

Council Meeting
Common Council
April 20, 2026

The regular meeting of the Common Council was held at 21 S. Elm Street, Zeeland, MI 49464 on Monday, April 20, 2026. Mayor Rick VanDorp called the meeting to order at 7:00 P.M.

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

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

The Invocation was offered by Councilmember Bult.
The Pledge of Allegiance to the Flag

Motion by Mayor Pro-Tem Gruppen and Supported by Councilmember Timmer to excuse Councilmember Lam and Perkins absences.

Consent Agenda

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

1. Approve minutes of the City Council Work Study of April 6, 2026.
2. Approve minutes of the Regular City Council meeting of April 6, 2026.
3. Approve minutes of the Brownfield Redevelopment Authority on March 31, 2026.
4. Approve minutes of the Personnel Committee on April 16, 2026.
5. Receive for information draft minutes of April 14, 2026, Board of Public Works meeting.
6. Ratify BPW Action #26.020 – Approve the February 2026 cash disbursements and the regular monthly transfers for the month of January 2026.
7. Ratify BPW Action #26.021 – Approve the bid for 201 W. Washington Ave. Fire Service Replacement / Cost-Share Agreement.
8. Ratify BPW Action #26.022 – Approve the bid for the Electric Meter Purchase.
9. Ratify BPW Action #26.023 – Approve the bid for the Power Plant Cooling Tower Controls PLC Upgrade.
10. Ratify BPW Action #26.024 – Approve Professional Services recommendation: Behind the Meter Generation Interconnection Study.
11. Ratify BPW Action #26.025 – Approve Video Management System Replacement.
12. Ratify BPW Action #26.026 – Approve Authorized Representatives to the Michigan Professional Insurance Authority..

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

Public Comment

Matt Neyens (13735 Oasis Ave), representing the West Michigan Regional Airport, gave a brief presentation. He noted that they service Park Township, the City of Holland, and the City of Zeeland. They also support area businesses such as Gentex, etc. Matt informed the Council that West Michigan Regional Airport will have a millage request in 2027 worth \$160 million.

City Managers Report

Assistant City Manager Plockmeyer reported:

EGLE Stormwater Permit Inspection - On April 8, representatives from the Michigan Department of Environment, Great Lakes, and Energy (EGLE) joined Mike Schreur, Doug Engelsman, and Kelly Goward from the Outdoor Discovery Center to inspect our compliance with the State Michigan's Stormwater management program. Overall, the inspection went well, but EGLE did highlight some areas for improvement including updates to our City's website, additional forms that are required to be completed, training requirements, and an updated Illicit Discharge Elimination Program Plan.

Besides these items, another item that was brought to our attention is the need for a discharge permit for the Splashpad because the used water enters the stormwater system. This is a relatively new requirement (2020) and we are currently working to secure this permit. While we hope for expedited processing, we cannot open the Splashpad until we receive this permit.

Taft Street – Staff met with representatives on April 9 to discuss the next phase of the project and the outstanding items from last fall. Crews have begun work on installation of the watermain between Central and Main and work will continue through the end of May. Regarding the work that was completed last fall, staff inspected the sidewalks that had been poured during a rain event and determined that the sidewalks on both sides of Taft between Valley and Huizenga need to be removed and replaced. Additionally, some drive approaches need to be fixed as well.

National Guard Tour - The Zeeland CWP hosted a tour of its wastewater treatment facilities on Sunday, April 19, 2026, for a group of about 30 Michigan National Guard Civil Affairs soldiers. The group is preparing for a potential overseas deployment to help protect water and wastewater infrastructure and wanted to better understand treatment processes, equipment, and chemicals.

Their request is part of standard Civil Affairs work, which focuses on maintaining essential services and supporting civilian stability. The tour will help them assess system capacity, plan for emergencies, identify critical resources, and coordinate infrastructure security.

