

AGENDA for the Zeeland Board of Public Works
3:30 p.m. – Tuesday, October 13, 2026
Zeeland Board of Public Works
Boardroom
350 E. Washington Ave., Zeeland, MI 49464

1. Call Meeting to Order – Announcement of Quorum
2. Review and Approve Minutes of the September 15, 2026 Regular Meeting*
3. Public Comment
4. Safety Minute
5. Financial Reports*
 - A. Electric Utility Statement of Revenues and Expenditures
 - B. Water Utility Statement of Revenues and Expenditures
 - C. Cash Disbursements
 1. Electric
 2. Water
 - D. Summary of Cash Position and Recommended Cash Transfers
6. Department Reports, Project Updates, Bid Recommendations
 - A. Accounting, Finance & Customer Service
 1. Finance & Customer Service Department Report
 - B. Water
 1. Water Department Report
 2. Presentation: Water Conservation & Demand Management Strategy
 3. Recommendation: Sensus Pressure Profile Meter Program Purchase*
 4. Informational: Cintas Facility Supplies & Services Contract
 - C. Transmission & Distribution
 1. T&D Department Report
 2. Recommendation: Right-Of-Way Management Services Contract*
 - D. Power Supply and Market Operations
 1. Power Production Department Report
 2. Informational: New Generation Capacity Implementation Plan Update
 3. Professional Services Recommendation: New Generation Rate Impact Evaluation*
 4. Recommendation: Electric Power Supply Manager Relocation Assistance Package*
7. Other Business
 - A. Recommendation: Water Operations Manager Salary Adjustment*
 - B. Recommendation: Zeeland Recreation 2026-2027 Winter Program Sponsorship*
 - C. Informational: Recruitment Update: Key BPW Positions
 - D. Informational: MPIA Fall 2026 Board Meeting Update
 - E. Informational: Gentex Development Agreement Update
 - F. Informational: myBPW Home Energy Solutions Program
 - G. Informational: MMEA Lifetime Membership Award – Andrew Boatright
 - H. Thank Yous
 - I. Upcoming Events
 - J. Closed Session – To Consider the Purchase of Real Property*
8. Adjourn

* denotes Board Action requested

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

OCTOBER 2026

CYBERSECURITY AWARENESS MONTH

ONE CLICK. REAL CONSEQUENCES.

Cybersecurity protects people, too.



A REAL-WORLD SAFETY REMINDER

On September 24, Arizona's court system identified a cyberattack. Officials say it appears to have begun when an employee clicked a malicious link in a phishing email.



~170,000

people with active or inactive protective orders potentially affected; records may include names and addresses.



150,000+

Foster Care Review Board Recommendation Reports copied, involving sensitive child and family information.

Exposed personal information can create real safety risks.

BEFORE YOU CLICK

01



PAUSE

Unexpected request?
Urgent tone? Stop before
opening a link or
attachment.

02



VERIFY

Use a known phone
number or trusted
website to confirm
the request.

03



REPORT

Report suspicious
messages to IT.
Already clicked? Contact
IT immediately.

Protect our people. Protect our community. Protect essential services.

Zeeland Board of Public Works
Statement of Revenue & Expenses
Electric Utility Fund
August 2026

GL NUMBER	ACTIVITY FOR MONTH 8/31/2026	ACTIVITY % OF OPERATING REVENUE	August 2026 BUDGET	BUDGET % OF OPERATING REVENUE	COST AS BUDGET % OF ACTUAL REVENUE	DELTA F/(U)	YTD BALANCE 8/31/2026	2026-27 AMENDED BUDGET	2026-27 REMAINING BUDGET	PRIOR YEAR YTD BALANCE 8/31/2025
Fund 582 - ELECTRIC UTILITY FUND										
	CHARGES FOR SERVICE		3,785,240.58				7,773,099.41	42,823,534.09	35,050,434.68	7,350,611.49
	OTHER REVENUE		4,920.19				10,530.33	59,000.00	48,469.67	7,243.82
TOTAL OPERATING REVENUES	3,790,160.77		4,151,029.30				7,783,629.74	42,882,534.09	35,098,904.35	7,357,855.31
240 - CONTINGENCIES	0.00	0.00%	9,680.00	0.23%	\$ 8,838.47	\$ 8,838.47	0.00	100,000.00	100,000.00	0.00
252 - FRINGE BENEFITS	0.00	0.00%	145.20	0.00%	\$ 132.58	\$ 132.58	0.00	1,500.00	1,500.00	0.00
536 - POWER PRODUCTION	84,184.07	2.22%	138,618.75	3.34%	\$ 126,567.97	\$ 42,383.90	223,392.63	1,432,011.85	1,208,619.22	193,280.70
537 - INTERCHANGE POWER	2,419,203.30	63.83%	2,789,955.18	67.21%	\$ 2,547,411.23	\$ 128,207.93	4,570,542.56	28,821,851.00	24,251,308.44	4,359,671.72
539 - TRANSMISSION	179,778.23	4.74%	517,660.26	12.47%	\$ 472,657.62	\$ 292,879.39	653,618.65	5,347,730.00	4,694,111.35	1,083,745.72
540 - UTILITY LINES	117,087.73	3.09%	211,527.08	5.10%	\$ 193,138.03	\$ 76,050.30	243,823.95	2,185,197.06	1,941,373.11	270,894.31
542 - STREET LIGHTING & SIGNALS	1,706.65	0.05%	3,367.91	0.08%	\$ 3,075.13	\$ 1,368.48	3,384.06	34,792.51	31,408.45	2,815.39
543 - METERS	1,906.99	0.05%	5,122.13	0.12%	\$ 4,676.84	\$ 2,769.85	3,989.69	52,914.54	48,924.85	3,736.31
545 - SUBSTATIONS	10,594.76	0.28%	29,181.57	0.70%	\$ 26,644.68	\$ 16,049.92	21,153.59	301,462.55	280,308.96	35,077.30
546 - ACCOUNTING	29,583.54	0.78%	45,338.37	1.09%	\$ 41,396.90	\$ 11,813.36	54,889.31	468,371.63	413,482.32	37,794.57
547 - ADMINISTRATION	107,540.51	2.84%	172,976.03	4.17%	\$ 157,938.41	\$ 50,397.90	191,196.06	1,786,942.45	1,595,746.39	227,361.14
551 - CLEAN ENERGY PROGRAM	32,064.53	0.85%	42,156.40	1.02%	\$ 38,491.55	\$ 6,427.02	76,667.83	435,500.00	358,832.17	99,946.39
571 - BUILDINGS & GROUNDS	24,691.13	0.65%	37,855.16	0.91%	\$ 34,564.23	\$ 9,873.10	49,602.73	391,065.72	341,462.99	33,738.01
572 - INSURANCE & BONDS	26,808.64	0.71%	50,718.36	1.22%	\$ 46,309.17	\$ 19,500.53	61,379.78	523,950.00	462,570.22	70,614.30
576 - CAPITAL CONTRIBUTIONS	0.00	0.00%	4,840.00	0.12%	\$ 4,419.24	\$ 4,419.24	0.00	50,000.00	50,000.00	0.00
TOTAL OPERATING EXPENDITURES	3,035,150.08	80.08%	4,059,142.41	97.79%	\$ 3,706,262.04	\$ 671,111.96	6,153,640.84	41,933,289.31	35,779,648.47	6,418,675.86
Fund 582 - ELECTRIC UTILITY FUND:										
NET OF OPERATING REVENUES & EXPENDITURES	755,010.69		91,886.89				1,629,988.90	949,244.78	(680,744.12)	939,179.45
NON-OPERATING REVENUES										
Equity Adjustment in MPIA	392,878.22		96,800.00				395,494.84	1,000,000.00	604,505.16	647,385.20
Equity Adjustment in MPPA	5,857.44		7,260.00				(7,292.24)	75,000.00	82,292.24	33,229.98
Interest Earnings - Imp & Add	42,089.37		19,360.00				59,213.56	200,000.00	140,786.44	43,632.97
Sale of Fixed Assets	7,639.00		2,904.00				7,639.00	30,000.00	22,361.00	12,000.00
Capital Contributions	24,074.15		231,359.16				24,074.15	2,390,074.00	2,365,999.85	9,079.71
TOTAL REVENUES	4,262,698.95		4,508,712.46				8,262,759.05	46,577,608.09	38,314,849.04	8,103,183.17
NON-OPERATING EXPENSES										
550 - DEPRECIATION	245,833.32	6.49%	285,560.00	6.88%	\$ 260,734.92	\$ 14,901.60	491,666.64	2,950,000.00	2,458,333.36	478,553.29
965 - TRANSFERS OUT	57,964.92	1.53%	67,332.05	1.62%	\$ 61,478.56	\$ 3,513.64	115,929.84	695,579.00	579,649.16	115,289.00
TOTAL EXPENDITURES	3,338,948.32		4,412,034.45				6,761,237.32	45,578,868.31	38,817,630.99	7,012,518.15
NET OF REVENUES & EXPENDITURES	923,750.63		96,678.01				1,501,521.73	998,739.78	(502,781.95)	1,090,665.02

Zeeland Board of Public Works
Statement of Revenue & Expenses
Water Utility Fund
August 2026

GL NUMBER	ACTIVITY FOR MONTH 8/31/2026	ACTIVITY % OF OPERATING REVENUE	August 2026 BUDGET	BUDGET % OF OPERATING REVENUE	COST AS BUDGET % OF ACTUAL REVENUE	DELTA F/(U)	YTD BALANCE 8/31/2026	2026-27 AMENDED BUDGET	2026-27 REMAINING BUDGET	PRIOR YEAR YTD BALANCE 8/31/2025
Fund 591 - WATER UTILITY FUND										
	CHARGES FOR SERVICE		552,426.89				1,347,054.77	5,864,404.38	4,517,349.61	1,310,884.78
	OTHER REVENUE		1,954.65				838.22	20,750.00	19,911.78	385,558.35
TOTAL OPERATING REVENUES										
			554,381.54				1,347,892.99	5,885,154.38	4,537,261.39	1,696,443.13
252 - FRINGE BENEFITS	0.00	0.00%	80.80	0.01%	\$ 97.80	\$ 97.80	0.00	1,000.00	1,000.00	0.00
534 - SOURCE OF SUPPLY	220,931.93	32.93%	222,617.33	40.16%	\$ 269,441.99	\$ 48,510.06	452,912.73	2,755,165.00	2,302,252.27	428,935.75
535 - PUMPING	35,560.02	5.30%	39,982.62	7.21%	\$ 48,392.44	\$ 12,832.42	70,057.78	494,834.40	424,776.62	80,968.42
538 - TRANSMISSION	23,517.75	3.50%	45,032.79	8.12%	\$ 54,504.86	\$ 30,987.11	48,158.19	557,336.56	509,178.37	37,643.88
546 - ACCOUNTING	13,838.13	2.06%	17,890.28	3.23%	\$ 21,653.26	\$ 7,815.13	25,820.50	221,414.31	195,593.81	21,363.01
547 - ADMINISTRATION	51,292.08	7.64%	56,919.32	10.27%	\$ 68,891.56	\$ 17,599.48	88,612.79	704,447.02	615,834.23	83,308.85
571 - BUILDINGS & GROUNDS	7,939.98	1.18%	11,737.18	2.12%	\$ 14,205.94	\$ 6,265.96	16,892.56	145,262.09	128,369.53	13,940.16
572 - INSURANCE & BONDS	8,936.21	1.33%	12,095.76	2.18%	\$ 14,639.95	\$ 5,703.74	20,459.92	149,700.00	129,240.08	23,538.10
576 - CAPITAL CONTRIBUTIONS	0.00	0.00%	808.00	0.15%	\$ 977.95	\$ 977.95	0.00	10,000.00	10,000.00	0.00
TOTAL OPERATING EXPENDITURES										
			407,164.08	73.44%	\$ 492,805.74	\$ 130,789.64	722,914.47	5,039,159.38	4,316,244.91	689,698.17
Fund 591 - WATER UTILITY FUND:										
NET OF REVENUES & EXPENDITURES										
			147,217.46				624,978.52	845,995.00	221,016.48	1,006,744.96
NON-OPERATING REVENUES										
Equity Adjustment in MPIA	23,866.59		0.00				20,874.27	0.00	(20,874.27)	0.00
Interest Earnings - Imp & Add	32,466.10		14,520.00				44,797.49	150,000.00	105,202.51	33,832.90
Rents	0.00		8,392.85				0.00	86,703.00	86,703.00	0.00
Sale of Fixed Assets	0.00		0.00				0.00	0.00	0.00	0.00
Contributed Capital	0.00		2,420.00				5,680.00	25,000.00	19,320.00	11,251.00
TOTAL REVENUES										
			579,714.39				1,419,244.75	6,146,857.38	4,727,612.63	1,741,527.03
NON-OPERATING EXPENSES										
550 - DEPRECIATION	104,705.00	15.60%	101,521.97	18.31%	\$ 122,875.79	\$ 18,170.79	209,409.99	1,256,460.00	1,047,050.01	180,361.39
TOTAL EXPENDITURES										
			508,686.05				932,324.46	6,295,619.38	5,363,294.92	870,059.56
NET OF REVENUES & EXPENDITURES										
			71,028.35				486,920.29	(148,762.00)	(635,682.29)	871,467.47

FUND 582 - ELECTRIC
CHECK DATE FROM 08/01/2026 - 08/31/2026

Check Date	Check #	Payee	Description	Amount
08/17/2026	142835(A)	3RD COAST UPFITTING	CUSTOM LIGHTING PACKAGE, EQUIPMENT PACKAGE, MISC.	2,046.70
08/03/2026	142758(A)#	ACE HARDWARE	CHECK GEN 142758(A) TOTAL FOR FUND 582:	64.96
08/10/2026	142787(A)	ACE HARDWARE	CHECK GEN 142787(A) TOTAL FOR FUND 582:	88.92
08/17/2026	142836(A)	ACE HARDWARE	COUPLE PVC, CONDUIT PVC 40	45.95
08/24/2026	142859(A)#	ACE HARDWARE	CHECK GEN 142859(A) TOTAL FOR FUND 582:	156.72
08/31/2026	142885(A)#	ACE HARDWARE	CHECK GEN 142885(A) TOTAL FOR FUND 582:	309.67
08/03/2026	142759(A)	ACTION INDUSTRIAL SUPPLY CO.	CHECK GEN 142759(A) TOTAL FOR FUND 582:	81.55
08/03/2026	142761(A)	AD BOS OFFICE COFFEE SERVICE	COFFEE MATE FRENCH VANILLA, 100% COLOMBIAN COFFE	107.59
08/24/2026	142862(A)	AD BOS OFFICE COFFEE SERVICE	EQUIPMENT RENTAL NEWCO BREWER - AUGUST 2026	14.24
08/28/2026	189909	ADVANCE AUTO PARTS	MINI BULB-LONG LIFE	15.22
08/07/2026	189724	ALTEC INDUSTRIES INC.	FULLY CONFIGURED FA MODEL, ALTEC SUPPLIED CHASSIS,	338,746.00
08/14/2026	189815	AM CONSERVATION GROUP, INC.	CLEAN ENERGY PROGRAM: ONLINE MARKETPLACE	95.00
08/14/2026	189816	ANDREW BOATRIGTH	CLEAN ENERGY PROGRAM: 127 S WOODLAWN ST	215.00
08/28/2026	189911	ANDREW BOATRIGTH	MILEAGE REIMBURSEMENT MPPA AUGUST 2026 BOARD OF	489.36
08/14/2026	189817	BENNETT STUDIOS LLC	REFUND OF DEPOSIT ON FINAL ACCOUNT: 10009324	36.16
08/17/2026	142841(A)	BRICKLEY DELONG CP ACCOUNTANTS	AUDIT OF FINANCIAL STATEMENTS FOR THE YEAR ENDED 6/	1,813.00
08/21/2026	189860	BRUMMELS	STAINLESS REFRIG APPL, MICRO ELEC, DISHWASHER APPL	2,223.75
08/28/2026	189915	CDW GOVERNMENT	CHECK GEN 189915 TOTAL FOR FUND 582:	2,494.58
08/28/2026	189917	CHAD MUSCH	CLEAN ENERGY PROGRAM: APPLIANCE RECYCLING	90.00
08/28/2026	189918	CHARLES EDWARDS	CLEAN ENERGY PROGRAM: APPLIANCE RECYCLING	75.00
08/07/2026	189733	CHILDRENS ADVOCACY CENTER	JUNE 2027 KICKOFF TO SUMMER KIDS CAMP SPONSORSHIF	1,875.00
08/07/2026	189735	CINTAS CORPORATION	CHECK GEN 189735 TOTAL FOR FUND 582:	101.19
08/14/2026	189820	COMMUNITY FOUNDATION OF HOLLAND/ZEE	TABLE SPONSORSHIP FOR 2026 CELEBRATION OF PHILANTI	937.50
08/07/2026	189736	COMPAAN DOOR & OPERATOR INC.	PUSHER SPRINGS, CABLE KEEPER	284.70
08/21/2026	189862	COMPAAN DOOR & OPERATOR INC.	LIFTMASTER MAXUM JHDC COMMERCIAL JACKSHAFT HOIST	3,402.00
08/14/2026	142832(A)	CONSTELLATION NEWENERGY	NATURAL GAS USAGE 7/1/26 - 7/31/26	40,536.72
08/24/2026	142864(A)	COOPERATIVE RESPONSE CENTER, INC.	BASE FEE, CRC LINK USER LICENSE, MULTISPEAK OMS INTE	530.85
08/07/2026	189738	CRISTI ELKINS	REFUND OF OVERPAYMENT ON FINAL ACCOUNT: 10000895	3.58
08/03/2026	142763(A)	CROSSROADS MOBILE MAINTENANCE	CHECK GEN 142763(A) TOTAL FOR FUND 582:	4,439.95
08/07/2026	189739	DARLA VORK	REFUND OF DEPOSIT ON FINAL ACCOUNT: 10009236	6.37
08/07/2026	189740	DEBRUYN SEED COMPANY	WEED KILLER	37.49
08/14/2026	189822	DEBRUYN SEED COMPANY	STARTER FERTILIZER, MOLE WORMS, WEAR N' TEAR LAWN M	73.66
08/17/2026	142843(A)	DEYOUNG IND. WASTE DISPOSAL	LANDFILL CHARGES - JULY 2026	550.00
08/31/2026	142893(A)	Don's Flowers & Gifts	INTERIORSCAPING - BPW	61.50
08/14/2026	189823	DUTCH KLEEN	JANITORIAL SERVICE 7/15/26 - 8/15/26	1,800.00
08/28/2026	189923#	ECOLAYERS, INC.	TREEAM/IMAM HOSTING - AUG 2026	125.00
08/14/2026	189825	ENERGY EDUCATION COUNCIL	2026 SAFE ELECTRICITY MEMBERSHIP DUES 7/15/26 - 12/31	500.00
08/10/2026	142799(A)	ETNA SUPPLY INC.	ELKAY COLD CONTROL DRINKING FOUNTAIN REPAIRS	53.00
08/07/2026	189742	FARABEE MECHANICAL INC.	GASKET HEADER INJECTION PUMP ADAPTER, GASKET INJEC	233.25
08/03/2026	142766(A)	FASTENAL	HIT PIN 5/8X4 3/4 S	32.08
08/31/2026	143084(E)#	FIRST BANKCARD	CREDIT CARD ACCT THRU 8/31/26	14,139.54
08/28/2026	189927	GARY BOERSEMA	CLEAN ENERGY PROGRAM: 230 S STATE ST	95.00
08/14/2026	189826	GENTEX CORP	CLEAN ENERGY PROGRAM C&I: GENTEX CORP	203.39
08/14/2026	189827	GENTEX CORP	CLEAN ENERGY PROGRAM C&I: GENTEX CORP	2,905.61
08/28/2026	189928	GISELLE MANDUJANO	REFUND OF DEPOSIT ON FINAL ACCOUNT: 10011800	70.40
08/10/2026	142802(A)	GRAINGER	AA BATTERY 24PK, AAA BATTERY 24PK	112.20
08/07/2026	189745	GRAPHIX EMBROIDERY	POCKET TEE SHIRTS BLACK, GREY, SILVER TAN, GREEN	75.48
08/28/2026	189934	HOLLAND CUSTOM SIGNS	CHECK GEN 189934 TOTAL FOR FUND 582:	2,570.62
08/03/2026	142769(A)	HOLLAND P.T.	PARKER TOUGH COVER, PARKER HOSE 43 SERIES, PARKER !	127.86
08/03/2026	142770(A)	INTEGRITY BUSINESS SOLUTIONS	BILLING PAPER	245.22
08/10/2026	142804(A)	INTEGRITY LANDSCAPE MANAGEMENT LLC	CHECK GEN 142804(A) TOTAL FOR FUND 582:	5,457.63
08/17/2026	142847(A)	INTEGRITY LANDSCAPE MANAGEMENT LLC	BPW LANDSCAPE DESIGN & PLANS	660.00
08/31/2026	142900(A)	INTEGRITY LANDSCAPE MANAGEMENT LLC	BPW SITES LAWN MAINTENANCE INSTALLMENT 5 OF 6	865.50
08/03/2026	142771(A)	INTERACTIVE STUDIO, LLC	BPW OFFICE RENOVATION - CIVIL SURVEY, CIVIL PLANNING	191.40
08/10/2026	142831(E)#	INVOICE CLOUD	JULY 2026 BILL PRESENTMENT & CREDIT CARD FEES	1,883.43
08/28/2026	189938	JEFF HEYBOER	CLEAN ENERGY PROGRAM: APPLIANCE RECYCLING	75.00
08/28/2026	189939	JEROME FORD	REFUND OF OVERPAYMENT ON FINAL ACCOUNT: 10003352	112.17
08/03/2026	142772(A)	John's Battery and Electric	BUCKET TRUCK PARTS	589.90

