRUCTIONS: File the completed application and the required attachments with the clerk of the local government unit. If you have any questions regarding the completion of this form, call 517-335-7491.

To be completed by Clerk of Local Government Unit	
Signature of Clerk	Date Received by Local Unit JAN 15 2025
STC Use Only	
Application Number	Date Received by STC

APPLICANT INFORMATION
All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) Highpoint Finishing Solutions, Inc		1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 332813	
1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 541 E Roosevelt Ave, Zeeland, MI 49464		1d. City/Township/Village (Indicate which) City of Zeeland	1e. County Ottawa
2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(5)) <input type="checkbox"/> Transfer <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(6)) <input type="checkbox"/> Research and Development (Sec. 2(10)) <input type="checkbox"/> Increase/Amendment		3a. School District where facility is located Zeeland Public Schools	3b. School Code 70350
		4. Amount of years requested for exemption (1-12 Years) 12	

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.

Highpoint Finishing Solutions, Inc is a manufacturer who specializes in high-quality metal finishing, polishing, and surface enhancement services that help manufacturers and fabricators. Proposed is a 19,200sf expansion to their current facility and a capital investment of \$1,955,835. This expansion will help them move all of their operations under one roof.

6a. Cost of land and building improvements (excluding cost of land) * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	▶ <u>\$1,955,835.00</u> Real Property Costs
6b. Cost of machinery, equipment, furniture and fixtures * Attach itemized listing with month, day and year of beginning of installation, plus total	▶ <u>\$0</u> Personal Property Costs
6c. Total Project Costs * Round Costs to Nearest Dollar	▶ <u>\$1,955,835.00</u> Total of Real & Personal Costs

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.

	<u>Begin Date (M/D/Y)</u>	<u>End Date (M/D/Y)</u>	
Real Property Improvements	▶ <u>09/08/2025</u>	<u>09/07/2027</u>	▶ <input type="checkbox"/> Owned <input checked="" type="checkbox"/> Leased
Personal Property Improvements	▶ _____	_____	▶ <input type="checkbox"/> Owned <input type="checkbox"/> Leased

8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption: Yes No

9. No. of existing jobs at this facility that will be retained as a result of this project. 20	10. No. of new jobs at this facility expected to create within 2 years of completion. 20
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11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

a. TV of Real Property (excluding land) _____

b. TV of Personal Property (excluding inventory) _____

c. Total TV _____

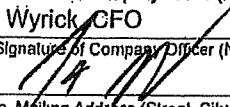
12a. Check the type of District the facility is located in:
 Industrial Development District Plant Rehabilitation District

12b. Date district was established by local government unit (contact local unit) 07/06/1993	12c. Is this application for a speculative building (Sec. 3(8))? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the Industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, Inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name Colin Cady	13b. Telephone Number 616-772-5226	13c. Fax Number	13d. E-mail Address colin.cady@lakeshoreadv.com
14a. Name of Contact Person JT Wyrick	14b. Telephone Number 616-831-0963	14c. Fax Number	14d. E-mail Address jt@highpointfs.com
▶ 15a. Name of Company Officer (No Authorized Agents) JT Wyrick CFO			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number	15d. Date 01/12/2026
▶ 15e. Mailing Address (Street, City, State, ZIP Code) 541/E Roosevelt Ave, Zeeland, MI, 49464		15f. Telephone Number 616-831-0963	15g. E-mail Address jt@highpointfs.com

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)		16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or indicate N/A if Not Applicable <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit Check or indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.		
16c. School Code		
17. Name of Local Government Body		▶ 18. Date of Resolution Approving/Denying this Application

Attached hereto is an original application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time, and that any leases show sufficient tax liability.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

For faster service, email the completed application and additional required documentation to PTE@michigan.gov.

An additional submission option is to mail the completed application and required documents to:

Michigan Department of Treasury
State Tax Commission
PO Box 30471
Lansing, MI 48909

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

Instruction for Completing Form 1012, Industrial Facilities Tax Exemption (IFT) Application

The completed original application form 1012 and all required attachments, **MUST** be filed with the clerk of the local unit of government where the facility is or will be located. Complete applications must be received by the State Tax Commission by October 31 to ensure processing and certification for the following tax year. Applications received after the October 31 deadline will be processed as expeditiously as possible.

Please note that attachments listed on the application in number 16a are to be retained by the local unit of government, and attachments listed in number 16b are to be included with the application when forwarding to the State Tax Commission (STC).

(Before commencement of a project the local unit of government must establish a district, or the applicant must request in writing a district be established, in order to qualify for an IFT abatement. Applications and attachments must be received by the local unit of government **within six months of commencement of project.**)

The following information is required on separate documents attached to form 1012 by the applicant and provided to the local unit of government (city, township or village). (Providing an accurate school district where the facility is located is vital.)

