

NOTICE Time Change

***The City Council
Work Study Session on Monday,
September 21, 2026
has been rescheduled
to
5:30 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
September 21, 2026, 5:30 p.m.

DISCUSSION ITEMS:

1. Regional Biosolids Committee Pilot Program Contract Acceptance
2. Behind the Meter Generation Update – Continuing Due Diligence Resolution
3. MPPA Capacity Purchase Agreement
4. 303 East Main Developer Selection
5. Planning Commission Membership Ordinance Amendment
6. Bethel Playground – Contract Award and Agreements
7. Project Clarity Funding Request Budget Amendment
8. UKG Contract Award
9. Vande Luyster Square Gazebo Rehabilitation Contract Award
10. Set Trick-or-Treat Hours
11. Planning Commission Appointment – Phil Dirkse
12. Closed Session – Pending Litigation

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
September 21, 2026, 7:00 p.m.

CALL TO ORDER:

Invocation – Pastor Josh Wall – First 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

ACTION ITEMS:

1. Regional Biosolids Committee Pilot Program Contract Acceptance
2. Behind the Meter Generation – Continuing Due Diligence Resolution
3. MPPA Capacity Purchase Agreement
4. 303 East Main Developer Selection
5. Bethel Park – Contract Award
6. Bethel Playground – Zeeland Public Schools Lease Agreement
7. Bethel Playground – Mead Johnson Donation Agreement
8. Project Clarity Funding Request Budget Amendment
9. UKG Contract Award
10. Vande Luyster Square Gazebo Rehabilitation Contract Award
11. Set Trick-or-Treat Hours
12. Planning Commission Appointment – Phil Dirkse

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 September 8, 2026.
2. Approve minutes of the Regular City Council meeting of September 8, 2026.
3. Receive for information minutes of June 10, 2026, Cemetery Parks meeting.
4. Receive for information draft minutes of September 15, 2026, Howard Miller Library Advisory Board.
5. Receive for information draft minutes of September 15, 2026, Board of Public Works meeting.
6. Ratify BPW Action #26.052 – Approve Cash Disbursements and Recommended Cash Transfers.
7. Ratify BPW Action #26.053 – Approve Washington Pump Station EMCC Main Breaker Addition.
8. Ratify BPW Action #26.054 – Approve 800 E. Riley St. Water Main Upsizing
9. Ratify BPW Action #26.055 – Approve Professional Services for Behind the Meter Generator Interconnection Study (Phases 2 & 3)
10. Ratify BPW Action #26.056 – Approve MPPA Capacity Purchase for Planning Years 2030/31 & 2031/32.
11. Ratify BPW Action #26.057 – Approve Continued Due Diligence and Participation in the MPPA Resource Adequacy and Local Generation Development Initiative.
12. Ratify BPW Action #26.058 – Approve Survalent SCADA Software Support Renewal.

Council Meeting
Common Council
September 8, 2026

The regular meeting of the Common Council was held at 21 S. Elm Street, Zeeland, MI 49464 on Tuesday, September 8, 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, Interim City Manager/Finance Director Kevin Plockmeyer, Marketing Director Abby deRoo, Power Supply & Market Operations Manager/Utilities Manager Designee Bob Mulder, and City Clerk Kristi DeVerney

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

Consent Agenda

Motion was made by Councilmember Lam and Supported by Mayor Pro-Tem Gruppen to approve the Consent Agenda.

1. Approve minutes of the City Council Work Study of August 17, 2026.
2. Approve minutes of the Regular City Council meeting of August 17, 2026.
3. Receive for information draft minutes of August 12, 2026, Cemetery Parks meeting.
4. Receive for information draft minutes of August 13, 2026, Shopping Area Redevelopment Board meeting.
5. Receive for information draft minutes of August 18, 2026, Board of Public Workers meeting.
6. Ratify BPW Action #26.047 – Approve Cash Disbursements and Recommended Cash Transfers.
7. Ratify BPW Action #26.048 – Approve Bid Recommendation: 750MCM Aluminum Cable Purchase.
8. Ratify BPW Action #26.049 – Approve Bid Recommendation: Distribution and Transmission Pole Testing.
9. Ratify BPW Action #26.050 – Approve Resolution: Adopt the 2026 Integrated Resource Plan.
10. Ratify BPW Action #26.051 – Accept Ottawa County Community Action Agency Community Energy Management Grant.

Motion carried. All present voting aye.

Public Comment

Aurorium representatives, Jason Sims and Scott Plummer, stated they are an industry that makes products used by industries for many different purposes. They drink the water and use the water just like everybody else, however, they do have a different perspective on some things.

First, Jason Sims stated they are concerned with the proposed limit of 12 parts per trillion. When they look around the state, the limits adopted by a number of other communities are considerably higher – approximately 20 to 400 parts per trillion. A limit of 12 parts per trillion is not that common.

Jason Sims also shared that this ordinance amendment has been presented as urgent or an emergency. Their understanding is that there is no mandate from EGLE requiring immediate

adoption. The data from the water plant indicate there does not appear to be an urgent need to rush this. It is something that should be addressed but it's not an emergency requiring immediate attention.

Lastly, because of the potential unintended consequences, they want to ensure the ordinance language is drafted appropriately.

Jason Sims also asked a question about the 12 parts per trillion and how that number was reached. They understand there needs to be a limit and they aren't against establishing one. They sample regularly and their numbers are generally very low. But they want to understand why 12 were selected and whether there is an appropriate number somewhere between 12 and the study's calculated limit of 23.1.

Scott Plummer stated they are typically discharging less than one-half to one percent of the wastewater received by the plant. Their numbers are below 20 parts per trillion on the days we discharge from the areas connected to the City's sewer.

Scott Plummer shared there are other sources of water involved, not just Aurorium's flow. The data shows that the calculated limit is 23.1 parts per trillion was based on the most recent years' worth of data. Scott Plummer stated they are not perfect and have work to do and are working through that. They simply want the process to be fair. A limit of 12 parts per trillion may have some merit in the future, but they do not believe it does yet.

Aurorium representatives question why the recommendation is 12 when the study calculated 23.1 which already included a conservative safety factor. They live and work in Zeeland and care about this community and don't want to be singled out unnecessarily or unfairly because removing PFOS from water can be very costly.

The reason the study was done was to establish a limit. The study came back with 23.1 parts per trillion, but then the recommendation was changed to 12. Perhaps there is something in the middle that can be considered. Aurorium representatives stated they are going to do everything they can to meet the limit. If they cannot meet it, they will have to determine what happens next. They are simply trying to reach a rational outcome.

Aurorium representatives stated that they do not manufacture PFAS, PFOS, or PFAS precursors. Any PFAS entering our wastewater may come from outside sources, personal-care products brought into the locker rooms, or possibly historical contamination. They have investigated firefighting foam and other potential sources.

The representatives stated they are not in the business of manufacturing these chemicals. Whatever is there, appears to be legacy contamination, and they are working very hard to manage it.

Communications

Two letters from Aurorium were given to each Council Member.

Interim City Managers Report

ICM Plockmeyer reported:

Church Street Construction Project – Work continues to move forward on the Church Street reconstruction project. South of Central Avenue, the project is beginning to wrap up, with final restoration work now underway. The remaining work in this area will conclude in the cemetery and

City crews will begin working to reinstall the veteran's monument at the entrance to the cemetery. There will also be a Space Force Flag erected.

On the northern portion of the project, crews have completed the sanitary sewer installation up to Washington Avenue. Focus will now shift to the reconstruction of the Main Avenue intersection and restoration work between Main Avenue and Central Avenue.

Cemetery and Parks Commission – The Cemetery and Parks Commission will meet on Wednesday, September 9. The primary focus of the meeting will be continued discussion of the City's five-year parks and recreation master plan. Representatives from MCSA are expected to walk the Commission through portions of the proposed action program and capital-improvement schedule. As part of this process, the Commission will also be going on a bus tour to visit each of the City's parks. This tour is intended to help Commission members evaluate existing park conditions and better inform the development of the capital-improvement plan.

Planning Commission Meeting – The Planning Commission will hold its rescheduled September meeting on Thursday, September 10. At the meeting, the Commission will hold a public hearing regarding a proposed 600-square-foot accessory building at the Consumers Energy Zeeland Generating Station and continue its work on the City's Master Plan with a review and discussion of draft Chapter 4 – Community Facilities & Services.

CSX/84th Street Crossing – The City continues to work through the process of reopening a railroad crossing with CSX. After a lengthy delay, the City is now able to begin moving forward with the next steps needed to evaluate and design the crossing improvements. That process started this past week with a request for engineering fees to begin the design phase. At this point, we do not yet have a timeline for completion of design or construction, but we are thankful that the process has started and that the City can begin moving this forward again.

Holland/Zeeland Labor Day Truck Parade – The Holland/Zeeland Labor Day Truck Parade once again took place on Labor Day. This annual event is a great reminder of the many companies, industries, employees, and families that help make Zeeland and the greater lakeshore community special. The parade provides an opportunity to celebrate not only the businesses that participate, but also the workforce, manufacturing base, transportation network, and community partnerships that continue to support our local economy.

Action Items

26.137 Match on Main Grant Agreement – State of Michigan

Motion was made by Mayor Pro-Tem Gruppen and Supported by Councilmember Lam to approve the Match on Main Grant Agreement between the Michigan Strategic Fund and the City of Zeeland and authorize its execution and administration.

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

26.138 Match on Main Grant Agreement – Mandu Escapes

Motion was made by Councilmember Timmer and Supported by Councilmember Langeland to table the related grant agreement between the City of Zeeland and Mandu Escapes LLC.

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

No Vote: None
Absent: None

26.139 BS&A Cloud Contract Award

Motion was made by Councilmember Lam and Supported by Mayor Pro-Tem Gruppen waive the three-quote requirement, award the BS&A Cloud Upgrade contract to BS&A Software for \$94,125, and authorize up to \$21,375 in project contingency, for a total project amount not to exceed \$115,500.

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

26.140 IRP Plan Acceptance Resolution

Motion was made by Councilmember Langeland and Supported by Councilmember Bult to adopt the Zeeland Board of Public Works 2026 Integrated Resource Plan prepared by nFront Consulting, LLC and dated June 5, 2026, as the current long-term electric resource planning framework for the City of Zeeland and the Zeeland Board of Public Works.

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

26.141 Initiative Funding Budget Amendment

Motion was made by Councilmember Perkins and Supported by Councilmember Lam to approve the appropriate Fiscal Year 2027 budget amendments and fund transfers to allocate \$1.2 million for the reconstruction of 84th Avenue, \$750,000 for Facilities Implementation Plan – Series 1 design and construction administration, and \$800,000 to the City Park Improvement Fund for Lawrence Park reconstruction and future park improvements.

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

26.142 Downtown Parking Lot Snowplowing Contract Award

Motion was made by Councilmember Bult and Supported by Councilmember Lam to accept the bid from Countryside Snowplowing and contract with them for downtown parking lot snowplowing services for the 2026–2027 winter season.

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

26.143 FY27 Asphalt Paving Contract Award

Motion was made by Mayor Pro-Tem Gruppen and Supported by Councilmember Bult to award a contract to Tulip City Asphalt Paving, Inc. in the amount of \$54,970 for bike path maintenance improvements on Royal Park Drive and Centennial Street.

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

No Vote: None
Absent: None

Councilmember Bult inquired about the flock cameras around the City of Zeeland and what information they are collecting. ICM Plockmeyer noted that the City uses Flock Cameras for law enforcement purposes and follows use policies as adopted by our Police Department. Mayor VanDorp stated he is comfortable with how Public Safety is handling this.

There being no further business, motion was made by Councilmember Timmer and Supported by Councilmember Langeland to adjourn the meeting at 7:37 P.M. Motion carried. All voting aye.

Mayor Richard VanDorp III

City Clerk Kristen R DeVerney

MEMORANDUM OF-STUDY SESSION
Zeeland City Hall Council Chambers Tuesday, September 8, 2026
5:45 P.M.

Mayor VanDorp called the Study Session to order at 5:45 P.M.

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

ABSENT: None

Staff Present: City Attorney Jim Donkersloot, Interim City Manager/Finance Director Kevin Plockmeyer, Marketing Director Abby deRoo, IT Director Tim Maloney, Power Supply & Market Operations Manager/Utilities Manager Designee Bob Mulder, Clean Water Plant Superintendent Doug Engelsman, and City Clerk Kristi DeVerney

BS&A Cloud Contract Award

IT Director Maloney stated the City of Zeeland has used BS&A Software for many years to support core municipal functions. The existing environment requires IT staff to maintain and periodically upgrade the server operating system, SQL Server, security software, and supporting infrastructure.

As part of the City's long-term technology planning, staff reviewed the option of continuing to maintain the existing on-premises environment versus migrating to BS&A's current cloud platform. Although the cloud solution has a higher recurring software cost, it eliminates the need for the City to host and maintain the BS&A application and database servers and reduces the City's responsibility for the associated Windows, SQL Server, hardware, backup, patching, and server-security lifecycle.

BS&A has provided a proposal dated July 24, 2026, to migrate the City's existing BS&A .NET applications to BS&A Cloud. The proposal includes data conversion and validation, migration of existing configurations and key custom reports, conversion of users, security roles and approval workflows, implementation services, training, and post-go-live support. The proposal also adds the BS&A Purchase Order module.

The current proposal totals \$94,125, consisting of:

- \$53,425 in one-time migration, implementation, setup, project management, and training costs
- \$40,700 in annual cloud subscription fees

The annual subscription consists of \$38,565 for the City's existing BS&A modules and \$2,135 for the new Purchase Order module. BS&A indicates that the annual module fees include unlimited support.

Staff recommended proceeding with the migration from the existing locally hosted BS&A .NET environment to BS&A Cloud.

Staff recommended waiving the three-quote requirement, award the BS&A Cloud Upgrade contract to BS&A Software for \$94,125, and authorize up to \$21,375 in project contingency, for a total project amount not to exceed \$115,500.

IRP Plan Acceptance Resolution

Power Supply Manager/Utilities Manager Designee Mulder stated the IRP was developed to evaluate long-term resource options for meeting customer electric needs while balancing reliability, economics,

regulatory compliance, and sustainability objectives. It evaluated alternative resource strategies under both Business-as-Usual and Public Act 235 (PA 235) scenarios and identifies near-term actions intended to preserve flexibility while addressing future capacity needs.

Among its principal conclusions, the IRP identifies participation in larger shared thermal generating resources as an important source of economic value, finds that portfolios relying exclusively on local generation typically result in higher costs, delaying an aggressive near-term buildout of renewable resources to meet the requirements of PA 235 results in lower incremental cost exposure, and emphasizes maintaining flexibility as regulatory requirements, market conditions, and resource availability continue to evolve.

The proposed resolution would adopt the IRP as the City's and BPW's current long-term electric resource planning framework. Adoption would not authorize any specific generation project, ownership structure, financing, procurement, or contractual commitment. Those matters would be brought forward separately as appropriate.

Staff recommend that the Zeeland City Council adopt the Zeeland Board of Public Works 2026 Integrated Resource Plan prepared by nFront Consulting, LLC and dated June 5, 2026, as the current long-term electric resource planning framework for the City of Zeeland and the Zeeland Board of Public Works.

Utility Ordinance Amendment – Establish PFAs Local Limit

Clean Water Plant Superintendent Engelsman stated that PFAS is not a new issue for the Zeeland Clean Water Plant. In 2018, EGLE directed wastewater treatment plants with Industrial Pretreatment Programs to identify potential industrial sources of PFAS, investigate those sources through sampling, and work with confirmed sources to reduce and eliminate certain PFAS from industrial sources that may pass through municipal wastewater systems.

In 2019, CWP's PFAS monitoring identified an industrial source of PFOS entering the wastewater system. Since that time, the City has worked with the industrial user on source identification and treatment measures intended to reduce PFOS entering the CWP.

Through that process, staff identified an important gap in the City's Industrial Pretreatment Program. While the CWP could identify and monitor PFAS sources and work with industrial users to reduce discharges, the City did not have an established numerical local limit that provided a clear and consistently enforceable standard. That led the City to pursue a PFAS Local Limits Study.

The City contracted with Moore & Bruggink to complete the study. The sampling methodology was reviewed and approved by EGLE before the study was conducted. The study evaluated five PFAS compounds and calculated an initial PFOS local limit of 23.1 parts per trillion.

Following review of the study results, CWP staff requested that EGLE approve a more protective PFOS limit of 12 parts per trillion, consistent with Michigan's current surface water quality value. This recommendation also aligns with the State of Michigan IPP initiative which has defined sources as those industrial users with discharges greater than 12 ppt. Staff made that recommendation because PFAS regulations continue to evolve, source control is the most effective way to address PFAS, and a more protective local limit helps safeguard the City's wastewater treatment system, biosolids program, receiving waters, and capacity for future growth.

Municipal wastewater treatment plants were not designed to remove PFAS once it enters the

sewer system. For that reason, the State of Michigan IPP initiative dictates that controlling PFAS at its industrial source is the City's most effective means of reducing the amount of PFAS entering the treatment plant and ultimately the environment.

Staff also recognize that questions have been raised regarding the difference between the 23.1 ppt value calculated through the engineering study and the proposed 12 ppt limit, this distinction is important. The 23.1 ppt figure represents the calculated result of the study, while the 12 ppt figure represents the more protective standard recommended by CWP staff and subsequently approved by EGLE.

Throughout this process, staff's focus has been on science and on establishing sound public policy, not on any individual industry. The purpose of establishing local limits is to provide a clear, consistent, and enforceable standard that applies fairly to industrial users and protects the City's wastewater system and receiving waters.

The proposed ordinance would amend the City's Sewer Use Ordinance to formally incorporate local limits for five PFAS compounds into the City's Industrial Pretreatment Program. The proposed limits are:

Parameter	Current Limit (ng/L)	Proposed Limit (ng/L)
Perfluorooctanesulfonic acid (PFOS)	—	12
Perfluorooctanoic acid (PFOA)	—	192
Perfluorobutanoic acid (PFBS)	—	780,000
Perfluorononanoic acid (PFNA)	—	35
Perfluorohexanesulfonic acid (PFHxS)	—	240

In addition to establishing the numerical local limits, the ordinance would provide the CWP with additional tools to monitor and manage industrial discharges that have the potential to contain PFAS. This includes the ability to require sampling and analytical testing before certain discharges occur when there is a high potential for an industrial user to exceed an applicable local limit.

The ordinance could also require certain categorical, significant, or minor industrial users that manufacture, use, have used, or have been found to discharge materials containing the listed PFAS compounds to develop and implement a pollution reduction plan. These plans may include monitoring, treatment, product substitutions, best management practices, or other measures intended to reduce or eliminate PFAS discharges to the wastewater system.

The ordinance further provides the City with the ability, through a wastewater discharge permit or similar control mechanism, to require additional monitoring, reporting, or source-reduction measures when appropriate.

Taken together, the proposed amendments are intended to move the City from a system that relies primarily on identifying and working with PFAS sources after they are discovered to one that includes defined numerical standards and clear regulatory tools for monitoring, source control, and enforcement.

Staff is ultimately proposing adoption of these amendments, including the 12 ppt PFOS local limit, as a means of establishing a clear, consistent, and enforceable framework for managing PFAS discharges into the City's wastewater system

Next Steps include reviewing the questions, comments, and concerns raised and determine whether any

additional information or revisions to the proposed ordinance are appropriate before bringing the ordinance back to City Council through the City's standard two-reading process.

Community Enhancement Framework Update

ICM Plockmeyer stated that staff are not requesting any action now but serves as an update to Council.

The Community Enhancement Program, or CEP, came out of the Macatawa Area Coordinating Council's Service Delivery Committee following a broader "Future Search" collaboration involving local governments, schools, nonprofits, and the private sector. Its basic premise was that certain assets serve the entire Holland/Zeeland area and that the participating communities could accomplish more by jointly supporting those assets than by addressing them independently.

The stated purpose of CEP is to support efforts that serve a public purpose and have an enduring positive effect on the quality of life and economic vitality of the greater Holland/Zeeland community. The committee initially identified approximately 30 regional assets and evaluated them based on factors that included:

- Public availability
- Regional recognition as a landmark
- Ability to attract or retain residents
- Ability to attract local and non-local visitors
- Economic-development impact
- Historical or cultural significance
- Environmental value
- Recreational value
- Educational value

After evaluating the assets, the committee also considered whether collective action by the participating communities could make a meaningful difference. Based on that review, the following 12 assets were identified as potential candidates for regional support:

- Windmill Island Gardens
- Big Red Lighthouse
- Felt Mansion
- Holland Area Arts Council
- Dekker Huis Museum
- New Groningen School Museum
- Ottawa Beach Pump House Museum
- Holland Symphony Orchestra and Holland Chorale
- Macatawa Greenway Network
- The rural community, including recognition and education regarding the agricultural community's contributions to the area
- Regional nonmotorized pathway network
- Harbor dredging and waterfront enhancements

Importantly, CEP is not simply an annual grant program in which each community receives its contribution back. It is intended to create a regional pool that can support projects benefiting regional assets. The framework allows projects that maintain or enhance an asset and provide a benefit to the general public. It also encourages projects that connect multiple assets and leaves room for unforeseen regional opportunities.

The original funding formula deliberately used several factors rather than relying only on population. The formula included:

- A population component of \$0.20 per capita
- A base contribution of \$2,150 for each participating community
- An additional \$2,000 from communities with a taxable value greater than \$500 million
- An adjustment recognizing the different property-tax-levying authority of cities and townships

In Fiscal Year 2017-18, Zeeland staff recommended participating with an annual contribution of \$6,775 which has remained Zeeland's baseline commitment. Each contributing jurisdiction appoints one representative to the CEP governing board and receives one vote.

In 2024, Council was advised that CEP was asking participating communities to consider additional contributions. Zeeland had already committed its American Rescue Plan Act funds to the downtown snowmelt project.

In 2025, City Council denied the request for additional funding for FY 2024-2025 but continued with the annual contribution of \$6,775. Zeeland remains a CEP participant at the original \$6,775 annual funding level. No immediate action was required but City Council will need to decide if they remain comfortable with the existing annual participation or whether they want to revisit funding beyond the amount established under the original framework.

Staff will gather more information on funding from other communities.

Project Clarity Funding Request

ICM Plockmeyer stated the City has a long history of financially supporting Project Clarity. The City's original commitment began in Fiscal Year 2014-15 and consisted of \$10,000 per year for five years. That original \$50,000 commitment was completed in Fiscal Year 2018-19.

Beginning with Fiscal Year 2019-20, Project Clarity requested another five-year funding commitment. At that time, City Council elected not to make another multi-year commitment and instead determined that future requests would be considered on an annual basis through the City's budget process. The City continued providing \$10,000 annually in the years immediately following that decision, and Project Clarity has remained part of the City's annual funding discussions.

More recently, the adopted Fiscal Year 2025-26 budget included \$10,000 for Project Clarity, and the adopted Fiscal Year 2026-27 budget again includes \$10,000 for Project Clarity. Therefore, the City currently has \$10,000 programmed for Project Clarity in the Fiscal Year 2026-27 budget.

Project Clarity is now requesting that the City increase its support to \$20,000 per year for five years, for a total requested commitment of \$100,000 toward Phase III. For Fiscal Year 2026-27, fully funding the request would represent an additional \$10,000 above the amount currently programmed in the adopted budget.

City Council directed staff to bring the Project Clarity request for \$20,000 annually, without considering a five (5) year commitment, to the September 21st City Council meeting.

Initiative Funding Budget Amendment

ICM Plockmeyer stated that each year, staff historically brings any unbudgeted resources back to Council to determine whether they should remain in fund balance or be directed toward identified capital needs and other priorities.

This additional money does not need to be spent nor is there any requirement that these resources be allocated. Instead, City Council can retain these funds or strategically invest a portion of them in existing priorities representing the best long-term use of resources.

At City Council's August 17 Work Study, staff reviewed approximately \$2.75 million in resources that were not contemplated when the Fiscal Year 2027 budget was developed. These resources consist of approximately \$800,000 in General Fund fund balance above our original projection and approximately \$1.95 million in unbudgeted Personal Property Tax reimbursement revenue received in May. Based on City Council's discussion at that meeting, staff identified the following three capital priorities for further consideration.

84th Avenue Reconstruction – \$1,200,000

This funding would be used for the reconstruction of 84th Avenue with curb and gutter. The current engineer's estimate is approximately \$1.113 million. Using available cash for this project would allow the City to preserve bonding capacity and help maintain the aggressive schedule necessary to complete the roadway prior to the anticipated opening of the JR Automation facility in late spring of 2027.

Facilities Implementation Plan – Series 1 – \$750,000

This funding would be used toward design and construction administration services associated with Series 1 of the City's Facilities Implementation Plan. Since our August Work Study discussion, we have received a proposal for these professional services, and the cost came in below the amount we initially anticipated.

The proposal represents a significant professional services contract, and while the City is not required to competitively bid on professional services, City Council would like to solicit competitive proposals for this work.

For purposes of this budget amendment, the proposed \$750,000 allocation would ensure that sufficient funding is available to move the project into the design phase.

City Park Improvement Fund – \$800,000

Staff are recommending that the remaining \$800,000 be allocated to the City Park Improvement Fund. The primary focus for these resources would be the future reconstruction of Lawrence Park, which has been identified through previous capital planning efforts as the next logical major park improvement following completion of Hoogland Park.

The relocation and redevelopment of the former Bethel Church playground is a project that is a collaborative effort including Zeeland Public Schools, the Zeeland Board of Public Works, the former Bethel Church, the City, and with Mead Johnson taking the lead.

In total, the proposed initiative funding allocations equal \$2.75 million. We believe these allocations provide an opportunity to make meaningful progress on several significant capital needs while making prudent use of one-time resources. Just as importantly, these are investments in projects and infrastructure that have already been identified through the City's planning and budgeting processes rather than new ongoing programs or operating commitments.

Staff recommend City Council approve the appropriate Fiscal Year 2027 budget amendments and fund transfers to allocate \$1.2 million for the reconstruction of 84th Avenue, \$750,000 for Facilities Implementation Plan – Series 1 design and construction administration, and \$800,000 to the City Park

Improvement Fund for Lawrence Park reconstruction and future park improvements.

Downtown Parking Lot Snowplowing Contract Award

ICM Plockmeyer stated we accepted bids for snowplowing services for the downtown parking lots for the 2026–2027 season which included the following two bids:

- Site Work Solutions, Inc. – Truck Rate: \$95/hour; Loader Rate: \$155/hour
- Countryside Snowplowing – Truck Rate: \$95/hour; Loader Rate: \$145/hour

Based on the bids received and our previous experience with Countryside Snowplowing, staff recommends continuing with Countryside for the 2026–2027 winter season.

Staff recommend City Council accept the bid from Countryside Snowplowing and contract with them for downtown parking lot snowplowing services for the 2026-2027 winter season.

FY27 Asphalt Paving Contract Award

ICM Plockmeyer stated that included in the Fiscal Year 2026-2027 budget is an allocation of \$50,000 for bike path maintenance improvements throughout the City. As part of this year's program, staff identified five potential project areas and solicited bids for each area individually, allowing the City to select a combination of projects based on available funding.

Three bids were received. Tulip City Asphalt Paving, Inc. submitted the low bid for each of the five project areas. After reviewing the proposed improvements and available funding, staff recommends proceeding with the following three areas:

- Royal Park Drive – Centerstone Court west to the west driveway of Mast Heating: \$13,450
- Centennial Street – Roosevelt Avenue south to Garfield Street: \$30,820
- Centennial Street – Garfield Street south to the Aurorium driveway: \$10,700

The total recommended award is \$54,970. While this amount is \$4,970 above \$50,000 specifically budgeted for bike path maintenance improvements, staff anticipates that the additional cost can be accommodated within the overall activity budget without the need for a formal budget amendment.

Staff recommend awarding a contract to Tulip City Asphalt Paving, Inc. in the amount of \$54,970 for bike path maintenance improvements on Royal Park Drive and Centennial Street.

Match on Main Grant Agreement

Marketing Director deRoo stated Downtown Zeeland submitted two applications, Mandu Escapes LLC, d/b/a La Crème, requested assistance to outfit an on-street patio, and 3D Properties, owned by Mitch Bakker, requested assistance with the build-out of the retail storefront at 140 E Main Avenue.

The Michigan Strategic Fund (MSF) has awarded the City of Zeeland up to \$16,984 to support La Crème's request. The agreement is effective September 1, 2026, and the City will serve as the grantee and local administrator of this reimbursement-based award. La Crème is required to invest a minimum of 10% of the grant amount (\$1,698).

The selection, by the Michigan Economic Development Corporation (MEDC), of a Zeeland grant recipient

is a privilege. The La Crème application proposes to create a semi-permanent outdoor crepe station and related patio activation along Main Avenue. The project is designed to expand La Crème's service capacity, make better use of its exterior space, improve pedestrian activity, and create a more welcoming place for customers to gather downtown.

The proposed scope includes:

- Commercial crepe makers and a mobile refrigerated crepe cart/preparation station;
- Electrical upgrades, exterior/string lighting, an ordering-area umbrella, and removable patio barriers or planters;
- An additional point-of-sale device, menu boards, branded cups and crepe pouches, and a nonalcoholic beverage cooler; and
- Initial ingredients and supplies needed to launch the expanded outdoor service operation.

Match on Main is a reimbursement grant. La Crème must first incur and pay eligible project costs. The City will then assemble and submit one final reimbursement request to MEDC, including receipts and proof of payment, evidence of the required business match, a final progress report, a signed company acknowledgment, and project completion photographs.

- Maximum State grant: \$16,984.
- Minimum La Crème match: \$1,698.40, equal to 10% of the maximum grant.
- Eligible costs must be incurred and paid between April 18, 2026 and September 1, 2027.
- The final reimbursement package is due to MEDC no later than September 15, 2027.
- After receiving grant funds, the City must disburse them to La Crème within 60 days.
- The City must complete required progress reporting and retain grant records for the period required by the agreement.

The City's role is administrative and pass-through in nature. Grant funds may be used only for costs approved under the agreement, and reimbursement remains subject to MEDC review and confirmation of compliance. City staff will coordinate with La Crème throughout implementation to document expenses, monitor deadlines, and prepare the required reports.

A separate grant agreement, between the City of Zeeland and Mandu Escapes LLC has been drafted that establishes the local requirements applicable to the business. The award brings outside resources into Zeeland while leveraging private investment from La Crème.

Staff recommend City Council approve the Match on Main Grant Agreement between the Michigan Strategic Fund and the City of Zeeland and authorize its execution and administration.

Staff recommend City Council approve the related grant agreement between the City of Zeeland and Mandu Escapes LLC.

There being no further items to discuss, Work Study was adjourned at 6:55 P.M.

Kristi DeVerney, City Clerk

MEETING MINUTES

DATE: Wednesday, June 10, 2026

COMMISSION MEMBERS: Sally Gruppen, Mayor Pro Tem
Thom Parker, Commissioner
Lynette Lam, Commissioner
Ashley Kiekintveld, Commissioner
Sue Lucas, Commissioner
Sabina Otteman, Commissioner

ABSENT: John Query, Commission Chair

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

GUEST: Tiffany Smith, MCSA Group
Melinda Whitten, MCSA Group

I. Approval of March 11, 2026, Meeting Minutes

Motion: Thom Parker

Support: Sabina Otteman

All in favor, minutes approved.

II. 5-Year Master Plan

Tiffany Smith & Melinda Whitten from MCSA Group presented the first draft of a new 5-Year Master Plan for the city's park system. This plan is needed for the city to be eligible for grants from the State of Michigan. It also helps guide staff in determining future capital improvement projects and gauge public opinion, etc. MCSA Group is planning to focus on an online public survey (to go live in July and run through most of that month) rather than open houses. Staff will work with MCSA Group to get survey comments to commissioners prior to their August meeting. Staff will provide a link to commissioners of the current master plan and Kevin Plockmeyer requested that they review the goals and objectives in the plan to determine if that is still the direction the commission wants to pursue. He also encouraged everyone to re-visit the city's parks. Next steps: review survey results at August meeting-incorporate any feedback from commissioners and get into goals & objectives; at September meeting create an action program and capital improvement schedule based on the goals and objectives. Complete plan would then go out for the public to review and then submission of the final plan to the DNR by the last week in January (2027).

III. Public Input Item

The commission has been asked to review the qualifications in the current Cemetery Rules & Regulations to meet city resident status when purchasing a cemetery plot. Kevin Plockmeyer provided some history as to how those requirements were determined back in 2021. Commissioners did not wish to change the requirements.

VIII. Burial Report:

Burials: Lincoln: Resident – 2	Non-Resident – 8
Felch: Resident – 1	Non-Resident – 2
Sales: Lincoln: Resident – 0	Non-Resident – 0
Felch: Resident – 8	Non-Resident – 5
Sellbacks: 1	
Transfers: 5	

Other Items:

- **Church Street Project:** Kevin Plockmeyer updated the commission on this project. It is a little behind schedule and that is why restoration hasn't been able to be completed yet in the cemetery.
- **Hoogland Park Fence/Gate:** Staff have received some feedback earlier this year regarding fencing in the park and that there is not a gate at the corner of Maple & Rich. Some want gate access there however, 1) the city wants the park to feel open & accessible and 2) placing a gate there would create a false sense of security (i.e., that the gate would always be shut) – do not want to start installing gates at one park but not at others. There hasn't been any more feedback since early April. Commissioner Lam asked about traffic on Maple and children crossing-possibility of a lighted crosswalk sign. Kevin Plockmeyer responded that the playground signs were put back up and that there are strict guidelines for installing rapid flashing beakers (would have to meet certain traffic & pedestrian crossing counts, and that area likely would not meet those). When Maple is milled & resurfaced staff will likely look at things like bump outs and other traffic calming devices.

The meeting was adjourned @ 6:20 PM.

NEXT MEETING: Next regularly scheduled meeting is Wednesday, July 8, 2026, at 5:00 PM.

RECORDED BY:



Susan Moore, Administrative Assistant

Howard Miller Library Advisory Board
UNAPPROVED Meeting Minutes for September 15, 2026

Present: Amanda Hanson (staff), Mary Wilkos (Chair), Kerri Bosma (Zeeland Township), Alison Reese, MaryBeth Timmer, Barb Dannenberg

Absent: Terry Allen, Lynette Lam

Meeting called to order 4:30pm.

Minutes from the May 19th meeting were approved as written.

Director's Report:

- Recap of the successful Summer Reading Program 2026 recording a 66% completion rate for all patrons who registered. This is a very high percentage in comparison with the national average for SRP completion rate of 30%.
- Introduction of our newest Library Page, Nancy Mannes, to the Board. Nancy started on September 4, 2026.

Board Comment:

- Introduction of Kerri Bosma, the Zeeland Township Supervisor. She and Interim Township Manager, Howard Fink, will share responsibility for attending Library Advisory Board Meetings until a permanent Zeeland Township representative is appointed.

Old Business:

- Amanda Hanson reviewed the passing vote in Blendon Township to renew the library services agreement between Blendon Township and Zeeland and Hudsonville who share responsibility for service to Blendon Township through the Howard Miller Library and the Gary Byker Memorial Library. The new contract specifies that the millage proceeds be split between the 2 serving libraries according to the total taxable value of property located within each school district in Blendon Township. Property within the Zeeland School District determines the Howard Miller Library's share and property within the Hudsonville School District determines Gary Byker Memorial Library's share. The new service contract is good through 2038.

New Business:

- The 2027 Library Advisory Board Meeting Dates were reviewed and approved. M-Mary Wilkos, S-Kerri Bosma. Passed unanimously.
- Amanda Hanson presented the outline of activities planned for the Staff Development Day, October 12, 2026, which will be led by Zingerman's training team going over the Art of Giving Great Service.
- Motion to recommend to City Council that the Library remain closed to the public to allow all staff the opportunity to attend the Staff Day activities: M-Mary Beth Timmer, S-Barb Dannenberg. Passed unanimously.

Meeting adjourned at 4:57pm

Next Regularly Scheduled Meeting: October 20, 2026 @ 4:30pm

Regular Meeting
Board of Public Works
BPW Conference Room
September 15, 2026

The regular meeting of the Board of Public Works Commission was held at the BPW Water Warehouse, 350 E. Washington, Tuesday, September 15, 2026. Chairperson Boerman called the meeting to order at 3:30 p.m.

PRESENT: Commissioners – Chairperson Boerman, Vice Chair Cooney, Query, Walters

ABSENT: Commissioners - VanAst

Staff Present: BPW General Manager Boatright; Power Supply & Market Operations Manager/Utilities Manager Designee Mulder; Water Operations Manager Postma, Electrical Transmission & Distribution Manager Coots, City of Zeeland ICM/Finance Director Plockmeyer, City of Zeeland Clerk DeVerney

Guest Present: MPPA CEO & General Manager Patrick Bowland

Motion was made by Commissioner Cooney and seconded by Commissioner Query to approve the minutes of August 18, 2026, Regular Meeting. Motion carried. All voting aye.

Public Comment

None.

Safety Minute

Beware of damaged power equipment: Energy can spread like ripples on a pond.

26.052 Approve Cash Disbursements and Recommended Cash Transfers

Motion was made by Commissioner Query and seconded by Commissioner Walters to approve the July 2026 cash disbursements and the regular monthly transfers for the month of June 2026 as follows:

Cash and Investments as of: July 31, 2026

	<u>Electric</u>	<u>Water</u>
Receiving	\$ 4,422,378	\$ 464,036
Accumulated Debt Service (In Receiving Fund)	-	-
Plant Improvements and Contingencies	12,833,661	11,741,767
Bond and Interest Payment Reserve*	-	-
Totals	\$ 17,256,039	\$ 12,205,803

*Reserve required per electric and water revenue bond ordinances.

Recommended Transfers for the Month: July-26

	<u>Electric</u>	<u>Water</u>
Receiving	(229,065)	-
Accumulated Debt Service	-	-
Plant Improvements and Contingency	171,100	-
General Fund (per charter provision)	57,965	-

Notes on Recommended Transfers:

1. The annual operating transfer for FY 26-27 from the Electric Fund to the General Fund is a combination of 1% of net fixed assets as of June 30, 2025, and 1% of gross sales, less sales tax, for the year ended June 30, 2025, less any franchise payments. The annual operating transfer is divided into twelve monthly payments.
2. Assumed carrying amounts (minimum) in Receiving accounts are established at approximately 10% of budgeted operating expenses, before depreciation.

Electric = 10% of \$ 41,933,289 or approximately \$ 4,193,329

Water = 10% of \$ 5,039,159 or approximately \$ 503,916

3. Further surpluses of \$171,100 in the Electric Fund are recommended for transfer to the Plant Improvements and Contingencies Reserve.

Motion carried. All voting aye.

MPPA Community Power Supply Project Update

MPPA CEO & General Manager Patrick Bowland gave an overview of the Community Power Supply Project in four parts: Background, Phase 2 Analysis Overview, Recommendation, and Next Steps.

The Background section included the following:

- Resource Adequacy Focused – Why?
- Addressing Resource Adequacy Head On
- Michigan's Energy Legislation – PA 235: Requires electricity providers to achieve 100% clean energy compliance by 2040, while still maintaining sufficient capacity from reliability resources to serve load all hours of the year.
- PA 235 Timeline
- MPPA Workplan & Timeline
 - o Phase 1 (2025) - Completed
 - o Phase 2 (2026) – In Progress
 - o Phase 3 (2027) – Upcoming
 - o Phase 4 (2028-2029) – Upcoming

Phase 2 Analysis Overview section included the following:

- Capacity Needs Analysis
- Capacity (MW) Shortfall to Address
- Request for Information (RFI)
- Dispatch Modeling
- Investment Modeling

Recommendation section included the following:

- Project Recommendation
- Why an MPPA Project?
- Zeeland – Host Community
- Why Not Battery Energy Storage?
- Why Not a Larger Facility?
- Why Not a Base Load Resource?

Next Steps

- September – October:
 - o Equipment: Obtain updated OEM & construction engineer pricing after physical site walk through / analysis.

- Environmental: Obtain Phase II environmental study results.
- Distribution: Complete Distribution Facilities and System Impact Studies.
- Fuel: Verify gas availability, interconnection cost, contract requirements, and timing with local gas distribution companies.
- November:
 - Updated investment models and final project recommendations to Member participants.
 - Address any natural gas genset capacity gaps through a combination of relaunching the Battery Energy Storage procurement process and/or adjusting the target capacity quantity (no lower than the projected 2030 shortfall).

Mr. Bowland answered questions from the Board about the proposed project, power markets, the ability of MPPA staff to support this initiative, and related matters.

Accounting, Finance & Customer Service Report

ICM/Finance Director Plockmeyer updated the Board on current operations status, activities and projects which include:

July 2026 Customer Metrics

- Overdue/Disconnect Notices = 202
- Active Accounts = 8,066
- Total Bills Sent = 8,040
- Paperless Bills = 2,603
- Pre-Authorized Payment Customers = 2,287
- Invoice Cloud = 3,260
 - Credit Card = 2,476
 - EFT = 784

July 2026 Customer Metrics

- Overdue/Disconnect Notices = 216
- Active Accounts = 8,072
- Total Bills Sent = 8,133
- Paperless Bills = 2,570
- Pre-Authorized Payment Customers = 2,270
- Invoice Cloud = 3,110
 - Credit Card = 2,338
 - EFT = 772

Billing Backup

Work will begin in earnest over the next several weeks to train Kelcie Koster to provide backup billing capabilities. We had hoped to begin this training earlier this summer, but various workload-related demands delayed the process. We view this backup capability as a critical need to ensure that bills can continue to be processed in the event of an unexpected absence or other unforeseen circumstances.

Health Insurance Contributions

Staff communicated with employees this past week regarding anticipated health insurance contribution increases for 2027. While the exact impact will vary depending on plan and coverage level, employees with family coverage is expected to see a biweekly increase of approximately \$75 to \$135, depending on plan selection. I wanted to make the BPW Board aware of this because the increase will be significant for employees. Over the next several weeks, staff will be working with the Personnel Committee and members of the management team to review possible options to help alleviate the impact where possible. This may include reviewing plan options, wellness-related approaches, or other potential adjustments.

Water Department Report

Water Operations Manager Postma updated the Board on activities, current operations status, and projects which include:

- Meter replacement program
- Galvanized Service Line Replacement Program
- Other Work Projects
- Water Administration Projects
- Buildings & Grounds

26.053 Approve Washington Pump Station EMCC Main Breaker Addition

Water Operations Manager Postma noted that the proposed project will install a new main breaker for the EMCC power supply at Washington Pump Station. The breaker will improve staff's ability to isolate and restore electrical power when transitioning between available power sources.

Completing this improvement will reduce the time and complexity associated with restoring power during an outage or electrical emergency, allowing operators to return the pump station to normal operation more quickly and efficiently.

Parkway completed the original upgrades and was instrumental in the field design process ensuring the reliability of our electrical system within Washington Pump Station. Due to Parkway's extensive knowledge of our pump station and this project, we recommend sole sourcing rather than competitively bidding completion of this project.

Staff requested Board approval of \$39,980.00 for the installation of the EMCC main breaker.

Bidder Name	Bidder Location	Quote	Meets Specification	Comments
Parkway	Holland, MI	\$39,980.00	YES	RECOMMENDATION

Motion was made by Commissioner Cooney and seconded by Commissioner Query to approve Parkway's proposal and scope of work in the amount of \$39,980.00. Motion carried. All voting aye.

26.054 Approve 800 E Riley St. Water Main Upsizing

Water Operations Manager Postma stated that the water main installation at 800 E. Riley St. was completed as part of a private development project. Zeeland BPW identified an opportunity to upsize the water main beyond the developer's immediate needs to provide long-term benefit to the public water system.

The additional capacity supports the Water Department's five-to-ten-year infrastructure plan and positions this section of water main to become part of a future connection to an emergency source of water supply.

Staff requested Board approval of \$151,000 for the cost associated with upsizing the water main.