This tour is viewed as a worthwhile way to support their mission and preparation. Staff was honored to be considered as a resource and are proud to play a small role in supporting the important work these Soldiers do to protect critical infrastructure and maintain stability both at home and abroad.

BL-196 Legislative Spend Congressional Hearing – On Friday afternoon, staff had the opportunity to meet with members of the legislature to share our reasoning behind our request for funding of the BL-196 crossing under Michigan Public Act 32 of 2025. This act

provides State Representatives with the ability to request legislatively directed funding within the State's budget. While Friday's meeting was just one step in the process and does not guarantee funding for the project, staff were encouraged by the process and the opportunity to be heard.

Mead Johnson Site Plan – This past week, staff had several opportunities to meet internally and with the Mead Johnson team to discuss their site plan, IFT certificates, the Bethel playground relocation, and utility requirements. Overall, staff felt that the meetings went very well and that the project is coming together quite nicely in advance of the Planning Commission's May 11 meeting to review the site plan.

Planning Commission – Last Thursday evening, the Planning Commission held a public hearing to discuss the vacation of Division Street north of Main Avenue in coordination with the Mead Johnson project. After the public hearing, the Commission directed Attorney Donkersloot to draft a resolution recommending City Council approve this vacation. The Planning Commission is expected to consider this resolution at their May 7 meeting.

Church Street Construction – This past week, the Church Street Reconstruction project transitioned into the block from Lincoln to Central. Staff understand that this creates additional challenges for motorists, as both Central and Lincoln are closed to traffic, and may cause some frustration for nearby residents due to the noise from the bypass pumps. Overall, staff appreciate the neighborhood's understanding as they work through this project. Staff expects the bypass pumps to run for the next 2 to 3 weeks, and that the Central Avenue intersection will be closed intermittently throughout the summer.

Citizen's Academy – On Wednesday, staff kicked off their third Citizen's Academy with a discussion of Zeeland's history, an update from the City Manager's Office, and a deep dive into the Clerk's Office and the Howard Miller Library and Community Center. This year's Academy members expressed a desire to learn more about the City and see where they can get involved. Staff appreciate these members of our community who want to make an impact and support the work they do.

Public Hearing – Snowmelt Special Assessment

Mayor VanDorp called the public hearing to order at 7:18 P.M. Assistant City Manager/Finance Director Plockmeyer gave input regarding the proposed Snowmelt Special Assessment for the operation, maintenance, and future replacement of the downtown snowmelt system.

Throughout the process, we have not made any changes to the Special Assessment formula or assessment amount from the previous special assessment that was put in place for the 2023–2024 heating season. The only change with this Special Assessment is the addition of the properties along Church Street that will be serviced after completion of the Church Street Reconstruction Project. Staff are not seeking approval of the Special Assessment Roll at this time. Instead, they are verifying that City Council is still in favor of the proposed areas for snowmelt moving forward. The public hearing was closed at 7:22 P.M.

Public Hearing – Providence Life Services (Royal Park Place/Royal Atrium Inn) Bonding

Mayor VanDorp called the public hearing to order at 7:23 P.M. Jeff Zylstra, (40 Sanford) Executive Director of Royal Atrium, stated they are at 100% occupancy and that they will use it

for refinancing. The money will be used to improve their projects such as elevator modification, parking lot, roofing, and air conditioning upgrades.

This public hearing is required under Section 147(f) of the Internal Revenue Code. Because the project facilities are located within the City of Zeeland, federal law requires that the City, as the applicable elected body, provide an opportunity for public comment and formally approve the issuance of the bonds. Although the bonds will be issued by the Illinois Finance Authority, local approval is necessary solely to satisfy these federal requirements.

The bonds, in an aggregate amount not to exceed 80 million dollars, will be used to finance and refinance improvements to facilities associated with Royal Park Place, including acquisition, construction, renovation, and equipping of healthcare and senior living facilities located in Zeeland. The portion attributable to projects within the City is not expected to exceed approximately 16 million dollars.