1. Legal description of the real property on which the facility is or will be located. Also provide property identification number if available.
2. Personal Property Requirements: Complete list of new machinery, equipment, furniture and fixtures which will be used in the facility. The list should include description, **beginning date of installation** or expected installation by **month/day/year**, and costs or expected costs (see sample). Detail listing of machinery and equipment **must match amount shown** on question 6b of the application. Personal property applications must have attached a certified statement/affidavit as proof of the beginning date of installation (see sample).
3. Real Property Requirements: Proof of date the construction started (groundbreaking). Applicant must include one of the following if the project has already begun; building permit, footings inspection report, or certified statement/affidavit from contractor indicating exact date of commencement.
4. Complete copy of lease agreement as executed, if applicable, verifying lessee (applicant) has direct ad

valorem real and/or personal property tax liability. The applicant must have real and/or personal property tax liability to qualify for an IFT abatement on leased property. If applying for a real property tax exemption on leased property, the lease must run the full length of time the abatement is granted by the local unit of government. Tax liability for leased property should be determined before sending to the STC.

The following information is required of the local unit of government: [Please note that only items 2, 4, 5, 6, & 7 below are forwarded to the State Tax Commission with the application, along with items 2 & 3 from above. The original is required by the STC. The remaining items are to be retained at the local unit of government for future reference. **(The local unit must verify that the school district listed on all IFT applications is correct.)**]

1. A copy of the notice to the general public and the certified notice to the property owners concerning the establishment of the district.
2. **Certified copy of the resolution establishing the Industrial Development District (IDD) or Plant Rehabilitation District (PRD), which includes a legal description of the district (see sample). If the district was not established prior to the commencement of construction, the local unit shall include a certified copy or date stamped copy of the written request to establish the district.**
3. Copy of the notice and the certified letters to the taxing authorities regarding the hearing to approve the application.
4. **Certified copy of the resolution approving the application. The resolution must include the number of years the local unit is granting the abatement and the statement "the granting of the Industrial Facilities Exemption Certificate shall not have the effect of substantially impeding the operation of (governmental unit), or impairing the financial soundness of a taxing unit which levies ad valorem property taxes in (governmental unit – see sample).**
5. **Letter of Agreement (signed by the local unit of government and the applicant per P.A. 334 of 1993 (see sample)).**
6. **Affidavit of Fees (signed by the local unit of government and the applicant), (Bulletin 3, January 16, 1998). This statement may be**

incorporated into the Letter of Agreement (see sample).

7. Treasury Form 3222 (if applicable - *Fiscal Statement for Tax Abatement Request.*)

The following information is required for rehabilitation applications in addition to the above requirements:

1. A listing of existing machinery, equipment, furniture and fixtures which will be replaced or renovated. This listing should include description, beginning date of installation or expected installation by month/day/year, and costs or expected costs.
2. A rehabilitation application must include a statement from the Assessor showing the taxable valuation of the plant rehabilitation district, separately stated for real property (EXCLUDING LAND) and personal property. Attach a statement from the assessor indicating the obsolescence of the property being rehabilitated.

The following information is required for speculative building applications in addition to the above requirements:

1. A certified copy of the resolution to establish a speculative building.
2. A statement of non-occupancy from the owner and the assessor.

Please refer to the following Web site for P.A. 198 of 1974: www.legislature.mi.gov/. For more information and Frequently Asked Questions, visit www.michigan.gov/propertytaxexemptions.

RESOLUTION
(To Establish District)

City of Zeeland
County of Ottawa, Michigan

Portions of minutes of a Regular Meeting of the City Council of the City of Zeeland, County of Ottawa, Michigan, held in the City Hall in said City on July 6, 1993, at 7:00 o'clock p.m., Local Time.

PRESENT: Council Members Mayor Hoogland, Kirkpatrick, Dekker,
Den Herder and Gruppen

ABSENT: Council Members Stoel and Hamstra

The following preamble and resolution were offered by Council Member Dekker and supported by Council Member Gruppen.

WHEREAS, American Poly, Inc., previously requested the City Council to establish an Industrial Development District under the provisions of Act 198 of the Public Acts of Michigan of 1974, as amended;

AND WHEREAS, notice of hearing on said request was published in the Zeeland Record on July 1, 1993;

AND WHEREAS, notice of said hearing was sent by certified mail, return receipt requested to Four Way Partners, the owners of the real estate hereinafter described, on June 23, 1993, and to American Poly, Inc., the applicant on such date;

AND WHEREAS, said hearing was held before the Zeeland City Council on Monday, July 6, 1993;

AND WHEREAS, said Act 198 of the Public Acts of Michigan of 1974, as amended, provides that a local governmental unit, by resolution of its legislative body, may establish an Industrial Development District;

AND WHEREAS, the City of Zeeland qualifies by levies of ad valorem taxes at a rate which, when taken together with the rates of ad valorem taxes levied by any other taxing authority which levies taxes within the City of Zeeland, equal or exceed \$30.00 for each \$1,000.00 of state equalized valuation;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City of Zeeland hereby finds that the request for the establishment of the proposed Industrial Development District was filed in connection with a proposed new facility for which the construction, acquisition, alteration and installation had not commenced at the time of the filing of the request.