08/31/2026	142901(A)	John's Battery and Electric	TORO MOWER	59.96
08/07/2026	189753	JOSHUA STEWART	REFUND OF DEPOSIT ON FINAL ACCOUNT: 10009552	1.00
08/28/2026	189942	JULIO SANCHEZ	REFUND OF DEPOSIT ON FINAL ACCOUNT: 10002667	16.72
08/07/2026	189755	KELSEY CONNELL	REFUND OF DEPOSIT ON FINAL ACCOUNT: 10010281	40.39
08/21/2026	189872	KENDALL ELECTRIC INC.	ORANGE WIRE, YELLOW WIRE, BROWN WIRE, GREY WIRE	3,568.88
08/28/2026	189943	KEYSTONE PROPERTIES INC	REFUND OF OVERPAYMENT ON FINAL ACCOUNT: 10012312	96.93
08/28/2026	189944	KYLE ISRAELS	CLEAN ENERGY PROGRAM: APPLIANCE RECYCLING	75.00
08/31/2026	142902(A)	LAKEWOOD CONSTRUCTION	SER THRU 7/31/26 RE BPW ADDITION & RENOVATION	48,185.26
08/24/2026	142868(A)	LINDE GAS & EQUIPMENT INC.	CYLINDER RENT 6/20/26 - 7/20/26	341.00
08/21/2026	189874	LUKE KLIPHUIS	REFUND OF DEPOSIT ON FINAL ACCOUNT: 10010516	75.46
08/07/2026	189758	MARISSA LAMBERT	REFUND OF DEPOSIT ON FINAL ACCOUNT: 10003754	48.21
08/28/2026	189946	MARK & ROBIN DECKER	CLEAN ENERGY PROGRAM: APPLIANCE RECYCLING	75.00
08/10/2026	142808(A)	MAST HEATING & COOLING	RTU MAINTENANCE/REPAIR	216.04
08/17/2026	142849(A)	MAST HEATING & COOLING	AC UNIT MAINTENANCE/REPAIR	74.25
08/24/2026	142869(A)	MAST HEATING & COOLING	FINAL BILL TO REPLACE SYSTEM WITH NEW FURNACE AND /	6,900.00
08/21/2026	189875	MICHAEL GRIFFIN	REFUND OF DEPOSIT ON FINAL ACCOUNT: 10009873	18.17
08/28/2026	189948	MICHAEL KIMBER	REFUND OF DEPOSIT ON FINAL ACCOUNT: 10008498	50.00
08/14/2026	189834	MICHAEL QUICK	CLEAN ENERGY PROGRAM: 2770 FAIRFIELD DR	95.00
08/07/2026	189760	MICHIGAN CAT	TRANSFORMER	1,314.52
08/28/2026	189949	MICHIGAN CAT	CHECK GEN 189949 TOTAL FOR FUND 582:	1,870.48
08/28/2026	189950#	MICHIGAN MUNICIPAL WC FUND	POLICY PREMIUM 7/1/26 - 7/1/27	3,288.33
08/07/2026	142786(A)#	MICHIGAN PUBLIC POWER AGENCY	PURCHASED POWER EXPENSE - 07/18/2025-07/24/2026	345,875.07
08/14/2026	142833(A)	MICHIGAN PUBLIC POWER AGENCY	PURCHASED POWER & COMMITTEES - MONTHLY BILLING - J	1,399,145.64
08/21/2026	142858(A)#	MICHIGAN PUBLIC POWER AGENCY	PURCHASED POWER EXPENSE - 08/01/2026-08/07/2026	375,105.97
08/28/2026	142884(A)	MICHIGAN PUBLIC POWER AGENCY	PURCHASED POWER EXPENSE - 08/08/2026-08/14/2026	451,072.97
08/03/2026	142773(A)	MICHIGAN WEST COAST COC	MEMBER CELEBRATION - RIBBON CUTTING 10/8/26	187.50
08/28/2026	189957	NATHAN GRITTER	CLEAN ENERGY PROGRAM: APPLIANCE RECYCLING	75.00
08/28/2026	189958	NIC KASTEN PHOTOGRAPHY	COMMERICAL VIDEO WORK	600.00
08/07/2026	189765#	Parkway Electric & Comm. LLC	CHECK GEN 189765 TOTAL FOR FUND 582:	8,583.75
08/07/2026	189766	PAT & DIANE NELIS	CLEAN ENERGY PROGRAM: 1371 FLUORITE AVE	250.00
08/14/2026	189838	PHILIP CELESTIN	CLEAN ENERGY PROGRAM: APPLIANCE RECYCLING	75.00
08/17/2026	142850(A)	Plant Growth Management System	OFFICE TD 7/2, CREATE 2026-2027 BUDGET SHEET	195.00
08/03/2026	142777(A)	POWER LINE SUPPLY	CHECK GEN 142777(A) TOTAL FOR FUND 582:	1,133.00
08/17/2026	142851(A)#	POWER LINE SUPPLY	CHECK GEN 142851(A) TOTAL FOR FUND 582:	22,730.08
08/24/2026	142873(A)	POWER LINE SUPPLY	CHECK GEN 142873(A) TOTAL FOR FUND 582:	89,973.25
08/31/2026	142906(A)#	POWER LINE SUPPLY	CHECK GEN 142906(A) TOTAL FOR FUND 582:	15,806.67
08/10/2026	142815(A)	POWER SYSTEM ENGINEERING, INC.	PROFESSIONAL SERVICES THROUGH 6/27/26	7,382.50
08/17/2026	142852(A)	PURITY CYLINDER GASES, INC.	NITROGEN	31.91
08/28/2026	189961	REDWOOD LIVING	REFUND OF OVERPAYMENT ON FINAL ACCOUNT: 10009551	36.61
08/21/2026	189878	REID FRANA	REFUND OF DEPOSIT ON FINAL ACCOUNT: 10011781	11.79
08/21/2026	189879	REPUBLIC SERVICES #240	WASTE PICKUP - JULY 2026	1,363.55
08/07/2026	189769	RGHR LLC	CLEAN ENERGY PROGRAM C&I: DOLLAR GENERAL	1,854.00
08/28/2026	189964	RIVER CLUB APARTMENTS	REFUND OF OVERPAYMENT ON FINAL ACCOUNT	141.26
08/07/2026	189772	ROBERT MULDER	MILEAGE REIMBURSEMENT SHANTY CREEK RESORT	270.56
08/28/2026	189966	ROBERT MULDER	EXPENSE & MILEAGE REIMBURSEMENT	891.12
08/07/2026	189773	ROXANNE FERRAIUOLO	REFUND OF DEPOSIT ON FINAL ACCOUNT: 10009560	53.21
08/14/2026	189839	RYAN KAMPHUIS	EV CHARGER REBATE	1,000.00
08/21/2026	189880	SANDY SENABANDITH	REFUND OF DEPOSIT ON FINAL ACCOUNT: 10008326	55.43
08/31/2026	143079(E)#	SEMCO ENERGY GAS COMPANY	SERVICE 7/21/26 - 8/20/26	240.54
08/14/2026	142834(A)	SEMCO ENERGY, INC.	USAGE 7/1/26 - 7/31/26	17,691.12
08/31/2026	142910(A)	SHORELINE SPRINKLING	CHECK GEN 142910(A) TOTAL FOR FUND 582:	171.67
08/21/2026	189882	SPARTAN STORES, LLC.	CHECK GEN 189882 TOTAL FOR FUND 582:	213.38
08/14/2026	189842	STATE OF MICHIGAN	MONTHLY SALES TAX PAYMENT - JULY 2026	64,240.49
08/14/2026	189844	STUART C IRBY CO	TRANSFORMER 12470 GRDY 7200 150KVA, TRANSFORMER :	61,830.00
08/07/2026	189779	T BOSGRAAF HOMES LLC	REFUND OF OVERPAYMENT ON FINAL ACCOUNT: 10011850	49.95
08/03/2026	142780(A)	Terry's Precast Products	PMH BASE	850.00
08/14/2026	189845	THOMAS & MARJORIE SHAW	REFUND OF DEPOSIT ON FINAL ACCOUNT: 10009384	64.33
08/28/2026	189972	TIMOTHY VAN DYKEN	REFUND OF OVERPAYMENT ON FINAL ACCOUNT: 10009726	7.55
08/14/2026	189846	TMI COMPRESSED AIR SYSTEMS, INC.	CLEAN ENERGY PROGRAM C&I: ITW POWERTRAIN	10,500.00
08/21/2026	189885	TRUGREEN	ORNAMENTAL BED WEED CONTROL	1,178.09
08/28/2026	189976	ULTIMATE CARPET CLEANING	CARPET CLEANED LINEMEN'S OFFICE AREA	290.00
08/07/2026	189783	UNIFIRST CORPORATION	MATS, WIPERS, MOPS, AIR FRESHENER	390.60
08/14/2026	189847	UNIFIRST CORPORATION	MATS, WIPERS, MOPS, AIR FRESHENER	174.30
08/21/2026	189887	UNIFIRST CORPORATION	MATS, WIPERS, MOPS, AIR FRESHENER	185.31
08/28/2026	189977	UNIFIRST CORPORATION	MATS, WIPERS, MOPS, AIR FRESHENER	204.56
08/28/2026	189978	VAN'T HOF DOOR & GATE SYSTEMS, INC.	GATE SYSTEM MAINTENANCE/REPAIR	1,100.00

08/21/2026	189889	WAUKESHA	SCB BREATHER STAN MT ARCTIC	4,871.66
08/14/2026	189853	WEST MICHIGAN HEATING & AC SERVICE	CLEAN ENERGY PROGRAM: 3640 HIGHLAND DR	295.00
08/14/2026	189854	West Michigan Office Interiors	CHECK GEN 189854 TOTAL FOR FUND 582:	569.25
08/28/2026	189981	WESTENBROEK MOWER CENTER	MOWER BLADES	56.23
08/03/2026	142782(A)	Western Tel-Com, Inc.	CHECK GEN 142782(A) TOTAL FOR FUND 582:	6,354.00
08/24/2026	142879(A)	Western Tel-Com, Inc.	CHECK GEN 142879(A) TOTAL FOR FUND 582:	5,320.00
08/31/2026	142918(A)	WOLVERINE POWER SYSTEMS	SERVICE PERFORMED ON BPW BACKUP GENERATOR	311.25
08/31/2026	142919(A)	YELLOW LIME CREATIVE	MONTHLY FIXED AMOUNT	4,197.24
08/14/2026	189855	YOANDRY ZAYAS	REFUND OF DEPOSIT ON FINAL ACCOUNT: 10010111	100.00
08/21/2026	189891#	Zeeland BPW	BPW UTILITIES STATEMENT DUE 8/20/26	2,849.52
08/28/2026	189985#	ZEELAND PUBLIC SCHOOLS	JULY FUEL CHARGES - BPW	3,594.97
Total for fund 582 ELECTRIC UTILITY FUND				\$ 3,413,386.01

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

FUND 591 - WATER
CHECK DATE FROM 08/01/2026 - 08/31/2026

Check Date	Check #	Payee	Description	Amount
08/17/2026	142835(A)	3RD COAST UPFITTING	CUSTOM LIGHTING PACKAGE, EQUIPMENT PACKAGE, MISC	4,093.40
08/10/2026	142787(A)	ACE HARDWARE	CHECK GEN 142787(A) TOTAL FOR FUND 591:	13.98
08/24/2026	142859(A)	ACE HARDWARE	CHECK GEN 142859(A) TOTAL FOR FUND 591:	17.74
08/31/2026	142885(A)	ACE HARDWARE	WALBOARD ANC KIT, SCREW & ANCHOR	13.49
08/03/2026	142759(A)	ACTION INDUSTRIAL SUPPLY CO.	CARH FORCE TEE, ANSI TYPE 4 SHORT SLEEVE T	34.18
08/03/2026	142761(A)	AD BOS OFFICE COFFEE SERVICE	COFFEE MATE FRENCH VANILLA, 100% COLOMBIAN COFFE	35.86
08/24/2026	142862(A)	AD BOS OFFICE COFFEE SERVICE	EQUIPMENT RENTAL NEWCO BREWER - AUGUST 2026	4.75
08/28/2026	189909	ADVANCE AUTO PARTS	MINI BULB-LONG LIFE	5.08
08/28/2026	189911	ANDREW BOATRIGTH	MILEAGE REIMBURSEMENT MPPA AUGUST 2026 BOARD OF	163.12
08/17/2026	142841(A)	BRICKLEY DELONG CP ACCOUNTANTS	AUDIT OF FINANCIAL STATEMENTS FOR THE YEAR ENDED 6/	604.00
08/21/2026	189860	BRUMMELS	STAINLESS REFRIG APPL, MICRO ELEC, DISHWASHER APPL	741.25
08/07/2026	189733	CHILDRENS ADVOCACY CENTER	JUNE 2027 KICKOFF TO SUMMER KIDS CAMP SPONSORSHIF	625.00
08/07/2026	189735	CINTAS CORPORATION	CHECK GEN 189735 TOTAL FOR FUND 591:	29.92
08/14/2026	189820	COMMUNITY FOUNDATION OF HOLLAND/ZEE	TABLE SPONSORSHIP FOR 2026 CELEBRATION OF PHILANTI	312.50
08/21/2026	189862	COMPAAN DOOR & OPERATOR INC.	LIFTMASTER MAXUM JHDC COMMERCIAL JACKSHAFT HOIST	1,134.00
08/24/2026	142864(A)	COOPERATIVE RESPONSE CENTER, INC.	BASE FEE, CRC LINK USER LICENSE, MULTISPEAK OMS INTE	341.94
08/07/2026	189740	DEBRUYN SEED COMPANY	WEED KILLER	12.49
08/14/2026	189822	DEBRUYN SEED COMPANY	STARTER FERTILIZER, MOLE WORMS, WEAR N' TEAR LAWN M	24.55
08/31/2026	142893(A)	Don's Flowers & Gifts	INTERIORSCAPING - BPW	20.50
08/14/2026	189823	DUTCH KLEEN	JANITORIAL SERVICE 7/15/26 - 8/15/26	600.00
08/03/2026	142765(A)	ETNA SUPPLY INC.	COPPERHORN 3/4MX FORD	3,150.00
08/17/2026	142845(A)	ETNA SUPPLY INC.	1X100FT COP K SOFT COIL	9,765.00
08/31/2026	142896(A)#	ETNA SUPPLY INC.	CHECK GEN 142896(A) TOTAL FOR FUND 591:	12,696.50
08/31/2026	143084(E)#	FIRST BANKCARD	CREDIT CARD ACCT THRU 8/31/26	3,069.77
08/10/2026	142802(A)	GRAINGER	AA BATTERY 24PK, AAA BATTERY 24PK	37.40
08/21/2026	189867	GRAPHIX EMBROIDERY	TRANSFER CUSTOMER ITEM - LOGO LEFT SLEEVE	60.00
08/28/2026	189930	GREAT LAKES ENERGY	SERVICE FROM 7/8/26 - 8/8/26	77.16
08/08/2026	142737(E)#	HOLLAND BOARD OF PUBLIC WORKS	WATER/COMMUNICATIONS JUNE 2026 USAGE	220,200.62
08/21/2026	189869	HOLLAND BOARD OF PUBLIC WORKS	BACTI SAMPLES - JULY 2026	600.00
08/28/2026	189934	HOLLAND CUSTOM SIGNS	CHECK GEN 189934 TOTAL FOR FUND 591:	856.88
08/03/2026	142770(A)	INTEGRITY BUSINESS SOLUTIONS	BILLING PAPER	122.61
08/10/2026	142804(A)	INTEGRITY LANDSCAPE MANAGEMENT LLC	CHECK GEN 142804(A) TOTAL FOR FUND 591:	2,536.37
08/17/2026	142847(A)	INTEGRITY LANDSCAPE MANAGEMENT LLC	BPW LANDSCAPE DESIGN & PLANS	220.00
08/31/2026	142900(A)	INTEGRITY LANDSCAPE MANAGEMENT LLC	BPW SITES LAWN MAINTENANCE INSTALLMENT 5 OF 6	407.50
08/03/2026	142771(A)	INTERACTIVE STUDIO, LLC	BPW OFFICE RENOVATION - CIVIL SURVEY, CIVIL PLANNING	63.80
08/10/2026	142831(E)#	INVOICE CLOUD	JULY 2026 BILL PRESENTMENT & CREDIT CARD FEES	935.46
08/14/2026	189830	JAMES A. DONKERSLOOT	CITY LEGAL FEES - JULY 2026	562.50
08/31/2026	142901(A)	John's Battery and Electric	TORO MOWER	19.99
08/31/2026	142902(A)	LAKEWOOD CONSTRUCTION	SER THRU 7/31/26 RE BPW ADDITION & RENOVATION	16,061.75
08/17/2026	142849(A)	MAST HEATING & COOLING	AC UNIT MAINTENANCE/REPAIR	24.75
08/24/2026	142869(A)	MAST HEATING & COOLING	FINAL BILL TO REPLACE SYSTEM WITH NEW FURNACE AND /	2,300.00
08/28/2026	189950#	MICHIGAN MUNICIPAL WC FUND	POLICY PREMIUM 7/1/26 - 7/1/27	1,440.33
08/03/2026	142773(A)	MICHIGAN WEST COAST COC	MEMBER CELEBRATION - RIBBON CUTTING 10/8/26	62.50
08/10/2026	142810(A)#	MOORE & BRUGGINK	CHECK GEN 142810(A) TOTAL FOR FUND 591:	2,484.20
08/31/2026	142904(A)	MOORE & BRUGGINK	SERVICES 5/30/26 - 6/30/26 - CARLTON BOOSTER STATION	10,629.29
08/07/2026	189765	Parkway Electric & Comm. LLC	ADDED TROVE PANEL TO ACCESS CONTROL & PROGRAMME	1,291.25
08/21/2026	189879	REPUBLIC SERVICES #240	WASTE PICKUP - JULY 2026	454.52
08/31/2026	143079(E)#	SEMCO ENERGY GAS COMPANY	SERVICE 7/21/26 - 8/20/26	244.29
08/31/2026	142910(A)	SHORELINE SPRINKLING	CHECK GEN 142910(A) TOTAL FOR FUND 591:	57.23
08/07/2026	189783	UNIFIRST CORPORATION	MATS, WIPERS, MOPS, AIR FRESHENER	79.26
08/14/2026	189847	UNIFIRST CORPORATION	MATS, WIPERS, MOPS, AIR FRESHENER	28.61
08/21/2026	189887	UNIFIRST CORPORATION	MATS, WIPERS, MOPS, AIR FRESHENER	32.28
08/28/2026	189977	UNIFIRST CORPORATION	MATS, WIPERS, MOPS, AIR FRESHENER	43.61
08/03/2026	142781(A)	VAN DER KOLK PLUMBING LLC	WATER SERVICE REPLACEMENTS	7,797.92
08/17/2026	142856(A)#	VAN DER KOLK PLUMBING LLC	CHECK GEN 142856(A) TOTAL FOR FUND 591:	3,846.96
08/31/2026	142912(A)	VAN DER KOLK PLUMBING LLC	WATER SERVICE REPLACEMENTS	44,158.00
08/14/2026	189854	West Michigan Office Interiors	CHECK GEN 189854 TOTAL FOR FUND 591:	189.75
08/28/2026	189981	WESTENBROEK MOWER CENTER	MOWER BLADES	18.74
08/03/2026	142783(A)	Windemuller Electric Inc.	TROUBLESHOOT FLOW METER SIGNAL ZGS RAW WATER BLI	495.00

08/31/2026	142917(A)#	Windemuller Electric Inc.	TROUBLESHOOT ZGS 5MG TANK FILL VALVE	1,155.00
08/31/2026	142918(A)	WOLVERINE POWER SYSTEMS	SERVICE PERFORMED ON BPW BACKUP GENERATOR	103.75
08/31/2026	142919(A)	YELLOW LIME CREATIVE	MONTHLY FIXED AMOUNT	1,302.76
08/21/2026	189891#	Zeeland BPW	BPW UTILITIES STATEMENT DUE 8/20/26	23,528.49
08/28/2026	189985#	ZEELAND PUBLIC SCHOOLS	JULY FUEL CHARGES - BPW	815.45
Total for fund 591 WATER UTILITY FUND				\$ 382,855.00

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

**BOARD OF PUBLIC WORKS
SUMMARY OF CASH POSITION**

Cash and Investments as of : August 31, 2026

	<u>Electric</u>	<u>Water</u>
Receiving	\$ 4,632,805	\$ 644,630
Accumulated Debt Service (in Receiving Fund)	-	-
Plant Improvements and Contingencies	12,921,893	11,513,048
Bond and Interest Payment Reserve*	-	-
Totals	<u>\$ 17,554,698</u>	<u>\$ 12,157,678</u>

* Reserve required per electric and water revenue bond ordinances.