Bidder Name	Bidder Location	Quote	Meets Specification	Comments
JR Automation	Holland, MI	\$151,000.00	YES	RECOMMENDATION

Motion was made by Commissioner Walters and seconded by Commissioner Query to approve payment of \$151,000 to JR Automation for the Water Department's portion of the water main upsizing completed at 800 E. Riley St.

Transmission & Distribution Department Projects Update

Electrical Transmission & Distribution Manager Coots updated the Board on current activities including:

- Near Term Projects
- Long Term Projects
- Electric T&D Staffing
- Outage Statistics

26.055 Approve Professional Services for Behind the Meter Generator Interconnection Study (Phases 2 & 3)

Electrical Transmission & Distribution Manager Coots stated the project has progressed very smoothly, with Power System Engineering, Inc. (PSE) working closely with BPW staff and the Michigan Public Power Agency (MPPA) on the BTMG project. Phase 1 was completed at a total cost of \$26,622, which is \$1,378 below the approved budget of \$28,000. This work has provided the foundation for advancing the detailed evaluation of the proposed generation project and its potential impact on BPW's electrical system.

PSE's September 1, 2026, proposal outlines a revised Phase 2 scope focused on evaluating the feasibility of accommodating the proposed 50 MW of generation and identifying the capital improvements that may be required on BPW's existing system. This work includes completing the voltage and reactive power assessment, evaluating equipment ratings and short-circuit duty, reviewing protection and system integration requirements, and refining system upgrade recommendations and associated capital cost estimates. PSE anticipates that the combined Phase 1 and Phase 2 work will provide the engineering information needed to respond to MPPA's current request regarding system feasibility and anticipated infrastructure costs.

Work completed during Phase 1 has reduced the level of effort required for Phase 2. Additionally, PSE no longer recommends transient stability analysis at this stage based on the reduced generation size being evaluated, its anticipated negligible impact on the MISO transmission system, and MPPA's current study requirements. These adjustments reduce the estimated Phase 2 cost from the original range of \$35,000–\$45,000 to \$20,000–\$30,000.

Phase 3 would translate the engineering findings into a comparison of viable development scenarios, including capital costs, operational considerations, system impacts, and alignment with BPW's Integrated Resource Plan. The original proposal estimates this work at \$10,000–\$15,000. Staff request authority to proceed with Phase 3 without returning for separate Board approval if, following review of Phase 2 findings with PSE and MPPA, staff determine that the additional analysis would support project evaluation and planning.

The estimated cost of each phase is provided on the table below.

Phase	Estimated Cost	Duration	Notes
Phase 1 Screening, Feasibility & Preliminary Costing	\$26,622	N/A	Completed
Phase 2 Detailed Performance & Integration Analysis	\$20,000 - \$30,000	4-6 Weeks	Anticipated
Phase 3 Scenario Comparison & Strategic Insights	\$10,000 - \$15,000	2-3 Weeks	Anticipated
Total Project:	\$56,622 - \$71,622	5-9 Weeks	Total Anticipated Cost

Motion was made by Commissioner Cooney and seconded by Commissioner Query to authorize PSE to complete the revised Phase 2 scope for an amount not to exceed \$30,000 and authorizing staff to proceed with Phase 3, at their discretion, for an additional amount not to exceed \$15,000. Including the completed Phase 1 work, total study expenditures would not exceed \$71,622, which is \$16,378 below the \$88,000 project budget identified in April 9, 2026, Board memo. Motion carried. All voting aye.

Informational – Line Supervisor Job Classification

Electrical Transmission & Distribution Manager Coots stated that the proposed establishment of Line Supervisor position is presented to the Board of Commissioners for discussion and feedback before being submitted to the Personnel Committee. This proposal is part of the staffing transition associated with the retirement of the current Lead Line worker and the planned backfill of that role. The proposed structure would establish a position focused on technical support, planning, and employee supervision while allowing the Lead Line worker to concentrate on directing daily jobs and tasks in the field.

Electric distribution work requires coordination among engineering, contractors, customers, and field crews, along with scheduling, documentation, safety oversight, and technical support. Establishing a dedicated Line Supervisor would provide additional capacity to manage these responsibilities and ensure crews have the information, materials, and direction needed to complete their assignments safely and efficiently.

The Line Supervisor would report to the Electric Transmission & Distribution Manager and supervise the Lead Line worker, Line workers, and Apprentice Line workers. Compared with the previous Lead Line worker role, this position would place greater emphasis on technical and office-based responsibilities, including work planning and prioritization, contractor coordination, review of construction plans and material requirements, maintenance of system records, and support for operating and capital work plans. The position would also assist with distribution equipment troubleshooting, protection and automation initiatives, and reliability improvements in coordination with engineering staff.

Although the Line Supervisor would have a greater technical and office/administrative focus, the position would remain actively involved in field operations as needed, including complex assignments, planned switching, outages, and emergency restoration. Maintaining that connection would support practical planning and timely decisions as operating conditions change.

Staff were seeking feedback from the Board of Commissioners on the proposed position and staffing structure to refine the proposal.

Power Production and Buildings & Grounds Department Report

Power Supply & Market Operations Manager/Utilities Manager Designee Mulder updated the Board on activities, current operations status, and projects which include:

- Operations & Power Supply – July 2026
- Renewable Energy Credits (RECS): July 2026
- Projects & Department Updates
 - New Generation & MPPA BTMG / Resources Adequacy Project Update
 - Lead Electric System Operator Succession
 - Electric System Operator Succession
 - Power Plant Air Permit Compliance Filing & Designated Official

26.056 Approve MPPA Capacity Purchase for Planning Years 2030/31 & 2031/32

Power Supply & Market Operations Manager/Utilities Manager Designee Mulder noted the Zeeland Board of Public Works (BPW) participates in the wholesale power market through the Michigan Public Power Agency (MPPA).

The State's Public Act 341 requires electric utilities to annually demonstrate sufficient capacity resources to meet 95% of their forecasted peak load plus reserves for the upcoming four (4) MISO Planning Years. As staff have noted for some time, the bilateral capacity market is constrained, prompting the BPW and MPPA, on behalf of its members, to pursue the development of new generation resources to meet a portion of our future resource adequacy needs.

In conjunction with this initiative, MPPA is recommending that the BPW participate in a bilateral capacity transaction for MISO Planning Year 2030/31 and 2031/32. The recommended transaction amounts are listed in the table below.

Planning Year	Season	ZRC (MW)	% of Forecasted MISO Capacity Requirement
PY 2030/31	Summer	1.4	1.40%
PY 2030/31	Fall	1.2	1.27%
PY 2030/31	Winter	1.2	1.61%
PY 2030/31	Spring	1.5	1.65%
PY2031/32	Summer	1.4	1.38%
PY2031/32	Fall	1.2	1.25%
PY2031/32	Winter	1.2	1.61%
PY2031/32	Spring	1.5	1.63%

Although this transaction will secure less than 2% of the BPW's anticipated total capacity requirement, staff feel that all opportunities to reduce our exposure should be pursued in the event that the proposed generation project is delayed or not completed as planned.

Furthermore, staff would note that the 4,500 kW bilateral transaction for MISO Planning Year 2030/2031 approved in June of 2026 for Planning Year 2030/31 has not been executed, due to business changes involving the counterparty. MPPA staff remain encouraged that a deal can still be executed, however, the terms of that transaction are likely to change. The average price (\$/kw-Month) of the recommended transaction is the same as the transaction approved in June.

Staff recommend approval of the attached resolution authorizing the General Manager to execute an electric capacity purchase commitment through the Michigan Public Power Agency for the stated volumes, deliverable to MISO Local Resource Zone 7 for Planning Years 2030/2031 and 2031/2032.

If approved, MPPA will execute this transaction on Zeeland's behalf for a financial commitment not to exceed \$286,200.00.

Motion was made by Commissioner Query and seconded by Commissioner Cooney to approve the MPPA electric capacity purchase for MISO Planning Years 2030/2031 and 2031/2032, at the seasonal quantities identified in the attached resolution and for a total financial commitment not to exceed \$286,200 and recommend that the Zeeland City Council adopt the resolution at its September 21, 2026, regular meeting. Motion carried. All voting aye.

Informational Update - New Generation Capacity Implementation Plan

Power Supply & Market Operations Manager/Utilities Manager Designee Mulder updated the project with the following summary of actions over the last month:

- Equipment Provider Manufacturing Facility Visit
- Vendor Site Visits
- Electrical Interconnection Evaluation
- Environmental Assessment (Air Permit / Modeling)
- Financing and Ownership Model
- Fuel Supply (Natural Gas)

The BPW Staff have undertaken the following actions:

- Site Surveys
- Potential Alternative Site Evaluation
- Legal Services Engagement

MPPA and participating Members anticipate the following schedule for the Next Steps:

- September-October: Obtain best-and-final pricing following OEM and EPC site evaluations; complete Phase II environmental work and distribution-system impact studies; and verify natural gas availability, interconnection costs, contractual requirements, and schedules.
- November: Provide updated investment models and final project recommendations to participating members. Identify any gaps in meeting projected needs and develop strategies to address them.
- By year-end: Substantially complete due diligence and applicable operating and power-sales agreements, allowing project plans and supporting documentation to be finalized during the first quarter of 2027 for the BPW's PA 341 capacity-demonstration filing with the MPSC.
- Ongoing BPW Activities: Continue pursuing additional properties that support near- and long-term strategic sighting priorities.

No formal action is requested at this time. Staff recommend continuing project due diligence and coordination with MPPA and participating Members.

26.057 **Approved Continued Due Diligence and Participation in the MPPA Resource Adequacy and Local Generation Development Initiative**

Power Supply & Market Operations Manager/Utilities Manager Designee Mulder

The Zeeland Board of Public Works' 2026 Integrated Resource Plan identifies additional resource adequacy needs beginning in the 2030/31 MISO Planning Year and recommends advancing due diligence regarding potential local generation, evaluating both locally and jointly owned generation alternatives, and maintaining active participation in MPPA resource development initiatives.

MPPA is currently advancing a coordinated portfolio of natural-gas-fired generation resources located within participating Member communities. Zeeland has been identified as a potential host community and participating Member. The current project concept remains subject to completion of final technical, environmental, commercial, financial, legal, operational, fuel-supply, interconnection, permitting, and other due diligence.

The proposed resolution represents the next governance step in the project-development process. It authorizes the BPW to continue participating in MPPA's evaluation and development activities, including review of project economics, ownership and financing structure, Member allocation and offtake, environmental and interconnection requirements, operating responsibilities, and proposed project agreements.

Importantly, the resolution does not authorize final participation in a generation project, project financing, construction, ownership, or execution of definitive power sales, operating, or other long-term project agreements. Any binding commitment would be presented separately for governance consideration following completion of due diligence and MPPA approval of the proposed project.

Continued participation at this stage preserves Zeeland's ability to evaluate the project as additional information becomes available while maintaining flexibility to consider other resource adequacy alternatives consistent with the Integrated Resource Plan.

Motion was made by Commissioner Query and seconded by Commissioner Cooney to approve and forward the Resolution Authorizing Continued Due Diligence and Participation in the Michigan Public Power Agency Resource Adequacy and Local Generation Development Initiative to the Zeeland City Council for consideration at its September 21, 2026, regular meeting. Motion carried. All voting aye.

26.058 Approve Survalent SCADA Software Support Renewal

The Zeeland Board of Public Works (BPW) utilizes software developed by Survalent Technology Inc. for its electric Supervisory Control and Data Acquisition (SCADA) system. An active software support agreement is necessary to maintain reliable operation of this critical system and provides services including:

- Access to the latest software releases, product features, and patches
- 24x7 telephone emergency support
- Access to the Survalent Support Portal for software downloads, documentation, knowledge base articles, and support cases

The current three-year Survalent Silver SCADA Support Plan covers the period from October 10, 2023, through October 9, 2026. Continued support is necessary to ensure that BPW maintains access to software updates and technical assistance for its electric SCADA system.

Staff recommend continuing with Survalent's Silver SCADA Support Plan. The Silver plan provides the level of support necessary for BPW operations, including 24x7 emergency support, software updates, access to Survalent's online support resources, and one training and conference pass each year for the Survalent Global User Conference.

Survalent has provided a quotation to renew the Silver SCADA Support Plan for an additional three-year period, from October 10, 2026, through October 9, 2029, at a total cost of \$47,787.

Maintaining the support agreement allows BPW to continue receiving software updates and technical support for a system that is critical to the monitoring and operation of the electric distribution system.

Motion was made by Commissioner Query and seconded by Commissioner Cooney to authorize BPW staff to renew the Survalent Silver SCADA Support Plan for a three-year period, October 10, 2026, through October 9, 2029, at a total cost not to exceed \$47,787.

Other BPW Business

Informational – Sr. Utility Advisor Position Recommendation

The upcoming BPW General Manager transition creates a near-term need to preserve institutional knowledge and provide experienced support for selected utility initiatives. This is particularly important as the BPW's new generation initiative advances, along with several other strategic priorities. Accordingly, staff propose establishing a part-time Senior Utility Advisor position to provide specialized, project-based services under the direction of the BPW General Manager. The position would supplement existing staff resources without creating supervisory authority or displacing the responsibilities of current utility leadership.

Assignments may include preparing technical specifications and procurement documents; researching and writing grants; supporting utility planning, cost-of-service, and rate studies; assisting with major customer and stakeholder matters; preparing Board reports and policies; supporting strategic and organizational improvement initiatives; providing executive coaching and succession planning assistance; and facilitating institutional knowledge transfer.

The position would be compensated according to the pay scale outlined in the table below. The position would not include fringe benefits such as paid leave, retirement contributions, health insurance, or a vehicle allowance.

Position	Spread	Minimum Hourly Rate	Midpoint Hourly Rate	Maximum Hourly Rate
Senior Utility Advisor	45%	\$77.50	\$100.00	\$122.50

The position would be used as organizational needs warrant. Utilization is expected to average approximately 20 hours per week initially and decline as transition objectives are achieved. The position is anticipated to be transitional and would be reevaluated annually to confirm the continued organizational need.

No formal action is requested at this time. Staff seek feedback from the Board of Commissioners regarding the proposed part-time Senior Utility Advisor position under the terms summarized above and detailed in the attached job description. This feedback will assist staff in refining the proposal.

Thank You's

BPW Staff received thank you notes from the following organizations:

- City of Zeeland Events
- Ed & Nancy Hanenburg Children's Advocacy Center
- Plascore, Inc.

Upcoming Events

- **Next Regular BPW Board Meeting, Tuesday, October 13, 2026, 3:30 p.m., BPW Boardroom**
- Retirement Luncheon, Wednesday, September 16, 11:30 a.m. – 1:30 p.m., BPW Boardroom
- Retirement Open House, Friday, September 18, 3:00 – 5:00 p.m., BPW Boardroom
- West Coast Chamber Annual Awards Celebration, Thursday, September 24, 6:00 p.m., The Venues at Third Coast, 6069 Blue Star Hwy, Saugatuck, MI (information included)
- MMEA 2026 Fall Conference, Tuesday, September 29 – Thursday, October 1, Firekeepers Casino Hotel, Battle Creek, MI (information included)
- Public Power Week Open House and New Office Building Ribbon-Cutting, Thursday, October 8, 4:00 – 7:00 p.m., BPW Administrative Offices, 350 E. Washington Ave.

Closed Session

Motion was made by Commissioner Query and seconded by Commissioner Cooney to enter into Closed Session at 5:52 p.m. to discuss the purchase of real property. Motion carried by all voting aye.

Board of Public Works Commission reconvened from Closed Session at 6:13 p.m. with a motion made by Commissioner Query and seconded by Commissioner Cooney.

BPW General Manager Andy Boatright expressed gratitude to the Board for their support over the seven years that he has been employed by the City of Zeeland. He stated that the City of Zeeland was the best place to work in his career. The BPW Board praised him for the excellent job he has done while at the City of Zeeland. He will be missed.

Motion was made and seconded that the regular meeting be adjourned at 6:16 pm. Motion carried. All voting aye.

Kristi DeVerney, City Clerk



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

CITY COUNCIL MEMORANDUM

TO: Mayor VanDorp and City Councilmembers

FROM: Kevin Plockmeyer, Interim City Manager

SUBJECT: Interim City Manager's Report

DATE: September 18, 2026

Church Street Reconstruction Project – The project continues to progress as expected. South of the Central Avenue intersection, crews are primarily focused on completing final restoration items. Between Main Avenue and Central Avenue, work continues to move forward with snowmelt installation, placement of gravel, concrete work, and installation of brick pavers. Based on the current schedule, we expect the Main Avenue and Church Street intersection to be closed toward the end of next week or the beginning of the following week to allow for paving of the intersection. We again want to thank residents, businesses, and the broader community for their continued patience and cooperation as we work through the remaining phases of this significant project.

Utility Ordinance Amendments – As Council is aware, staff have been working through proposed amendments to the City's Sewer Use Ordinance related to PFAS local limits. Following our initial discussion, the City received comments from an industrial customer expressing concerns with the proposed limits. Given the importance of this issue and the potential impacts of the ordinance, staff is taking additional time to perform our due diligence before bringing the amendments back to Council. This includes additional discussions with EGLE, review with our engineering consultants, and seeking an outside legal opinion from an attorney with specific expertise in this area. We expect to bring the proposed ordinance amendments back to City Council at a future meeting once this additional review has been completed.

Underground Utility Connection Fees – At our last City Council meeting, Council raised questions regarding the City's current requirements for converting electric service from overhead to underground as part of certain street reconstruction or resurfacing projects. Staff is currently assembling additional information for Council regarding how this process has historically been communicated to affected property owners, when those communications occur in relation to project design and construction, and what information is provided regarding customer

FEEL THE ZEEL



responsibilities and anticipated costs. We are also reviewing what adjustments to the current process or ordinance language may be appropriate going forward. Once that information has been compiled, staff will bring the item back to City Council for further discussion.

Community Enhancement Program – Staff is continuing to work with the MACC to better understand the Community Enhancement Program contribution structure, including the amounts being contributed by participating communities, which communities are contributing above the established formula, and what level of contribution is being requested or expected from the City of Zeeland. Once we have a clearer understanding of the contribution framework and expectations going forward, we intend to bring the item back to City Council for consideration at a future meeting.

Personnel Committee Meeting – The Personnel Committee will meet on Monday, September 21. The Committee will be reviewing several personnel-related items, including proposed BPW staffing changes and other employee-related matters currently under consideration. The meeting will also provide an opportunity for staff to continue discussions regarding health insurance and related employee-benefit issues. The Personnel Committee agenda is attached for Council's reference, and any recommendations requiring City Council action will be brought forward at a future meeting.

Attachments – Monthly Clean Water Plant Report; Personnel Committee Agenda.

Have a great weekend. If something comes up over the weekend that needs attention, please do not hesitate to contact me at kplockmeyer@cityofzeeland.com or 616-368-7370.

Kevin Plockmeyer, Interim City Manager

City of Zeeland Clean Water Plant
August 2026 Monthly Operating Summary



Metrics / Permit limits	Monthly Comparison				Yearly Comparison		
	August 2026	August 2025	% change	Capacity	FY2027 Total	FY2026 Total	% change
Total Plant Flow Average (MGD)	2.1	2.4	-13%	3.5 MGD	2.1	2.4	-10%
Plant Flow (MG)	64.2	73.9	-13%		131.5	145.8	-10%
City and 425 flow (MG)	43.9	53.2	-17%		90.5	104.7	-14%
Total City and 425 sewer flow billed (MG)	40.6	42.8	-5%		84.0	87.3	-4%
Zeeland and Holland Twsp. metered flows (MG)	20.3	20.7	-2%		41.0	41.1	0%
Total precipitation, inches		3.8			0.9	5.7	-84%
Influent BOD Total (Lbs/Day)	3484	2875	21%	5400 lbs./Day	207056	192147	8%
Effluent BOD Total (Lbs/Day)	46	46	-1%		2725	2825	-4%
Effluent BOD % Removal	99%	98%					
Influent TSS Total (Lbs/Day)	3987	3853	3%	5838 lbs./Day	235591	232417	1%
Effluent TSS Total (Lbs/Day)	76	108	-29%		5045	6537	-23%
Effluent TSS % Removal	98%	97%					
Influent P Total (Lbs/Day)	68.2	77.8	-12%	146 lbs./Day	4165.0	4580.8	-9%
Effluent P Total (Lbs/Day)	4.7	8.5	-45%		338.6	449.4	-25%
Effluent P % Removal	93%	89%					
Influent Ammonia (Lbs/Day)	423	412	3%	526 lbs./Day	25859	25407	2%
Effluent Ammonia (Lbs/Day)	0.7	1.6	-59%		44.4	85.4	-48%
Effluent Ammonia % Removal	100%	100%					
Electric (KWH)	120600	120600	0%		248400	239400	4%
Natural Gas (100 cu ft)	87	76	14%		129	134	-4%
Water (100 cu ft)	59	11	436%		123	26	373%
City of Zeeland Zeeland TWP (Area 425) Zeeland TWP (Liftstations 21, 23 & 29) Holland TWP (Liftstation 17)	Average flow per day (MGD)				Total flow for year (MG)		
	1.14	1.23	-7%	1.9 MGD	73.00	77.80	-6%
	0.17	0.15	13%	0.5 MGD	11.00	9.60	15%
	0.51	0.52	-2%	1.1 MGD Combined	32.40	32.20	1%
	0.14	0.15	-7%		8.60	8.90	-3%
Thickened Sludge to holding tanks (MG)	0.08	0.08	-4%	1.5 MG	0.15	0.18	-16%



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

TO: PERSONNEL COMMITTEE:

Mayor Van Dorp
Mayor Pro Tem Gruppen
Councilman Lam
BPW Commissioner Chairperson Boerman
BPW Commissioner Vice-Chair Cooney

CC: BPW General Manager Mulder
Brian Coots, Electric Transmission & Distribution Manager
Melanie Hellenthal, HR Specialist
Kristi DeVerney, City Clerk

FROM: Kevin Plockmeyer, Interim City Manager

DATE: September 15, 2026

RE: Personnel Committee Agenda

**Monday, September 21, 2026
12:00 p.m.
Zeeland City Hall
Main Floor Conference Room**

AGENDA

The agenda for the meeting is:

1. Employee comments
2. Calendar Year 2027 Retiree Health Insurance Contract Renewal
3. Calendar Year 2027 Dental Insurance Contract Renewal
4. Calendar Year 2027 Employee Health Insurance Contract Renewals
5. BPW Line Supervisor position
6. GIS Intern position extension and status change
7. BPW Part-Time Senior Utility Advisor position
8. Other



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

CITY COUNCIL MEMORANDUM

TO: Mayor VanDorp and City Councilmembers

FROM: Doug Engelsman, CWP Superintendent

SUBJECT: Biosolids Dryer, Fuel Testing

DATE: September 14, 2026

CC: September 21, 2026 Council Agenda

BACKGROUND – The regional biosolids group has identified its preferred biosolids-drying system and is evaluating the use of dried biosolids as the primary fuel source for heating the dryer. Although preliminary burn-test results have been favorable, the group would like to conduct a full-scale pilot test using the boiler identified for the proposed system.

The test burn is intended to answer three primary questions:

1. Can the biosolids generate and maintain the temperature necessary to heat the dryer floor?
2. Can the system achieve the temperature and residence time necessary to destroy PFOS?
3. Air emissions results during the combustion process, and can the system comply with applicable air-quality requirements?

The total cost of the pilot test is \$177,103. Zeeland's share is approximately 8.99%, resulting in a contribution of \$15,923.50.

Recommendation: Staff recommends that City Council approve participation in the pilot test at a cost not to exceed \$15,923.50, with funding provided through the FY 2026–27 CWP General Administration—Contractual Services budget.

Doug Engelsman
Clean Water Plant Superintendent

9/10/2026

Ottawa County Biosolids Data 2023-2025

allocations for NCS Engineers Biosolids Drying and Test Burn Scope of Work

Location	Year	Approximate Dry Tons per year	Study Allocation	Budget
Holland BPW	2025	1,655.00		
	2024	1,502.00		
	2023	2,462.00		
	3-Year Average	1,873.00	43.56%	\$ 77,139.54
Grand Haven	2025	911.30		
	2024	1,173.00		
	2023	1,140.00		
	3-Year Average	1,074.77	24.99%	\$ 44,264.29
Grandville	2025	988.01		
	2024	842.39		
	2023	1,066.94		
	3-Year Average	965.78	22.46%	\$ 39,775.67
Zeeland City	2025	466.10		
	2024	325.80		
	2023	368.00		
	3-Year Average	386.63	8.99%	\$ 15,923.50
TOTALS	3-Year Average	4,300.18	100%	\$ 177,103.00



TRAEGER TPV (thermal plate vaporization)

a division of NCS Engineers

September 10, 2026

Mr. Joe Wallace
Assistant Engineer
Public Utilities
Ottawa County Road Commission

Re: Biosolids Drying and Test Burn
Scope of Work and Fee Proposal

Dear Mr. Wallace:

NCS Engineers (NCS) appreciates this opportunity to submit this Scope of Work and Fee Proposal to provide professional engineering services to coordinate the drying, pelletization, and test burn of biosolids from the City of Surprise SPA 1 Wastewater Treatment Plant (WWTP), Surprise, AZ. The biosolids are approximately 20% Total Solids (TS) and will produce and dried to 80% TS over the span of 3 weeks at the City of Surprise WWTP. NCS will coordinate with NTH Consultants, OCRC staff, state regulators, City of Surprise, AZ, a subcontractor to assist with the biosolids drying, and the vendors for the pelletization and test burn.

List of Vendors/Contracted Parties - Coordinated by NCS Engineers:

1. **Hurst Boiler Facility**
21971 US-319
Coolidge, GA 31738
2. **Patterson Farms Boiler Test Site**
10712 US-421 N
Broadway, NC 27505
3. **Air Side AOG – Shipping & Logistics**
Mark G. Murphy - Logistics Specialist
Direct: 503-837-8008
mark@airsideaog.com
4. **Custom Pelletizing Services**
9886 Lawrence 2145
Aurora, Missouri 65605

5. **Schofield Construction**

22849 N. 19th Avenue Ste. 110

Phoenix, AZ 85027

6. **Patterson Farms – Local Wood Pellets**

10712 US-421 N

Broadway, NC 27505

Scope of Work

NCS will perform the following tasks for this project:

- Coordinate with all parties for shipping, drying, pelletizing, and test burn of approximately 50,000 lbs of pelletized biosolids.
- Wet biosolids will be dried at Surprise, Arizona with initial drying to 80% biosolids ($\leq 20\%$ water content) at the SPA 1 WWTP. NCS will utilize a subcontractor to assist with the biosolids handling.
- Dried biosolids will then be shipped to Aurora, Missouri for pelletization.
- 50,000 lbs worth of pellets will be shipped to Broadway, North Carolina for the controlled burn test.
- NCS will provide oversight of all stages of this process.
- Travel and two days of on-site oversight are included for the pelletization process and five days for the test burn. Ric Traeger, Principal Engineer, and Angelo Chialva, Associate Engineer, will be the two NCS employees that will attend the test burn and one employee will provide oversight of the pelletization.

SCHEDULE

All tasks will be completed within six (6) weeks after receiving a signed contract and notice to proceed.

FEES

Our proposed fee for this work is **\$177,103** for all tasks as shown on Table 1. \$114,594 corresponds to the contracted parties' costs plus \$41,050 for NCS direct labor hours are included together with an 10% payments processing and handling fee for each of the contracted parties' costs and \$10,000 for contingencies to cover the cost uncertainty associated with shipping, fuel, travel, and transportation costs. This project will be billed monthly on a time and material, not-to-exceed basis. Hourly rates shown in Table 1 will be used for any additional services that are authorized. NCS will start work on the project immediately upon receiving a Notice to Proceed.

This fee is based on the following assumptions:

1. Shipping, travel, and fuel costs are as of September 10, 2026.
2. A project coordination, technical controlled burn data and management report will be provided by NCS for this project.

Table 1

TABLE 1 - NCS ENGINEERS - S&F Controller Burn Test - Rev20260910						
Task No.	Task Description	Director of Biosolids	Associate Engineer	Administration	Travel Expenses	Total Task Labor Costs
Task 1 - Initial Drying at Surprise, AZ Biosolids Dryer		40	4	2		\$9,710
Task 2 - On-site Supervision of Pelletization & 5-day Test Burn		16	56	4	\$ 7,350	\$21,570
Task 3 - Project Coordination, Data Processing and Report		10	40	2		\$9,770
	TOTAL HOURS PER PERSONNEL CLASSIFICATION	66	100	8	\$ 7,350	\$41,050
	Average Billing Rate, \$/hr	220.00	185.00	85.00	1.00	
	Labor Cost	\$14,520	\$18,500	\$680	\$7,350	
	Total Labor Costs	\$41,050				
	<u>ALLOWANCES AND DIRECT EXPENSES</u>					
	Shipping Costs by Air Side AOG	\$15,000				
	Surprise Contractor Costs - Schofield Construction	\$15,380				
	Pelletization - Custom Pelletizing Services	\$21,064				
	Test Burn - Patterson Farms	\$30,000				
	Controlled Burn Tech Superv. by Hurst Boiler	\$28,350				
	Wood Pellets - Local Patterson Farms - 12tn	\$4,800				
	Subtotal Direct Expenses	\$114,594				
	SUBTOTAL PROJECT COSTS	\$155,644	(Direct labor + direct expenses)			
	Payments Handling and Processing	\$11,459				
	Contingencies	\$10,000				
	TOTAL PROJECT COSTS	\$177,103	(Direct labor + direct expense + allowance)			

CLOSING AND SIGNATURE

If acceptable, please sign and return one copy to us for our files. Our team looks forward to working with you on this project.

Please call me at (602) 629-0206 if you have any questions or need any additional information.

SUBMITTED BY:

A handwritten signature in blue ink, appearing to read "Brian Hamrick".

Brian Hamrick, P.E.
Arizona Regional Manager

ACCEPTED BY:

Mr. Joe Wallace
Assistant Engineer – Public Utilities
Ottawa County Road Commission

Date



Professional Services Agreement
General Terms and Conditions

NCS Engineers

The General Terms and Conditions of this Professional Services Agreement (“Agreement”) apply to engineering and related services (the “Services”) provided by NCS Engineers, LLC (“Engineer”) and Ottawa County Road Commission (“Owner”) as set forth in the Scope of Work attached to this document (the “Master Agreement”).]

1. ENGINEER’S SERVICES

(a) The parties will enter into one or more written work orders (“Work Order”) which will specify the scope of Services for the project, the project location, the agreed fees and additional provisions, if any, applicable to such Services. No Services will be provided except pursuant to mutually agreed to and executed Work Orders. Engineer will perform the Services in a professional manner consistent with that level of care and skill ordinarily exercised by other members of Engineer’s profession practicing in the same locality, under similar conditions and at the date the Services are provided. Owner shall notify Engineer within ten (10) days following completion of the Services of any deficiencies. If Owner does not notify Engineer within such time period, Owner will be deemed to have accepted the Services. Upon such notice, Engineer shall correct, at its expense, all negligent errors which may be discovered in any plans, specifications, supporting data, and other work prepared or compiled by Engineer.

(b) When an alteration or change in the character of work materially increases or decreases the scope of services, cost of performance, or project schedule, Engineer will perform the work as directed by Owner; provided, however, that before Engineer continues with any modified work a Change Order or Amendment shall be approved and executed by Owner and Engineer. Such Change Order or Amendment shall not be effective until approved by both Owner and Engineer. Additions to modifications or deletions from the project as provided herein may be made and the compensation to be paid to Engineer may accordingly be adjusted by mutual agreement of the parties. No claim for extra work done or materials furnished by Engineer will be allowed by Owner except as provided herein, nor shall Engineer do any work or furnish any materials not covered by this Agreement unless such work is first authorized in writing by Owner.

(c) Engineer makes no representation, guarantee or warranty, express or implied, regarding the Services, or any communication (oral or written), certification, report, opinion, or Instrument of Service provided pursuant to this Agreement. EXCEPT AS EXPRESSLY SET FORTH IN THIS AGREEMENT, ENGINEER MAKES NO WARRANTY WITH RESPECT TO THE SERVICES AND EXPRESSLY DISCLAIMS ANY WARRANTIES WHETHER IMPLIED BY LAW, COURSE OF DEALING, COURSE OF PERFORMANCE, USAGE OF TRADE, OR OTHERWISE, INCLUDING, WITHOUT LIMITATION, ANY WARRANTY OF MERCHANTABILITY, TITLE, NON-INFRINGEMENT, OR FITNESS FOR A PARTICULAR PURPOSE. Engineer’s sole liability and Owner’s sole remedy for any breach of warranty or other breach by Engineer in providing the Services will be for Engineer to re-perform the Services to correct any deficiencies.

(d) Unless specifically agreed to by Engineer in a Work Order, Owner agrees that Engineer will not be responsible for inspection of the work, for the means, methods, techniques sequences or procedures of construction, or for the safety procedures employed by any party other than its own employees, subconsultants and subcontractors. Engineer's performance of the Services does not include any job site safety obligations which may be required by or in connection with the Project or the Services or any applicable code or regulation, other than strictly in respect of its own employees.

(e) Unless specifically agreed to by Engineer in a Work Order, Engineer will not sign any certifications relating to the Services. If Engineer has agreed to provide such certifications, Owner acknowledges and agrees that such certifications are statements of professional opinion only.

2. INVOICES AND PAYMENTS

(a) Engineer will submit monthly detailed invoices and receipts, if applicable, to Owner. This submittal shall include as a minimum a narrative description of the tasks accomplished during the billing period, a listing of any deliverables submitted, and any subconsultants actual requests for payment plus similar narrative and listing of their work. Payment for those services negotiated as a lump sum shall be made in accordance with the percentage of the work completed during the preceding month. Those services negotiated as a not-to-exceed fee shall be paid in accordance with the work effort expended on that Service during the preceding month. All travel will be invoiced at cost and reimbursed by Owner.

(b) Owner shall pay Engineer within 30 days of receipt of invoice. Owner will notify Engineer of any disputed amounts within 30 days of the invoice date. All undisputed amounts outstanding more than 45 days after receipt of invoice may incur late fees at the rate of 1.5% per month. If agreed to by the parties, Owner may retain up to 10 percent of the project price until final completion of the Services. Engineer may suspend performance of Services under this Agreement until it has been paid in full for all outstanding payments, including interest charges.

3. OWNER'S RESPONSIBILITIES

Owner shall furnish Engineer, at no cost to Engineer, the following information or services for this project:

(a) Information regarding the project, including an adequate program and scope of work specifying requirements applicable to Engineer. Engineer is entitled to rely upon the accuracy and completeness of any information provided by Owner, its employees and contractors.

(b) Examination of documents submitted by Engineer and the prompt rendering of decision pertaining thereto, to avoid unreasonable delay in the progress of Engineer's work. Owner will keep Engineer advised concerning the progress of Owner's review of the work.

(c) One copy of its maps, records, laboratory tests, survey ties, benchmarks, or other data pertinent to the work. However, Engineer shall be responsible for searching the records and requesting specific drawings or information.

(d) Response to Engineer's written request for decisions shall be made as soon as possible.

(e) The name of Owner's employee who will serve as the Project Manager during the term of each project assignment. The Project Manager has the authority to administer the project assignment and shall monitor Engineer compliance with all terms and conditions stated herein. All requests for information or decisions by Owner on any aspect of the work shall be directed to the Project Manager.

(f) Owner reserves the right to pre-purchase any item recommended by Engineer and accepted by Owner. Engineer will assist in the implementation of any of Owner's decision in this matter.

4. TERM: TERMINATION

(a) This Agreement will continue until for the term set forth in the Work Order. Both parties reserve the right to terminate any Service provided for in this Agreement which Engineer has not yet begun to perform upon not less than ten (10) days' written notice.

(b) In the event Owner shall abandon the project, the Service or any part of the Services, Owner shall notify Engineer in writing and immediately after receiving such notice, Engineer shall discontinue performing the Services under this Agreement.

(c) Upon such termination Engineer shall deliver to Owner drawings, plan specifications, special provisions, estimates and work entirely or partially completed, together with all unused materials supplied by Owner.

(d) Engineer shall receive compensation in full for any Services performed through the date of such termination. The fee shall be paid in accordance with Section II of this Agreement. If the fee is a flat rate or based on completion of certain tasks, Owner will pay Engineer an amount mutually agreed upon by Engineer and Owner based on the portion of the work completed or performed. If there is no mutual agreement, the final determination shall be made in accordance with Section IV Paragraph 1, "Disputes". However, in no event shall the fee exceed the total fee due to Engineer for the Services under the Agreement. Owner shall make the final payment within sixty days after Engineer has delivered last of the partially completed items and, as applicable, the final fee has been agreed upon.

(e) If any termination is due to nonperformance of the other party, prior to termination, both parties agree to meet and discuss any project or performance issues in an effort to resolve the matter in a mutually acceptable manner. If the parties are unable to resolve the breach within a reasonable time not to exceed thirty (30) days, the non-breaching party may terminate the Agreement upon written notice to the other party,

5. INDEMNITY

(a) Engineer hereby agrees to indemnify and hold harmless Owner and its officers or employees from all damages, claims or liabilities and expenses (including reasonable attorney's fees) against Owner arising out of or resulting from the performance of professional services for Owner in Engineer's capacity as an engineer to the extent caused by any negligent, reckless or willful misconduct by Engineer or any person employed by it or anyone for whose acts Engineer is legally liable.

(b) Owner hereby agrees to indemnify and hold harmless Engineer and its officers or employees from all damages, claims or liabilities and expenses (including reasonable attorney's

fees) arising out of or resulting from this Agreement to the extent caused by any negligent, reckless or willful misconduct by Owner or any person employed by it or anyone for whose acts Engineer is legally liable.

(c) Unless awarded by a court to a third party as a result of a claim subject to indemnification hereunder, neither party will be liable, and each party waives any claims against the other, for any indirect, consequential, special, or punitive damages including, but not limited to, lost revenues, lost profits, or loss of prospective economic advantage, whether or not the party was advised of the possibility of such damages. The maximum aggregate liability of Engineer arising out of or related to this Agreement and all Work Orders and amendments thereto, whether based in contract or tort or otherwise in law or equity, will be limited to the compensation actually paid to Engineer for the Services.

6. INSURANCE

ENGINEER shall procure and maintain for the duration of the Agreement, insurance against claims for injury to persons or damage to property which may arise from or in connection with the performance of the work hereunder by Engineer, his agents, representatives, employees and/or subconsultants. The insurance requirements herein are minimum requirements for this Agreement and no way limit the indemnity covenants that might arise out of the performance of this Agreement by Engineer, his agents, representatives, employees or subconsultants and ENGINEER is free to purchase such additional insurance as may be determined necessary.

(a) Minimum Scope and Limits of Insurance. Engineer shall provide coverage at least as broad and with limits of liability not less than those stated below.

(i) Commercial General Liability-Occurrence Form

General Aggregate	\$2,000,000
Products-Completed Operations Aggregate	\$2,000,000
Personal & Advertising Injury	\$1,000,000
Each Occurrence	\$1,000,000
Fire Damage (Any one fire)	\$50,000

(ii) Automobile Liability - Owned, Hired and Non-Owned Vehicles

Combined Single Limit per Accident For Bodily Injury and Property Damage	\$1,000,000
---	-------------

(iii) Workers' Compensation

Workers' Compensation	Statutory
Employers' Liability:	
Each Accident	\$500,000
Disease-Policy Limit	\$500,000
Disease-Each Employee	\$500,000

(iv) Professional Liability

Each Claim	\$1,000,000
------------	-------------

(b) Other Insurance Requirements. Owner, its officers, agents, employees are to be named as additional insured with respect to liability arising out of: activities performed by or on behalf of Engineer, products and completed operations of Engineer; and automobiles owned, leased, hired or borrowed by Engineer. Engineer's insurance coverage shall be primary insurance with respect to Owner, its officers, officials, agents, employees, and volunteers. Any insurance or self insurance maintained by Owner, its officers, officials, agents, employees, and volunteers shall be in excess of Engineer's insurance and shall not contribute to it. The policies shall contain a waiver of subrogation against Owner, its officers, officials, agents, employees, and volunteers for losses arising from work performed by Engineer for Owner. In the event that professional liability insurance required by this Agreement is written on a "claims made" basis, coverage shall be maintained for two years past completion and acceptance of the work or service required by this Agreement. Insurance shall be placed with insurers duly licensed or approved unlicensed companies in the state where the Services are performed and with an A.M. Best's rating of no less than A-: VII.

7. DATA CONFIDENTIALITY

(a) As used in the Agreement, "data" means all information written or verbal, including plans, photographs, studies, investigations, audits, analyses, samples, reports, calculations, internal memos, meeting minutes, data field notes, work product proposals, correspondence and other similar documents or information prepared by or obtained by Engineer in the performance of this Agreement. The parties agree that all data, including originals, images, and reproductions, prepared by, obtained by, or transmitted to Engineer in connection with Engineer's performance of this Agreement is confidential and proprietary information belonging to Owner.

(b) Except as required to perform the Services, Engineer shall not divulge data to any third party without prior written consent of Owner. Engineer shall not use the data for any purposes except to perform the services required under this Agreement. These prohibitions shall not apply to the following data provided Engineer has first given the required notice to Owner:

(i) Data which was known to Engineer prior to its performance under this unless such data was acquired in connection with work performed for Owner.

(ii) Data which was acquired by Engineer in its performance under this Agreement and which was disclosed to Engineer by a third party who to be the best of Engineer's knowledge and belief had the legal right to make such disclosed and Engineer is not otherwise required to hold such data in confidence; or

(iii) Data, which is required to be disclosed by virtue of law, regulation, or court order to which Engineer is subject.

(c) In the event Engineer is required or requested to disclose data to a third party, or any other information to which Engineer became privy as a result of any other Agreement with Owner, Engineer shall first notify Owner as set forth in this section of the request or demand for the data. Engineer shall give Owner sufficient facts so that Owner can be given an opportunity to

first give its consent or task such action that Owner may deem appropriate to protect such data or other information from disclosure.

(d) Unless prohibited by law, within ten (10) calendar days after completion of Services, Engineer shall promptly deliver, a copy of all data to Owner. All data shall continue to be subject to the confidentiality agreements of this Agreement. Engineer may retain one copy of the data or other confidential information for its internal record retention and compliance.

8. PROJECT DOCUMENTATION

(a) All reports, drawings, plans, documents, software, source code, object code, boring logs, field data, field notes, calculations, estimates, laboratory test data and other similar data, documents and work products (or copies thereof) in any form prepared by Engineer pursuant to this Agreement are instruments of service ("Instruments of Service"), not products. Engineer will retain exclusive ownership, copyright and title to all Instruments of Service. All opinions, certifications, communications (oral or written) or Instruments of Service furnished to Owner are intended for the benefit of Owner for the specific purposes stated herein and therein, are not intended to inform, guide, or otherwise influence any entities or persons other than Owner in relation to the Project, and are not intended or represented to be suited for reuse by Owner or others. If Owner reuses any Instruments of Service without the specific prior written consent of Engineer, Owner agrees that (i) such use is at the user's sole risk and without liability to Engineer; (ii) it will remove Engineer's and Engineer's consultants' names and seals therefrom, and (iii) defend, indemnify and hold harmless Engineer and Engineer's contractors, consultants, affiliates, directors and employees from and against all losses, damages and liabilities (including all legal expenses) in connection with the unauthorized use.

(b) Engineer and its subconsultants shall endorse by professional seal all plans, works, and deliverables prepared for this Agreement to the extent required by state law.

9. DISPUTES; GOVERNING LAW

(a) This Agreement shall be deemed to be made under, and shall be construed in accordance with and governed by laws of the state where the Services are provided, without regard to the conflicts or choice of law provisions thereof.

(b) If any dispute arising out of an interpretation of this Agreement or the duties required therein cannot not resolved by agreement between Engineer and Owner, the parties agree to submit the dispute to mediation pursuant to the Construction Industry Mediation Rules of the American Arbitration Association (AAA). The mediator will be an independent person agreed between the parties from a panel suggested by the Institute or, failing agreement, a mediator appointed by AAA. A party shall not start court proceedings in relation to a dispute until it has exhausted the procedures in this clause, unless the party seeks injunctive or other interlocutory relief. If the dispute cannot be resolved through mediation, either party may file suit in an appropriate course in the state where the Services are performed.

