

NOTICE
Time Change

The City Council Work Study Session
on Monday, June 1, 2026
has been rescheduled
to
5:45 p.m.

Council Chambers – City Hall
21 South Elm
Zeeland, Michigan



CITY OF ZEELAND
City Council Work-Study Session
Agenda
City Hall – Council Chambers, 2nd Floor, 21 South Elm
June 1, 2026, 5:45 p.m.

DISCUSSION ITEMS:

1. Resolution to set public hearing on North Division vacation
2. MML Insurance Renewal
3. 17 E Main Boiler General Contractor Award

6:15 p.m. – 7:00 p.m. – Citizen’s Academy Graduation

UPCOMING BUSINESS:

OLD BUSINESS:

Vacancies on Boards/Commissions:
Board of Construction Appeals (1)
Brownfield Redevelopment Authority (1)
Nominating Commission (5)

ANNOUNCEMENTS:



CITY OF ZEELAND
City Council Regular Meeting
Agenda
City Hall – Council Chambers, 2nd Floor, 21 South Elm
June 1, 2026, 7:00 p.m.

CALL TO ORDER:

Invocation – Reverend Miriam Barnes – Second Reformed Church
Pledge of Allegiance to the Flag
Excuse absent members (by motion and reason)
Approve additions/deletions to the Agenda
Consent Agenda (page 2)
Public Comment/Visitors
Communications
City Manager's Report

FIRE/RESCUE DEPARTMENT OATH OF OFFICE:

- Fire/Rescue Firefighter – Ryan Bloomquist

ACTION ITEMS:

1. Resolution to Set Public Hearing on North Division vacation
2. MML Insurance Renewal
3. 17 E Main Boiler General Contractor Award
4. Clean Water Plant Committee Appointment

REPORTS FROM CITY COUNCIL MEMBERS

ANNOUNCEMENTS

CONSENT AGENDA

All items listed on the consent agenda are considered to be routine and will be enacted by one motion with a roll call vote. There will be no separate discussion of these matters unless a council member, a member of the administrative staff or a citizen so requests, in which event the item will be removed from the consent agenda and considered separately in its normal sequence on the regular agenda.

1. Approve minutes of the City Council Work Study of May 18, 2026.
2. Approve minutes of the Regular City Council meeting of May 18, 2026.
3. Receive for information draft minutes of May 11, 2026, Planning Commission meeting.
4. Receive for information draft minutes of May 14, 2026, Shopping Area Redevelopment Board meeting.
5. Receive for information draft minutes of May 18, 2026, Tax Incentive Committee meeting.
6. Receive for information draft minutes of May 19, 2026, Library Advisory Board meeting.

Council Meeting
Common Council
May 18, 2026

The regular meeting of the Common Council was held at 21 S. Elm Street, Zeeland, MI 49464 on Monday, May 18, 2026. Mayor VanDorp called the meeting to order at 7:00 P.M.

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

ABSENT: None

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

The Invocation was offered by Pastor Eric Barnes from Second Reformed Church. The Pledge of Allegiance to the Flag

Consent Agenda

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

1. Approve minutes of the City Council Work Study of May 4, 2026.
2. Approve minutes of the Regular City Council meeting of May 4, 2026.
3. Receive for information draft minutes of April 21, 2026, Board of Zoning Appeals meeting.
4. Receive for information draft minutes of May 7, 2026, Planning Commission meeting.
5. Receive for information draft minutes of May 12, 2026, Board of Public Works meeting.
6. Ratify BPW Action #26.029 – Approve Case Disbursements and Recommended Cash Transfers.
7. Ratify BPW Action #26.030 – Approve American Public Power Association DEED Grant Award – GIS Intern
8. Ratify BPW Action #26.031 – Approve Power Plant Units 9 & 10 Motor Control Center Replacement Project.
9. Ratify BPW Action #26.032 – Approve BPW Admin Office Overhead Door
10. Ratify BPW Action #26.033 – Approve Fiscal Year 26-27 Wage Scales and Wage Implementation Plan.

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

No Vote: None

Absent: None

Communications

None

City Managers Report

City Manager Klunder reported:

Mead Johnson Site Plan Review – The Planning Commission held their site plan review of the Mead Johnson site plan on Monday, May 11. Next step is for our administrative team to draft a

resolution of approval for the site plan with appropriate conditions. We heard a number of those requested conditions at Monday's meeting. We (along with the Planning Commission) will now determine the appropriateness/legal ability of including them as a condition of site plan approval. Citizens that spoke shared that while they were against the rezoning of properties, they want what works best for the neighborhood, Mead Johnson and the City. Tentative plan is to bring the proposed site plan approval resolution to the Planning Commission meeting on June 4, 2026. Should that be approved, additional items to be completed are variance requests and development agreements (utilities, Bethel Park space, playground relocation). City Council will be involved with the development agreements (approval body).

BPW Integrated Resource Plan (IRP) – A joint work/study session, of City Council and the Board of Public Works Commissioners, is scheduled for Thursday, June 11. The joint meeting of the City Council and Board of Commissioners will focus on the findings of the Zeeland BPW's 2026 Integrated Resource Plan (IRP). Discussion will include BPW's long-term electric generation needs, projected capacity shortfalls beginning around 2030, regulatory requirements, and a summary of the available options to address those needs. The meeting will emphasize the importance of securing reliable future capacity resources to support continued load growth, maintain system reliability, and preserve flexibility as market and regulatory conditions evolve. The meeting will also review how participation in the Michigan Public Power Agency's (MPPA) behind-the-meter generation initiative could provide a practical pathway for addressing these future needs through locally sited generation resources that enhance resiliency, reduce transmission constraints, and support long-term resource adequacy goals.

Tax Incentive Committee – Our tax incentive committee met at 5:30 p.m. on Monday, May 18 to review a tax abatement application from JR Automation.

Citizen's Academy – The Academy will have their final department presentation on Wednesday, May 20 @ 5:45 p.m. The session will focus on Community Development and our Marketing Department. The session will start in the Council Chambers. We are currently planning to hold the "graduation ceremony" at the June 1, 2026, City Council work/study session.

Library Advisory Board – Our Library Advisory Board will meet at 4:30 p.m. on Tuesday, May 19 at the Library/Community Center.

Public Hearing 7:10 p.m. – 17 E Main Brownfield Plan Amendment #1

Motion was made by Mayor Pro-Tem Gruppen and Supported by Councilmember Bult to have Mayor VanDorp call the Public Hearing to order at 7:10 p.m. Motion carried. All voting aye.

Community Development Director/Assessor Maday stated the plan amendment moves \$2,000,000 in tax increment funding (City's boilers) from the housing gap activity to the public infrastructure eligible activity. The proposed amendment #1 is largely administrative in nature (it doesn't change the reimbursement amounts), but it is recommended Council follows an approval process like the original approval process.

Motion was made by Councilmember Langeland and Supported by Mayor Pro-Tem Gruppen to close the Public Hearing for the 17 E Main Brownfield Plan Amendment #1 at 7:13 p.m. Motion carried. All voting aye.

Public Hearing 7:15 p.m. – JR Automation Brownfield Plan

Motion was made by Councilmember Timmer and Supported by Councilmember Lam to have Mayor VanDorp call the Public Hearing to order at 7:15 p.m. Motion carried. All voting aye.

Sean Ryan (JR Automation Representative) gave an overview of their business. They develop custom automation for Ford and General Motors, Yeti cups, etc. with 35% of their business being automotive. However, they are diversified as they develop medical supplies; (*i.e diabetic pumps*), as well, for the medical field.

The administrative provisions within the Brownfield Plan are consistent with the City's Brownfield Tax Increment Financing Policy. Also, estimated calculations of the tax incentives are consistent with the provisions in the City's Brownfield Tax increment Financing Policy and Community and Economic Development Financial Incentive Policy.

JR Automation is as excited to be apart of the City of Zeeland community as the Council is to have them here.

Motion was made by Mayor Pro-Tem Gruppen and Supported by Councilmember Langeland to close the Public Hearing for the JR Automation Brownfield Plan at 7:17 p.m. Motion carried. All voting aye.

Action Items

26.087 17 E Main Brownfield Plan Amendment #1 Resolution

Motion was made by Mayor Pro-Tem Gruppen and Supported by Councilmember Timmer to approve the Resolution to amend the 17 E Main Brownfield Plan (Amendment #1) for the 17 E Main, LLC Redevelopment project as presented

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

26.088 JR Automation Brownfield Plan Resolution

Motion was made by Councilmember Timmer and Supported by Councilmember Lam to approve the Resolution to amend the City's Brownfield Plan to include the 800 E Riley project as outlined in the plan amendment.

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

26.089 BPW SCADA Refresh Switch Award

Motion was made by Councilmember Lam and Supported by Councilmember Bult to approve the purchase of replacement BPW SCADA network switches and related fiber modules from Express Systems and Peripherals Inc. in an amount not to exceed \$22,207.50, waive the formal three-bid process, authorize the purchase as a sole source procurement, and make the purchase contingent upon approval by the BPW Board.

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

26.090 Collection of Unpaid Special Assessment Ordinance Amendment

Motion was made by Councilmember Langeland and Supported by Councilmember Timmer to adopt an ordinance amending the City Code to allow unpaid special assessment installments to be placed on the associated parcel's real property tax bill for collection.

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

26.091 Visser Artwork License Agreement

Motion was made by Councilmember Perkins and Supported by Councilmember Lam to approve the 2026 Visser Artwork License Agreement between the City of Zeeland and Zeeland Hardware Etc., LLC.

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

26.092 Krista Arendsen Artwork Agreement

Motion was made by Councilmember Bult and Supported by Councilmember Lam to approve the 2026 Artwork Agreement between the City of Zeeland and Krista Arendsen/Art by Krista.

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

26.093 1st CRC Parking Easement Amendment

Motion was made by Mayor Pro-Tem Gruppen and Supported by Councilmember Timmer to approve the Easement Addendum to the First Christian Reformed Church/City of Zeeland parking lot agreement as presented.

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

26.094 2nd Reformed Parking Easement Amendment

Motion was made by Councilmember Timmer and Supported by Councilmember Perkins to approve the Third Easement Addendum to the Second Reformed Church/City of Zeeland parking lot agreement as presented.

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

There being no further business, motion was made by Councilmember Timmer and Supported by Councilmember Langeland to adjourn the meeting at 7:31 P.M. Motion carried. All voting aye.

Mayor Richard Van Dorp III

City Clerk Kristi DeVerney

MEMORANDUM OF-STUDY SESSION
Zeeland City Hall Council Chambers Monday, May 18, 2026
6:00 P.M.

Mayor VanDorp called the Study Session to order at 6:02 P.M.

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

ABSENT: None

Staff Present: City Attorney Jim Donkersloot, City Manager Tim Klunder, Asst City Manager/Finance Director Kevin Plockmeyer, Community Development Director Tim Maday, Marketing Director Abby deRoo, IT Director Tim Maloney, and City Clerk Kristi DeVerney

Lakeshore Advantage Update

Jennifer Owens, (Lakeshore Advantage President), noted that they are honored to serve as the contracted economic development support organization for the City of Zeeland. Their mission is based on their region's GPS; to GROW a vibrant economy where current and future generations want to live and work, to PLAN to cultivate a strong entrepreneurial ecosystem to help seed the region's primary employers of tomorrow, and to SOLVE by supporting primary employers of all sizes by removing barriers to growth and helping create diverse, high-quality job opportunities for area residents.

BPW SCADA Refresh Switch Award

IT Director Maloney stated Zeeland Board of Public Works SCADA (Supervisory Control and Data Acquisition) networks provide the communication infrastructure used to monitor and support critical utility operations. The BPW SCADA network switches included in this request are scheduled for replacement as part of the City's normal infrastructure lifecycle planning.

This request is being presented to City Council before BPW Board consideration due to current equipment lead times. Any purchase authorized by City Council will remain contingent upon BPW Board approval, and a separate memorandum will be provided to the BPW Board for its review and consideration.

It is proposed that the City purchase replacement network switches and related fiber connectivity modules for the BPW SCADA network. The replacement equipment will maintain consistency with the City and BPW's existing SCADA network standards and allow staff to continue using a common platform for configuration, monitoring, troubleshooting, and support.

The proposed purchase includes the following equipment:

Description	Cost	Qty	Total
Network switches	\$1405.00	10	\$14,050.00
Fiber modules	\$355.00	20	\$7,100.00

A 5% contingency is recommended to address potential pricing changes, shipping costs, or related procurement adjustments prior to final purchase:

Description	Total
5% contingency	\$1,057.50
Total not-to-exceed	\$22,207.50

Capital funds in the amount of \$36,000 were previously requested and allocated for the BPW SCADA switch refresh. The proposed purchase, including contingency, remains within the approved capital allocation.

Express Systems and Peripherals Inc. is recommended as the sole source vendor for this purchase. The equipment must remain consistent with existing SCADA network standards, management practices, configuration requirements, and operational support needs. For this reason, staff recommend that the formal three-bid process be waived in accordance with the City’s purchasing policy and that Express Systems and Peripherals Inc. be treated as the sole source vendor for this procurement.

It is recommended that City Council approve the purchase of replacement BPW SCADA network switches and related fiber modules from Express Systems and Peripherals Inc. in an amount not to exceed \$22,207.50, which includes a 5% contingency, using previously approved capital funds.

This approval shall be contingent upon subsequent approval by the BPW Board.

17 E Main Brownfield Plan Amendment #1 Resolution

City Manager Klunder noted City Council will hold a public hearing on a proposed amendment #1 to a previously approved (March 3, 2025) Brownfield Plan for 17 E Main, LLC Redevelopment (Midwest Construction).

The plan amendment moves \$2,000,000 in tax increment funding (City's boilers) from the housing gap activity to the public infrastructure eligible activity. However, to provide some additional background and context around the public hearing and the proposed amendment request, included are the Brownfield Redevelopment Authority's Resolution approving plan amendment #1, (2) a March 20, 2026, city memorandum to the Brownfield Redevelopment Authority regarding plan amendment #1, a February 23, 2026 memorandum from the Brownfield Authority's consultant (Fleis and VandenBrink) on plan amendment #1 (that memo provides a thorough overview of proposed amendment #1), and the memorandum from February 28, 2025 recommending approval of the original Brownfield plan with the corresponding plan also attached.

Although the proposed amendment #1 is largely administrative in nature (it does not change the reimbursement amounts), it is recommended we follow an approval process like the original approval process. For comparison, the dollars associated with the Plan's funding are:

Eligible Activity	Original Plan	Amended Plan
Demolition (developer)	\$51,000	\$51,000
Infrastructure (developer)	\$239,500	\$239,500
Site Preparation (developer)	\$46,500	\$46,500
Additional Housing gap (dev)	\$262,000	\$262,000
Contingency (developer)	\$42,900	\$42,900
BRA Work Plan Prep (dev.)	\$15,000	\$15,000
BRA Plan Implement (dev.)	\$15,000	\$15,000
Additional Housing (city)	\$2,000,000	\$0
Infrastructure (city)	\$0	\$2,000,000
State BRA Fund (estimated)	\$214,115	\$214,115
City Admin. Fees (est.)	\$65,097	\$65,097

JR Automation Brownfield Plan Resolution

City Manager Klunder noted City Council will hold a public hearing to consider a Brownfield Plan Amendment to approve a Brownfield plan for JR Automation Technologies, LLC, at 800 E. Riley. City Council's public hearing follows action by the City's Brownfield Redevelopment Authority's approval of the plan amendment at their March 31, 2026, meeting.