2. In accordance with the provisions of Act 198 of the Public Acts of Michigan of 1974, as amended (Plant Rehabilitation and Industrial Development Districts Act) an Industrial Development District is hereby established which is described as follows:

A facility at 501 East Roosevelt Avenue, Zeeland, Michigan. The legal description for the approved district is described as follows:

Approved District: That part of the Northeast 1/4 of Section 18, Town 5 North, Range 14 West, City of Zeeland, Ottawa County, Michigan described as: beginning at a point on the East-West 1/4 line of said Section which is North 89 degrees 40'50" West 1030.00 feet from the East 1/4 corner of said Section; thence North 89 degrees 40'50" West 321.00 feet; thence North 00 degrees 19'10" East 659.73 feet; thence South 89 degrees 37'00" East 324.79 feet along the North line of the South 1/2 of the South 1/2 of the Northeast 1/4 of said Section; thence South 00 degrees 38'55" West 559.38 feet parallel with the East line of said Section to the point of beginning. Subject to highway right-of-way for Roosevelt Street over the South 33.0 feet thereof. Containing 4.89 acres, including highway right-of-way.

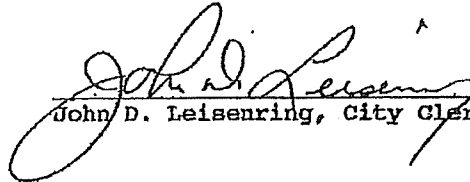
3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

AYES: Council Members Den Herder, Kirkpatrick, Dekker, Gruppen
and Hoogland

NAYS: Council Members None

ABSENT: Council Members Stoel and Hamstra

RESOLUTION DECLARED ADOPTED.



John D. Leisenring, City Clerk

CERTIFICATE

I hereby certify that the foregoing constitutes a true and complete copy of a Resolution adopted by the City Council of the City of Zeeland, County of Ottawa, Michigan, at a Regular Meeting held on July 6, 1993, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.



Nancy Tula, Deputy City Clerk

CITY OF ZEELAND

BUILDING PERMIT

PERMIT #: PB250102

Building Department
21 S. Elm St., Zeeland, MI 49464

Phone: (616) 772-0872
Fax: (616) 772-0880

APPLIED:
08/28/2025

ISSUED:
09/08/2025

EXPIRES:
03/07/2026

LOCATION
70-17-18-200-057
541 E ROOSEVELT AVE
ZEELAND MI 49464

OWNER
HIGHPOINT LEASING LLC
11877 108TH ST
FREEPORT MI 49325

APPLICANT
DREW BERENS (616) 540 8678
*PLEASE CALL (616) 772-0872
(BUILDING & ZONING DEPARTMENT)
24 HOURS IN ADVANCE FOR AN INSPECTION*

CONTRACTOR
LAKEWOOD CONSTRUCTION
11253 JAMES ST P (616) 392 6923
HOLLAND MI 49424 F (616) 392 7747
C (616) 218 2167

DIRECTIONS: BETWEEN FAIRVIEW AND CENTENNIAL **ZONING:** I-1
WORK DESCRIPTION: ADDITION
BUILDING IS TO BE 0 'WIDE BY 0 'LONG 0 'HIGH
AND SHALL CONFORM TO CONSTRUCTION TYPE: 3B

USE GROUP: F-1

DWELLING UNITS 0

REMARKS:

CONSTRUCTION OF 19,200 SQ. FT. PRE-ENGINEERED BUILDING ADDITION ON NORTH OF EXISTING BUILDING.

1. MECHANICAL, PLUMBING, ELECTRICAL AND FIRE SUPPRESSION PLANS MUST BE SUBMITTED AND APPROVED
2. SPECIAL INSPECTIONS REQUIRED FOR STEEL CONNECTIONS

INSPECTIONS REQUIRED: FOOTING PRE-POUR, WALL FORMS, VAPOR BARRIER, ROUGH-IN, INSULATION, FINAL

ADDITIONAL PERMITS REQUIRED: ELECTRICAL, PLUMBING, MECHANICAL

CONSTRUCTION VALUE: \$1,900,000 **CODE:** MBC 2015/MRC 2015

This permit conveys no right to occupy any street, alley or sidewalk or any part thereof, either temporarily or permanently. Encroachments on public property, not specifically permitted under the building code, must be approved by the jurisdiction. Street or alley grades as well as depth and location of public sewers may be obtained from the department of public works. The issuance of this permit does not release the applicant from the conditions of any applicable subdivision restrictions.