10. GENERAL TERMS

(a) Independent Contractor. Engineer is and shall be an independent contractor. Any provisions in this Agreement that may appear to give Owner the right to direct Engineer as to the details of accomplishing the work to exercise a measure of control over the work means that

Engineer shall follow the wishes of Owner as to the results of the work only. These results shall comply with all applicable laws of Owner and ordinances.

(b) Cooperation and Further Documentation. Engineer and Owner agree to provide the other party such other duly executed documents as shall be reasonably requested to implement the intent of this Agreement.

(c) Successor and Assigns. This Agreement will be binding upon, and inure to the benefit of, the Parties and their respective successors and permitted assigns. Neither Owner nor Engineer shall assign, sublet or transfer his interest in this Agreement without the written consent of the other. In no event shall any contractual relation be created between any third party and Owner.

(d) Subconsultants. Prior to beginning the work, Engineer shall furnish Owner for approval the names of consultants to be used on this Project. Any subsequent changes are subject to the approval of Owner.

(e) Force Majeure. If either party shall be delayed or prevented from the performance of any act required under this Agreement by reason of acts of God or other cause beyond the control and without fault of the party (financial inability excepted), performance of that act shall be excused but only for the period of the delay. The time for performance of the act shall be extended for a period equivalent to the period of delay.

(f) Compliance with Federal Laws. Engineer understands and acknowledges the applicability of the Immigration Reform the Control Acts (IRCA) 1986 and the Drug Free Workplace Act of 1989 to it. Engineer agrees to comply with the IRCA in performing this Agreement and to permit Owner to verify such compliance.

(g) Covenant Against Contingent Fees. Engineer warrants that no person has been employed or retained to solicit or secure this Agreement upon an agreement or understanding for a commission, percentage brokerage or contingent fee, and that no member of Owner has interest, financially, or otherwise, in Engineer's firm. For each breach or violation of this warrant, Owner shall have the right to annul this Agreement without liability, or discretion to deduct from the Agreement price or consideration, the full amount of such commission, percentage brokerage, or contingent fee.

(h) Entire Agreement. This Agreement and any Work Orders constitute the entire understanding and agreement of the parties with respect to its subject matter and supersedes all earlier conduct, prior agreements and understandings between the parties in connection with its subject matter. Any amendment or revision to this Agreement, including any Work Order, must be in writing and signed by both parties. If any provision of this Agreement is found by a duly constituted authority to be invalid, void, or unenforceable, all remaining provisions shall continue in force.

(i) Notice. All notices, requests or instructions hereunder must be in writing and either hand delivered to the recipient, delivered by registered mail or overnight mail to the addresses given in this Agreement.

(j) Non-Waiver Provision. The failure of either party to enforce any of the provisions of this Agreement or to require performance of the other party of any of the provisions hereof shall not be construed to be a waiver of such provisions nor shall it affect the validity of this Agreement or any part thereof, or the right of either party to thereafter enforce each and every provision.

(k) Conflict of Interest. To evaluate and avoid potential conflicts of interest, Engineer shall provide written notice to Owner as set forth in this section of any work or services performed by Engineer for third parties that may involve or be associated with any real property owned or leased by Owner. Such notice shall be given seven business days prior to an adverse action as defined below.

(l) Survival. Any provision of this Agreement that by its nature is intended to survive termination of this Agreement shall so survive and shall remain enforceable after such termination.

(m) Third Party Beneficiary. Nothing under this Agreement shall be construed to give any rights or benefits in the Agreement to anyone other than Owner and Engineer, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party.

(n) Conflict in Language. All work performed shall conform to all applicable codes, ordinances, and requirement as outlined in this Agreement. If there is a conflict interpretation between provisions in this Agreement and those in the project "Scope of Work" or Work Order the order of precedence shall be: (i) amendments and Change Order, (ii) Work Order, (ii) this Agreement.

TO: Mayor Van Dorp and Members of City Council

FROM: Robert Mulder – Power Supply & Market Operations Manager / Utilities Manager Designee

CC: Andrew Boatright – General Manager

SUBJECT: Informational Update - New Generation Capacity Implementation Plan

DATE: September 18, 2026

Background

Over the past year, staff have provided regular updates to the Board on the BPW's new generation initiative and the Michigan Public Power Agency's (MPPA) Resource Adequacy Project, which is evaluating the development of new behind-the-meter generation on the BPW's system. MPPA and BPW staff continue to conduct due diligence related to equipment suppliers, environmental permitting, electrical interconnection, siting, ownership, and procurement. Discussions with MPPA staff and vendors have reinforced the significance of equipment supply-chain constraints and indicate that independently procuring and constructing a project would likely be more difficult and costly. Staff are confident that participation in the MPPA initiative, in some form, remains our best means to address our projected capacity shortfall in 2030/31.

Project Update

MPPA Resource Adequacy Project Update

MPPA continues to conduct the due diligence necessary to advance the project. Patrick Bowland, MPPA's CEO and General Manager, attended the September 15, 2026, BPW Board of Commissioners meeting to provide an update and answer questions.

A summary of the actions taken over the past month is provided below.

Equipment Provider Manufacturing Facility Visit

Staff representatives from MPPA and potential host members, including me, visited the manufacturing and testing facility of a potential equipment supplier in mid-August. The visit provided an opportunity to evaluate the product's technical and operational characteristics and the manufacturer's service and support capabilities, as well as to meet with its leadership team. The MPPA contingent gained a better understanding of the product and its potential role in members' current and future power-supply portfolios.

Vendor Site Visits

MPPA advanced two competitive proposals from its generation RFI for further evaluation. Representatives of the equipment providers and their EPC partners recently visited each potential host site to evaluate siting, interconnection, and other factors needed to refine site-specific budgetary pricing. The evaluation included two potential sites in Zeeland.

Electrical Interconnection Evaluation

Meetings with potential MPPA host members were held to finalize the scope of the electrical interconnection evaluation and initiate that work. BPW contracted with PSE in May to perform the evaluation, which is well underway.

Environmental Assessment (Air Permit / Modeling)

MPPA and BPW engaged NTH Consultants Ltd. to perform preliminary site-feasibility assessments for potential project sites. The preliminary assessment indicated that the Zeeland sites have favorable

prospects for obtaining the required air permits. With recommended project sizes of up to 50 MW in Zeeland now identified, NTH has begun preliminary air-dispersion modeling to further confirm site feasibility.

Financing and Ownership Model

MPPA continues to evaluate preliminary project financing, including the effects of different ownership structures, such as MPPA ownership and joint ownership through a tenants-in-common arrangement. This work remains ongoing. Member step-up provisions and other factors must be addressed to secure favorable financing terms and creditor participation. Additional information will be provided as due diligence and member discussions regarding ownership structures continue.

Fuel Supply (Natural Gas)

Preliminary discussions were held several months ago with local natural gas distribution companies, and initial estimates were developed for providing or enhancing service. These discussions will continue, and the estimates will be refined as project sizes are confirmed. For the Zeeland sites, these discussions have occurred with SEMCO Energy, the local natural gas distribution company.

BPW Staff Actions Update

In addition to participating in the MPPA activities described above, BPW staff have undertaken the following actions:

Site Surveys

Surveys have been requested for BPW-owned parcels that could support new generation. The surveys will assist with evaluating costs, confirming site suitability, and developing preliminary site plans.

Evaluate Potential Alternative Sites

Staff have worked with a local real estate professional to identify sites in the City and neighboring townships that may be strategically important to this project and future utility initiatives. Potential sites have been identified, preliminary discussions have been initiated, and initial suitability assessments are underway. This work will continue in earnest.

Legal Services Engagement

Staff have identified upcoming specialized legal-review needs associated with anticipated facility lease, operating, and power-sales agreements with MPPA, as well as potential vendor agreements. Staff are coordinating these services with the City Attorney's Office.

Rate Impact Evaluation

Staff have initiated discussions with Utility Financial Solutions (UFS) to evaluate the proposed project's potential impact on electric rates. UFS has been a trusted partner of the BPW for many years and recently completed an electric rate and cost-of-service study in 2025. Accordingly, UFS is well positioned to perform this evaluation. UFS can provide insight into how the project's costs and capacity value compare with those of other utility projects and available market alternatives. The scope of work has been defined, and a proposal is expected in the coming days.

Reengagement of nFront Consulting, LLC

Staff have reengaged nFront Consulting, LLC, which recently completed the BPW's 2026 Integrated Resource Plan (IRP) update, to assist with due diligence related to the generation resources, dispatch models, and economic projections developed by MPPA. Staff determined that this engagement was prudent given nFront's familiarity with the BPW's portfolio and projected positions, as well as its extensive knowledge of market resources, economics, and forward projections.

Next Steps

MPPA and participating members anticipate the following schedule:

- September-October: Obtain best-and-final pricing following OEM and EPC site evaluations; complete Phase II environmental work and distribution-system impact studies; and verify natural gas availability, interconnection costs, contractual requirements, and schedules.
- November: Provide updated investment models and final project recommendations to participating members. Identify any gaps in meeting projected needs and develop strategies to address them.
- By year-end: Substantially complete due diligence and applicable operating and power-sales agreements, allowing project plans and supporting documentation to be finalized during the first quarter of 2027 for the BPW's PA 341 capacity-demonstration filing with the MPSC.
- Ongoing BPW Activities: Continue pursuing additional properties that support near- and long-term strategic siting priorities.

Recommendation

No formal action is requested at this time. Staff recommend continuing project due diligence and coordination with MPPA and participating Members.

Attachments: Zeeland / MPPA Approval Roadmap (August 25, 2026)

Zeeland / MPPA Approval Roadmap

Draft with Target Completion Dates and Decision Gates



Stage	Principal Actions / Deliverables	MPPA Action	Zeeland Action	Target Completion	Decision Gate
1. Policy Foundation — IRP	Complete Integrated Resource Plan; establish projected 2030/31 capacity need; identify local dispatchable generation as an implementation pathway.	Incorporate Member resource needs into portfolio planning.	BPW / governing-body approval of IRP resolution.	Completed — 2026	Policy direction established; capacity need and implementation pathway formally recognized.
2. Preliminary Project Recommendation / Member Decision Point #1	Review preliminary technology, vendor, portfolio, economics, Zeeland host project and proposed offtake.	Present preliminary recommendation and advance Member-specific due diligence.	Adopt Resolution Authorizing Continued Due Diligence and Participation in the MPPA Resource Adequacy and Local Generation Development Initiative.	September 2026	Preserve Zeeland's ability to participate and continue due diligence without making a final project commitment.
3. Final Technical & Site Due Diligence	Vendor/site visits; BAFO development; Phase II environmental assessment; air analysis; distribution/system impact studies; interconnection review; BES/NERC review; gas availability and infrastructure requirements; site evaluation.	Coordinate vendor, environmental, engineering, gas and system studies.	Review Zeeland-specific findings; engage consultants; confirm site suitability and local system implications.	Oct. 31, 2026 for principal studies; remaining findings in November recommendation	Is the Zeeland project technically, environmentally and operationally viable?
4. Final Project Economics & Commercial Structure	Update capital cost, operating assumptions, capacity economics, project size, portfolio composition and Zeeland entitlement/offtake.	Develop final project economics and proposed Asset Project structure.	Independent reasonableness review; assess rate, financial and operational implications.	November 2026	Are the project economics and proposed Zeeland participation commercially reasonable?
5. Ownership / Asset Project Structure	Resolve MPPA-owned/project structure; cost allocation; Member entitlement; step-up provisions; host responsibilities; attrition treatment; financing approach.	Recommend preferred ownership and Asset Project structure.	Evaluate structure with legal, financial and operational advisors.	November 2026	Is the proposed ownership and risk-allocation structure acceptable to Zeeland?
6. Member Decision Point #2 — Confirm Project Direction	Present completed due diligence, updated economics, project structure, proposed portfolio and material risks.	Obtain Member direction to proceed toward definitive documentation.	BPW direction confirming continued advancement into final agreement development.	Nov.–Dec. 2026	Authorize advancement from evaluation into final contract and project-document development.
7. Definitive Agreement Development	Draft Operating Agreement, Power Sales Agreement/Contract, Asset Project documents, host/site agreements and related project instruments.	MPPA and counsel prepare project documentation.	Zeeland counsel, staff and advisors review proposed documents.	Substantially complete by Dec. 31, 2026	Are the material commercial and operating terms sufficiently defined to support final review?
8. Legal / Financial / Technical Review	Review authority, cost allocation, liability, default/step-up, term/termination, dispatch, O&M, metering, settlement, financing, host obligations and conditions precedent.	Address Member comments and reconcile project documents.	City/BPW counsel, financial advisors, engineering and staff complete reviews.	Dec. 2026–Jan. 2027	Are Zeeland's legal, financial, technical and operational risks acceptable?
9. Project Documentation Package	Assemble final due-diligence reports, project economics, financing plan, environmental documentation, gas/interconnection information, project schedule and approval documents.	Complete project record for MPPA Board and Member approvals.	Prepare BPW/City governance package.	January 2027	Is the record complete enough for informed final governance action?
10. MPPA Board Approval / Asset Project Authorization	Approve final Asset Project structure, participating Members, financing and project agreements.	MPPA Board of Commissioners approves project.	Zeeland MPPA representative acts consistent with approved authority.	Target: February 2027	MPPA formally authorizes the Asset Project and related commitments.

Stage	Principal Actions / Deliverables	MPPA Action	Zeeland Action	Target Completion	Decision Gate
11. Member Decision Point #3 — Final Project Participation Approval	Present substantially final project structure and contractual commitments.	Seek Member authorization to enter the Asset Project and definitive agreements.	BPW final project participation approval; City Council approval if required.	Jan.–Feb. 2027	Final Zeeland commitment to participate in the project and assume the associated contractual obligations.
12. Final Contract Negotiation & Execution	Resolve remaining business/legal terms; execute Operating, Power Sales and related agreements.	Execute project agreements.	Authorized Zeeland officials execute approved agreements.	Feb.–Apr. 2027	Definitive agreements executed and contractual commitment becomes effective.
13. PA 341 Capacity Demonstration Documentation	Establish project treatment as a qualifying capacity resource; document entitlement and expected accreditation.	Provide project and capacity documentation.	Incorporate project into Zeeland's PA 341 capacity demonstration.	March 2027 filing target	Project is sufficiently documented to support Zeeland's capacity demonstration filing.
14. Permitting	Submit air permit and other necessary applications; respond to regulatory review.	Coordinate portfolio/project permitting as applicable.	Support local and site-specific permitting.	Application: Dec. 2026–Jan. 2027; regulatory process continues through 2027	Required permits can be obtained on a schedule compatible with commercial operation.
15. Gas Service / Interconnection	Finalize gas requirements; submit service application; negotiate necessary facilities and agreements.	Coordinate project requirements.	Work with local gas utility and engineering consultants.	Application: Dec. 2026–Jan. 2027; implementation continues through 2027	Fuel and interconnection infrastructure can be secured at acceptable cost and timing.
16. Financing	Develop financing strategy, borrowing structure, Member obligations and closing documents.	Lead financing process for MPPA-owned Asset Project.	Review financial exposure, covenants and Member obligations.	Planning: Oct. 2026–Feb. 2027; execution: Feb.–Apr. 2027	Financing structure is executable and acceptable to participating Members.
17. Procurement / Detailed Engineering	Execute equipment/EPC/service agreements; detailed design and construction planning.	Manage procurement and portfolio implementation.	Support Zeeland site, interconnection and local infrastructure work.	Begin following final approvals — 2027	Project is ready for notice to proceed and major procurement commitments.
18. Construction / Commissioning	Site preparation, gas/electric facilities, generation installation, testing and commissioning.	Project management and contract administration.	Host-community coordination and operational readiness.	2027–Fall 2029	Project satisfies construction, testing and acceptance requirements.
19. Commercial Operation	Complete acceptance testing, accreditation, dispatch/settlement setup and O&M transition.	Begin Asset Project operations.	Receive contractual entitlement/capacity benefits.	No later than Fall 2029	Resource enters commercial operation and becomes available for the 2030/31 planning year.

Note: Target dates are planning targets and should be refined as MPPA project documentation and governance sequencing are finalized.

New Generation Plan Update

Robert Mulder - General Manager

September 21, 2026



MPPA Project Update: Analysis

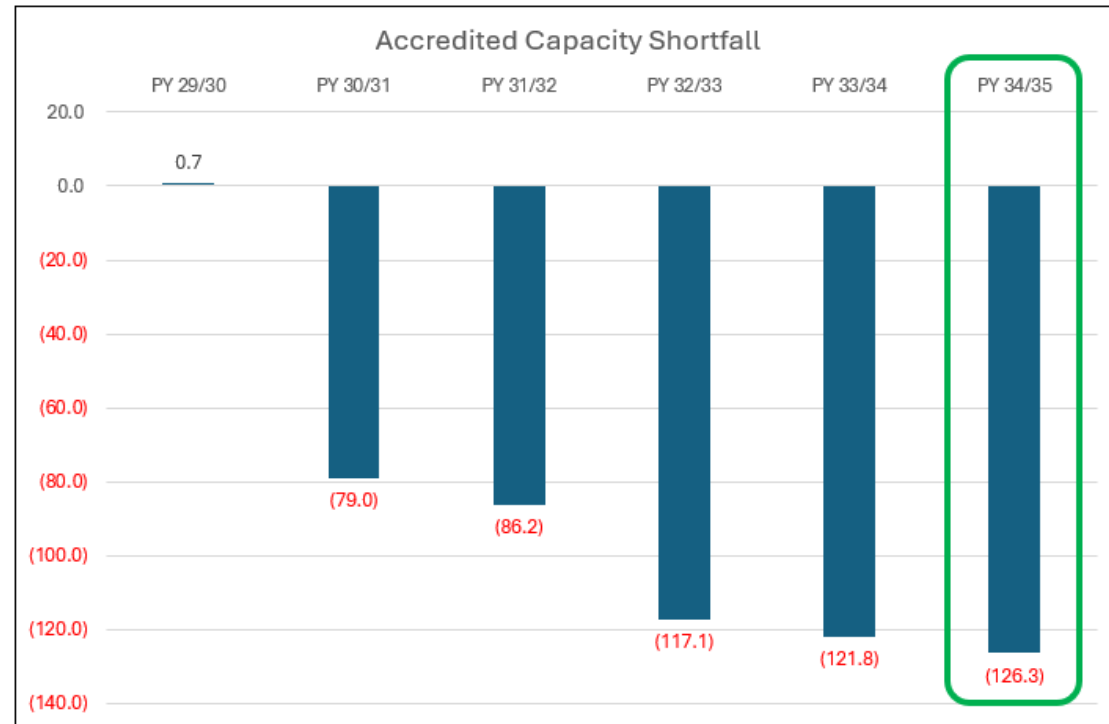
- MPPA performed a capacity needs analysis, beginning with PY 2030/2031.
- Sized to address MPPA's projected capacity shortfall for PY 2034/2035.
- Executed a vendor RFI followed by dispatch and investment modeling.

Short-Term:

Addresses the immediate need to satisfy PA 341's capacity compliance demonstration filing requirement in Q1 2027 for PY 30/31.

Medium-Term:

Addressing Planning Year 34/35 will provide a sufficient buffer (several years) to explore new resource adequacy solutions for the latter half of the 2030s



MPPA Project Update: Recommendation

- Recommendation
 - 150 MW portfolio of MPPA-owned generation across MPPA member communities.
 - Perform final due diligence for a 50MW natural gas resource sited in Zeeland.
- Zeeland's Recommended Offtake
 - 42 MW off-take from the Project (28.1% entitlement) = ~35.4MW accredited.
 - Forecasted to meet ~33.6% of Zeeland's PY34/35 requirements.
- Host Member & Site Advantages
 - Strong local support and history of on-system generation.
 - Familiarity with operations and community expectations.
 - Favorable siting, fuel supply, and electrical interconnection.

MPPA Project Update: Recommendation

- Technology Selection
 - Competitive capacity costs on a \$/kW-month basis relative to alternative options.
 - Highly accredited and dispatchable resource.
- Project Size
 - Sized to balance economic viability and site constraints.
 - Provides Host Member with a larger project than they would build on their own.

MPPA Project Update: Ownership Models

MEMBER		MPPA		JOINT	
PRO	CON	PRO	CON	PRO	CON
■ Full local ownership and equity ■ All economic benefits retained ■ Direct decision-making authority ■ Simplest governance, no co-owner ■ Strongest expression of local control	■ Member carries all debt alone ■ Higher individual borrowing costs ■ Single-site concentration risk ■ Smaller achievable project scale ■ Forfeits volume equipment discount ■ No fleet-wide long-term services agreement (LTSA) savings ■ Higher overall per-MW cost	■ Lower borrowing costs (~25–75 bps) ■ Pooled procurement savings (5–20%) ■ Lower O&M costs (pooled) ■ Diversified capacity across sites ■ Single coordinated development workstream ■ Larger local resource feasible ■ Enables other public power participation	■ No direct equity ownership ■ Local control by contract, not deed ■ Reduced day-to-day autonomy ■ Coordination with MPPA on non-economic operation ■ Requires trust in MPPA governance ■ May conflict with 100% owned narrative	■ Direct partial equity in asset ■ Local control via deed and contract ■ Larger local resource feasible ■ Captures OEM / LTSA pooling benefits ■ Some portfolio diversification possible	■ Higher administrative complexity ■ Higher A&G costs, both parties ■ Separate debt issuance per owner ■ Higher borrowing costs ■ Member-specific tax/accounting issues ■ Co-owner consent delays decisions

BPW Staff Actions & Due Diligence

- Collaboration with MPPA
- Evaluate Electrical Interconnection, Environmental, and Fuel Supply
- Site Surveys
- Evaluate Potential Alternative Sites
- Additional Due Diligence
 - Re-engagement of nFront Consulting
 - Evaluate Impact on Rates
- Legal Services – Identify Specialized Needs & Coordination
- Communication with Community and Utility Stakeholders
- Continued Engagement with BPW Board and City Council

Next Steps



Zeeland / MPPA Approval Roadmap

Draft Target Completion Dates and Decision Gates

Stage	Principal Actions / Deliverables	MPPA Action	Zeeland Action	Target Completion	Decision Gate
1. Policy Foundation — IRP	Complete Integrated Resource Plan; establish projected 2030/31 capacity need; identify local dispatchable generation as an implementation pathway.	Incorporate Member resource needs into portfolio planning.	BPW / governing-body approval of IRP resolution.	Completed — 2026	Policy direction established; capacity need and implementation pathway formally recognized.
2. Preliminary Project Recommendation / Member Decision Point #1	Review preliminary technology, vendor, portfolio, economics, Zeeland host project and proposed offtake.	Present preliminary recommendation and advance Member-specific due diligence.	Adopt Resolution Authorizing Continued Due Diligence and Participation in the MPPA Resource Adequacy and Local Generation Development Initiative.	September 2026	Preserve Zeeland's ability to participate and continue due diligence without making a final project commitment.
3. Final Technical & Site Due Diligence	Vendor/site visits; BAFO development; Phase II environmental assessment; air analysis; distribution/system impact studies; interconnection review; BES/NERC review; gas availability and infrastructure requirements; site evaluation.	Coordinate vendor, environmental, engineering, gas and system studies.	Review Zeeland-specific findings; engage consultants; confirm site suitability and local system implications.	Oct. 31, 2026 for principal studies; remaining findings in November recommendation	Is the Zeeland project technically, environmentally and operationally viable?
4. Final Project Economics & Commercial Structure	Update capital cost, operating assumptions, capacity economics, project size, portfolio composition and Zeeland entitlement/offtake.	Develop final project economics and proposed Asset Project structure.	Independent reasonableness review; assess rate, financial and operational implications.	November 2026	Are the project economics and proposed Zeeland participation commercially reasonable?
5. Ownership / Asset Project Structure	Resolve MPPA-owned/project structure; cost allocation; Member entitlement; step-up provisions; host responsibilities; attrition treatment; financing approach.	Recommend preferred ownership and Asset Project structure.	Evaluate structure with legal, financial and operational advisors.	November 2026	Is the proposed ownership and risk-allocation structure acceptable to Zeeland?
6. Member Decision Point #2 — Confirm Project Direction	Present completed due diligence, updated economics, project structure, proposed portfolio and material risks.	Obtain Member direction to proceed toward definitive documentation.	BPW direction confirming continued advancement into final agreement development.	Nov.–Dec. 2026	Authorize advancement from evaluation into final contract and project-document development.
7. Definitive Agreement Development	Draft Operating Agreement, Power Sales Agreement/Contract, Asset Project documents, host/site agreements and related project instruments.	MPPA and counsel prepare project documentation.	Zeeland counsel, staff and advisors review proposed documents.	Substantially complete by Dec. 31, 2026	Are the material commercial and operating terms sufficiently defined to support final review?
8. Legal / Financial / Technical Review	Review authority, cost allocation, liability, default/step-up, term/termination, dispatch, O&M, metering, settlement, financing, host obligations and conditions precedent.	Address Member comments and reconcile project documents.	City/BPW counsel, financial advisors, engineering and staff complete reviews.	Dec. 2026–Jan. 2027	Are Zeeland's legal, financial, technical and operational risks acceptable?
9. Project Documentation Package	Assemble final due-diligence reports, project economics, financing plan, environmental documentation, gas/interconnection information, project schedule and approval documents.	Complete project record for MPPA Board and Member approvals.	Prepare BPW/City governance package.	January 2027	Is the record complete enough for informed final governance action?
10. MPPA Board Approval / Asset Project Authorization	Approve final Asset Project structure, participating Members, financing and project agreements.	MPPA Board of Commissioners approves project.	Zeeland MPPA representative acts consistent with approved authority.	Target: February 2027	MPPA formally authorizes the Asset Project and related commitments.

Zeeland / MPPA Approval Roadmap (continued)

Draft Target Completion Dates and Decision Gates

Stage	Principal Actions / Deliverables	MPPA Action	Zeeland Action	Target Completion	Decision Gate
11. Member Decision Point #3 — Final Project Participation Approval	Present substantially final project structure and contractual commitments.	Seek Member authorization to enter the Asset Project and definitive agreements.	BPW final project participation approval; City Council approval if required.	Jan.–Feb. 2027	Final Zeeland commitment to participate in the project and assume the associated contractual obligations.
12. Final Contract Negotiation & Execution	Resolve remaining business/legal terms; execute Operating, Power Sales and related agreements.	Execute project agreements.	Authorized Zeeland officials execute approved agreements.	Feb.–Apr. 2027	Definitive agreements executed and contractual commitment becomes effective.
13. PA 341 Capacity Demonstration Documentation	Establish project treatment as a qualifying capacity resource; document entitlement and expected accreditation.	Provide project and capacity documentation.	Incorporate project into Zeeland's PA 341 capacity demonstration.	March 2027 filing target	Project is sufficiently documented to support Zeeland's capacity demonstration filing.
14. Permitting	Submit air permit and other necessary applications; respond to regulatory review.	Coordinate portfolio/project permitting as applicable.	Support local and site-specific permitting.	Application: Dec. 2026–Jan. 2027; regulatory process continues through 2027	Required permits can be obtained on a schedule compatible with commercial operation.
15. Gas Service / Interconnection	Finalize gas requirements; submit service application; negotiate necessary facilities and agreements.	Coordinate project requirements.	Work with local gas utility and engineering consultants.	Application: Dec. 2026–Jan. 2027; implementation continues through 2027	Fuel and interconnection infrastructure can be secured at acceptable cost and timing.
16. Financing	Develop financing strategy, borrowing structure, Member obligations and closing documents.	Lead financing process for MPPA-owned Asset Project.	Review financial exposure, covenants and Member obligations.	Planning: Oct. 2026–Feb. 2027; execution: Feb.–Apr. 2027	Financing structure is executable and acceptable to participating Members.
17. Procurement / Detailed Engineering	Execute equipment/EPC/service agreements; detailed design and construction planning.	Manage procurement and portfolio implementation.	Support Zeeland site, interconnection and local infrastructure work.	Begin following final approvals — 2027	Project is ready for notice to proceed and major procurement commitments.
18. Construction / Commissioning	Site preparation, gas/electric facilities, generation installation, testing and commissioning.	Project management and contract administration.	Host-community coordination and operational readiness.	2027–Fall 2029	Project satisfies construction, testing and acceptance requirements.
19. Commercial Operation	Complete acceptance testing, accreditation, dispatch/settlement setup and O&M transition.	Begin Asset Project operations.	Receive contractual entitlement/capacity benefits.	No later than Fall 2029	Resource enters commercial operation and becomes available for the 2030/31 planning year.

Note: Target dates are planning targets and should be refined as MPPA project documentation and governance sequencing are finalized.

Thank You!



TO: Mayor Van Dorp and Members of City Council
FROM: Robert Mulder – Power Supply Manager / Utilities Manager Designee
CC: Andrew Boatright, General Manager
SUBJECT: Continued Participation in MPPA Resource Adequacy and Local Generation Development Initiative
DATE: September 18, 2026



The Zeeland Board of Public Works' 2026 Integrated Resource Plan identifies additional resource adequacy needs beginning in the 2030/31 MISO Planning Year and recommends advancing due diligence regarding potential local generation, evaluating both locally and jointly owned generation alternatives, and maintaining active participation in MPPA resource development initiatives.

MPPA is currently advancing a coordinated portfolio of natural-gas-fired generation resources located within participating Member communities. Zeeland has been identified as a potential host community and participating Member. The current project concept remains subject to completion of final technical, environmental, commercial, financial, legal, operational, fuel-supply, interconnection, permitting, and other due diligence.

The proposed resolution represents the next governance step in the project-development process. It authorizes the BPW to continue participating in MPPA's evaluation and development activities, including review of project economics, ownership and financing structure, Member allocation and offtake, environmental and interconnection requirements, operating responsibilities, and proposed project agreements.

Importantly, the resolution does not authorize final participation in a generation project, project financing, construction, ownership, or execution of definitive power sales, operating, or other long-term project agreements. Any binding commitment would be presented separately for governance consideration following completion of due diligence and MPPA approval of the proposed project.

Continued participation at this stage preserves Zeeland's ability to evaluate the project as additional information becomes available while maintaining flexibility to consider other resource adequacy alternatives consistent with the Integrated Resource Plan.

Recommendation

Staff recommend that City Council approve the proposed Resolution Authorizing Continued Due Diligence and Participation in the Michigan Public Power Agency Resource Adequacy and Local Generation Development Initiative. The BPW Board of Commissioners approved that this action be recommended to City Council at their September 15, 2026, regular meeting.

Suggested Motion

Motion to approve the Resolution Authorizing Continued Due Diligence and Participation in the Michigan Public Power Agency Resource Adequacy and Local Generation Development Initiative. This Resolution authorizes continued project evaluation and participation in the MPPA development process only. Any recommendation that the City or BPW make a binding commitment to participate shall be presented separately for consideration together with the then-current project economics, ownership and financing structure, Member allocation and offtake, material contractual terms, risks, and obligations.

Attachment: Resolution – Authorizing Continued Due Diligence and Participation in the Michigan Public Power Agency Resource Adequacy and Local Generation Development Initiative

RESOLUTION

*(Authorizing Continued Due Diligence and Participation in the
Michigan Public Power Agency Resource Adequacy and Local Generation Development Initiative)*

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 September 21, 2026, at 7:00 o'clock p.m., Local Time.

PRESENT: Council Members _____

ABSENT: Council Members _____

The following preamble and ordinance were offered by Council Member _____ and supported by Council Member _____:

WHEREAS, the City of Zeeland owns and operates a municipal electric utility system managed by the Zeeland Board of Public Works (“BPW”) for the purpose of providing reliable and economical electric service to customers within its service territory;

AND WHEREAS, the City Council has adopted the Zeeland Board of Public Works 2026 Integrated Resource Plan (“IRP”) as the current long-term electric resource planning framework for the City and the BPW;

AND WHEREAS, the IRP identifies projected future capacity needs and near-term planning actions that include advancing due diligence regarding potential local generation, evaluating locally and jointly owned generation alternatives, and maintaining active participation in Michigan Public Power Agency (“MPPA”) resource development initiatives;

AND WHEREAS, MPPA is advancing a Resource Adequacy and Local Generation Development Initiative to evaluate a coordinated portfolio of new generating resources located within participating Member communities to address projected future resource adequacy requirements;

AND WHEREAS, Zeeland has been identified as a potential host community and participating Member, subject to completion of technical, environmental, commercial, financial, legal, operational, fuel-supply, interconnection, permitting, and other necessary due diligence;

AND WHEREAS, continued participation at this stage will preserve the City's ability to evaluate the proposed project as additional information becomes available without committing the City to acquire, construct, finance, own, or purchase power or capacity from the project;

AND WHEREAS, the BPW has determined that continued participation and due diligence are consistent with the strategic direction established in the IRP and are necessary to support an informed future decision regarding project participation;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Council authorizes and supports the BPW's continued participation in the MPPA Resource Adequacy and Local Generation Development Initiative for the purpose of completing the due diligence and project development necessary to evaluate potential participation in an MPPA generation project.

2. The BPW and its authorized staff, consultants, legal counsel, engineers, financial advisors, and other representatives are authorized to continue evaluating project matters including generation technology and pricing; environmental and permitting requirements; electric and natural gas interconnection; project economics; ownership, financing, and Member participation structures; Member allocation and offtake; operating responsibilities; project schedule; risk allocation; and proposed operating, power sales, project, site, financing, and related agreements.

3. The BPW may provide MPPA with non-binding project direction, technical and site information, comments, and other information reasonably necessary to continue project development, provided such actions do not create a binding obligation of the City to participate in or finance the project.

4. The BPW is authorized to participate in the development and review of proposed project documents and to obtain such legal, financial, technical, engineering, environmental, and other professional review as reasonably necessary to evaluate the project.

5. Reasonable costs associated with continued project evaluation and due diligence may be incurred within amounts appropriated or otherwise available for such purposes and in accordance with applicable City and BPW policies. Any expenditure or contractual obligation requiring separate approval shall be presented for such approval before commitment.

6. This Resolution authorizes continued project evaluation and participation in the MPPA development process only. It does not authorize the acquisition, construction, ownership, financing, or final participation in a specific generation project, nor the execution of definitive project agreements or any irrevocable commitment to a specific project allocation, technology, vendor, ownership structure, or financial obligation.

7. Following completion of applicable due diligence and MPPA approval of the proposed project, any recommendation that the City or BPW make a binding commitment to participate shall be presented separately to the appropriate governing bodies for consideration together with the then-current project economics, ownership and financing structure, Member allocation and offtake, material contractual terms, risks, and obligations.

8. Nothing in this Resolution precludes the BPW from continuing to evaluate other resource adequacy strategies, ownership structures, procurement approaches, generation resources, or power supply alternatives consistent with the IRP.

9. The appropriate City and BPW officials are authorized to take such administrative actions as may be reasonably necessary to carry out the intent of this Resolution, subject to the limitations stated herein and applicable law and City requirements.

10. 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.

Kristen R. 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 September 21, 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.

Kristen R. DeVerney, City Clerk

TO: Mayor Van Dorp and Members of City Council

FROM: Robert Mulder – Power Supply & Market Operations Manager / Utilities Manager Designee

CC: Andrew Boatright – General Manager

SUBJECT: MPPA Capacity Purchase Recommendation, Planning Years 2030/31 & 2031/32

DATE: September 18, 2026

Background

The Zeeland Board of Public Works (BPW) participates in the wholesale power market through the Michigan Public Power Agency (MPPA). Beyond the near-term requirements of the BPW's Risk Management and Hedging Policy, staff, in coordination with MPPA, periodically review the BPW's long-term capacity resources in conjunction with its load forecast and changes in market conditions to assess long-term resource adequacy.

The State's Public Act 341 requires electric utilities to annually demonstrate sufficient capacity resources to meet 95% of their forecasted peak load plus reserves for the upcoming four (4) MISO Planning Years. As staff have noted for some time, the bilateral capacity market is constrained, prompting the BPW and MPPA, on behalf of its members, to pursue the development of new generation resources to meet a portion of our future resource adequacy needs.

In conjunction with this initiative, MPPA is recommending that the BPW participate in a bilateral capacity transaction for MISO Planning Year 2030/31 and 2031/32. The recommended transaction amounts are listed in the table below.

Planning Year	Season	ZRC (MW)	% of Forecasted MISO Capacity Requirement
PY 2030/31	Summer	1.4	1.40%
PY 2030/31	Fall	1.2	1.27%
PY 2030/31	Winter	1.2	1.61%
PY 2030/31	Spring	1.5	1.65%
PY2031/32	Summer	1.4	1.38%
PY2031/32	Fall	1.2	1.25%
PY2031/32	Winter	1.2	1.61%
PY2031/32	Spring	1.5	1.63%

Although this transaction will secure less than 2% of the BPW's anticipated total capacity requirement, staff feel that all opportunities to reduce our exposure should be pursued in the event that the proposed generation project is delayed or not completed as planned.

Furthermore, staff would note that the 4,500 kW bilateral transaction for MISO Planning Year 2030/2031 approved in June of 2026 for Planning Year 2030/31 has not been executed, due to business changes involving the counterparty. MPPA staff remain encouraged that a deal can still be executed, however, the terms of that transaction are likely to change. The average price (\$/kw-Month) of the recommended transaction is the same as the transaction approved in June.

This recommendation is consistent with the BPW's recently completed Integrated Resource Plan (IRP), which identified the early procurement of future capacity resources as a prudent strategy for managing market risk while longer-term generation resources are developed.

Recommendation

Staff recommend approval of the attached resolution authorizing the General Manager to execute an electric capacity purchase commitment through the Michigan Public Power Agency for the stated volumes, deliverable to MISO Local Resource Zone 7 for Planning Years 2030/2031 and 2031/2032.

If approved, MPPA will execute this transaction on Zeeland's behalf for a financial commitment not to exceed \$286,200.00.

Although the transaction falls within the authority provided under the BPW's Energy Risk Management Policy, staff are seeking formal approval due to the transaction's term and financial commitment. The BPW Board of Commissioners approved that this action be recommended to City Council at their September 15, 2026, regular meeting.

Suggested Motion Language

Approve the MPPA electric capacity purchase for MISO Planning Years 2030/2031 and 2031/2032, at the seasonal quantities identified in the attached resolution and for a total financial commitment not to exceed \$286,200.

Attachments: MPPA Power Purchase Commitment Authorization (September 10, 2026)
Resolution: Authorization of Electric Capacity Purchase (September 21, 2026)

RESOLUTION
(Authorization of Electric Capacity Purchases)

**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 Zeeland City Hall in said City on September 21, 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, the City of Zeeland is a member of the Michigan Public Power Agency ("MPPA") and a member of the Energy Services Project;

AND WHEREAS, Zeeland has an open position in its power supply portfolio for electric capacity in MISO Planning Years 2030/2031 and 2031/2032;

AND WHEREAS, such a position leaves the Zeeland Board of Public Works (BPW) subject to potentially extreme cost increases and capacity shortages;

AND WHEREAS, market conditions make it prudent to fill a portion of the open capacity position at this time;

AND WHEREAS, the MPPA is preparing to purchase capacity in the near future and Zeeland is desirous of participating in some or all of those purchases;

AND WHEREAS, although City Council approval is not required under the BPW's Energy Risk Management Policy based on the transaction term, staff have elected to seek such approval;

AND WHEREAS, the BPW Utilities Manager recommends the quantities and prices from MPPA stated below, and the BPW Board of Commissioners approved this recommendation in accordance with the quantities and prices stated below at their regular meeting on September 15, 2026, subject to approval by City Council;

AND WHEREAS, the City Council is willing to authorize power purchases so as to protect the economic wellbeing of electric customers.

NOW, THEREFORE, BE IT RESOLVED, THAT:

1. The BPW General Manager, Robert Mulder, as the MPPA appointed Member Authorized Representative (MAR), or Brian Coots, the designated alternate MAR for the City of Zeeland, are authorized to execute electric capacity purchase commitments delivered into MISO Local Resource Zone 7, at or below the purchase prices and quantities as hereinafter provided. A MISO Planning Year (PY) begins June 1 and extends through May 31 of the following calendar year.

a. A purchase transaction for the firm delivery of electric capacity for the maximum quantities listed below in each respective season, for a total financial commitment not to exceed \$286,200.

i. PY 2030/31:

1. Summer: Up to 1,400 kW per month
2. Fall: Up to 1,200 kW per month
3. Winter: Up to 1,200 kW per month
4. Spring: Up to 1,500 kW per month

ii. PY2031/32:

1. Summer: Up to 1,400 kW per month
2. Fall: Up to 1,200 kW per month
3. Winter: Up to 1,200 kW per month
4. Spring: Up to 1,500 kW per month

2. The purchase price limitation shall remain in place until superseded by a subsequent action of the City Council.

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

AYES: Council Members _____

NAYS: Council Members _____

ABSENT: Council Members _____

Kristen R. 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 September 21, 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.

Kristen R. DeVerney, City Clerk



ENERGY SERVICES PROJECT POWER PURCHASE COMMITMENT AUTHORIZATION

This Power Purchase Commitment Authorization (“Authorization”) is made and entered into as of _____, 2026, by and between Michigan Public Power Agency (“MPPA”), a joint agency of the State of Michigan created pursuant to 1976 PA 448, and Zeeland Board of Public Works (the “Participant”).

WHEREAS, MPPA is a municipal joint agency established in 1978 to provide a means for Michigan municipal electric utilities to achieve the benefits of economies of scale and diversification of power supply and related services for their present and future needs;

WHEREAS, during an open meeting on March 11, 2009, the MPPA Board of Commissioners (“BOC”) created the Energy Services Project (“ESP”) for the purpose of providing a means for full members of MPPA to obtain contracted power supply and market operation services;

WHEREAS, the Participant joined the ESP by approving and executing an Energy Service Agreement (“ESA”) that describes the terms and conditions of power supply transactions, known as Power Purchase Commitments (“PPC”), between the Participant and MPPA;

WHEREAS, this Authorization is a PPC between the Participant and MPPA;

WHEREAS, by executing this Authorization, the Member Authorized Representative (“MAR”) of the Participant is representing that the Participant has received all required approvals from its governing body to enter into this PPC with MPPA; and

WHEREAS, MPPA reviewed the specifications and benefits with the Participant of the capacity transaction further described below.

NOW, THEREFORE, for and in consideration of the mutual covenants and agreements herein contained, it is agreed by and between MPPA and the Participant hereto as follows:

Section 1. Power Purchase Commitment

Participant is committing to receive and pay for the Participant's share of its Quantity of the Product as defined within this Authorization.

The Product provided to Participant under this Authorization is part of a diversified portfolio of power supply resources intended to meet resource adequacy requirements under Michigan Public Act 341 and the planning reserve margin requirements of the Midcontinent Independent System Operator ("MISO").

Section 2. Product

Zonal Resource Credit ("ZRC") as that term is defined in the MISO FERC approved Tariff. For reference, one ZRC represents 1 megawatt (MW) of deliverable, Seasonal Accredited Capacity ("SAC").

Section 3. Delivery Location

MISO Local Resource Zone 7.

Section 4. Delivery Period

June 1, 2030, through May 31, 2032, or the 30/31 and 31/32 Planning Years.

Section 5. Term

If the Participant executes this Authorization and it becomes effective per Section 10 of this Authorization, the term of the PPC is from the date MPPA executes the Transaction on behalf of Participant through and including the final settlement for May 31, 2032.

Section 6. Quantity

The Participant is allocated the following share of the Product ("Participant's ZRC Quantity") provided to MPPA under the Transaction:

Planning Year	Season	ZRC (MW)	% of Forecasted MISO Capacity Requirement
PY 30/31	Summer	1.4	1.40%
PY 30/31	Fall	1.2	1.27%
PY 30/31	Winter	1.2	1.61%

PY 30/31	Spring	1.5	1.65%
PY 31/32	Summer	1.4	1.38%
PY 31/32	Fall	1.2	1.25%
PY 31/32	Winter	1.2	1.61%
PY 31/32	Spring	1.5	1.63%

Section 7. Payment

The Participant will pay MPPA the contract rate in the Transaction for the Participant's Quantity. Over the term of the PPC, the not-to-exceed financial commitment is \$286,200.00.