Recommended Transfers for the Month: August-26

	<u>Electric</u>	<u>Water</u>
Receiving	(439,465)	(140,700)
Accumulated Debt Service	-	-
Plant Improvements and Contingency	381,500	140,700
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 \$381,500 in the Electric Fund and \$140,700 in the Water Fund are recommended for transfer to the Plant Improvements and Contingencies Reserve.

TO: Chairperson Boerman and Members of the Board of Public Works

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

SUBJECT: Accounting, Finance & Customer Service Update

DATE: October 5, 2026

August 2026 Customer Metrics

- Overdue/Disconnect Notices = 174
- Active Accounts = 8,102
- Total Bills Sent = 8,095
- Paperless Bills = 2,565
- Pre-Authorized Payment Customers = 2,292
- Invoice Cloud = 3,201
 - Credit Card = 2,455
 - EFT = 746

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

MPIA Board Meeting – The MPIA Board held its semiannual meeting on Wednesday, October 7. During the meeting, the Board elected officers, reviewed the annual audit, received updates on economic indicators and portfolio performance, reviewed first-quarter financial statements, and discussed future insurance renewals. Overall, the outlook for 2027 property and liability insurance renewals remains favorable as we continue to see softening in the insurance market. Following a reduction in our property and liability insurance premiums this past year, we are optimistic that favorable market conditions will continue into the upcoming renewal cycle. For the Board's reference, I have attached a copy of the MPIA's annual audited financial statements, which were reviewed at the October 7 meeting.

Personnel Committee Meeting – The Personnel Committee will meet on Thursday, October 15, with a primary focus on reviewing 2027 health insurance renewals and proposed modifications to the wellness plan. As we have previously communicated to the Board, we are seeing significant increases in health insurance rates this year, which will result in substantial increases to employees' biweekly health insurance premium contributions. Thursday's meeting will provide the Committee with updates on the additional due diligence completed since its last meeting, and likely a recommendation of health insurance plan choices for 2027.

Michigan Professional Insurance Authority
Zeeland, Michigan

REPORT ON FINANCIAL STATEMENTS
(with required supplementary information)

June 30, 2026



Michigan Professional Insurance Authority

TABLE OF CONTENTS

Independent Auditor's Report.....	1
Management's Discussion and Analysis.....	3
Basic Financial Statements	
Statement of Net Position.....	6
Statement of Activities	7
Statement of Cash Flows.....	8
Notes to Financial Statements	9
Required Supplementary Information	
Revenue and Claims Development Table	17
Reconciliation of Claims Liability by Type of Contract	19



INDEPENDENT AUDITOR'S REPORT

Board of Directors
Michigan Professional Insurance Authority
Zeeland, Michigan

Opinion

We have audited the accompanying financial statements of the Michigan Professional Insurance Authority as of and for the year ended June 30, 2026, and the related notes to the financial statements, which collectively comprise the Michigan Professional Insurance Authority's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Michigan Professional Insurance Authority, as of June 30, 2026, and the changes in financial position and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Michigan Professional Insurance Authority, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Michigan Professional Insurance Authority's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Auditor's Responsibilities for the Audit of the Financial Statements—Continued

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Michigan Professional Insurance Authority's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Michigan Professional Insurance Authority's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, revenue and claims development table, and reconciliation of claims liability by type of contract be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.



Muskegon, Michigan
October 7, 2026

Michigan Professional Insurance Authority

Management's Discussion and Analysis

This section of the Michigan Professional Insurance Authority (Authority) annual financial report presents our discussion and analysis of the Authority's financial performance during the year ended June 30, 2026. Please read it in conjunction with the Authority's financial statements, which immediately follow this section.

Overview of the Financial Statements

This annual report consists of a series of financial statements and notes to those statements. These statements are organized so the reader can understand the Michigan Professional Insurance Authority financially as a whole. The financial statements are comprised of the following elements:

Management's Discussion and Analysis (MD&A)

(Required Supplementary Information)

Basic Financial Statements

Financial Statements

Statement of Net Position

Statement of Activities

Statement of Cash Flows

Notes to Basic Financial Statements

Required Supplemental Information

The Statement of Net Position provides balances as of the end of the reporting period. The Statement of Activities provides information related to the activities of the Authority during the year. The Statement of Cash Flows presents detailed information about the Authority's cash collections and disbursements during the year. The notes to the financial statements provide the reader specific information related to accounting policies and certain balances in the financial statements.

Financial Summary and Analysis

The table below shows that as of June 30, 2026, the Authority's net position was \$45,082,388, an increase of \$6,773,905 or 17.7 percent compared with 2025. The following sections of the MD&A analyze the finances of the Authority.

Net Position

	2026	2025	Dollar Change	Total Percentage Change
Current assets and other assets	\$ 45,533,782	\$ 38,694,653	\$ 6,839,129	17.7 %
Current liabilities	451,394	386,170	65,224	16.9
Net position				
Unrestricted	\$ 45,082,388	\$ 38,308,483	\$ 6,773,905	17.7

The above table focuses on assets, liabilities, and net position. The Authority's current assets and other assets increased due to net investment income and contributions from members being received in excess of the amounts paid for insurance and claims.

Michigan Professional Insurance Authority

Management's Discussion and Analysis

Changes in Net Position				
	2026	2025	Dollar Change	Total Percentage Change
Revenues				
Contributions from participating public entities	\$ 3,255,917	\$ 1,200,000	\$ 2,055,917	171.3 %
Operating expenses	1,135,887	1,208,123	(72,236)	(6.0)
Operating income (loss)	2,120,030	(8,123)	2,128,153	(26,199.1)
Nonoperating revenues (expenses)				
Net investment income (loss)	4,653,875	3,527,459	1,126,416	31.9
Change in net position	6,773,905	3,519,336	3,254,569	92.5
Net position - Beginning	38,308,483	34,789,147	3,519,336	10.1
Net position - Ending	\$ 45,082,388	\$ 38,308,483	\$ 6,773,905	17.7

The Authority continues to experience strong performance. This is a result of continued strong return on investments and no unusual claims. For the current year, contributions from participating public entities increased due to additional contributions from the City of Zeeland. Operating expenses, including claims, remained relatively consistent.

Currently Known Facts, Decisions, or Conditions

There now is some clear evidence of a softening insurance marketplace. However, two coverage lines, Property and Umbrella/Excess Liability have not moderated in the same way as other lines of coverage. Property insurers have had substantial claim activity from catastrophic storms which has affected income adversely. Also, insurers now are experiencing the appeals of their Business Income coverage denials arising out of the COVID-19 pandemic. Some of those appeals have been successful, which means that insurers have to pay not only defense expenses, but also losses for which they never anticipated in their underwriting processes. Umbrella coverage is the victim of increases in liability claim payouts. Unless serious tort reform is enacted in all states, there will not be a significant reduction in liability claim payouts.

Curiously, premiums for the Privacy-Cyber Liability coverage line continue to decline or remain flat even though ransomware losses continue to rise. Insurers now underwrite this coverage more seriously, which results in better claim experience. The causes of privacy loss remain primarily the human factor of failing to protect information by not changing passwords, sharing login information, and following suspicious links in email or on websites.

There has not been a substantial increase in group self-insurance pools in Michigan, although at least one other large Michigan county has formed its own "captive" pool with the goal of withdrawing from a multi-participant pool from which it now obtains coverage. There remain commercial Excess Liability insurers willing to provide coverage over retentions which are covered by such pools.

Captive insurance arrangements generally are not a practical option for Michigan public entities. Considering the statutory prohibition on the ownership of equity securities, any captive insurer formed by a public entity would have to take the form of a mutual or a reciprocal insurer. Capital requirements for insurer formation depend upon the domicile of the insurer, but they usually are greater than the Michigan requirement of a \$5,000,000 deposit with the state treasurer or \$5,000,000 in "aggregate excess insurance." Michigan is not a popular domicile for captive insurers, which means that any public entity interested in forming a captive insurer in place of a group self-insurance pool, even a two-member pool, likely would be domiciled in another state or even another country.

MPIA continues to look at exposures which its member face. It covers damage to transmission and distribution lines, an exposure which is commercially uninsurable. The actuary has been asked to calculate estimated funding for anticipated claims, to budget for possible damage. An exposure which is a growing concern is that of PFAs, the "forever" chemicals that most current water treatment facilities do not remove. Virtually all Liability policies issued now have PFAs exclusions, even though it is likely that existing pollution exclusions would remove coverage for claims. The Environmental Impairment insurers thus far have not excluded claims arising out of PFAs, but such policies generally cover injury or damage that occurs at scheduled locations. MPIA evaluates this exposure, and, thus far, has decided to retain the risk.

Virtually all group self-insurance pools that operate in Michigan collect contributions from their members and invest the cash until or unless claims must be paid. If contribution amounts exceed what is necessary to cover claims, expenses, and reserves for future payouts, participants are awarded a reduction in the next year's contributions. The Pool's Board of Directors sets investment policy, which is guided to a large degree by actuarial assumptions regarding loss and expense payouts. MPIA offers the advantage to each of its participating public entities of allowing them to determine investment policy. Each entity's account accrues investment income until the dates that payouts are made, and each entity receives the benefits of investment income throughout the fiscal year. Thus, MPIA offers a two-fold advantage to its participants, that of broader coverage that is generally available in the commercial insurance market or through group self-insurance pools, and a better investment arrangement than is available elsewhere.

Contacting the Authority Financial Management

This financial report is designed to provide a general overview of the Authority's finances for all those interested in the Authority's finances. If you have any questions about this report or need additional information, contact the Michigan Professional Insurance Authority at 21 S Elm St, Zeeland, MI 49464.

Michigan Professional Insurance Authority
STATEMENT OF NET POSITION
June 30, 2026

ASSETS

Current assets

Cash and investments	\$ 45,051,118
Interest receivable	173,402
Prepaid items	<u>309,262</u>
Total assets	45,533,782

LIABILITIES

Current liabilities

Accounts payable and accrued liabilities	45,347
Unpaid claims liabilities	<u>406,047</u>
Total liabilities	<u>451,394</u>

NET POSITION

Unrestricted	<u><u>\$ 45,082,388</u></u>
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The accompanying notes are an integral part of this statement.

Michigan Professional Insurance Authority
STATEMENT OF ACTIVITIES
For the year ended June 30, 2026

OPERATING REVENUES

Contributions from participating public entities	\$ 3,255,917
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OPERATING EXPENSES

Insurance expense	1,034,520
Professional services	<u>101,367</u>
Total operating expenses	<u>1,135,887</u>
Operating income (loss)	2,120,030

NONOPERATING REVENUES (EXPENSES)

Net investment income	
Interest and dividends	878,368
Realized investment gains (losses)	1,508,044
Unrealized investment gains (losses)	<u>2,267,463</u>
Total nonoperating revenues (expenses)	<u>4,653,875</u>
Change in net position	6,773,905
Net position at beginning of year	<u>38,308,483</u>
Net position at end of year	<u><u>\$ 45,082,388</u></u>

The accompanying notes are an integral part of this statement.

Michigan Professional Insurance Authority
STATEMENT OF CASH FLOWS
For the year ended June 30, 2026

CASH FLOWS FROM OPERATING ACTIVITIES

Receipts from members	\$ 3,255,917
Payments to vendors	<u>(473,212)</u>
Net cash provided by (used for) operating activities	2,782,705

CASH FLOWS FROM INVESTING ACTIVITIES

Investment earnings	<u>4,605,989</u>
Net increase (decrease) in cash and investments	7,388,694
Cash and investments at beginning of year	<u>37,662,424</u>
Cash and investments at end of year	<u><u>\$ 45,051,118</u></u>

Reconciliation of operating income (loss) to net cash provided by (used for)
operating activities

Operating income (loss)	\$ 2,120,030
Adjustments to reconcile operating income (loss) to net cash provided by (used for) operating activities	
Change in assets and liabilities	
Prepaid items	597,451
Accounts payable	36,347
Unpaid claims	<u>28,877</u>
Net cash provided by (used for) operating activities	<u><u>\$ 2,782,705</u></u>

The accompanying notes are an integral part of this statement.

Michigan Professional Insurance Authority
NOTES TO FINANCIAL STATEMENTS
June 30, 2026

NOTE A—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Michigan Professional Insurance Authority have been prepared in conformity with accounting principles generally accepted in the United States of America as applied to public entity risk pools, which are funds used to account for the financing of risks, exposure, or liabilities of other units of government or other governments. The Governmental Accounting Standards Board is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the Authority's accounting policies are described below.

Reporting Entity

The Authority was formed on July 1, 2004, and as an agency separate and apart from the charter members and other units of government pursuant to Chapter 124 of the Michigan Compiled Laws. It was established for the purpose of preventing or lessening casualty losses to government properties which might result in claims being made against the participating public entities. The Authority is governed by a four-member board, appointed by the participating governmental units. The participating public entities are Zeeland, Michigan Board of Public Works and Grand Haven, Michigan Board of Light and Power, both located in the State of Michigan.

It is the intent of the participating public entities of the Authority to create an entity which will administer a risk management fund or a joint risk management fund and utilize such funds contributed by the participating public entities to defend and protect, as provided herein, any participating public entities of the Authority and employees against stated liability or loss. The individual participating public entities retain the risk for loss in the event of claims. The participating public entities will reimburse the Authority for funds paid on their behalf if they exceed their individual contributions.

Effective July 1, 2008, the Authority obtained the \$5,000,000 insolvency insurance required by Michigan statute and on September 8, 2008, was granted authorization to assume risk. Subsequent to that date, the Authority began processing and paying claims on behalf of its participating entities.

Basis of Presentation—Financial Statements

The financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all of the nonfiduciary activities of the Authority.

Measurement Focus and Basis of Accounting

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as current financial resources or economic resources. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Contributions from participating members are recognized as revenue in the year of their related policy periods. No unearned contributions are recognized in these financial statements as no policies have periods that differ significantly from the Authority's fiscal year. Annual contributions are calculated based on actuarial projections to produce sufficient funds to pay losses and expense. If contributions do not produce sufficient funds to meet obligations, the Authority is empowered to make special assessments. Any funds not needed to pay claims and maintain loss reserves will be available for distribution to the individual participating entities or credit toward future contributions, as determined by the Authority board.

Michigan Professional Insurance Authority
NOTES TO FINANCIAL STATEMENTS
June 30, 2026

NOTE A—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES—Continued

Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position

Cash and Investments

The Authority's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments.

Investments for the Authority are reported at fair value (generally based on quoted market prices).

The Authority has adopted an investment policy in accordance with Public Act 196 of 1997 which authorizes the Authority to invest in obligations of the United States, certificates of deposit, prime commercial paper, securities guaranteed by United States agencies or instrumentalities, United States government or federal agency obligation repurchase agreements, bankers' acceptances, state-approved investment pools, certain mutual funds, and corporate debt issues rated BBB- or higher.

Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items. The cost of prepaid items is recorded as expenses when consumed rather than when purchased.

Net Position Flow Assumption

Sometimes the Authority will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts of net position to report as restricted and unrestricted in the financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Authority's policy to consider restricted net position to have been depleted before unrestricted net position is applied.

Revenues and Expenses

Operating and Nonoperating Revenues and Expenses

All revenues and expense, except net investment income and loss, are considered operating. Net investment income and loss, including unrealized gains and losses are considered nonoperating.

Realized gains or losses on investments that have been held in more than one prior year and were sold in the current year were included in those prior years as a change in the fair value of investments. The calculation of these realized gains or losses is independent of a calculation of the net change in the fair value of investments.

Unpaid Claims Liabilities and Claims Adjustment Expenses

The unpaid claims liabilities represent the accumulation of estimates for claims reported but not settled and for claims incurred but not reported. Because actual claims costs depend on outside factors such as inflation, the process used in computing claims liabilities does not necessarily result in an exact amount, particularly for coverages such as general liability. Claims liabilities are recomputed periodically using actuarial techniques to produce current estimates that reflect recent settlements, claim frequency, and other societal and economic factors. Adjustments to claims liabilities are charged or credited to insurance expense in the periods in which they are determined.

Michigan Professional Insurance Authority
NOTES TO FINANCIAL STATEMENTS
June 30, 2026

NOTE B—DEPOSITS AND INVESTMENTS

As of June 30, 2026, the Authority had the following investments:

	<u>Fair value</u>	<u>Weighted Average Maturity (Months)</u>	<u>Moody's Rating</u>	<u>Percent</u>
Investment Type				
Money market funds	\$ 1,252,434	N/A	N/A	2.8 %
U.S. government securities	7,963,276	53.1	Aaa	17.7
U.S. agency obligations	3,924,076	41.5	Aa2	8.7
Municipal obligations	735,855	8.4	A3	1.6
Corporate bonds	4,697,953	21.1	Baa1 - Aaa	10.4
Negotiable certificates of deposit	1,344,967	4.8	N/A	3.0
Corporate stocks	16,758,629	N/A	N/A	37.2
Foreign equities	326,182	N/A	N/A	0.7
Mutual fund equities	8,047,746	N/A	N/A	17.9
Total fair value	<u><u>\$ 45,051,118</u></u>			<u><u>100.0 %</u></u>
Portfolio weighted average maturity		<u><u>N/A</u></u>		

Deposit and Investment Risks

Interest Rate Risk

The Authority has a formal investment policy that limits investment maturities for fixed income securities to no more than 15 years as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit Risk

The Authority has no investment policy that limits its investment choices beyond those required by State law.

Michigan Professional Insurance Authority
NOTES TO FINANCIAL STATEMENTS
June 30, 2026

NOTE B—DEPOSITS AND INVESTMENTS—Continued

Deposit and Investment Risks—Continued

Concentration of Credit Risk

Concentration of credit risk is the risk of loss attributed to the magnitude of the Authority investment in a single issuer, by diversifying the investment portfolio so that the impact of potential losses from any one type of security or issuer will be minimized. The Authority has a concentration of credit risk policy that generally specifies that investments in fixed income securities be within a range of 35 to 65 percent with a target of 40 percent of the total portfolio and that investments in common stocks of U.S. and foreign companies be within a range of 35 to 65 percent with a target of 60 percent. Common stocks of US and foreign companies are limited to 65 percent of the total portfolio. The policy further limits investments in any single equity security to no more than 5 percent of the equity portfolio total, and investments in any single fixed income security to no more than 10 percent of the fixed income portfolio total. The Authority has more than 5 percent of its investments in the following securities:

<u>Security</u>	<u>Percent of Total Investments</u>
Federal Farm Credit Bank Obligations	5.7%

Custodial Credit Risk - Deposits

In the case of deposits, this is the risk that in the event of a bank failure, the Authority's deposits may not be returned to it. As of June 30, 2026, \$59,408 of the Authority's bank balance of \$309,408 was exposed to custodial credit risk because it was uninsured and uncollateralized.

Custodial Credit Risk – Investments

The Authority does not have a custodial credit risk policy for investments. This is the risk that, in the event of the failure of the counterparty, the Authority will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party.

Foreign Currency Risk

Foreign currency risk is the risk that an investment denominated in the currency of a foreign country could reduce its U.S. dollar value as a result of changes in foreign currency exchange rates. At June 30, 2026, \$326,182 of the Authority's total investment portfolio was held in foreign equities and \$2,947,217 was held in international equity mutual funds.

Michigan Professional Insurance Authority
NOTES TO FINANCIAL STATEMENTS
June 30, 2026

NOTE C—FAIR VALUE MEASUREMENTS

The framework for measuring fair value provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1) and the lowest priority to unobservable inputs (level 3). The three levels of the fair value hierarchy are described below:

Level 1 Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the Authority has the ability to access.

Level 2 Inputs to the valuation methodology include the following:

- Quoted prices for similar assets or liabilities in active markets;
- Quoted prices for identical or similar assets or liabilities in inactive markets;
- Inputs other than quoted prices that are observable for the asset or liability;
- Inputs that are derived principally from or corroborated by observable market data by correlation or other means.

If the asset or liability has a specified (contractual) term, the level 2 input must be observable for substantially the full term of the asset or liability.

Level 3 Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset's or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

Following is a description of the valuation methodologies used for assets measured at fair value. There have been no changes in the methodologies used at June 30, 2026.