As a reminder, the City has one Brownfield plan which we amend for site-specific projects. City Council will find detailed information regarding the proposed Brownfield plan amendment. A few items, of additional note for City Council's information, are:

- As noted in the plan, the developer will seek reimbursement of \$4,101,975 in eligible activities. For its part, the City (BPW) will seek \$4,531,000 for Phase I infrastructure improvements (adjacent to site) and potentially \$4,000,000 for Phase II improvements (exploring a roundabout at the corner of Main/Fairview).
 - It is currently anticipated that the City will bond for a portion of the infrastructure improvements, using tax increment financing from the project to pay the bonds.
 - When including our local Brownfield administration fee (5%) a total estimated amount of \$13.7 million would be collected through the TIF. Of this amount, approximately \$6.2 million (46%) would be City tax dollars, while the other revenue would be from other local tax sources. There are no state education or school operating taxes included in the tax capture.
- The administrative provisions (administration fee, percentage of annual collection to city, etc.) within the Brownfield Plan are consistent with the City's Brownfield Tax Increment Financing Policy.
- Estimated calculations of the tax incentives are consistent with the provisions in the City's Brownfield Tax Increment Financing Policy and Community and Economic Development Financial Incentive Policy
 - The total estimated financial incentives (IFT and TIF) to JR Automation are 20% (no more than 50% per policy) and 5.63% (no more than 40%) for brownfield incentives. Interestingly, on a per square foot basis, the proposed incentives are \$50.54. In four "recently" approved incentive projects (CRA and/or BRA TIF) the average was \$50.99 per square.
- From a procedural standpoint, should City Council approve the Brownfield Plan Amendment for 800 E. Riley, the next step will be to approve a reimbursement agreement (sample in the Brownfield Plan) between the Brownfield Authority/City and developer before any tax reimbursements are made.

Our leadership team recommends that City Council approve the Resolution to amend the City's Brownfield Plan to include the 800 E. Riley project as outlined in the plan amendment.

BL-196 Beautification Plan Update

ACM/Finance Director Plockmeyer noted that included in the 2026 Strategic Action Plan was the following goal related to the BL-196 Beautification Plan:

"By June 30, 2026, revisit our vision for the beatification of BL-196 and determine council's desire to implement the vision."

Below summarizes the key timeline and decisions to date, the project cost picture, the MDOT constraints that shaped the concept, and a brief reflection and recommendation for how to proceed.

Summary of Timeline and Actions:

1. January 2020 — Council goal setting: corridor improvements and a BL-196 action step were adopted as Council priorities.
2. Summer–Fall 2020 — Consultant procured: master-plan scope (inventory, concepts, and MDOT coordination) authorized; consultant fee ~\$9,845.
3. 2021 — Inventory, concept development and MDOT coordination: concepts, plant lists and sketches prepared; MDOT met with staff and was generally receptive.
4. November 15, 2021 — Council work-study: conceptual plan and order-of-magnitude construction estimate (~\$1.1 million) presented.
5. 2022 — Regional coordination and MDOT reconstruction planning; December 2022 Council endorsement of the beautification concept and request that MDOT consider including elements in its reconstruction.
6. 2026 Strategic Action Plan — directs us to revisit the BL-196 beautification vision and determine Council's desire to implement by June 30, 2026.

MDOT constraints that shaped the concept and implementation risk

- Lighting is not permitted within the State right-of-way for this corridor; any lighting would need MDOT approval and likely be outside of the right-of-way.
- Trees and vertical architectural elements must be set back a minimum of 50 feet from the travel lane, significantly limiting locations for larger plantings and features.
- Low-growing shrubs and irrigation are possible but require MDOT approval and must meet maintenance and salt-tolerance requirements.

For City Council's reference, the conceptual plans have been included.

Reflection and next steps

We worked closely with MDOT and pursued inclusion of our concept in the State reconstruction project. However, based on the final scope of MDOT's project, the full reconstruction did not occur in Zeeland in a manner that would allow our beautification plan to be incorporated as part of that work. As a result, the decision point before City Council now is whether there is a desire to pursue the BL-196 Beautification Plan outside of MDOT, knowing that the City would likely be responsible for the full cost of the project. At the current conceptual level, that cost is estimated at approximately \$1.1 million. Moving forward with the project would also mean weighing it on other competing capital improvement priorities, including park, street, facility, downtown, and other capital projects.

Requested Council feedback

At this time, staff is not seeking formal Council action. Rather, we are seeking Council feedback as to whether this project remains a priority you would like staff to continue pursuing, and if so, how you would view it relative to the City's other capital improvement priorities. This feedback will help guide staff in determining whether to devote additional time and resources toward refining the project, identifying funding opportunities, and considering where it may fit within broader capital planning efforts.

City Council indicated that they would like staff to explore incremental low-cost options to implement the plan focusing on median plantings. Council would like to see ways these low-cost options could be incorporated into future budget cycles.

Collection of Unpaid Special Assessment Ordinance Amendment

ACM/Finance Director Plockmeyer noted the City of Zeeland has a tax base that experiences a delinquency rate of less than 0.1 percent. One area in which the City is endeavoring to provide additional means of collection is unpaid special assessments. The City currently has a few outstanding special

assessment installments, totaling less than \$1,000, that were not originally included on a winter or summer tax bill and remain unpaid. The City has contacted the affected property owners, but payment has not yet been received or otherwise resolved.

The proposed ordinance would amend the City Code to establish additional procedures for collecting unpaid special assessment installments. Specifically, the ordinance would allow an unpaid special assessment installment to be placed on the real property tax bill associated with the benefited parcel. The ordinance also provides that a service fee equal to the greater of \$25 or 5 percent of the unpaid installment may be added to the tax bill. If the tax bill remains unpaid, the amount would ultimately be collected by the Ottawa County Treasurer in accordance with applicable state law.

As noted, the City has very few instances in which it struggles to collect taxes or special assessments. However, adoption of this ordinance would provide the City with an additional means to collect unpaid special assessment installments when voluntary payment efforts are unsuccessful.

Staff recommend City Council adopt an ordinance amending the City Code to allow unpaid special assessment installments to be placed on the associated parcel's real property tax bill for collection.

Mural Package Award

Marketing Director deRoo stated, as part of the continued effort to expand permanent public art throughout downtown Zeeland, the Marketing Department issued a call for artists for a second round of downtown murals. This opportunity generated strong interest from the artistic community, resulting in eighteen submissions for two potential mural locations from many talented artists. After careful review and evaluation of the submissions, the Marketing Department identified two finalists whose artistic styles and concepts most effectively reflected the character and vision of downtown Zeeland. (Details regarding the second finalist will be presented at a future council meeting as final proposal details are still being refined.)

After reviewing all submissions, staff recommend selecting local artist Krista Arendsen for the mural installation planned for 122 E. Main Avenue. Krista previously completed Zeeland's inaugural downtown mural project, and the City remains enthusiastically pleased with the final result. Through that successful experience, the Marketing Department has developed strong confidence in Krista's artistic ability, professionalism, collaborative approach, and understanding of Zeeland's community character. Additionally, property owner, Greg Visser, has strong confidence in Krista's ability and an affection for her artistic portfolio and style. Therefore, we feel this artist/property combination is the right fit.

Krista has provided four preliminary pencil sketch concepts for the proposed mural. Similar to the process utilized during the first mural project, these conceptual sketches are intended to establish the artistic direction and overall style of the mural while still allowing flexibility throughout the creative process. These sketches are not to be interpreted as final designs but rather an artistic direction for the project. The Marketing Department is very comfortable continuing this collaborative approach and will work closely with Krista to identify and refine a final version that is most fitting for the location and representative of the Zeeland community. The Marketing team and property owner will also collaborate with the artist on the final color palette selection to ensure the artwork complements both the mural design and surrounding downtown environment.

The proposed mural will be installed on the east and south-facing brick walls at 122 E. Main Avenue. To facilitate this project, the City Attorney has prepared two agreements for City Council consideration and approval:

- 2026 Visser Artwork License Agreement between the City of Zeeland and Zeeland Hardware Etc., LLC, property owner of 122 E. Main Avenue
- 2026 Artwork Agreement between the City of Zeeland and Krista Arendsen/Art by Krista

The Artwork Agreement outlines the scope of work, project timeline, ownership rights, insurance requirements, and compensation structure for the mural installation. The License Agreement authorizes the City to utilize the building walls for installation and long-term display of the public artwork. This recommendation follows a similar process used during the City's first mural project in 2023, which resulted in a successful and well-received public art installation.

The City of Zeeland has budgeted \$25,000 in the 2025-2026 FY budget for this round of downtown murals. The proposal from Krista Arendsen/Art by Krista will use approximately \$14,500. The second mural that is being pursued (and will come before Council for review at a later date) is suggested to use the balance of the allocated budget.

Staff recommend that City Council approve the 2026 Visser Artwork License Agreement between the City of Zeeland and Zeeland Hardware Etc., LLC.

Staff recommend that City Council approve the 2026 Artwork Agreement between the City of Zeeland and Krista Arendsen/Art by Krista.

1st CRC Parking Easement Amendment

City Manager Klunder noted the City has had a long-term lease with First Christian Reformed Church for public use of its parking lot exclusive of Sundays and overnight use. The "current" agreement dates to 2022 at which time the city made a capital contribution to the repaving of the parking lot and agreed to split the snowplowing cost and future parking lot maintenance cost (years 11 – 20). The current term of the easement is through 2042.

During the summer of 2025, the City implemented a plan to better utilize municipal parking lots (north and south) for customer parking. One of the efforts has been to limit parking in the north and south lots during the weekdays to a 4-hour time limit. This effort naturally "pushed" vehicles to the outer lots that we have easements for – including the church lots.

As a result of the increased use of church lots, we initially had a re-evaluation request for our easement with North Street CRC by their leadership. While those discussions were ongoing, we felt we should proactively look at amending our easement with First CRC and 2nd Reformed.

The proposed easement amendment, for First CRC, would now have the City pay 85% of the snowplowing cost and future maintenance cost (years 11 – 20 of the agreement). Currently the agreement notes splitting those costs. As a reminder, the City previously made a capital contribution to the repaving of the lot (2022) and pays for a portion of the maintenance of the lot, thus this funding model will remain in the agreement versus a lease rate per spot.

From a dollar perspective, this past winter under the split formula we would pay \$2,006.25 and under the proposed formula we would pay \$3,410.60. A difference of \$1,404.35. For reference, the 85% is based on the City's use of the parking lot, six out of seven days of the week. The church appreciates the City's acknowledgement of greater use of their parking lot with this proposed amendment.

Our City leadership team recommends that City Council move to approve the Easement Addendum to the First Christian Reformed Church/City of Zeeland parking lot agreement as presented.

2nd Reformed Parking Easement Amendment

City Manager Klunder noted the City has had a long-term lease with Second Reformed Church for public

use of its parking lot exclusive of Sundays and overnight use. The “current” agreement dates to 2004. It has since been amended for (1) the church coordinated the snowplowing for a period – the City’s contractor once again maintains at the current time and (2) we made an additional capital contribution to reconstruct the lot in 2018 (an initial capital contribution was made in 2004) extending the term of the easement to 2034.

During the summer of 2025, the City implemented a plan to better utilize municipal parking lots (north and south) for customer parking. One of the efforts has been to limit parking in the north and south lots during the weekdays to a 4-hour time limit. This effort naturally “pushed” vehicles to the outer lots that we have easements for – including the church lots.

As a result of the increased use of church lots, we initially had a re-evaluation request for our easement with North Street CRC by their leadership. While those discussions were ongoing, we felt we should proactively look at amending our easement with 2nd Reformed and 1st CRC.

The proposed easement amendment for 2nd Reformed would now have the City pay 85% of the snowplowing cost and maintenance cost (current agreement splits those costs). As a reminder, the City has previously made capital contributions to the reconstruction of the lot and pays for a portion of the maintenance of the lot, thus this funding model will remain in the agreement versus a lease rate per spot.

From a dollar perspective, this past winter, under the split formula, we would pay \$1,734.38 and under the proposed formula we would pay \$2,948.44. A difference of \$1,214.06. For reference, the 85% is based on the City’s use of the parking lot, six out of seven days of the week. The church appreciates the City’s acknowledgement of greater use of their parking lot with this proposed amendment.

Our City leadership team recommend that City Council move to approve the Third Easement Addendum to the Second Reformed Church/City of Zeeland parking lot agreement as presented.

There being no further items to discuss, Work Study was adjourned at 6:53 P.M.

Kristi DeVerney, City Clerk



**CITY OF ZEELAND
PLANNING COMMISSION MEETING MINUTES
HOWARD MILLER COMMUNITY CENTER
ZEELAND, MI
MAY 11TH, 2026
6:00 PM**

-6:00 PM Chairman Elhart called the meeting to order and requested a roll call of Planning Commissioners.

Present: Commissioners CJ Otteman, Rebecca Perkins, Sheri Holstege, Daniel Klompmaker, Rick VanDorp, Tim Klunder and Chairman Bill Elhart.

Absent: Commissioners Bob Blanton.

Also Present: City Attorney Jim Donkersloot, Zoning Administrator Timothy Maday, and Recording Secretary Nadine Garza.

-Moved by Klompmaker, Supported by Holstege to excuse absent members. Motion carried unanimously by voice vote.

Maday noted that there were no additional agenda items. He also referenced a communication received from resident Ryan Baas, regarding the Site Plan Review / Special Land Use Application for Mead Johnson and stated that it would be included as part of the official record in the minutes for tonight's meeting.

6:01 PM – Chairman Elhart opened the Public Hearing to hear the Site plan Review & Special Land Use Application for Mead Johnson & Company located at 725 E Main Ave.

Art Pike of Mead Johnson expressed his appreciation to the commissioners, staff, and members of the public for attending the meeting to discuss the next phase of the Mead Johnson Modernization Project. He stated that his team would be presenting a site master plan that outlines project progress while also addressing concerns previously raised, including traffic on Main Avenue, noise, odor, and landscaping.

Pike further explained that the proposed building footprint would be smaller than what had been discussed during the initial presentation last year. He also reported that Mead Johnson's commitment with Bethel Church to relocate the playground has been progressing well, while also noting continued collaboration with the Zeeland Fire and Police Departments to utilize recently purchased properties for training purposes. Additionally, Pike noted that the City and Mead Johnson have maintained a partnership for more than 100 years in support of feeding infants around the world, and he expressed his hope that the partnership would continue for the next 100 years.

Pike then introduced Allan Barron to present the site plan details.

Allan Barron of Mead Johnson provided a high-level overview of the items included in the proposed site design. He presented an overview of the entire site, identifying surrounding

properties as well as properties recently purchased by Mead Johnson that have since been rezoned for industrial use.

Barron also reviewed the proposed utilization of the site, highlighting the two existing buildings, ZSP and ZIPP. He noted that the existing building shown on E Washington Ave, formerly known as the Highpoint Finishing Building is planned to house cleaning, engineering, and maintenance contractors, who are currently operating out of trailers and Conex boxes located throughout the existing site. Barron added that approximately 100 contractors would enter the parking lot from Washington Avenue to access the site through the former Highpoint Building, which would help alleviate a portion of the traffic currently using Main Street.

Barron noted that their site plan shows buildings with increased setbacks from Calton St and Main Ave. The increased setbacks are intended to help alleviate potential noise impacts on neighboring properties. He further explained that two of the site's largest noise generators have been relocated to the center of the property so that the additional distance from surrounding streets will help disperse noise.

He noted that, in an effort to reduce traffic on Main Avenue, all entrances to the property from Main Avenue have been removed, with the exception of the 14-space visitor parking lot. All other access points have been relocated to Fairview Street or Carlton Street. This redesign allows for the addition of a continuous sidewalk, curb, and landscaping along Main Ave.

He further explained that, as a food processing facility, the FDA has specific pest control requirements, while the City requires canopy trees within parking lot islands. Due to FDA regulations and guidelines, they are unable to meet the City's required number of canopy trees. Barron stated that they are therefore requesting a variance to waive this requirement because of the property's unique circumstances.

Additionally, Barron noted that additional trees have been added along both Main Avenue and Carlton Street. He explained that trees and shrubs will be installed to help screen the property from Main Avenue and Carlton Street, while also highlighting greenbelt setback, which will include canopy trees extending from the visitor parking lot on Main Avenue to Carlton Street. Barron further noted that the pocket park concept is still in progress and is expected to be incorporated into the development agreement. He stated that Mead Johnson is currently working with the City to ensure the park aligns with the City's vision.

He then presented a cross-section view of Main Avenue, noting that they are also requesting a zoning variance for fencing. City code limits fence height to 4 feet; however, they are requesting approval for an 8-foot fence with an 18-foot setback. Barron presented a fence design he described as architecturally pleasing and explained that the fence is intended solely for security purposes, as the FDA also imposes security requirements for food processing facilities.