It is important to note that the City's role in this process is limited. Approval of the bonds does not create any financial obligation or liability for the City. The repayment of the bonds is the sole responsibility of the borrowing entities, and the resolution explicitly states that the City will not be responsible for any principal, interest, or related costs associated with the bonds.

From an impact standpoint, this action enables continued investment in an existing senior living and healthcare campus within the City. The financing supports facility improvements and long-term viability of the campus, which contributes to local employment, services for residents, and overall community stability. There is no direct fiscal impact on the City's budget or debt capacity.

The public hearing and subsequent Council consideration are procedural requirements under federal law that allow the project to move forward. The City's approval facilitates private investment while maintaining no financial risk to the municipality. The public hearing was closed at 7:27 P.M.

Public Hearing – Highpoint Finishing Solutions IFT Certificate

Mayor VanDorp called the public hearing to order at 7:28 P.M. In 2025, Highpoint Finishing Solutions, Inc. began construction of a 19,200-square-foot addition to its manufacturing facility at 541 E Roosevelt Ave (owned by Highpoint Leasing, LLC).

JT Wyrick, CFO of Highpoint Finishing Solutions stated that twenty (20) new jobs will be added, and they are now all under one roof with manufacturing having already moved to the new facility. Completion of parking and landscaping will be in the near future.

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

An existing Act 198 – Industrial Development District is in place at 541 E Washington Ave, allowing the applicant to submit directly for an Act 198 exemption certificate. Their certificate application was filed in January of 2026 and came before the Tax Incentive Committee for

review on March 16th. Following review, the Tax Incentive Committee unanimously voted to advance the application to City Council and schedule a public hearing on the request.

That public hearing will be held at the April 20th City Council meeting. Following that public hearing, the enclosed resolution approving the abatement certificate application will come before Council for action.

Staff recommends adopting the resolution to approve an Act 198 – Industrial Facilities Tax Exemption Certificate for Highpoint Finishing Solutions at 541 E Roosevelt Ave for a period of 12 years. The public hearing was closed at 7:31 P.M.

Action Items

26.055 Providence Life Services (Royal Park Place/Royal Atrium Inn) Bonding Resolution

Motion was made by Mayor Pro-Tem Gruppen and Supported by Councilmember Bult to approve the resolution for the issuance of revenue bonds of the Illinois Finance Authority for the benefit of Rest Haven Illiana Christian Convalescent Home doing business as Providence Life Services and its affiliates.

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

26.056 IFT Certificate Approval – Highpoint Finishing Solutions

Motion was made by Councilmember Timmer and Supported by Councilmember Langeland to adopt the resolution to approve an Act 198 – Industrial Facilities Tax Exemption Certificate for Highpoint Finishing Solutions at 541 E Roosevelt Ave for a period of 12 years.

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

26.057 Public Safety HVAC Upgrades Contract Award

Motion was made by Councilmember Langeland and Supported by Mayor Pro-Tem Gruppen to authorize the award of the Public Safety Mechanical Equipment Replacement contract to Peerbolt's Inc. in the amount of \$47,683 and set a project budget of \$50,000.

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

26.058 100th Street Decertification

Motion was made by Councilmember Bult and Supported by Councilmember Timmer to approve a resolution to decertify a portion of 100th Street north of Alice Avenue.

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

Absent: Lam and Perkins

26.059 Lawrence Avenue Decertification

Motion was made by Mayor Pro-Tem Gruppen and Supported by Councilmember Timmer to approve a resolution to decertify a portion of Lawrence Avenue west of Jefferson Street.

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

No Vote: None

Absent: Lam and Perkins

26.060 Budget Hearing Resolution

Motion by Councilmember Timmer and Supported by Councilmember Bult to approve the resolution to set May 4, 2026, as the date for the Public Hearing to consider the City of Zeeland's Fiscal Year 2026-2027 Budget.

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

No Vote: None

Absent: Lam and Perkins

Motion was made by Councilmember Bult and Supported by Councilmember Langeland for Councilmember Timmer to abstain from the next vote as her husband is being re-appointed. Motion carried. All voting aye.