Section 8. Energy Services Agreement

This Authorization is subject to the terms and conditions of the ESA between MPPA and Participant. In the event the terms of this Authorization conflict with the terms of the ESA, the terms of the ESA shall control.

Section 9. Evidence

Authority of the Participant's MAR to execute this Authorization is evidenced through a Participant resolution adopted by the Participant's governing body or through the meeting minutes of the Participant's governing body where approval was granted to the MAR to execute this Authorization.

Section 10. Effectiveness

This Authorization will not become effective until MPPA has received executed power purchase commitment authorizations from all other Members of MPPA who have their own respective power purchase commitment with MPPA for their respective quantity of Product under the Transaction.

Member Authorized Representative

Its: _____

By: _____

Dated: _____



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

MEMORANDUM

DATE: Friday, September 18, 2026

TO: Kevin Plockmeyer, Interim City Manager

FROM: Tim Maday, Community Development Director
Abby deRoo, Marketing Director

RE: **September 21st City Council meeting agenda – 303 E Main Avenue redevelopment – Developer recommendation**

Background: In May, the City distributed a Request for Proposals (RFP) seeking a qualified development partner to redevelop the City owned property at 303 E. Main Avenue. The RFP identified the property as an important opportunity to strengthen a prominent downtown corner through a high quality, multi story, mixed-use development.

The City received three proposals in response to the RFP from David Wilson/GL Rentals, Midwest Construction Group/Geerlings Development, and MONDAY Impact Development and its development team. Staff was very pleased with the response. Each proposal presents a viable approach to redevelopment of the property and brings different strengths to the project.

Following receipt of the proposals, staff reviewed each submission and requested additional information from all three development teams to better understand their concepts, development experience, financing assumptions, parking plans, project schedules, and other elements of their proposals. The original proposals and follow-up responses from all three teams are attached for City Council's review.

At this time, staff recommends that City Council select David Wilson and his development team as the City's preferred development partner and authorize staff to enter into negotiations to determine whether mutually acceptable terms can be reached for redevelopment of the property. This recommendation does not represent final approval of the proposed development or the sale of the property. Rather, it identifies the development team that staff believes most closely aligns with the City's objectives and provides the strongest opportunity to move the property from a conceptual proposal toward a successful redevelopment project.

The Wilson proposal incorporates many of the elements identified as highly recommended in the City's RFP, including a multi story mixed-use building, an elevator, high-quality building materials, Main Avenue orientation, private project financing, parking, and space for the City's downtown snowmelt boiler system. Staff would specifically highlight the following elements of the proposal:

- **Building and Site Design.** The proposed four story building would establish a substantial presence at the Main Avenue/Centennial Street corner and incorporates brick and glass, an elevator, Main Avenue orientation, and limited setbacks consistent with the development characteristics sought through the RFP.
- **Project Feasibility and Experience.** Wilson has successfully completed two significant mixed-use redevelopment projects in downtown Zeeland and has experience utilizing State redevelopment incentive programs. The proposal also includes a known and experienced project team, including an architect and legal counsel familiar with tax abatements and redevelopment incentives.

- **Private Financing and Project Schedule.** Private financing would serve as the primary source of project funding, and the developer anticipates completing the project within approximately two years, consistent with the City's RFP priorities.
- **Mixed-Use Development.** The project includes upper-floor residential units and planned ground-floor commercial space. The developer has proposed that a portion of the ground floor could transition to residential use if commercial tenants cannot ultimately be secured. This concept would continue to be refined through the development and approval process.
- **Parking.** Two interior parking spaces are proposed within the development. Additional parking remains an important item to be resolved. The developer has indicated a willingness to secure additional parking through private off site leases. Staff believes securing as much of the project's parking demand as practical through private arrangements should be an important component of the upcoming discussions.
- **44 N. Elm Street Public Parking.** A particularly valuable component of the Wilson proposal is the offer to make the developer owned property at 44 N. Elm Street available to the City for public parking for a ten-year period. Maintaining public parking on the west side of downtown is an important City priority as continued investment and development increase parking demand. The opportunity to preserve this property for public parking provides a benefit extending beyond the redevelopment of 303 E. Main itself.
- **Downtown Snowmelt.** The proposed development accommodates the approximately 600-square-foot boiler room required to support continued expansion of the City's downtown snowmelt system, as required by the RFP.

Several elements of the Wilson proposal will require additional work before a project can move forward. In particular, staff and the developer will need to establish an acceptable parking plan, refine the mix of ground-floor commercial and residential uses, identify available local and State redevelopment incentives, and negotiate the terms for the sale and redevelopment of the property. These items are appropriate for the next phase of the development process and would ultimately be addressed through a purchase and development agreement.

The RFP specifically anticipated this process, stating that following evaluation of the proposals, the City could negotiate with a selected development team regarding purchase price, due diligence, development schedule, and other mutually acceptable terms. If authorized, staff would work with David Wilson and his representatives to refine the proposal, resolve outstanding project elements, and develop mutually acceptable terms for a purchase and development agreement. Any resulting purchase and development agreement would return to City Council for review and action before the sale or redevelopment of the property could proceed. This is consistent with the process the City has utilized for previous downtown redevelopment projects.

Staff Recommendation: Staff recommends that City Council select David Wilson and his development team as the City's preferred development partner for the redevelopment of 303 E. Main Avenue and authorize staff to begin negotiations toward a purchase and development agreement.

Recommended Action: Authorize staff to enter into negotiations with David Wilson and his representatives regarding the development of a purchase and development agreement for 303 E. Main Avenue.

Staff looks forward to discussing the proposals, our recommendation, and this exciting opportunity for continued investment in downtown Zeeland with City Council.

David & Laura Wilson
GL Rentals, LLC.
244 E. Main Avenue
Zeeland, MI 49464

Received
06/30/26
City of Zeeland, MI

June 30th, 2026

Abby deRoo, City Marketing Director
Tim Maday, Community Development Director
Zeeland City Hall
21 S. Elm Street
Zeeland, MI 49464

RE: Letter Of Interest For 303 E. Main Avenue.

Dear Abby & Tim,

We are excited about the opportunity to build a new mixed-use building at 303 E. Main Avenue. Our goal is to construct a building that is similar in quality and style to our two previous projects at 238 E. Main & 244 E. Main. We anticipate that the upper floors will be residential and the ground floor will be a combination of commercial space fronting East Main and the rear of the building will be parking and residential.

As we have explained in the past, we feel that we have an obligation to invest back into our community. Our investment business, Generational Wealth, has been located in downtown Zeeland since 2004 and Laura taught Special Education in Zeeland Public Schools for many years before joining Generational Wealth in 2016. We can easily say that the Zeeland Community has been an important part of our success.

Previous Projects

126 E. Main Avenue. In 2004 we bought 126 E. Main and completed an extensive rehab from front to back and top to bottom. In September of 2004 we opened our investment business at this location.

43 E. Central. In 2010 we purchased the DenHerder House at 43 E. Central and undertook a major renovation to the interior and exterior and replaced the landscaping. Schyuler and Stacy Wilson purchased the home from us in 2021. They finished the basement, added

onto the garage and installed a swimming pool. Schyuler and Stacy live their now with their family.

244 E. Main. In 2014 we purchased a vacant rundown home. We demolished the home and constructed the building at 244 E. Main in 2016. This building has 3,840 sq ft of commercial space on the ground floor and three 2-bedroom apartments on the 2nd floor.

238 E. Main. In 2016 we purchased a home that was in rough shape at 238 E. Main. We used it as a rental for a short period of time then the home was demolished. We constructed the present building at 238 E. Main in 2022. This building has 4,320 sq ft of commercial space on the ground floor and six 1-bedroom apartments on the 2nd floor.

Tax Abatements. For 244 E. Main we utilized Public Act 255 – Commercial Facilities Exemption and for 238 E. Main we utilized Public Act 210 – Commercial Rehabilitation Exemption.

Grant Experience. For both of our projects at 238 E. Main and 244 E. Main we were awarded Michigan Community Revitalization Program (MCRP) grants from the Michigan Economic Development Corporation (MEDC).

Our Project Team:

Owners: GL. Rentals, LLC - David & Laura Wilson

Assistant Building Manager: Stacy Wilson

Architect: Dennis Reckley of SVB Reckley Architects.

SVB Reckley is the architect for both 238 E. Main and 244 E. Main plus they were the architect for the new State & Main building. I have included the initial building plan in our proposal.

Legal: Jared T. Belka of Warner Norcross + Judd LLP.

Jared is the attorney that helped us secure grant funding and tax abatements for our projects at 238 E. Main and 244 E. Main.

Financing: Horizon Bank

Jayne Kosal is the banker that put together the financing for 238 E. Main and has indicated an interest in supporting our project at 303 E. Main. I have included their letter of interest in our proposal.

Purchase Price. For a shovel ready site, building demolished and the environmental cleanup complete, we are offering:

1. \$1.00
2. Space in the new building at 303 E. Main for the City's boiler system.
3. A long-term lease to the city for the lot that GL Rentals owns at 44 N. Elm to be used for parking. We would like the option to be able to build a new building at 44 N. Elm after 10 years.

Parking. 303 E. Main is a small site and does not have room for adequate parking. To address this issue, we will be securing off-site parking or participating and contributing to additional public parking capacity.

Prospective Tenants and Marketing.

1. Residential Units. Demand for residential units in downtown Zeeland is strong. Our existing units are always full, and we always have a list of prospective tenants. Laura and Stacy, our building managers, are long-term residents of Zeeland and they always have someone asking if we have any available units.
2. Commercial Space. GL Rentals will be moving their leasing office from 244 E. Main to 303 E. Main and occupying part of the commercial space. We will be engaging a commercial realtor to help us fill the balance of the commercial space.

Abby & Tim,

We can honestly say that the Wilsons are excited about the opportunity of developing a high-quality mixed-used building at 303 E. Main that will compliment are existing buildings at 238 E. Main & 244 E. Main. Our past projects in the City of Zeeland speak for themselves.

Please feel free to contact me with any questions or concerns.

Thanks for the opportunity,

David L. Wilson
Member of GL Rentals, LLC.



June 8, 2026

David & Laura Wilson,

This letter serves as Horizon Bank's interest in financing the construction of the 18-unit mixed-use building located at 303 E. Main Avenue in Zeeland Michigan. Based on previous experience working with David and Laura, they have established a track record of completing quality projects on schedule and have demonstrated the experience and capability necessary to successfully execute developments of this nature. We are excited about the opportunity to support this project with GL Rentals LLC and will finalize terms and address any specific requirements as the project timeline unfolds. Please feel free to reach out to me directly should you have any questions or need further information.

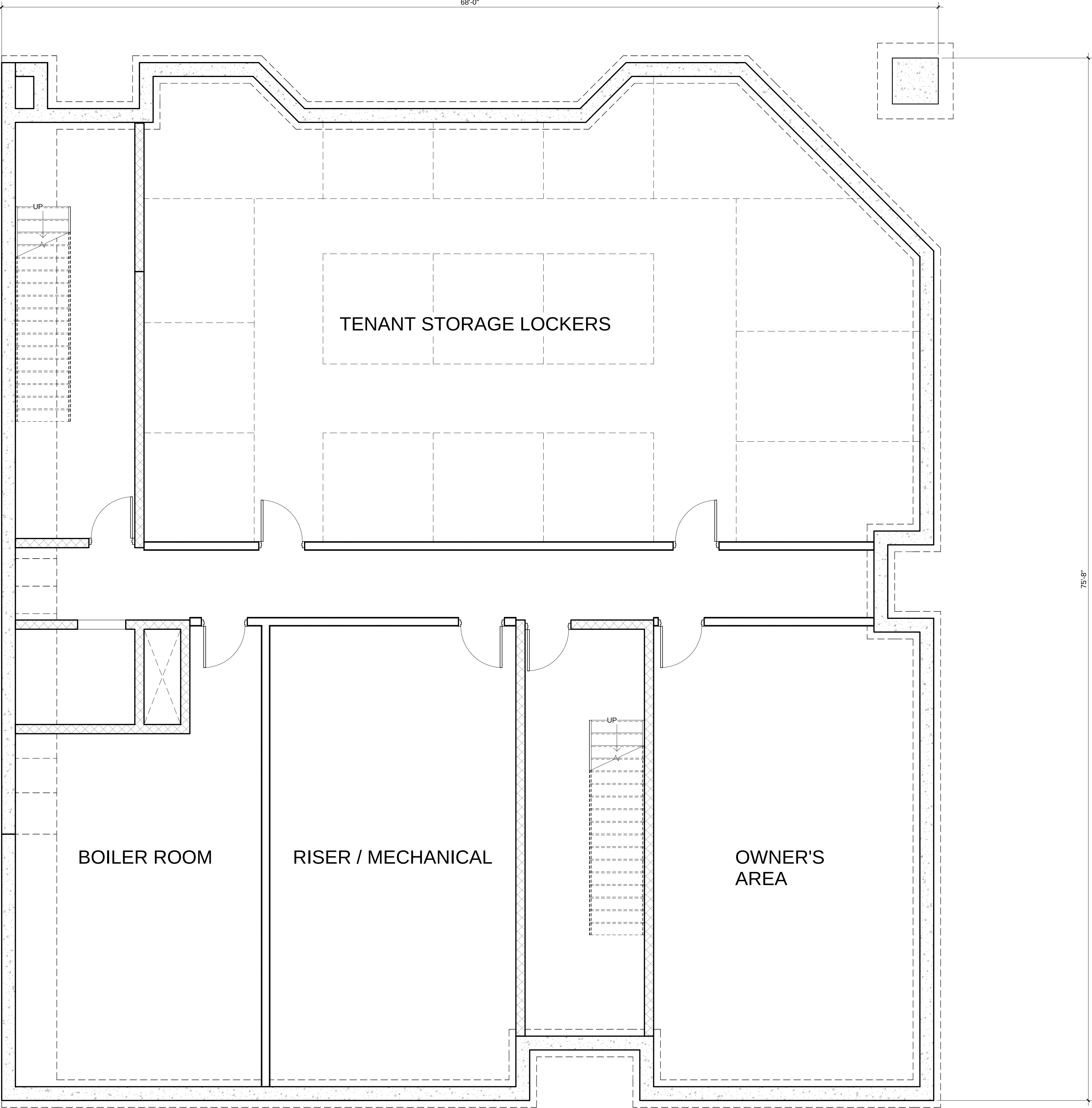
Sincerely,

A handwritten signature in black ink, appearing to read "Jayme Kosal". The signature is fluid and cursive, with the first name "Jayme" being more prominent than the last name "Kosal".

Jayme Kosal
Vice President
Horizon Bank
616-405-4626
jkosal@horizonbank.com

Beyond ordinary banking

HorizonBank.com



FOUNDATION PLAN

SVB · RECKLEY ARCHITECTS
76 EAST 8TH STREET SUITE 300
HOLLAND MICHIGAN 49423
PHONE 616-494-7410

START PROJECT

REVIEW

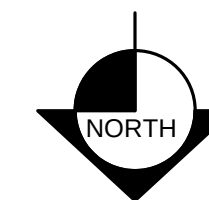
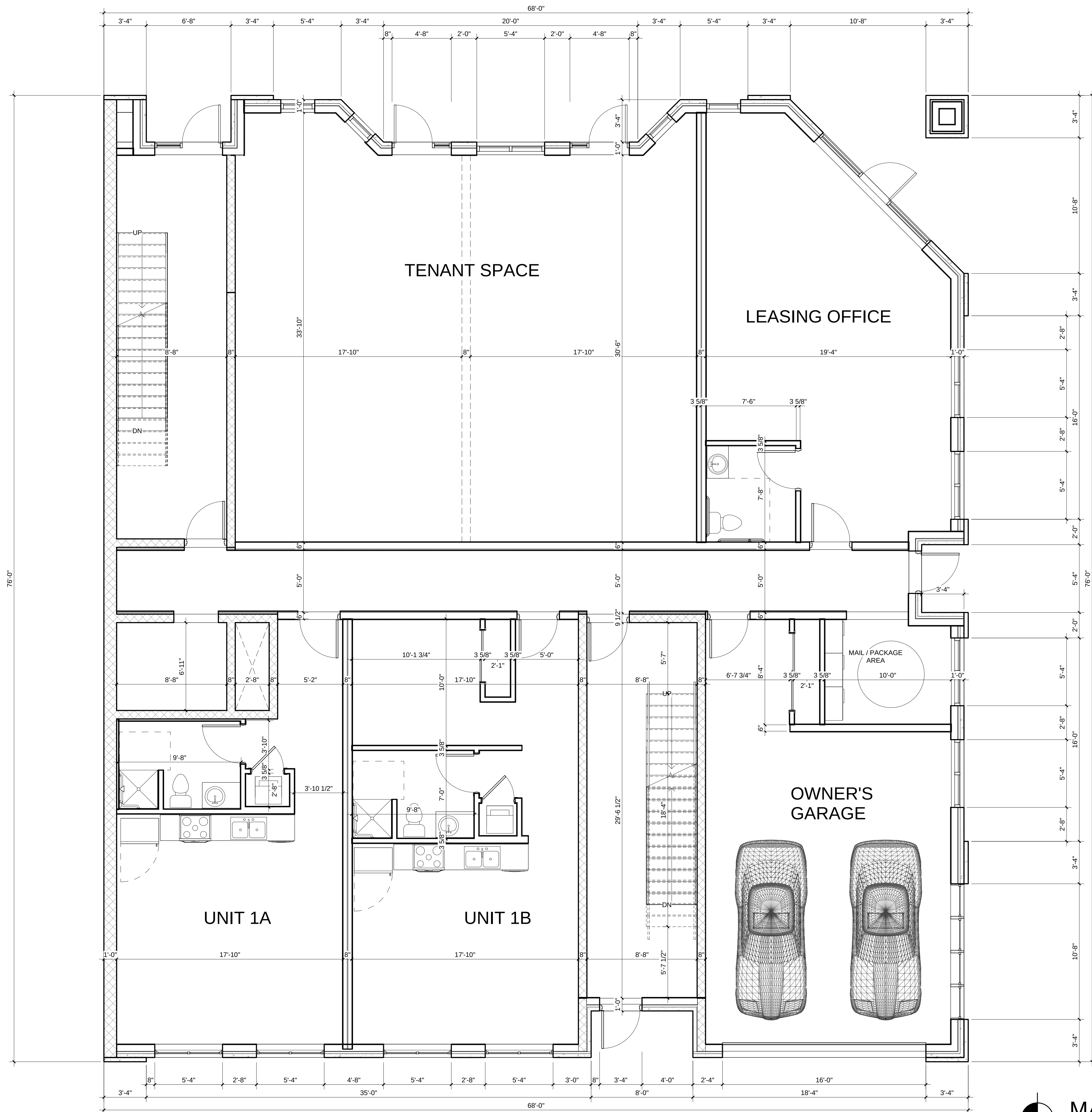
PERMIT

REVISION

NEW BUILDING FOR:
GL RENTALS LLC
303 E. MAIN AVE ZEELAND

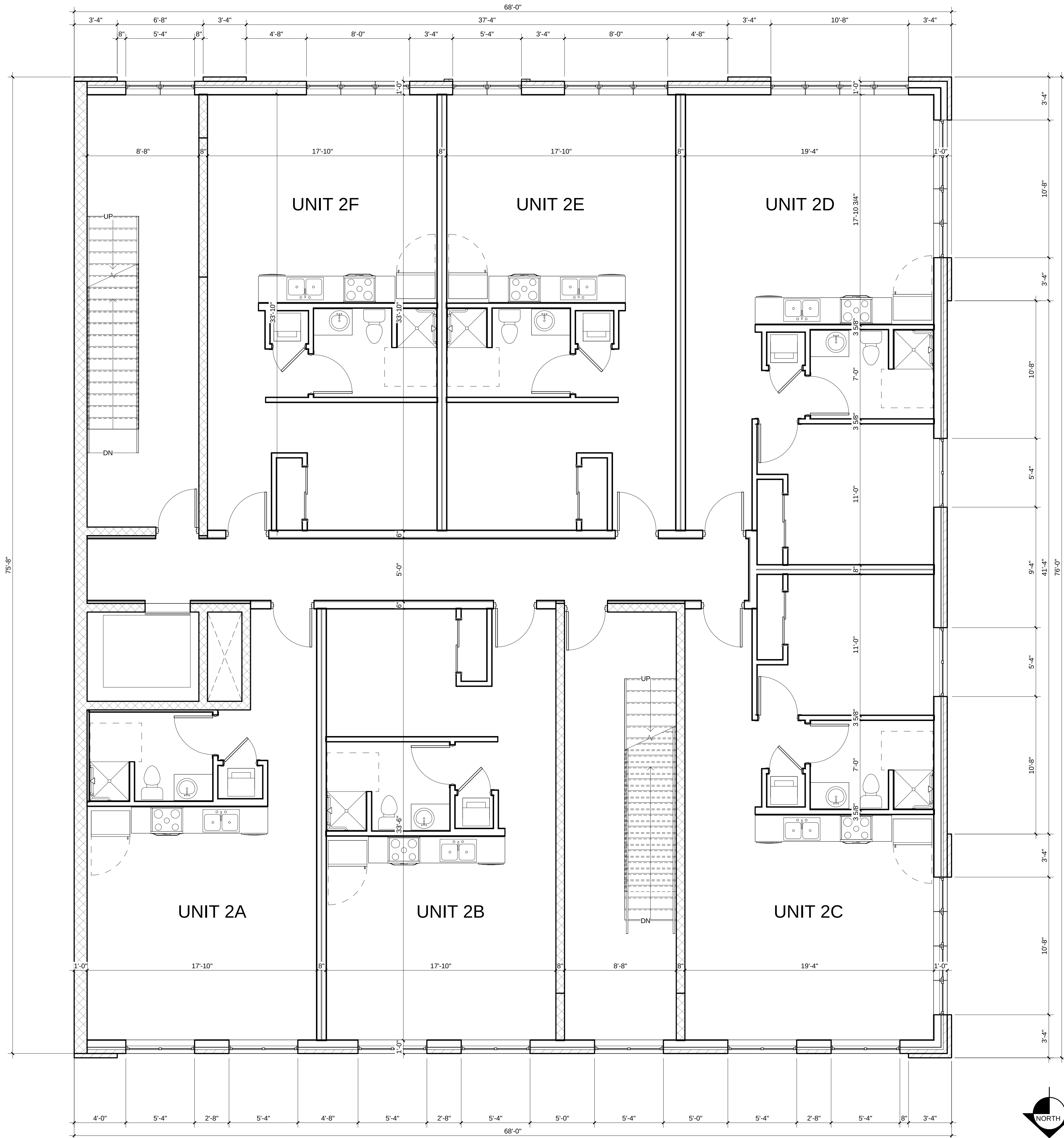
DRAWN BY
E.B.W.
PROJECT NO.
267573
PLOT
06/25/2026

SHEET NO.
A1
FOUNDATION
PLAN



MAIN FLOOR PLAN

1/4" = 1'-0"



2ND FLOOR

1/4" = 1'-0"

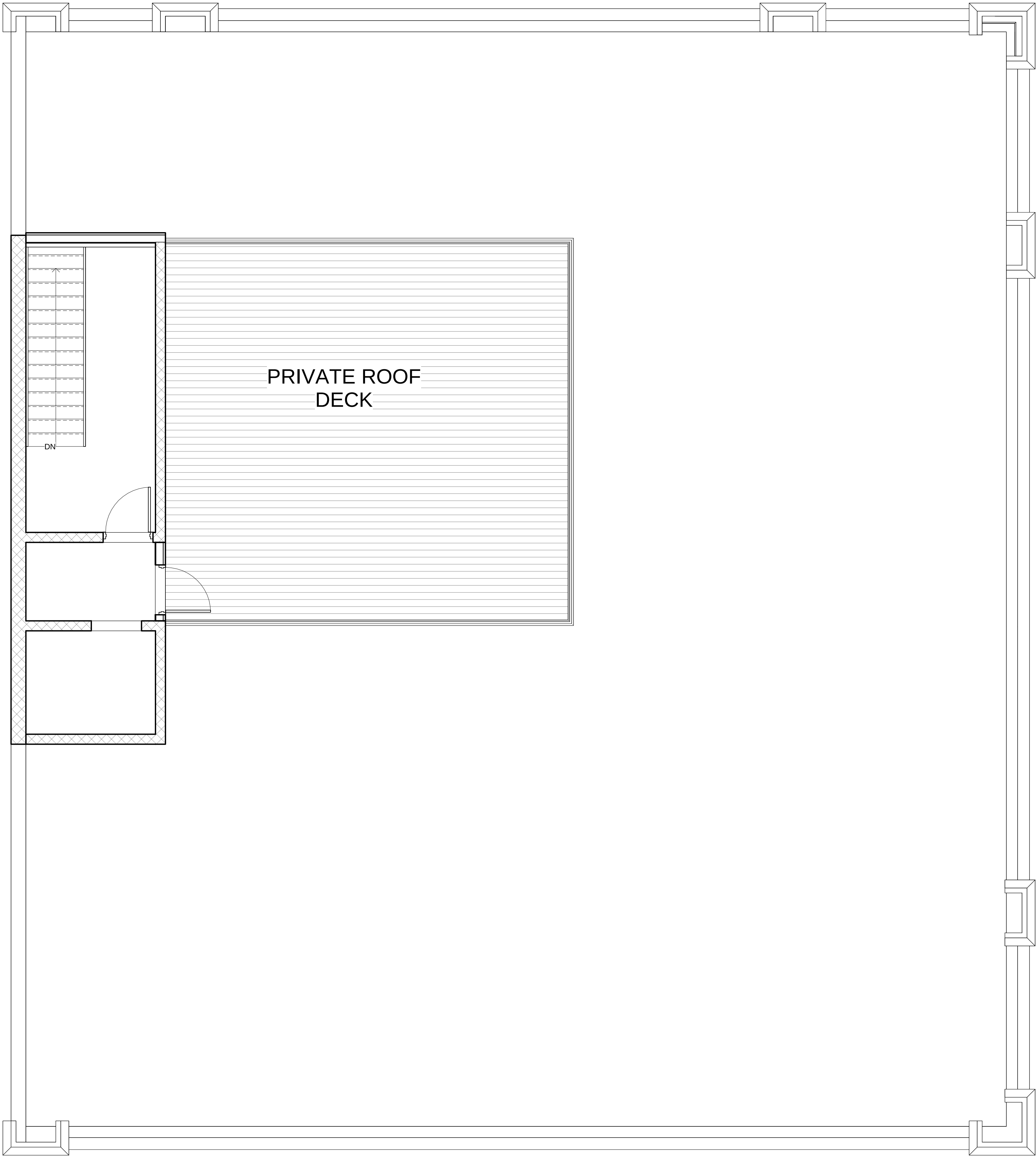


3RD FLOOR
1/4" = 1'-0"



4TH FLOOR

1/4" = 1'-0"



ROOF PLAN

1/4" = 1'-0"

SVB · RECKLEY ARCHITECTS

76 EAST 8TH STREET SUITE 300
HOLLAND MICHIGAN 49423

PHONE 616-494-7410

START PROJECT

REVIEW

PERMIT

REVISION

NEW BUILDING FOR:

GL RENTALS LLC

303 E. MAIN AVE ZEELAND

DRAWN BY
Author

PROJECT NO.
267573

PLOT
06/25/2026

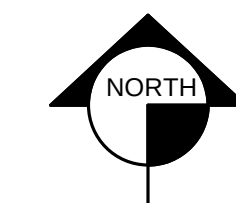
SHEET NO.

A6

ROOF PLAN





 3D View

START PROJECT
REVIEW
PERMIT
REVISION

DRAWN BY Author
PROJECT NO. 267573
PLOT 06/25/2026



Answers to Tim Maday's questions for 303 E. Main RFP from David Wilson
August 19, 2026

Follow-Up Questions

1. What do you see as the biggest challenge or risk to making this project successful, and how would you propose addressing or mitigating it?

Challenges for this project:

- a. *A sudden increase in interest rates. At the current rates, this project is feasible. Once we have our development agreement with the city in place and firm construction costs we will be able to lock our rates in.*
- b. *The City not supporting the project as initially indicated. A signed development agreement in place will take care of this risk.*
- c. *The MEDC not supporting the project with a CRP grant. Obtaining a firm commitment from the MEDC will take care of this risk. Our two previous projects at 244 & 238 E. Main were supported by the MEDC with grants.*

2. If City Council authorizes staff to move forward with you on the project, what are the first three project elements you would want to work through with City staff?

The first 3 project elements:

- a. *A completed survey to pinpoint lot lines.*
- b. *Agreement on building setbacks.*
- c. *Decision on ground floor residential and parking requirements.*

3. Having had additional time to consider your proposal since its submission, is there anything you would expand upon, clarify, or approach differently?

Change to our proposal:

- a. *Build a slightly narrower building. Current drawing shows a 66' wide building. We might narrow the building by 2 feet or so, so the building is not as close to Centennial Street.*
- b. *Build without a basement. As much dewatering that is taking place with the reconstruction of Church Street, we probably should build without a basement. We did not put a basement in for 244 or 238 E. Main.*

4. What key assumptions did you make in preparing your proposal that you believe are important for the City to understand as we evaluate the project?

Key assumptions:

- a. 3 upper floors of residential units.
 - b. 2 residential units on the ground floor.
 - c. Being able to convert the tenant space, in the front of the building on the ground floor, to residential units if we are unable to secure a commercial tenant within 12 months of finishing the building.
 - d. Parking not being as issue.
5. What is your anticipated project timeline, including major milestones from the initiation of pre-development activities through the start and completion of construction, assuming we move forward together?

Project Timeline. Just waiting on the city. Based on our previous projects I'm estimating 12 to 24 months. Once a development agreement is in place we are ready to move forward with our items:

- a. *Development Agreement in Place*
- b. *Property Survey.*
- c. *Site Plan Approval.*
- d. *Select General Contractor.*
- e. *Obtain initial cost estimates.*
- f. *Initial Application for: Tax Abatement, Housing Tiff, and CRP Grant.*
- g. *Construction Drawings.*
- h. *Obtain firm pricing based on construction drawings.*
- i. *Final Approval for financing.*
- j. *Final approvals for: Tax Abatement, Housing Tiff, and CRP Grant.*
- k. *Lock in General Contractor and final construction pricing once we have formal approval for the tax abatements and incentives above.*
- l. *Loan Closing.*
- m. *Receive title to property.*
- n. *Start construction.*

6. You have completed several successful projects in downtown Zeeland. How does the 303 E. Main Avenue redevelopment opportunity fit within your long-term vision for your investment and involvement in downtown Zeeland?

As we have explained in the past, we feel that we have an obligation to invest back into our community. Our investment business, Generational Wealth, has been located in downtown Zeeland since 2004 and Laura taught Special Education in Zeeland Public Schools for many years before joining Generational Wealth in 2016. We look at 303 E. Main as an opportunity to invest back into our community and at the same time develop a family asset that will be a powerful addition to downtown Zeeland. We are planning on a high-quality building that will be similar in fit and finish to 238 & 244 E. Main.

7. Please provide additional detail regarding the key financial assumptions that shaped your proposal, including those that could have a material impact on the feasibility of the project. Please note that the State Commercial Rehabilitation Tax Exemption was recently reactivated.

Financial Assumptions:

- a. *Shovel ready lot for \$1 plus the lease on 44 N. Elm*
 - b. *20% down payment*
 - c. *Interest Rate of 7.1%*
 - d. *25-year amortization*
 - e. *CRP Grant equal to 25% of construction costs*
 - f. *Support from the City of Zeeland in the form of a tax exemption and housing TIF capped at 50% of costs.*
8. Your proposal includes a long-term lease of the property you own at 44 N. Elm Street to the City for public parking, with the option to develop the property after 10 years. How do you envision that arrangement working, including the anticipated lease term and structure, and how you envision the property being used or developed after the initial 10-year period?

Lease for 44 N. Elm Street:

- a. *Property taxes and all expenses paid for by the city during the lease term.*
- b. *After 10 years we would be able to develop the property with a mixed-use building similar to what we are proposing for 303 E. Main.*

9. If additional ground-floor residential units are ultimately not supported as part of the project, how would that affect your proposed development, including its design, unit count, and financial feasibility?

- a. *There is not much demand for ground floor commercial space in downtown Zeeland.*
- b. *The City is already allowing ground floor residential units on the main floor on East Main at the back of the Gritz Maker building and the Sligh building.*
- c. *If we are not allowed to have ground floor residential, the city should allow us to take full advantage of the incentives that are out there so our project is feasible.*

10. Your proposal indicates that additional off-site parking would be secured or that you would participate in and contribute toward additional public parking capacity. Please provide additional detail regarding the parking needs you anticipate for the development, your assumptions regarding off-site parking, and how you envision those needs being addressed.

Parking is an interesting question:

- a. *If the city really wants to encourage development in downtown, all building owners in the C-2 district that do not have enough parking spaces of their own, should be charged the same for their parking needs.*
- b. *I think the city should change its parking ordinance to reflect that.*
- c. *Maybe something similar to the process that the City is using to pay for the snow melt system.*
- d. *I would be willing to pay extra for the needed parking as long as all building owners in the C-2 district are treated the same.*

If the City is expecting us to provide our own parking and will not allow ground floor residential, then maybe the solution is to have parking on the ground floor and residential on the 3 upper floors.


David L Wilson 8/12/26

6/30/26

PROPOSAL PRESENTED TO:



16 S Elm | Zeeland, MI 49464 | 616.772.6070

101 W. Washington St. Suite 8 | Marquette, MI 49855 | 906.284.4580

TABLE OF

CONTENTS

3	LETTER OF INTEREST
5	ABOUT US
7	SAFETY
9	QUALITY ASSURANCE
10	SIMILAR PROJECT EXPERIENCE
17	PROJECT TEAM
22	PROPOSED PURCHASE PRICE
23	FINANCIAL CAPACITY
25	MARKETING AND LEASING STRATEGY
26	DEVELOPMENT CONCEPT AND SITE PLAN

LETTER OF INTEREST



June 30, 2026

Abby DeRoo, City Marketing Director
Zeeland City Hall
21 S. Elm Street
Zeeland, MI 49464

Subject: 303 East Main Street | Zeeland, MI 49464

Dear Abby,

Thank you for considering us as a qualified developer for 303 East Main Street. Based on our experience, we're confident in our ability to meet and exceed expectations for this project.

With over 30 years in development, I've worked on commercial, industrial, and retail properties throughout West Michigan. In 2010, Geerlings Development partnered with Midwest Construction Group to combine our expertise and resources, allowing us to deliver projects that serve owners well and contribute positively to the communities they're part of. This integrated approach, bringing development and construction together, is a key differentiator for our team.

Over the past seven years, we've completed four mixed-use developments: Hudson Center (Hudsonville), Hudsonville Flats (Hudsonville), Towers on River (Holland) and 17 E. Main (Zeeland). We see 303 East Main Street as a natural fit with these projects, with retail or office on the first floor and apartments above. Each of these buildings has been fully occupied upon completion.

Our team for this project would include myself; Brian VanBeveren, Estimator and co-owner of Midwest Construction Group; Josh Miles, Project Manager; and Matt VanBeveren, Site Superintendent. Josh and Matt led the 17 E. Main Street project and are very familiar with the City of Zeeland, making them a strong fit for this work.

We've included the requested information and welcome any questions. We appreciate your time and consideration and would value the opportunity to partner on 303 East Main Street.

Sincerely,

A handwritten signature in black ink, appearing to read 'Scott', with a stylized flourish at the end.

Scott Geerlings, President and Owner
Geerlings Development Company & Midwest Construction Group

16 S. ELM ST. | ZEELAND, MI 49464 | P 616.772.6070 | F 616.772.6073

ABOUT MIDWEST



WHO WE ARE

"Midwest Built" isn't just a tagline or web domain, it's a philosophy. It means not settling for adequate but instead expecting the ethics and hard work that define Midwestern America, where a handshake has meaning and quality is the standard, not a surprise. It means the boots of workers who walk your grounds have been worn and tested with experience that comes from watching the sun rise and set on the job. It means your project is completed on time and in budget. Midwest Built means that your project planning, management, budgets and timelines are as important to us as they are to you.

Founded by industry veterans, Scott Geerlings, Brian VanBeveren and Jason Hall in 2010, Midwest Construction Group

is a Michigan-based full-service commercial construction firm providing a wide range of services and solutions. In addition to project delivery as a General Contractor or Construction Manager, Midwest offers comprehensive pre-construction services including feasibility studies, site selection and budgeting. Our partnership with Geerlings Development allows us to provide development services for clients looking for lease-to-own arrangements.

We've hand-picked the best of the best and will put our crew up against anyone in the industry. We'll let our customers speak on our behalf and will stand on our experience and credibility in delivering quality work, on time and on budget.

OUR EXPANSION

Article from November 1, 2023

Marquette, MI – Midwest Construction Group, Inc., a leading commercial construction company based in Zeeland, Michigan, announced today that it has opened a new office in Marquette, Michigan. The new office will serve clients in the Upper Peninsula, offering a full range of construction services and solutions.

The Marquette office is located at 101 W. Washington St. Suite 8 and is staffed by a talented team dedicated to delivering exceptional results. Current employees include:

- Mitch Sharkey – Preconstruction + Business Development / Project Engineer
- Mike Nerlfi – Site Superintendent
- Bob Thomassen – Site Superintendent

Brian VanBeveren, co-founder and vice president of Midwest Construction Group, said that the expansion to Marquette is part of the company's strategic plan to serve more markets and clients across the Midwest. "Marquette is a vibrant and growing community with a lot of potential for commercial development," said VanBeveren. "We are proud to open our new office here and look forward to providing exceptional service and results to our clients in the area."

Midwest Construction Group, Inc. is owned by industry veterans Scott Geerlings, John Boonstra, Brian VanBeveren, and Jason Hall. The company provides comprehensive pre-construction, construction management, general contracting, development, and design services for a wide range of commercial projects. The company has completed projects in various sectors, including hospitality, education, healthcare, retail, industrial, and office.

The company's mission is to provide clients with best-in-class planning, execution, and implementation to maximize project efficiency. The company's motto is "We'll take it from here," reflecting its commitment to handle every aspect of the project from start to finish. The company prides itself on its ethics, hard work, quality, and customer satisfaction.

SAFETY

Midwest adheres to the belief that safety practices should never be sacrificed for production but rather considered an integral part of quality control, cost reduction and job efficiency. Every supervisor is responsible for his or her team's adherence to safety protocol.

Midwest has achieved a high level of safety consciousness and is proud of its achievement in accident prevention. However, as long as the possibility exists for even one person to suffer injury or illness, we must continue to strive for improvement.

Our policy is to accomplish work in the safest possible manner, consistent with good work practices through the following:

Site Inspections

Job sites are regularly inspected to ensure:

- Employees are wearing hard hats and other required safety gear.
- Fall protection equipment is being used when necessary.

Guard railings are in place for scaffolding equipment and leading-edge work.

- Barricades are noticeable and of the appropriate size.
- GFCI protection and condition of electrical cords meet MIOSHA standards.
- Debris and other trip hazards are removed daily to maintain orderly and safe job sites.

Subcontractor Inspections

Midwest conducts frequent site inspections of all subcontractors to ensure they are in compliance with all MIOSHA standards. In addition, all subcontractors are required to have their own safety programs in place.

Heavy Equipment Certification

Midwest trains its employees in the use of tractor lifts, boom lifts, scissor lifts and other heavy equipment used on job sites.

SAFETY CONTINUED

Safety Equipped Job Site Trailers

All Midwest Construction Group job site trailers are equipped with first aid kits and other safety equipment such as fire extinguishers and water coolers. Federal and State safety guidelines are posted, and our Safety Director regularly visits to ensure the trailers are well equipped and maintained.

First Aid and Adult CPR Training

Midwest Construction Group provides first aid and adult CPR training to all its employees. Certification is renewed every two years.

Weekly Safety Meetings

All employees are required to attend weekly meetings in order to review safety practices, including training, injury prevention and accident reporting procedures. Below is a list of the items addressed each week:

- Drug and Alcohol compliance
- Confined space
- Hazardous atmospheres
- Hot work zones
- Work at heights
- Power tool safety
- Equipment operation

- Rigging
- Hazardous Chemicals/Materials
- Ergonomics
- Traffic Control
- Powder-actuated tools
- First Aid/emergency response
- Competent Person
- Steel erection standards
- Demolition
- Welding and cutting
- Signaling
- Scaffolding
- Excavations and trenches

Safety Equipment

Midwest Construction Group employees are furnished with hard hats, high visibility vests and safety glasses with the following mandatory items on all job sites: hearing protection, dust masks and other specialized pieces of equipment provided when necessary.

QUALITY ASSURANCE

Principal In Charge

It's always been part of our mission to ensure that one of the owners of Midwest is part of each project that we take on. We want each of our customers to feel important and valued and provided the same level of support and hospitality by having one of our owners involved on each project.

Project Manager

Each project will receive a project manager who will oversee all aspects of the building process while working closely with every part of the team to ensure your project is completed on time and in budget.

On-Site Superintendent

Most construction companies move superintendents between two or three projects at a given time. Midwest Construction Group assigns one superintendent to one project at a time. We do this because we know the efficiency comes from handling problems as they occur. We also know that our on-site superintendents take on more responsibility and feel more accountable because every project they work on carries their personal reputation with it.

General Superintendent

Our general superintendent is responsible for the direct supervision of the Superintendents of the projects assigned and oversees all construction aspects of the project, use and maintenance of equipment, and effective use of assigned labor.

PROCORE

Midwest utilizes the leading provider of cloud-based applications for construction, Procore. From bidding to opening doors, Procore allows us to monitor the landscape of all the projects in our portfolio and quickly flag potential issues. With centralized communication and tracking of key documents like drawings, contracts, RFI's, submittals and change orders, we're able to ensure that everyone on each project is updated in real time and assign accountability for roadblocks or miscommunication.

SIMILAR PROJECT EXPERIENCE

275 E. Lakewood Ave. - Holland, MI

Geerlings Development and Midwest are currently working with Integrated architecture on a project in the Holland area that broke ground last spring. This ten building project contains seven multi-family buildings, one rec-center, and two retail spaces, along with extensive walking paths for the general public to enjoy.



SIMILAR PROJECT EXPERIENCE

Black River Flats | Holland, MI



Midwest broke ground in 2020 on a new multi-family housing community in Holland. The plan includes nine three-story buildings with 8 apartments on each floor, totaling 7,000 square feet per floor.



SIMILAR PROJECT EXPERIENCE

Hastings Ave Mixed Use - Holland, MI



Hastings Avenue Mixed Use Development is two stories with 14,000 square feet total. The first level hosts retail and the 7,000-square-foot second floor of the building has eight one- and two-bedroom apartments ranging in size from 900 to 1,300 square feet each. This project was among the first construction under the city of Holland's new unified development ordinance (UDO) that promotes mixed uses in commercial zones.



SIMILAR PROJECT EXPERIENCE

Hudson Center - Hudsonville, MI



Geerlings Development and Midwest Construction Group worked together to develop and build this mixed use building. The Hudson Center is a three-story mixed use building consisting of ground level retail space, second level commercial offices and third level residential apartments. The MEDC awarded a community development grant of \$688,823.93 for this project.



SIMILAR PROJECT EXPERIENCE

Hudsonville Flats - Hudsonville, MI



Hudsonville Flats in our second mixed use project in downtown Hudsonville as part of their "Imagine Hudsonville" downtown vision plan. This is immediately next door to the Hudson Center. In 2023, we tore down two existing buildings to begin the construction of Hudsonville Flats. The first level will include medical office/retail space with the second and third floors being apartments.



SIMILAR PROJECT EXPERIENCE

State and Main - Zeeland, MI



Our downtown Zeeland project at State and Main began demolition of an existing building in 2023 and construction of the three story mixed use space is currently underway. The first level includes office/retail with the second and third floors being apartments.