Barron continued his review of the site plan, noting that all towers, including the proposed new towers, will remain at the same height as previously shown. Barron also stated that the setbacks for the manufacturing building along Main Avenue are approximately four-and-a-half times greater than the required 50-foot setback. Additionally, he noted that several portions of the proposed buildings exceed the maximum permitted building height of 40 feet, requiring a height variance request.

Barron explained that another variance request involves front yard loading, as City Code does not permit loading areas within the front yard setback. He stated that Mead Johnson has worked to minimize the visual and operational impact by locating the loading docks on the west side of the building, adjacent to primarily industrial properties. He further noted that the loading area is situated approximately 400 feet from the Carlton Street right-of-way and will be fully screened with landscaping along Carlton Street.

Barron also acknowledged public concerns regarding odor and stated that Mead Johnson currently operates under valid air permits and has not received any violation notices from the County. He recognized that odor concerns have been raised by a nearby resident and referenced previous concerns related to the facility's wastewater treatment plant. Barron explained that a major component of the treatment system was replaced previously, which substantially reduced odors and related concerns. He added that Mead Johnson continues to monitor the issue and is exploring new technologies as part of the proposed project to further reduce any potential odors. Barron further noted that Mead Johnson is also working with the City's Clean Water Plant to evaluate how much wastewater treatment capacity the City may be able to provide for the facility.

Barron concluded by stating that he and his team have made a significant effort to address concerns raised by both the public and the City and have worked to incorporate that feedback into the proposed design changes. He expressed hope that the revisions demonstrate Mead Johnson's willingness to listen and respond to concerns, while also reflecting the company's commitment to remaining a good neighbor and responsible member of the Zeeland community.

Maday then provided a brief overview of the applicable City ordinances following Mead Johnson's presentation. He reminded the Commission that action had previously been taken at an earlier meeting to rezone several parcels included in the proposal to industrial zoning, making the proposed use permitted by right on those properties.

Maday explained that the current application was advertised as a Special Land Use request due to the proposed sign on one of the new buildings, which is approximately 150 square feet, exceeding the ordinance maximum of 100 square feet. He noted, however, that under the Special Land Use process, the Planning Commission may consider approval of up to an additional 50 percent in sign area.

Maday further reviewed the application materials and stated that staff finds the site plan to be complete, while noting that several waivers and variances have been requested, along with a number of outstanding utility-related items. He also stated that staff finds the proposed greenbelt along Main Avenue meets City code requirements and includes an adequate amount of trees.

Maday added that staff would like to note that the City does have Washington Ave beautification plans that were endorsed recently and staff would appreciate the opportunity to incorporate the Washington Ave beautification plans into site design, should improvements to the Washington Ave frontage be proposed. He further discussed that Commissioners have the ability to grant landscaping waivers such as the proposed relocation of the parking lot trees to Main Ave frontage, due to operational constraints cited by the property owner.

Maday further noted that staff continues to work closely with Mead Johnson regarding utility capacities, infrastructure sizing, and overall utility arrangements associated with the project. He added that staff appreciates the efforts of Mead Johnson and its contractors as the City works through a number of design-related items due to the scale and complexity of the project and the interconnected nature of the infrastructure improvements.

Maday stated that staff recommends any motion for project approval include a condition requiring final approval from the City's utility team. He explained that this is common for industrial developments, as there are often utility and infrastructure-related matters that are not directly tied to zoning ordinance requirements but must still be resolved prior to final project approval.

Additionally, Maday stated that the stormwater plans are currently under review by the Ottawa County Water Resources Office rather than City staff due to existing site conditions and the project's proximity to a county drain located adjacent to the building. He also noted that the City has consulted with a traffic engineer who has reviewed the traffic study and continues to coordinate with Mead Johnson to finalize projections and ensure the modeled traffic conditions accurately reflect anticipated field conditions. Maday stated that staff would recommend including a condition related to final traffic study approval as part of any motion. Maday then highlighted several variances being requested as part of the project, including a building height variance, as portions of several proposed buildings exceed the maximum permitted height of 40 feet. He also noted the request for a variance related to front yard fencing, as the proposed 8-foot fence exceeds the allowable fence height permitted by ordinance. Maday explained that these variance requests would require approval from the Zoning Board of Appeals.

Furthermore, Maday stated that the Mead Johnson facility has multiple front yards as it encompasses nearly an entire block, and while front yard loading is not permitted under the ordinance, the proposed loading areas are located more than 300 feet from the roadway and outside the required front yard setback. He noted that this request would also require approval from the Zoning Board of Appeals.

In conclusion, Maday stated that Mead Johnson is requesting landscape and screening waivers related to the Carlton Street trees, as well as approval for the relocation of parking lot trees. He noted that staff continues to work toward finalizing the traffic study and is awaiting comments from Ottawa County regarding stormwater review, while utility design and capacity determinations remain ongoing with staff.

Maday also noted that Mead Johnson had previously requested the vacation of North Division Street, for which the Planning Commission had already taken action recommending approval to City Council. He explained that City Council will ultimately consider the request at a future public hearing. Finally, Maday stated that staff intends to pursue a development agreement due to the scale and complexity of the project. He explained that the agreement would address a number of items, including utility coordination, infrastructure improvements and cost allocations, implementation and design of the proposed greenspace in the southwest corner of the site, and final design elements associated with the Bethel Church playground area. Maday added that staff continues to work with Zeeland Public Schools and Bethel Church to determine an appropriate arrangement for the proposed park space.

Maday clarified that, given the scale of the project and the significant level of public interest, staff is neither requesting nor expecting the Planning Commission to take action on the application at tonight's meeting. He noted, however, that the Commission may take action if members feel they have received sufficient information from all parties involved. Maday further explained that if no action is taken, the application will return for further consideration at the next regular Planning Commission meeting scheduled for June 4, 2026. Maday also referenced Planning Consultant Paul LeBlanc, noting that he was present to assist the Commission in its review and consideration of the application.

Paul LeBlanc, City Planning Consultant with PLB Planning Group, stated that Maday provided a thorough overview of the application materials. He also commented that the site plan submitted by Mead Johnson was among the most complete application packages he had reviewed, particularly for a project of this scale and complexity.

Maday added that, as Commissioners review the submitted public correspondence, it should be noted that one resident referenced the proposed tower as being 234 feet tall. He clarified that the proposed building height is actually 134 feet and stated that the discrepancy appears to stem from a misunderstanding of the elevation drawings, where the building elevation begins at 100 feet and the structure itself measures 134 feet in height.

Chairman Elhart then opened public comment.

Jeff Zylstra of 40 S. Sanford Street stated that he did not attend the meeting with an open mind and noted that he had previously been dissatisfied with the rezonings associated with the project. He explained that his purpose in attending the meeting was to remind Commissioners of their responsibility to ensure that residents living in the surrounding neighborhood continue to have a pleasant place to call home.

Zylstra stated that he was pleasantly surprised by portions of Mead Johnson's presentation, particularly the relocation of entrances from Main Avenue to Carlton Street, although he noted that he still has concerns regarding traffic impacts. He further explained that his primary concern remains odor, noting that he has lived on Sanford Street for approximately 30 years. Zylstra stated that he expected Mead Johnson to provide more definitive answers regarding odor mitigation, expressing that statements indicating the company is "trying" or "exploring options" are insufficient. He requested that the Planning Commission encourage Mead Johnson to conduct additional research and return with more concrete solutions and information regarding odor reduction efforts.

Sue Vanden Beldt of 40 S. Division Street asked the Planning Commission to carefully consider the requested variances as part of the project review process. She stated that while she understands the FDA regulations related to pest control, she does not understand the proposed parking lot landscaping plan. Vanden Beldt expressed concern regarding the reduced number of trees within the parking lot greenbelt areas and questioned how many trees would be relocated to Main Avenue if the requested variance is approved.

Maday noted that he will reference back to his City ordinance review to provide an answer.

Vanden Beldt added that the trees should be mature canopy trees, rather than saplings.

Ryan Baas of 28 S. Division Street stated that he was not present to oppose Mead Johnson's modernization efforts and acknowledged that the proposed investment represents a significant benefit to Zeeland's economy. However, he asked the Planning Commission to also consider the impacts the project may have on families living directly across the street from the facility. Baas expressed concerns that the proposed 134-foot tower would permanently alter the neighborhood skyline and that the addition of hundreds of vehicles along Main Avenue and Fairview Avenue would negatively impact the surrounding residential area. He also raised concerns regarding construction activities proposed near his residence and questioned why the project footprint could not be shifted farther north into the existing industrial area. Baas stated that relocating the development farther north would better preserve the residential character of the Main and Fairview Avenue area while also reducing potential noise and odor impacts on nearby families.

Baas also referenced the uncertain future of the Bethel Church Veldhof Playground, noting that the current site plan does not clearly commit to replacing the neighborhood amenity. He stated that failing to replace the playground with a more modern and improved facility would be a significant loss to the community. Furthermore, Baas stated that because Mead Johnson is requesting a substantial height variance in order to construct what he described as a world-class facility, he believes the City should require a comparable community benefit in return. He requested that the Planning Commission consider conditioning approval of the project on shifting the construction footprint farther north toward Washington Avenue, constructing a legacy playground that exceeds what currently exists, and establishing a neighborhood career scholarship program through Mead Johnson.

Baas explained that he envisions the proposed scholarship program as an opportunity to connect neighborhood youth with career pathways through mentorship and training opportunities coordinated with Mead Johnson's Human Resources Department. He added that he hopes his own children and other local youth will have opportunities to pursue stable, local careers within the community, which he stated is why the issue is personally important to him. Baas also referenced the written communication he submitted to the Planning Commission for further review of his ideas regarding the proposed playground improvements and scholarship program.

Maday noted that City ordinance requires 18 canopy trees along the Main Avenue frontage of the property. He explained that Mead Johnson's proposed site plan includes 48 canopy trees along Main Avenue, in addition to the proposed screening and hedgerow landscaping, exceeding the ordinance requirement by 30 trees, which are the proposed relocated parking lot trees.

Joel Geerlings of 38 Sanford Street stated that he appreciates the time and effort that has gone into Mead Johnson's proposed plans. However, he encouraged the Planning Commission to continue pushing for additional mitigation measures, noting that technologies and research exist to help better manage and reduce noise and odor impacts associated with the facility.

Geerlings stated that he is supportive of Mead Johnson and the proposed project overall, but emphasized the importance of ensuring the development remains a partnership that benefits

the community for many years to come. He added that maintaining a high quality of life within the surrounding neighborhoods is important in attracting and retaining homeowners in Zeeland.

Bruce Vanden Beldt of 40 S. Division Street expressed concerns regarding the proposed fencing along Main Avenue associated with the rezoned properties included in the project. He stated that he finds the fencing visually unappealing and commented that it resembles a prison compound. Vanden Beldt then questioned how frequently Commissioners visit the area surrounding the proposed development site, stating that he believes the project impacts are experienced differently by nearby residents than by members of the Planning Commission. He commented that the character of his neighborhood has changed significantly and expressed concern that previous approvals related to the project had been granted without a full understanding of the overall outcome.

Vanden Beldt further stated that renderings presented by Mead Johnson at previous meetings did not accurately reflect the current proposal and expressed his belief that the renderings were used to help gain support for the modernization project. He concluded by asking Commissioners to place themselves in the position of nearby residents when considering action on the application.

Colin Ebels of 19 S. Park Street referenced the proposed underground detention pond located on the west side of the site near the loading dock area and questioned whether that portion of the project could be shifted farther north or away from the residential area. He noted that vegetation cannot be established within a detention pond and expressed concern that the view from his home on Park Street would primarily consist of Mead Johnson's loading dock operations. Additionally, he commented that the proposed 15,000-square-foot park space appeared undersized and encouraged the Planning Commission to advocate for a larger public greenspace area as part of the project.

Klunder noted that it is typical for site plans to include references related to departmental reviews and clarified that each relevant department had the opportunity to review the proposed plan and provide comments. He further noted communication was submitted on May 4, 2026 regarding staff comments.

Perkins questioned whether a barrier would be installed between the visitor parking area and employee parking lot, expressing concern that employees may continue entering the site from Main Avenue through the visitor parking entrance and then cut through to access the employee parking area.

Barron confirmed that the visitor parking area will be separated by fencing and secured with a gate that would only be opened for emergency access if necessary, and not for standard day-to-day use.

Perkins questioned whether additional shrubs would be installed along the iron fencing on Main Avenue in conjunction with the proposed canopy trees. Barron confirmed that Mead Johnson is prepared to install 57 shrubs along Main Avenue, along with a similar number along Carlton Street, and stated that shrubbery will be installed continuously along the fence line. He further noted that in areas where overhead power lines are present, full screening with 6-foot arborvitae trees is proposed.

Perkins requested clarification regarding the size of the proposed pocket park. Barron explained that the original estimated size of the park was approximately 15,000 square feet and noted that the concept presented was preliminary in nature.

Perkins asked if the curb cut to the entrance of the employee lot would be placed in the same spot as the existing curb cut for (formerly) Bethel Church. Barron advised that it would be moved slightly north of the current location due to residential properties that sit across the street.

Perkins then questioned if the loading dock could be moved to ensure the drive does not sit entirely in front of a residence. Barron noted that reconfiguring that area would cause a complicated intersection in turn possibly creating more traffic congestion. He noted that they will review more options in regard.

Perkins questioned the proposed relocation of the playground. Klunder explained that Mead Johnson, the City, Zeeland Public Schools, and representatives from Bethel Church have been working together to obtain a lease agreement for property owned by the school district. He suggested that the playground be incorporated into the future development agreement, noting that the playground itself is not formally included as part of the current site plan review.

Perkins then confirmed whether the development agreement would ultimately be reviewed and approved by both the Planning Commission and City staff. Klunder advised that there would likely be two separate development agreements: one related to the playground area and another addressing utilities and related infrastructure matters, noting that the utility agreement would likely be more comprehensive in scope. He explained that the City continues to discuss what utility services and capacities it can provide as part of the project. Klunder further noted that both agreements would ultimately be reviewed by City Council, and stated that the south west greenspace design could potentially come before the Planning Commission.

Perkins questioned whether Mead Johnson plans to install mature trees as part of the landscaping plan. Barron responded that the proposed landscaping is intended to meet City Code requirements, including the installation of 10-foot-tall trees with a 2.5-inch caliper. He added that Mead Johnson intends to comply with all applicable landscaping and screening requirements, noting that trees above a certain size cannot realistically be transplanted. Barron stated that the company is making its best effort to meet ordinance standards while also addressing community concerns related to screening.

Klompaker asked whether Mead Johnson would be willing to add two additional trees along Carlton Avenue, rather than the 16 trees currently shown on the site plan. Barron responded that they are unable to add the additional trees due to the need to avoid overhead power lines located above and within the tree line area.

Holstege confirmed that neither the proposed pocket park nor the Washington Avenue Beautification Plan are formally included within the application presented by Mead Johnson at tonight's meeting, and noted that those items would need to be incorporated into any final motion by the Planning Commission in order to ensure they are included as part of the project.

Maday confirmed this understanding and stated that, if desired by the Planning Commission, a condition could be added requiring Planning Commission review and approval of the proposed greenspace located at the southwest corner of the site prior to commencement of related work. Maday further noted that, with regard to the proposed park area, staff would need to conduct additional research because the school district maintains jurisdictional authority over that portion of the property. Maday also referenced previous development agreements associated with other recently constructed developments, noting that such agreements often include language requiring Planning Commission review and approval of final building designs or site plans. He explained that this type of process allows additional time for planning and review while also creating opportunities for continued collaboration between the City and the developer.

Perkins asked whether Mead Johnson had any additional information or comments they wished to provide regarding the concerns raised during the meeting related to noise and odor impacts. Barron responded that Mead Johnson has been working with an outside consulting firm specifically focused on the design of the facility's wastewater treatment system and is currently evaluating potential improvements and mitigation measures. He noted, however, that no final decisions have been made at this time regarding those potential improvements. Additionally, Barron reiterated that Mead Johnson continues to work with the City's Clean Water Plant to explore additional solutions, expressing hope that the City may ultimately be able to fully handle the facility's wastewater treatment needs.