26.061 Board of Construction Appeals Re-Appointment – David Timmer

Motion was made by Councilmember Langeland and Supported by Mayor Pro-Tem Gruppen to re-appoint David Timmer to a 3-year term on the Board of Construction Appeals with said term expiring May 1, 2029.

Ayes: Mayor Pro-Tem Gruppen, Langeland, Bult, Mayor VanDorp

No Vote: None

Absent: Lam and Perkins

Abstain: Timmer

Councilmember Timmer returned.

26.062 Board of Zoning Appeals Re-Appointment – Rebecca Perkins

Motion was made by Councilmember Bult and Supported by Councilmember Langeland to re-appoint Rebecca Perkins to a 3-year term on the Board of Zoning Appeals with said term expiring May 4, 2029.

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

No Vote: None

Absent: Lam and Perkins

26.063 Cemetery/Parks Commission Re-Appointment – Lynette Lam

Motion was made by Mayor Pro-Tem Gruppen and Supported by Councilmember Timmer to re-appoint Lynette Lam to a 5-year term on the Cemetery/Parks Commission with said term expiring

May 3, 2031.

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

No Vote: None

Absent: Lam and Perkins

26.064 Library Advisory Board Re-Appointment – Mary Wilkos

Motion was made by Councilmember Timmer and Supported by Councilmember Langeland to re-appoint Mary Wilkos to a 5-year term on the Library Advisory Board with said term expiring May 3, 2031.

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

No Vote: None

Absent: Lam and Perkins

26.065 Board of Public Works Re-Appointment – Jonathan Walters

Motion was made by Councilmember Langeland and Supported by Councilmember Timmer to re-appoint Jonathan Walters to a 5-year term on the Board of Public Works with said term expiring June 30, 2031.

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

No Vote: None

Absent: Lam and Perkins

26.066 Airport Authority Board Appointment – Mark Eardley

Motion was made by Councilmember Bult and Supported by Mayor Pro-Tem Gruppen to appoint Mark Eardley to the Airport Authority Board with a term expiring January 31, 2029.

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

No Vote: None

Absent: Lam and Perkins

Reports from City Council Members

Mayor VanDorp stated that Franks had a fire over the weekend. Mayor VanDorp, Mayor Pro-Tem Gruppen, and Councilmember Lam talked with Frank's owners and wanted to thank our Fire Department along with the Holland Township Fire Department for containing the fire, so it didn't spread to neighboring businesses or apartments.

There being no further business, motion was made by Councilmember Timmer and Supported by Councilmember Langeland to adjourn the meeting at 7:45 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, April 20, 2026
6:00 P.M.

Mayor VanDorp called the Study Session to order at 6:03 P.M.

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

ABSENT: Lam and Perkins

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

Public Safety HVAC Equipment Upgrades

ACM Plockmeyer noted sealed bids were publicly solicited for the replacement of mechanical equipment at the Public Safety Building. The existing rooftop units have reached the end of their useful life, and this project represents the final phase of a multi-year effort to replace all rooftop HVAC units at the Public Safety Building. The work also includes installation of a new water heater, replacement of the police bay unit heater, and integration of all equipment into the existing Trane building control system.

Six Bids were received and publicly opened on April 14, 2026, with the low bidder from Peerbolt's Inc. in the amount of \$47,683, where \$50,000 was allocated for this project, so it came in under budget.

Peerbolt's proposal includes all major components of the project scope, including rooftop unit replacement, water heater installation, and unit heater replacement, along with associated labor, materials, controls integration, and startup. Staff is familiar with Peerbolt's Inc. and is confident in their ability to complete the work in accordance with the project specifications and City expectations.

Staff recommended authorizing the award of the Public Safety Mechanical Equipment Replacement contract to Peerbolt's Inc. in the amount of \$47,683 and set a project budget of \$50,000.