SIMILAR PROJECT EXPERIENCE

Towers on River - Holland, MI

Geerlings Development and Midwest worked with Integrated Architecture on another project in the downtown Holland area. Towers on River is a five story multi-use building in the heart of downtown Holland. The first floor is retail and restaurants. The second floor is a parking garage and office space. The remaining three floors are high-end condominiums.



Midwest Geerlings Development Integrated Architecture images | exterior

TOWERS ON RIVER Holland, MI



Midwest Geerlings Development Integrated Architecture images | exterior

TOWERS ON RIVER Holland, MI



PROJECT TEAM



SCOTT GEERLINGS

PRESIDENT

PERSONAL PROFILE

Scott has over 30 years of experience in commercial, industrial and residential construction. He specializes in commercial and industrial project development, turn-key project management, site development and property management. Scott has a keen knowledge of local real estate markets and a strong understanding of financial options available that are most advantageous to clients.

EDUCATION

Hope College

- Bachelor of Arts- Business and Economics

LICENSES + AFFILIATIONS

- Davenport University- University Foundation Board of Directors
- State of Michigan Residential Builders License
- Christ Memorial Church, Deacon
- West Coast Chamber of Commerce
- Michigan Chamber of Commerce
- Hudsonville Chamber of Commerce
- Lakeshore Advantage
- MEDC - Brownfield Redevelopment Grants and Community Re-development Grants

WORK EXPERIENCE

- Geerlings Development Company
Owner, President
- JJG Property Management, Inc.
Owner, President
- Lamar Construction Company
President

PROJECT EXPERIENCE

- Anderson Family and Cosmetic Dentistry
Holland, MI
- Brain + Spine Center
Holland, MI
- Boar's Head Provisions
Holland, MI
- Children's Advocacy Center
Holland, MI
- Cloudberry Lodge at Burnt Store
Burnt Store, FL
- Compassionate Heart Ministries
Zeeland, MI
- The Edge Ice Arena
Holland, MI
- Elhart Automotive Campus - Multiple Projects
Holland, MI
- Hope College - Endzone Locker Rooms
Holland, MI
- Holland Hospital Laboratory Office
Zeeland, MI
- Hudson Center
Hudsonville, MI
- Infiniti
Grand Rapids, MI
- Lakeshore Eyecare Center
Holland, MI
- Lakeshore Medical Campus
Holland, MI
- Merle Boes Gas Stations
Multiple Locations
- Michigan Maritime Museum
South Haven, MI
- MyImports
Muskegon, MI
- National Tire Wholesale
Grand Rapids, MI
- New Holland Brewery - Multiple Projects
Holland, MI
- Port View Flats
Grand Rapids, MI
- Tiara Yachts- Multiple Projects
Holland, MI
- West Michigan Community Bank
Multiple Locations





BRIAN VANBEVEREN

PARTNER

PERSONAL PROFILE

Brian has over 20 years of experience in commercial and residential construction. Brian specializes in Design Build, Pre-engineered Buildings, General Construction and Construction Management projects.

EDUCATION

Ferris State University

- Bachelor of Science- Construction Management
- Associate of Science - Construction Technology
- Sigma Lambda Chi - Construction Honors Society

LICENSES + AFFILIATIONS

- 30 Hour OSHA Training
- National Association of State Contractors Licensing Agencies
- Procore Certified
- American Society of Professional Estimators - Board of Directors
- State of Michigan Residential Builders License
- American Council for Construction Education - Accredited
- American Institute of Constructors
- Certified Professional Constructor
- MDOT Density Control Certification

WORK EXPERIENCE

- Lamar Construction Company
Chief Estimator
- Rockford Construction Company
Estimator
- Christman Constructors Inc.
Estimator/Project Manager
- Moore - Trosper Construction Company
Apprentice Carpenter

PROJECT EXPERIENCE

- Captain Sundae Pirates Cove Mini Golf
Holland, MI
- Compassionate Heart Ministries
Zeeland, MI
- Elhart Automotive Campus - Multiple Projects
Holland, MI
- Fasteners Inc
Grand Rapids, MI
- Fire House Subs
Multiple Locations
- Infiniti of Grand Rapids
Grand Rapids, MI
- Jimmy Johns
Multiple Locations
- Koops, Inc
Holland, MI
- Liberty Dialysis
Benton Harbor, MI
- Lincoln Hills Golf and Country Club
Ludington, MI
- Macatawa Bay Yacht Club
Holland, MI
- Macatawa Bay Yacht Club Junior Sailing Center
Macatawa, MI
- Macatawa Legends Golf and Country Club
Holland, MI
- Med Express Urgent Care
Multiple Locations
- Parkway Electric Maintenance Group
Holland, MI
- Tiara Yachts
Holland, MI
- Two Men and a Truck
Grand Rapids, MI
- West Michigan Community Bank
Multiple Locations
- West Michigan International
Kalamazoo, MI
- Western Logistics
Zeeland, MI
- Witness Inspection
Zeeland, MI
- Zeeland Freight Service
Zeeland, MI





JOSH MILES

PROJECT MANAGER

PERSONAL PROFILE

Josh has 14 years of commercial construction experience with some residential construction experience. Josh brings with him years of experience with pre-engineered buildings and several years of general trade work.

EDUCATION

- Butler Steel MR-24 Roof Installation
- The Employees' Association - Introduction to Supervision

LICENSES + AFFILIATIONS

- Procore Certified
- OSHA 30 Hour
- CPR Certified
- American Society of Professional Estimators
- HBA Lakeshore- Leadership 201 - Certificate of Completion

WORK EXPERIENCE

- J. Miles Services
Owner
- JR Automation
Maintenance Manager
- Lamar Construction
Pre- Engineered Steel Supervisor

PROJECT EXPERIENCE

- 420 Quaker Event Space
South Haven, MI
- Anlaan
Grand Haven, MI
- Ada Townhomes
Ada, MI
- Belding Convenience Store
Belding, MI
- Caledonia Convenience Store
Caledonia, MI
- Holland Hospital (Hudsonville Flats)
Hudsonville, MI
- Independent Bank
Holland, MI
- Lumir Apartments
Holland, MI
- Kraft Ave Addition
Grand Rapids, MI
- Kraft South
Grand Rapids, MI
- Michigan Medical Offices
Holland, MI
- M.W. Watermark
Holland, MI
- Russ' Commissary
Holland, MI
- Trane- Multiple Phases
Grand Rapids, MI
- Zeeland Record Renovation
Zeeland, MI





MATT VANBEVEREN

SITE SUPERINTENDENT

PERSONAL PROFILE

Matt has 12 years of commercial construction experience. He has hands on experience in general trades, fire protection, and overseeing projects from start to finish. His role on site as project superintendent is to manage the sub trades and work with his project manager to ensure quality assurance, budget control, and ultimately a timely schedule.

LICENSES + AFFILIATIONS

- Procore Certified
- CPR Certified
- OSHA 30 Hours
- Boom Lift, Platform, and SkyTrak Certified

WORK EXPERIENCE

- Total Fire Protection
Assistant Pipe Fitter
- Countryside Builders
Framing Crew
- Stevens Construction
Framing Crew

PROJECT EXPERIENCE

- Big Lake Brewery
Holland, MI
- Boys and Girls Club
Holland, MI
- Central Commons Mini Homes
Holland, MI
- Charter Communications
Holland, MI
- Children's Advocacy Center
Holland, MI
- Critter Farm
Zeeland, MI
- Fire House Subs
Holland, MI
- Fire House Subs
Muskegon, MI
- Great Lakes Coment
Holt, MI
- Hear USA
Norton Shores, MI
- Huntington Bank Private Banking
Holland, MI
- Inferno Gardens
Muskegon, MI
- Independent Bank
Holland, MI
- Koops
Holland, MI
- K&R Trucking
Holland, MI
- Liberty Dialysis Center
Benton Harbor, MI
- Major Brands Oil
Holland, MI
- Med Express
Benton Harbor, MI
- NOVO
Zeeland, MI
- Odd Side Ales Taproom
Grand Haven, MI
- Parkway Electric
Holland, MI
- Prime IV
Holland, MI
- Sally's Beauty
Grand Haven, MI
- Townline Hatchery
Zeeland, MI
- Yeti'z Frozen Yogurt
Muskegon, MI
- 17 E Main St
Zeeland, MI



PROPOSED PURCHASE PRICE

We propose to work with the City of Zeeland to establish a total project cost, including demolition and site cleanup, while aligning with the incentive programs we plan to pursue. These would include PA-210, PA-225, the MEDC Community Redevelopment Grant, and a Brownfield Redevelopment Plan. We've used all of these incentives on various projects and are very confident we would be able to obtain them as incentives on this project.

The project would also include a 600-square-foot space for the City of Zeeland to support their snowmelt system. Similar to our approach on the 17 East Main project, we would assign a value to the land and structure a long-term lease. Under this structure, a portion of the land cost would be reimbursed as agreed-upon milestones are achieved throughout the project.

We will also contact neighboring properties, once selected, to find a fair value to add to this project to make it a larger project as we did at 17 East Main.

FINANCIAL CAPACITY



June 30, 2026

Abby deRoo, City Marketing Director
Zeeland City Hall
21 S Elm Street
Zeeland, MI 49464

RE: RFP for 303 East Main Ave, Zeeland

Dear Abby,

This letter is to inform you that United Bank has a very strong relationship with Midwest Construction Group and their ownership group (Scott Geerlings, Jason Hall, John Boonstra and Brian VanBeveren). We have financed a number of projects with the group over the past 7 years, all of which have gone smoothly, communication with their team has been outstanding and all loans have always been paid as agreed.

Regarding the current RFP, United Bank financed a very similar mixed-use project for Midwest and other investors just down the road from this site on the corner of State and Main a couple of years ago. The project has been a success and was constructed on time and on budget, resulting in a beautiful new building in downtown Zeeland.

The bank has also financed two other mixed-use properties in Holland, including Towers on River, located at 167 S River Ave. In addition, the bank contracted with Midwest Construction Group to finish our new Holland location a few years ago.

The bank values our relationship with the Midwest team and would love to continue to finance projects similar to the one that is being proposed. Please contact me if you have any questions or need any additional information.

Sincerely,

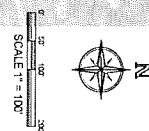
Joe Crittendon
Chief Credit Officer, SVP
167 South River Ave
Holland, MI 49423
616.559.4563

MARKETING AND LEASING STRATEGY

There will be less than 2000 square feet of commercial/retail space. We have one strong candidate identified already that we believe may take the first floor. As for the apartments, we all know the need for affordable rental housing. With the incentives we will receive, we are confident those will fill before the project is completed.

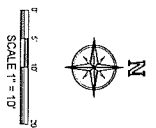
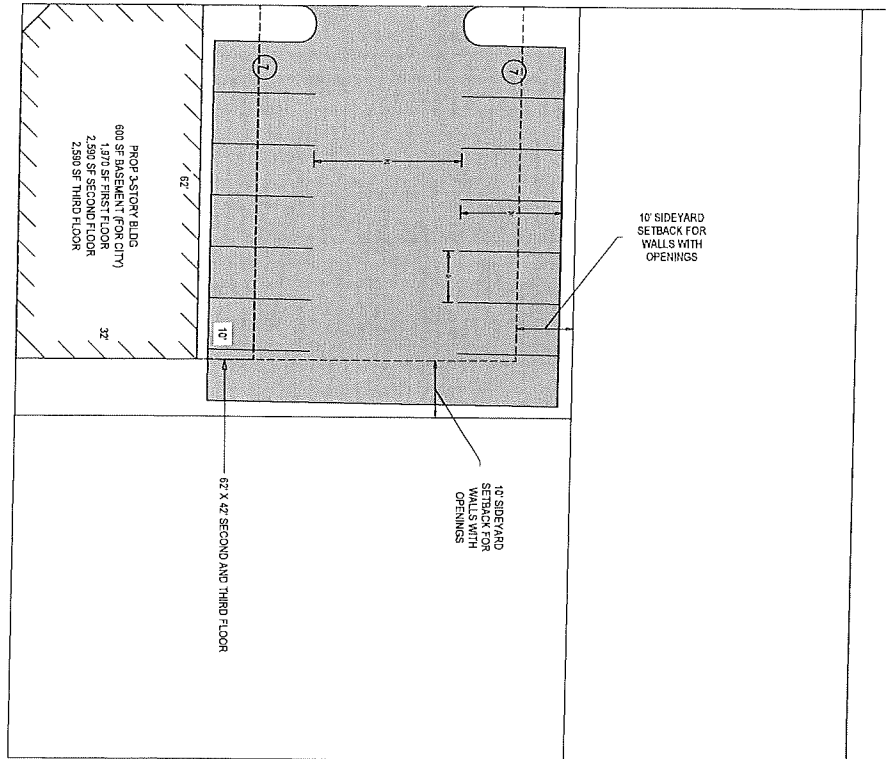
DEVELOPMENT CONCEPT AND SITE PLAN

Please see below, site plan, which includes 600 square feet for the City of Zeeland's snowmelt system, to be located in a basement with private access. We will work with the City officials to determine the best elevations to match the neighborhood design for the exterior. We have parking requirements satisfied based on the size and square footage of this building.



C-100 PLAN LAYOUT SITE DATE: 01-00-000	Issued for:		PROJECT NAME 303 E MAIN AVENUE ZEELAND, MI 49404 PT. OF THE 77 1/4 SEC. 77 T7N, R7W CITY OR TWP, XXXXX COUNTY, MICHIGAN	GEERLINGS DEVELOPMENT ATTN: MR. SCOTT GEERLINGS, PRESIDENT 16 S ELM ST ZEELAND, MI 49404	The Company is responsible for any and all matters relating to the project and is responsible for the completion of the project and the payment of the project.
	Date:	Description:			
This is a preliminary drawing and is not to be used for construction.					

N CENTENNIAL ST



ZONING SUMMARY
FRONT YARD SETBACK: 0'
SIDE YARD SETBACK: 5' OR 10' IF WALL ADJACENT TO INTERIOR LOT LINE HAS OPENINGS
MAX BUILDING HEIGHT: 45'

PARKING SUMMARY
PARKING DIMENSIONS
TWO-WAY AISLE: 26'
SPACE WIDTH: 9'
SPACE LENGTH: 18'

BUILDING SIZE
BASEMENT: 600 SF
FIRST FLOOR: 1,970 SF
SECOND FLOOR: 2,590 SF
THIRD FLOOR: 2,590 SF

REQUIRED PARKING
MULTI-FAMILY DWELLING: 2 SPACES / UNIT + 1 ADDITIONAL / EACH 2 UNITS
RETAIL STORES: 1 / EACH 200 SF USABLE FLOOR AREA
OFFICES: 1 / 300 SF USABLE FLOOR AREA
MULTI-FAMILY DWELLING: 4 PROPOSED UNITS X 2 SPACES + 2 ADDITIONAL = 10 SPACES
RETAIL STORES: 1,970 SF / 200 SF = 10 SPACES + 10 SPACES = 20 TOTAL
REQUIRED SPACES
OFFICES: 1,970 / 300 SF = 7 SPACES + 10 SPACES = 17 TOTAL
REQUIRED SPACES
14 SPACES
PROPOSED PARKING
14 SPACES

Issued for:

Date	Description
10/1/2008	10/1/2008

PROJECT NAME
303 E MAIN AVENUE
ZEELAND, MI 49464
PT. OF THE ?? 1/4 SEC. ?? T2N, R7W
CITY OR TWP, XXXXX COUNTY, MICHIGAN

GEERLINGS DEVELOPMENT
ATTN: MR. SCOTT GEERLINGS, PRESIDENT
16 S ELM ST
ZEELAND, MI 49404

The Surveyor or Engineer's liability for any and all matters relating to these plans shall not be limited to those matters listed on the Surveyor or Engineer's professional services agreement. The Surveyor or Engineer's professional services agreement shall be deemed to be an integral part of these plans and shall be given the same weight as the service fee.

HOLLAND ENGINEERING
220 Hoover Boulevard
Holland, Michigan 49423-3766
www.hollandengineering.com
T 616-292-0935 F 616-292-2118

Sheet No.
C-101

SITE LAYOUT PLAN

Drawn by:
DD-00-000

Checked by:
DD-00-000

Scale:
1" = 10'

North Arrow:
North

Project Name:
303 E MAIN AVENUE

Project Address:
303 E MAIN AVENUE

Project City/State/Zip:
ZEELAND, MI 49464

Project Owner:
GEERLINGS DEVELOPMENT

Project Designer:
DD-00-000

Project Checker:
DD-00-000

Project Date:
10/1/2008

Project Status:
Issued for Construction

Project Notes:
Plans are preliminary & incomplete until issued for construction.



Follow-Up Questions

1. What do you see as the biggest challenge or risk to making this project successful, and how would you propose addressing or mitigating it?

The primary challenge will be assembling and securing the surrounding properties at equitable market values. This process becomes more difficult when multiple developers are involved, as it can lead to inconsistent negotiations and acquisition costs. A single developer-led approach would streamline property acquisition efforts, improve coordination, and reduce this risk.

2. If City Council authorizes staff to move forward with you on the project, what are the first three issues or project elements you would want to work through with City staff?

1. Identifying and securing available funding sources such as Brownfield incentives, MEDC programs, and other applicable state or local economic development resources to help maximize the project's financial feasibility.
2. Establishing a supportive incentive and tax framework that aligns with the project's goals and creates a financially sustainable path forward for both the development team and the City.
3. Coordinating property acquisition and stakeholder engagement efforts with surrounding property owners to assemble the land necessary for a viable and cohesive development while fostering positive relationships with neighboring stakeholders.

3. Having had additional time to consider your proposal since its submission, is there anything you would expand upon, clarify, or approach differently?

At this time, we do not have any substantive changes or additions to the proposal. We believe it continues to accurately reflect our vision, approach, and expectations for the project.

4. What key assumptions did you make in preparing your proposal that you believe are important for the City to understand as we evaluate the project?

A key assumption in preparing our proposal was that the surrounding properties necessary for the project's success could be acquired at fair and equitable market values following project award. The ability to assemble these properties is an important factor in achieving the proposed development vision and overall project feasibility. On the other hand, if we can't secure surrounding properties, our site plan submitted will work just as well on its own.

5. What is your anticipated project timeline, including major milestones from the initiation of pre-development activities through the start and completion of construction, assuming we move forward together?



Our anticipated timeline is approximately 18 months from project initiation to completion, assuming timely approvals and successful property acquisition efforts.

- **Months 1-6: Pre-Development Phase**

- o Secure adjacent properties necessary for the proposed development if possible.
- o Pursue available incentives and funding opportunities, including Brownfield and other applicable economic development programs.
- o Complete due diligence, design development, entitlement processes, and coordination with City staff and stakeholders.

- **Months 7-18: Construction Phase**

- o Begin site preparation and construction activities.
- o Complete vertical construction, site improvements, and final project closeout.

This schedule is based on the assumption that property acquisition, incentive approvals, and regulatory reviews proceed within anticipated timeframes.

6. Your proposal is intentionally concise. Is there anything about your vision, approach, or expectations for the project that you think would be helpful for us to understand that may not be fully reflected in the written submission?

Until we have a clearer understanding of which properties can be acquired and at what cost, it is difficult to develop a concept plan with a high degree of certainty. Our vision is to work collaboratively with the City to create the strongest possible development for the site, with the final scope and design informed by the realities of property assembly, market conditions, and available incentives. If we have to move forward with just the city property, we can.

7. Having completed two developments in Zeeland already, how do you see this project differing from those previous projects, and are there lessons from those experiences that would influence your approach here?

Having successfully completed previous developments in Zeeland, we believe the core elements of our approach remain sound. Those projects demonstrated the value of strong collaboration with City staff, clear communication, and a long-term commitment to the community. We would bring those same principles to this project while adapting to the specific opportunities and challenges of the site.

8. Your proposal references a potential tenant for the first-floor commercial space. Without asking you to disclose anything that may be confidential at this stage, please provide any additional context you can regarding the type of tenant or use you envision and what gives you confidence in the market for that space.



While we cannot disclose specific tenant discussions, our confidence in the commercial space is driven by our long-standing presence in Zeeland and our understanding of the local market. Through our relationships in the community, we regularly hear from businesses looking for new or expanded space, giving us confidence that there is demand for a well-designed commercial offering in this location.

9. Please provide additional detail regarding the key financial assumptions that shaped your proposal, including the incentive programs you anticipate pursuing and the level or type of City participation you believe would be necessary for the project to move forward.

We would pursue any and all available incentive available including:

- PA 210, any and all TIF programs available
- MEDC Community Redevelopment Grant

10. What do you envision for the long-term ownership and management of the development following completion of construction?

We anticipate retaining ownership of the development as a long-term hold, consistent with our approach to other downtown Zeeland properties. Maintaining ownership enables us to remain invested in the property's long-term success and the continued growth and vitality of the downtown area.

11. If selected to move forward, what aspects of the current concept would you expect to refine before we begin working toward a development agreement?

The primary area for refinement would be the size and scope of the development, which will depend on the properties that can be acquired and incorporated into the project. As property acquisition efforts advance, we would collaborate with City staff to finalize a development plan that best aligns with the site's opportunities and the City's objectives.

12. Your proposal indicates that the project's parking requirements can be satisfied on-site. Please provide additional detail regarding the number of parking spaces anticipated relative to the number of residential units and commercial space proposed, as well as any key assumptions underlying your parking plan.

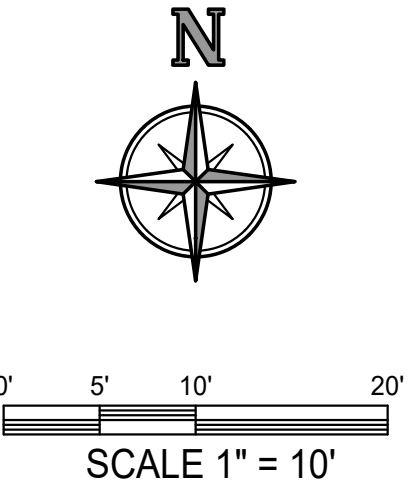
The parking plan is dependent on the final development footprint, which will be determined by the properties that can be successfully assembled. As the site boundaries become more defined, we will refine the number of residential units, commercial space, and associated parking to ensure the project remains functional, compliant, and appropriately served by on-site parking. If no additional property is acquired, please see attached (site plan) which was submitted originally, which covers the need for the the building as proposed.



13. Your proposal also mentions potentially approaching neighboring property owners to explore the possibility of expanding the project. How important is the acquisition of adjacent property to your current concept, and how would you envision incorporating additional property if it became available?

The acquisition of adjacent properties is not necessary for the project to move forward, but it would provide additional flexibility and opportunities to enhance the development. If additional property became available, we would evaluate how it could be incorporated to improve site layout, parking, amenities, or overall project scope while remaining consistent with the City's vision for the area.





FRONT YARD SETBACK: 0'
SIDE YARD SETBACK: 5' OR 10' IF WALL ADJACENT TO INTERIOR LOT LINE HAS
OPENINGS
MAX BUILDING HEIGHT: 45'

PARKING DIMENSIONS
TWO-WAY AISLE: 26'
SPACE WIDTH: 9'
SPACE LENGTH: 18'

BUILDING SIZE
BASEMENT: 600 SF
FIRST FLOOR: 1,970 SF
SECOND FLOOR: 2,590 SF
THIRD FLOOR: 2,590 SF

REQUIRED PARKING
MULTI-FAMILY DWELLING: 2 SPACES / UNIT + 1 ADDITIONAL / EACH 2 UNITS
RETAIL STORES: 1 / EACH 200 SF USABLE FLOOR AREA
OFFICES: 1 / 300 SF USABLE FLOOR AREA

MULTI-FAMILY DWELLING: 4 PROPOSED UNITS X 2 SPACES + 2
ADDITIONAL = 10 SPACES

RETAIL STORES: $1,970 \text{ SF} / 200 \text{ SF} = 10 \text{ SPACES} + 10 \text{ SPACES} = 20 \text{ TOTAL}$
REQUIRED SPACES
OFFICES: $1,970 / 300 \text{ SF} = 7 \text{ SPACES} + 10 \text{ SPACES} = 17 \text{ TOTAL}$
REQUIRED SPACES

PROPOSED PARKING
14 SPACES

The Surveyor's / Engineer's liability for any and all claims, including but not limited to those arising out of the Surveyor's / Engineer's professional services, negligence, gross misconduct, warranties or misrepresentations shall be deemed limited to an amount no greater than the service fee.

PROJECT NAME	PT. OF THE	1/4 SEC.	?? T7N, R7W
303 E MAIN AVENUE ZEELAND, MI 49464	CITY OR TWP.	XXXXX	COUNTY, MICHIGAN

[illegible]

Project Manager RYAN T. YSSELDYKE	
Vertical Datum XXXX	Horz. Datum XXXX
Drawn by EMMA BOORMAN	
Checked by Survey	Date .
Civil	.
Struc.	.
L. A.	.
HEI Project Number 00-00-000	
Sheet Title SITE LAYOUT PLAN	
Sheet No. C-101	



DEVELOPER PROPOSAL

303 East Main Avenue • Downtown Zeeland, Michigan

In Response to the City of Zeeland Request for Proposals

The VDL — "The Vande Luyster"

A Mixed-Use Development with Apartments, Townhomes & Rooftop Event Center



DEVELOPMENT TEAM
MONDAY Impact Development
Blue Point Equities
Wolverine Construction

Submission Date: June 30, 2026 • RFP Deadline: June 30, 2026

01

Letter of Interest

Abby deRoo, City Marketing Director
Zeeland City Hall
21 S. Elm Street
Zeeland, MI 49464

Dear Ms. deRoo and Members of the City of Zeeland Selection Committee,

On behalf of MONDAY Impact Development, Blue Point Equities, and Wolverine Construction, we are pleased to submit this proposal in response to the City of Zeeland's Request for Proposals for the redevelopment of 303 East Main Avenue. Our team shares a deep commitment to the continued vitality of downtown Zeeland and believes this site — along with the adjacent parcels identified in the RFP — represents the most transformative infill development opportunity in West Michigan today.

Our vision for this assemblage is **The VDL — The Vande Luyster**, named in honor of Jannes Vande Luyster, the founder of the City of Zeeland. A landmark, multi-story mixed-use development that reimagines the entire corner of Main Avenue and Centennial Street as a cohesive, vibrant destination. By incorporating Properties A, B, C, and D alongside the City-owned parcel, The VDL will deliver a development of meaningful scale: active street-level restaurant and bar space, a diverse residential unit mix of 28 market-rate apartments and 24 for-rent townhomes, a dedicated community green space, and a signature rooftop event center that will serve as a gathering place for residents, businesses, and visitors for years to come.

The VDL is designed to be the kind of project that doesn't just fill a gap in the streetscape — it defines a new chapter for downtown Zeeland. Our team brings together the community-focused development experience of MONDAY Impact Development, the financial structuring capability of Blue Point Equities, and the construction expertise of Wolverine Construction. Together we are well-positioned to execute a complex assemblage, navigate Brownfield TIF and MEDC incentive programs, and deliver a high-quality project that reflects everything Zeeland's downtown deserves.

We welcome the opportunity to discuss our vision in greater detail.

Respectfully submitted,

Paul DeBoer

Founder

MONDAY Impact Development

Andrew Visser

Founder

Blue Point Equities

Jeff VanderMuelen

Director of Sales

Wolverine Construction

Proposed Purchase Price & Acquisition Structure

Our team recognizes that the acquisition structure for 303 East Main Avenue is as important as the development vision itself. We are committed to working collaboratively with the City of Zeeland to arrive at terms that reflect the significant public benefit this project delivers to downtown Zeeland while ensuring the financial feasibility required to execute a high-quality, multi-story mixed-use development. To that end, we are presenting three acquisition structures for the City's consideration:

Option A — Outright Purchase, As-Is

The development team proposes to purchase the property in its current “as-is” condition at a purchase price **to be negotiated** with the City. Under this structure, the team assumes full responsibility for demolition, environmental remediation, and site preparation as part of the development program. This option provides the City with a clean, straightforward transaction and the certainty of an upfront land sale.

- Purchase price to be negotiated based on current as-is condition of the property
- Development team assumes all demolition, remediation, and site preparation costs
- Subject to standard contingencies: environmental due diligence, inspections, and planning approvals
- Preferred timeline: closing within [X] days of executed pre-development agreement

Option B — Outright Purchase, Site-Ready

Alternatively, the development team proposes to purchase the property at a **separately negotiated purchase price** reflecting a site-ready condition, whereby the City of Zeeland — in partnership with the Brownfield Redevelopment Authority — would facilitate or fund the demolition of the existing structure and any required environmental remediation activities prior to transfer. This approach leverages the City's existing brownfield resources and relationships to reduce upfront development risk, potentially enabling a higher land value and accelerating the project timeline.

- City facilitates demolition and site preparation prior to property transfer
- Purchase price to be negotiated reflecting site-ready condition
- City may utilize Brownfield TIF, MEDC grant funding, or other available programs to fund site-ready activities
- Reduces development team's pre-closing cost exposure and accelerates construction start

Option C — Long-Term Ground Lease

As a third alternative, our team respectfully invites the City to consider a **long-term ground lease** arrangement in lieu of an outright land sale. Under this structure, the City would retain ownership of the land while the development team finances, constructs, and operates the improvements on a long-term lease basis at a below-market or nominal ground rent. This approach has been successfully utilized in numerous downtown redevelopment projects across Michigan and offers several advantages to both parties:

- **For the City:** Retains long-term ownership of a key downtown gateway parcel; receives a negotiated annual ground lease payment; maintains a reversionary interest in the improvements at lease expiration
- **For the development team:** Reduces upfront land acquisition cost, improving project feasibility and enabling a higher-quality development program
- **For the community:** A favorable lease structure can directly enable more affordable commercial rents on the ground floor, supporting local and independent business tenants that reflect the authentic character of downtown Zeeland
- Ground lease term: proposed 40–99 years with automatic renewal options upon mutual agreement, consistent with financing requirements. The lease shall include provisions for automatic renewal at the conclusion of each term unless either party provides written notice of termination within a defined notice period, ensuring continuity of operations and long-term investment protection for both the City and the development team
- Annual ground rent: to be negotiated — a nominal or below-market rate is requested in recognition of the significant public benefit, tax base creation, and community investment the project represents

Our team is open to discussing any combination of the above structures and welcomes a collaborative conversation with City staff and the Brownfield Redevelopment Authority to identify the acquisition approach that best serves the City's long-term interests and the project's financial feasibility. We believe the right structure is one that gets this corner built — beautifully and durably — for the benefit of downtown Zeeland and the community it serves.

In addition to the City-owned parcel, our team is actively pursuing voluntary acquisition of the adjacent privately-owned parcels identified in the RFP as Properties A, B, and C, as well as the next parcel to the north (Property D). Purchase terms for adjacent parcels will be negotiated independently with each property owner.

03

Development Concept and Site Plan

Project Overview

Project Name: The VDL — The Vande Luyster | 303 East Main, Zeeland MI

The VDL is envisioned as a 3-story mixed-use building with a rooftop event center, developed across the full assembled site encompassing 303 E. Main Avenue and Properties A, B, C, and D. The expanded footprint — stretching along the East Main Avenue frontage and northward along North Centennial Street — allows for a development of genuine downtown scale: generous ground-floor commercial space, 52 residential units, integrated parking, and a rooftop venue with commanding views of the surrounding community.



Conceptual rendering of the corner building and townhomes

Site Assemblage

- **303 E. Main Avenue** — City-owned parcel (approx. 0.17 acres / 75' x 100'), former auto repair facility
- **Property A** — Adjacent privately-owned parcel to the east of 303 E. Main along Main Avenue
- **Property B** — Privately-owned parcel north of Property A along North Centennial Street
- **Property C** — Privately-owned parcel north of Property B along North Centennial Street
- **Property D** — Privately-owned parcel north of Property C, extending the assemblage for additional depth, parking, and residential programming

The inclusion of Property D extends the assembled site further north along Centennial Street, providing critical additional depth for structured parking, residential programming, and building massing. The combined assemblage creates a development site of meaningful scale with a cohesive architectural presence along both Main Avenue and Centennial Street frontages.

Basement — City Boiler & Building Mechanical

The VDL will include a dedicated below-grade basement level designed to house the City of Zeeland's 600 sq ft boiler system for the downtown snowmelt expansion, along with the building's core mechanical, electrical, and plumbing infrastructure. Locating the boiler and building systems in the basement fully satisfies the City's snowmelt system requirement, frees the entire ground floor for active commercial programming, and consolidates utility infrastructure in a secure, accessible, and purpose-built space below grade.

The basement will be designed with direct City access provisions to allow municipal maintenance of the boiler system independent of the commercial and residential operations above.

Ground Floor — Restaurant & Bar

The ground floor will feature active restaurant and bar programming oriented toward Main Avenue, with expansive storefront glazing, street-facing entrances, and outdoor seating that connects to the existing pedestrian environment and Social District. By relocating the City’s boiler system to the dedicated basement level, the ground floor commercial space is fully maximized — accommodating a full-service restaurant and bar operator with the kitchen, service, and seating capacity to anchor the corner and draw consistent foot traffic to this end of downtown.

Upper Floors — Residential Unit Mix

The VDL will deliver a total of **52 residential units** across the assembled site, thoughtfully distributed to serve a range of residents and market segments:

Unit Type	Count	Description
1BR & 2BR Apartments	14	Market Rate Long Term Apartments
Executive Airbnb Suites	14	Furnished Short-Term and Extended Stay Terms
For-Rent Townhomes	24	Multi Story units, 2 beds, 1-2 baths
Total Residential Units	52	

- **14 Market-Rate Apartments (1BR & 2BR):** Located on the upper floors of the main mixed-use building, these long-term rental units offer downtown views, high-quality finishes, and direct access to the building’s amenities. Designed for young professionals and workforce residents drawn by Zeeland’s growing employment base.
- **14 Executive Airbnb Suites:** Fully furnished, premium short-term and extended-stay suites on the upper floors, positioned as a boutique hotel alternative for corporate travelers, project-based professionals, and leisure visitors. These units will be operated through Airbnb’s professional hosting program and direct corporate channels, capturing demand from Zeeland’s substantial daytime workforce and the broader West Michigan visitor market.
- **24 For-Rent Townhomes:** Distributed across Properties B, C, and D along North Centennial Street, each featuring a private ground-level entry, attached or integrated garage, private balcony, and direct access to the shared Vande Luyster Commons green space.

Architectural Inspiration — The Black Barn Aesthetic

The VDL draws its architectural identity from the rich heritage of Zeeland’s founding — specifically the iconic black barn vernacular of the Province of Zeeland in the Netherlands, from which the city takes its name. Dark vertical and horizontal cladding, bold gabled rooflines, white-trimmed window accents, and a strong interplay of solid and transparent surfaces give The VDL a design language that is simultaneously rooted in Zeeland’s Dutch heritage and unmistakably contemporary.

Consistent with the City’s preference for high-quality, durable building materials, the ground floor of the main building will be anchored by a **brick and stone base with transparent storefront glass** along the Main Avenue frontage — grounding the building at the pedestrian level with the timeless, durable materials the

City's Downtown Vision Plan calls for, while the black barn-inspired cladding carries that quality and character upward through the residential floors above.



Erfgoedlijnen Verhalen Video's Routes Nieuws C



Molenhof in Heinkenszand (ZB, Beeldbank Zeeland, foto A.F. Dingemanse).

Traditional Zeeland black barn heritage — thatched roof and dark timber cladding



Nieuwlandsrust in Nieuw- en Sint-Joosland (Image bank of the Cultural Heritage Agency of The Netherlands, photo Theo Baart).

Black barn vernacular — dark horizontal board siding with white trim detailing



Architectural concept rendering — Black Barn-inspired residential design



Front elevation concept — paired gabled forms with glazed upper floors



Dusk rendering — warm interior lighting against dark exterior cladding



Street-facing townhome concept — dark vertical siding, individual entries, integrated garages

Community Green Space — The Vande Luyster Commons

A defining feature of The VDL is the inclusion of **The Vande Luyster Commons** — a dedicated community green space situated at the interior of the assembled site. This activated lawn and gathering area will serve as both a private amenity for residents and a programmable outdoor venue available to the City of Zeeland for downtown events, activations, and community celebrations.

- Open lawn sized for outdoor markets, concerts, and community gatherings
- Shared pedestrian pathways connecting townhome entries to the green
- Landscaping, lighting, and seating creating an inviting year-round environment
- Flexible capacity — scalable from intimate neighborhood events to larger downtown activations
- Coordination with the City's Social District to enable outdoor hospitality programming



Aerial concept — solar-ready rooftops, community green space, and shared pedestrian pathways

Rooftop — Event & Hospitality Venue

The Centennial's rooftop event center will be its signature amenity — a premier venue for private events, corporate gatherings, wedding receptions, and community activations with panoramic views of downtown Zeeland. Accessible by elevator and designed to accommodate a range of event formats and sizes, the rooftop venue will be a genuine destination that draws people to this corner and supports the City's growing event economy.

Architectural Design Summary

- **Brick and stone base with transparent storefront glass** at the ground level along Main Avenue — quality, durable materials consistent with the City's Downtown Vision Plan
- Below-grade basement housing City boiler system and building mechanical infrastructure, with dedicated municipal access
- Dark vertical and horizontal cladding on upper floors, inspired by the black barn vernacular of the Province of Zeeland, Netherlands
- Bold gabled rooflines with white-trimmed window accents and glazed upper floors
- Zero lot line setbacks along Main Avenue and Centennial Street
- Strong architectural emphasis at the Main/Centennial corner — visual anchor for the eastern downtown gateway
- Elevator serving basement, all floors, and the rooftop event center
- Solar-ready rooftops across townhome and apartment buildings

Parking Strategy

The assembled site — encompassing 303 E. Main and Properties A, B, C, and D — provides a meaningful opportunity to deliver a comprehensive, multi-use parking program that serves residents, commercial tenants, rooftop event guests, and the broader downtown. The VDL parking plan is structured across three components:

- **Townhome Integrated Garages (24 Spaces):** Each of the 24 for-rent townhomes on Properties B, C, and D will include a private attached or integrated single-car garage, providing 24 dedicated off-street parking spaces exclusively for townhome residents. Garage access will be from North Centennial Street, keeping vehicle traffic off the Main Avenue pedestrian frontage.
- **Surface / Structured Parking — Rear of Site (estimated 30–40 Spaces):** The additional depth provided by the assembled parcels along Centennial Street allows for a surface or structured parking area at the rear of the main building, screened from the Main Avenue streetscape. This shared lot will serve apartment residents, executive suite guests, ground-floor commercial tenants, and rooftop event visitors. Based on preliminary site massing, we anticipate accommodating approximately 30–40 spaces in this area, subject to final site planning and geotechnical confirmation.
- **Shared Downtown Parking Participation:** The VDL will participate in the City’s shared downtown parking system to supplement on-site capacity during peak commercial and event periods. Our team is open to a financial contribution toward additional public parking infrastructure if the City determines that expanded downtown parking capacity is warranted as part of this redevelopment.

Parking Component	Estimated Spaces	Served Uses
Townhome Integrated Garages	24	Townhome residents (1 per unit)
Rear Surface / Structured Lot	30–40	Serves residents, customers, and ZPS parking
Shared Downtown Parking	TBD	Overflow / peak event demand
Total On-Site Spaces	54–64	

The combined on-site parking program is estimated to deliver **54–64 dedicated off-street spaces**, representing a significant contribution to downtown Zeeland’s parking supply. The design prioritizes screening all parking from the Main Avenue and Centennial Street pedestrian frontages, ensuring the public face of The VDL remains active, walkable, and consistent with the character of the downtown streetscape.

Development Experience / Portfolio

MONDAY Impact Development

MONDAY Impact Development is currently in the planning phase of the **ANKER Project**, a significant mixed-use development in Downtown Holland located at **410–414 E. 8th Street**. The ANKER Project reflects MONDAY’s commitment to community-centered urban infill development and demonstrates direct experience navigating the complexities of downtown redevelopment, public-private partnerships, and multi-use building programs in West Michigan’s most active urban markets.

MONDAY Impact Development also brings proven, hands-on operating experience in exactly the mixed-use model proposed for The VDL — combining active commercial space, boutique Airbnb hospitality, and long-term residential under one roof. MONDAY currently operates two such properties in Downtown Grand Rapids:

Property	Commercial	Long-Term Residential	Airbnb / Boutique Hotel
139 Pearl St Downtown Grand Rapids	Restaurant	5 Long-Term Units	10 Airbnb Units
1 Oakes St Downtown Grand Rapids	3 Commercial Spaces	10 Long-Term Units	2 Airbnb Units
TOTAL	1 Restaurant + 3 Commercial Spaces	15 Long-Term Units	12 Airbnb Units

This direct operating experience across commercial, long-term residential, and short-term Airbnb/boutique hotel uses within the same building — in active downtown environments — gives MONDAY a meaningful and practical advantage in executing The VDL’s mixed-use program. We understand the operational nuances of managing multiple tenant types, balancing hospitality and residential needs, and maximizing revenue across all three revenue streams simultaneously.

Blue Point Equities

The principals of Blue Point Equities bring more than **80 years of collective experience** in commercial real estate and finance across various property types, including office, industrial, multi-family, retail, and more. The team has extensive knowledge of the West Michigan market and has collectively executed more than **\$300 million in real estate transactions in West Michigan alone**.

With a background spanning investment strategy, wealth planning, and deep knowledge of West Michigan-specific commercial real estate and its growing market, Blue Point Equities offers a breadth of experience and opportunity to develop an unparalleled edge in West Michigan investment real estate. Their track record of executing complex transactions across multiple asset classes positions the team to structure, capitalize, and manage a development of The VDL’s scope with confidence.

Wolverine Construction

Headquartered in Grand Rapids, Michigan, **Wolverine Building Group** is one of West Michigan's most trusted and experienced construction companies. With over 150 employees, Wolverine Building Group has grown to become a national leader in the construction industry, with extensive building and development experience in and around West Michigan.

Wolverine is committed to seeking the balance of simultaneously “doing good” in the community and contributing in meaningful ways, while also “doing well” in business and delivering a high-quality product to clients. Wolverine strives for their team to be proud of the company and the work they do — pride that comes from their commitment to community, the integrity by which they conduct their business, and the quality of their work. This commitment directly contributes to the growth and prosperity of Wolverine, allowing them to share success generously with the people and places they touch.

Resumes and background materials for key team members are included as Attachment A.

05

Experience with Development Incentives

Our team is well-versed in the incentive landscape for Michigan downtown redevelopment and anticipates pursuing the following programs in partnership with the City of Zeeland:

- **Brownfield Redevelopment Plan / Housing TIF:** We anticipate developing a Brownfield Plan that captures Tax Increment Financing to reimburse eligible costs including demolition, environmental activities, site preparation, and eligible infrastructure improvements across the assembled site.
- **MEDC Grant Programs:** We are familiar with MEDC programs — including Revitalization and Placemaking (RAP) grants — that can layer onto Brownfield TIF to provide additional grant support.
- **Public Act 210 / Public Act 255:** Should the Commercial Rehabilitation Exemption and Commercial Facilities Exemption programs be reactivated, our team is prepared to pursue applicable exemptions to further support project feasibility.

06

Financial Capacity & Project Cost Summary

Blue Point Equities will serve as the lead financial structuring entity for The VDL. Our approach is anchored in private capital, with public incentives utilized strategically to improve project feasibility and accelerate delivery. The following cost summary is provided for the benefit of prospective capital partners evaluating this opportunity.

Construction Cost Estimate — \$300 / Square Foot

Based on current West Michigan construction market conditions, the project is underwritten at **\$300 per square foot** of gross buildable area across all components. This rate reflects quality mixed-use construction inclusive of structural, MEP, finishes, and sitework, consistent with comparable urban infill projects in the region.