Money market funds: Valued at amortized cost, which approximates fair value.

U.S. government securities, U.S. agency obligations, municipal obligations, corporate bonds, negotiable certificates of deposit, corporate stocks, foreign equities, and mutual fund equities: Valued at the closing price reported on the active market on which the individual securities are traded.

Michigan Professional Insurance Authority
NOTES TO FINANCIAL STATEMENTS
June 30, 2026

NOTE C—FAIR VALUE MEASUREMENTS—Continued

The preceding methods described may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, while the Authority believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

The following table sets forth by level, within the fair value hierarchy, the Authority's assets at fair value on a recurring basis as of June 30, 2026.

Assets at Fair Value as of June 30, 2026				
	Level 1	Level 2	Level 3	Total
Money market funds	\$ -	\$ 1,252,434	\$ -	\$ 1,252,434
U.S. government securities	7,963,276	-	-	7,963,276
U.S. agency obligations	3,924,076	-	-	3,924,076
Municipal obligations	735,855	-	-	735,855
Corporate bonds	4,697,953	-	-	4,697,953
Negotiable certificates of deposit	1,344,967	-	-	1,344,967
Corporate stocks	16,758,629	-	-	16,758,629
Foreign equities	326,182	-	-	326,182
Mutual fund equities	8,047,746	-	-	8,047,746
Total assets at fair value	\$ 43,798,684	\$ 1,252,434	\$ -	\$ 45,051,118

NOTE D—UNPAID CLAIMS AND CLAIMS ADJUSTMENT EXPENSES

Activity for the unpaid claims liability for the years ended June 30, 2026 and 2025 is as follows:

Balance at July 1, 2024	\$ 285,554
Provision for current insured events	91,616
Increases (decreases) in provision for insured events of prior years	-
Balance at June 30, 2025	377,170
Provision for current insured events	28,877
Increases (decreases) in provision for insured events of prior years	-
Balance at June 30, 2026	\$ 406,047

Michigan Professional Insurance Authority
NOTES TO FINANCIAL STATEMENTS
June 30, 2026

NOTE E—INSURANCE DEDUCTIBLES

The Authority has entered into insurance contracts with various third-party insurance companies for the benefit of the participating public entities. These policies include the following coverage areas and deductibles/retentions:

Grand Haven Board of Light and Power

Property		
Earthquake	\$	250,000
Flood		
Inside special flood hazard area		500,000
Outside special flood hazard area		250,000
Substations		100,000
Transformers	2.50/kVA, \$100,000 minimum	
All other covered loss		50,000

Automobile

Bodily damage and property damage	-
Personal injury protection	-
Medical expenses	-
Property protection	-
Physical damage, comprehensive, hired autos only	100
Physical damage, collision, hired autos only	250
Physical damage, schedule owned autos	3,000

Privacy—cyber liability	50,000
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Zeeland Board of Public Works

Property		
Earthquake	\$	50,000
Flood		250,000
Extra expense, scheduled locations		50,000
All other covered loss		100,000

Automobile

Bodily damage and property damage	-
Personal injury protection	-
Medical expenses	-
Property protection	-
Physical damage, comprehensive, hired autos only	100
Physical damage, collision, hired autos only	250

Privacy—cyber liability	75,000
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Shared coverages

General liability	\$	-
Excess general, employee benefits, and automobile liability		-
Public officials/employment practices liability		50,000
Excess public officials/employment practices liability		-
Public employee dishonesty/faithful performance of duty		25,000
Forgery or alteration		25,000
Computer fraud		25,000
Theft, disappearance, and destruction of money and securities		25,000
Funds transfer fraud		25,000
Employee dishonesty and computer fraud claim expense		-

During the year ended June 30, 2026, the Authority paid \$1,007,491 in premiums to third party insurance companies in relation to these policies.

REQUIRED SUPPLEMENTARY INFORMATION

Michigan Professional Insurance Authority
Required Supplementary Information
REVENUE AND CLAIMS DEVELOPMENT TABLE
For the fiscal and policy years ended June 30

The following table illustrates how the Authority's earned revenues and investment income compare to related costs of loss and other expenses assumed by the Authority as of the end of each of the last ten years. The rows of the table are defined as follows:

1. This line shows the total of each fiscal year's gross earned contribution revenue and investment revenue, contribution revenue ceded to reinsurers and net earned contribution revenue and reported investment revenue.
2. This line shows each fiscal year's other operating costs of the Authority including overhead and claims expense not allocable to individual claims.
3. This line shows the Authority's gross incurred claims and allocated claim adjustment expenses, claims assumed by reinsurers, and net incurred claims and allocated adjustment expenses (both paid and accrued) as originally reported at the end of the first year in which the event that triggered coverage under the contract occurred (called policy year).
4. This section shows the cumulative net amounts paid as of the end of successive years for each policy year.
5. This line shows the latest re-estimated amount of claims assumed by reinsurers as of the end of the current year for each accident year.
6. This section shows how each policy year's net incurred claims increased or decreased as of the end of successive years. This annual re-estimation results from new information received on known claims, reevaluation of existing information on known claims, as well as emergence of new claims not previously known.
7. This line compares the latest re-estimated net incurred claims amount to the amount originally established (line 3) and shows whether this latest estimate of net claims cost is greater or less than originally thought.

As data for individual policy years matures, the correlation between original estimates and re-estimated amounts is commonly used to evaluate the accuracy of incurred claims currently recognized in less mature policy years. The columns of the table show data for successive policy years.

Michigan Professional Insurance Authority
Required Supplementary Information
REVENUE AND CLAIMS DEVELOPMENT TABLE
For the fiscal and policy years ended June 30

	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
1. Member contributions and investment income:										
Earned	\$ 3,472,558	\$ 3,422,418	\$ 3,454,508	\$ 3,797,574	\$ 7,310,212	\$ (1,753,034)	\$ 3,131,220	\$ 5,350,610	\$ 4,727,459	\$ 7,909,792
Ceded	(884,775)	(665,481)	(608,151)	(668,246)	(486,450)	(613,848)	(753,968)	(871,387)	(929,021)	(1,005,643)
Net earned	\$ 2,587,783	\$ 2,756,937	\$ 2,846,357	\$ 3,129,328	\$ 6,823,762	\$ (2,366,882)	\$ 2,377,252	\$ 4,479,223	\$ 3,798,438	\$ 6,904,149
2. Unallocated expenses	\$ 98,892	\$ 97,204	\$ 98,575	\$ 99,337	\$ 85,028	\$ 68,242	\$ 274,982	\$ 227,491	\$ 279,102	\$ 130,244
3. Estimated claims and expenses, end of policy year:										
Incurred	\$ 83,257	\$ 2,452	\$ -	\$ -	\$ -	\$ -	\$ 101,389	\$ 64,165	\$ 91,616	\$ 28,877
Ceded	(17,351)	-	-	-	-	-	-	-	-	-
Net incurred	\$ 65,906	\$ 2,452	\$ -	\$ -	\$ -	\$ -	\$ 101,389	\$ 64,165	\$ 91,616	\$ 28,877
4. Net claims paid (cumulative) as of:										
End of policy year	\$ 65,906	\$ 2,452	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
One year later	65,906	2,452	-	-	-	-	-	-	-	-
Two years later	65,906	2,452	-	-	-	-	-	-	-	-
Three years later	65,906	2,452	-	-	-	-	-	-	-	-
Four years later	65,906	2,452	-	-	-	-	-	-	-	-
Five years later	65,906	2,452	-	-	-	-	-	-	-	-
Six years later	65,906	-	-	-	-	-	-	-	-	-
Seven years later	-	-	-	-	-	-	-	-	-	-
Eight years later	-	-	-	-	-	-	-	-	-	-
Nine years later	-	-	-	-	-	-	-	-	-	-
5. Re-estimated ceded claims and expenses:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6. Re-estimated incurred claims and expenses:										
End of policy year	\$ 65,906	\$ 2,452	\$ -	\$ -	\$ -	\$ -	\$ 101,389	\$ 64,165	\$ 91,616	\$ 28,877
One year later	65,906	2,452	-	-	-	-	-	-	-	-
Two years later	65,906	2,452	-	-	-	-	-	-	-	-
Three years later	65,906	2,452	-	-	-	-	-	-	-	-
Four years later	65,906	2,452	-	-	-	-	-	-	-	-
Five years later	65,906	2,452	-	-	-	-	-	-	-	-
Six years later	65,906	-	-	-	-	-	-	-	-	-
Seven years later	-	-	-	-	-	-	-	-	-	-
Eight years later	-	-	-	-	-	-	-	-	-	-
Nine years later	-	-	-	-	-	-	-	-	-	-
7. Increase (decrease) in estimated incurred claims and expenses, end of policy year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Michigan Professional Insurance Authority
Required Supplementary Information
RECONCILIATION OF CLAIMS LIABILITY BY TYPE OF CONTRACT
For the years ended June 30, 2026 and 2025

	Property	General Liability	Umbrella	Crime	Total
Balance at July 1, 2024	\$ 20,161	\$ 228,839	\$ 36,252	\$ 302	\$ 285,554
Provision for current insured events	8,044	74,166	9,350	56	91,616
Increases (decreases) in provision for insured events of prior years	-	-	-	-	-
Balance at June 30, 2025	28,205	303,005	45,602	358	377,170
Provision for current insured events	2,514	23,628	2,720	15	28,877
Increases (decreases) in provision for insured events of prior years	-	-	-	-	-
Balance at June 30, 2026	\$ 30,719	\$ 326,633	\$ 48,322	\$ 373	\$ 406,047

WATER DEPARTMENT REPORT

August Usage

Monthly Board Meeting | 10/13/2026



ZEELAND
Board of Public Works

 WHOLESALE PURCHASES	August 2026	August 2025	PERCENT CHANGE
AMOUNT PURCHASED	264,170,000 GAL	261,080,000 GAL	1.2%
TOTAL PAYMENT	\$220,931.93	\$219,231.43	0.8%
UNIT COST (1000 GALLONS)	\$0.8363	\$0.8397	-0.4%

 MONTHLY INFORMATION	August 2026	August 2025	PERCENT CHANGE
TOTAL AMOUNT PURCHASED (Gal)- (8/1/26-8/30/26)	264,170,000 GAL	261,080,000 GAL	1.2%
TOTAL AMOUNT SOLD (Gal)	267,846,828 GAL	261,227,284 GAL	2.5%
MONTHLY SYSTEM LOSSES (Gal)	(3,676,828) GAL	(147,284) GAL	N/A
MONTHLY SYSTEM LOSSES (%)	-1.39%	-0.06%	N/A
RATE PURCHASED - RATE SOLD = ROI (1000 GAL)	\$1.34	\$1.26	8.5%
AVERAGE MONTHLY RETAIL UNIT RATE (1000 Gal)	\$2.31	\$2.22	4.2%
AVERAGE MONTHLY CONTRACT UNIT RATE (1000 Gal)	\$2.02	\$1.88	11.1%

 CUMULATIVE FOR FISCAL YEAR	FY 2026-2027 (Thru 8/30/2026)	FY 2025-2026 (Thru 8/30/2025)	PERCENT CHANGE
PUMPING STATION DISCHARGE- Start July 1,2026	532,200,000 GAL	554,160,000 GAL	-4.0%
AMOUNT SOLD	537,648,193 GAL	554,375,964 GAL	-3.0%
SYSTEM LOSSES	-5,448,193 GAL	-215,964 GAL	N/A
SYSTEM LOSSES (PERCENT)	-1.0%	0.0%	N/A
TOTAL CHARGES FOR SERVICES	\$1,345,112.39	\$1,310,884.78	2.6%

 AVERAGE RATE PER 1000 GAL SOLD (combined with all service charges)	\$2.50 FY 2026-2027	\$2.37 FY 2025-2026	↑ 5.6%
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 WATER SOLD	August 2026	August 2025	PERCENT CHANGE
*RESIDENTIAL	16,692,368 GAL	19,620,788 GAL	-14.9%
COMMERCIAL/INDUSTRIAL	149,536,420 GAL	149,357,648 GAL	0.1%
CONTRACTUAL SALES- (8/1/26-8/30/26)	101,618,040 GAL	92,248,848 GAL	10.2%
TOTAL SALES	267,846,828 GAL	261,227,284 GAL	2.5%

 CHARGES FOR SERVICES	August 2026	August 2025	PERCENT CHANGE
RESIDENTIAL	\$38,606.68	\$43,543.46	-11.3%
COMMERCIAL/INDUSTRIAL	\$335,329.36	\$373,051.80	-10.1%
INDUSTRIAL SALES - CONTRACTUAL	\$205,758.62	\$182,628.20	11.7%
FIRE PROTECTION	\$15,655.53	\$15,941.75	-1.9%
READINESS TO SERVE	\$63,882.24	\$59,391.75	7.6%
MISC CHARGES (Overdue Int)	\$0.00	\$0.00	N/A
TOTAL CHARGES	\$669,709.83	\$624,163.48	7.3%

 PEAK DAY		
 MONTH 8/10/2026 (8/10/2025)	10.15 MGD	11.04 MGD
 FISCAL YEAR-TO-DATE 7/2/2026 (7/29/2025)	10.38 MGD	11.56 MGD

TO: Chairperson Boerman and Members of the Board of Public Works

FROM: Jason Postma, Water Operations Manager

SUBJECT: Water Department On-Going Projects Update

DATE: October 6, 2026

Meter Replacement Program-

- Total Water Meters- 3,025
 - AMI Water Meters-2,906 (96%)
 - Radio Read Water Meters-31 (1%)
 - Touch Read Water Meters-88 (2.9%)
 - 99.9% of all large diameter meters are replaced
 - 1 remaining out of 212 large diameter meters to replace. (On Galv Service)

Galvanized Service line Replacement Program-

- Replaced (86) GSL in 2026 (Replaced (111) GSL in 2025)
- Replaced (3) GSL in September
- Replaced (924) GSL since June 18, 2018, when New EGLE Requirements were Implemented.
- Approximately (63) total GSLR still needs replacing.

Other Work Projects-

- Logan Estates Meter Replacement began (approximately 378 meters) (318 replaced) (84%)
- Church St. Reconstruction Water Main installation to be completed in the last Week of October
- Fire Hydrant Winter Checks
- Annual Backflow Testing Complete
- Residential Cross Connection Inspection Complete

Water Administration Projects-

- Transfer of Knowledge
- Carlton Pump Station
 - Engineering continues 3rd pump.
- Water Conservation Program
- Plan for Future Interconnects
- Preparing for Sanitary Survey

Build & Grounds

- New AED's - **Complete**
- Admin. Punchlist - **In progress**
- Fire and Security Alarms - **Complete**



ZEELAND BPW

Water Conservation & Demand Management Strategy

*Protecting Today's Water.
Preserving Tomorrow's Supply.*

Presented to

Zeeland Board of Public Works

Presented by

Jason Postma | Water Operations Manager

Why Peak Demand Matters

Three reasons demand management belongs in our operating strategy.

Peaks Drive Capacity

2.35×

peak / average ratio

Pipes, pumps, storage, and wholesale supply must be ready for the highest-use days—not just the average day.

Peaks Impact Reliability

12.29 MGD

peak day • June 24, 2025

High-demand periods reduce operating margin and can increase pressure fluctuation, fire-flow stress, and emergency risk.

Peaks Increase Operating Cost

\$2.768M

FY2026 water + utility cost

Higher demand means more purchased water, more pumping energy, and greater wear on system assets.

Managing peak demand protects reliability, affordability, and long-term system flexibility.

The Cost of Peak Demand

The supporting numbers behind the three-core peak-demand impacts.

Our system today

5.22

MGD average day

12.29

MGD peak day

June 24, 2025



Peak = 2.35×
average demand

Capacity must be available even when the peak occurs only a few days each year.

FY2026 actual operating cost

Water purchased	2.196B gal
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Wholesale water cost	\$2,606,361.68
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Utility power cost	\$161,725.14
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Combined cost	\$2,768,086.82
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Every gallon avoided during peak conditions helps reduce wholesale exposure, pumping energy, and future capacity pressure.

Our Water System Today

The infrastructure behind reliable service every day.

System snapshot

3,000+

Customers

55+

Miles of water main

9.5 MG

Storage capacity

3

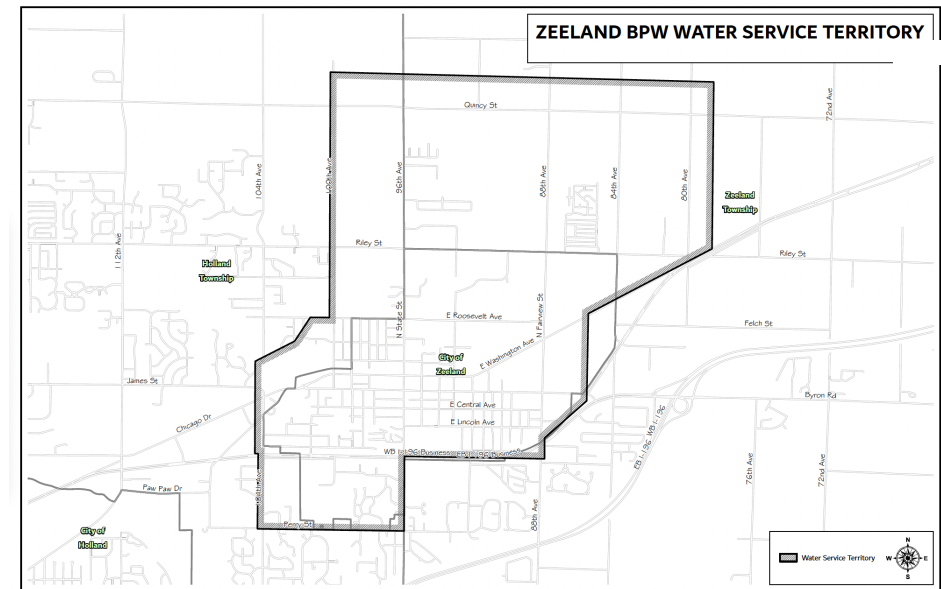
Pump stations

672

Fire hydrants

These assets must perform on average days, peak-demand days, and emergency conditions alike.

Water service territory



Our Water Demand: The Data Tells Our Story

Demand is seasonal—and our highest-use periods are dramatically different from the average day.

Average day

5.22 MGD

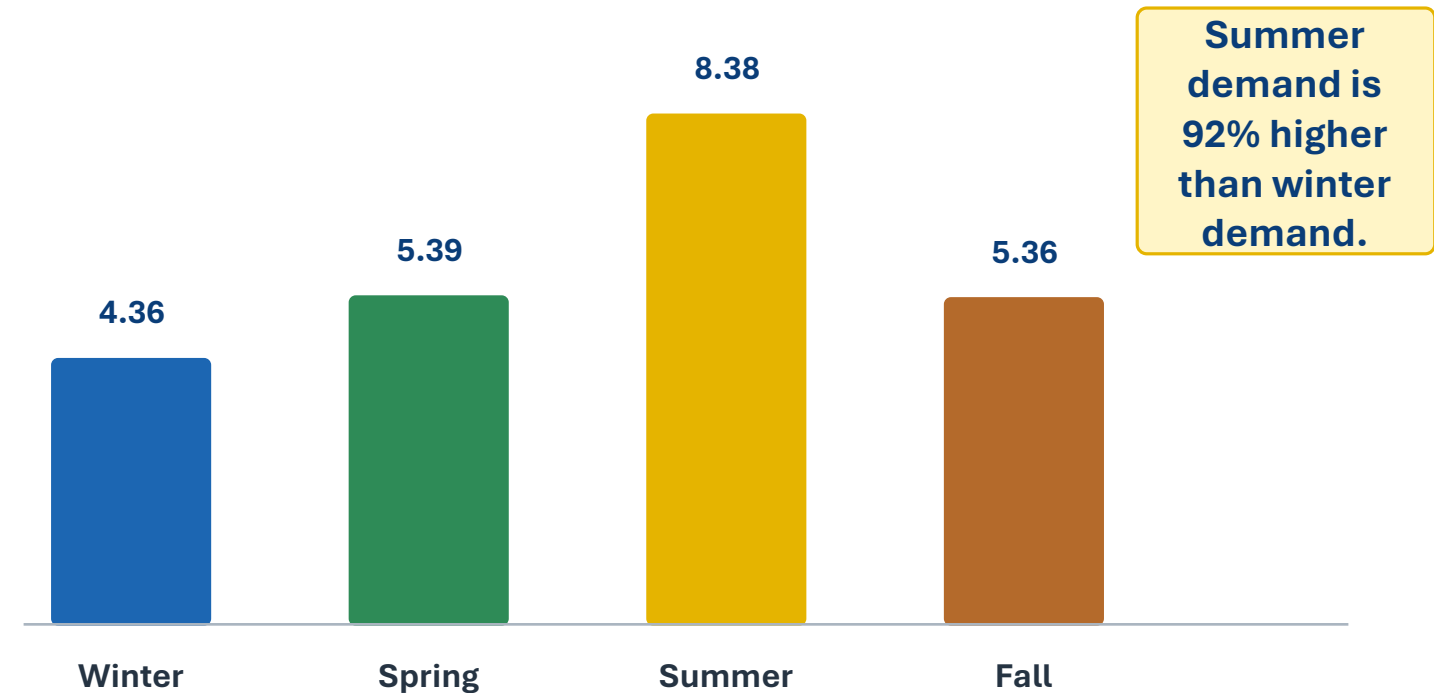
Peak day

12.29 MGD

June 24, 2025

2.35× the average day

Seasonal pattern



Understanding Peak Demand

Zeeland's conservation opportunity is driven by seasonal outdoor use.