Work shall not proceed until the inspector has approved the various stages of construction. Inspections must be arranged by phone or in person.

**FOR INSPECTIONS
CALL:**

Electrical - Gord Bosch - 616.772.0872
Building - Ron Johnston - 616.772.0872
Mechanical - Randy Glass - 616.772.0872
Plumbing - Randy Glass - 616.772.0872

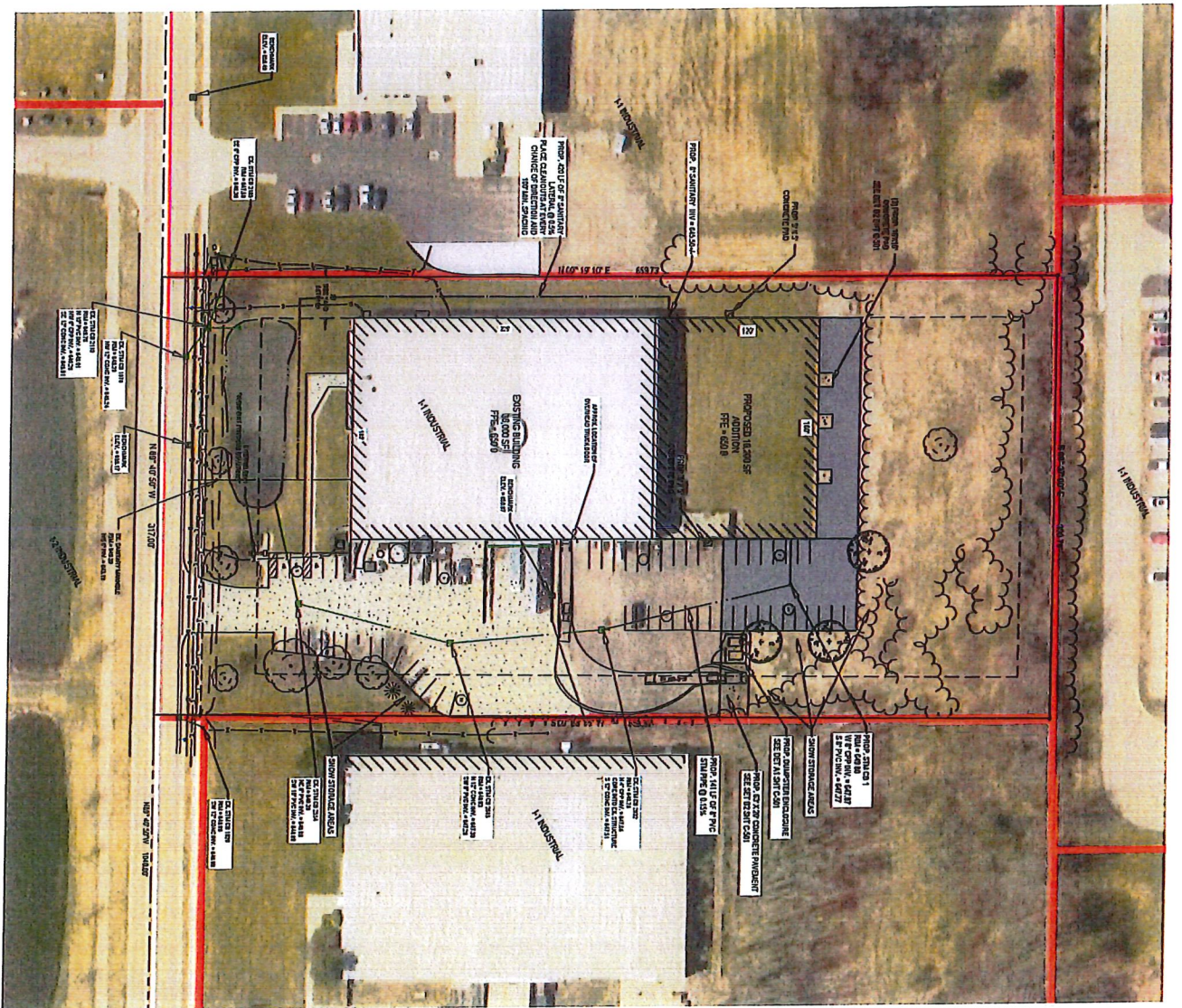
Section 23a of the State Construction Act of 1972, Act No 230 of the Public Acts of 1972, being Section 125.1523a of the Michigan Compiled Law's prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential structure. Violations of Section 23a are subject to civil fines.