Component	Est. Sq Ft	\$/Sq Ft	Estimated Cost
Main Building — Ground Floor (Restaurant/Bar + Boiler Room)	6,000	\$300	\$1,800,000
Main Building — Floor 2 (14 Apartments)	6,000	\$300	\$1,800,000
Main Building — Floor 3 (14 Apartments)	6,000	\$300	\$1,800,000
Basement — City Boiler & MEP (Below-Grade)	6,000	\$300	\$1,800,000
Rooftop Event Center (Enclosed + Deck)	3,500	\$300	\$1,050,000
Townhomes — 24 Units (Properties B, C & D)	33,600	\$300	\$10,080,000
Site Work, Parking & Vande Luyster Commons	N/A	Allowance	\$1,200,000
Soft Costs (Design, Permits, Fees ~12%)	N/A	~12%	\$2,316,000
TOTAL ESTIMATED PROJECT COST \$1,100 SF \$314/SF blended			\$21,846,000

Preliminary Capital Stack

The following preliminary capital stack is presented for prospective capital partner review. All figures are estimates subject to refinement through schematic design, final unit mix, and incentive program negotiations with the City of Zeeland and MEDC.

Capital Source	Estimated Amount	% of Total	Notes
Senior Construction Debt	\$13,100,000	~60%	Construction-to-perm loan, local/regional lender
Equity — Capital Partners	\$6,596,000	~30%	Full equity raise from capital partners
Brownfield TIF Reimbursement	\$1,500,000	~7%	Est. eligible costs — to be refined with City
MEDC / Grant Programs	\$650,000	~3%	RAP or similar — subject to application
TOTAL CAPITALIZATION	\$21,846,000	100%	

Capital Partner Opportunity: The VDL is seeking the **full equity capitalization of approximately \$6,596,000 from outside capital partners**. MONDAY Impact Development and Blue Point Equities will contribute their expertise, relationships, and development management — capital partners will provide the equity. This structure allows investors to participate directly in the project's upside, with Blue Point Equities serving as managing member and asset manager on behalf of the capital partner group. Partners will participate in project cash flows through an agreed preferred return structure. Detailed financial projections, pro forma, and partnership terms are available to qualified investors upon execution of a non-disclosure

agreement. Please contact Blue Point Equities directly to receive the full investment memorandum.

Note: All cost estimates are preliminary and subject to change. Final project costs will be established through competitive bidding and schematic design development. The \$300/sqft construction rate is based on comparable West Michigan mixed-use urban infill projects completed in 2024–2025 and does not include land acquisition, financing costs, or reserves.

We are committed to private project funding as the primary driver, with a target project completion timeline of **2 years** from closing. Prospective capital partners seeking the full investment memorandum, pro forma projections, and partnership term sheet should contact Blue Point Equities directly.

Development Team Information

MONDAY Impact Development

MONDAY Impact Development is a West Michigan-based development firm focused on community-centered, mixed-use urban infill projects. The firm's approach combines market-driven development strategy with a genuine commitment to building places that strengthen the communities they serve.

MONDAY is co-founded by **Paul DeBoer** and **David Fenster**. David brings extensive architectural and design experience to MONDAY's development projects, having built a career as a gifted architect with a deep portfolio of mixed-use, residential, and commercial work. David's design-forward perspective is woven directly into MONDAY's projects, ensuring that each development — including The VDL — is grounded in thoughtful, high-quality architecture from concept through completion.

Blue Point Equities

Blue Point Equities is a West Michigan commercial real estate investment and equity firm whose principals collectively bring more than 80 years of experience across office, industrial, multi-family, and retail asset classes. Having executed over \$300 million in West Michigan real estate transactions, Blue Point Equities brings deep local market knowledge and financial structuring expertise to The VDL.

Wolverine Construction

Wolverine Building Group is one of West Michigan's most experienced construction companies, headquartered in Grand Rapids, Michigan. With over 150 employees and a national reputation for quality, Wolverine brings the construction management, estimating, and field execution capability required to deliver a complex mixed-use project of The VDL's scale on time and on budget.

Resumes and background materials for key team members are included as Attachment A.

Marketing and Leasing Strategy

Commercial — Ground Floor

Our team will pursue a locally or regionally distinctive food and beverage operator whose concept authentically complements Zeeland's downtown character. MONDAY Impact Development will leverage its West Michigan market relationships to identify and vet prospective operators, with a preference for tenants who see the rooftop event center as an extension of their programming.

Residential Units — Apartments

The 28 market-rate apartments will be marketed through standard residential leasing channels, targeting young professionals connected to Zeeland's major employers, downtown lifestyle seekers, and residents attracted by the building's unique amenities. Blue Point Equities will oversee property management and leasing operations.

Residential Units — Townhomes

The 24 for-rent townhomes will be marketed as a distinctive downtown living product — offering the space and privacy of a home with the walkability and energy of downtown Zeeland. The Vande Luyster Commons green space will be a key differentiator in townhome marketing.

Executive Suites / Airbnb

A portion of the apartment units will be furnished executive suites available on flexible lease terms, marketed through corporate housing platforms and Airbnb's professional hosting program — serving demand from business travelers associated with Zeeland's major employers.

Rooftop Event Center

The rooftop will be marketed as the premier private event venue in the Holland/Zeeland market, managed by a dedicated events coordinator. Programming will align with Zeeland's existing event calendar and Social District, with the City as a natural partner in cross-promotional opportunities.

09

Prospective Tenant Information

Our team is in early-stage conversations with prospective food and beverage operators interested in a high-visibility downtown Zeeland location. While no leases are executed at this stage, concepts under active consideration include:

- A locally or regionally owned full-service restaurant and bar concept with interest in a flagship downtown location and rooftop programming partnership
- [Insert any additional specific tenants or concepts]

We are committed to a ground floor tenant that energizes this corner, drives consistent foot traffic, and authentically reflects the spirit of downtown Zeeland. A more detailed tenant prospectus will be provided upon request or as operator discussions advance.

Submitted by MONDAY Impact Development | Blue Point Equities | Wolverine Construction

For questions contact: Paul DeBoer | 616-566-9031 | paul@mondaydevelop.com

THE VDL — THE VANDE LUYSTER

303 East Main Avenue • Downtown Zeeland, Michigan

City of Zeeland — Follow-Up Questions: Written Responses

Submitted by: MONDAY Impact Development | Blue Point Equities | Wolverine Construction

Contact: Paul DeBoer | 616-566-9031 | paul@mondaydevelop.com

Q1: What do you see as the biggest challenge or risk to making this project successful, and how would you propose addressing or mitigating it?

We see two primary risks to the success of The VDL, and we are prepared to address both directly.

- **Property Assemblage:** Securing voluntary acquisition of Properties A, B, C, and D remains a key dependency for the full project program. Importantly, our principal Paul DeBoer personally contacted all four adjacent property owners as early as 2024 — well before this RFP was issued — which means these are established relationships, not cold outreach. We have a baseline understanding of each owner's general disposition. No formal agreements are in place, but the groundwork has been laid. The core boutique hotel, restaurant/bar, and rooftop event center are all achievable on the City parcel alone, so the project is not held hostage by the assemblage — but the townhome program and green space require the broader site.
- **Construction Cost Certainty:** Construction cost escalation is a real market risk. We are mitigating this by engaging Wolverine Building Group at the pre-development stage — before drawings are complete — to validate costs, conduct constructability reviews, and engage trade partners early. Wolverine's involvement from day one reduces cost uncertainty before we are committed to a budget.

A third consideration is boutique hotel market risk. The Holland/Zeeland market currently lacks a boutique hotel product, which we view as an opportunity rather than a risk. MONDAY's existing short-term hospitality operations in Downtown Grand Rapids provide direct operational experience and market confidence.

Q2: If City Council authorizes staff to move forward with you, what are the first three issues you would want to work through with City staff?

- **1. Acquisition structure and terms for the City-owned parcel:** We want to sit down with City staff and the Brownfield Redevelopment Authority immediately to determine which of our three proposed acquisition structures — as-is purchase, site-ready purchase, or long-term ground lease — best aligns with the City's financial and policy goals, and begin negotiating specific terms.
- **2. Brownfield Plan development and incentive strategy:** We would engage our team's incentive expertise alongside City staff to scope a Brownfield Plan, identify eligible reimbursable costs, and initiate conversations with the MEDC regarding RAP grants or other programs that could layer onto TIF to improve feasibility.
- **3. Boutique hotel zoning, licensing, and operational framework:** Given the updated boutique hotel concept for the upper floors, we would work through the zoning classification, any state licensing requirements (Michigan Liquor Control Commission, hotel licensing), and the operational framework with City planning staff early — to ensure the concept is fully supported and that we are not encountering regulatory surprises later in the process.

Q3: Having had additional time to consider your proposal since submission, is there anything you would expand upon, clarify, or approach differently?

Yes — and we appreciate the opportunity to share this important update. Since submitting our original proposal, our team has significantly refined the residential and hospitality program for the upper floors of the main building.

Rather than 14 market-rate long-term apartments and 14 executive Airbnb suites as originally proposed, we are now proposing to develop the upper floors of the main building entirely as a boutique hotel of 28–36 rooms. This replaces both the apartment and executive suite program with a unified, professionally operated boutique hotel product.

This pivot strengthens the project in several important ways:

- It fills a genuine gap in the Zeeland/Holland market — there is no boutique hotel product in downtown Zeeland or Holland today, and the area’s 12,000+ daily employee commute, major employer base, and growing event calendar represent a compelling demand foundation.
- It creates a natural hospitality anchor for the rooftop event center — hotel guests, event attendees, and restaurant patrons all support each other in a way that long-term apartment residents do not.
- It leverages MONDAY’s existing short-term hospitality experience at 139 Pearl St (10 Airbnb units) and 1 Oakes St (2 Airbnb units) in Downtown Grand Rapids, providing a direct operational and market-validation foundation.
- It simplifies the upper-floor management structure by consolidating under a single hotel operator rather than managing a mixed long-term/short-term residential program.

The 24 for-rent townhomes on Properties B, C, and D remain unchanged from our original proposal.

Q4: What key assumptions did you make in preparing your proposal that you believe are important for the City to understand?

- **Full assemblage is achievable:** Our project cost, parking plan, and full program — including townhomes and the Vande Luyster Commons — are based on acquiring all four adjacent properties (A, B, C, D). A reduced assemblage would require program adjustments, though the core boutique hotel/commercial/rooftop program is viable on the City parcel alone.
- **\$300/sqft construction rate:** Based on current West Michigan mixed-use market comparables (2024–2025). Final pricing will be established through competitive bidding with Wolverine’s procurement process.
- **Brownfield TIF and MEDC incentives are available:** We have assumed approximately \$1.5M in Brownfield TIF reimbursement and \$650K in MEDC grant funding. These are estimates pending formal Brownfield Plan development and MEDC conversations.
- **Height exception will be granted:** The rooftop event center will require a height exception above the 45’ standard. We have assumed the City would support this given the quality and public benefit of the proposal.
- **Boutique hotel market viability:** We are assuming sufficient corporate and leisure demand in the Zeeland/Holland market to support 28–36 boutique hotel rooms at a target ADR of \$175–\$225/night and 65–75% occupancy, based on our experience operating short-term hospitality in Downtown Grand Rapids.
- **Ground-floor restaurant/bar tenant can be secured:** Project feasibility is partially dependent on securing a quality food and beverage operator. We are in early discussions and believe the space, location, and rooftop amenity make this highly competitive.

Q5: What is your anticipated project timeline, including major milestones from pre-development through construction completion?

Milestone	Anticipated Timing
City Council Authorization / Pre-Development Agreement	Q3 2026
Adjacent Property Outreach & LOI Execution	Q3–Q4 2026
Brownfield Plan Submission & MEDC Discussions	Q4 2026
Boutique Hotel Brand / Operator Selection	Q4 2026
Schematic Design & Design Development	Q4 2026 – Q1 2027
Property Acquisitions — Close	Q1 2027
Construction Documents & Permitting	Q1–Q2 2027
Financing Close / Construction Start	Q2 2027
Construction Completion	Q2 2029 (within 24 months of start)
Boutique Hotel & Commercial Opening	Q3 2029
Townhome Occupancy	Q3 2029

Q6: Please provide additional detail regarding your role and experience in previous real estate development projects.

- Paul DeBoer — Founder, MONDAY Impact Development:** Paul has served as lead developer and managing member on MONDAY’s Downtown Grand Rapids mixed-use portfolio, including 139 Pearl St (restaurant, 5 long-term residential units, and 10 Airbnb operations) and 1 Oakes St (3 commercial spaces, 10 long-term residential units, and 2 Airbnb operations). In both projects, Paul was personally responsible for concept development, property acquisition, financing, leasing, construction oversight, and ongoing operations. The ANKER Project in Downtown Holland (410–414 E. 8th Street) is currently in planning, with Paul leading all pre-development activities.
- David Fenster — Co-Founder, MONDAY Impact Development:** David brings extensive architectural and design experience to MONDAY’s projects, providing design leadership from initial concept through construction. His background as a gifted architect ensures that each MONDAY project is grounded in high-quality, thoughtful design that stands apart from conventional development.
- Andrew Visser — Founder, Blue Point Equities:** The Blue Point Equities team brings over 80 years of collective experience in commercial real estate and finance, with more than \$300 million in West Michigan transactions executed across office, industrial, multi-family, and retail asset classes. Andrew has structured and closed complex transactions requiring multiple capital sources and public incentive programs.
- Jeff VanderMuelen — Director of Sales, Wolverine Building Group:** Wolverine has delivered hundreds of commercial construction projects across West Michigan and nationally, with particular depth in mixed-use and multi-story urban construction. Jeff’s role is to connect the development team with Wolverine’s project management, estimating, and field execution teams throughout pre-construction and construction.

Q7: Please describe the anticipated roles and responsibilities of each entity. Who serves as lead developer?

MONDAY Impact Development will serve as the Lead Developer and primary point of accountability from pre-development through stabilization. Paul DeBoer will be the primary contact for the City at every stage.

Phase	MONDAY Impact	Blue Point Equities	Wolverine
Pre-Development	Lead — City liaison, design, assemblage	Incentive structure, investor outreach	Pre-construction, estimating
Acquisition	Lead — negotiate all properties	Structure financing, equity raise	—
Entitlement	Lead — zoning, planning approvals	—	Permitting support
Financing	Co-lead	Lead — debt & equity structuring	GMP / bid package
Construction	Owner's rep, oversight	Asset management	Lead — General Contractor
Leasing / Hotel Launch	Lead — commercial & hotel operator	Investor reporting	Punch list, closeout
Stabilization	Lead — ongoing operations	Asset management	Warranty period

Q8: Please provide additional information regarding how you anticipate financing the project, including the current status of potential financing and investment partners.

Blue Point Equities will lead the financing strategy. The preliminary capital stack anticipates approximately 60% senior construction debt, 30% outside equity from capital partners, and 10% from public incentives (Brownfield TIF and MEDC grants). MONDAY Impact Development and Blue Point Equities will not contribute equity — their contribution is expertise, relationships, and development management.

Current status: Blue Point Equities has existing relationships with regional lenders experienced in mixed-use urban construction financing and is in preliminary conversations with potential capital partners. No formal commitments are in place at this stage, which is consistent with where the project is in its development lifecycle.

Major steps to secure funding:

- Execution of a pre-development agreement with the City
- Completion of schematic design and updated project cost estimates
- Formal Brownfield Plan adoption and TIF/MEDC incentive commitments
- Property assemblage completion or option agreements on adjacent parcels
- Formal capital partner outreach and equity raise (~\$6.6M)
- Boutique hotel brand or operator agreement (lenders typically require this)
- Construction loan commitment and closing

Q9: Please provide additional financial information including major costs, revenues, rent and occupancy assumptions, and anticipated public incentives.

Updated to reflect the boutique hotel program, our preliminary financial framework is as follows:

Revenue Assumptions

- **Boutique Hotel (28–36 rooms):** Anticipated ADR of \$175–\$225/night; target occupancy 65–75%. Stabilized annual revenue approximately \$1.2–\$1.8M.
- **Ground-Floor Restaurant/Bar:** Triple-net lease at \$22–\$28/sqft NNN for approximately 4,000–5,000 sqft. Annual base rent approximately \$90,000–\$140,000.

- **Rooftop Event Center:** Event rental income estimated at \$150,000–\$250,000 annually at stabilization based on comparable West Michigan boutique hotel venues.
- **For-Rent Townhomes (24 units, 2BR/1–2BA):** Anticipated rents of \$1,800–\$2,400/month per unit. Target occupancy 95% stabilized. Annual gross residential revenue approximately \$518,000–\$691,000.

Cost Summary

- **Total Estimated Project Cost:** ~\$21.8M at \$300/sqft blended rate (see cost table in original proposal)
- **Public Incentives Anticipated:** ~\$1.5M Brownfield TIF reimbursement (eligible demolition, environmental, and infrastructure costs); ~\$650K MEDC/RAP grant. Total public support estimated at ~\$2.15M, representing approximately 10% of total project cost.
- **Capital Stack:** ~60% senior debt (\$13.1M), ~30% outside equity (\$6.6M), ~10% public incentives (\$2.15M).

Q10: Please describe the current status of discussions with each adjacent property owner (Properties A, B, C, and D).

We are pleased to share that our principal, Paul DeBoer, personally reached out to all four adjacent property owners — Properties A, B, C, and D — as early as 2024, when the concept for this corner was first being developed. This early outreach reflects the seriousness and long-term commitment our team has brought to this project from the very beginning.

As a result of those initial conversations, we have an established relationship and baseline understanding with each owner regarding their interest and general disposition toward a potential sale. While no formal agreements, options, or letters of intent are currently in place, the groundwork has been laid and these are not cold conversations — they are continuations of an ongoing dialogue.

Upon City Council authorization to move forward, our next steps with each property owner will be:

- Re-engage each owner with updated project details, the City’s selection of our team, and a formal expression of our interest in acquiring their property.
- Present a preliminary offer or letter of intent within 30–60 days of authorization, informed by our knowledge of each owner’s situation and interests from our 2024 discussions.
- Target executed options or purchase agreements within 90–120 days on all willing sellers.

Our 2024 outreach gives us a meaningful head start on the assemblage process relative to any development team that would be approaching these owners for the first time. We are confident in our ability to advance these conversations quickly and in good faith.

Q11: Please describe how the development would change if one or more of Properties A, B, C, or D cannot be acquired. What is the minimum viable assemblage?

The VDL is designed with deliberate scalability. Here is how the project adjusts by assemblage scenario:

Scenario	What’s Possible	What Changes
303 E. Main only (City parcel)	Boutique hotel (28–36 rooms), restaurant/bar, rooftop event center, basement boiler	No townhomes; no green space; limited parking (shared downtown only)
+ Property A	Expanded ground-floor commercial; larger building footprint on Main Ave	More leasable commercial SF; improved project economics
+ Properties B & C	Townhome program (partial); Vande Luyster Commons green space	Adds residential program and community amenity
Full assemblage (+ Property D)	Complete program: hotel, commercial, 24 townhomes, full parking, green space	Full project as proposed

Minimum viable project: 303 E. Main alone. The boutique hotel, ground-floor commercial, and rooftop event center are all achievable and financially viable on the City parcel without any adjacent acquisitions. This standalone concept fully responds to the City's core RFP requirements.

Q12: Please provide a preliminary site plan illustrating building footprints, units, commercial space, green space, access and circulation, and anticipated parking.

A formal site plan will be developed during the schematic design phase immediately following execution of a pre-development agreement. At this stage, our preliminary site organization is as follows:

- **303 E. Main Ave (City parcel):** Main building footprint — 3-story boutique hotel and mixed-use structure. Ground floor: restaurant/bar with active Main Avenue storefront and City boiler room in basement. Floors 2–3: boutique hotel rooms. Rooftop: event center and terrace. Zero lot line setbacks along Main Avenue and Centennial Street.
- **Property A:** Building expansion eastward along Main Avenue, extending active commercial frontage or additional hotel lobby/amenity space.
- **Properties B & C:** Townhome clusters — 2-story units oriented toward Centennial Street with integrated garages accessed from Centennial. Vande Luyster Commons green space located at the interior of the B/C parcels.
- **Property D:** Remaining townhome units and rear surface parking area (30–40 spaces), accessible via drive from North Centennial Street.

A scaled site plan diagram will be provided at the schematic design phase and reviewed collaboratively with City planning staff during the pre-development process.

Q13: Please provide additional detail regarding parking — specifically the 30–40 rear spaces and reliance on shared public parking.

The 30–40 rear surface parking spaces would be located at the back of the assembled site, primarily on Property D and the northern portion of Property C. Access would be via a dedicated drive from North Centennial Street, keeping all vehicle traffic off the Main Avenue pedestrian frontage. The exact configuration — surface lot or compact structured parking — will be determined during schematic design based on final site dimensions and geotechnical findings.

These spaces would primarily serve boutique hotel guests, restaurant/bar customers, and rooftop event attendees. The hotel will offer a managed parking arrangement — valet or self-park — for guests during peak periods.

Townhome residents are served exclusively by their integrated garages (24 spaces, one per unit), independent of the shared rear lot.

We do anticipate participation in the City's shared downtown parking system (ZPS) for overflow during peak event periods and to serve any additional demand beyond on-site capacity. We are open to a developer contribution toward additional public parking infrastructure if the City determines that expanded capacity is warranted — this would be negotiated as part of the pre-development agreement and sized based on a formal parking study.

Q14: Please provide additional detail regarding anticipated rental rates, occupancy assumptions, target markets, and demand for each residential product.

Boutique Hotel (28–36 Rooms)

- **Target market:** Corporate travelers from Zeeland/Holland area major employers (Herman Miller, Gentex, Haworth, and others); weekend leisure visitors; wedding and event guests utilizing the rooftop venue; regional travelers seeking a locally-branded boutique alternative to chain hotels in the area.
- **Rate:** \$175–\$225/night ADR. Occupancy target: 65–75% stabilized.
- **Annual revenue:** Approximately \$1.2–\$1.8M at stabilization.

- **Market support:** The Holland/Zeeland area currently has no boutique hotel product. The nearest comparable boutique options are in downtown Grand Rapids. The 12,000+ daily employee commute into Zeeland, combined with a strong and growing events calendar, provides a compelling demand foundation. MONDAY operates 12 short-term units across two Grand Rapids properties, providing direct operational comparables.

For-Rent Townhomes (24 Units, 2BR / 1–2BA)

- **Target market:** Young families, couples, and professionals seeking downtown living with more space than a traditional apartment — ideal for Zeeland’s growing workforce and those employed by major area employers.
- **Rent:** \$1,800–\$2,400/month. Occupancy target: 95% stabilized.
- **Market support:** Recent downtown Zeeland residential projects — the Sligh Furniture conversion (48 units) and the Main/State mixed-use building (22 units) — have been rapidly absorbed, indicating strong and growing demand for quality downtown Zeeland housing.

Q15: Please provide additional information regarding prospective food and beverage operators, anticipated lease terms, and degree to which project feasibility depends on securing a restaurant/bar tenant.

Our team is in early-stage, informal conversations with food and beverage operators interested in the Zeeland/Holland market. We are not in a position to name specific operators at this stage, but we are actively pursuing a locally or regionally owned full-service restaurant and bar concept that sees the rooftop event center as an extension of their ground-floor programming — not a separate amenity.

- **Anticipated lease terms:** Triple-net (NNN) at \$22–\$28/sqft for 4,000–5,000 sqft. Lease term of 7–10 years with options to renew. We would seek a letter of intent prior to construction financing close.
- **Feasibility dependence:** The boutique hotel, townhome, and rooftop event revenue streams provide meaningful diversification — the project is not entirely dependent on the restaurant/bar tenant. However, an executed LOI or lease with a quality operator materially strengthens the debt and equity raise. We treat securing a committed ground-floor tenant as a high-priority pre-development task, targeting an LOI within the first 6 months of the pre-development period.

Q16: Please provide additional detail regarding the proposed rooftop event center — size, capacity, operating model, management, and expected event frequency.

- **Size:** 2,500–3,500 sqft of combined indoor/outdoor rooftop space, with a covered indoor section and an open-air terrace.
- **Capacity:** 75–150 guests depending on event configuration (seated dinner, cocktail reception, or standing event).
- **Operating model:** Privately managed by The VDL’s boutique hotel operations team, with dedicated booking for corporate events, private celebrations, wedding receptions, and community activities. The space would also be available for City-sponsored downtown events in coordination with Zeeland’s event calendar.
- **Management structure:** A dedicated events coordinator will manage bookings, catering coordination (hotel F&B or licensed outside caterers), vendor relationships, and day-of operations. Revenue flows to the hotel P&L.
- **Expected frequency:** 100–150 events per year at stabilization, based on comparable boutique hotel rooftop venues in West Michigan.
- **Revenue estimate:** \$150,000–\$250,000 annually at stabilization.

Q17: What portions of the development concept are ready to move into pre-development, and which elements remain conceptual?

Ready for Pre-Development

- Overall development concept, building program, and use mix
- Boutique hotel operating model — grounded in MONDAY’s existing short-term hospitality operations
- Site assemblage strategy and property owner outreach plan
- Preliminary cost model (\$300/sqft) and capital stack framework
- Full development team in place: MONDAY (lead developer), Blue Point Equities (financial structuring), Wolverine (construction), David Fenster (design lead)
- Brownfield TIF and MEDC incentive strategy
- Ground-floor commercial leasing outreach underway

Remaining Conceptual / Subject to Further Development

- Formal schematic design and site plan (requires executed pre-development agreement)
- Adjacent property acquisitions and formal assemblage agreements
- Boutique hotel brand, operator, or franchise/management agreement selection
- Construction financing commitment and equity raise
- Ground-floor restaurant/bar tenant LOI or lease
- Geotechnical investigation and below-grade/basement design confirmation
- Final parking configuration based on site plan and City coordination

Q18: Your proposal presents three acquisition structures but does not identify a proposed purchase price. Please provide preliminary valuation information and indicate your preferred structure.

We intentionally did not include a specific purchase price in our proposal because we believe the right price is a function of the acquisition structure selected, and that conversation is best had collaboratively with City staff and the BRA once a preferred structure is identified. Here is our preliminary thinking:

Option	Structure	Preliminary Value Range	Developer Rationale
A	As-Is Purchase	\$150,000 – \$300,000	Developer assumes demolition, environmental, and site prep costs — significant risk offset required
B	Site-Ready Purchase	\$300,000 – \$500,000	City removes environmental/demolition risk; higher price reflects improved condition
C ★	Ground Lease (Preferred)	\$15,000 – \$30,000/yr	Nominal rent in recognition of public benefit delivered; auto-renewing long-term lease

Our preferred structure is Option C — the long-term ground lease with automatic renewal. This structure best supports project feasibility by reducing upfront land acquisition cost, enabling a higher-quality development program, and directly enabling more affordable commercial ground-floor rents for locally-owned operators. It also allows the City to retain long-term ownership of a key downtown gateway parcel — which we believe is in the City’s long-term interest — while participating in the long-term success of the development.

We are committed to a collaborative, transparent conversation with City staff to arrive at terms that work for both parties and ultimately get this project built for the benefit of downtown Zeeland.

Submitted by MONDAY Impact Development | Blue Point Equities | Wolverine Construction

For questions: Paul DeBoer | 616-566-9031 | paul@mondaydevelop.com



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, Interim City Manager
SUBJECT: Planning Commission Ordinance Amendment
DATE: September 18, 2026
CC: City Council Work Study Agenda Items September 21, 2026

Background

The City of Zeeland Planning Commission consists of nine members. Historically, the Commission has included the Mayor, one member of City Council, and one City employee serving in the administrative appointee position, with the remaining positions filled by members of the public. In the past, the City Manager/City Superintendent have served as the administrative representative on the Planning Commission.

As we consider future appointments to the Planning Commission, staff asked City Attorney Jim Donkersloot to review the membership requirements established under State law, the City Charter, and the City's existing Planning Commission Ordinance.

Attorney Review and Membership Options

Attorney Donkersloot identified several options (see attached memorandum) available to the City. State law allows a municipal Planning Commission to consist of five, seven, or nine members, meaning the City could reduce the size of the Commission if desired. For a nine-member Commission, the City could also modify the combination of public members, City Council representatives, and administrative representation. Options outlined included:

- Increasing the number of members of the general public serving on the Commission;
- Having the Mayor and two members of City Council serve;
- Having the Mayor and one member of City Council serve;
- Having the Mayor and a City employee serve; or
- Continuing the existing structure of the Mayor, one member of City Council, and one City employee.



21 South Elm Street • Zeeland, Michigan 49464 • (616) 772-6400 • FAX (616) 772-5352
State law limits elected officials and City employees to no more than one-third of the Planning Commission membership. Attorney Donkersloot also concluded that State law provides the City with the ability to appoint one non-resident to the Planning Commission, subject to appropriate criteria being established by the City. Implementing such a change would require an amendment to the City's existing Planning Commission Ordinance.

Proposed Approach

At this time, staff is not recommending a broader change to the size or overall composition of the Planning Commission. Instead, we recommend maintaining the historical structure of the nine-member Commission while establishing that the administrative appointee may be a non-resident of the City. The intent would be to preserve a position for an administrative representative of the City while providing greater flexibility regarding who may fill that role in the future.

We recognize that the City is currently undertaking the process of selecting its next City Manager and that establishing this flexibility before that individual is selected may appear somewhat premature. However, staff believes there is value in addressing the issue now.

Currently, the Planning Commission is effectively operating with three vacancies or unavailable members. At the same time, the Commission is working through several important planning and development matters, including the update of the City's Master Plan. Maintaining consistent membership and ensuring the Commission can reliably achieve a quorum is particularly important during this period.

In addition, staff believes there continues to be value in having an administrative representative of the City participate directly in Planning Commission discussions. The Commission routinely considers matters involving City infrastructure, development policy, long-range planning, zoning, and other issues that overlap with City operations. Having a City administrative representative at the table provides an important connection between the Commission's work and broader City operations.

The proposed change would not require that the administrative appointee be a non-resident. Rather, it would simply provide the City Council and Mayor with the flexibility to appoint the appropriate administrative representative regardless of whether that individual resides within the City.



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

Recommendation

Staff recommends that City Council direct the City Attorney to prepare the necessary amendment to the Planning Commission Ordinance to allow the administrative appointee position to be filled by an individual who is not a resident of the City.

Kevin Plockmeyer, Interim City Manager

JAMES A. DONKERSLOOT
Attorney at Law

132 E. MAIN AVENUE
P.O. BOX 230
ZEELAND, MICHIGAN 49464

TELEPHONE (616) 772-9000
FAX (616) 772-1212
jdonkersloot@donkerslootlaw.com

MEMO

July 10, 2026

TO: Council Members

RE: Planning Commissioner Membership Options

Dear Council Members:

A question has been raised in regard to the appointment of individuals to serve on the City of Zeeland's Planning Commission, "PC". In regard to the Zeeland City PC, I would note as follows:

Planning Commission Size

Michigan state law in MCL 125.3815(1) provides that the City may have a 5, 7, or 9 member PC. While the City has a nine-member PC, the City could reduce the size of its PC to be seven or five members.

City Residency Options

Michigan state law in MCL 125.3815(4) provides that members of the PC must be qualified electors or residents of the City. State law in MCL 125.3815(4)(c) provides, however, that since the City of Zeeland has a population of more than 5,000, that the City could appoint one Planning Commissioner who is not an elector/resident of the City to be a member of the PC.

Ex Officio Members

Michigan state law in MCL 125.3815(5) provides that PC members may include individuals as ex officio members of the PC based on the following criteria:

- A. One member of the PC may be the chief administrative official or an individual designated by the chief administrative official of the City;
- B. One member of the PC may be the chief elected official;
- C. One or more members of the PC may be Council Members;
- D. Ex Officio Members may consist of any combination of the above positions.

Ex officio members may only serve on the PC if one is currently serving as an elected official or if one is currently an employee of the City. If a person's term as a Mayor or Council Member ends, or if a person is no longer an employee of the City, then such person's membership on the PC automatically ends.

Historical PC Membership

Currently and in the past, the City has had the mayor, one council member, and one city employee (the City Manager or the City Superintendent) serve on the PC. For a brief period, the City only had the Mayor and the City Superintendent serve on the PC.

PC Membership Options

The City has several options in regard to the appointment of Planning Commissioners if the PC will continue to have nine members. The City's options include the following:

- A. The PC could have six or more members of the public on the PC since the public is not limited to having only six members on the PC;
- B. The PC could have the mayor and two members of the Council on the PC;
- C. The PC could have the mayor and one member of the Council on the PC;
- D. The PC could have the mayor and one employee on the PC; and/or,
- E. As is presently the case, the PC could have the mayor, one member of Council, and one employee on the PC.

It should be noted that the City is limited by state law in that the PC may not have more than one-third of its members be ex officio members of the PC.

Other Municipal Powers

State law in MCL 125.3815(10) provides that the City may impose additional requirements for a PC that are not inconsistent with state law.

City Charter Provisions

Zeeland Charter Section 4.2 provides that appointed officers must be residents of the City. Zeeland Charter Section 2.1 provides, however, that the powers of the Council include "all the powers, privileges, and

immunities, expressed or implied, which cities and their officers are, or hereafter may be permitted to exercise, under the Constitution and laws of the State of Michigan.” Therefore, since state law permits the City to have one nonresident serve on the PC, Zeeland has the option of appointing one nonresident to serve on the PC.

Conclusion and Discussion

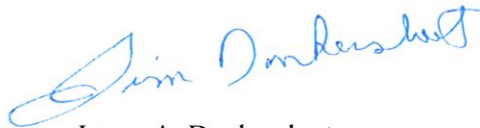
On the basis of state law and the City Charter, the City may appoint one nonresident to serve on the PC. If a nonresident is to be appointed to serve as a Planning Commissioner, it is advisable to establish criteria for such appointment, for example, that an individual be a resident of an adjacent governmental unit, work in the City of Zeeland, be an employee of the City, not be in default to the City, and/or cannot serve on a board or commission of another governmental unit, etc. (If a nonresident is permitted to be a member of the Zeeland PC, an industry, church or another entity could request that the City appoint its nominee to be on the PC.)

Given that there has been strong interest by the public in the governance of the City, the public may prefer the public have an additional member on the PC. Evidence of interest in Zeeland’s governance is the full enrollment of the Citizen’s Academy and more than a double slate of City Council candidates at the last council election.

If the Council desires to consider changing the criteria for being a member of the PC, it is recommended that this be a topic for a work session. To change the membership criteria of the PC, it will be necessary to adopt an ordinance to amend the City’s current PC ordinance.

For your convenience, please see the attachments to this Memo for a copy of the City’s current Planning Commission Ordinance and for a copy of MCL 125.3815 which is part of Michigan’s enabling act which governs the creation of a Planning Commission. If you have any questions in regard to this memo, please feel free to contact me.

Sincerely,



James A. Donkersloot
Zeeland City Attorney

JAD/njk
Encs. (2)

 KeyCite Yellow Flag
Proposed Legislation

Michigan Compiled Laws Annotated

Chapter 125. Planning, Housing, and Zoning (Refs & Annos)

Michigan Planning Enabling Act (Refs & Annos)

Article II. Planning Commission Creation and Administration

M.C.L.A. 125.3815

125.3815. Members of planning commission

Effective: April 2, 2025

Currentness

Sec. 15. (1) In a municipality, the chief elected official shall appoint members of the planning commission, subject to approval by a majority vote of the members of the legislative body elected and serving. In a county, the county board of commissioners shall determine the method of appointment of members of the planning commission by resolution of a majority of the full membership of the county board.

(2) A city, village, or township planning commission shall consist of 5, 7, or 9 members. A county planning commission shall consist of 5, 7, 9, or 11 members. Members of a planning commission other than ex officio members under subsection (5) shall be appointed for 3-year terms. However, of the members of the planning commission, other than ex officio members, first appointed, a number shall be appointed to 1-year or 2-year terms such that, as nearly as possible, the terms of $\frac{1}{3}$ of all the planning commission members will expire each year. If a vacancy occurs on a planning commission, the vacancy must be filled for the unexpired term in the same manner as provided for an original appointment. A member shall hold office until a successor is appointed.

(3) The membership of a planning commission must be representative of important segments of the community, such as the economic, governmental, educational, and social development of the local unit of government, in accordance with the major interests of the local unit of government, such as agriculture, natural resources, recreation, education, public health, government, transportation, industry, housing, and commerce. The membership must also be representative of the entire territory of the local unit of government to the extent practicable.

(4) Members of a planning commission must be qualified electors of the local unit of government. However, the following number of planning commission members may be individuals who are not qualified electors of the local unit of government but are qualified electors of another local unit of government:

(a) 3, in a city that on September 1, 2008 had a population of more than 2,700 but less than 2,800.

(b) 2, in a city or village that has, or on September 1, 2008 had, a population of less than 5,000, except as provided in subdivision (a).

(c) 1, in a local unit of government not described in subdivision (a) or (b).

(5) In a township that on September 1, 2008 had a planning commission created under former 1931 PA 285,¹ 1 member of the legislative body or the chief elected official, or both, may be appointed to the planning commission as ex officio members. In any other township, 1 member of the legislative body must be appointed to the planning commission as an ex officio

member. In a city, village, or county, the chief administrative official or an individual designated by the chief administrative official, if any, the chief elected official, 1 or more members of the legislative body, or any combination thereof, may be appointed to the planning commission as ex officio members, unless prohibited by charter. However, in a city, village, or county, not more than $\frac{1}{3}$ of the members of the planning commission may be ex officio members. Except as provided in this subsection, an elected officer or employee of the local unit of government is not eligible to be a member of the planning commission. The term of an ex officio member of a planning commission is as follows:

- (a) The term of a chief elected official must correspond to the individual's term as chief elected official.
- (b) The term of a chief administrative official expires with the term of the chief elected official that appointed the chief administrative official.
- (c) The term of a member of the legislative body expires with the member's term on the legislative body.

(6) For a county planning commission, the county shall make every reasonable effort to ensure that the membership of the county planning commission includes a member of a public school board or an administrative employee of a school district located, in whole or in part, within the county's boundaries. This subsection applies each time an appointment is to be made to the planning commission, unless an incumbent is being reappointed or an ex officio member is being appointed under subsection (5).

(7) Subject to subsection (8), a city or village that has a population of less than 5,000, and that has not created a planning commission by charter, may by an ordinance adopted under section 11(1)² provide that 1 of the following boards serve as its planning commission:

- (a) The board of directors of the economic development corporation of the city or village created under the economic development corporations act, 1974 PA 338, [MCL 125.1601](#) to [125.1636](#).
- (b) The board of a downtown development authority created under part 2 of the recodified tax increment financing act, 2018 PA 57, [MCL 125.4201](#) to [125.4230](#), if the boundaries of the downtown district are the same as the boundaries of the city or village.
- (c) The board of a tax increment finance authority under part 3 of the recodified tax increment financing act, 2018 PA 57, [MCL 125.4301](#) to [125.4329](#), if the boundaries of the authority district are the same as the boundaries of the city or village.

(8) Subsections (1) to (5) do not apply to a planning commission established under subsection (7). All other provisions of this act apply to a planning commission established under subsection (7).

(9) The legislative body may remove a member of the planning commission for misfeasance, malfeasance, or nonfeasance in office on written charges and after a public hearing. Before casting a vote on a matter on which a member may reasonably be considered to have a conflict of interest, the member shall disclose the potential conflict of interest to the planning commission. The member is disqualified from voting on the matter if so provided by the bylaws or by a majority vote of the remaining members of the planning commission. Failure of a member to disclose a potential conflict of interest as required

by this subsection constitutes malfeasance in office. Unless the legislative body, by ordinance, defines conflict of interest for the purposes of this subsection, the planning commission shall do so in its bylaws.

(10) An ordinance creating a planning commission may impose additional requirements relevant to the subject matter of, but not inconsistent with, this section.

Credits

P.A.2008, No. 33, § 15, Eff. Sept. 1, 2008. Amended by P.A.2010, No. 105, Imd. Eff. June 29, 2010; P.A.2024, No. 153, Eff. April 2, 2025.

Notes of Decisions (10)

Footnotes

1

M.C.L.A. § 125.31 et seq.

2

M.C.L.A. § 125.3811.

M. C. L. A. 125.3815, MI ST 125.3815

The statutes are current through P.A.2026, No. 20, of the 2026 Regular Session, 103rd Legislature.

End of Document

© 2026 Thomson Reuters. No claim to original U.S. Government Works.

DIVISION 3. CITY PLANNING COMMISSION¹

Sec. 2-155. Established.

The city council does hereby create a city planning commission consisting of nine qualified *electors* of the city under the authority of, and subject to the powers, duties and limitations provided in Public Act No. 285 of 1931 (MCL 125.31 et seq.), and further subject to the terms and conditions of this division.

(Code 1974, § 2-14; Ord. No. 408, § 1)

Sec. 2-156. Appointment and terms of members.

- (a) The city planning commission shall consist of nine members. Such members shall consist of the mayor, one administrative official of the city selected by the mayor, one member of the city council to be selected by the city council, and six other persons who shall be appointed by the mayor subject to majority approval of the members of the city council. The administrative appointee shall serve for a term of one year, provided, however, that such term shall also expire concurrently with the term of the mayor, at which time the next mayor shall appoint a new administrative representative. In addition, the term of an administrative appointee shall expire upon the secession of employment with the city. The terms of the six members shall be for three years, except that of the members first appointed, one-third shall serve for one year, one-third for two years, and one-third for three years. Successors shall be appointed not more than one month after the term of the preceding commission member has expired. Vacancies shall be filled for the remainder of the term by action of the city council in the same manner as for full-term members. Commission members shall not hold any other municipal office except for the ex officio members authorized by Public Act 285 of 1931 (MCL 125.31 et seq.), and except that one member, appointed by the mayor with approval by the city council, may serve on the zoning board of appeals.
- (b) The terms of ex officio members shall correspond to their respective official tenures, except that the term of the administrative official selected by the mayor shall terminate with the term of the mayor.
- (c) The criteria for membership in the planning commission as established by the provisions of this section shall be effective on June 15, 1995. All current members of the planning commission with unexpired terms from the general public shall continue to hold their terms of office in accordance with the original appointments. So as to change the membership basis of the planning commission as currently exists, to the basis of membership as authorized by this section, the first vacancy from the current planning commission shall be filled by the administrative official of the city who is so appointed by the mayor, and the second vacancy shall be filled by the person serving as mayor.
- (d) After public hearing, a member other than the member selected by the city council may be removed by the mayor for inefficiency, neglect of duty, or malfeasance in office. The city council may for like cause remove the member selected by the city council. All ex officio members shall have full voting rights.

(Code 1974, § 2-15; Ord. No. 408, § 2; Ord. No. 536, § 1, 12-18-1989; Ord. No. 625, § 1, 6-5-1995)

¹State law reference(s)—Michigan planning enabling act, MCL 125.3801 et seq.

Sec. 2-157. Members to be representative of local interests.

The members appointed to the city planning commission shall be representative of major professional, occupational and community interests as they exist in the city.

(Code 1974, § 2-16; Ord. No. 408, § 3)

Sec. 2-158. Budget.

The compensation of the city planning commission shall be determined annually as a part of the budget for the city. The compensation for a planning commissioner shall not be decreased during the term of service of a planning commissioner. Commission members may attend conferences and institutes, and be reimbursed for such expenses and reasonable travel expenses in accordance with the budget and policies of the city council. The commission may accept and use gifts in accordance with such policies as may be established from time to time by the city council.

(Code 1974, § 2-17; Ord. No. 408, § 4; Ord. No. 565, § 1, 12-5-1991)

Sec. 2-159. Officers, committees and meetings.

After appointment, the planning commission shall meet to elect a chairperson, vice-chairperson and secretary from its members and create and fill such other offices or committees as it may deem advisable. **It may appoint advisory committees outside of its membership.** The terms of all officers shall be one year. It shall hold at least one regular meeting during each month, and such additional meetings as are determined to be necessary to accomplish the functions of the commission as determined by the city council. It shall adopt rules for transaction of business and shall keep a record of its resolutions, transactions, findings and determinations, which record shall be a public record.

(Code 1974, § 2-18; Ord. No. 408, § 5)

Sec. 2-160. Functions and duties.

