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. Auorium 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:

<u>Church Street Construction Project</u> – 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.

<u>Cemetery and Parks Commission</u> – 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.

<u>Planning Commission Meeting</u> – 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.

<u>CSX/84th Street Crossing</u> – 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.

<u>Holland/Zeeland Labor Day Truck Parade</u> – The Holland/Zeeland Labor Day Truck Parade once again took place on Laor 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

<u>26.137 Match on Main Grant Agreement – State of Michigan</u>

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

<u>26.138 Match on Main Grant Agreement – Mandu Escapes</u>

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.

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Mayor Richard VanDorp III

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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.

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Kristi DeVerney, City Clerk