Barron also noted that the sound estimates referenced earlier in his presentation were based on standard sound reduction principles involving distance and decibel calculations. He explained that these calculations were developed in coordination with Mead Johnson's engineering team.

Klomp maker questioned whether truck traffic on Carlton Street would be directed toward Washington Avenue or Main Avenue. Barron responded that all truck traffic has been directed to avoid Main Avenue and instead utilize Carlton Street through Washington Avenue. He also noted that Mead Johnson's off-site warehouse is located on Fairview Avenue. Perkins then questioned whether signage would be installed to direct contractors and truck traffic appropriately. Barron stated that such signage had not yet been incorporated into the plan but noted that Mead Johnson would not be opposed to adding it. Barron further highlighted that approximately 100 vehicles currently entering and parking from Main Avenue will instead be redirected to the employee parking lot accessed from Washington Avenue under the proposed site plan.

Klomp maker asked whether Mead Johnson could provide additional clarification regarding FDA-related concerns associated with interior parking lot trees and potential pest issues. Barron explained that the FDA does not specifically regulate trees or landscaping; however, the agency does maintain rigorous standards related to pest control. He stated that Mead Johnson internally establishes standards for tree placement and landscaping design, noting that trees are positioned strategically and methodically to help minimize the risk of pest infestation, particularly given the proximity of the shipping dock to the parking areas.

Holstege questioned if the applicant planned to do anything different cosmetically with the current buildings. Barron noted they do not, and that all the buildings will match. Barron noted

that no buildings on the site would be abandoned, as all existing buildings remain necessary for operations.

Perkins questioned the anticipated construction timeline and asked whether Mead Johnson could provide an estimate as to when the project would be completed. Barron responded that his team has additional meetings scheduled in the coming weeks to further discuss the project timeline. He noted that the first phase of site work is anticipated to include construction of the parking lot off Main Avenue, followed by the possibility of installing the proposed fencing and landscaping as part of an early construction package. Barron also noted that temporary construction fencing would remain in place in addition to the decorative iron fencing presented in the proposal. He concluded by stating that the overall project timeline is still being finalized and that Mead Johnson would be happy to provide additional details to the Planning Commission once those timelines are determined.

Ottoman asked Mead Johnson to identify the source of the odor concerns referenced during the meeting. Barron explained that the odor is currently associated with the facility's wastewater treatment area and confirmed that the proposed modernization project does not include expansions to the wastewater treatment operations and therefore would not contribute additional odor impacts.

Ottoman then asked why the proposed site plan could not be shifted farther north toward Washington Avenue. Barron explained that a county drain runs directly through one of the northern properties, creating site constraints that prevent the development from fitting within that area. He further noted that Mead Johnson had attempted to acquire additional surrounding properties in an effort to create more site planning options; however, those acquisition efforts were ultimately unsuccessful.

Ryan Baas of 28 Sanford Street stated that he appreciated the technical explanation regarding why the site plan could not be shifted farther north. However, he commented that he views the project impacts as a sacrifice being made by the surrounding neighborhood and expressed that he would appreciate seeing substantial mitigation measures provided in return for that sacrifice.

Colin Ebels of 19 S. Park Street questioned how the proposed loading dock operations would function, specifically asking about the anticipated truck schedule. He noted that his residence directly faces the loading dock area and expressed concerns regarding trucks traveling along Park Street and potentially waiting in queue near his home. Barron responded that the proposed shipping dock design includes a double-lane entrance capable of accommodating up to four trucks at a time. He further noted that additional trailer parking may be located at the far south end of the Highpoint building and stated that the trailer parking area would not be directly adjacent to the street.

Hugh Bartels, representing Bethel Church, provided an update from the church's perspective regarding the proposed park and playground plans. He noted that representatives have participated in at least five meetings related to reviewing concepts and plans for the proposed improvements. Bartels stated that trust was something he initially struggled with at the beginning of the process; however, he added that he has since verified the information being presented and has been very pleased with both the demeanor of those involved and the efforts being made as part of the modernization project.

-7:07 PM Motion by Klompmaker to close the public hearing. Supported by VanDorp. Motion carried unanimously by voice vote.

Motion 2026.06

Moved by Klompmaker to approve the Site Plan Review & Special Land Use Application for Mead Johnson & Company LLC at 725 E Main Ave with the following requirements:

- (1) Approval of required variances by the Zoning Board of Appeals**
- (2) Approval of requested waivers by the Planning Commission**
 - a. Approval substituting three evergreen trees for the required two additional canopy trees in the Carlton St greenbelt**
 - b. Approval of waiving landscaping installation on Washington Ave**
 - c. Approval of the relocation of parking lot trees to the Main Ave frontage of the site**
- (3) Final traffic study review and approval by the City's consulting traffic engineer**
- (4) Approval of stormwater management plans by the Ottawa County Water Resources Commissioner's Office prior to issuance of building permits**
- (5) Final review and approval of utility design and system capacity by City staff and consultants**
- (6) Execution of a development agreement addressing project-related improvements and coordination items (including the offsite playground).**

Supported by VanDorp

Perkins stated that she would like to see additional items completed and further reviewed prior to the Planning Commission taking action on the application. She explained that City staff has had more time and opportunity to review and discuss the plans, whereas tonight's meeting represented the Commission's first opportunity to fully review the proposal.

Maday added that scheduling for the Zoning Board of Appeals meeting would not occur unless site plan approval was granted. He explained that the City would not want the Zoning Board of Appeals to consider variances for a plan that has not yet been fully reviewed and vetted by the Planning Commission, noting that the Zoning Board of Appeals should ultimately be reviewing the finalized site design. Maday also noted that Mead Johnson would not be able to proceed with construction of the project as currently proposed without first obtaining the required variances.

Additionally, Maday stated that stormwater management review and the traffic study are technical matters handled primarily by engineers and consultants, which can require additional time to complete. He explained that staff is comfortable delegating those reviews because they are matters staff routinely evaluates and because the applicable standards are established by Ottawa County and must be met regardless of whether action on the application occurs tonight or at a future meeting.

Perkins questioned how long it would take to get those reports. Maday replied that it can sometimes take months to receive those reports. Maday noted that there are several months in planning around building codes and plan reviewing when thinking about timelines.

Klompmaker questioned whether Perkins was comfortable with the three requested waivers, to which Perkins responded that she was. He then asked whether she wished to wait for the final results of the traffic study and wastewater review before taking action on the application. Perkins responded by asking whether it would be possible for the Planning Commission to review the proposed development agreement, given the number of moving parts associated with the project.

VanDorp clarified that the development agreement would ultimately be reviewed by City Council. Commissioners then discussed the possibility of requesting that a formal written motion be prepared in advance so that outstanding items and conditions could be more thoroughly reviewed and refined prior to the next regular Planning Commission meeting scheduled for June 4, 2026.

Motion 2026.07

Moved by Klompmaker to direct staff to draft a resolution approving the site plan, including the conditions referenced in the previous motion, to be presented to the Planning Commission for consideration at its next regular meeting.

Supported by VanDorp

Roll Call Vote on Motion 2026.07

Ayes: Offeman, Perkins, Holstege, Klompmaker, VanDorp, Klunder, and Chairman Bill Elhart.

Nays: None.

Absent: Blanton.

Motion Passes.

Maday stated that he had no additional matters for the Planning Commissioners at the meeting.

-7:19 PM – Moved by Klompmaker, supported by Holstege, to adjourn. Motion carried unanimously by voice vote.

Nadine Garza
Recording Secretary

EXECUTIVE SUMMARY: Community Benefit & Mitigation Proposal

RE: Mead Johnson Nutrition – Zeeland Modernization Masterplan (725 E. Main Ave) Submitted by: Ryan Baas, 28 Sanford St. | May 11, 2026

Overview

As a direct neighbor to the proposed expansion, I support Mead Johnson's continued investment in the Zeeland economy. However, the requested height variances (234' towers) and the relocation of industrial operations closer to the Main Avenue residential corridor impose a permanent "cost" on local families. This proposal outlines three specific conditions for site plan approval intended to mitigate these impacts and foster a long-term strategic partnership between the company and its neighbors.

The Three Primary Conditions for Approval

1. Footprint Optimization (The North-Shift)

- **The Request:** Re-evaluate the site layout to shift the high-density construction and the 234-foot tower further North toward the Washington Avenue industrial zone.
- **The Goal:** To preserve the residential skyline along Main Avenue and reduce the immediate noise and vibration impact on Sanford, Division, and Park Street residents.

2. The Veldhof Legacy Playground

- **The Request:** Mead Johnson to fund and construct a modern, "destination-grade" playground to replace the loss of the Bethel Church Veldhof Playground.
- **Key Features:**
 - Inclusive, ADA-accessible surfacing (no woodchips).
 - Modern climbing structures, sensory play areas, and a community splash pad.

3. Neighborhood-to-Career Scholarship Fund

- **The Request:** Establishment of a sustainable scholarship program for neighborhood youth, focusing on both traditional and non-traditional career paths.
 - **The "Talent Pipeline":** This initiative includes annual HR mentorship and a direct interview process for recipients, turning neighborhood children into Mead Johnson's future skilled workforce.
-

Why These Conditions?

- **Fair Mitigation:** The 234-foot tower height is a massive deviation from standard city code. These benefits serve as a fair trade for the permanent alteration of the neighborhood's character.
 - **Strategic Partnership:** By investing in a scholarship pipeline, Mead Johnson secures a reliable, local labor force while providing stability for neighborhood families.
 - **Community Continuity:** Replacing the lost playground ensures that this Zeeland neighborhood remains a premier location for young families to stay and grow.
-

"Let's ensure this project creates a lasting legacy for the families who will live in the shadow of these towers for the next fifty years."

Ryan Baas

28 Sanford St
Zeeland, MI 49464

ryanebaas@gmail.com

708-846-8744

June 12th, 2025

To: Art Pike – Mead Johnson/Reckitt

Subject: Enhancing Community Partnership: A Sustainable Scholarship Fund for Local Youth

Dear Mr. Pike,

On behalf of the residents of the neighborhood affected by Mead Johnson's expansion, I am writing to you today with a proposal to deepen Reckitt's already valued presence in our community. As you expand your operations in Zeeland, we recognize the significant impact this growth will have, and we are eager to explore opportunities for mutually beneficial partnerships.

Following up on our discussions regarding a scholarship fund for students from families in the affected neighborhood, I've developed an idea that I believe could transform this initiative into a truly sustainable and strategic investment for Reckitt.

Our proposal is for a **higher education scholarship program** that not only provides essential financial support but also creates a direct talent pipeline for your company. Here's how it would work:

- **Application Interview:** When students apply for the scholarship during their senior year of high school, they would engage in an interview with Mead Johnson's Human Resources department. This provides an early opportunity for both the students and Reckitt to connect and assess potential alignment.
- **Annual HR Engagement:** To maintain their scholarship in subsequent years, recipients would have an annual contact or meeting with an HR representative. This ongoing engagement allows Mead Johnson to monitor their academic progress, offer mentorship, and provide career guidance relevant to your industry.
- **Strategic Workforce Development:** By consistently engaging with these students throughout their schooling, Mead Johnson's HR team would gain valuable insight into their skills, interests, and development. This sustained relationship could culminate in a tailored job offer for each student upon their graduation, ensuring a ready pool of qualified and familiar local talent.

I believe this model offers a significant "**win-win**" for both our community and Reckitt. For the students, it provides not just financial assistance but also invaluable mentorship, career direction, and a clear path to employment. For Mead Johnson, it represents a proactive and cost-effective strategy for **recruiting and retaining skilled local employees**, fostering strong community ties, and enhancing your reputation as a committed corporate citizen. This integrated approach turns philanthropy into a strategic investment in your future workforce.

I am confident that by linking the scholarship fund to such a robust talent development initiative, Mead Johnson would see a significant return on its investment, justifying a more substantial contribution to the fund.

I would be grateful for the opportunity to discuss this proposal further with you at your convenience. Thank you for considering this innovative approach to community partnership.

Sincerely,

A handwritten signature in cursive script, appearing to read "Ryan Baas".

Ryan Baas

VELDHOF LEGACY PARK PROPOSAL

Community Benefit & Mitigation | Zeeland City Planning Commission | May 11, 2026

Vision Statement

To replace the loss of the Veldhof Playground with a world-class, multi-generational discovery park. This destination-grade asset serves as a fair-trade mitigation for the permanent visual and industrial impact of the 234-foot tower expansion on the surrounding residential neighborhood.

Key Playground Zones

1. The "Sky-High" Discovery Tower <ul style="list-style-type: none">• 20-foot vertical climbing mesh tower.• Landmark architecture echoing local modernization.• Integrated transparent spiral tube-slides.	2. Kinetic Hydro-Lab (Splash Pad) <ul style="list-style-type: none">• Zero-depth entry for 100% accessibility.• Interactive dams, waterwheels, and "Formula" pumps.• Recirculating, filtered water system for sustainability.
3. All-Abilities Sensory Sanctuary <ul style="list-style-type: none">• Acoustic "cocoon" for sensory regulation.• Tactile exploration walls and musical lithophones.• Inclusive "We-Go-Round" and adaptive swings.	4. High-Rebound Terrain <ul style="list-style-type: none">• Seamless, pour-in-place rubber topography.• Integrated in-ground trampoline mats.• Safe "parkour" mounds for physical development.

Modern Amenities & Safety

- **Digital Integration:** Augmented Reality (AR) markers for gamified physical play.
- **Year-Round Use:** Heated pathways for snow-melt and solar-powered charging benches.
- **Natural Buffer:** Nature playscape transition with reclaimed wood and butterfly waystations.
- **Location:** Open field East of the Zeeland Bus Garage—centralized for residential access.



MEMORANDUM OF MEETING
Shopping Area Redevelopment Board (SARB)
Thursday, May 14, 2026, at 9:00 A.M.

PRESENT: Board members: Barnes, Bult, Dick, Gentry, VanHoven,
VanKampen, Vos
ABSENT:
Staff: Marketing Director deRoo, City Clerk DeVerney
Guest: none

The meeting was called to order at 9:01 A.M. by Board Member Barnes.

9:02 Chairman Vos entered the meeting.

1. **PUBLIC HEARING – 41 N ELM – INSTALL EXTERIOR LED LETTER SIGN**

Chairman Vos opened the public hearing at 9:03 A.M.

deRoo gave an overview of the request, by John's Battery and Electric to install a 4' x 8' LED backlit letter sign that rests on legs, on the lot surface, however, the sign will be anchored to the ground for safety and wind protection. Board member VanHoven noted that the original sign had been damaged by a falling tree but that the original wiring, in the parking lot, was still able to light the new sign.

A motion was made by Barnes and supported by Gentry to close the public hearing at 9:11 A.M.

Motion was made by Barnes and supported by Gentry to approve the sign.

Ayes: Bult, Dick, Gentry
Nays: Barnes, VanHoven, VanKampen, Vos
Absent: None

Motion failed. The Shopping Area Redevelopment Board does not approve the sign, as proposed, by John's Battery and Electric. SARB finds that the proposed sign does not meet the quality standards intended to reflect the vision for downtown Zeeland.

SARB emphasized that it is supportive of John's Battery and Electric as a business and recognizes the need for signage; however, the Board feels the proposed sign is not compatible with the vision for the district.

SARB does acknowledge that the proposed sign meets all zoning requirements and will therefore be approved administratively by the City of Zeeland Community Development Department.

2. **APPROVE MEETING MINUTES**

A motion was made by Barnes and supported by VanHoven to approve the March 12, 2026, meeting minutes. All present voting aye. Motion Carried.

3. **PUBLIC HEARING – 140 E MAIN – FRONT LOWER STORE FRONT FAÇADE**

Chairman Vos opened the public hearing at 9:17 A.M.