Most of Zeeland's highest water demand occurs in summer, when outdoor irrigation significantly increases system demand.

What the data tells us

	Winter	Stable indoor use	4.36 MGD
	Spring	Outdoor use begins	5.39 MGD
	Summer	Irrigation drives peaks	8.38 MGD
	Fall	Demand returns to normal	5.36 MGD

Conservation opportunity

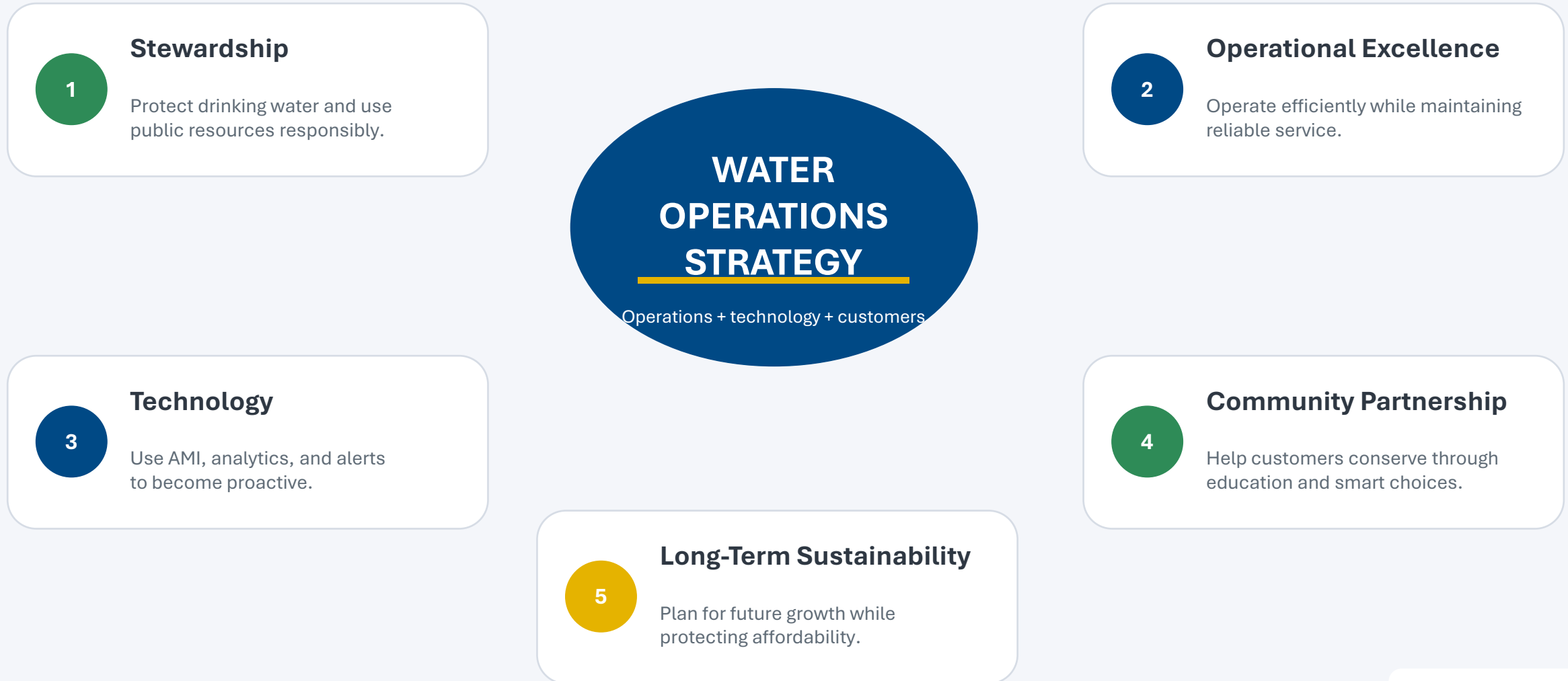
**Focus on outdoor efficiency—
not essential indoor use.**

- Smart irrigation
- Leak alerts
- Customer education
- Right-time watering

Reducing outdoor demand is Zeeland BPW’s greatest opportunity to lower peak demand while preserving quality of life.

Zeeland's Water Operations Strategy

A practical framework for conservation, reliability, and long-term fiscal stewardship.



Smart Water Starts at Home

Outdoor water use is the best opportunity to reduce summer peak demand without reducing quality of life.

Traditional irrigation

- Runs on a fixed clock
- Waters after rain
- Often over-waters turf
- Adds stress during peak demand

Smart irrigation

- Weather-based schedules
- Rain sensors and soil awareness
- Cycle-and-soak watering
- Healthier landscapes with less waste

Weather • Sensor • Schedule • Savings

Using Technology to Work Smarter

AMI and water-use analytics turn conservation from a message into a measurable operating tool.



Improving System Efficiency

Operational conservation starts inside the utility through leak detection, asset management, pressure management, and optimized pumping.

Leak Detection

Identify and repair hidden losses before they become larger problems.



Pressure Management

Support reliability while minimizing unnecessary system stress.



Asset Management

Prioritize repairs and replacements using condition and risk.



Operational Optimization

Use data to improve pumping, storage, and daily operations.



The cheapest gallon of water is the gallon we never have to purchase.

Utility-side efficiency reduces operating costs and protects system capacity.

Partnering With Our Community

Conservation succeeds through practical customer support — not mandates.



Education

Seasonal tips
Simple guides



Website

Resources and FAQs
Customer self-service



Bill Inserts

Low-cost reminders
Peak-season timing



School Programs

Build stewardship
Reach future customers



Landscape Workshops

Smart irrigation
Healthier landscapes



Rain Barrel Events

Visible engagement
Practical savings



Efficient Fixtures

Water-saving choices
WaterSense guidance



WaterWise Recognition

Celebrate leadership
Encourage participation

**Customer
message:**

“We will help you use water wisely while maintaining the quality of life Zeeland expects.”

Investing Today Saves Tomorrow

FY2026 actual costs show why efficient water operations protect utility customers and system assets.

FY2026 WATER PURCHASED 2.196B gal Actual gallons purchased	WHOLESALE WATER COST \$2.606M FY2026 actual	UTILITY POWER COST \$161,725 FY2026 actual	COMBINED COST \$2.768M Water + power
---	--	---	---

Cost per 1,000 gallons	
\$1.187	wholesale only
\$1.261	combined water + power

Conservative cost avoidance		
If annual purchased water is reduced:		
1%	\$26,064	wholesale cost avoided
5%	\$130,318	wholesale cost avoided
10%	\$260,636	wholesale cost avoided

Reducing Demand: Gallons Saved

This slide shows the operational impact of reducing annual purchased water — not dollars.

FY2026 baseline

2.196B gal

annual water purchased

Lower demand means less purchased water, less pumping, and more available capacity during high-use periods.

Each reduction below is based on FY2026 annual purchased water volume.

1%

21.96

million gallons

≈ 4.2

average days
of demand

5%

109.80

million gallons

≈ 21.0

average days
of demand

10%

219.59

million gallons

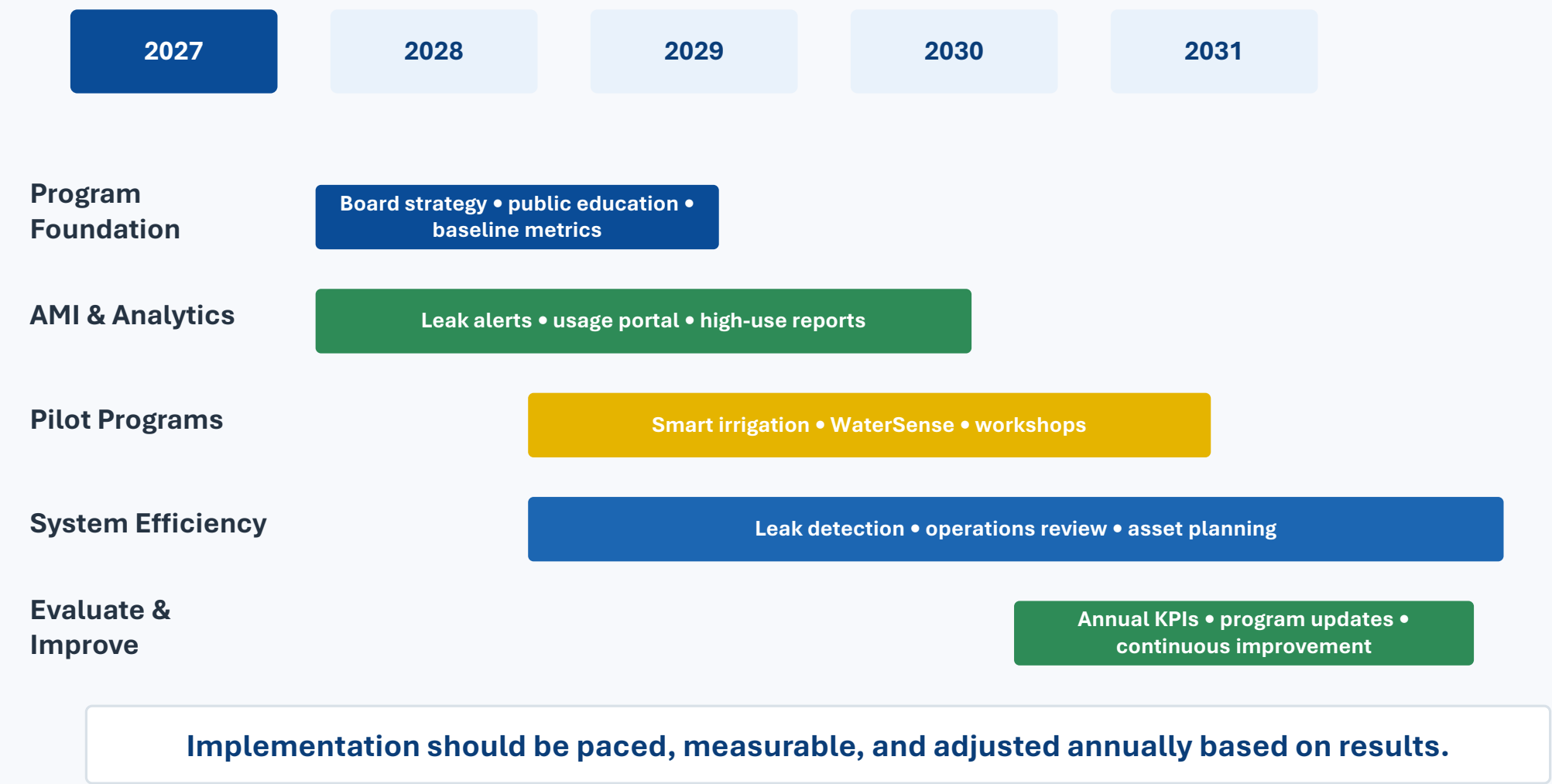
≈ 42.1

average days
of demand

Gallons saved keep the strategy focused on operational performance: lower purchased water, less pumping, and more available capacity.

Five-Year Roadmap

A phased implementation plan turns conservation from a concept into an operating program.



Measuring Success

A strong program needs annual metrics that show whether demand management is working.



Peak Day Demand

Track annual peak MGD



Average Day Demand

Monitor long-term trends



Gallons Purchased

Measure wholesale exposure



Leaks Found

Track response and repairs



Customer Participation

Count program engagement



Energy Use

Monitor utility power cost



AMI Alerts

Track alerts and outcomes



Board Reporting

Annual public update

Baseline metrics

Average day: 5.22 MGD | Peak day: 12.29 MGD

What gets measured gets improved.

Annual reporting keeps the strategy accountable, transparent, and adaptable.

Board Recommendations

Recommended actions to move from strategy to measurable progress.



Adopt the Water Operations Strategy

Establish conservation and demand management as a long-term operating priority.



Support Customer Education

Use consistent, practical communication before and during peak-demand seasons.



Continue AMI Investment

Leverage usage data, leak alerts, and reporting for proactive service.



Prioritize System Efficiency

Continue leak detection, asset planning, and operational optimization.



Review KPIs Annually

Provide an annual Board update with progress, lessons learned, and next steps.

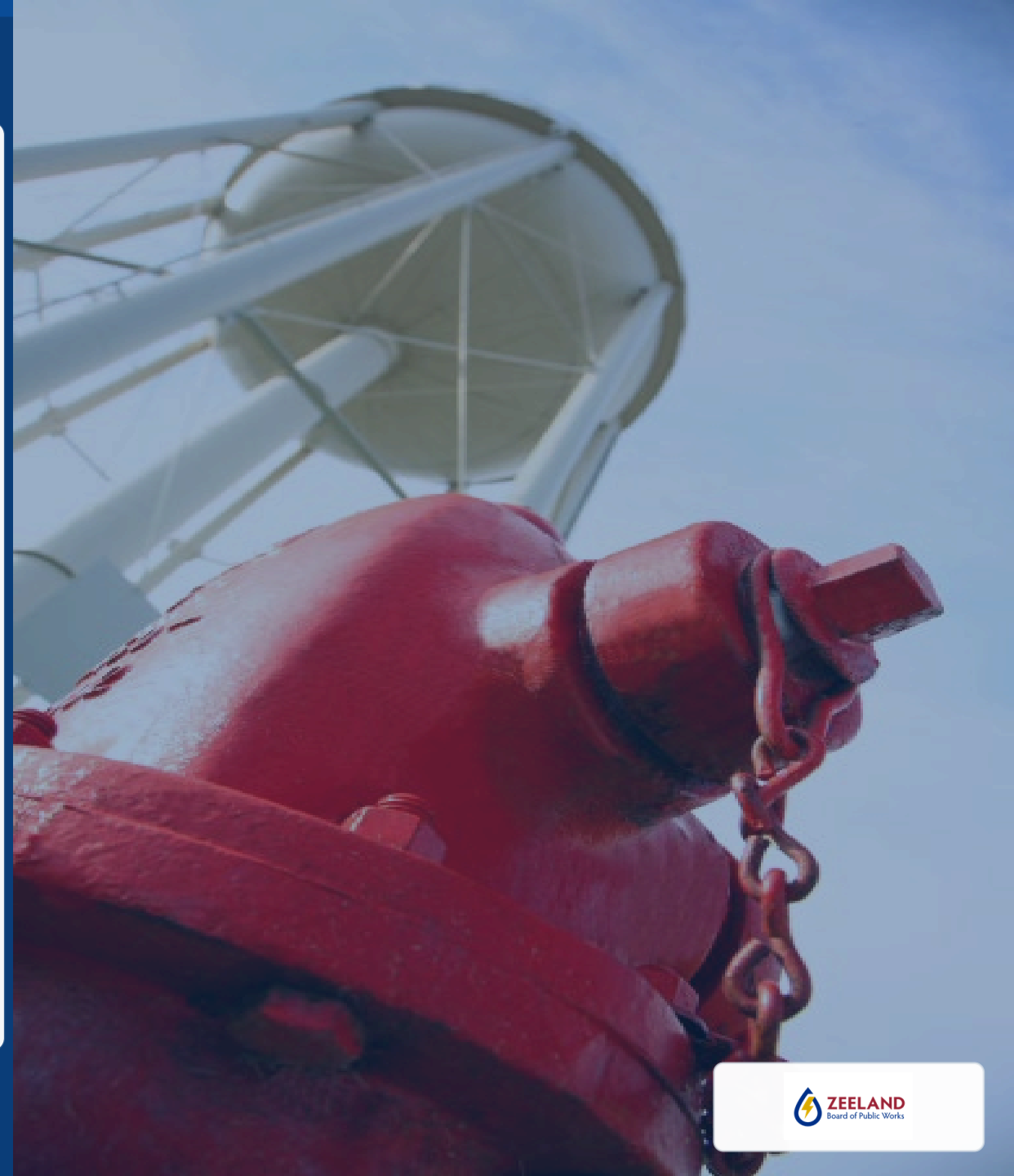
Together, these actions position Zeeland BPW for long-term reliability, stewardship, and financial responsibility.

Protecting Today's Water. Preserving Tomorrow's Supply.

Water is one of Zeeland's most valuable public assets. Every gallon managed wisely protects our community, supports responsible growth, strengthens system reliability, and demonstrates our commitment to future generations.

Questions & Discussion

Jason Postma
Water Operations Manager



TO: Chairperson Boerman and Members of the Board of Public Works
FROM: Jason Postma, Water Operations Manager
SUBJECT: Sensus Pressure Profile Meter Program Purchase Recommendation
DATE: October 2, 2026

Staff request Board approval to purchase Sensus Pressure Profile equipment, software, and services from Etna Supply for \$55,680. The FY2027 Water Meter Replacement CIP budget is \$50,000. Earlier this year, the return of excess water meters purchased in a prior fiscal year resulted in a \$34,320 credit.

Description:

Over the past few years, the BPW Water Department has been implementing an Advanced Meter Infrastructure (AMI) system. Staff have replaced nearly 3,000 water meters with Sensus AMI meters, and the replacement program is nearing completion. The system provides more efficient meter readings, improved analytics, and customer access to usage data.

The Board has directed staff to identify and evaluate ways to use technology to improve water distribution system performance. This project would place 96 pressure-capable Sensus meters and 96 communication modules at strategic locations across the distribution system. The proposal includes Pressure Profile setup, training, and a general placement plan.

Pressure readings from customer locations will help staff identify systemwide trends, investigate unusually high or low pressure, and assess the effects of operating changes. This data will help staff respond to pressure concerns and guide maintenance and capital improvements. They may also support future advanced analytics or AI tools; no AI software is included in this purchase.

Funding and Procurement:

Etna Supply is the BPW's sole supplier of Sensus meters and supporting materials. Its \$55,680 quote includes the meters, communication modules, setup, and training. The first two years of software hosting are included at no additional charge. Staff will plan for hosting costs beginning in year three and have discussed those costs with IT.

Supplier Name	Supplier Location	Quote	Meets Specification	Comments
Etna Supply	Grand Rapids, MI	\$55,680	YES	RECOMMENDATION

Recommendation:

Staff recommend that the Board approve the purchase of the Sensus Pressure Profile equipment, software, and services from Etna Supply for \$55,680, and that a budget of \$60,000 be approved for the project.

Attachment: Etna Supply Quote S106970704, Etna Meter Return Quote S107044258



ETNA SUPPLY - GRAND RAPIDS
4901 CLAY AVENUE SW
GRAND RAPIDS, MI 49548-3038
616 241 5414
Fax 616 241 4786



Quotation

QUOTE DATE	QUOTE NUMBER
07/01/2026	S106970704
ETNA SUPPLY PO BOX 772107 DETROIT, MI 48277-2107 P-616 248 9182 F-616 245 9940	PAGE NO.
	1 of 2

QUOTE TO:

SHIP TO:

ZEELAND BOARD OF PUBLIC WORKS
350 E WASHINGTON
ZEELAND, MI 49464-1334

ZEELAND BOARD OF PUBLIC WORKS
350 E WASHINGTON
ZEELAND, MI 49464-1334

CUSTOMER NUMBER		JOB NAME / PO NUMBER		JOB NAME / RELEASE NUMBER		SALESPERSON		
8044						Kevin Dieleman		
WRITER			SHIP VIA		TERMS		EXPIRE DATE	FREIGHT EXEMPT
Rolly Olney			HOLL		NET 25TH		07/04/2026	No
LINE#	ORDER QTY	DESCRIPTION				UNIT PRICE		EXT PRICE
1	96ea	^MTR 5/8 X 3/4 ALLY 1 CF ECR W/ INTREGAL REMOTE SHUT OFF 1 CUBIC FT ECR L/CONN *** V5VPX3XSFD ** ALLY PRESSURE PROMO *Nonstock - Restock Policy Applies* Pn: 833379				420.000/ea		40320.00
2	96ea					160.000/ea		15360.00
3	1ea					0.000/ea		0.00
** Continued on Next Page *						Subtotal		
						S&H Charges		
						Amount Due		
THIS QUOTE HAS BEEN PREPARED BASED ON OUR INTERPRETATION OF THE PROJECT DOCUMENTS PROVIDED. WE RESERVE THE RIGHT TO REVIEW AND AMEND QUOTATION PRICES IN THE EVENT PROJECT DOCUMENTS PROVIDED ARE								

Prices are firm for -17 days. Price subject to change after -17



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Rolly Olney			HOLL		NET 25TH		07/04/2026	No
LINE#	ORDER QTY	DESCRIPTION				UNIT PRICE		EXT PRICE
4	1ea	^SENSUS PRESSURE PROFILE SET UP & TRAINING w/ GENERAL PLACEMENT PLAN *** PS PPA SETUP *** ALLY PRESSURE PROMO ----- ***PACKAGE TOTAL SAVINGS*** ALLY 25% OFF @ \$13,440 SMART POINTS 25% OFF @ \$4,800 WAIVE SET-UP FEE @ \$5,000 WAIVE YR 1 HOSTING @ \$15,000 WAIVE YR 2 HOSTING @ \$15,450 ----- TOTAL SAVINGS \$53,690 *Nonstock - Restock Policy Applies* Pn: 732749				0.000/ea		0.00

This Quotation is expressly conditioned and controlled by Seller's standard terms and conditions of sale found at www.etnasupply.com/tcsale. All other terms are expressly rejected. To the extent there is a conflict between any of the terms appearing on the face of this Quotation and ETNA's Standard Terms, the terms appearing on the face of the Quotation control. TAXES ARE NOT INCLUDED ON THIS QUOTE!