Fee Total: \$13,448

Balance Due: \$13,448



Building Official



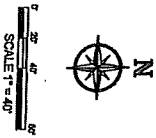
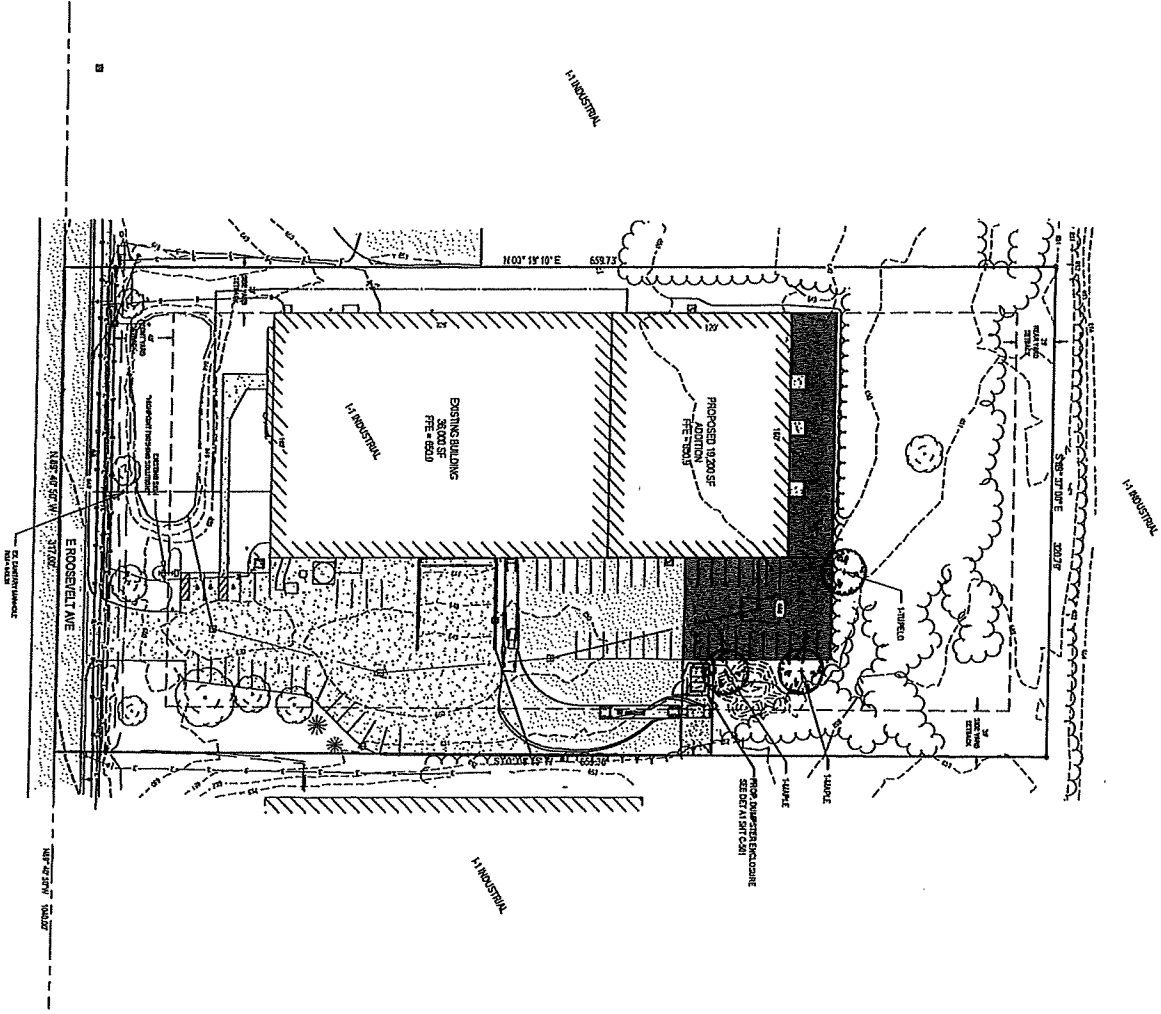
SCALE 1" = 40'

- 1. THE SURVEYOR'S RESPONSIBILITY IS TO PROVIDE AN ACCURATE AND COMPLETE SET OF PLANS FOR THE CITY OF LAYO, IN ACCORDANCE WITH THE CITY OF LAYO ORDINANCES AND THE CITY OF LAYO ZONING ORDINANCES.
- 2. THE SURVEYOR'S RESPONSIBILITY IS TO PROVIDE AN ACCURATE AND COMPLETE SET OF PLANS FOR THE CITY OF LAYO, IN ACCORDANCE WITH THE CITY OF LAYO ORDINANCES AND THE CITY OF LAYO ZONING ORDINANCES.
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- 10. THE SURVEYOR'S RESPONSIBILITY IS TO PROVIDE AN ACCURATE AND COMPLETE SET OF PLANS FOR THE CITY OF LAYO, IN ACCORDANCE WITH THE CITY OF LAYO ORDINANCES AND THE CITY OF LAYO ZONING ORDINANCES.