Board Member Dick gave an overview of the request, by 3D Properties LLC, to renovate the front lower store front façade. The front wall will be a wood framing structure with new full glass windows, wood doors with side light and transom above store front door. There will be Cultured Stone above the lower window to just below upper windows. Exterior walls will have Clear Cedar stained around doors and windows and Column on each end.

There will be a front aluminum awning 19' x 3'6" x 10" painted black above the entry windows and doors to accent the entry to the store. The front entry will be recessed back from the sidewalk 3'6" so the door will not swing into the sidewalk area.

Board members were concerned with the awning as rain/snow would drip through it because it's more like a pergola.

A motion was made by Barnes and supported by VanHoven to close the public hearing at 9:25 A.M.

A motion was made by Barnes and supported by Bult to recuse Dick from the vote as she is directly involved with this project. Motion carried. All voting aye.

A motion was made by Barnes and supported by Gentry to approve the front lower store front façade project as presented. All remaining members voting aye. Motion carried.

4. **303 E MAIN RFP**

deRoo gave an overview of the memo that was presented to the City Council on May 4, 2026. City Council endorsed the release of the 303 E Main Request for proposals (RFP) and the proposed review process as outlined.

deRoo sent the RFP to about 30 developers for review. It was noted that a Council member was concerned about the neighboring property owners feeling pressured to sell their properties to a developer. Staff tried to reassure Council that the property owners had been sent a letter from the City of Zeeland that informed them that a developer may be contacting them in the future. However, the property owner still has options; can remain in their house and not sell, sell their property to another resident to live in the house, or sell their property to a developer. deRoo noted that none of the neighboring property members have contacted the City of Zeeland at this point.

This property, when developed, would need to reserve a space, in the building, for a boiler for future snowmelt projects.

Board members commented that 303 E Main is a small property so without some, or all of the neighboring properties, the footprint to develop would be very small. It was also noted that if a developer proposes a project, the city does not have to accept it if they feel it doesn't align with the vision for that area.

5. **MEMORIAL DAY PARADE ROUTE**

deRoo noted the Memorial Day Parade Route has some updates this year due to construction on Central and Church and also in the cemetery when the Memorial Day Ceremony usually occurs. This year, the ceremony will be held and livestreamed from 2nd Reformed Church.

6.

7. **DOWNTOWN MURAL PROJECT**

deRoo stated they received 18 mural proposals for the 2 mural spaces; southeast walls of 122 E Main (Adorned Home) and suspending a removable mural within the passageway at 137 E Main.

The City Attorney is working on agreements, and because these projects are included in the 2025-2026 budget, they should be starting in June.

8. **DOWNTOWN CALENDAR**

Event calendars were handed out to the Board members to display in their businesses.

9. **OTHER**

Parking - VanHoven noted that there still is a problem with parking lots being full most days (in the North parking lot) with most of those vehicles being from employees of different businesses. Also, there are still vehicles parked along the curb in the South parking lot when there are available parking spots in the parking lot. Board members are questioning why we bother making these parking policies if enforcement isn't a priority.

Gentry reported seeing a resident drop off their garbage in the dumpsters in the South parking lot when those dumpsters are for the businesses along that block.

A motion was made by Dick and supported by VanHoven to close the meeting at 10:02 A.M. All present voting aye, Motion Carried.

Kristi DeVerney, City Clerk

Tax Incentive Committee
May 18, 2026

Call to Order

This is a regular meeting of the Tax Incentive Committee held at 21 S. Elm Street, Zeeland, MI 49464 on Monday, May 18, 2026. Committee member VanDorp called the meeting to order at 5:45 P.M.

Present: Committee members – VanDorp, Gruppen, Lam, Langeland

Absent: None

Staff Present: City Manager Tim Klunder, City Attorney Jim Donkersloot, ACM/Finance Director Kevin Plockmeyer, Community Development Director Tim Maday, and City Clerk Kristi DeVerney

AGENDA

Review of Act 198 – Industrial Facilities Tax Exemption Certificate
Application for 800 E Riley St – JR Automation Technologies, LLC

Community Development Director Tim Maday stated JR Automation Technologies, LLC began construction of their new corporate headquarters and production facility at 800 E Riley St.

The company 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.

In September of 2025, an Act 198 - Industrial Development District was established at the 800 E Riley St site. The prior establishment of the district allows the applicant to apply directly for an Act 198 exemption certificate. Their certificate application was filed in April of 2026. Maday stated that if the request is approved by the Tax Incentive Committee, this application will come before City Council for a public hearing and consideration in June 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, and staff recommends such action be taken.

Motion was made by Gruppen and Supported by Lam to schedule a City Council public hearing for the 2026 Act 198 Exemption Certificate Application for JR Automation Technologies, LLC for the development of 800 E Riley St.

Ayes: VanDorp, Gruppen, Lam, Langeland

No Votes: None

Absent: None

Approval of March 16, 2026, Meeting Minutes

Motion was made by Lam and supported by Gruppen to approve the March 16, 2026, meeting minutes. All voted in favor, minutes approved.

Other Items

None

The meeting was adjourned at 5:54 P.M.

Kristi DeVerney, Zeeland City Clerk

Howard Miller Library Advisory Board
Meeting Minutes for May 19th, 2026

Present: Amanda Hanson (staff), Mary Wilkos (Chair), Terry Allen, Alison Reese, Lynette Lam, MaryBeth Timmer, Barb Danenberg

Absent: Josh Eggleston

Meeting called to order 4:30pm.

Minutes from the March 17th meeting were approved as written.
M-Mary Wilkos, S-MaryBeth Timmer - Passed unanimously.

Director's Report:

- Hosted the OAISD Monday Movie for special needs adults with 43 attendees on April 27.
- 17 patrons participated in the Battlefield Tactics program with educator Jerry Berg on April 21.
- 5 patrons attended the rescheduled MSU Extension program, Caring for the Caregiver, on April 30.

Youth and Family Programs

- Concluded Preschool Storytimes with Mrs. Russell on April 30 with a sleepy time event.
- May will be a break from Storytimes to prepare for Summer Reading and conduct field trips to local elementary and preschools.
- Hosted 3 preschool field trip visits with 63 attendees.
- Alex Thomas and Friends puppet show drew 174 attendees over Spring Break.
- Spring Break Cookies and Coloring event had 81 attendees.

Staff Highlights

- National Library Appreciation Week (April 19-25) included a brunch for staff on April 23.
- Received a \$1,059 grant for a new juvenile literacy kit collection, Grow A Reader Early Literacy Kit, funded in part by the Institute of Museum and Library Services. Six new kits are expected by July 1.

Old Business:

- Recap for Staff Appreciation Brunch on April 23rd -Staff loved it!

New Business:

- A. Approval of Library Services Contract Addendum for Blendon Township
 - a. A motion was made by Mary Wilkos to approve the contract addendum for Blendon Township. It was seconded by Marybeth Timmer and unanimously approved by all members present.
 - b. The contract extension will be effective from July 1 to December 31. The township will have to hold a vote on this on August 4 to continue library services as they currently operate.

Meeting adjourned at 5:00pm

Next Regularly Scheduled Meeting: September 15, 2026 4:30pm



21 South Elm Street • Zeeland, Michigan 49464 • (616) 772-6400 • FAX (616) 772-5352

CITY COUNCIL MEMORANDUM

TO: Mayor Richard J. Van Dorp III and City Councilmembers

FROM: Tim Klunder, City Manager

SUBJECT: City Manager's Report – June 1 CC Agenda

DATE: May 29, 2026

CC: City Management Team

Mead Johnson Site Plan – The Planning Commission will hold their next regular meeting on Thursday, June 4. At their last meeting, the Planning Commission directed staff and the city attorney to prepare a resolution approving the site plan/special land use application, subject to contingencies such as a development agreement(s), that the Planning Commission will consider on June 4. The resolution with contingencies is still being developed. Our administrative team's recommendation on the site plan approval, along with considerations for development agreement(s), will be included in the Planning Commission's June 4 packet which will be located here <https://www.cityofzeeland.com/agendas-meetings/#planning-commission>.

Bethel CRC Playground Relocation – Related to the item above, a couple of active agreements being worked on are a lease agreement with Zeeland Public Schools to locate playground equipment in the area between the ballfield at the corner of Main/Fairview and the bus garage parking lot; and an agreement for Mead Johnson to donate the salvageable playground equipment from Bethel CRC to that location. We are hopeful that we can have the lease agreement with ZPS before City Council at your June 15 meeting. Playground concepts are still being worked on so that agreement may not be ready by that time. Per the Planning Commission's possible contingencies on site plan approval, these agreements would be the first of many that City Council will need to consider related to Mead Johnson's modernization project.

FEEL THE ZEEL



Board of Public Works/City Council Joint Meeting – Please be reminded that the Board of Public Works Commissioners and City Council will hold a joint meeting on Thursday, June 11 @ 6 p.m. at the Howard Miller Library/Community Center to review the findings of the BPW’s Integrated Resource Plan (IRP). Discussion will include BPW’s long-term electric generation needs, projected capacity shortfalls beginning around 2030, regulatory requirements, and a summary of the available options to address those needs. The meeting will emphasize the importance of securing reliable future capacity resources to support continued load growth, maintain system reliability, and preserve flexibility as market and regulatory conditions evolve. The meeting will also review how participation in the Michigan Public Power Agency’s (MPPA) behind-the-meter generation initiative could provide a practical pathway for addressing these future needs through locally sited generation resources that enhance resiliency, reduce transmission constraints, and support long-term resource adequacy goals. The BPW Board and administrative team look forward to sharing this information with City Council – no decisions will be requested that evening. As one additional fyi, the Board has been recording the meetings around the IRP so interested parties that could not personally attend, had the opportunity to review the meetings later. The Board plans to continue this practice at the joint meeting on June 11.

City Manager Schedule – I will be out of the office from June 4 – 8. Please reach out to Asst. City Manager Kevin Plockmeyer during that time with any questions. I will occasionally monitor email and phone calls during that period and as necessary, will respond to an urgent matter.

Should you have any questions or concerns regarding any of the material contained herein, or any other city related matter, please do not hesitate to call upon me. Have a great weekend.

A handwritten signature in black ink, appearing to read 'Timothy R. Klunder', written over a horizontal line.

Timothy R. Klunder, City Manager



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

MEMORANDUM

DATE: Friday, May 29, 2026

TO: Tim Klunder, City Manager

FROM: Tim Maday, Community Development Director

RE: **June 1st City Council meeting agenda – Request to vacate Division Street north of Main Avenue – Consideration of resolution of intent to vacate and schedule a public hearing**

Background: In 2025, Mead Johnson, located at 725 E. Main Avenue, presented concepts to the City of Zeeland regarding manufacturing facility modernizations that were being planned. Throughout 2025, Mead Johnson acquired and rezoned additional parcels on the block contiguous to their existing site to accommodate the proposed project. As part of assembling land, Mead Johnson purchased two parcels adjacent to North Division Street, in addition to already owning the third parcel that also abuts the street.

To unify their site and facilitate the proposed redevelopment, Mead Johnson formally requested that the City vacate a portion of North Division Street, as outlined in their February 6, 2026 request letter (attached).

The portion of North Division Street in question is a dead-end street, and Mead Johnson owns property on all three sides of the segment proposed to be vacated.

Previous Actions: On February 16, 2026, City Council acted in accordance with the City's established street vacation procedure and referred the request from Mead Johnson & Company, LLC to the Planning Commission for review and recommendation.

At its March 5, 2026 regular meeting, the Planning Commission reviewed the request and scheduled a public hearing for April 16, 2026.

The Planning Commission held the public hearing on April 16, 2026 to receive comments on the proposed street vacation. One comment was received during the public hearing, which expressed support for the request. No comments in opposition were received.

Following the closure of the public hearing, the Planning Commission acted to direct the City Attorney to prepare a resolution recommending approval of the proposed street vacation.

At its May 7, 2026 regular meeting, the Planning Commission unanimously adopted that resolution (attached) recommending approval of the proposed street vacation, which concluded the Planning Commission's role in the review process.

Copies of the April 16, 2026 and May 7, 2026 Planning Commission meeting minutes are included with this memo.

Procedure Overview: As outlined in the City Attorney's July 13, 2011 memorandum, upon receipt of a written street vacation request, City Council refers the request to the Planning Commission for review and recommendation.

Following Planning Commission review and recommendation, the process includes City Council consideration of the request with adoption of a resolution of intent to vacate, and the scheduling of a required public hearing prior to final action.

Traffic Study Consideration: In their February 6, 2026 request, Mead Johnson indicated they do not believe a traffic study is warranted, given that the street segment is not a through street and is bordered entirely by property under their ownership. The Planning Commission did not require that a traffic study be conducted for this request.

Staff also requested input from the City's consulting traffic engineer. Based on the current configuration and limited use of the street, the traffic engineer did not identify any concerns with the proposed vacation, noting that the street is a dead-end street and does not serve through traffic.

Status of Request: On Monday, June 1st, City Council will review the Planning Commission's recommendation in this matter and consider the attached resolution of intent to Vacate N. Division St and schedule a public hearing for July 6, 2026. If adopted, the resolution would also direct the City Attorney to prepare and publish the notices required under the Zeeland City Charter.

Related Project Context: The requested street vacation is associated with a broader facility modernization project proposed by Mead Johnson. On May 11, 2026, the Planning Commission held a public hearing regarding the associated site plan review and special land use application for the project. The Planning Commission will continue its review at its regular meeting on June 4th.

Staff Recommendation: Staff recommends that City Council adopt the attached resolution scheduling a public hearing on the proposed vacation of a portion of North Division Street.

RESOLUTION

(To Schedule a Public Hearing on a
Request to Vacate a Portion of Division Street)

**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 June 1, 2026, at 7:00 o'clock p.m., Local Time.

PRESENT: Council Members _____

ABSENT: Council Members _____

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

WHEREAS, Mead Johnson & Company, LLC has proposed to vacate a portion of Division Street
to the North of Main Avenue;

AND WHEREAS, the Planning Commission held a public hearing, and no objections was made or
filed in regard to the vacation of a portion of Division Street to the North of Main Avenue;

AND WHEREAS, the Planning Commission has reviewed this request and has made a
recommendation that a portion of Division Street to the North of Main Avenue be vacated;

AND WHEREAS, the adjacent property owner, Mead Johnson & Company, LLC, owns all of the
property which is adjacent to the area for which a vacation request was made;

AND WHEREAS, the City Council deems it advisable to vacate, discontinue and abolish the public
street in the area recommended by the Planning Commission and to schedule a public hearing since the

Charter requires a notice of public hearing of not less than thirty days before a final determination may be made on a vacation request.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Council deems it advisable to vacate and discontinue approximately 257.40 feet of Division Street to the North of Main Avenue. The legal description for the said portion of Division Street which may be vacated is described as follows:

Part of N. Division Street within the plat of the Nagelkirk Addition to the City of Zeeland as recorded in Liber 14 of Plats, Page 11, Ottawa County Records being part of the Southeast 1/4 of Section 18, Town 5 North, Range 14 West, City of Zeeland, Ottawa County, Michigan, described as: Beginning at the Southeast corner of said Section; thence S89°55'55"W 1471.17 feet along the South line of said Section to the Point of Beginning; thence N03°04'56"W 257.40 feet along the East line of N. Division Street; thence S86°55'04"W 50.00 feet; thence S03°04'56"E 254.77 feet along the West line of N. Division Street; thence N89°55'55"E 50.07 feet along the South line of said Section to the Point of Beginning. Contains 12,804 square feet.

2. A public hearing is hereby scheduled for Monday, July 6, 2026, at 7:10 p.m. as to the proposed vacation of a portion of Division Street.

3. Objections to the proposed vacation of the said portion of Division Street may be filed with the City Clerk in writing or may be presented to the City Council at the said public hearing.

4. The City Attorney is hereby directed to prepare a public notice in accordance with Section 5.13 of the Zeeland City Charter, and to arrange for its publication not less than once in each of the three weeks preceding such public hearing.

5. 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 _____

NAYS: Council Members _____

ABSENT: Council Members _____

RESOLUTION DECLARED ADOPTED.

Kristi DeVerney, 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 June 1, 2026, 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.