Subtotal	55680.00
S&H Charges	0.00
Amount Due	55680.00

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4901 CLAY AVENUE SW
GRAND RAPIDS, MI 49548-3038
616 241 5414
Fax 616 241 4786

Quotation

QUOTE DATE	QUOTE NUMBER
08/12/2026	S107044258
ETNA SUPPLY PO BOX 772107 DETROIT, MI 48277-2107 P-616 248 9182 F-616 245 9940	PAGE NO.
	1 of 2

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350 E WASHINGTON
ZEELAND, MI 49464-1334

CUSTOMER NUMBER		JOB NAME / PO NUMBER		JOB NAME / RELEASE NUMBER		SALESPERSON		
8044		5/8 METER RETURN CREDIT				Kevin Dieleman		
WRITER			SHIP VIA		TERMS		EXPIRE DATE	FREIGHT EXEMPT
Kevin Dieleman			HOLL		NET 25TH		08/15/2026	No
LINE#	ORDER QTY	DESCRIPTION				UNIT PRICE		EXT PRICE
		SHIPPING INSTRUCTIONS ANYTIME AFTER 7AM - PALLET OF WATER METERS TO RETURN TO GRAND RAPIDS CALL JASON BEFORE ARRIVING 616-210-9052						
** Continued on Next Page *						Subtotal		
						S&H Charges		
						Amount Due		

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Prices are firm for 3 days. Price subject to change after 3 days.



ETNA SUPPLY - GRAND RAPIDS
4901 CLAY AVENUE SW
GRAND RAPIDS, MI 49548-3038
616 241 5414
Fax 616 241 4786



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ETNA SUPPLY PO BOX 772107 DETROIT, MI 48277-2107 P-616 248 9182 F-616 245 9940	PAGE NO.
	2 of 2

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CUSTOMER NUMBER		JOB NAME / PO NUMBER		JOB NAME / RELEASE NUMBER		SALESPERSON			
8044		5/8 METER RETURN CREDIT				Kevin Dieleman			
WRITER			SHIP VIA		TERMS		EXPIRE DATE	FREIGHT EXEMPT	
Kevin Dieleman			HOLL		NET 25TH		08/15/2026	No	
LINE#	ORDER QTY	DESCRIPTION				UNIT PRICE		EXT PRICE	
1	-264ea	MTR 5/8" IPERL+ 1 CF ECR/WP; 1 CUBIC FT ECR/WP REG W/ 25FT WIRE L/CONN *** IX1S5FDXXXXXXD *** ** Original Sale : S105780491.003 ** ** Cus PO: 2024 Meter Stock Order ** CUSTOMER RETURNING OVER STOCK STOCK IS COMMITTED TO ANOTHER CUSTOMER FULL CREDIT AND RETURN PRICE AGREED UPON RETURN TO GRAND RAPIDS CREDITS TO PROCESS KEVIN DIELEMAN 616-600-1753 Pn: 185186				130.000/ea		-34320.00	
This Quotation is expressly conditioned and controlled by Seller's standard terms and conditions of sale found at www.etnasupply.com/tcsale. All other terms are expressly rejected. To the extent there is a conflict between any of the terms appearing on the face of this Quotation and ETNA's Standard Terms, the terms appearing on the face of the Quotation control. TAXES ARE NOT INCLUDED ON THIS QUOTE! THIS QUOTE HAS BEEN PREPARED BASED ON OUR INTERPRETATION OF THE PROJECT DOCUMENTS PROVIDED. WE RESERVE THE RIGHT TO REVIEW AND AMEND QUOTATION PRICES IN THE EVENT PROJECT DOCUMENTS PROVIDED ARE							Subtotal		-34320.00
							S&H Charges		0.00
							Amount Due		-34320.00

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Prices are firm for 3 days. Price subject to change after 3 days.

TO: Chairperson Boerman and Members of the Board of Public Works
FROM: Jason Postma, Water Operations and Building and Grounds Manager
SUBJECT: Informational Update - Cintas Facility Supplies & Services Contract
DATE: October 2, 2026

Staff are considering a service contract with Cintas to provide facility supplies and services at BPW facilities which replaces a contract with UniFirst for comparable services that recently expired. This memo is for Board information; no approval is requested at this time.

Description:

Staff recently drafted a request for proposal (RFP) and requested bids from local providers. Of the three proposals received, Cintas was the most cost-effective option.

Cintas would provide floor mats, shop towels, and dust mops with weekly service. Through the State's MiDEAL purchasing program, the proposed three-year contract would include locked-in pricing under the state-negotiated contract.

Cost:

The estimated costs below are based on the September 9, 2026 quote and the proposed service levels.

Supplier	Contract Length	Weekly Cost	Annual Cost	Three Year Cost
Cintas	36 months	\$126.79	\$6,593.29	\$19,779.86

Legal Review:

The City Attorney is presently reviewing the proposed contract, including cancellation terms and possible added charges. Staff will not proceed until the City Attorney has approved the contract or identified the necessary changes. Because Cintas is the approved vendor under the State's MiDEAL program, approval by the Board and City Council is not required to execute this agreement.

Attachments:

Cintas State of Michigan Acceptance Agreement (8/14/2026)
Cintas Quote: Rugs, Mats & Rags (9/9/2026)

STATE OF MICHIGAN ACCEPTANCE AGREEMENT

DATE: 8/14/2026

CINTAS LOC # 301

State of Michigan: CC 51416 / MLA 211250134

Omnia Nebraska: CC 13897 / GPO 21101196

Cintas Corporation No. 2 ("Cintas") agrees to extend the same terms, conditions, and covenants agreed to under the Participating Addendum Number MA#25000000086 for Workplace Solutions – Uniforms, Mops and Mats, and First Aid between State of Michigan and Cintas (together with all addenda, amendments, exhibits, schedules, supplements, and renewals thereto and thereof, collectively, the "State of Michigan Contract") to all authorized MiDEAL members. The undersigned Customer, being a MiDEAL member, elects to participate in the Cintas (Rental and FAS) program under the State of Michigan Contract. By executing this State of Michigan Acceptance Agreement ("Acceptance Agreement"), the Customer identified below agrees to be bound by the terms and conditions set forth in the State of Michigan Contract as a "MiDEAL member" or "Agency" and the terms and conditions set forth in this Acceptance Agreement, to the extent applicable. The Master Agreement (as defined in the State of Michigan Contract) is available at <https://www.omniapartners.com/publicsector>.

Term: 36 MONTHS

Additional Terms: Customer must select the appropriate response below:

Does Customer require any additional terms and conditions to be incorporated into this Acceptance Agreement, or is Customer accepting the State of Michigan Contract without additional terms?

☐ Yes, additional terms required

☒ No additional terms needed

(If Yes, Customer must provide any applicable additional terms and conditions, which will only be binding on Cintas if attached hereto and agreed to by Cintas prior to execution of this Acceptance Agreement).

CUSTOMER NAME: Zeeland Board of Public Works

CINTAS BUSINESS DIVISION/TERM: Rental

CUSTOMER ADDRESS: 350 E Washington Ave

CITY & POSTAL CODE: Zeeland 49464

**Cintas
Signature:**

**Customer
Signature**

Print Name:

Print Name:

Print Title:

Print Title:

[Products and Pricing to Follow]

Products and Services Pricing

<u>Item Number</u>	<u>Description</u>	<u>Unit Price</u>

<u>Item Number</u>	<u>Description</u>	<u>Frequency WEM</u>	<u>Quantity</u>	<u>Unit Price</u>
84335	3X5 BL Mat	W	20	\$2.372
84435	4X6 BL Mat	W	6	\$2.255
84035	3X10 BL Mat	W	6	\$3.404
84401	3X5 Logo Mat	W	4	\$7.50
2160	Shop Towel	W	100	\$0.08
2590	36" dust mop	W	4	\$1.00
8874	Logo mat Advent.	W	8	\$0.60

Cintas Rugs, Mats & Rags	9/9/2026					
Item Number	Description	Quantity	Unit Price	Unit Total	Yearly Total	3 Year Contract
84335	3x5 BL Mat	20	\$ 2.342	\$ 46.84	\$ 2,435.68	\$ 7,307.04
84435	4x6 BL Mat	6	\$ 2.255	\$ 13.53	\$ 703.56	\$ 2,110.68
84035	3x10 Logo Mat	6	\$ 3.404	\$ 20.42	\$ 1,062.05	\$ 3,186.14
84401	3x5 Logo Mat	4	\$ 7.500	\$ 30.00	\$ 1,560.00	\$ 4,680.00
2160	Shop Towel	100	\$ 0.080	\$ 8.00	\$ 416.00	\$ 1,248.00
2590	36" Dust Mop	4	\$ 1.000	\$ 4.00	\$ 208.00	\$ 624.00
8874	Logo Mat Aduant	8	\$ 0.500	\$ 4.00	\$ 208.00	\$ 624.00
				\$ 126.79	\$ 6,593.29	\$ 19,779.86

TO: Chairperson Boerman and Members of the Board of Public Works

FROM: Brian L. Coots, Electrical Transmission & Distribution Manager

SUBJECT: Electric Transmission & Distribution Department Projects Update

DATE: October 5th, 2026

Near Term Projects

Crews continue to work on electric infrastructure improvements associated with various street construction projects while completing all electric services for the new JR Automation facility and installing facilities for another phase of the Prairie Winds subdivision buildout. Staff is also preparing for the conversion of overhead electric facilities to underground along Riley Street between 88th and 84th Avenues. These efforts support customer growth, reduce exposure to storm damage, and improve overall system reliability and resilience.

Long Term Projects

Staff continue to advance the Fairview Substation Transformer No. 3 upgrade, with recent efforts focused on transmission modeling and planning coordination. Staff worked with PSE and MPPA to update ZBPW's system representation within the MISO model and registered the project for the MISO Transmission Expansion Plan (MTEP) cycle. These efforts support accurate accounting for applicable Attachment O transmission revenues and ensure the proposed system changes are reflected in the broader transmission model used by reliability coordinators. This coordination also provides a foundation for evaluating the upgrade's effect on regional system performance and advancing the project through the transmission planning process.

Electric T&D staff continue to work with MPPA and PSE on the behind-the-meter generation (BTMG) project. At last month's meeting, the Board approved proceeding with Phase 2 of PSE's proposed scope of work, which includes more detailed system modeling and a review of the existing protection system. This phase will evaluate how the proposed generation would interact with ZBPW's electric system, including potential impacts on protective relay coordination and equipment ratings. The findings will help identify any necessary protection modifications or equipment upgrades so those requirements can be incorporated into the project's design and cost estimates while maintaining safe and reliable operation of the existing system.

Electric T&D Staffing

City Council has approved the Line Supervisor position and continuation of the GIS internship on a part-time basis during the school year following review by the Personnel Committee. The Lead Lineworker and Line Supervisor positions are currently posted internally and accept applications, with staff targeting the end of November to fill both roles. Neal Dobbin retired from the line crew on October 2nd after 34 years of dedicated service to ZBPW and the City of Zeeland. We are grateful for his hard work, leadership, and lasting contributions to the electric system and the community. Neal will be missed, and his legacy will remain an important part of the Electric T&D group as we work to fill the leadership role he leaves behind.

Outage Statistics

ZBPW remains on track for another good year of electric system reliability, with year-to-date outage statistics showing an average of 10.17 outage minutes per customer (SAIDI), 0.19 interruptions per customer (SAIFI), and an average restoration time of 54.24 minutes per interruption (CAIDI), resulting in system availability of 99.997%. These figures include major event days. Although the system has sustained some storm damage, most repairs were completed before the damage resulted in customer outages. Staff continues to replace aging underground conductors and pursue improvements that strengthen overall system resilience and support reliable service for our customers.

Outage Statistics	2023	2024	2025	YTD
SAIDI	33.43	5.04	25.15	10.17
SAIFI	0.20	0.13	0.26	0.19
CAIDI	168.07	38.79	95.10	54.24
ASAI	99.995	99.999	99.995	99.997

TO: Chairperson Boerman and Members of the Board of Public Works

FROM: Brian L. Coots, Electric T&D Manager

SUBJECT: Right-Of-Way Management Services Contract: Plant Growth Management

DATE: October 5, 2026

The following tree trimming management proposal recommendation is submitted for Board approval. All items listed are included in the FY2027 Maintenance Budget:

Description:

Plant Growth Management Systems (PGM) has provided right-of-way management services to ZBPW since 2001 and remains our preferred firm for managing the tree-trimming program. PGM's work has contributed to strong system reliability and a low incidence of tree-related outages. Annual inspections by a Forestry Field Manager have proven valuable in identifying vegetation concerns and prioritizing clearance work throughout the transmission and distribution systems.

The most recent agreement is dated July 1, 2025. The proposed 2027 agreement increases the Forestry Field Manager rate from \$73.60 to \$88.00 per hour and includes modest increases in tree growth regulator application pricing. The FY2027 budget includes \$30,000 for transmission and \$50,000 for distribution tree-trimming management services, for a combined allocation of \$80,000. These funds support PGM's management of right-of-way clearance activities across both systems.

Item	2020-21	2023-24	2025-26	2027-28	Change: 2025-26 to 2027-28
Forestry Field Manager	\$58.50/hr	\$71.80/hr	\$73.60/hr	\$88.00/hr	+\$14.40 / 19.6%
Operations Manager	\$95.00/hr	\$95.00/hr	\$126.00/hr	\$126.00/hr	No change
ROW Management Consultant	\$126.00/hr	\$126.00/hr	\$126.00/hr	\$126.00/hr	No change
Standard tree treatment	\$74.50/tree	\$76.00/tree	\$76.00/tree	\$78.00/tree	+\$2.00 / 2.6%
Treatment requiring ≥5,000 mL	\$0.015/mL	\$0.016/mL	\$0.016/mL	\$0.0165/mL	3.10%
Applicable weekly travel/per-diem*	Not specified	\$574.40	\$588.80	\$704.00	+\$115.20 / 19.6%

Staff recommend approval of the Right of Way Management Services 2027 contract (attached). The contract language has not changed since the last contract with the exception of the price increase and fuel surcharge.

Recommendation:

Approve the Right of Way Management Services 2027 Contract with Plant Growth Management Services effective January 1, 2027.

Attachment: 2027 Zeeland Contract

RIGHT OF WAY MANAGEMENT SERVICES 2027

THIS AGREEMENT made and entered into the January 1st, 2027 by and between Zeeland Board of Public Works, a Municipal Electric, with its principal place of business in Michigan (hereinafter called "Company"), and Plant Growth Management Systems, an S-Corporation, with its principal place of business in Niles, Michigan (hereinafter called "contractor"). This agreement shall be evergreen, unless there are mutual changes discussed between parties.

Right-of-Way maintenance terms and limitations are described in **Section #1**. In order to provide tree growth regulator applications to the Company, parties to this agreement stipulate the following terms and limitations as listed in **Section #2**.

Section #1 Scope of Agreement

Category: **Forestry Field Manager**

Duties Include:

1. Planning necessary line clearance work. Necessary work is determined by the following field business criteria.
 - a. Will the tree be in the conductor within the maintenance cycle?
 - b. Is there a greater cost savings removing the tree rather than trimming?
 - c. Is the tree a safety hazard?
 - d. Is the tree within the "System Protection Zone" (will it affect the substation if the tree contacts the primary line)?
 - e. If the tree cannot or should not be removed and cannot be trimmed to obtain adequate clearance, should the tree be treated with a growth regulator?
 - Each decision is dictated by the management goals of the customer and the budget available during the maintenance cycle.
2. Making all customer contacts regarding removal of trees and brush
3. Auditing completed work and authorizing payment of work
4. Prepare and submit reports as needed to customer relating the budget and progress of the maintenance program
5. Investigate customer concerns as needed

Hourly fee of \$88.00 includes trained Forestry Manager, cell phone, gas expense, and vehicle. Because of the unpredictability of gas prices, the Contractor may initiate a fuel surcharge if the cost exceeds \$5.10/gallon.

Category: **Operations Manager/ Design Consultant**

Duties include:

1. Development of right-of-way management plan
2. Contract development
3. Pre and post bid meeting
4. Management and coordination of Field Managers
5. Assistance in the acquisition of tree contractor
6. Coordinate billing of authorized work completed by the tree contractor

Hourly fees:

Operations Manager/ROW Mgmt Consultant \$126.00, both include cell phone, gas expense, & vehicle

Category: **Per-diem Charge when Applicable**

1. There will be a per-diem expense to cover travel costs. The cost equates to eight additional hours per person per week worked at the hourly cost of a forestry field manager.

Category: **Additional Charges when Applicable**

1. Additional charges for items related to facilitating the line clearance program such as tree marking paint, map copies, etc.

Category: **Storm Damage/Emergency Response Expectations**

2. The management work needed for Storm Damage/Emergency Response that falls outside of the scope of this contract will be billed separately at a regular hourly rate except for hours completed outside of normal working time (i.e.: night & weekends) or additional hours that exceed 40 hours per person per week, which will be billed at time and a half. In regards to the utilizing & reimbursing a Tree Subcontractor(s) for work completed on Storm Damage/Emergency Response work, it will be between the Company and Subcontractor(s).

Section #2 Scope of Agreement

Category: **Tree Growth Regulator Application**

1. The regulation product used will be Shortstop TGR. All applications shall be completed via soil application.
2. Contractor shall provide the following "post application" information to Zeeland BPW.
 - a) Date of application
 - b) Amount of product applied
 - c) Expected date of re-application
3. Contractor shall be responsible for tagging the regulated trees with
 - a) Date of application
 - b) Applicators initials
 - c) Company name
4. Contractor shall be responsible for supplying customer contact information regarding questions about Shortstop TGR.
5. Contractor shall inspect all regulated trees before re-application to ensure that re-application is needed.
6. The contractor shall address resolution of property owner complaints, concerns, or questions within 48 hours of a working week.
7. All applications shall be completed using Shortstop TGR in a soil applied form.
8. Contractor shall adhere to all state and federal laws regarding pesticide application.
9. The contract price will be \$78.00 per tree on a production-based system (normal routine maintenance no less than 20 trees to apply within the maintenance cycle). When a tree requires a chemical volume of 5000 mLs or more for an application, the \$78.00 per tree will not be used, instead a flat fee of \$.0165 per mLs will be applied to the cost.

10. In the event that the number of trees falls below 20 special rates may apply with the consent of both parties. Upon expiration of the current contract date the contract may be renewed with the consent of both parties.

Insurance Requirements

1. The Contractor shall take out and maintain throughout the contract period insurance with the following minimum requirements:
 - a) Worker's compensation insurance covering all its workers, in statutory limits, who perform any of the obligations assumed by the Contractor under this agreement.
 - b) Public liability and property damage liability insurance covering all operations under this agreement; limits for bodily injury or death not less than \$1,000,000 for one person and \$1,000,000 for each accident; limits for property damage not less than \$1,000,000 for each occurrence and \$1,000,000 annual aggregate. The insurance required by this subparagraph shall name Company as additionally insured to the extent of any claim, demand or suit made upon or against Company arising out of any such occurrence.
 - c) In addition, an Umbrella Liability of \$4,000,000 per occurrence will be part of the insurance policy under this agreement.
 - d) Contractor agrees to hold Zeeland BPW harmless from any liability, which may arise as a result of the performance of its Forestry Field Manager's & Operations Manager/Design Consultant's duties and/or its application of plant growth regulators.
 - e) Automobile liability insurance on all self-propelled vehicles used in connection with the Contract, whether owned, non-owned, or hired; public liability limits of not less than \$1,000,000 for one person and \$1,000,000 for each accident; property damage limit of \$1,000,000 for each accident.
 - f) The Company shall have the right at any time to require insurance coverage greater than those required above. In such event, the additional premium, or premiums solely because of such additional insurance shall be added to the Contract price.
 - g) The Company requires that the policy include Zeeland BPW as "additionally insured."
 - h) All insurance policies required under this paragraph shall contain the appropriate endorsement, and cancellation and change language substantially equivalent to the following:

"This insurance will not be canceled by the insurance company, nor any changes made in the policy which change, restrict, or reduce the insurance provided, or change the name of the insured, without first giving thirty (30) days notice in writing to 350 E. Washington Ave, Zeeland, MI 49464-1334 0020, as evidenced by return receipt of registered or certified mail."
 - i) The Contractor shall provide a certificate of liability insurance to the Company on an annual basis.