Snowmelt System Strategic Action Plan Update

ACM Plockmeyer noted that Snowmelt is something that has been a commitment over the past several years, as evidenced by the recent completion of the Main Avenue project, the Library Alley project, and the pursuit of a Snowmelt Special Assessment. City Council has also indicated that snowmelt is a priority for the future through its inclusion in the 2026 Strategic Action Plan. Included in the plan were the following action steps related to snowmelt:

- Construct a boiler plant at 17 East Main Avenue
- Install snowmelt as part of the Church Street Project
- Affirm our snowmelt master plan

Staff provided an update on these items and obtained direction from City Council to guide next steps.

Church Street Project

Snowmelt was included as part of the Church Street Reconstruction project from Central to Washington. Staff are planning to proceed with installation as part of the project and have included the affected properties in the Snowmelt Special Assessment.

The intent is to complete this work prior to the 2026 to 2027 heating season. However, the ability to utilize the system for that season is dependent on the availability and completion of the boiler plant at 17 East Main.

17 East Main Boiler Project

Staff have been working on the design of the boiler plant at 17 East Main and recently received a budget-level construction estimates for the project. The estimate indicates approximately \$1.17 million in construction costs, with the majority of the cost associated with mechanical equipment and installation. When combined with approximately \$200,000 in engineering costs, the total project cost is estimated at approximately \$1.4 million.

Staff have budgeted \$1.3 million in FY27 and are therefore generally aligned with current estimates. At this time, we do not anticipate the need for bond funding for this phase of the project. In addition, any funds captured through the Brownfield TIF associated with 17 East Main may be used to reimburse the City for these costs over time.

It should be noted that this estimate is based on preliminary design and may be subject to change as final plans are completed and reviewed, but do include a certain amount of contingency for the project.

The proposed system includes three boilers, with space available for a fourth unit in the future. The three boilers are necessary to provide sufficient capacity for the Church Street project and near-term expansion areas identified in the master plan.

Staff feel comfortable proceeding with this project even though there are items to finalize, including the General Contractor contract and certain cost-sharing elements related to venting. Staff is confident these can be resolved.

From a timing standpoint, we are targeting completion of final bid documents by the end of May, with bidding in June and construction completion in the fall. This schedule is intended to align with the upcoming heating season and the Church Street project timeline.

Future Snowmelt and Master Plan Alignment

In addition to the boiler design, staff continue to work with our engineering team to refine preliminary design parameters for future phases of snowmelt as outlined in the snowmelt master plan endorsed by City Council in March 2025.

The adopted master plan represents a significant expansion of the system, adding approximately 95,000 square feet of snowmelt and nearly doubling the current system size. This level of expansion requires careful coordination of boiler capacity, piping design, and project sequencing.

As previously discussed, the master plan focuses on areas that are currently, or are expected to become part of the broader downtown district. This includes the Washington Avenue corridor, key connecting streets such as Elm, Church, and Centennial, and supporting pedestrian areas such as parking lot sidewalks. Staff continue to view this approach as a strategic investment in year-round walkability and economic development, particularly in areas anticipated for future redevelopment.

Expansion beyond the currently defined service area would introduce additional considerations, including crossing major barriers such as State Street or the railroad, and extending into residential neighborhoods. For these reasons, confirmation of the current service area is important as we proceed with design.

The boiler plant at 17 East Main is being sized to support several near-term expansion areas, including Church Street, Elm Street, portions of State Street, and segments of Washington Avenue. Full buildout of the Washington corridor and additional areas identified in the master plan will require a second boiler plant, which is currently anticipated as part of a future project at 303 East Main.

In addition to boiler sizing, we are currently designing system piping and valve locations to accommodate future phases. Establishing clear limits for the system now helps avoid costly modifications later and ensures that current projects are constructed with future expansion in mind.