Kristi DeVerney, City Clerk

City of Zeeland

FEB 06 2026



Received

February 6, 2026

Mr. Timothy Maday
Community Development Director - City of Zeeland
21 S. Elm Street
Zeeland, MI 49464

RE: Request for Vacation of N. Division Street, City of Zeeland

Dear Mr. Maday:

On behalf Mead Johnson & Company, LLC ("Mead Johnson"), I respectfully submit this formal request for the vacation and transfer of ownership of N. Division Street, located adjacent to Mead Johnson's property at 725 East Main Street, within the City of Zeeland.

N. Division Street, North of E. Main Avenue, is completely surrounded, with the exception of its connection to Main Avenue to the South, by Mead Johnson property. By approving this request, Mead Johnson will have contiguous property along E. Main Avenue, allowing for the planned expansion of our facility.

We believe that vacating N. Division Street would support both our continued investment in Zeeland and the City's long-term development goals. This street vacation will allow Mead Johnson to eliminate all curb cuts (driveways, entryways) along E. Main Avenue, covering the stretch of E. Main Avenue between the existing entry, just west of the Mead Johnson office at 725 E. Main Avenue, and Carlton Street. This stretch of E. Main Avenue will then have contiguous sidewalk and landscaping for this entire length. If the vacation is approved, we are prepared to assume full responsibility for the vacated area, including maintenance and any improvements required as part of the City's conditions. Therefore, the City will also benefit from the reduced maintenance and service requirements of this street.

As N. Division Street is a dead-end street with no current traffic (serving only one house and two (4) unit townhouses which are all vacant and to be demolished), we do not believe that a traffic study is warranted. Relevant legal description and plats of survey are attached to this request.

We respectfully request that the City Council refer this matter to the appropriate departments for review and initiate the formal vacation process as outlined in the City's procedures.



Thank you for your time and consideration. We value our relationship with the City of Zeeland and appreciate the Council's ongoing efforts to support responsible growth and economic vitality. Please feel free to contact me at allan.barron@reckitt.com should you need additional information.

Respectfully,

Allan Barron

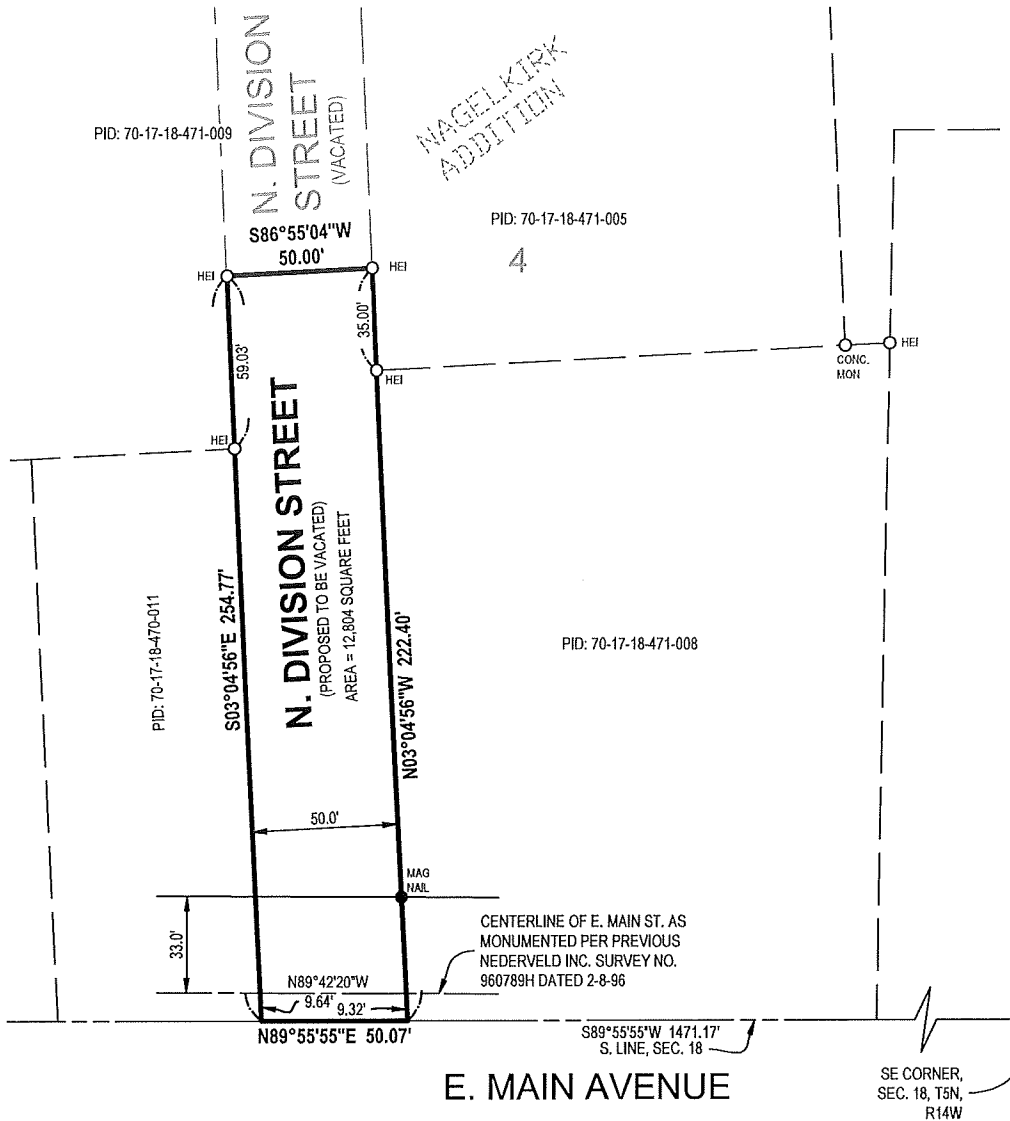
Allan Barron
Sr. Manager Engineering, Vivid Project

Enclosures

EXHIBIT "A"

Received

This sketch was made from the legal description shown above. The description should be compared with the Abstract of Title or Title Policy for accuracy, easements and exceptions.



DESCRIPTION

PROPOSED VACATION:

Part of N. Division Street within the plat of the Nagelkirk Addition to the City of Zeeland as recorded in Liber 14 of Plats, Page 11, Ottawa County Records being part of the Southeast 1/4 of Section 18, Town 5 North, Range 14 West, City of Zeeland, Ottawa County, Michigan, described as: Beginning at the Southeast corner of said Section; thence S89°55'55"W 1471.17 feet along the South line of said Section to the Point of Beginning; thence N03°04'56"W 257.40 feet along the East line of N. Division Street; thence S86°55'04"W 50.00 feet; thence S03°04'56"E 254.77 feet along the West line of N. Division Street; thence N89°55'55"E 50.07 feet along the South line of said Section to the Point of Beginning. Contains 12,804 square feet. Subject to easements, restrictions and rights-of-way of record.

LEGEND

- Iron-Found
- Iron-Set

SCALE: 1" = 50' 0' 25' 50'



Reckitt Zeeland Aaron Holder 100 North Fairview St Zeeland, MI 49464		 www.nederveld.com • 800.222.1888 Holland 730 Chicago Dr. Holland, MI 49423 Phone: 616.393.0449 Grand Rapids • Ann Arbor
Mead Johnson-Zeeland N Division St & E Main Ave		
DRAWN BY: BS REV. BY: REV.:	DATE: 11-13-25 REV. DATE:	PRJ #: 25200662XA 1 OF 1

25200662XA.MXD 11/14/2025 14:45

JAMES A. DONKERSLOOT

Attorney at Law

132 E. MAIN
P.O. Box 230
ZEELAND, MICHIGAN 49464

TELEPHONE (616) 772-9000
FAX (616) 772-1212
E-MAIL: jadlawoff@aol.com

MEMO

July 13, 2011

To: Art Grimes

Re: Vacating of a Portion of Jefferson Street

Dear Art:

A question was raised as to the procedures which would be required to be followed in order to vacate a portion of Jefferson Street. In response to the request for information, please note the following procedural outline:

- A. A signed, written request to vacate a portion of Jefferson Street must be filed by the requesting property owner or owners with the City Clerk's Office. The written request should also include the legal description and a map of the proposed area of Jefferson Street for which the vacating of the road is proposed.
- B. The requesting property owner(s) may also wish to include in their request a commitment to pay for the cost of any infrastructure improvements which may be required if the road were to be vacated. (I would expect that the City Council would also require such a payment as a condition to vacating a portion of Jefferson Street.)
- C. Upon filing this request, the City Council would refer the request to the Planning Commission for a recommendation. (As a general rule, the City Council asks for a Planning Commission recommendation before the City Council approves a notice of intent or takes any final action as to the vacating of a street.)
- D. The Planning Commission may recommend that a traffic study be done by a traffic engineer.

It is recommended that the property owner(s) order and provide a traffic study from a traffic engineer as to why the closing of a portion of Jefferson Street will not be harmful. This study should be provided prior to the public hearing before the City Council. The Planning Commission may also possibly want to receive and review such a study before it makes its recommendation to the City Council. In addition, the City may wish to order its own independent traffic engineering study.

Memo

Re: Vacating a Portion of Jefferson Street

Page 2

- E. The Planning Commission may or may not be willing to make a recommendation as to the vacating of a street without additional study and without its first holding a public hearing on this matter.
- F. By Zeeland City Charter Section 5.13, the City Council will have to consider the request, and if it desires, approve a resolution of intent to vacate the street and to schedule a public hearing before the Zeeland City Council. [The City Council would not pass its resolution of intent prior to a written request being filed with the City of Zeeland from the adjacent property owner(s).]
- G. By law, the City must give and publish at least a 30-day notice regarding a public hearing to vacate a street and pursuant to Zeeland's Charter requirements, this notice must be published in at least three weeks' papers.
- H. If any adjacent property owner or member of the public files an objection, approval of the vacating of the street would require five City Council member votes.

If you have any questions regarding this memo, please contact me.

Sincerely,

James A. Donkersloot
Zeeland City Attorney

JAD\njk

cc Zeeland City Council
/ Zeeland City Planning Commission

RESOLUTION

(To Recommend the Vacation of a Portion of Division Street

**City of Zeeland
County of Ottawa, Michigan**

Portions of minutes of a Regular Meeting of the Planning Commission of the City of Zeeland, County of Ottawa, Michigan, held in the City Hall in said City on May 7, 2026, at 5:45 o'clock p.m., Local Time.

PRESENT: Commissioners CJ Otteman, Rebecca Perkins, Daniel Klompmaker, Rick VanDorp
Tim Klunder, and Chairman Bill Elhart.

ABSENT: Commissioners Bob Blanton, and Sheri Holstege

The following preamble and resolution were offered by Commissioner Klompmaker and supported by Commissioner Perkins.

WHEREAS, Mead Johnson & Company, LLC has requested that a portion of Division Street be vacated since it owns all of the property which is adjacent to the said area for which a vacation of the public street and right of way has been requested;

AND WHEREAS, a public hearing was held on this matter on April 16, 2026;

AND WHEREAS, no objection was heard or filed in regard to the vacation of the said portion of Division Avenue and the said area of the street is a dead-end street and the said area is not used by any vehicular or pedestrian traffic;

AND WHEREAS, the proposed vacation complies with the terms of the Master Plan for the City of Zeeland.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Planning Commission hereby recommends that the City Council vacate the following described parcel within the City of Zeeland, County of Ottawa, and State of Michigan:

Part of N. Division Street within the plat of the Nagelkirk Addition to the City of Zeeland as recorded in Liber 14 of Plats, Page 11, Ottawa County Records being part of the Southeast 1/4 of Section 18, Town 5 North, Range 14 West, City of Zeeland, Ottawa County, Michigan, described as: Beginning at the Southeast corner of said Section; thence S89°55'55"W 1471.17 feet along the South line of said Section to the Point of Beginning; thence N03°04'56"W 257.40 feet along the East line of N. Division Street; thence S86°55'04"W 50.00 feet; thence S03°04'56"E 254.77 feet along the West line of N. Division Street; thence N89°55'55"E 50.07 feet along the South line of said Section to the Point of Beginning. Contains 12,804 square feet.

2. This resolution and the attached comments, if any, from the public hearing of this rezoning constitute the final report of the Planning Commission.

This Resolution is hereby adopted on the 7th day of May, 2026, at a Regular Meeting of the Zeeland Planning Commission, with the following votes:

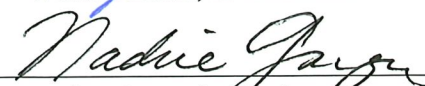
AYES: Commissioners CJ Otteman, Rebecca Perkins, Daniel Klompaker, Rick VanDorp
Tim Klunder, and Chairman Bill Elhart.

NAYS: Commissioners _____

ABSENT: Commissioners Bob Blanton, and Sheri Holstege

CITY OF ZEELAND

By: 
William Elhart, its Chairman

By: 
Nadine Garza, its Clerk



**CITY OF ZEELAND
PLANNING COMMISSION MEETING MINUTES
HOWARD MILLER COMMUNITY CENTER
NORTH ACITIVITY ROOM
APRIL 16TH, 2026
5:45 PM**

-5:45 PM – Chairman Elhart called the meeting to order and requested a roll call of Planning Commissioners.

Present: Commissioners CJ Otteman, Rebecca Perkins, Sheri Holstege. Daniel Klompmaker, Rick VanDorp, and Chairman Bill Elhart.

Absent: Commissioners Amanda Cooper, Bob Blanton, and Tim Klunder.

Also Present: City Attorney Jim Donkersloot, Zoning Administrator Timothy Maday, and Recording Secretary Nadine Garza.

- Moved by Klompmaker, Supported by VanDorp to excuse absent members. Motion carried unanimously by voice vote.

Maday confirmed that there are no additional agenda items.

5:45 PM - Chairman Elhart opened the Public Hearing for the requested vacation of North Division - Mead Johnson & Company, LLC

Maday reviewed the street vacation request, noting that Mead Johnson has submitted an application to vacate a portion of North Division Street.

Maday explained that in 2025, Mead Johnson, located at 725 East Main Avenue, presented concepts to the City for the modernization of their manufacturing facility. Throughout the year, Mead Johnson acquired and rezoned additional parcels contiguous to their existing site to support the project, including two parcels adjacent to North Division Street, in addition to a third parcel they already owned.

To unify the site and facilitate redevelopment, Mead Johnson submitted a formal request, dated February 6, 2026, to vacate a portion of North Division Street. Maday noted that the segment is a dead-end street, with Mead Johnson owning property on all three sides.

On February 16, 2026, City Council referred the request to the Planning Commission for review and recommendation, in accordance with the City's established street vacation procedures as outlined in a July 13, 2011 City Attorney memorandum. The Planning Commission reviewed the request on March 5, 2026, and scheduled this public hearing for April 16, 2026.

Regarding traffic, Maday noted that Mead Johnson indicated they felt a study was not necessary, as the street is not a through street and is bordered entirely by their property. The Planning Commission did not require a traffic study to be conducted prior to the public hearing on the request.

Maday stated that the purpose of tonight's public hearing is to receive public input. Following the hearing, and if sufficient information is available, the Commission may consider directing the City Attorney to prepare a resolution recommending approval or denial, to be considered at the May 7, 2026 meeting and, if approved, forwarded to City Council.

Maday also noted that this request is part of a broader facility modernization project. Staff is currently reviewing a site plan application submitted on April 6, 2026, which is anticipated to be scheduled for Planning Commission consideration at a special meeting on May 11, 2026.

Commissioner Perkins excused herself from the meeting for a personal matter. A quorum remained present.

Maday added that staff consulted with the City's Traffic Engineer, who indicated that a traffic study was not warranted, given that the street is a dead end and not part of the City's traffic network, and noted no objections to the proposed vacation.

Chairman Elhart confirmed with staff that, if the proposed vacation of North Division Street is approved, the curb cut would be removed and the property would no longer be accessible from that access point.

Maday confirmed this understanding.

Allan Barron, representing Mead Johnson, presented the application for the North Division Street vacation. He noted that the street is centrally located within their combined properties and that the intent is to eliminate all curb cuts and access points along Main Avenue, as new access points are proposed in the recently submitted site plan for the facility modernization.