HIGHPOINT FINISHING SOLUTIONS 541 E ROOSEVELT AVE LAYO, MO 64584	LAKEWOOD ARCHITECTURE 1000 S. STATE ST. LAYO, MO 64584	Issued for:	HIGHPOINT FINISHING SOLUTIONS 541 E ROOSEVELT AVE LAYO, MO 64584
		Project No:	25-05-
Date:	06/25/2025	Drawn by:	S.M.
Checked by:	S.M.	Title:	CONCEPT PLAN
Date:	06/25/2025	Title:	CONCEPT PLAN
Date:	06/25/2025	Title:	CONCEPT PLAN

HOLLAND
 ENGINEERING

The Surveyor's responsibility is to provide an accurate and complete set of plans for the City of Layo, in accordance with the City of Layo Ordinances and the City of Layo Zoning Ordinances.

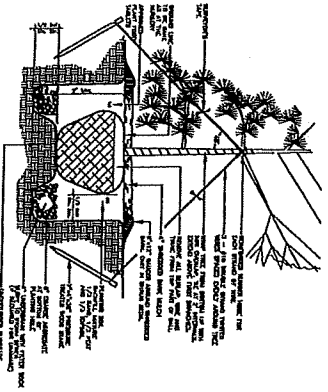


PLANTING NOTES:

1. LANDSCAPE REQUIREMENTS FOR PROPOSED IMPROVEMENTS ARE:
- 1.1. PROVIDE 100' OF CANOPY TREES, 1 TREE PER 50' SPACES; 10' OF TREES SHALL BE PLACED IN THE INTERIOR OF THE PROPOSED 21' WIDE DRIVEWAY (18' x 28' x 3 TREES)
- 1.2. PROVIDE 20' OF CANOPY TREES PER 100' OF DRIVEWAY
2. ALL TREES AND SHRUBS SHALL BE PLANTED IN A MANNER OF 2' WIDE FROM CURB AND UNDERSTANDING INTERFERENCE WITH UTILITIES AND ADJACENT PROPERTIES SHALL HAVE BEING ESTABLISHED TO A MINIMUM OF 5' FROM CURB AND 10' FROM ADJACENT PROPERTIES
3. PLANTING SHALL BE DONE WITHIN 90 DAY PERIOD
4. PLANTING SHALL BE DONE WITHIN 90 DAY PERIOD
5. PLANTING SHALL BE DONE WITHIN 90 DAY PERIOD
6. PLANTING SHALL BE DONE WITHIN 90 DAY PERIOD
7. PLANTING SHALL BE DONE WITHIN 90 DAY PERIOD
8. PLANTING SHALL BE DONE WITHIN 90 DAY PERIOD
9. PLANTING SHALL BE DONE WITHIN 90 DAY PERIOD
10. PLANTING SHALL BE DONE WITHIN 90 DAY PERIOD

PLANT LIST

NO.	SYMBOL	SIZE	COMMON NAME	SCIENTIFIC NAME	CULTURE REQUIREMENTS
1	(Symbol)	24" DIA	COASTAL PALM	ROSEAPPLE	SHADE TOLERANT, GROWING IN FULL SUN
2	(Symbol)	24" DIA	FLORIDA PALM	FLORIDA PALM	SHADE TOLERANT, GROWING IN FULL SUN
3	(Symbol)	24" DIA	FLORIDA PALM	FLORIDA PALM	SHADE TOLERANT, GROWING IN FULL SUN



LEASE AGREEMENT

- (1) THIS LEASE IS MADE this **1ST day of April 2026**, by and between **HIGHPOINT LEASING LLC, 11877 108th St, Freeport, Michigan**, the Lessors; and, **Highpoint Finishing Solutions, Inc., 541 E. Roosevelt, ZEELAND, MICHIGAN**, the Lessee.