In Regards to Recruiting Contractors Employees

1. During the term(s) of this Agreement and/or for twelve months following its termination, the Company may not directly or indirectly retain the services of or hire any of the Contractor's current or previous employee(s) for activities similar to that of the Agreement's contracted services. This clause is established for the purpose of compensating the Contractor for expenses related to recruiting, hiring

and training employees for services to the Company and other loss revenue due to the employee recruitment.

2. If it is the Company's desire to utilize the Contractor's current or previous employee(s) within this period of time, the Company will reimburse the Contractor as described in the following schedule;
 - a) Within the first three years of said employee working with the Company on behalf of the Contractor, a conversion fee of 15% for the most recent, averaged 12 months of invoiced costs will be charged to the Company.
 - b) After a minimum of three years of said employee working with the Company on behalf of the Contractor, the conversion fee of 15% for the most recent, averaged 6 months of invoiced costs will be charged to the Company.

Contractual Rights

1. It is expressly understood and agreed between the parties hereto that this agreement is not exclusive and that the Company may in its sole discretion contract with other persons or corporations to perform similar services for it and/or perform such work itself.
2. In the event the Contractor shall violate any of the provisions of this agreement, the Company shall have the immediate right to cancel this agreement and to complete the work undertaken by the Contractor without incurring any liability to the Contractor, other than payment to the Contractor of the fair value to the Company of the work already performed prior to such cancellation.
3. Subject to the restrictions hereinabove contained in regard to subcontracting, this agreement shall be binding upon the successors and assigns of the parties hereto. This agreement shall become effective upon execution and shall continue until the work contemplated hereby has been completed to the reasonable satisfaction of the Company or until otherwise terminated in accordance with other provisions of this agreement, whichever first occurs. In the event either party becomes insolvent, a petition in bankruptcy is filed for or against either party, or either party is placed under state court receivership, then the other party, at its option, may forthwith elect to terminate this agreement without further liability to the other.
4. It is the intention of the parties that Contractor shall at all times and in all respects be deemed an independent, outside contractor in the performance of its duties and responsibilities hereunder. It shall have no authority to act for or bind the Company, except that which is expressly granted by the nature of the work. This Contract shall be interpreted in all respects to be consistent with such independent contractual relationship.
5. Contractor represents and warrants to Company that it is duly authorized to do business within the State of Michigan as of the date of execution hereof. Contractor covenants and agrees to maintain such status during the life of this Contract and that the individuals executing this agreement on behalf of Contractor are duly authorized so to act and bind Contractor. Company makes the same representations to Contractor.
6. This contract is not in any way intended to be a guarantee of work or revenues and is subject to business constraints of the Company.
7. The contractor hereby covenants on behalf of itself and its subcontractors not to discriminate against an employee or applicant for employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, or marital status. Breach of this covenant may be regarded as a material breach of the contract.

IN WITNESS WHEREOF the parties have executed this agreement and any approved Addenda hereto in counterpart original as of the day and year above first written.

"COMPANY – Zeeland BPW"

BY _____

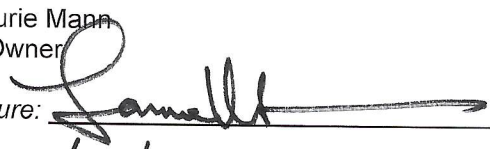
ITS: _____

Signature: _____

DATE: _____

"CONTRACTOR – Plant Growth Management Systems"

BY Laurie Mann
CFO/Owner

Signature:  _____

DATE: 9/25/26

ELECTRIC DEPARTMENT REPORT

August 2026

<u>OPERATIONS</u>	<u>August 2026</u>		<u>August 2025</u>		<u>PERCENT CHANGE</u>
BPW	122,448	KWH	182,389	KWH	-32.9%
RENEWABLES	7,218,334	KWH	7,248,165	KWH	-0.4%
PURCHASED POWER	36,605,209	KWH	36,402,835	KWH	0.6%
SYSTEM TOTAL	43,945,991	KWH	43,833,389	KWH	0.3%

<u>ENERGY SOLD</u>					
RESIDENTIAL	5,416,080	KWH	5,582,466	KWH	-3.0%
COMMERCIAL	2,579,405		2,718,413		-5.1%
INDUSTRIAL	32,515,056	KWH	33,453,120	KWH	-2.8%
PUBLIC	2,618,879		2,725,526		-3.9%
SYSTEM TOTAL	43,129,420	KWH	44,479,525	KWH	-3.0%

<u>CHARGES FOR SERVICES</u>					
RESIDENTIAL	\$547,655.30		\$521,877.45		4.9%
COMMERCIAL	\$273,156.18		\$267,269.37		2.2%
INDUSTRIAL	\$2,687,447.91		\$2,560,040.30		5.0%
PUBLIC	\$237,339.95		\$235,100.90		1.0%
STREET LIGHTS	\$10,548.96		\$10,216.20		3.3%
TOTAL CHARGES	\$3,756,148.30		\$3,594,504.22		4.5%

<u>CUMULATIVE FOR FISCAL YEAR</u>					
KWH PURCHASED AND GENERATED	89,672,766	KWH	90,386,304	KWH	-0.8%
KWH SOLD	88,005,710	KWH	88,747,854	KWH	-0.8%
SYSTEM LOSSES	1,667,056	KWH	1,638,450	KWH	
SYSTEM LOSSES (PERCENT)	1.9%		1.8%		
TOTAL CHARGES FOR SERVICES	\$7,714,735.97		\$7,292,732.71		
AVERAGE RATE PER KWH SOLD	\$0.08766		\$0.08217		6.7%

<u>PEAK HOUR</u>					
PURCHASED POWER - 8/12/26 @ 2PM	80,711	KW	84,677	KW	
POWER GENERATED	0	KW	0	KW	
TOTAL PEAK	80,711	KW	84,677	KW	-4.7%
ALL TIME PEAK - 91,663 KW - 6/24/25 @ 2PM					

<u>RENEWABLE ENERGY CREDITS</u>	Monthly RECs Generated	REC Bank (Available)	Pending (Est.)	Total (with Pending)
BEEBE WIND FARM	223	8,145	3,894	12,039
PEGASUS WIND FARM	1,456	53,533	22,389	75,922
ASSEMBLY SOLAR 1	1,616	23,447	11,569	35,016
ASSEMBLY SOLAR 2	2,001	29,735	14,116	43,851
INVENERGY SOLAR	1,527	26,556	11,906	38,462
BRANDT WOODS SOLAR	568	0	8,320	8,320
WHITE TAIL SOLAR	505	0	3,784	3,784
HART Solar	0	0	0	0
PURCHASED	0	0	0	0
TOTALS:	7,896	141,416	75,978	217,394
2026 COMPLIANCE REQUIREMENT:				66,072
BALANCE (Carry Forward):				151,322

VOLUNTARY GREEN PROGRAM - 2026	4.8	40	0	40
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Note 1: 'Pending' RECs have been generated, are due to the BPW and are awaiting transfer

Note 2: RECs counts include estimated, applicable Michigan Incentive RECs (iRECs)

JULY 2026 FUEL AND PURCHASED POWER COSTS

	<u>TOTAL COST</u>	<u>KWH</u>	<u>AVERAGE COST (MILLS)</u>
FUEL USED AT PLANT	\$64,965.00	1,205,125	53.91
PURCHASED POWER	\$2,548,760.03	44,521,650	57.25
SYSTEM TOTAL	\$2,613,725.03	45,726,775	57.16

POWER COST ADJUSTMENT FACTOR (PCA)

MONTHLY PCA CALCULATION: = (SYSTEM AVERAGE COST - 60.00) X 1.04 X 0.001	-\$0.002954
PCA - 12 MONTH ROLLING AVERAGE:	\$0.006528

Note: The PCA base rate and loss factor were updated in conjunction with the electric rate adjustment, effective January 1, 2026

TO: Chairperson Boerman and Members of the Board of Public Works

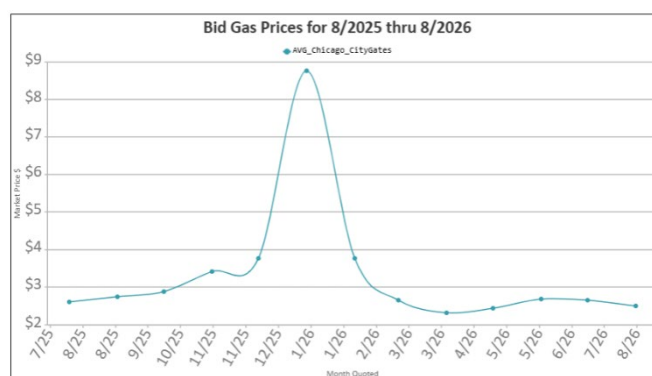
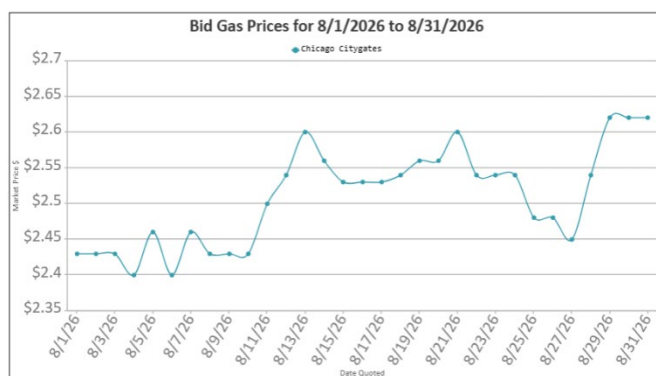
FROM: Robert W. Mulder, General Manager

SUBJECT: Power Production Department Report

DATE: October 9, 2026

Operations & Power Supply: August 2026

- Energy generated by the BPW's on-system generating units decreased by 32.9% year-over-year due to mild weather in August.
- Renewable resources supplied 16.4% of BPW's monthly energy, consistent with August 2025 values.
 - BPW received 5,538,328 kWh from its five solar PPAs, 12.6% of the BPW's monthly energy.
 - BPW received 1,680,006 kWh from its two wind PPAs, 3.8% of the BPW's monthly energy.
- Purchased power increased 0.6% year-over-year, accounting for 88.3% of the BPW's monthly energy.
- Total energy requirements increased slightly, rising 0.3% year-over-year to 43,945,991 kWh.
- Peak system demand decreased 4.7% year-over-year to 80,711 kW, recorded at 2:00 p.m. on August 12.
- MISO market prices for the month increased modestly year-over-year, but were lower than July prices due to the mild weather:
 - Day-Ahead average: \$45.009/MWh (6.2% increase year-over-year)
 - Real-Time average: \$43.104/MWh (11.3% increase year-over-year)
- Natural gas spot market prices remained relatively stable:
 - Monthly average: \$2.509/MMBtu, 4.16% below the August 2025 average of \$2.618/MMBtu.



Renewable Energy Credits (RECs): August 2026

- During August, an estimated 7,896 RECs were generated by the Beebe and Pegasus wind PPAs and the Assembly 1 and 2, Invenergy, Brandt Woods, and White Tail solar PPAs. These RECs remain pending in the MIRECS system.
- Voluntary Green Pricing Program participation remained steady at five customers, totaling 4.8 RECs.
- The BPW's MIRECS account balance is 141,416 RECs (2024-2025 vintages). Including pending RECs from late 2025 and 2026 year to date, the projected balance is 217,394 RECs.

Projects & Department Updates

- **MPPA Hart Solar Achieves Commercial Operation:** The MPPA Hart Solar project in Oceana County achieved commercial operation in September 2026. Through a 20-year power purchase agreement (PPA), the BPW has a 5.6 MW offtake from MPPA's 50 MW share of the project. The remaining portion of MPPA's share is allocated among 13 other MPPA members. The total installed array is 120 MW. The BPW's share is projected to supply enough energy annually to power an estimated 961 homes in the community. A copy of the press release is attached and is also available on the BPW's website: <https://zeelandbpw.com/hart-solar-entered-commercial-operation>
- **New Generation & MPPA BTMG / Resource Adequacy Project Update:** Work on this initiative continues. A detailed update is provided in a separate memo. Presentation materials are also available on the BPW Power Supply Strategic Planning website: <https://zeelandbpw.com/power-generation-supply>
- **Bryan Kuiken's Retirement:** Bryan Kuiken, Lead Electric System Operator, will retire on Friday, October 16, 2026, after 48 years of service to the BPW and City of Zeeland. A retirement open house celebrating Bryan's service will be held that day from 11:30 a.m. to 2:00 p.m. in the Banquet Room at the Howard Miller Library and Community Center.

Attachments: Press Release: Hart Solar Entered Commercial Operation
 Bryan Kuiken Retirement Flyer



Hart Solar Entered Commercial Operation



Zeeland Board of Public Works (BPW) has added 5.6 MW to its sustainable energy portfolio this month as Hart Solar, a solar array in Oceana County, entered commercial operation. To put it into perspective, this additional project provides the BPW with enough energy to power approximately 961 homes in the community.

The BPW joined 13 other Michigan Public Power Agency (MPPA) Members in a combined 50 MW power purchase agreement. The total array is rated at 120 MW. This project has been in progress for multiple years, involving contracting, land acquisition, regulatory approvals, and site development.

"Hart Solar reflects MPPA's long-term commitment to helping our Members secure reliable, cost-effective and carbon-free power supply resources that strengthen and diversify their power supply portfolios," said Patrick Bowland, CEO & General Manager at MPPA. "Through joint action, public power communities of all sizes can share in the economies of scale needed to make utility-scale renewable projects like Hart Solar a practical, long-term resource for the customers and communities they serve."

Hart Solar is the third solar project to enter commercial operation through MPPA in the past year, following Brandt Woods Solar in Calhoun County and White Tail Solar in Washtenaw County. Since November 2023, when Michigan Public Act 235 was signed into law, utilities across the state have continued developing plans to meet the statewide renewable energy standard, which requires utilities to reach 50% renewable energy by 2030 and 60% by 2035.

"Zeeland BPW has partnered with MPPA on renewable energy projects for more than a decade, and we are pleased to continue that relationship through this project," said Robert Mulder, General Manager for BPW. "Projects like this support renewable energy development in Michigan and move us closer to achieving the goals established by the State, while delivering the power supply resources necessary to serve our customers."

Zeeland BPW remains committed to delivering reliable electric service at competitive rates and will continue to pursue renewable energy opportunities that are a strong fit for the community. The ability to partner with fellow municipal members through MPPA not only strengthens public power collaboration but also allows participation in large-scale projects that individually may not be possible.

— Join us in celebrating a —
WELL-DESERVED
Retirement!



HONORING
BRYAN KUIKEN

⚡ LEAD ELECTRIC SYSTEM OPERATOR ⚡

48

YEARS OF DEDICATED SERVICE

After an incredible 48 years of hard work, dedication, and commitment, please join us as we celebrate Bryan's outstanding career and many contributions to our organization and community.



FRIDAY
OCTOBER 16, 2026
11:30 AM – 2:00 PM



**LUNCH WILL BE
SERVED AT NOON**



**HOWARD MILLER LIBRARY
BANQUET ROOM**

Thank you for 48 years of service and leadership.



WE WISH YOU ALL THE BEST IN YOUR RETIREMENT!



TO: Chairperson Boerman and Members of the Board of Public Works

FROM: Robert W. Mulder, General Manager

SUBJECT: Informational Update - New Generation Capacity Implementation Plan

DATE: October 9, 2026

Background

Consistent with prior monthly updates, this memo provides an update to the Board on the BPW's new generation initiative and MPPA's Resource Adequacy Project, which is evaluating the development of new behind-the-meter generation on the BPW's system. Staff continue to work closely with MPPA staff and our consultants to keep the project moving while ensuring that due diligence is being performed. Staff remain confident that participation in the MPPA initiative, in some form, is the best means of addressing the BPW's 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. A summary of the actions taken over the past month is provided below.

Equipment Providers – Developing Site-Specific Pricing

The potential equipment providers and their respective engineering, procurement, and construction (EPC) partners completed their visits to all potential MPPA host sites and are revising their site-specific project costs. MPPA expects to receive those by the end of October and will update members accordingly. Zeeland, along with other members, provided site-specific information to refine those budgetary estimates.

Electrical Interconnection Evaluation

MPPA members continue to work with their respective engineering consultants to evaluate electrical interconnection requirements, limitations, and associated costs. The BPW continues to work with Power Systems Engineering, Inc. (PSE) and anticipates completion of its study by the end of October. Thus far, PSE has identified an approximately 63 MW limit for additional on-system generation to avoid triggering requirements associated with the Bulk Electric System (BES). This aligns well with MPPA's recommended 50 MW project and the projections identified in the BPW's IRP.

Environmental Assessment (Air Permit / Modeling)

MPPA and BPW staff continue to partner with NTH Consultants, Ltd. to evaluate potential sites from an air permitting perspective. That process transitioned into air-dispersion modeling for both the BPW's Riley Generation and 535 N. Fairview Rd. properties. Preliminary modeling results for the BPW's Riley Generation property were favorable for one vendor's proposed 50 MW natural gas-fired reciprocating internal combustion engine (RICE) project, indicating limited impacts on the existing facility and a need for only minor upgrades. Evaluations of the other vendors' equipment and the BPW's 535 N. Fairview Rd. property are underway, with results expected soon. Similar evaluations are being performed at other potential MPPA host member properties, based on their respective recommended projects.

Fuel Supply

BPW staff recently met with our key account representative from SEMCO Energy, our local gas distribution company (LDC), regarding the upgrades required to serve the proposed project with natural

gas. SEMCO confirmed the budgetary estimates provided in April 2026 and its ability to serve the proposed project. Based on additional information received since April, staff provided updated details regarding the proposed project size, potential sites, and schedule. SEMCO reaffirmed its commitment to serving the BPW and is reviewing and updating its models accordingly.

Financing and Ownership Model

Zeeland BPW and Grand Haven Board of Light and Power (BLP) staff recently met with MPPA staff to discuss ownership models and options for advancing the project. From MPPA's perspective, the project structures should be limited to an MPPA-owned project with joint participation and consistent member offtake from all facilities developed as part of the project, or a tenants-in-common structure. The former is MPPA's preference for ease of structuring, administering, and financing the project. However, MPPA is open to a tenants-in-common structure if members have a strong desire to participate in that manner. MPPA has indicated that if the project moves forward, MPPA shall be the majority stakeholder in all facilities constructed under this project. MPPA has requested a decision on Zeeland's preferred ownership model in November 2026.

BPW Staff Action Update

In addition to participating in the MPPA activities described above, BPW staff have engaged in the following actions over the past month:

Site Surveys

Surveys of the two BPW-owned parcels were commissioned and completed by Moore+Bruggink, the City's civil engineering firm. These surveys will assist in evaluating site suitability and developing preliminary site plans.

Potential Alternative Site Evaluation

Staff continue to work with a local real estate professional to identify potential sites in the City and neighboring townships of strategic importance for this and future initiatives. Preliminary environmental and air-permit assessments have been completed on at least one parcel to assess suitability. The results of that evaluation were favorable and support the proposed project. Staff have also discussed compliance with City ordinances and related requirements with the City's Community Development Office should development proceed. Staff are coordinating with township personnel to engage in similar conversations. This work remains ongoing.

Re-engagement 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. A request for the information needed for this review has been submitted to MPPA. MPPA is awaiting updated vendor pricing and expects to provide the requested information by the end of October 2026.

Rate Impact Evaluation

Staff will be presenting a proposal from Utility Financial Solutions (UFS) at the meeting to evaluate the potential impact on retail rates, based on the proposed project economics and power supply costs. Information provided by MPPA and nFront Consulting will serve as the basis for this evaluation.

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. Over the past month, staff have reached out to MPPA and MMEA members regarding legal firms they have used for similar services.

Next Steps

MPPA and participating members anticipate the following schedule:

- October: Obtain best-and-final pricing following equipment provider and EPC site evaluations; complete Phase II environmental evaluations and air-dispersion modeling; finalize 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. Zeeland BPW will provide feedback on its preferred ownership model, including whether it seeks a larger ownership share of the proposed Zeeland-hosted facility through a tenants-in-common structure.
- 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. Work with nFront Consulting and UFS to evaluate the proposed project costs, alignment with portfolio and IRP projections, and the anticipated impact on rates.