Barron added that, following the removal of the existing curb cuts, they plan to install a continuous sidewalk along Main Avenue, consistent with the proposed landscaping improvements.

Glen Kass, of 210 W McKinley, expressed support for the proposed vacation of North Division Avenue, noting that Mead Johnson owns the adjacent properties and that the street no longer serves a public purpose.

Maday added that staff recommends the Commission direct the City Attorney to prepare a resolution recommending either approval or denial of the proposed street vacation to City Council. This resolution would be brought before the Commission at its May 7, 2026 meeting and, if approved, forwarded to City Council for consideration based on tonight's action.

Maday noted that this is not the final action, as that would occur at the May 7, 2026 meeting. He also added that any findings the Commission may have regarding the appropriateness of the street vacation would be helpful for the City Attorney to incorporate into the resolution.

5:53 PM - Moved by Commissioner Klomp maker to close public hearing. Supported by Commissioner Holstege. Motion carried unanimously by voice vote.

Motion 2026.05

Moved by Klompmaker to request that the City Attorney prepare a draft resolution recommending the vacation of North Division Street, North of Main Ave, as displayed in the drawing submitted as part of the application package, based on the finding that Mead Johnson owns the surrounding properties, noting that the City Consulting Traffic Engineer believes the vacation would have no impact to the city's traffic flow, and that there has been no public comment in opposition to the proposal.

Supported by Holstege

Roll Call Vote on Motion 2026.05

Ayes: Otteman, Holstege, Klompmaker, VanDorp, and Chairman Bill Elhart.

Nays: None.

Absent: Cooper, Perkins, Blanton, and Klunder.

Motion Passes.

-Motion by Klompmaker to approve the Planning Commission meeting minutes from the March 5th, 2026 meeting. Supported by Commissioner Holstege. Motion carried unanimously by voice vote.

Maday noted that Staff was not able to assemble a comparative review of how other communities regulate roadside food stands in time for this meeting. That information is expected to be provided in a future meeting packet

Maday informed the Commission that the Mead Johnson site plan review application was being processed. He highlighted that the Planning Commission has a special meeting scheduled for May 11, 2026, at which the application will be considered. He added that staff is also working to provide a digital option for viewing the application through the City's website to ensure public accessibility.

Maday also stated that at the Commission's next regular meeting on May 7, 2026, members will be asked to review and consider the previously discussed resolution regarding the street vacation request. He further noted that the meeting will include the kickoff of the Master Plan rewrite.

Maday additionally referenced an upcoming application scheduled for review by the Zeeland Board of Appeals on Tuesday, April 21, 2026. He explained that the ZBA will consider a dimensional variance request for a residential property at 113 S Centennial, where the applicant is proposing to construct an attached garage with reduced setbacks.

5:57 PM – Moved by Klompmaker, supported by Holstege, to adjourn. Motion carried unanimously by voice vote.

Nadine Garza
Recording Secretary



**CITY OF ZEELAND
PLANNING COMMISSION MEETING MINUTES
CITY HALL – 21 S ELM ST
MAY 7TH, 2026
5:45 PM**

-5:45 PM – Chairman Elhart called the meeting to order and requested a roll call of Planning Commissioners.

Present: Commissioners CJ Otteman, Rebecca Perkins, Daniel Klompmaker, Rick VanDorp, Tim Klunder and Chairman Bill Elhart.

Absent: Commissioners Bob Blanton and Sheri Holstege.

Also Present: City Attorney Jim Donkersloot, Zoning Administrator Timothy Maday, Master Plan Planning Consultant from Williams and Works Tanya DeOliveira, and Recording Secretary Nadine Garza.

- Moved by Klompmaker, Supported by Klunder to excuse absent members. Motion carried unanimously by voice vote.

Maday noted that Commissioner Cooper's term has recently expired and that she has advised she will not be seeking reappointment. He further reported that the City has released the RFP for 303 E. Main Avenue, formerly the "Main Street Auto" building, and noted that at least one prospective developer is hoping to submit an application.

Maday also shared that the projects at 17 E. Main Avenue are beginning to wrap up, with El Rancho currently awaiting its liquor license approval from the State, the beauty salon preparing to open, and a small retailer anticipated to occupy the remaining available space.

Request to vacate North Division St – Mead Johnson & Company, LLC

Maday stated that the Commission took action at its previous meeting directing the City Attorney to draft a resolution for the vacation of North Division Street. He further explained that, if adopted by the Commission, the resolution would then be forwarded to City Council for consideration.

Maday also noted that the City's traffic engineer did not identify any concerns with vacating the street, as North Division Street is bordered by properties owned by Mead Johnson & Company, LLC.

Motion 2026.06

Moved by Klompmaker to adopt the resolution recommending the vacation of North Division St. as requested by Mead Johnson & Company, LLC.

Supported by Perkins

Roll Call Vote on Motion 2026.06

Ayes: Otteman, Perkins, Klompmaker, VanDorp, Klunder and Chairman Bill Elhart.

Nays: None.

Absent: Blanton and Holstege.

Motion Passes.

Maday noted that staff had no new updates regarding roadside food stands.

He then introduced the City's new Master Plan planning consultant from Williams & Works, Tanya DeOliveria. Madya explained that Tanya will serve as the primary contact and lead consultant for the City's Master Plan rewrite. He also noted that she is currently leading Zeeland Township's Master Plan rewrite.

Tanya introduced herself and expressed her enthusiasm for working with the City of Zeeland on the project. She shared her strong ties to West Michigan and explained that the purpose of the meeting was to review the project timeline, provide an overview of the process, and gather feedback from Commissioners regarding their goals, priorities, and concerns for the Master Plan update.

Additionally, Tanya designated Tim Maday as the staff liaison who will coordinate communication between herself and the Planning Commission throughout the process. She then provided an overview of the Master Plan rewrite process, noting that completion of the project could take approximately 18 months. She explained that the timeline reflects the extensive review process with the Planning Commission, required public review periods pursuant to state statute, and the number of goals and objectives the City hopes to accomplish through the updated Master Plan.

Tanya added that her goal is to keep the project moving efficiently by meeting once per month or less, while also noting that the timeline remains flexible if Commissioners require additional time to review or discuss certain topics. She explained that she, along with another planner, will be responsible for preparing draft chapters of the Master Plan. These draft chapters will first be submitted to Tim and then included in the Planning Commission packets distributed the week prior to regularly scheduled meetings.

Tanya also reviewed what Commissioners can expect to see within the draft chapters and explained that Commissioners will have the opportunity to review the materials, provide comments, and discuss the information during their regular Planning Commission meetings.

Furthermore, Tanya highlighted that community engagement efforts will begin in the fall. She explained that this phase of the process will provide Commissioners with the opportunity to engage with, listen to, and communicate directly with members of the community. She noted that the City has elected to conduct an online survey, which will be reviewed by Commissioners prior to being distributed to the public.

Additionally, Tanya stated that two visioning workshops will be held as part of the engagement process. Commissioners will be responsible for determining which topics will be discussed and identifying who should be invited to participate in one or both meetings, whether stakeholders, residents, or members of the general public.

Once the engagement activities are completed, a draft report summarizing the findings will be prepared and incorporated into the Master Plan appendix. Tanya then continued reviewing the project timeline and procedural steps with the Commissioners. She also assured the Commission

that she and her team will ensure the Master Plan process and documentation remain in compliance with all applicable state requirements and the City's zoning code.

Once Tanya and her team have compiled all necessary information, they will prepare a formal draft document for the Planning Commission's review. If approved by the Planning Commission, the draft Master Plan will then be recommended to City Council for approval to release the document for the required sixty-three (63) day public review period.

Tanya further explained the review process to the Commissioners, noting that following the public comment period, the Planning Commission will have an additional opportunity to review the material and consider any feedback received from the public. The Commission will then conduct a final review of the Master Plan prior to making a recommendation to City Council for final adoption.

Maday noted that staff is supportive of Tanya's role with the City and emphasized the importance of creating a strong future land use map that clearly reflects the City's long-term vision, especially in areas where land use interpretations have varied throughout the community.

Tanya added that Zeeland Township is currently going through a similar Master Plan update process and expressed interest in exploring potential opportunities for collaboration with the City. She noted that there may be mutual benefits from both a land use and planning perspective if the two communities work together on certain aspects of the process. Tanya explained that any future collaboration would ultimately be determined by both municipalities, including what that partnership may look like moving forward.

Commissioners discussed a previous time when the City and Zeeland Township met annually to discuss shared topics and planning efforts. Over time, however, the meetings became lengthy and less productive, which eventually led to them no longer taking place. Commissioners expressed interest in restarting those conversations with Zeeland Township moving forward. They also discussed the possibility of reaching out to other neighboring municipalities to see if there may be interest in similar collaborative partnerships or ongoing planning discussions. Tanya confirmed that she would work with staff to help facilitate future conversations between the municipalities.

Tanya asked Commissioners to share any major concerns, challenges, opportunities, or goals they hope to address or explore throughout the Master Plan process.

Otteman noted his interest in the upcoming community workshops, explaining that he is eager to hear the public's vision for the Master Plan and see how those perspectives align with the vision of the Commission and the City.

Elhart added that he hopes the updated Master Plan will serve as a useful tool for staff moving forward. He also emphasized the importance of staff involvement throughout the process and expressed that he values staff input and perspective. Tanya and Maday confirmed that staff will remain actively involved in supporting both the Commission and the Master Plan process. Maday also noted that Abby DeRoo, Marketing Director and Shopping Area Redevelopment Board Staff Liaison, will be involved in the process as well, but was unable to attend the meeting due to a scheduling conflict.

Tanya also discussed the "Implementation Chapter," which is included at the end of the Master Plan process. She explained that throughout the process, she will be taking note of the topics, priorities, and concerns identified by Commissioners, including areas they feel should be addressed or explored further. These items will ultimately be incorporated into the Implementation Chapter as a type of action-oriented "to do list" intended to clearly outline the goals and priorities the Commission envisions for the future of the City of Zeeland.

Elhart noted that he would like to ensure the Zeeland Board of Public Works, along with the Zeeland Police and Fire Departments, have an opportunity to review the Master Plan and provide input throughout the process so that all departments are aligned in their understanding and goals.

Klompmaker then discussed how transitions between different land uses can sometimes create tension within neighborhoods, particularly when there is a lack of clear buffering or boundaries between use types. He further noted that he believes one of the Commission's current priorities is finding ways to create strong compatibility between neighboring land uses while continuing to address the ongoing need for housing. Klompmaker emphasized the importance of being intentional throughout the planning process and ensuring the City remains committed to the plans and goals it establishes.

Staff and Commissioners discussed their excitement about the opportunity to collaborate with Zeeland Township and the potential benefits such a partnership could bring to both communities. The discussion included how working together may be especially valuable as much of the City of Zeeland is already developed, creating an opportunity to think more collaboratively about future planning efforts and shared goals.

VanDorp questioned whether there may be an opportunity to involve Zeeland Public Schools, as well as Zeeland Christian Schools, in the Master Plan process. Tanya responded that the community engagement phase would be a great opportunity for Commissioners to utilize their connections within the community and noted that it would be appropriate for the Commission to reach out to the schools to inform them about the Master Plan rewrite and encourage their participation and input.

Additionally, Tanya mentioned that staff had been provided with a formal distribution list, which may already include the schools. She further explained that some communities have partnered with local schools to help promote community surveys and encourage greater public participation throughout the planning process.

Perkins added that she agreed housing and land use are among the most important topics for the Commission to focus on and emphasized how impactful the Master Plan process can be for shaping the future of the community.

Commissioners then discussed a desire to explore the possibility of installing a pedestrian bridge over the I-96 Business Loop. Maday noted that staff is currently working collaboratively with the MACC (Macatawa Area Coordinating Council) and members of the community on related discussions and planning efforts. He added that he would follow up with Tanya further regarding the topic.

Commissioners and Tanya then revisited discussion surrounding how the Master Plan and future land use map had been interpreted over the past year, noting that they had heard and observed many differing interpretations throughout the community. Tanya explained that the Master Plan rewrite process will include multiple opportunities for review and input from both the Planning Commission and the public. She added that the process presents a valuable opportunity to help realign community understanding, expectations, and long-term goals between residents and the City.

Tanya concluded by outlining her next steps related to research and data collection, noting that the information gathered would be brought back to the Commission for future review and discussion. She again reminded Commissioners to direct any comments, questions, or concerns through Maday, who will coordinate communication and forward information to her as needed. Tanya also expressed her excitement about working with the Commission throughout the process and helping develop a Master Plan that will serve as a valuable resource for both the City and its residents.

Maday reminded Commissioners of the upcoming special Planning Commission meeting scheduled for Monday, May 11, 2026, at 6:00 p.m. The meeting will be held at the Howard Miller Community Center, Les Hoogland Banquet Room, located at 14 S. Church St., Zeeland, MI 49464, to review the site plan application submitted by Mead Johnson & Company, LLC.

-Motion by Klompmaker to approve the Planning Commission meeting minutes from the February 5, 2026 meeting. Supported by Perkins. Motion carried unanimously by voice vote.

6:52 PM – Moved by Klompmaker, supported by Perkins, to adjourn. Motion carried unanimously by voice vote.

Nadine Garza
Recording Secretary



21 South Elm Street • Zeeland, Michigan 49464 • (616) 772-6400 • FAX (616) 772-5352

INTEROFFICE MEMORANDUM

TO: Mayor Van Dorp and City Council Members

FROM: Kevin Plockmeyer, ACM of Infrastructure/City Services and Finance

SUBJECT: FY2027 General Liability Insurance Renewal

DATE: May 29, 2026

CC: City Council Work Study and Action Items June 1, 2026

Staff is recommending renewal of the City's property and liability insurance coverage with the Michigan Municipal League Liability and Property Pool for fiscal year 2027. The renewal premium is \$149,318, which represents an increase of approximately 10 percent over the current year. Based on current market conditions and the coverage provided, staff believes the renewal is reasonable and recommends approval.

The City has been very satisfied with the coverage and service provided through the Michigan Municipal League. Staff has also compared the City's coverage and pricing with the insurance coverage provided through the Michigan Professional Insurance Authority, and the Michigan Municipal League rates remain competitive. For this reason, staff recommends renewing the City's coverage as presented for the upcoming fiscal year.

A separate but related issue has developed regarding the structure of insurance coverage between the City of Zeeland, the Zeeland Board of Public Works, and MPIA. MPIA has functioned well since 2004 and has provided the needed insurance coverage for Zeeland BPW. The internal financial records identify Zeeland BPW as a participating public entity in MPIA, while the City of Zeeland is not separately identified as an MPIA member. This distinction has recently raised questions because Zeeland BPW is a department of the City of Zeeland, rather than a separate legal entity like the Grand Haven Board of Light and Power in relation to the City of Grand Haven.

The questions are most significant in the areas of general liability and auto coverage. For example, a Zeeland BPW employee is legally an employee of the City of Zeeland. As a result, there is a question about whether certain employee liability claims could be brought against Zeeland BPW separately from the City. At the same time, MPIA provides coverage for certain BPW related exposures. This creates a potential concern that some coverages may overlap, or

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that coverage responsibility could be unclear between the City's insurer and MPIA in the event of a claim.

Staff's concern is not that the City or BPW is currently without coverage. Rather, the concern is that the current structure may include duplicate or misaligned coverage in certain areas. In a claim situation, overlapping policies can create uncertainty if each insurer takes the position that another policy should respond first. Staff wants to avoid any situation where overlapping coverage creates delay, dispute, or uncertainty in the handling of a claim.

During the most recent renewal process, staff explored whether certain coverages should be adjusted between the City's policy and MPIA to better align the coverage structure. Those discussions raised additional questions about what changes are allowed under the MPIA structure and how changes could be made without jeopardizing MPIA's ability to continue serving its intended purpose. MPIA has historically provided important coverage for Zeeland BPW, particularly for property damage, cyber liability, and catastrophic claims coverage, and staff believes it is important to preserve that structure.