WITNESSETH:

- (2) **LEASE OF PREMISES.** Lessors in consideration of the rents and covenants herein specified, does here by let and lease to the said Lessee the premises **55,200 sq. ft.** located at **541 E. Roosevelt Ave, Zeeland, MI 49464** having a **Fifteen-year** lease from and after the **1ST day of April 2026**.
- (3) **TERM.** The term of this Lease shall be **Fifteen Years (15) years** commencing **April 1, 2026** and ending **March 31, 2041**.
- (4) **RENTS.** The rent of said premises for a year shall be **\$262,200+NNN (\$4.75 per ft2 Base Rent); Lessee is responsible for payment of Property Tax and Insurance**, which shall be paid in equal monthly installments of **\$21,850+NNN** in advance on the **1st day** of each month of the year. Late payment charges shall be as follows: Five days or less \$75.00. More than five days \$75.00 plus \$5.00 for each additional day. **Base rent** rate will be adjusted every **two years** upon the same terms as provided herein, except Lessors may increase the rents at their election, not exceeding **10%** over the amount of the rent for the prior term. **Tax and Insurance** portions of rent will be adjusted **annually** with new rates going into effect January 1st of that year.
- (5) **IMPROVEMENTS.** Lessee may not commit waste, but may improve the leased premises by erecting buildings there on, grading and landscaping, and installing access to driveways; provided, that the plan of any such improvements shall first be presented for Lessors' prior approval, which approval shall not be unreasonably withheld. Any and all such improvements shall become a part of the leased premises, and shall be surrendered there with at the expiration of the term, or any renewal thereof.
- (6) **TAXES.** Lessee is responsible for payment of all real property taxes, either by amortization in monthly rent or directly paying the City of Zeeland. Lessee shall pay all personal property taxes assessed against any personal property owned by Lessee on the premises.
- (7) **INSURANCE.** Lessor shall maintain and pay for hazard and general premises liability insurance. Lessee shall maintain liability insurance which lists **Highpoint Leasing, LLC** as an additional insured. If Lessee shall install any buildings on the leased premises, Lessee shall insure the same to value against loss by fire, windstorm, or other casualty at Lessee's expense. If any loss occurs, the proceeds of the insurance loss settlement shall be applied to the repairing or rebuilding of the damaged or destroyed building. If the insurance proceeds are insufficient to fully restore the damaged or destroyed building, Lessee shall pay the deficiency.

- (8) **DEFAULT.** If Lessee shall default in paying the rents (with a 20-day grace period), or in fulfilling all Lessee's covenants and agreements herein contained, Lessors may terminate this Lease, and enter and take possession of the premises from the Lessee, all without waiving any rights, they may have at law hereunder, without further notice or demand (all such notices and demands be waived).
- (9) **ASSIGNMENT.** The Lessee covenants not to assign or transfer this Lease, nor to sub-let the premises or any portion thereof without the written consent of Lessor.
- (10) **UTILITIES.** The Lessee shall have all applicable utilities servicing the Premises metered in its own name and shall pay all charges and deposits for the utilities provided to or used in the Premises during the term of the Lease. Lessor shall not be liable for any outstanding utility charges. Lessor shall not be liable for damages if the furnishing of any utilities is interrupted by fire or other casualty, accident, labor dispute or disagreement, the making of any necessary repairs or improvement, or any other causes beyond Lessors reasonable control.
- (11) **HOLDING OVER.** In the event that the Lessee shall hold over after the expiration of the term of this Lease, or any renewal thereof, this Lease shall continue to govern in all its terms, but on a month to month basis, at monthly proportionate rent.
- (12) **QUIET ENJOYMENT.** Lessors covenant that the Lessee, on payment of all the rents when due, and performing all the covenants and agreements herein, shall peacefully and quietly have, hold and enjoy the said demised premises for the term, and any renewal term.
- (13) **USE AND OCCUPANCY.** Lessee may use the premises for any legal purpose of business, provided that no activity of Lessee, or any person or business acting for, on behalf, or in concert with Lessee, shall violate any ordinances, codes or regulations of any local units of government, of the State of Michigan, or of the Federal governmental permits, licenses or pre-approval of any activity, requiring the same. Should Lessee cause any pollution by act or accident, or violate any environmental laws, rules or regulations, Lessee shall forthwith clean up and remove such pollution or contaminant at Lessee's own expense entirely.
- (14) **MAINTENANCE AND REPAIR.**

Lessor shall maintain and keep the Premises in good condition and repair, including the exterior walls and windows, roof, heating & air condition equipment, electrical, plumbing, and parking lot. However, if the repair or replacement of a structural or capital nature is necessary because of the acts or negligence of Lessee, then Lessee shall be responsible for the repair or replacement. Lessor shall be obligated to make repairs only after Lessee has given Lessor written notice of the need for the repair, and only if the repair was not caused by the negligence or willful act of Lessee or its agents, employees, invites, or licensees.

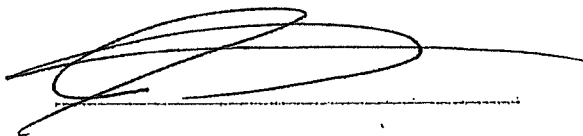
Lessee shall maintain the Premises in a neat and clean condition. Lessee shall also be responsible for all repairs or replacements occasioned by the negligence or willful act of Lessee

or its agents, employees, invitees, or licensees. Lessee shall be responsible for all seasonal maintenance of grounds (lawn care, snow removal) and general maintenance to exterior walls and windows, roof, heating & air condition equipment, electrical, plumbing, and parking lot that arises through normal use.