Requested Direction

Based on the information provided, staff are seeking direction from City Council on the following items:

- Confirmation to proceed with bidding and construction of the boiler plant at 17 East Main
- Confirmation that the current snowmelt master plan should continue to serve as the guiding framework for system expansion and design decisions

Staff stated that direction from City Council would allow them to proceed with confidence and maintain the proposed project schedule.

Staff continue to view snowmelt as an important economic development tool that enhances the functionality and vibrancy of the downtown district throughout all four seasons. The decisions made at this stage are foundational to the long-term system and will influence future costs, capacity, and expansion opportunities. City Council expressed support for the direction staff had presented moving forward.

FY 26-27 Salary Range/ Wage Updates

City Manager Klunder stated, in 2022, the City completed an external wage assessment to determine appropriate market-aligned pay ranges for non-union positions. Since then, the City has adjusted wages annually, including a 3% wage scale increase incorporated into a wage progression grid. Current employees were evaluated within that grid each year to determine annual increases.

For FY 26–27, like the process used in 2022, an internal wage survey and assessment was completed for each non-union job title. Market data was gathered from local, regional, and statewide

municipalities, utilities, and similar private-sector organizations. This data established updated midpoints for each position, ensuring that the City's wage scales remain fair, competitive, and aligned with the labor market.

Survey Results

- Movement from current FY 25–26 midpoints ranged from -30% to +24%.
- For midpoints lower than current FY 25–26 rates, no changes are recommended.
- For midpoints that increased, corresponding wage scale adjustments are recommended.
- A revised wage progression grid, removing the 3% across-the-board increase, is also recommended.

RECOMMENDED FY 26–27 IMPLEMENTATION APPROACH (Per Employee)

1. When applicable, a team member's wage will increase by the greater of:
 - (a) the percent increase in their wage scale midpoint, or
 - (b) the calculated wage-scale penetration point (based on twenty years of service).

As in 2022, this movement is capped at 1% per year of service in the current position.

2. A performance adjustment will be applied (if eligible) according to the updated wage progression grid as of July 1, 2026.
3. For team members with at least one year of service in their current position who, after applying adjustments #1 and #2, would receive less than a 3% increase, a retention adjustment of 2%–3% will be provided (unless performance is unacceptable):
 - (a) Team members above the maximum of their pay scale will receive a one-time payment equal to 2% of base salary after July 1, 2026. This payment will not be added to base wages.
 - (b) Team members whose pay falls within their pay scale will receive a 3% increase to base wages.
4. Any retention adjustment above 3% follows the Management Discretionary Policy.

The applicable provisions of the City's Salary Increase Plan (Appendix C of the Employee Handbook) for adjustments outlined in #3 and #4 above states "for team members Special compensation exceptions may occur based on exceptional performance over an extended period of service, a high desire of management to retain the employee, possession of special certifications and/or qualifications beyond the requirements of the position that are of value to the City, or a limited availability of workers in the appropriate labor market possessing the necessary skills and abilities for the position." "Advancement of an employee above the increases listed in the updated annual wage increase chart would be at the discretion of the City Manager or BPW General Manager. The total dollars available for these purposes in a given fiscal year would be determined by the Personnel Committee and approved by the BPW Board and/or by the City Council during the budget approval process." The dollar amounts projected under provisions #3 and #4 of this implementation approach are estimated at \$40,500 for the city and \$12,500 for the BPW.

Overall Financial Impact

If the recommended implementation plan is approved, it will result in projected overall wage increases (for existing team members) —reflecting both wage scale adjustments and performance adjustments—of roughly 5% for FY 26–27. A summary of the combined changes from the

previous fiscal year for existing employees are attached. This percentage increase amount generates projected dollar amounts that are within the overall wage budgets (including proposed new positions) presented to City Council during the March 30 and March 31 budget presentations.

This plan was approved by the Personnel Committee at its April 16 meeting. Staff did not seek approval of the plan at Monday's meeting. Instead, they sought feedback on the proposed wage scales and implementation plan. Staff will seek approval of the individual wage scales as part of the budget approval process at their May 4 meeting and would also seek approval of the implementation plan at that meeting.