The city planning commission shall make recommendations to the zoning board of appeals and the city council concerning the zoning ordinance and any amendments or interpretations of it. It shall also make recommendations regarding subdivision regulations, new plats, annual public works capital improvements programs, and other land development matters referred to it by the city council. **The commission may appoint employees or contract with city planning consultants and other appropriately qualified consultants, subject to the approval of the city council, as it may deem necessary for its work.** All expenditures of the commission shall be within the amounts appropriated by the city council or grants and gifts from other sources, as approved by the city council.

(Code 1974, § 2-19; Ord. No. 408, § 6)

Sec. 2-161. Decisions subject to approval of city council; exceptions.

All final decisions of the planning commission other than those involving the election of its own officers, the adoption of its rules of procedure and those delegated to it by the city council shall be subject to the approval of the city council before the same shall become effective.

(Code 1974, § 2-20; Ord. No. 408, § 7)

Sec. 2-162. Activities controlled by Public Act No. 285 of 1931.

Any other provisions of Public Act 285 of 1931, as amended, shall hereby be declared to automatically control the activities and functions of the city planning commission.

(Code 1974, § 2-21; Ord. No. 408, § 8)



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, Interim City Manager
SUBJECT: Bethel Park Playground – Contract Award and Agreements
DATE: September 18, 2026
CC: City Council Work Study and Action Agenda Items September 21, 2026

BACKGROUND

As part of Mead Johnson's proposed expansion, the existing playground equipment located on Mead Johnson property at 515 East Main Street will need to be relocated. Over the past several months, the City, Mead Johnson, Zeeland Public Schools, Bethel Church, and other project partners have worked cooperatively to develop a plan to relocate and expand the playground on Zeeland Public Schools property located at 710 East Main Street.

As discussions have progressed, the project has evolved beyond simply relocating the existing playground equipment. Through the involvement and financial participation of the various project partners, the proposed park has grown in size and scope and will provide an enhanced neighborhood and community amenity. The project represents a significant community effort, combining the reuse of existing equipment with new playground equipment and improvements at a location that will remain accessible to the general public.

In order to move the project forward, City Council is being asked to consider three related actions: award of the playground project to Sinclair Recreation/GameTime, approval of a Donation Agreement with Mead Johnson, and approval of a Lease Agreement with Zeeland Public Schools. The terms of the Donation Agreement with Mead Johnson and the Lease Agreement with Zeeland Public Schools have been reviewed and agreed to by the respective parties and their legal counsel.

BETHEL PLAYGROUND PROJECT AWARD

Staff is recommending that City Council formally authorize the Bethel Playground relocation and expansion project and award the project to Sinclair Recreation/GameTime. The proposed project includes the relocation of the existing playground equipment along with new playground equipment, swings, surfacing, fencing, excavation, timber edging, and installation. The Sinclair Recreation/GameTime proposal totals \$224,979.10. For purposes of designing the project, the stakeholder group was targeting a budget of \$225,000.



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

Staff is recommending that the City waive its normal competitive-bidding requirements and utilize OMNIA Partners Contract No. 2017001134, a competitively solicited cooperative purchasing contract available for the purchase of GameTime playground equipment and related services. This approach is consistent with the City's past use of competitively solicited cooperative purchasing contracts for other major purchases. There is also a practical benefit to utilizing Sinclair Recreation/GameTime for this project. Sinclair Recreation is the supplier associated with the existing GameTime equipment being relocated. Utilizing the same manufacturer and representative for both the existing and new equipment will provide continuity in the design, relocation, installation, and future support of the playground equipment.

Timing is also important. In order to take advantage of the available GameTime grant opportunity (approximately \$50,000) incorporated into the project pricing, the equipment must be ordered by mid-October. Staff recommends establishing a total project budget of \$250,000. This will provide sufficient flexibility for incidental site-related costs and other project expenses that may arise as the relocation and installation are completed.

BETHEL PLAYGROUND PROJECT FUNDING

One of the strengths of the proposed project is the significant participation of the various community partners. The proposed \$250,000 project budget will be supported through the following funding sources:

Mead Johnson Contribution – \$125,000
Zeeland Public Schools Contribution – \$25,000
Zeeland BPW Community Grant – \$25,000
Previously Designated Park Improvement Funds – \$35,000
City of Zeeland – \$15,000 to \$40,000

Mead Johnson has committed \$125,000 toward the broader playground relocation and expansion project. Zeeland Public Schools, in addition to providing the property for the playground through the proposed long-term lease, has committed \$25,000 toward the project.

The Zeeland Board of Public Works awarded the City a \$25,000 Community Grant for the Community Playground Relocation and Reuse Project. The BPW specifically approved the funding to support the salvage and reuse of playground equipment from the existing Bethel Church site as part of the larger relocation project.

The City also has \$35,000 in previously designated park improvement funds that have remained on the City's books for well over a decade. Based on the City's historical records, these funds originated as a donation or other outside contribution intended for park improvements in the general vicinity of Main Avenue and Fairview. Staff has been unable to locate documentation clearly identifying the original donor; however, the funds have continued to be treated as designated for park-improvement purposes. Given the location and nature of the proposed



21 South Elm Street • Zeeland, Michigan 49464 • (616) 772-6400 • FAX (616) 772-5352
project, staff recommends allocating these previously donated funds toward the Bethel Playground project.

Together, these sources provide \$210,000 toward the project before a direct City contribution. Based on current project pricing, staff anticipates a City contribution of approximately \$15,000. Staff recommends authorizing up to \$40,000 in City funding, if necessary, to complete the project within the established \$250,000 project budget.

The result is a project in which the substantial majority of the investment is being provided through contributions, grants, previously donated funds, and the participation of community partners. In addition to the financial contributions, Zeeland Public Schools is providing the project site and Bethel Church has remained an important partner throughout the process of transitioning the playground from its existing location. Staff believes the project is a strong example of the City, schools, utilities, local business, church, and other community partners working together to preserve and improve a recreational amenity for the community.

RECOMMENDATION – BETHEL PLAYGROUND PROJECT

Staff recommends that City Council waive the City's normal competitive-bidding requirements based on the use of OMNIA Partners Contract No. 2017001134, award the Bethel Playground relocation and expansion project to Sinclair Recreation/GameTime in the amount of \$224,979.10, and establish a total project budget of \$250,000.

MEAD JOHNSON DONATION AGREEMENT

Under the Donation Agreement, Mead Johnson will donate the existing playground equipment to the City and will be responsible for removing the equipment from its existing location and relocating and installing it at the new playground site in accordance with the approved plans. Ownership of the playground equipment will transfer to the City through a bill of sale following installation at the new site.

As the project has developed, the scope of the new park has expanded beyond the original concept of simply relocating the existing playground equipment. Through the cooperative involvement of the City, Mead Johnson, Zeeland Public Schools, Bethel Church, the Zeeland BPW, and other project partners, the proposed layout now provides for a larger and more complete park area than was initially contemplated. In recognition of this expanded project, Mead Johnson's participation will include its donation of the existing playground equipment, relocation of that equipment, and a \$125,000 contribution toward the broader park project.

The playground equipment will be donated to the City in its existing condition without warranties from Mead Johnson. Once installation is completed and the City accepts the equipment, the City will assume responsibility for the ownership, operation, maintenance, repair, and use of the playground equipment.



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

Staff believes the agreement provides an appropriate framework for Mead Johnson's participation in the playground relocation while allowing the broader project to move forward as a cooperative community effort.

RECOMMENDATION – MEAD JOHNSON DONATION AGREEMENT

Staff recommends that City Council approve the Donation Agreement between the City of Zeeland and Mead Johnson & Company, LLC for the donation and relocation of the existing playground equipment and Mead Johnson's participation in the broader playground relocation project.

ZEELAND PUBLIC SCHOOLS LEASE AGREEMENT

The Lease Agreement with Zeeland Public Schools provides the City with approximately 25,200 square feet, or approximately 0.58 acres, of property located at 710 East Main Street for use as a public park and playground. The lease term is 20 years and the total rent for the term is \$1.00. In addition to providing the property, Zeeland Public Schools has committed \$25,000 toward development of the project.

Under the agreement, the City will improve the property in accordance with plans approved by Zeeland Public Schools. The playground will be open to the general public, including Zeeland Public Schools students, generally consistent with the hours and regulations applicable to other City parks.

Following completion of the project, the City will be responsible for maintaining and repairing the property and improvements in a safe and usable condition. The agreement specifically provides that the City is not required to replace the playground equipment once it has reached the end of its usable life.

The City will also maintain insurance for the property consistent with the coverage provided for other City parks and will generally assume responsibility for claims arising from use of the premises, except to the extent caused by gross negligence or intentional wrongful acts of Zeeland Public Schools.

At the end of the lease, Zeeland Public Schools may elect to retain the improvements located on the property. If the School District does not elect to retain some or all of the improvements, the City would be responsible for removing those improvements and substantially restoring the property. The agreement may also be extended upon mutual written agreement of the parties.

Staff believes the proposed lease provides the City with a long-term location for the playground while maintaining the property as a community amenity available to both the general public and Zeeland Public Schools.



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

RECOMMENDATION – ZEELAND PUBLIC SCHOOLS LEASE AGREEMENT

Staff recommends that City Council approve the Lease Agreement between the City of Zeeland and Zeeland Public Schools for the property located at 710 East Main Street for use as a public park and playground.

This project represents a unique opportunity to take what began as the need to relocate an existing playground and turn it into a broader community investment. Through the cooperation of Mead Johnson, Zeeland Public Schools, Bethel Church, the Zeeland Board of Public Works, the City, and other project partners, the proposed playground will preserve and reuse existing equipment while creating a larger and more complete recreational space for the neighborhood and community. Staff appreciates the willingness of each partner to contribute land, funding, equipment, coordination, or other resources toward the project and believes the proposed agreements, contract award, and funding plan provide a practical path to completing the project while limiting the City's direct financial contribution.

Kevin Plockmeyer, Interim City Manager



Rendered in Custom Palette

City of Zeeland
New Park - Option Two



Rendered in Custom Palette

City of Zeeland
New Park - Option Two



A PLAYCORE Company

www.gametime.com



www.sinclair-rec.com



Rendered in Custom Palette



City of Zeeland
New Park - Option Two



Rendered in Custom Palette

City of Zeeland
New Park - Option Two



Rendered in Custom Palette

City of Zeeland
New Park - Option Two



A PLAYCORE Company

www.gametime.com



www.sinclair-rec.com



Rendered in Custom Palette

City of Zeeland
New Park - Option Two



A PLAYCORE Company

www.gametime.com



www.sinclair-rec.com



Rendered in Custom Palette



IMPORTANT: Soft resilient surfacing should be placed in the use zones of all equipment, as specified for each type of equipment, and at depths to meet the critical fall heights as specified by the U.S. consumer Product Safety Commission, ASTM standard F 1487 and Canadian Standard CAN/CSA-Z614

Minimum Area Required:
75' x 94'

This play equipment is recommended for children ages 2-5 and 5-12

DRAWING NO: Zeeland - City of Zeeland - New Park - 2.dwg

DRAWN BY: ALW

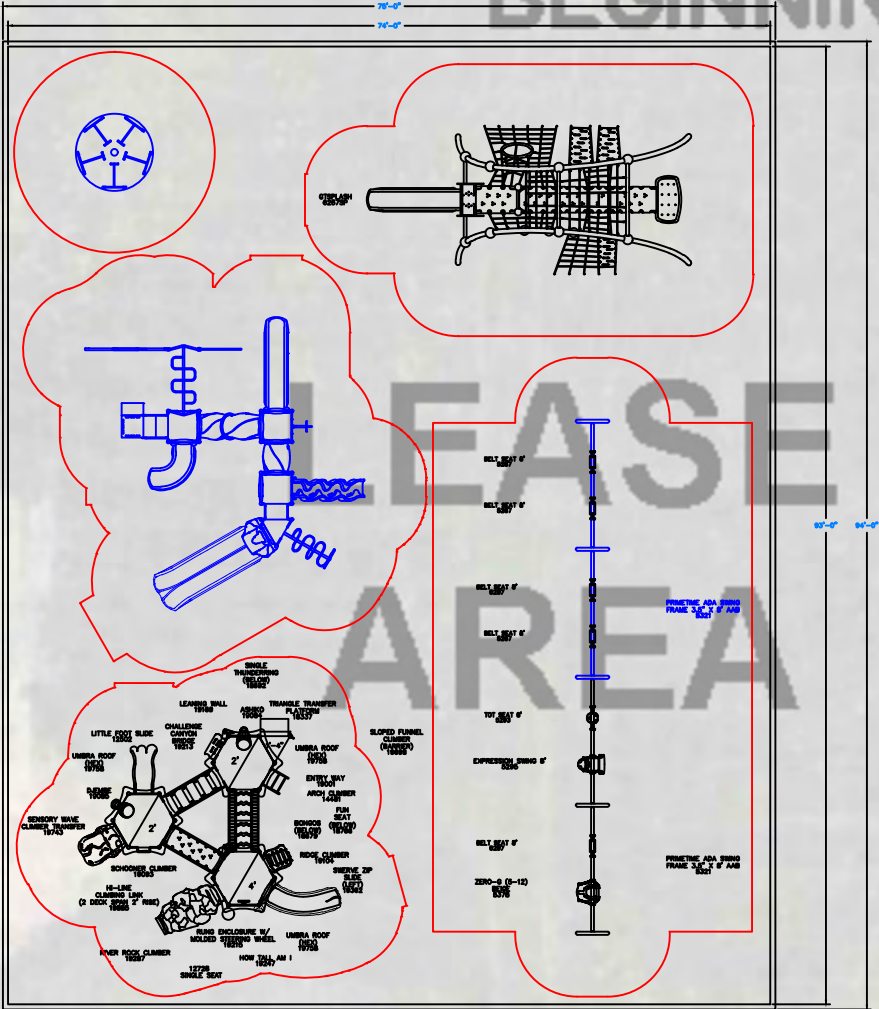
DATE: 7/7/2026

PROJECT TITLE:
City of Zeeland
New Park - Two
Zeeland, MI

REPRESENTATIVE:
Sinclair Recreation

SHEET NO:
109005-02-02

Exact location to be determined on site.



QUOTE

109005-02-02 • 07/07/2026



New Park Proposal - Option Two - Grant Check with Order

Customer:

City of Zeeland
21 South Elm
Zeeland, MI 49464
United States

Ship to Zip: 49464

Prepared for:

Kevin Plockmeyer

Prepared by:

Playcore Wisconsin Inc, dba GameTime
150 Playcore Drive SE
Fort Payne, AL 35967
Ph: 800-444-4954
Fax: 616-392-8634

Quantity	Part #	Description	Unit Price	Amount
1	RDU	GameTime - PrimeTime Unit for 2-5 year olds (1) 12023 - 3 1/2" Uprt Ass'Y Alum 8' (18) 12069 - 3 1/2"Uprt Ass'Y Alum 14' (1) 12502 - Lil Foot Slide Attachment (1) 12728 - Single Seat P/T (1) 18337 - 36" Tri Transfer Platform (1) 18679 - Bongos (1) 18692 - Single Thunder Ring (1) 18766 - Fun Seat 36" (1) 19084 - Ashiko (1) 19085 - Djembe (1) 19093 - Schooner (2') (1) 19104 - Ridge Climber (1) 19169 - Leaning Wall (2') (1) 19213 - Challenge Canyon (2 Deck Span) (1) 19215 - Rung Enclosure W/ Steering Wheel (1) 19247 - How Tall Am I (1) 19287 - River Rock Climber (3) 19289 - Two Piece Hex Deck (1) 19362 - 3'-6"/4'-0" Zip Swerve Slide Left (1) 19698 - Sloped Funnel Climber Barrier (Dbl) (1) 19743 - PT Sensory Wave Challenge Transfer 2' (3) 19758 - Umbra Hex roof (18) 19762 - Umbra Roof Plug (1) 19885 - Hi Line Climb Link 2 Deck 2' Rise (1) 19001 - Entry Way (1) 14481 - Arch Climber 2'-0"	\$75,353.40	\$75,353.40
1	RDU	GameTime - Swing Expansion (5) 5287 - Belt Seat for 8' Toprail (1) 5293 - Enclosed Tot Seat for 8' Toprail (8) 1486 - Swing Hanger 3 1/2"O.D. Painted (2) 5321 - 8' ADA Primetime Swing Add-A-Bay (1) 5295 - Expression Swing 8' Toprail Height (1) 5378 - Zero-G (5-12) Beige 8' Height	\$8,592.64	\$8,592.64
1	6257SP	GameTime - GT Splash	\$71,475.00	\$71,475.00



QUOTE

109005-02-02 • 07/07/2026



1	RELOCATION	Installation - Removal and relocation of unit, whirl, and swings Does not include relocation of freestanding Xcelerator spinner as it does not meet current ASTM standards. Does not include site preparation or containment. Does not include removal of existing EWF or site restoration. Sinclair Recreation is not responsible for replacement parts that may be needed for existing unit.	\$11,000.00	\$11,000.00
6882	EWF	GT-Impax - 12" Compacted depth engineered wood fiber surfacing, blown in	\$2.75	\$18,925.50
1	FENCING	Sinclair Recreation - Supply and install 4' tall black light commercial grade fencing with (3) 4' gates and (1) 10' access gate	\$23,225.00	\$23,225.00
1	INSTALL	Installation - Installation of GameTime equipment	\$35,250.00	\$35,250.00
7050	EXCAVATION	Installation - Excavation with removal of spoils to a depth of 12" for new EWF surfacing	\$2.50	\$17,625.00
334	INSTALL	Installation - Furnish and install double stacked 6x6 wood timber edging to contain play area	\$28.50	\$9,519.00

Contract: OMNIA #2017001134

Sub Total	\$270,965.54
Grant	(\$50,426.44)
Estimated Freight	\$4,440.00
Grand Total	\$224,979.10

Comments

Grant Estimate - Pricing to be verified when terms of the 2026 GameTime Grant are released.

Requires a check of \$109,434.60 to be received at the time of order.

This quotation is subject to policies in the current GameTime Playground Catalog and the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases to be supported by your written purchase order made out to GAMETIME C/O SINCLAIR RECREATION. **A 2.5% PROCESSING FEE WILL BE ADDED TO ALL ORDERS PAID VIA CREDIT CARD.**

Pricing: f.o.b. factory, firm for 30 days from date of quotation unless otherwise noted on quotation. Sales tax will be added at time of invoicing unless a tax exemption certificate is provided at time of order entry.

Payment terms: Net 30 days for tax supported governmental agencies. A 1.5% per month finance charge will be imposed on all past due accounts. Equipment shall be invoiced separately from other services and shall be payable in advance of those services and project completion. Retainage not accepted.



QUOTE

109005-02-02 • 07/07/2026



Shipment: Order shall ship within 6-8 weeks after GameTime's receipt and acceptance of your purchase order, color selections, approved submittals, and receipt of deposit, if required.

Shipment: Vistarope Net shall ship within 18-36 weeks after GameTime's receipt and acceptance of your purchase order, color selections, approved submittals, and receipt of deposit, if required. Port Congestion and transit time affect overall lead time and are impossible to predict.

NOTE: To qualify for the GameTime Grant, you must complete the application form for pre-approval. Upon approval, a Partial Matching Grant (reflected in the pricing shown above) is good toward the purchase of a new Powerscape, PrimeTime, XScape or Ionix Structure only. The order **MUST** be received no later than October 18th, with full payment to allow for processing, and your order will ship within 6-10 weeks from date of order placement. The Grant does not apply toward Freight, Freestanding Items, Surfacing or Installation. To qualify for the matching grant amount shown above, a check for the **full** amount **MUST** accompany your order.

Installation: Shall be by a Certified GameTime Installer. Customer shall be responsible for scheduling coordination and site preparation. Site should be level and permit installation equipment access. Purchaser shall be responsible for unknown conditions such as buried utilities, tree stumps, bedrock or any concealed materials or conditions that may result in additional labor or material costs. Payment terms for installation is Net 10 Days.

NOTE: PRICING **DOES NOT** INCLUDE ANY DAVIS BACON OR PREVAILING WAGE RATES UNLESS SPECIFICALLY IDENTIFIED ABOVE IN QUOTE. THERE WILL BE A BACKCHARGE FOR THE INSTALLATION TO BE DONE THROUGH FELT, PEASTONE, SURFACING, OR WOODCHIPS, UNLESS SPECIFICALLY LISTED IN ABOVE QUOTE.

Exclusions: Unless specifically included, this quotation excludes all site work and landscaping; removal of existing equipment; acceptance of equipment and off-loading; storage of goods prior to installation; equipment assembly and installation; safety surfacing; borders, drainage provisions, or any local/municipal/state/federal permits or paperwork that may be required.

QUOTE

109005-02-02 • 07/07/2026



Acceptance of quotation:

Accepted By (printed): _____ P.O. No: _____

Please make P.O.s out to Playcore Wisconsin dba GameTime

Signature: _____

Title: _____

Date: _____

Facsimile: _____

Phone: _____

Email: _____

Purchase Amount: \$224,979.10

REQUIRED ORDER INFORMATION:

Bill To: _____

Ship To: _____

Contact: _____

Contact: _____

Address: _____

Address: _____

Address: _____

Address: _____

City, State, Zip: _____

City, State, Zip: _____

Tel: _____

Tel: _____

(For Accounts Payable)

(To call before delivery)

Email: _____

Email: _____

COLOR SELECTIONS: _____

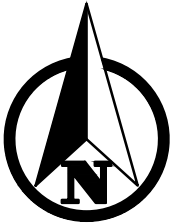
SALES TAX EXEMPTION CERTIFICATE #: _____ (PLEASE PROVIDE A COPY OF CERTIFICATE)

NOTE: IF INSTALLATION IS BEING QUOTED, THERE WILL BE A BACKCHARGE FOR THE INSTALLATION TO BE DONE THROUGH FELT, PEASTONE, SURFACING, OR WOODCHIPS. PRICING VALID FOR 30 DAYS FROM THE DATE OF QUOTATION UNLESS OTHERWISE NOTED. ANY MODIFICATIONS TO AN ACCEPTED QUOTATION MUST BE DOCUMENTED IN WRITING OR WITH A NEW OR SEPARATE QUOTE. VERBAL MODIFICATIONS TO PREVIOUSLY SIGNED QUOTES WILL NOT BE ACCEPTED.

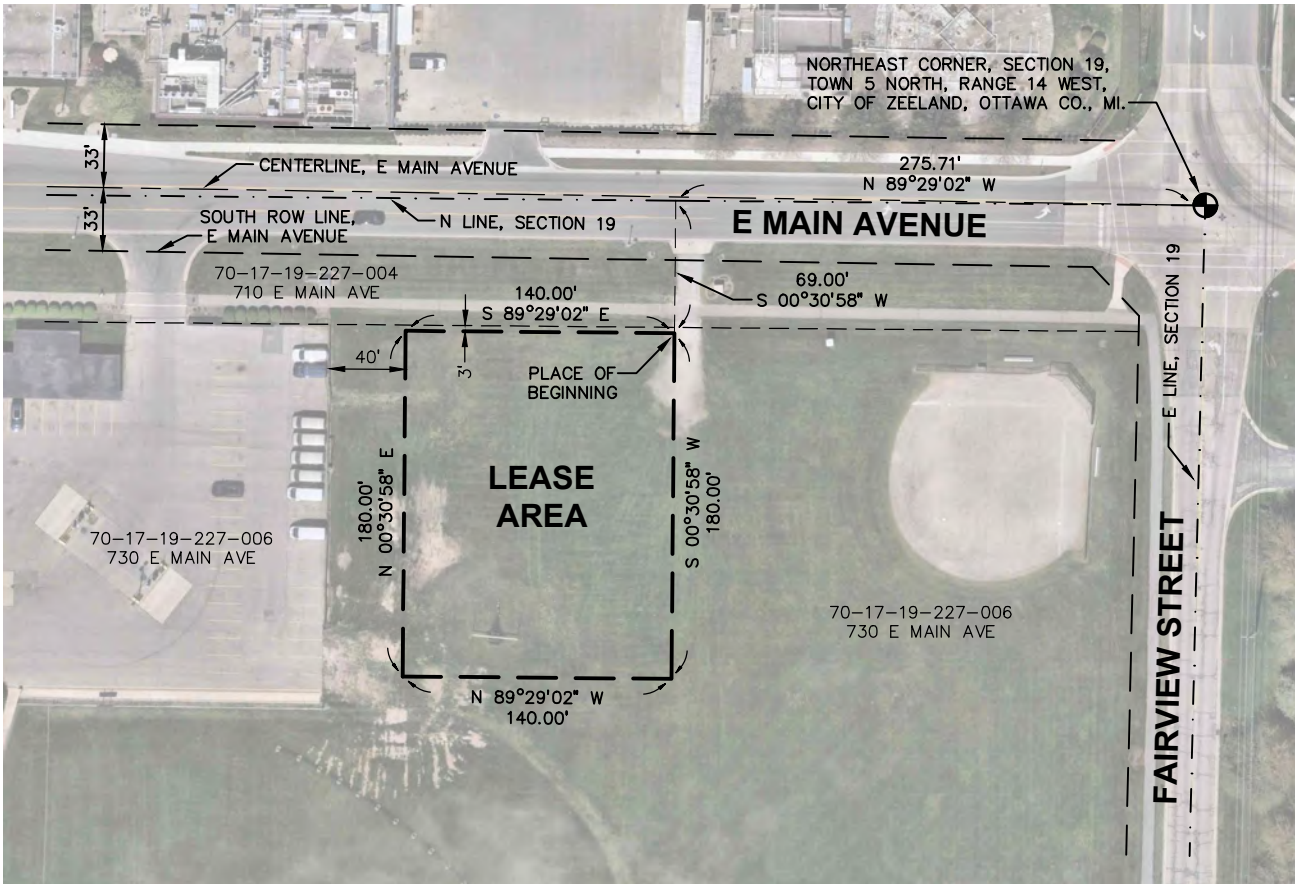
PROPERTY DESCRIPTION
Playground Lease Area

An area of land located in that part of the Northeast one-quarter of Section 19, Town 5 North, Range 14 West, City of Zeeland, Ottawa County, Michigan, described as: COMMENCING at the Northeast corner of said Section 19; thence North 89°29'02" West 275.71 feet along the North line of said section; thence South 00°30'58" West 69.00 feet perpendicular to said North line to the PLACE OF BEGINNING; thence South 00°30'58" West 180.00 feet; thence North 89°29'02" West 140.00 feet parallel with said North line; thence North 00°30'58" East 180.00 feet; thence South 89°29'02" East 140.00 feet parallel with said North line to the place of beginning.

25,200 square feet or 0.5785 acres



SCALE: 1" = 100'



FIELD CREW / DATE: M+B OFFICE	CHECKED BY: AP	Prepared By:  Moore+Bruggink Consulting Engineers 2020 Monroe Ave. Grand Rapids, MI 49505 (616) 363-9801 mailbox@mbce.com
DRAWN BY: GHV	CONTACT INFO: gvanderheide@mbce.com	
DATE: MAY 27, 2026	PROJECT NO.: 260107.1	

DONATION AGREEMENT

This Donation Agreement (“Agreement”) is made and entered into the ____ day of _____, 2026 (the “Effective Date”) by and between the City of Zeeland, a Michigan municipal corporation, whose address is 21 S. Elm St., Zeeland, MI 49464 (hereinafter referred to as the “City”), and Mead Johnson & Company, LLC, a limited liability company, whose address is 725 E. Main St., Zeeland, MI 49464 (hereinafter referred to as “MJ”).

WHEREAS, MJ is the owner of certain property commonly known as 515 East Main St., Zeeland, Michigan (the “MJ Parcel”) on which is located certain playground equipment more particularly described on the attached Exhibit A incorporated herein by reference (“Equipment”);

WHEREAS, in connection with certain proposed expansions of MJ's manufacturing facility located in the City of Zeeland, MJ has agreed to donate to the City the Equipment, and in connection therewith, to relocate the Equipment to a parcel leased by the City more particularly described on the attached Exhibit B incorporated herein by reference (the “City Parcel”);

WHEREAS, in connection with such proposed donation and the relocation of the Equipment, the City/MJ have developed plans and specifications for the City Parcel pursuant to which the Equipment shall be relocated to the City Parcel (the “Plans”), it being agreed that the Plans have been developed by the City with the advice and input of MJ and Zeeland Public Schools (“ZPS”).

NOW, THEREFOR, for and in consideration of mutual covenants contained herein and other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged and with the intent to be legally bound hereby the parties hereto agree as follows:

1. Recitals. Recitals where above referenced are knowledgeably to be true, correct and complete and are otherwise incorporated herein by reference.
2. Donation of Equipment. MJ hereby agrees to donate the Equipment to the City and, in connection therewith, to execute a bill of sale with warranties of title evidencing the conveyance of clean and unencumbered title to the Equipment to the City all as provided herein. MJ shall have the right to claim a tax deduction for the donation of the Equipment to the City but the City shall have no obligations in connection with such deduction other than to acknowledge that the City is a tax-exempt organization to which tax deductible donations may be made. In connection with any such tax deductions, MJ shall be solely responsible for all documentation valuation and appraisals as may be required for any tax deduction available in connection with the donation of the Equipment contemplated herein. The donation shall occur upon the installation of the Equipment on the City Parcel in accordance with the approved Plans therefore at which point MJ shall execute and deliver

to the City a bill of sale for its Equipment. The City makes no representation as to the availability or amount of any deduction.

3. Relocation. Within 180 days of the Effective Date, MJ shall, at its sole cost and expense, cause the Equipment to be removed from the MJ Parcel and relocated and installed on the City Parcel strictly in accordance with the Plans therefore and otherwise in a lien free manner and in compliance with all applicable laws, rules and regulations.
4. Disclaimer of Warranties. The Equipment is donated AS IS, WHERE IS, and WITH ALL FAULTS. MJ makes no representations or warranties of any kind, express or implied, with respect to the Equipment. Without limiting the foregoing, MJ expressly disclaims any and all implied warranties, including but not limited to any implied warranty of merchantability, fitness for a particular purpose, design, condition, workmanship, safety, or suitability for use as playground equipment or for use by any specific age group, in any location, or under any particular conditions.
5. No Reliance. The City acknowledges and agrees that it has not relied upon, and will not rely upon, any statement, representation, or warranty, whether written or oral, made by or on behalf of MJ regarding safety, appropriateness, code compliance, or suitability of the Equipment for installation, public use, or any particular purpose.
6. Plans. The Plans for the relocated Equipment on the City Parcel are attached hereto as Exhibit C and are approved by the City and MJ. All work contemplated to be made and improvements including landscaping, fencing, and signage associated with the relocation of the Equipment to the City Parcel as depicted in the Plans shall be performed at the cost and expense of MJ. MJ shall cause the installation of Equipment and all other work on the City Parcel to be performed in accordance with Plans.
7. Acknowledgment. The City acknowledges that upon completion of the installation of Equipment on the City Parcel in accordance with the Plans and the City's acceptance of a bill of sale for the Equipment, MJ shall be released of any and all liability associated with the operation, maintenance, repair and/or use of the Equipment, all of which shall be borne by the City following the installation of the Equipment and the donation thereof. Upon the execution and delivery of a bill of sale by MJ for the City shall be the sole owner of the Equipment and shall have sole control over its use, operation and disposition.
8. Miscellaneous.
 - A. Amendment. This Agreement may be modified or amended only by written instrument signed by the parties to this Agreement.
 - B. Additional Acts. The parties agree to execute and deliver such additional documents and to perform such additional acts as may become necessary to effectuate the transfers contemplated by this Agreement.

- C. Severability. If any provision of this Agreement or the application thereof to any person or circumstance shall to any extent be invalid or unenforceable, the remainder of this Agreement (including the application of such provision to persons or circumstances other than those with respect to which it is held invalid or unenforceable) shall not be affected thereby, and each provision of this Agreement shall be valid and enforced to the fullest extent permitted by law.
- D. Binding Affect. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, successors and assigns.
- E. Governing Law. This Agreement has been executed in the State of Michigan and shall be construed in accordance with the statutes and decisions of the State of Michigan.
- F. Duplicate Originals. This Agreement may be executed simultaneously in two or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument.
- G. Waiver. Failure to enforce any term or the waiver of any violation of any term of this Agreement shall not prevent the subsequent enforcement of any such term.
- H. Headings. The headings contained herein are for convenience only and shall not be used to define, explain, modify or aid in the interpretation or construction of the contents hereof.
- I. Interpretation. All covenants and conditions contained herein are independent of one another.
- J. Entire Agreement. This Agreement contains the entire understanding of the Parties with respect to the lease of the Premises. All contemporaneous or prior negotiations have been merged into this Agreement.

IN WITNESS THEREOF on this _____ day of _____, 2026.

CITY OF ZEELAND, a
Michigan municipal corporation

By: _____
Richard J. Van Dorp III
Its: Mayor

By: _____
Kristen R. DeVerney
Its: City Clerk

MEAD JOHNSON & COMPANY, LLC, a
Delaware limited liability company

By: _____
Its:

EXHIBIT A

Description and Listing of Playground Equipment

EXHIBIT B

City Parcel Legal Description

EXHIBIT C

Plans for the Relocated Equipment

LEASE

This Lease Agreement ("Lease" or "Agreement") is made and entered into as of _____ between Zeeland Public Schools, a Michigan general powers school district, organized and operating pursuant to the Revised School Code, MCL 380.1, et seq., as amended, whose address is 183 W. Roosevelt, Zeeland, Michigan 49464, hereinafter referred to as the "Landlord" and the City of Zeeland, a Michigan municipal corporation, whose address is 21 S. Elm Street, Zeeland, Michigan 49464, hereinafter referred to as the "Tenant". "Landlord" and "Tenant" are each a "Party" and sometimes collectively referred to herein as "the Parties".

Recitals

WHEREAS, Landlord is the owner of a vacant lot described in the attached **Exhibit A** incorporated herein by reference (the "Premises").

WHEREAS, Tenant proposes to lease the Premises for the development and use as a public park and a playground as provided herein.

WHEREAS, Landlord has agreed to lease the Premises to Tenant and Tenant agrees to let same from Landlord, all on the terms and conditions contained herein.

NOW, THEREFORE, LANDLORD AND TENANT AGREE AS FOLLOWS:

1. Lease. Landlord hereby leases to Tenant a parcel consisting of approximately 25,200 square feet, described on **Exhibit A** located at 710 East Main (the "Premises") in accordance with the terms and conditions of this lease ("Agreement").
2. Term. The term of this Agreement shall commence on the date which is 10 days after Tenant has delivered to Landlord a written statement advising Landlord that Tenant is prepared to accept possession of the Premises and install the improvements described in Exhibit B referenced in Section 6 below (the "Commencement Date") and continue for twenty (20) years unless earlier terminated in accordance with the terms herein.
3. Public Use. Tenant shall have the right to use the Premises as a public park and public playground only and, with the Landlord's prior written permission, for any such other public uses as the Tenant may determine is appropriate as a community amenity.

4. Rent. The Rent for the Term shall be \$1.00, receipt of which is acknowledged by Landlord. As additional consideration, Tenant shall (i) improve the Premises in accordance with Paragraph 6, (ii) maintain and repair the Premises in accordance with Paragraph 6, (iii) allow Landlord to use the Premises in accordance with Paragraph 7, (iv) insure the Premises in accordance with Paragraph 13, (v) assume liability for damages and injuries related to use of the Premises in accordance with Paragraph 14, and (vi) in Landlord's sole discretion, transfer ownership of all improvements made to the Premises upon expiration or earlier termination of this Lease in accordance with Paragraph 16.

5. Survey and Land Division. Tenant has, at its cost, obtained a survey of the Premises prepared by Moore & Bruggink Consulting Engineers dated May 27, 2026 ("Survey"), which Survey has been provided to and approved by Landlord. The Parties acknowledge that a land division may be required under Sections 102, 103, 108, and 109 of the Michigan Land Division Act, MCL 560.102, MCL 560.103, MCL 560.108, and MCL 560.109. If required by applicable law Tenant will be responsible for processing same and will use the Survey for submitting a land division request. Landlord will reasonably cooperate with any procedures or requirements necessary for obtaining a land division.

6. Premises Improvements. The Premises shall be initially improved by Tenant in accordance with plans and specifications to be prepared by Tenant and approved by Landlord (the "Plans"). Tenant shall submit to the Landlord drafts of the proposed Plans for Landlord's approval promptly following the preparation of same. Landlord and Tenant shall endeavor to finalize the Plans by November 1, 2026 (or such later date as may be approved in writing by Landlord), failing which either Landlord or Tenant shall have the right to terminate this Lease, without liability or cost to either party, upon not less than 15 days advance written notice to the other. Landlord's approval of the Plans shall not be unreasonably withheld, conditioned or delayed. Landlord's approval of the Plans shall not constitute a warranty by Landlord that the improvements so constructed comply with all applicable laws. Once approved by Landlord, the Plans shall be deemed attached hereto as **Exhibit B**. The initial improvements will be installed by and/or at the direction of Tenant and at Tenant's cost and shall include such other improvements or amenities as may be appropriate for playground including landscaping, sod, benches, trash receptacles and fencing. Upon completion of the improvements depicted by the Plans, and for the Term of this Lease, Tenant shall be responsible for maintenance and repair of the Premises and all improvements made thereto to ensure a safe and usable condition. Nothing herein shall require Tenant to replace the playground equipment once the playground equipment has exceeded its usable life (as reasonably determined by Tenant).

7. Access. Tenant and its employees, contractors, agents and invitees shall have access to the Premises at all times. The Premises shall be open to the general public (including students of the Zeeland Public Schools) in conformance with hours (generally dawn to dusk) and the other rules and regulations imposed on other public parks in the City of Zeeland.

8. Utilities. Tenant shall have the right to install lights, water fountains and any utility services to operate same. Tenant shall be liable for the cost of any utility provided to the Premises that are related to the improvements installed by Tenant during the lease term.

9. Taxes and Assessments. During the term of this Agreement thereto, Tenant shall be liable for any real property taxes and assessments levied on the Premises, it being acknowledged that the Premises are intended and to be exempt from ad valorem taxes and assessments.
10. Memorandum of Lease. A memorandum of lease may be recorded by Tenant so as to give public notice of this Agreement.
11. Renewal Conditions. The Parties may agree to extend the Term in writing. During any such renewal term, the same terms and conditions as are provided for herein during the initial term shall apply.
12. Signs. With Landlord's prior written consent and approval which shall not be unreasonably withheld, conditioned and/or delayed, Tenant may erect at its cost any signs on the Premises identifying the area as a public park/playground. All signs shall comply with all applicable laws, rules and regulations.
13. Insurance. Tenant shall obtain and maintain at its cost during the term hereof such insurance as Tenant regularly obtains and maintains for other public parks in the City of Zeeland. Such insurance shall name Landlord and Tenant as insureds and duplicate certificates of insurance shall be furnished to the Parties.
14. Liability and Indemnification. Tenant shall be directly and solely responsible for any liability or claim for damages or injuries which may be asserted by reason of any accident or casualty occurring in, on or about the Premises unless and to the extent caused by the gross negligence and/or intentionally wrongful acts of Landlord and its employees and/or contractors.
15. Subletting, Assignments and Licensing. Tenant shall not assign, or in any manner transfer or encumber the Premises or any estate or interest herein, or sublet all or any part of the Premises, or grant any license, concession or other right of occupancy for any portion of the Premises without the prior written consent of Landlord which shall not be unreasonably withheld, conditioned and/or delayed.
16. Termination. The Agreement may be terminated prior to expiration of the Term (i) upon written agreement of the Parties, (ii) by Landlord, upon Tenant's failure to use the Premises for public park purposes, (iii) by Tenant, for the reasons stated in Paragraph 20, and/or (iv) by a non-breaching Party, upon the failure of the other -a-Party to perform any conditions or covenant of this Agreement, it being agreed that any termination of this Agreement due to (ii) – (iv) shall only occur if such failure shall continue for a period of thirty (30) days after written notice thereof is given to Tenant. The breaching Party shall pay to the non-breaching Party the reasonable attorney fees and costs incurred to enforce the terms of this Agreement. Upon expiration of the Term or earlier Termination as set forth herein, in Landlord's sole discretion, all improvements made to the Premises shall become the property of Landlord provided written notice is given to Tenant at least 30 days prior to the Effective Date of such termination. If Landlord elects not to take ownership of some or all such improvements, Tenant shall remove

such improvements and return the Premises to a condition which is substantially similar to that existed as of the Effective Date, as applicable subject to normal wear and tear.

17. Quiet Enjoyment. Contingent upon compliance with the terms and conditions of this Agreement, Landlord covenants that Tenant shall quietly and peaceably hold, possess, and enjoy the use of the Premises for the full term of this Agreement without any interference by Landlord or by any person claiming by, through, or under Landlord.

18. Destruction of Premises. In the event the improvements on the Premises are materially damaged or destroyed by fire or by another cause, then Tenant at its option may elect to terminate this Lease upon written notice to Landlord or Tenant may reconstruct, repair, or rebuild the improvements, at Tenant's cost, to a condition substantially similar in character to that which existed prior to such damage or destruction.

19. Condemnation. If the Premises shall be taken or condemned by any competent authority for any public use or purpose, then the terms hereby granted shall cease. Upon the taking of such property, Landlord shall be compensated for the taking of the land and Tenant shall be compensated for the loss of the improvement based on the monetary consideration paid by Tenant pursuant to this Lease. The Tenant is to be compensated for any loss which is incurred as a result of condemnation provided that such loss is provided for a leasehold interest loss in the condemnation award by the condemning authority.

20. Abandonment. Tenant agrees not to vacate or abandon the Premises during the lease term except that should Tenant determine that the improvements are no longer in a safe condition to be used by the public, the Tenant, in its sole but reasonable discretion, may elect to terminate this Lease by providing at least 30 days advance written notice of same to Landlord.

21. Holding Over. Any holding over after the expiration of the term, with the consent of Landlord, shall be construed to be a tenancy from month-to-month, and shall be on the same terms and conditions herein specified, so far as applicable.

22. Notices. No waiver or notice shall be effective unless in writing. All notices, consents, waivers and other communications required or permitted by this Agreement shall be in writing or in electronic form as hereafter provided and shall be deemed given to a party when (a) delivered by personal service; (b) sent by email with confirmation of transmission by the transmitting equipment; or (c) received or rejected by the addressee, if sent by reputable overnight delivery service, in each case to the attention of the person who signed this Agreement, to the address first noted above. Any party to this Agreement may give a written notice of a change of its address to the other party to this Agreement.

23. Estoppel Agreement. Landlord and the Tenant shall, without charge at any time, and from time to time after request by the other Party, clarify by written instrument, duly executed:

- A. That this Agreement is unmodified and is in full force and effect (or, if there have been modifications, that the same are in full force and effect as modified and stating the modifications); and/or

- B. Whether or not there are then existing any defenses against the enforcement of any of the agreements, terms, covenants or conditions thereof upon the party of Landlord or Tenant, as the case may be, to be performed or complied with (and, if so, specifying the same).

24. Surrender. Upon expiration or earlier termination of this Agreement, and except as stated in Paragraph 16, Tenant will surrender possession of the Premises in as good condition as existed upon Tenant's taking possession, except for depreciation resulting from reasonable use, wear and tear.

25. Security Deposit. The Parties hereby acknowledge that no security deposit shall be paid by the Tenant.

26. Miscellaneous.

- A. Amendment. This Agreement may be modified or amended only by written instrument signed by the Parties to this Agreement.
- B. Additional Acts. The Parties agree to execute and deliver such additional documents and to perform such additional acts as may become necessary to effectuate the transfers contemplated by this Agreement.
- C. Severability. If any provision of this Agreement or the application thereof to any person or circumstance shall to any extent be invalid or unenforceable, the remainder of this Agreement (including the application of such provision to persons or circumstances other than those with respect to which it is held invalid or unenforceable) shall not be affected thereby, and each provision of this Agreement shall be valid and enforced to the fullest extent permitted by law, unless such invalid or unenforceable provision(s) materially impact the basic purpose and intent of this Agreement.
- D. Binding Affect. This Agreement shall be binding upon and inure to the benefit of the Parties hereto and their respective heirs, successors and assigns.
- E. Governing Law. This Agreement has been executed in the State of Michigan and shall be construed in accordance with the laws, statutes and decisions of the State of Michigan.
- F. Duplicate Originals. This Agreement may be executed simultaneously in two or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument.
- G. Waiver. Failure to enforce any term or the waiver of any violation of any term of this Agreement shall not prevent the subsequent enforcement of any such term.