At the recent MPIA meeting, the MPIA Board recommended that MPIA's corporate counsel review the bylaws and governing documents and recommend a course of action. Because that review has not yet been completed, MPIA renewed its coverage as currently structured. Staff is recommending that the City take the same approach for fiscal year 2027 by renewing the City's coverage with the Michigan Municipal League as presented, while continuing to work with MPIA, corporate counsel, and the City's insurance representatives to better align coverages going forward.

The recommended approach allows the City to maintain continuity of coverage for the upcoming fiscal year while giving staff and MPIA time to address the structural questions carefully. Over the next year, staff intends to work toward a clearer alignment of insurance responsibilities between the City of Zeeland, Zeeland BPW, and MPIA. The goal is to ensure proper coverage, avoid unnecessary duplication, and preserve the benefits MPIA has provided since 2004.

Recommendation:

City Council approve renewal of the City's property and liability insurance coverage with the Michigan Municipal League Liability and Property Pool for fiscal year 2027 in the amount of \$149,318.



A handwritten signature in black ink, appearing to read 'K. Plockmeyer', is positioned above a horizontal line.

Kevin Plockmeyer, ACM of City Services/Infrastructure and Finance

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Coverage and Cost Summary

City Of Zeeland

Effective 07-01-2026 to 07-01-2027

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
Municipal General Liability (Coverage A)	\$5,000,000	N/A	\$0
Pollution Extension for Fire Department and Hazardous Response Team Activities	\$1,000,000	\$1,000,000	\$0
Sewer Back-Up Sublimit	\$100,000	\$100,000	\$0
Personal Injury Liability (Coverage B)	\$5,000,000	N/A	\$0
Medical Payments (Coverage C)	\$10,000	N/A	N/A
Public Officials Liability (Coverage D)	\$5,000,000	N/A	\$0
Law Enforcement Liability (Coverages A, B, and D)	\$5,000,000	N/A	\$0
Employee Benefit Liability	\$1,000,000	\$1,000,000	\$0
Fire Legal Liability	\$100,000	N/A	N/A
Cyber Liability & Data Breach Response	\$100,000	\$100,000	See Declaration
Dam Liability	No Coverage	N/A	N/A
Marina Operator Liability	No Coverage	N/A	N/A
Uninsured/Underinsured Motorists Coverage	\$100,000	N/A	\$0
Automobile Liability (Coverages A and B)	\$5,000,000	N/A	\$0
# Vehicles	Comp	Coll	
44	\$500	\$1,000	
Agreed Amount, if applicable	14 Vehicles for a total of \$4,995,878		

Coverages A, B, and D are provided with a combined single limit of liability. The most the Pool will pay for any one occurrence is \$5,000,000 regardless of the number of coverages involved in the occurrence.

Property

Property - Blanket Basis	\$54,990,433	N/A	\$500
Boiler and Machinery	Included	N/A	\$500
Building(s)	Included	N/A	\$500
Cemetery Property - up to \$500 per headstone	# Plots: 10,000	N/A	\$500
Contents	Included	N/A	\$500
Property in the Open	Included	N/A	\$500
Protection & Preservation	Included	N/A	N/A
Property - Actual Cash Value	N/A	N/A	N/A
Property - Limited Replacement Cost	N/A	N/A	N/A
Property - No Coverage	N/A	N/A	N/A
Property - Replacement Cost	See Schedule	N/A	\$0
Accounts Receivable	\$100,000	N/A	\$250

Coverage and Cost Summary

City Of Zeeland

Effective 07-01-2026 to 07-01-2027

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
Consequential Damage	\$100,000	N/A	N/A
Contractor's Equipment	\$1,572,722	N/A	\$250
Debris Removal - the lesser of 25% of physical damage loss or	\$5,000,000	\$5,000,000	N/A
Demolition & Increased Costs of Construction Limit	\$100,000	N/A	N/A
Earth Movement	\$2,000,000	\$2,000,000	\$5,000
Electronic Data Processing Equip	\$375,000	N/A	\$250
Expediting Expense	\$100,000	N/A	N/A
Extra Expense	\$100,000	N/A	N/A
Fine Arts	\$100,000	N/A	\$250
Flood (Except for Members located in Flood Zone A, AO, AH, A1-A999, AE, or AR)	\$1,000,000	\$1,000,000	\$5,000
Fungal Pathogens	\$25,000	\$25,000	\$250
Guns	\$16,892	N/A	\$250
Loss of Income	\$100,000	N/A	N/A
Loss of Rents	\$100,000	N/A	N/A
Ornamental Trees, Shrubs, Plants or Lawn	\$5,000	\$10,000	\$250
Personal Effects & Property of Others	\$500	\$2,500	\$250
Police Equipment	\$22,523	N/A	\$250
Radio Equipment	\$236,494	N/A	\$250
Valuable Papers	\$100,000	N/A	\$250
<u>Comprehensive Crime Coverage</u>			
Employee Dishonesty Blanket/Faithful Performance	\$100,000	N/A	N/A
Computer Fraud	\$100,000	N/A	N/A
Depositors Forgery	\$100,000	N/A	N/A
Funds Transfer Fraud	\$100,000	N/A	N/A
Impersonation Fraud	\$100,000	N/A	N/A
Money and Securities Inside	\$100,000	N/A	N/A
Money and Securities Outside	\$100,000	N/A	N/A
Money Orders and Counterfeit Paper	\$100,000	N/A	N/A
<u>Bonds</u>			
Bond #: A Treasurer	\$100,000	N/A	N/A
Bond #: B Deputy Treasurer	\$100,000	N/A	N/A

Only one deductible applies to claims involving two or more property coverages.



Coverage and Cost Summary City Of Zeeland

Effective 07-01-2026 to 07-01-2027

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
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The Michigan Municipal League Liability and Property Pool is pleased to offer all coverages and services described in this proposal for an annual premium of \$149,318.



21 South Elm Street • Zeeland, Michigan 49464 • (616) 772-6400 • FAX (616) 772-5352

INTEROFFICE MEMORANDUM

TO: Mayor Van Dorp and City Council Members

FROM: Kevin Plockmeyer, ACM of Infrastructure/City Services and Finance

SUBJECT: 17 East Main Boiler General Contractor Award

DATE: May 29, 2026

CC: City Council Work Study and Action Items June 1, 2026

As City Council is aware, staff has been working on the construction of a boiler plant at 17 East Main Street to support the snowmelt system associated with the Church Street project. City Council has previously discussed the project budget and overall project approach, so this memo is intended to focus specifically on the proposed use of Midwest Construction Group as the general contractor and the related request to waive the City's standard bidding requirements for this contract.

Typically, the City would approach a project of this nature by bidding the full project. However, this project presents a unique circumstance. The ownership group of Midwest Construction Group overlaps with the ownership group of the building at 17 East Main Street. In addition, there is work that needs to be completed on the exterior of the building in coordination with the boiler plant project, including the construction of a chase that is now required as part of the project. Because of this ownership relationship and the need to closely coordinate building-related improvements with the boiler plant work, staff believes it is prudent to use Midwest Construction Group as the general contractor.

Under the budget provided by Midwest Construction Group, Midwest has included General Conditions in the amount of \$15,248 and Project Management/Supervision in the amount of \$22,040, for a combined total of \$37,288. In addition, Midwest has included a contractor fee equal to 5 percent of subcontractor costs.

Based on our experience with other construction projects, staff believes these costs are very reasonable. As a point of reference, the contractor fee on the BPW Administrative Office project was between 5 percent and 10 percent, and the general conditions for that project were closer to \$100,000. While that project was approximately twice the size of the boiler plant project, it still provides a useful comparison. In light of that experience, staff believes the costs Midwest is

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seeking for general conditions, project management, supervision, and contractor fee are fair and appropriate for this project.

Staff has also discussed the additional work related to the chase with Midwest Construction Group. Midwest has agreed that it will be responsible for the additional engineering costs associated with that portion of the work. This responsibility will be reflected in the final contract for the project.

In the meantime, staff will be seeking bids during the week of June 9 in order to finalize project pricing and bring a full contract to City Council for consideration at the June 15 meeting. Proceeding in this manner will allow the City to maintain the project schedule and complete the work in time for the snowmelt system associated with the Church Street project.

Recommendation

City Council approve Midwest Construction Group as the general contractor for the construction of the boiler plant at 17 East Main Street, waive the City's bidding requirements for this contract due to the unique ownership and coordination circumstances described above, and authorize staff to proceed with obtaining final project pricing and preparing a contract for City Council consideration at the June 15 meeting.

A handwritten signature in black ink, appearing to read 'K. Plockmeyer', is written over a horizontal line.

Kevin Plockmeyer, ACM of City Services/Infrastructure and Finance



March 25, 2026

City of Zeeland
17 East Main Street
Zeeland, MI 49464

Midwest Construction Group proposes to provide labor and materials required for "Boiler Plant" based on the Project Drawings by GMB dated 3/16/2025. This proposal is a Budget This price includes sales tax, jobsite F.O.B

Project Pricing Breakdown:

Division	Description	Cost breakdown
1a	General Conditions	\$ 15,248.00
1b	Project Management / Supervision	\$ 22,040.00
3	Concrete	\$ 1,500.00
6	Woods and Plastics	\$ 8,600.00
9	Finishes	\$ 11,637.50
15	HVAC	\$ 940,000.00
16	Electrical	\$ 54,500.00
	Insurance	\$ 10,535.26
	Contingency	\$ 53,203.04
	Fee	\$ 53,203.04
	Total	\$ 1,170,466.83

Project Scope by Division:

Division 1 General Conditions

- Prebid Services
- Permits
- Project Coordinator
- Site Superintendent
- Project Manager 3
- FINAL Punch List
- Dumpsters

Division 3 Concrete

- Concrete pads for boilers

Division 6 Woods and Plastics

- Supply and install blocking between joist for boiler venting



Division 9 Finishes

- Demo existing drywall lid as required for blocking
- Install and finish new drywall
- Ceiling to be 1 hour rated

Division 15 Mechanical

- (3) 3 Million BTU Aerco Boilers
- (1) 3-Boiler Enerflex combustion/venting system
- (3) HVAC Pumps with hydronic accessories & VFDs
- Piped in grooved victaulic systems
- Natural gas piping from meter
- Piping insulation
- Controls by Trane

Division 16 Electrical

- Use existing 400 amp meter socket
- Install copper conductors from meter to transformer
- 400 amp disconnect
- 400 amp 3PH panel
- Boilers wired
- Pumps wired
- Exhaust fan wired

Project Exclusions:

- City/Township Trunkage / Meter Fees, Assessment fees / Builders risk

Project Schedule:

- Construction schedule will be submitted once an estimated start date has been established.

Project Clarification:

- Local building authority will approved the proposed site and building plans, plan reviewer comments may result in revised pricing.
- Zoning is correct for the proposed building.
- Item not listed above are not included
- Owner contingencies are not included.



Project Acceptance:

- This proposal is the property of Midwest Construction Group Inc. and is supplied for the sole purpose of communicating Midwest Construction Group's offer for the owner's evaluation and consideration. Reproduction, in whole or in part, is not permitted without the express written consent of Midwest Construction Group Inc. .
- In order to commence this project, please sign below.
- Proof of funds via term sheet, bank confirmation letter or personal guarantee will be required prior to construction.

Accepted by: _____

Date: _____

Please feel free to contact us if you have any questions. Thank you for this opportunity and we look forward to providing you with the quality and service that Midwest Construction Group Inc. has to offer.

Sincerely,

Brian VanBeveren
VP Operations & Partner
Midwest Construction Group

Jake Czerkies
Estimator
Midwest Construction Group

This proposal is firm for thirty (30) days. Invoices due 15 days upon billing

BUILT



21 South Elm Street • Zeeland, Michigan 49464 • (616) 772-6400 • FAX (616) 772-5352

CITY COUNCIL MEMORANDUM

TO: Mayor Richard J. Van Dorp III and City Councilmembers

FROM: Tim Klunder, City Manager

SUBJECT: Clean Water Plant Committee Appointment

DATE: May 29, 2026

CC: June 1, 2026, City Council Agenda

BACKGROUND: Over the years, City Council has utilized a Clean Water Plant Committee to provide feedback on various matters at the City's Clean Water Plant as those issues can get highly technical and at times require some in-depth reviews that a "typical" work/study session may not provide adequate time for feedback. Primary matters that we have utilized the committee for were an expansion of the Clean Water Plant, subsequent contract negotiations with the townships to determine plant allocations, capital contributions, and rates; and most recently, assistance with negotiations with Zeeland Charter Township on allocations of the Church Street sanitary sewer line.

Recently, Mead Johnson has requested the city to evaluate if they can send us their sanitary sewer flows rather than treating/discharging their flows on-site and/or hauling waste from the site. Preliminary indications are that the city can accept flows from Mead Johnson under certain parameters and thus Mead Johnson would like for the city to continue to explore the possibility of accepting their flows.

Again, preliminary indications are that if the city were to accept their flows under established limitations, due to the volume of flows, the city would likely have to plan for a plant expansion. That leads to the question of what amount Mead Johnson would potentially have to contribute toward the plant expansion, sanitary sewer distribution system upgrades, and treatment parameters. Assistance from our rate consultant, Utility Financial Solutions, would be beneficial to us in this situation.

FEEL THE ZEEL



Because this review would be fairly technical, and there may be some decision-making points around options, our administrative team feels it would be good to have some assistance from our Clean Water Plant Committee.

Last year, Council's Committee consisted of former Mayor Klynstra, Mayor Pro-Tem Gruppen, and Councilman Lam. Given there was not an immediate need for the committee last December, when the new City Council was seated, we did not replace former Mayor Klynstra's position on the Clean Water Plant Committee.

In talking with Mayor Van Dorp, he is willing to be appointed to the Committee. Per Council's Rules of Procedures, the appointments to the Clean Water Plant Committee are made by the Mayor, subject to City Council approval, for a one-year term (November 30, 2026, end date).

RECOMMENDATION: Approve Mayor Van Dorp's recommendation to appoint Mayor Van Dorp's appointment to the Clean Water Plant Committee and to re-affirm Mayor Pro-Tem Gruppen's and Councilman Lam's appointments to the committee through November 30, 2026.

A handwritten signature in black ink, appearing to read 'Timothy R. Klunder', written over a horizontal line.

Timothy R. Klunder, City Manager



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CITY COUNCIL MEMORANDUM

TO: Mayor Richard J. Van Dorp III and City Councilmembers

FROM: Tim Klunder, City Manager

SUBJECT: Citizen's Academy "Graduation Ceremony"

DATE: May 28, 2026

CC: June 1st City Council Work/Study Session

Our third Zeeland Citizen's Academy was another tremendous success based on feedback from our class participants and department observations. Our team members were well prepared, highlighted their various departments, and explained how their departments impact the quality of life in Zeeland. For their part, our Academy participants were engaged, enthusiastic, and participatory. Simply put, in large part, they make the Citizen's Academy successful and fun.

At Monday's meeting we would like to recognize the dedication of the participants. Participants (picture attached) that will be recognized Monday are:

- Sue Bult
- Tyler Cook
- Phil Dirkse
- Bill Elhart
- Mary Elhart
- Julianna Grucz
- Ericka Humbert
- Nate Koster
- Mike Moldenhauer
- Beth Parker
- Becky Purnell
- Rob Richardson
- Katelyn Sommers
- Abby Van Beek
- Shannon Zoerhof

FEEL THE ZEEL



We have invited participants to bring family/friends to help recognize their efforts and commitment to the program.

The ceremony will look like this:

- The “graduation” will start at approximately 6:15 p.m. (work/study will start at 5:45 pm)
- Tim Klunder will open the ceremony with some general comments.
- Mayor Van Dorp will then say a few words and then present the certificates/congratulate each participant.
- After presentations, we will have a group picture taken and then we will conclude the ceremony with cake/coffee.

We anticipate the ceremony will last 45 minutes.

Once again, we would like to thank Mayor Van Dorp and City Council for your support of the program.

A handwritten signature in black ink, appearing to read 'Timothy R. Klunder', is written over a horizontal line.

Timothy R. Klunder, City Manager

Citizen's Academy Participants - 2026



FEEL THE ZEEL