100th Street Decertification

ACM Plockmeyer requested City Council's approval of the resolution to decertify a portion of 100th Street located north of Alice Avenue.

This section of roadway was removed during the reconstruction of Alice Avenue in 2021. While the physical roadway was eliminated at that time, the City did not complete the formal decertification process. The City continues to retain the right of way, and this action does not abandon or relinquish those rights.

The proposed decertification is an administrative requirement of the Michigan Department of Transportation. Completing this process will remove the segment from the City's certified street mileage. This mileage is used in calculating state transportation funding, and as a result, the City's total reported local street miles will be reduced accordingly.

This item was brought forward to correct an oversight from the 2021 project when the roadway was removed but not formally decertified.

The resolution reflects that approximately 100 feet of roadway right of way will be decertified.

Recommendation was to approve a resolution to decertify a portion of 100th Street north of Alice Avenue.

Lawrence Avenue Decertification

ACM Plockmeyer requested City Council's approval of the resolution to decertify a portion of Lawrence Avenue located west of Jefferson Street.

This section of roadway was previously discontinued, and the right of way was relinquished to Zeeland Christian Schools to accommodate their expansion project. While the City no longer retains ownership or control of this segment, the formal decertification process was not completed at that time.

The proposed decertification is an administrative requirement of the Michigan Department of Transportation. Completing this process will remove the segment from the City's certified street mileage. This mileage is used in calculating state transportation funding, and as a result, the City's total reported local street miles will be reduced accordingly.

The resolution reflects that approximately 75 feet of roadway right of way will be decertified.

This item was brought forward to correct an oversight from when the right of way was transferred but the roadway was not formally decertified.

Recommendation was to approve a resolution to decertify a portion of Lawrence Avenue west of Jefferson Street.

Providence Life Services Bonding Resolution

ACM Plockmeyer stated a public hearing will be held in connection with the proposed issuance of bonds to benefit Royal Park Place and affiliated entities as are included in the resolution.

This public hearing is required under Section 147(f) of the Internal Revenue Code. Because the project facilities are located within the City of Zeeland, federal law requires that the City, as the applicable elected body, provide an opportunity for public comment and formally approve the issuance of the bonds. Although the bonds will be issued by the Illinois Finance Authority, local approval is necessary solely to satisfy these federal requirements.

The bonds, in an aggregate amount not to exceed 80 million dollars, will be used to finance and refinance improvements to facilities associated with Royal Park Place, including acquisition, construction, renovation, and equipping of healthcare and senior living facilities located in Zeeland. The portion attributable to projects within the City is not expected to exceed approximately 16 million dollars.

The City's role in this process is limited. Approval of the bonds does not create any financial obligation or liability for the City. The repayment of the bonds is the sole responsibility of the borrowing entities, and the resolution explicitly states that the City will not be responsible for any principal, interest, or related costs associated with the bonds.

From an impact standpoint, this action enables continued investment in an existing senior living and healthcare campus within the City. The financing supports facility improvements and long-term viability of the campus, which contributes to local employment, services for residents, and overall community stability. There is no direct fiscal impact on the City's budget or debt capacity.

The public hearing and subsequent Council consideration are procedural requirements under federal law that allow the project to move forward. The City's approval facilitates private investment while maintaining no financial risk to the municipality.

Recommendation was to approve the resolution for the issuance of revenue bonds of the Illinois Finance Authority for the benefit of Rest Haven Illiana Christian Convalescent Home doing business as Providence Life Services and its affiliates.

541 E Roosevelt Ave – Highpoint Finishing Solutions, Inc. – Act 198 – Industrial Facilities Tax Exemption Certificate Application – Public Hearing and Resolution for Approval

Assessor Maday noted that in 2025, Highpoint Finishing Solutions, Inc. began construction of a 19,200-square-foot addition to its manufacturing facility at 541 E Roosevelt Ave (owned by Highpoint Leasing, LLC).