- H. Headings. The headings contained herein are for convenience only and shall not be used to define, explain, modify or aid in the interpretation or construction of the contents hereof.
- I. Interpretation. All covenants and conditions contained herein are independent of one another.
- J. Entire Agreement. This Agreement contains the entire understanding of the Parties with respect to the lease of the Premises. All contemporaneous or prior negotiations have been merged into this Agreement.
- K. Effective Date. The Effective Date of this Agreement shall be the date that the last of the Parties listed below has executed this Agreement.

IN WITNESS THEREOF on this ____ day of _____, 2026.

TENANT:

CITY OF ZEELAND, a
Michigan municipal corporation

By: _____
Richard J. Van Dorp III
Its: Mayor

By: _____
Kristen R. DeVerney
Its: City Clerk

LANDLORD:

Zeeland Public Schools, a Michigan general
powers school district, organized and
operating pursuant to the Revised
School Code MCL 380.1 et seq., as
amended.

By: _____
Rick Dernberger
Its: President

By: _____
Chad Creevy
Its: Secretary

STATE OF MICHIGAN)
) ss
COUNTY OF OTTAWA)

The foregoing instrument was acknowledged before me in Ottawa County, Michigan this _____,
day of _____, 2026 by Richard C. Van Dorp III and Kristen R. DeVerney,
as the Mayor and Clerk of the City of Zeeland, on behalf of the City of Zeeland.

.

James A. Donkersloot, Notary Public
Ottawa County, Michigan
Acting in Ottawa County
My Comm. Expires: December 4, 2025

STATE OF MICHIGAN)
) ss
COUNTY OF OTTAWA)

The foregoing instrument was acknowledged before me in Ottawa County, Michigan this _____,
day of _____, 2026 by Rick Dernberger and Chad Creevy, as the
President and Secretary of the Zeeland Public Schools, on behalf of the Zeeland Public Schools.

.

Notary Public
Ottawa County, Michigan
Acting in Ottawa County
My Comm. Expires:

Prepared by:
James A. Donkersloot
132 E. Main Avenue, P.O. Box 230
Zeeland, MI 49464
Telephone: (616) 772-9000

Exhibit A

PROPERTY DESCRIPTION

Playground Lease Area

An area of land located in that part of the Northeast one-quarter of Section 19, Town 5 North, Range 14 West, City of Zeeland, Ottawa County, Michigan, described as: **COMMENCING** at the Northeast corner of said Section 19; thence North $89^{\circ}29'02''$ West 275.71 feet along the North line of said section; thence South $00^{\circ}30'58''$ West 69.00 feet perpendicular to said North line to the **PLACE OF BEGINNING**; thence South $00^{\circ}30'58''$ West 180.00 feet; thence North $89^{\circ}29'02''$ West 140.00 feet parallel with said North line; thence North $00^{\circ}30'58''$ East 180.00 feet; thence South $89^{\circ}29'02''$ East 140.00 feet parallel with said North line to the place of beginning.

25,200 square feet or 0.5785 acres

Exhibit B

Listing and Description of Playground Improvements



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, Interim City Manager
SUBJECT: Project Clarity Funding Request Budget Amendment
DATE: September 18, 2026
CC: City Council Work Study and Action Agenda Items September 21, 2026

BACKGROUND

At its September 8 meeting, City Council reviewed the request for additional funding for Project Clarity. The request sought an annual City contribution of \$20,000 over a five-year period. Following discussion, City Council supported increasing the City's contribution to \$20,000 for the current fiscal year but did not commit to the requested five-year funding period. Instead, Council indicated its preference to continue evaluating Project Clarity funding on a year-by-year basis through the City's annual budget process.

BUDGET IMPACT

The FY2027 budget currently includes \$10,000 for Project Clarity. In order to implement City Council's direction for the current fiscal year, a budget amendment is necessary to increase the appropriation by an additional \$10,000. Following approval of the amendment, the City's total FY2027 contribution to Project Clarity would be \$20,000.

Funding for FY2028 and future years will be considered separately as part of the annual budget process. The FY2028 request will be brought to City Council during budget discussions in February and March.

RECOMMENDED ACTION

Staff recommends that City Council approve a FY2027 budget amendment in the amount of \$10,000 to increase the City's total contribution to Project Clarity from \$10,000 to \$20,000 for the current fiscal year.

Kevin Plockmeyer, Interim City Manager

FEEL THE ZEEL



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

INTEROFFICE MEMORANDUM

TO: Mayor VanDorp and City Council Members

FROM: Kevin Plockmeyer, Interim City Manager
Melanie Hellenthal, HR Specialist
Tim Maloney, IT Director

SUBJECT: UKG Time and Attendance Software

DATE: September 18, 2026

CC: September 21, 2026 Work Study and Action Items Agenda

Purpose

To request City Councils approval to implement a time and attendance cloud-based software designed to improve the City's employee timekeeping and payroll processes.

History

The City currently tracks employee hours, overtime, and paid time off through a manual paper-based timekeeping process. Employees record total hours worked each day, calculate their own overtime and comp time, and enter any paid leave used. Completed timesheets are submitted to supervisors for approval and then forwarded to Finance for payroll processing.

Present

The City's current timekeeping process provides an opportunity to evaluate our existing practices and identify ways to improve the process. During payroll processing, employees, supervisors and support staff spend additional time reviewing and double-checking reported time for errors and inconsistencies across a two-week pay period. Common issues include incorrect reported hours, overtime calculation errors, holiday pay discrepancies, and inaccuracies in paid time off balances.

The current process requires employees and supervisors to rely heavily on memory, manual review, their understanding of applicable wage and hour requirements and City payroll policies. Employees also do not have real-time access to their time and attendance information or leave balances. This creates additional administrative work and increases

FEEL THE ZEEL

the potential for errors, while taking time away from the City's primary focus of providing services to the community.

To address these challenges, HR and Finance, with support from IT, evaluated several cloud-based timekeeping solutions. The City received demonstrations from UKG, HR Cloud, BS&A, and NeoGov. Each vendor offered a digital timekeeping solution with varying levels of functionality, customization, integration, and cost.

Staff initially hoped that a cloud-based BS&A solution could address the City's time and attendance needs. However, BS&A's current timekeeping functionality did not provide the level of automation, real-time visibility, and time and attendance functionality identified as necessary for the City's operations. HR Cloud also presented integration limitations with the City's existing BS&A payroll system.

Following the vendor review, UKG and Neo Gov provided the strongest overall options based on functionality, ease of use, customization, integration capabilities, and cost. UKG was ultimately selected because it provided the best overall fit for the City's existing payroll environment and operational needs. In particular, UKG offers robust integration with the City's current BS&A payroll software, strong implementation and ongoing customer support and attractive cost structure. Staff believe these factors provide sufficient value and functionality to justify selecting UKG over the other solutions reviewed.

The UKG system will modernize the City's timekeeping by providing a centralized electronic platform for recording, reviewing and approving employees' time. Integration with payroll will reduce manual processing, improve payroll accuracy, and minimize errors and miscommunication.

Key benefits include:

- A consistent timekeeping practice across all City departments
- Electronic time entry and review for employees
- Real-time supervisor review and approval of employee time records
- Reduce manual data entry and administrative processing
- Improve accuracy and timeliness of payroll
- Electronic record of time entries, edits, and approvals
- Enhanced visibility into overtime, leave balances, schedules, and other key data
- Flexibility to accommodate departmental needs, employee classifications, schedules, and collective bargaining agreements

Implementation

Implementation is expected to take three to four months and will include system configuration, development of City-specific timekeeping and approval rules, testing, and employee and supervisor training.

HR and Finance will coordinate the implementation to ensure the system is properly configured to meet the City's operational and payroll requirements, with support from IT to ensure system integrity and security. Staff anticipates launching the time and attendance functionality following completion of implementation and training.

Following launch, HR and Finance will be responsible for the day-to-day administration of the software, while IT will provide technical oversight and incorporate ongoing software costs into future annual operating budgets.

Cost Impact

The FY 26/27 HR budget includes \$25,000 for software implementation. The anticipated costs associated with implementing and operating UKG Ready are as follows:

Implementation Costs

UKG onboarding support	\$4,032.70
Additional Hardware Cost	\$2,000.00
Supplemental Software onboarding	\$2,500.00
Total Implementation Costs	\$8,532.70

Annual Software Subscription Costs

UKG Ready Subscription	\$13,104.00
Supplemental Software Subscription	\$4,299.00
Total Annual Subscriptions Costs	\$17,403.00

Estimated Year 1 Cost	\$25,935.70
------------------------------	--------------------

Year 1 cost includes both the one-time implementation expenses and the annual software subscription costs. The supplemental software is an integrated third-party company and offers support to system integrity and security.

The City's FY 2026/27 budget for HR includes \$25,000 for software implementation, we are estimating costs to be \$935.70 more than originally planned. Beginning in subsequent fiscal years, the estimated ongoing software cost is approximately \$17,403 annually, which will be incorporated into the IT department's annual budget.

RECOMMENDATION

City leadership recommends that City Council approve the contract with UKG Ready in the amount of \$17,136.70 and set a project budget of \$25,935.70 for hardware and additional software necessary for the project.



Kevin Plockmeyer, Interim City Manager



UKG Ready Proposal

Prepared for:

CITY OF ZEELAND

06/02/2026

Prepared by:

Tim Turner

Account Executive 2

tim.turner@ukg.com



Put workforce understanding to work

HR, Pay, & Workforce Management

With the world's largest collection of workforce insights, our ability to reveal unseen ways to build trust, amplify productivity, and empower talent is unmatched. It's this expertise, along with our people-first AI, that equips our customers with the intelligence to solve any challenge in any industry — because great organizations know their workforce is their competitive edge.

Better intelligence, smarter decisions, stronger teams

Whether you're leading a team of 10 or 10,000+, our AI-led workforce operating platform is built to deliver exactly what your people need, when they need it, in ways that feel made for them.

HR

From recruiting and onboarding to HR administration, benefits, learning and development, employee surveys, collaboration, and continuous feedback, UKG gives you everything you need to attract, support, and grow your people while building a culture rooted in trust.

Pay

UKG makes payroll simple and reliable everywhere you operate, combining global reach with local compliance, on-demand pay and wellness options, mobile access, pay modeling, and payment and tax services. The result: fair, accurate, and timely pay, every single time.

Workforce Management

UKG helps you balance workforce and workload, so the right people are in the right place at the right time. With industry-specific expertise, we deliver smarter time and attendance, leave and absence management, scheduling and forecasting, and strategic workforce planning to keep your operations running smoothly.

"UKG has triggered a seismic shift in how we keep our frontline workforce connected and engaged and has opened our eyes to what's possible when you have the right partner and right solutions in place. Our implementation of UKG was more than a technological upgrade, it was a cultural shift for us. The productivity gains we've achieved are not only measurable in hours saved but also in improved morale, enhanced delivery, and a workforce better equipped to meet the needs of our community."

Nicole Campbell, Director of HR, Bedford County, VA



Technology that's built on human experience

We combine decades of leadership experience with billions of data points on work, people, and the world's greatest workplaces to draw insights our customers can act on, giving them a depth of understanding that no other vendor can offer.

What makes us different

People-first AI

Our AI does more than just automate. It frees employees from repetitive, low-value tasks so they can focus on the work that truly matters.

Workforce intelligence at scale

We harness the industry's most extensive database of people insights to reveal unseen opportunities that improve retention, uncover inefficiencies, and empower leaders to make quick, confident decisions.

Global reach, local fluency

UKG delivers a unified platform that not only manages the nuances of local regulations, languages, and workforce practices, but also provides one source of truth for all your data, a consistent experience for all your employees, and a scalable foundation for growth.

"Our biggest win with UKG is having an easy-to-use, single source for all HR and workforce data to help us work efficiently and maximize productivity — all while creating a great place to work environment for our entire staff. The solution is remarkably flexible and adapts to our evolving needs, giving us confidence in knowing that we selected a solution, and a partner in UKG, that we can rely upon for years to come."

Thang Ho, Director of IT, Associated Students of Chico State University

UKG Ready: Purposeful HR

UKG Ready®, our all-in-one HR, payroll, talent, and time solution for leaner teams, delivers purposeful HR tools through technology, support, and proprietary data that help you create a great place to work for all. Employees are empowered through a modern user experience that makes their day-to-day easier and more productive. And people processes are streamlined through deep, automated compliance and payroll functionality designed to scale and grow with you.

UKG Ready is purpose-built to provide simplified, enterprise-grade functionality that caters to businesses across various industries and around the world. As a global solution, it serves customers in 10 countries and offers support for 17 languages. Its comprehensive Human Capital Management (HCM) capabilities encompass areas such as HR, time management, and the planned expansion of payroll globally in 2024. UKG Ready streamlines processes and empowers organizations with a unified platform for managing their workforce.

Culture-driven HR that builds trust.

Unprecedented business and people insights for making informed decisions that build trust and create a culture where people want to work.

Empowered employee experiences.

A comprehensive solution that delivers a tailored modern user experience that increases productivity and empowers your employees with access to the information and resources they need most.

Dynamic payroll designed to scale and grow.

Scalable HR solution with deep compliance and payroll functionality that automates and simplifies business processes and helps meet growing business objectives.

Partner for Life

At UKG, we build meaningful, life-long partnerships with our customers, and we are committed to making sure you get the most value from your investment. The UKG Ready™ solution offers a smart, personalized service with the right guidance when it matters most.

UKG offers the best launch and customer services in the industry and includes free, ongoing access to UKG's range of learning resources for your lifetime as a customer.

Unrivalled Customer Support

Every element of support is designed to help you in the moment, ensure you stay current with product news, and understand legislative updates. When you need assistance, you have access to seasoned representatives who are experienced in all aspects of HCM and Ready and who can respond rapidly to your service requests via in-product chat, phone, or electronic support case.

You can submit as many support cases as you need, and non-urgent cases will be responded to within standard business hours. However, if you experience a major issue with your UKG Ready solution you can call it in 24/7 and get the mission-critical support you need in the moment.

Customer-Driven Collaboration and User Communities

UKG strongly encourages customer involvement, input, and validation, often introducing changes to our technology based on customer suggestions. The ideas portal is an online social community that lets customers submit ideas and communicate best practices with their peers. Feature requests from our customers help drive the product roadmap for UKG Ready solutions.

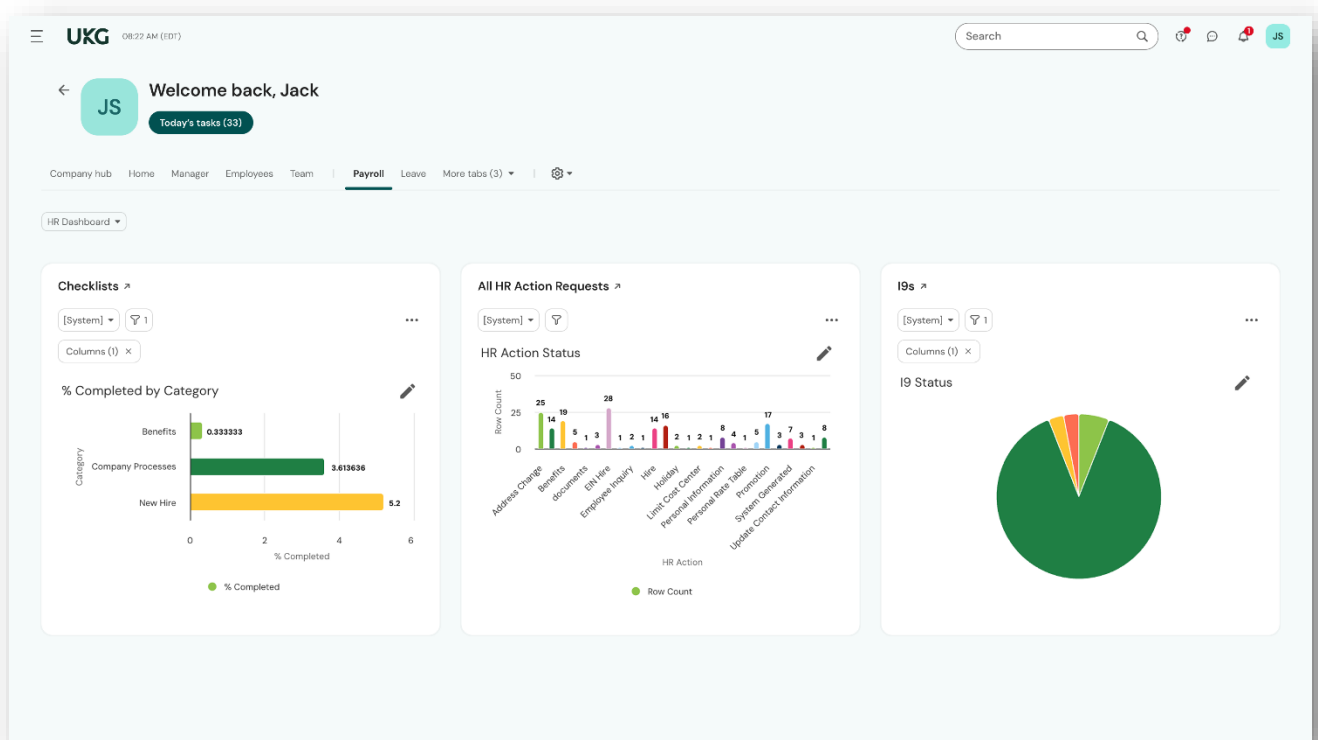
With the UKG Community, you have one place to access resources for day-to-day tasks, exchange knowledge with other members as well as interact with fellow customers and subject matter experts who share a similar focus.

UKG also encourages participation in regional user group meetings, special interest groups, and sessions at the UKG-sponsored annual user conference. Customers have the opportunity to connect with peers, exchange ideas, and learn about Ready. The result: increased productivity and maximum value with your HCM solution.

HR

UKG Ready® HR helps you eliminate paperwork and inefficiencies so you can build transparent, compliant people processes. Our all-in-one solution stores and tracks all your employee information in one place to reduce administrative workload and compliance risk, enabling you to automate core HR functions like onboarding and benefits management, configure forms and reports, and get real-time access to accurate and consistent employee records.

- Streamline routine tasks like approvals, updates, changes, and more with flexible workflows that eliminate duplicate data entry and manual processes.
- Improve compliance and mitigate risk through automatic updates reflecting the latest regulatory changes.
- Drive employee engagement with a best-in-class employee experience and modern self-service and talent management tools available on any device.
- Understand employee experiences, sentiments, and needs through survey capabilities.
- Grow your people's careers with access to training, feedback, and internal opportunities.
- Simplify benefits management and enrollment for multiple plan types.
- Communicate important organizational information through, push, email, or SMS notifications.
- Gain strategic insights proactively through real-time reporting and analytics.



Time

UKG Ready® Time streamlines time tracking with consistent, fair rules, enabling organizations to simplify and automate routine tasks like approving timesheets, correcting exceptions, responding to time-off requests, and managing schedules with flexible workflows. A robust pay calculation engine, automated notifications, configurable reports, and real-time access to accurate time information help you minimize compliance risk.

- Drive efficiency by simplifying routine time and attendance tasks with automated workflows
- Improve compliance and mitigate risk with automatic updates to available pay rules
- Automatically route documents to the appropriate people for review
- Provide employees easy, instant access on any device to important information like timesheets and schedules, multiple user-friendly ways to enter and review time information, and quick management of time-off requests, schedules, timecards, overtime requests, and more
- Assign and track employees' schedules with ease
- Easily make timesheet changes and ensure employees are paid correctly with Historical Timesheet Corrections and Retro Pay
- Gain strategic insights through real-time reporting anytime, anywhere
- Stay ahead of the curve with proactive notifications that help you align with organizational goals

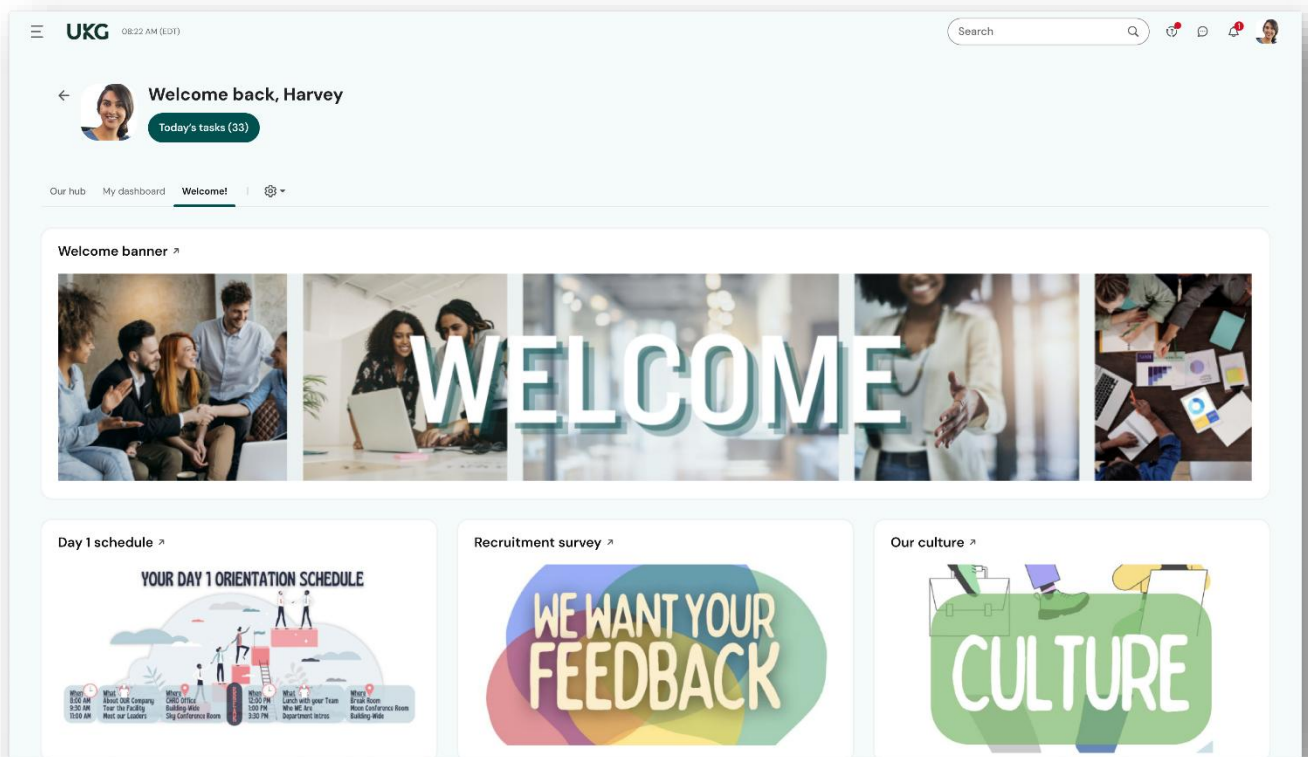
The screenshot displays the UKG Ready Time app interface for a user named Cindy A. Scott. The interface is organized into several sections:

- Header:** Includes a menu icon, search, notifications, and user profile.
- Breadcrumb:** Shows the path "Time > Timesheets".
- Section Header:** "Timesheets".
- User Profile:** Cindy A. Scott (UKG - Lowell) (090).
- Date Range:** June 08, 2025 - June 22, 2025, with an "Open" link.
- Tabs:** "Time Entry" (selected), "Adjustments", and "Exceptions".
- Table:** A table with columns "Date", "Raw hours", and "Actions". It lists days from Sunday, June 8 to Wednesday, June 11, each with a calendar icon and a "+" action button.
- Time Entry Form:** Includes a time range selector (09:00a - 05:00p), "From" and "To" time pickers (09:01 am and 05:01 am), and a "Raw total" field (08.01 hrs).
- Summary:** "Calc. total" field showing 00:00.
- Filters:** "In date" dropdown (TUE Apr 13) and "Cost center 3" dropdown (Choose...).
- Footer:** "Change request" button, "Approve" button, and a menu icon.

Onboarding

UKG Ready® Onboarding (part of UKG Ready HR) seamlessly connects your recruiting and core HR processes, engaging new hires from the moment they accept your job offer and ensuring they both feel welcome and hit the ground running in their role.

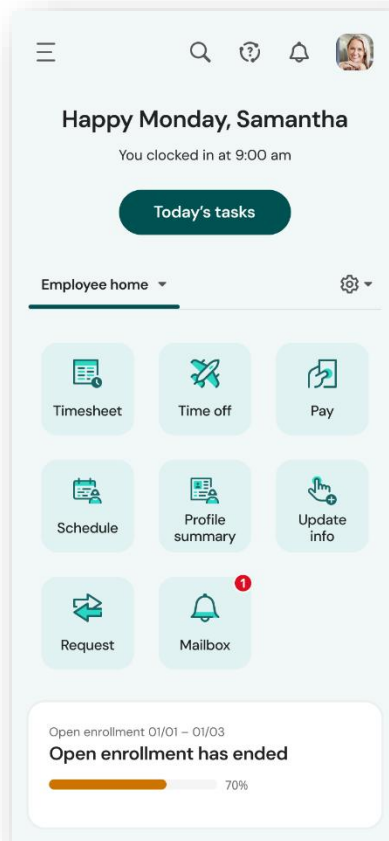
- Make your people feel welcome even before their first day with the Ready Preboarding Portal, a one-stop shop for company information, forms, and culture accessible right away after hiring.
- Create multiple onboarding tracks relevant to the different positions at your organization and serve those steps up in an intuitive, centralized checklist.
- Automatically notify employees and managers as different onboarding stages are completed.
- Make it easy for managers and mentors to track new hire progress and support them through built-in communication tools, real-time visibility into checklist completion and milestones, and quick assignment of actions.



Mobile App

The UKG Ready® mobile app puts all the HR and payroll tools you rely on at your fingertips whenever you need them, helping you and your people succeed at your work and balance your life. Whether you're in the workplace, on the road, or working remotely, you can access the full Ready system to stay informed, keep tasks moving, and make an impact on people and processes with no hassle from the devices you use most.

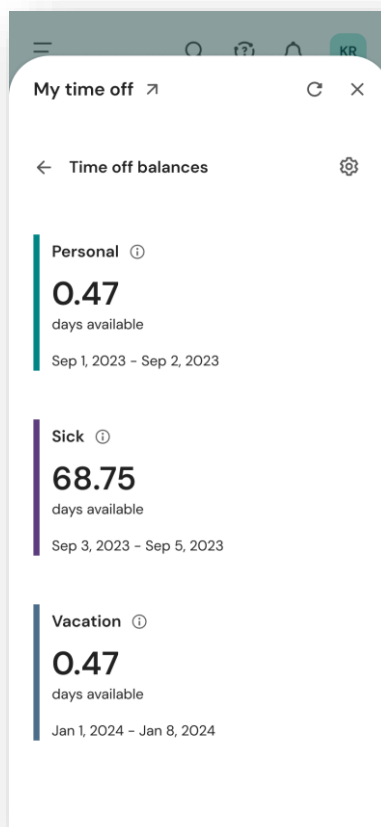
- Get an end-to-end experience on any device, whether you're an employee, manager, or HR and payroll practitioner.
- Transition easily from your mobile device to your laptop or desktop and back without losing a step, enabling you to manage and improve on your organization's processes in the moment.
- Give your people the exact tools they need anytime, anywhere with personalized self-service options based on their role, common activities, location, and preferences.
- Build or access reports, charts, and even predictions and recommendations in real time on your mobile device to ensure you're always ready for strategic actions and conversations.



Accruals Manager

UKG Ready® Accruals Manager helps manage time off efficiently and flexibly for improved accuracy and consistency. This powerful solution automatically calculates and tracks accrued paid time off (PTO) based on your organization's specific rules, policies, and regulations – so you can eliminate manual errors, support fair and consistent policy enforcement, and give employees and managers instant visibility to simplify time-off requests and approvals.

- Increase engagement by offering comprehensive, competitive PTO benefits
- Streamline time-off requests and approvals for employees and empower managers to make fast, informed decisions on time-off requests
- Ensure fairness by accurately and automatically calculating and tracking time-off accruals
- Increase transparency with instant visibility into each employee's current accrual balance
- Effectively balance employee requests with staffing coverage requirements
- Allow your people to manage how they use their time off with Peer-to-Peer Time Off Donations
- Improve efficiency by eliminating paper-based or manual accrual tracking processes



PRICING PROPOSAL PREPARED FOR:

CITY OF ZEELAND
21 S ELM ST, ZEELAND, MI 49464 USA

PRICING PROPOSAL PREPARED BY:

Tim Turner
tim.turner@ukg.com
Account Executive 2

UKG Pricing**Subscription Services**

Subscription Services	Quantity	PEPM	Monthly Price	Annual Price
UKG Ready HR	140	USD 4.20	USD 588.00	USD 7,056.00
UKG Ready Time	140	USD 3.60	USD 504.00	USD 6,048.00
UKG HRSD Document Manager	140	USD 0.00	USD 0.00	USD 0.00
Total Price		USD 7.80	USD 1,092.00	USD 13,104.00

Professional Services

Professional Services	Total Price
Launch Fee	USD 4,032.70





CONNECT TO AD

EVALUATION

PRICING

HELP

TRUST

CONTACT

REFERRALS

UKG
Partner

NEW License

\$6,799 1 YEAR LICENSE

\$10,199 2 YEAR LICENSE

\$13,399 3 YEAR LICENSE

Includes 10 Hours of
Implementation Services

UKG PRO Onboarding

\$1,200 SERVICE FEE

BETTER VALUE!

BEST VALUE!!

RENEW License

\$4,299 1 YEAR LICENSE *

\$7,699 2 YEAR LICENSE *

\$10,899 3 YEAR LICENSE *

* Only available if you
have previously purchased a
license



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, Interim City Manager
SUBJECT: VandeLuyster Square Gazebo Rehabilitation Contract Award
DATE: September 18, 2026
CC: City Council Work Study and Action Agenda Items September 21, 2026

Included in the Fiscal Year 2026-2027 budget is an allocation of \$50,000 for the rehabilitation of the gazebo located in VandeLuyster Square. Staff solicited bids for the project, which includes replacement of the existing cedar shake roof, restoration and sealing of the exposed cedar framing, replacement of the existing railings and damaged wood, replacement of the missing post and decorative elements, and preparation and repainting of the existing white-painted wood.

Bids were opened on September 10, 2026, and two bids were received:

Kartveli Trusted Construction: \$26,416
Midwest Construction: \$34,422

Kartveli Trusted Construction submitted the low bid in the amount of \$26,416. This bid is \$8,006, or approximately 23 percent, below the bid submitted by Midwest Construction. Both contractors submitted bids based on the same project specifications and scope of work. The project is scheduled for final completion by May 1, 2027.

While \$50,000 was included in the FY27 budget for this project, staff recommends establishing a total project budget of \$30,000. This will provide approximately \$3,584 above the contract amount for any minor unforeseen conditions or incidental work that may arise during construction while still keeping the project well below the original budgeted amount.

We have worked with Kartveli Trusted Construction on previous City projects and have been satisfied with their work and responsiveness. Based on that experience, their competitive pricing, and their status as the low bidder, staff recommends awarding the VandeLuyster Square Gazebo Reconstruction Contract to Kartveli Trusted Construction.



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

Recommendation

Award a contract to Kartveli Trusted Construction in the amount of \$26,416 for the reconstruction and rehabilitation of the VandeLuyster Square gazebo and establish a total project budget of \$30,000.

Kevin Plockmeyer, Interim City Manager

Vande Luyster Gazebo Remodel
Bid Tab Sheet
Thursday, September 10, 2026 @ 10:30 AM

Bidder	Bid Quote
Midwest Construction	\$ 34,422.00
Kartveli Trusted Construction	\$ 26,416.00

QUOTE



KARTVELI TRUSTED CONSTRUCTION

DATE

08/09/2026

JOB NUMBER

01786

Kartveli Trusted Construction

708 E Central Ave

Zeeland, MI 49464

(616) 953-0388

kartvelitrusted@yahoo.com

quote to

Mike Bronkhorst

Church st park

QUOTE BY:

Beso at Kartveli Trusted Construction

JOB:

Gazebo renovation

PAYMENT TERMS:

See below.

DESCRIPTION

PRICE

Remove the existing shaker roof and install new smooth cedar shaker roof which will be sealed with two coats of oil base clear seal.

We will also sand down the cedar wood framing underneath the roof and apply same sealer to possibly bring the cedar color back up.

Remove the existing railings and any damaged wood. Build new railings to match the top part of the gazebo. build another post that's missing.

We plan two come up with two new handles that will be installed on top of the posts on each side.

Sand down all the white color wood, fill any gaps and cracks and paint with two coats of white paint.

\$26,416

**Please be advised that Kartveli Trusted Construction has no control over the availability of materials.

***This quote is valid for 30 days.

TOTAL \$26,416



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

**BIDS ARE REQUESTED FOR THE
FOLLOWING PROJECT:**

**VANDELUYSTER SQUARE
GAZEBO REMODEL
CITY OF ZEELAND, MICHIGAN**

Sealed bids from contractors will be received at the Zeeland City Clerk's Office, 21 S. Elm St., Zeeland MI 49464 on or before Thursday, September 10, 2026, at 10:30 AM. Bids will be opened and read aloud at that time and location.

All bids must be submitted in a sealed envelope clearly marked VandeLuyster Square Gazebo Remodel Bid.

The Owner reserves the right to waive informalities and to award bids in its own best interest.

FEEL THE ZEEL



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

Bid Specifications
VandeLuyster Square
Gazebo Remodel
City of Zeeland, Michigan

General Information and Instructions

1. The City of Zeeland will receive proposals from qualified contractors for renovation of the gazebo located in VandeLuyster Square, Zeeland, MI 49464.
2. Proposals must be mailed or delivered in person to the Zeeland City Clerk's Office, 21 South Elm Street, Zeeland, MI 49464. All proposals must be sealed in envelopes, clearly marked "VandeLuyster Square Gazebo Remodel Bid" and must be received prior to 10:30 AM, local time, on Thursday, September 10, 2026. This will be a public bid opening. Evaluation of proposals and award will be at a later date; the contractor will receive a letter of intent prior to receipt of contract.
3. The schedule of Work Shall be as follows:

September 10, 2026 at 10:30 AM	Bids Due
September 21, 2026	Anticipated Award
May 1, 2027	Final Completion Date
4. Performance and Labor and Material Bonds will be required for the project if the total project cost exceeds \$50,000.
5. Provide Liability Insurance and a Certificate of Insurance showing the City of Zeeland as additional insured with a liability coverage of at least \$2,000,000. As is such, the successful bidder shall be required to hold the City of Zeeland harmless from any liability in connection with the required work.
6. Funding for the project is by the City of Zeeland and project does not require the payment of prevailing wages.
7. The successful bidder shall comply with all ordinances of the City of Zeeland in conjunction with the performance of the project.

FEEL THE ZEEL



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

8. Please direct all questions to Mike Bronkhorst at 616-772-0870 or mbronkhorst@cityofzeeland.com.
9. The owner reserves the right to accept or reject any or all bids and to waive all irregularities in proposals. Proposals remain firm for sixty (60) days from the date of the Bid Opening.

Project Specifications

1. The work consists of exterior rehabilitation of the existing gazebo at VandeLuyster Square. Contractor shall field verify existing dimensions, profiles, and conditions before ordering materials or beginning fabrication. New work shall match the existing gazebo configuration and architectural character unless otherwise approved by the City.
2. Remove and legally dispose of the existing cedar shake/shingle roofing. Protect roof framing and adjacent finishes during removal. Replace deteriorated roof decking or concealed framing only when authorized by the City; additional work not included in the bid requires written approval before proceeding.
3. Provide and install new smooth cedar shake/shingle roofing matching the existing size, profile, exposure, and appearance. Roofing shall be No. 1 grade Western Red Cedar or approved equal, suitable for roofing use. Install in accordance with manufacturer instructions and recognized cedar roofing industry standards, including proper starter courses, coursing, flashing, edge detailing, and ventilation required for a complete weather-tight installation.

FEEL THE ZEEL



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

Project Specifications - Continued

4. Roofing fasteners shall be appropriate for cedar roofing, suitable for exterior exposure, compatible with the cedar and substrate, and resistant to corrosion, deterioration, and staining of the wood. Fasteners shall be properly sized and installed in accordance with the roofing manufacturer recommendations and recognized cedar roofing industry standards. Sand and prepare the exposed cedar roof framing below the roof, then apply two coats of exterior oil-based penetrating clear wood sealer suitable for cedar to the new cedar roofing and prepared exposed cedar framing in accordance with manufacturer requirements.
5. Remove the existing railings and all visibly damaged or deteriorated wood identified for replacement. Construct new railings to match the existing upper gazebo railing design, dimensions, spacing, profiles, and appearance. Provide the missing post and all necessary blocking and trim. Provide two new decorative handles/ornamental elements at the tops of the posts, one on each side; final profile shall be reviewed with the City before fabrication.
6. Replacement lumber shall match the dimensions, profiles, and appearance of the existing gazebo as closely as practical and shall be suitable for the intended use. Lumber shall be straight, sound, properly dried, and free of decay or other defects that impair appearance, strength, or durability. Cedar shall be used where matching existing exposed cedar components. Lumber that will be painted does not need to be exterior-grade, provided it is suitable for the application and is properly prepared, primed, and painted in accordance with these specifications. Treated or naturally decay-resistant lumber shall be used where conditions warrant, such as locations subject to direct moisture exposure.
7. Provide fasteners, connectors, screws, bolts, and nails appropriate for the materials, loads, and exposure conditions. Fasteners shall be suitable for exterior use where exposed to weather and shall be selected to resist corrosion, deterioration, and staining or discoloration

FEEL THE ZEEL



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

of the lumber. Fasteners shall be properly sized and installed in a manner that does not split or damage the wood.

8. Sand all existing painted white wood to remove loose or failing coating and create a sound surface. Fill cracks, checks, nail holes, and minor voids with exterior-rated paintable filler or repair compound appropriate for the condition. Replace wood that is decayed or structurally unsound rather than filling over deterioration.
9. Prime bare wood and repaired areas with a compatible exterior wood primer. Apply two finish coats of premium exterior 100 percent acrylic latex paint, white, to all prepared white-painted wood. Apply coatings only under acceptable temperature and moisture conditions and in accordance with manufacturer instructions. Final color and sheen shall match the existing gazebo unless otherwise directed by the City.
10. Contractor shall protect adjacent pavement, landscaping, furnishings, and public areas from demolition debris, dust, coatings, and construction damage. Maintain safe pedestrian control around the work area and keep the site orderly throughout construction.
11. All material, labor, equipment, scaffolding/lifts, transportation, disposal, surface preparation, fasteners, sealers, primers, paint, temporary protection, cleanup, and incidental work required for a complete finished project are the responsibility of the contractor. If concealed damage or conditions materially change the scope, stop work in the affected area and obtain written City authorization before performing extra work.
12. Upon completion, remove debris and temporary protection, clean the work area, and leave the gazebo and surrounding area in a neat, safe, and fully usable condition.

FEEL THE ZEEL



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

VANDELUYSTER SQUARE GAZEBO REMODEL BID

I hereby submit the following bid for the VandeLuyster Square gazebo remodel:

- a. Remove existing cedar shake/shingle roofing and dispose of removed material.
- b. Install new smooth cedar shake/shingle roofing, complete with required fasteners, starter courses, flashing, and related weather-tight detailing.
- c. Sand and prepare exposed cedar framing below the roof and apply two coats of exterior oil-based clear sealer.
- d. Remove existing railings and damaged wood; construct new railings to match the existing upper gazebo design.
- e. Provide and install the missing post and two new decorative handles/ornamental elements at the tops of the posts.
- f. Sand and prepare all white-painted wood, fill cracks and gaps as appropriate, prime bare/repared areas, and apply two finish coats of white exterior paint.
- g. Provide all labor, materials, fasteners, equipment, access, protection, disposal, cleanup, and incidental work required for a complete project in accordance with the specifications.

Total Bid for Project: \$ 26,416.00

All work will be performed in accordance with the specifications as prepared and furnished by the City of Zeeland.

FEEL THE ZEEL



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

All work will be performed in accordance with the specifications as prepared and furnished by the City of Zeeland.

Bidder:

Kartveli Trusted Construction

Printed Name of Bidder

Dated:

8/16/2026

By:

Beso Sharabidze

Signature of Authorized Representative

Beso Sharabidze, Owner

Printed Name of Signer and Title

708 E Central Ave

Street Address

Zeeland, MI 49464

City, State, and Zip

FEEL THE ZEEL



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, Interim City Manager
SUBJECT: Set Hours for Trick-or-Treating
DATE: September 18, 2026
CC: City Council Work Study and Action Agenda Items September 21, 2026

Each year, the City receives inquiries from residents regarding the established hours for Trick-or-Treating. Historically, City Council has formally set city-wide Trick-or-Treating hours based on the recommendation of the Police Chief. Chief Jungel is again recommending that city-wide Trick-or-Treating hours be established from 5:00 p.m. to 7:00 p.m. on October 31, 2026.

In addition, Events Coordinator Kerri VanDorp has scheduled the Downtown Trick-or-Treating event for Friday, October 30, 2026, from 3:00 p.m. to 5:00 p.m. This continues the City's annual downtown event coordinated with participating businesses. The downtown event will take place the day before the city-wide Trick-or-Treating hours on Saturday, October 31.

Recommendation

To approve the recommendation to set the hours of 5:00 P.M. to 7:00 P.M. for City-wide trick or treating on Saturday, October 31, 2026, and to approve the "Downtown Business Trick-or-Treating" scheduled for Friday, October 30, 2026, from 3:00 P.M. to 5:00 P.M.

Kevin Plockmeyer, Interim City Manager



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

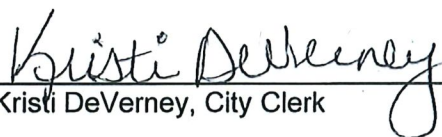
CITY COUNCIL MEMORANDUM

TO: Mayor Van Dorp and City Councilmembers
FROM: Kristi DeVerney, Clerk
SUBJECT: Planning Commission Appointment
DATE: September 16, 2026
CC: September 21, 2026, Council Packet

BACKGROUND: There is a vacancy on the Planning Commission due to Bill Elhart retiring. Phil Dirkse has submitted a Consideration for Appointment form to serve on the Planning Commission, filling Bill Elhart's vacated seat. Mayor Van Dorp is recommending this appointment.

RECOMMENDATION:

Motion and support to approve the appointment of Phil Dirkse to the Planning Commission with a term expiring January 1, 2027.



Kristi DeVerney, City Clerk

FEEL THE ZEEL



Outlook

[External] New submission from Application for a Seat on a Board/Commission

From City of Zeeland <relay@mg.cityofzeeland.com>

Date Mon 9/14/2026 2:13 PM

To Clerk <clerk@cityofzeeland.com>

Attention: This email was sent to City of Zeeland / Zeeland BPW from an external source. Please be extra vigilant when opening attachments or clicking links.

City of Zeeland - Application for a Seat on a Board/Commission

Your Name

Phil Dirkse

Your Address

426 E Central Ave
Zeeland, Virginia 49464
United States
[Map It](#)

Your Email Address

philip.dirkse@gmail.com

Your Phone

(616) 403-9755

Appointment Seeking:

Planning Commission

Current Employer

DISHER Corp.

Current Memberships

Member at Pillar Church

Current Offices Held

Information verified by: Kristi DeLaney

N/A

Past Memberships

N/A

Past Offices Held

Served on BoD for One17 International

What are your Qualifications?

Live/work/play in Zeeland.

Completed Zeeland Citizens Academy in 2026.

Passionate about the future of our community.

Personal References

Name/Occupation

Daniel Klompmaker

Phone Number

6164011385

Address

437 W Lawrence Ave

Name/Occupation

Brett Howe

Phone Number

5178984160

Address

38 Taft St