(15) ACCESS TO PREMISES. Lessor shall have the right to enter the Premises at all reasonable hours to inspect the Premises and to have access to Premises to install, maintain, repair, and replace pipes, ducts, lights, conduits, wires, floor coverings, and all other mechanical equipment serving the Premises.

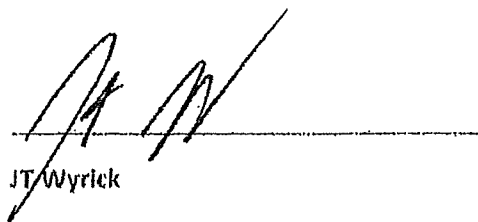
IN WITNESS WHEREOF, the parties have executed this instrument consisting of three typed pages, in duplicate (one copy for each party) on the date first above written.

Lessor: Highpoint Leasing, LLC.

A handwritten signature in black ink, appearing to be "James Davis", written over a horizontal line.

James Davis

Lessee: Highpoint Finishing Solutions, Inc.

A handwritten signature in black ink, appearing to be "JT Wyrick", written over a horizontal line.

JT Wyrick

City of Zeeland

FEB 12 2026

Dear City of Zeeland,

This new addition will allow us to continue operations within the city. We had received two facilities in the city, and the facility on Washington Ave. was sold. The new addition is also laid out much better for our company, allowing for additional employees and workstation to be filled as we continually strive to grow. Both of our facilities run a wide variety of parts across multiple industries. This move to be all under one roof will increase efficiency and allow us to be versatile on employment depending on what sku of parts are in the shop at any given time. This will result in more hours for our employees and less days off if workflow gets slow in any given department. Metal finishing is a skilled trade. We have very talented operators who must abide by tight standards. It is a blue-collar position that offers a competitive wage, with some employees averaging significantly more than industry averages. We also have competitively paid office positions and technician positions that we will continue to add with growth. As we quote new work, we adjust prices with the current labor market rates to stay competitive and take care of our employees. The new addition was designed with a water retention pond and green space to abide by the city's land use policies and environmental obligations. Lakewood construction did a great job making sure we implemented everything the city required in the permitting phase of the project. Highpoint Finishing Solutions has been in good standing financial obligations to the city since it began operations in 2011 and will continue to do so. We perform work for multiple customers within the city limits. Retaining our operations in Zeeland will keep this work being sourced locally without our current and future customers having to outsource elsewhere. A few local customers we support for reference are Herman Miller, Lakeshore Cutting Solutions, and Zeeland Architectural. We also support multiple local businesses for some of our consumable goods and miscellaneous. Ace Hardware, Advanced Auto, and West Side Service are a few for example. Current employees that do serve on boards or nonprofits do not currently require time off during the workday to fulfill those duties. We have never had any legal disputes with the city and have been a great business to help support employment in the community and its needs.

Sincerely,

JT Wyrick

CFO/Owner

Tax Incentive Committee
October 6, 2025

Call to Order

This is a regular meeting of the Tax Incentive Committee was held at 21 S. Elm Street, Zeeland, MI 49464 on Tuesday October 6, 2025. Committee member VanDorp called the meeting to order at 5:45 P.M.

Present: Committee members – VanDorp, Gruppen, Kass

Absent: Mayor Klynstra

Staff Present: Tim Klunder, City Manager, Jim Donkersloot, City Attorney and Sharon Lash Recording Secretary

AGENDA

Review of Act 210 – Commercial Rehabilitation Exemption Application for 123 E Main Ave – 123 Main Development Corporation

Tim Maday, Community Development Director, states Koele Godfrey Investment Group, located at 123 E. Main Ave., is planning a redevelopment of its site in downtown Zeeland. The proposal includes removing the existing single-story building and constructing a new two-story building in its place. The new building would be approximately 6350 square feet in area and represent a capital investment of about \$2,000,000.

As part of the project, the developers are seeking an Act 210 Commercial Rehabilitation Property Tax Exemption. This exemption allows only the school operating millage and the State Education Tax to be levied against the new value created from the redevelopment, for a period of 10 years. In recent years, the City has supported several redevelopment projects in the central business district through this exemption.

Staff Recommends: Schedule a City Council public hearing for Act 210 Commercial Rehabilitation Exemption Certificate Application for the property at 123 E. Main Ave. (Parcel number 70-17-18-357-051).

Ayes: VanDorp, Gruppen and Kass

No Votes: None

Absent, Mayor Klynstra