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

An existing Act 198 – Industrial Development District is in place at 541 E Washington Ave, allowing the applicant to submit directly for an Act 198 exemption certificate. Their certificate application was filed in January of 2026 and came before the Tax Incentive Committee for review on March 16th. Following review, the Tax Incentive Committee unanimously voted to advance the application to City Council and schedule a public hearing on the request.

That public hearing will be held at the April 20th City Council meeting. Following that public hearing, the resolution approving the abatement certificate application came before Council for action.

Staff recommendation: Adopt the resolution to approve an Act 198 – Industrial Facilities Tax Exemption Certificate for Highpoint Finishing Solutions at 541 E Roosevelt Ave for a period of 12 years.

Public Hearing – Snowmelt Special Assessment

ACM Plockmeyer stated that at the Monday, April 20 meeting, City Council will host a public hearing to receive input regarding the proposed Snowmelt Special Assessment for the operation, maintenance, and future replacement of the downtown snowmelt system. This is the last step in the process prior to the adoption of the Special Assessment Roll, which staff anticipate adoption at the May 4 meeting.

The only change with this Special Assessment is the addition of the properties along Church Street that will be serviced after completion of the Church Street Reconstruction Project.

Staff was not seeking approval of the Special Assessment Roll at this meeting, but for City Council's reference, we have included a copy of the presentation for Monday's meeting and Special Assessment Resolutions No. 1–4.

Budget Hearing Resolution

ACM Plockmeyer noted that each year, City Council holds a budget hearing in early May to set its course for the next Fiscal Year. The first step in the process will happen at Monday's meeting with the passing of a resolution to establish the public hearing date of May 4, 2026.

The Resolution and Public Hearing notice reflects a budget that is seeking 11.1354 mills for general operating purposes and .0993 Mills for the West Michigan Airport Authority.

Staff recommendation was to approve the resolution to set May 4, 2026, as the date for the Public Hearing to consider the City of Zeeland's Fiscal Year 2026-2027 Budget.

Re-Appointment to Board of Construction Appeals

The term of Dave Timmer, on the Board of Construction Appeals, expires on May 1, 2026. He was seeking re-appointment for a 3-year term.

Staff recommended re-appointment of Dave Timmer to a 3-year term on the Board of Construction Appeals with said term expiring May 1, 2029.

Re-Appointment to Board of Zoning Appeals

The term of Rebecca Perkins, on the Board of Zoning Appeals, expires on May 4, 2026. She was seeking re-appointment for a 3-year term.

Staff recommended re-appointment of Rebecca Perkins to a 3-year term on the Board of Zoning Appeals with said term expiring May 4, 2029.

Re-Appointment to Cemetery/Parks Commission

The term of Lynette Lam, on the Cemetery/Parks Commission, expires on May 3, 2026. She was seeking re-appointment for a 5-year term.

Staff recommended re-appointment of Lynette Lam to a 5-year term on the Cemetery/Parks Commission with said term expiring May 3, 2031.

Re-Appointment to Library Advisory Board

The term of Mary Wilkos, on the Library Advisory Board, expires on May 3, 2026. She was seeking re-appointment for a 5-year term.

Staff recommended re-appointment of Mary Wilkos to a 5-year term on the Library Advisory Board with said term expiring May 3, 2031.

Re-Appointment to Board of Public Works

The term of Jonathan Walters, on the Board of Public Works, expires on June 30, 2026. He was seeking re-appointment for a 5-year term.

Staff recommended re-appointment of Jonathan Walters to a 5-year term on the Board of Public Works with said term expiring June 30, 2031.

Appointment to Airport Authority Board

Due to a vacancy with the Airport Authority Board, Mark Eardley was recommended to this Board. His term will expire on January 31, 2029.

Staff recommended appointment of Mark Eardley to the Airport Authority Board with a term expiring January 31, 2029.

There being no further items to discuss, Work Study was adjourned at 6:48 P.M.

Kristi DeVerney, City Clerk