Recommendation

No formal action is requested at this time. Staff recommend continuing project due diligence and coordination with MPPA and participating members. Staff plan to facilitate a Board discussion of the proposed ownership models in preparation for a November decision on the BPW's preferred participation structure.

Attachment: 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.

TO: Chairperson Boerman and Members of the Board of Public Works

FROM: Robert W. Mulder, General Manager

SUBJECT: Recommendation – New Generation Rate Impact Evaluation Professional Services Contract

DATE: October 9, 2026

To support the BPW's new generation initiative and potential participation in MPPA's Resource Adequacy Project, staff have engaged several consultants to advance project development and perform appropriate due diligence. This work includes environmental evaluations of air permitting requirements and potential sites; an engineering evaluation of electrical interconnection requirements, limitations, projected costs, and Bulk Electric System (BES) implications; and civil engineering surveys of BPW-owned parcels in preparation for potential site plan development. Staff have also re-engaged nFront Consulting to evaluate how the proposed projects align with the BPW's recently completed Integrated Resource Plan (IRP).

Securing sufficient electric capacity to ensure resource adequacy is paramount, but staff must also understand the potential impact on ratepayers. To address this need, staff initiated discussions with Utility Financial Solutions, LLC (UFS) to evaluate the proposed project's potential impact on electric rates. UFS has been a trusted BPW partner for many years and completed the BPW's most recent electric rate and cost-of-service study in 2025. Its familiarity with the BPW and extensive experience serving public power utilities position UFS well to perform this evaluation. UFS can also provide insight into how the project's costs and capacity value compare with those of other utility projects and available market alternatives.

At staff's request, UFS prepared a proposal for this evaluation. The results will help the Board make an informed, long-term resource decision before committing to participation in the proposed MPPA project or developing additional on-system generation resources. UFS proposes to perform the work on a time-and-materials basis, with a total cost not to exceed \$25,000.

Recommendation

Staff recommend awarding a professional services contract to Utility Financial Solutions, LLC (UFS), at a cost not to exceed \$25,000, to perform the services outlined in its proposal. The evaluation will assess the potential long-term electric rate impacts of the proposed MPPA project and alternative capacity resources to meet the BPW's resource adequacy needs. If approved, the evaluation costs will be charged to the BPW's New Generation Capacity initiative, for which \$150,000 is included in the adopted CY2027 Capital Improvement Plan budget.

Attachment: Utility Financial Solutions, LLC Proposal (October 9, 2026)



October 9, 2026

Robert Mulder
Zeeland Board of Public Works
350 E. Washington Avenue
Zeeland, MI 49464

Utility Financial Solutions, LLC (UFS) is pleased to submit an engagement letter for the financial review and customer impacts of generation alternatives for Zeeland Board of Public Works (ZBPW).

Our proposal is based on our prior experience with completing financial feasibility generation and customer impacts related to installation of new generating units. UFS is an internationally known firm with a long-standing relationship and history of assisting municipalities with financial analysis and are recognized experts in the utility field. UFS personnel are instructors for the American Public Power Association, Southern Gas Association, and the National Association of Regulatory Utility Commissioners. Courses UFS instruct include financial planning, cost of service, rate design, and a series of Commission training programs.

Prior Experience: UFS is comprised of experienced staff including economists, engineers and finance professionals. Our reputation has allowed us to be the recommended rate consulting firm for numerous associations and agencies around the country. Our extensive experience provides Councils with studies that can be relied upon.

Project Approach: UFS has obtained rate approval for thousands of utilities. Our unique approach includes development of key targets to keep the utility financially stable, development of minimum and maximum levels of rate adjustments, and identification of a long-term rate track for each utility. The key targets and development of the rate track is used as part of an educational presentation for the governing body to obtain guidance and input in the decision-making process. Our methodology and the education provided is why we have grown to be the preferred provider of rate study services in the United States.

We appreciate the opportunity to submit this proposal and look forward to discussing it with you. If you have questions or need additional information, please contact me at 616.403.5450.

Sincerely,

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

Mark Beauchamp, CPA, MBA, CMA
President, Utility Financial Solutions, LLC

Scope of Services

Zeeland Board of Public Works (ZBPW) is evaluating alternatives to meet its future electric generation capacity and resource adequacy requirements. The Michigan Public Power Agency (MPPA) is currently considering 150 MW of RICE generating units that will be located in several communities. MPPA is currently considering potential alternatives with different cost characteristics. MPPA has recommended ZBPW purchase 42.2 MW or 28.1% of the project, providing 35.4 MW of accredited capacity for ZBPW Planning Year 2034/35 with 50 MW located within the ZBPW service territory.

With the magnitude and long-term nature of generation investments, ZBPW desires an independent evaluation of various generation resource alternatives and their financial, operational, reliability, and risk implications.

ZBPW is currently evaluating the following resource alternatives through the Integrated Resource Plan and Michigan Public Power Association:

1. MPPA Participation – Participate in the proposed 150 MW MPPA Asset Project at the recommended entitlement level.
2. MPPA Participation and Additional Local Generation – Participate in the MPPA Asset Project while also developing additional generation capacity within Zeeland.
3. ZBPW-Owned Generation – Develop generation capacity independently to meet all or a greater portion of ZBPW's future capacity and resource adequacy requirements.

The purpose of the analysis is to provide ZBPW with an independent evaluation of the long-term rate-related costs, benefits, and risks of the resource alternatives.

The analysis will consider the following:

1. ***Potential cost and rate stability to ZBPW ratepayers***
2. ***Rate comparison***

UFS will develop a 20-year financial model identifying the potential rate impacts considering debt service payments, operation and maintenance costs, future capital programs, changes in purchased power costs, and impacts on power cost adjustments over the 20-year period. UFS will complete sensitivity analysis to identify the range of potential outcomes.

For each of the alternatives listed above, UFS will identify and provide a summary report on each of the following alternatives:

1. Long term base rate impacts for ZBPW customers
2. Purchase power cost adjustment factor impacts
3. Overall customer rate impacts

UFS will leverage the following information in the analysis:

- Projected cost of capacity and debt service – *provided by IRP or MPPA*
- Projected fuel and operating costs – *provided by MPPA or NFRONT*
- MISO capacity accreditation – *provided by IRP or MPPA*
- Transmission considerations including Schedule 26A - *provided by MPPA*

The results of the analysis are intended to provide ZBPW management and the Board with the information necessary to make an informed long-term resource decision before committing to participation in the proposed MPPA Asset Project or development of additional generation resources.



Proposed Professional Services Agreement

Prices, terms, and conditions are good for a period of 90 days from this proposal date September 28, 2026.
Payment will be made through submission of invoice which itemizes the work performed.

Good Faith Estimate for Service Listed Above\$25,000

Total above does not include on-site meetings, out of pocket travel expenses, or travel time.

Anticipated Meetings (Virtual, unless noted):

- Initial meeting – Clarify scope of services, expectations of management and preliminary information request
- Progress meetings – as needed
- Draft report with management
- Final report with management

Deliverables:

- Final Report (PDF), detailing:
 - Long-Term Financial Projection
 - Results of sensitivity analysis
- Delivery of report is anticipated in mid-November and dependent on the delivery of information to complete analysis

Hourly Rates (travel is discounted at 50%)

Mark Beauchamp	\$ 395.00
Dawn Lund	\$ 370.00
Dan Kasbohm	\$ 330.00
Mike Johnson	\$ 330.00
Chris Lund	\$ 330.00
Jillian Jurczyk	\$ 330.00
Robert Blank	\$ 220.00
Joan Bakenhus	\$ 210.00
Support Staff	\$ 170.00 – \$ 190.00

Onsite Meetings:

Any requested and approved onsite presentation will be billed at hourly rates with a 50% discount on related travel time. Out of pocket travel expenses are billed at cost. All costs incurred from schedule changes initiated by client after booking will be considered out of pocket.

Out of Scope Pricing:

Out of scope work hours will be billed at the current hourly rates in effect at the time the services are performed. Out of pocket expenses will be billed at cost.

We look forward to exceeding your expectations. Please sign, date, and return to mbeauchamp@ufsweb.com at your earliest convenience.

Sincerely,

Mark Beauchamp, CPA, MBA, CMA
President, Utility Financial Solutions, LLC

Date: _____

Accepted By: _____

Zeeland Board of Public Works

TO: Chairperson Boerman and Members of the Board of Public Works

FROM: Robert W. Mulder, General Manager

SUBJECT: Recommendation – Electric Power Supply & Market Operations Manager, Relocation Assistance Package

DATE: October 12, 2026

Recruitment efforts for the Electric Power Supply & Market Operations Manager position are progressing, and an offer of employment was recently extended to a well-qualified candidate. Given the specialized nature of the position and the broad geographic scope of the recruitment effort, staff anticipate that the successful candidate will need to relocate. Accordingly, staff request approval to include a relocation assistance package as part of the employment offer.

Staff have collaborated with the City of Zeeland Human Resources Department to develop a proposed relocation assistance package for a candidate who must relocate to accept the position. The package includes the following provisions:

- Up to \$10,000 in relocation assistance for eligible, documented expenses incurred in connection with relocation to the Zeeland area.
- Eligible expenses may include professional moving services, transportation of household goods and personal belongings, moving-related mileage or transportation expenses, and reasonable temporary lodging directly associated with the relocation.
- Reimbursement will be provided upon submission of appropriate receipts and documentation and in accordance with City reimbursement procedures. Eligible relocation expenses must be incurred within six (6) months of the employee's employment start date.
- Relocation assistance is a one-time benefit and is separate from regular salary and other employee benefits. Any portion of the relocation assistance not supported by eligible expenses will not be paid.
- An employee who voluntarily resigns within twelve (12) months of the employment start date must repay all or a portion of the relocation assistance received, according to the following schedule:
 - Within 6 months: 100% repayment
 - More than 6 months but less than 12 months: 50% repayment
 - 12 months or more: No repayment required
- Repayment obligations will be administered in accordance with applicable law and City policies.

Recommendation

Staff recommend approval of the proposed relocation assistance package for the candidate selected for the Electric Power Supply & Market Operations Manager position, if relocation is required to accept the position. Previous relocation assistance packages have been negotiated as part of employment contracts. No precedent exists for providing relocation assistance to non-contract employees; therefore, approval by the BPW Board and City Council is necessary.

TO: Chairperson Boerman and Commissioners

FROM: Robert W. Mulder, General Manager

SUBJECT: Item 7 - Other Business – October 13, 2026 Board of Commissioners Meeting

DATE: October 9, 2026

- A. Water Operations Manager Salary Adjustment Recommendation: Please refer to my memo dated October 9, 2026, found under this tab.
- B. Zeeland Recreation 2026-2027 Winter Program Sponsorship Recommendation: Staff recommend participating at the Full Winter Events Sponsorship level of \$699 for the 2026-2027 season. Staff have participated at this level before, and funds were allocated for this in our FY2027 budget.
- C. Informational – Recruitment Update: Key BPW Positions: Recruitment efforts for the **Electric Power Supply & Market Operations Manager** are progressing well, and staff are finalizing an offer of employment to the leading candidate. The position will provide strategic and operational leadership for the Electric Power Production Department and serve as a key advisor to the General Manager on power supply strategy, generation operations, market participation, resource adequacy, procurement, regulatory compliance, and long-term energy portfolio management.

Recruitment is being finalized for the newly established **Administrative Assistant** position. The position has generated strong interest, and several candidates have been interviewed. Reporting directly to the General Manager, this position will provide broad administrative and operational support across the organization, including Board governance, executive support, records management, communications, community engagement, and coordination with marketing and media consultants. The position will also strengthen organizational resiliency by providing backup support to Customer Service and assisting with special projects, emergency operations, and business continuity activities.

The **Part-Time Senior Utility Advisor** position was approved by City Council on October 5, and recruitment efforts are in process. Staff anticipate that the role will be filled in the coming weeks.

City of Zeeland Human Resources Specialist Melanie Hellenthal has provided valuable support in coordinating and advancing the recruitment processes.

- D. Informational – MPIA Fall 2026 Board Meeting Update: The Michigan Professional Insurance Authority (MPIA) Board met on October 7, 2026, at the Zeeland BPW Administrative Office. The meeting agenda and draft minutes are included under this tab for reference. The Board received an investment performance review from Diamond Capital Management, reviewed the Authority's financial statements, reviewed and approved the draft audit for FY2026, and approved a budget amendment for property insurance renewals. The Board approved maintaining Rob Shelley as the Chair / Secretary, and Robert Mulder as the Vice Chair / Treasurer. Finally, Zeeland submitted an estimated claim of \$61,086.00 for storm damage that occurred on September 4, 2026, which was approved by the Board.
- E. Informational – Gentex Development Agreement Update: Members of the BPW Leadership Team recently met with a representative from Gentex Corporation to discuss several strategic objectives, including closing out the development agreement for the BPW's Northside Substation. Staff are pursuing the steps needed to finalize this action item.

- F. Informational – myBPW Home Energy Solutions Program: At its August 18, 2026, meeting, the BPW Board of Commissioners accepted a \$45,516 Community Energy Management Grant awarded by the Michigan Department of Environment, Great Lakes, and Energy (EGLE). The grant application was submitted by the Ottawa County Community Action Agency (OCCAA) in partnership with the Zeeland BPW.

The grant, totaling \$45,516, was issued by the Michigan Department of Environment, Great Lakes, and Energy (EGLE) as part of their Community Energy Management Program, which provides funding to bring a Home Energy 101-style program, as offered by the Holland BPW, to customers within the Zeeland BPW's service area. The program supplements the virtual energy education currently available to BPW customers with personalized, in-home energy education and practical energy efficiency improvements.

The program will be marketed as the "myBPW Home Energy Solutions Program" and aims to provide approximately 50 participating households with an in-home consultation conducted by a trained energy educator. Each participating household will also receive up to \$300 in energy-saving materials, which may include LED lighting, weatherization materials, programmable thermostats, and other efficiency products. Participants will also receive information about available BPW rebates and referrals to OCCAA programs, including weatherization and utility assistance. OCCAA will review pre- and post-visit energy usage to estimate program savings and provide each participant with a summary of the results.

BPW and OCCAA staff are developing promotional materials and plan to launch the 12-month program in January 2027.

- G. Informational – MMEA Lifetime Membership Awarded to Andrew Boatright: At the Fall 2026 Meeting of the Michigan Municipal Electric Association (MMEA) Board, former BPW General Manager Andrew Boatright was nominated and unanimously confirmed as a recipient of the MMEA Lifetime Membership Award. The MMEA Lifetime Membership designation recognizes individuals whose careers exemplify outstanding dedication to public power, exceptional leadership, and meaningful service to Michigan's municipal utilities. Andy will be recognized and receive his award at the 2027 Spring MMEA Membership Meeting in Grand Rapids.
- H. Thank Yous: Three notes of appreciation were received recognizing the BPW's service and community support. The Community Foundation of Holland/Zeeland expressed its appreciation to the City of Zeeland and Zeeland BPW for sponsoring September's Celebration of Philanthropy event, which celebrated 75 years of the foundation's work in the community. Brett Geertsma, Director at Zeeland Recreation, expressed appreciation for the BPW's \$850 sponsorship of its fall events. Finally, retired BPW General Manager Andy Boatright thanked the entire BPW team for the retirement luncheon and open house. These acknowledgments reflect the positive impact of the BPW's investments in our community and recognition of our staff.
- I. Upcoming Events:
- **Next Regular BPW Board Meeting, Tuesday, November 10, 2026, 3:30 p.m., BPW Boardroom**
 - Bryan Kuiken's Retirement Luncheon, Friday, October 16, 11:30 a.m. – 2:00 p.m., Howard Miller Library & Community Center Banquet Room
- J. Closed Session – To Consider the Purchase of Real Property: Staff will provide a verbal update.

TO: Chairperson Boerman and Members of the Board of Public Works

FROM: Robert W. Mulder, General Manager

SUBJECT: Recommendation – Water Operations Manager Salary Adjustment

DATE: October 9, 2026

As part of my transition to General Manager, management of the BPW's Buildings & Grounds Department was reassigned from the Power Supply & Market Operations Manager to the Water Operations Manager. This reassignment:

- Allows the incoming Power Supply & Market Operations Manager to focus on power supply responsibilities and ensures Buildings & Grounds oversight during recruitment.
- Maintains continuity through an experienced BPW manager familiar with expectations for BPW and City facilities.
- Provides consistent staff supervision and coordination, including employees whose duties span multiple departments.

Planning began in June 2026, and the transfer of responsibilities started in mid-August as the BPW Office Expansion and Remodel project approached completion, coinciding with my transition to General Manager.

These additional responsibilities include staff supervision, project management, and developing and managing departmental capital and operations and maintenance (O&M) budgets. The Water Operations Manager salary range for FY2027 is shown below.

Position	Spread	Minimum	Midpoint	Maximum
Water Operations Manager	50%	\$86,008.00	\$114,677.33	\$143,346.66

Recommendation

In recognition of the additional responsibilities the Water Operations Manager has assumed for managing the BPW's Buildings & Grounds Department, staff recommend a 4.5% salary increase for an adjusted annual salary of \$118,664.00. This increase constitutes an additional \$2.46 per hour, effective October 19, 2026. This off-cycle salary adjustment requires approval by both the BPW Board and City Council.

Attachments: Water Operations Manager Job Description (October 2026)
BPW Organizational Chart



City of Zeeland
Job Description

WATER OPERATIONS MANAGER

Department	Board of Public Works (BPW)	Reports To	General Manager
FLSA Status	Exempt	Pay Type	Salary

General Summary:

The Water Operations Manager is responsible for overseeing the operation and maintenance of the Zeeland Board of Public Works drinking water distribution system and related facilities, as well as all maintenance activities associated with BPW buildings and grounds. This position ensures water quality, regulatory compliance, and alignment with industry best practices. The Water Operations Manager provides leadership, direction, and strategic oversight for BPW building and grounds operations and supervises both water operations staff and the BPW Facilities Supervisor.

Essential Job Functions:

An employee in this position may be called upon to do any or all of the following essential functions. These examples do not include all of the duties which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each essential function satisfactorily.

- Trains, manages, and evaluates employees involved in the pumping, distribution, testing, and metering of the City's drinking water supply with an emphasis toward succession planning for future workforce sustainability
- Provides leadership and guidance to the BPW Facilities Supervisor, focusing on performance
- e management and workflow oversight.
- Inspects work in progress or upon completion.
- Implements and participates in an active safety program. Ensures safe work practices, and the quality and efficiency of employees.
- Manages, schedules and coordinates repairs, improvements and routine maintenance to ensure effective water pumping, transmission and distribution.
- Develops, reviews and evaluates water reports, records, logs and trends to confirm adequacy of present and projected water needs.
- Make recommendations for new equipment or modification of existing equipment to increase operational capacity or efficiency. Prepares specifications for purchase requests and oversees expenditures for both the BPW Water and Building and Grounds department.
- Oversee the design, planning, bidding, and management of system improvements and extensions.
- Reviews and negotiates various contracts and agreements. Manages contract service providers and engineers involved in construction, maintenance and other projects.
- Complete operational and maintenance records monthly, quarterly, and yearly reports such as bacteriological sampling, cross connection control, daily water pumpage, disinfection byproducts, and lead and copper sampling. This includes submission of these reports to the required agencies.
- Develop plans and provides direction for hydrant flushing and valve turning.
- Ensures full compliance with all federal, state, and local regulations. Remains informed on current and proposed regulations. Reviews, testifies, and provides guidance to the regulatory process at the federal, state, and local levels.
- Develops, documents, and updates the State of Michigan EGLE- or EPA-approved Water System Reliability Study (WSRS), Risk and Resilience Assessment (RRA), Asset Management Program (AMP), and Consumer Confidence Report (CCR)
- Effectively utilizes technology such as SCADA, GIS mapping, Advanced Metering, and other smart water system technologies to manage water infrastructure.

- Ensures the implementation and ongoing maintenance of cybersecurity best practices for water system operations.
- Acts as a liaison between the department, citizens, other governmental agencies and contractors. Responds to service complaints, problems, and other customer concerns. Recruits new businesses and markets to the water service area. Promotes the City of Zeeland as a leader in the water industry.
- Responsible for capital planning and long-term asset management of the water distribution system. Provides substantial support in developing the Water Utility's annual operating and capital budgets.
- Maintains records of employee work assignments and output. Assures accurate submission of payroll and other employee data.
- Oversees preventive maintenance programs for BPW buildings, grounds, and facility equipment.
- Reviews and approves maintenance schedules and project plans developed by the Facilities Supervisor.
- Monitors facility conditions and identifies long-term capital needs for buildings and grounds.
- Ensures compliance with building codes, workplace safety standards, and facility-related regulations.
- Manages facility-related contractor relationships, including custodial, groundskeeping, building maintenance, and construction services.
- Coordinates facility improvement planning, including budgeting, procurement, and execution of capital projects.
- Consults with other city personnel, public utilities, private contractors, federal and state government on matters related to drinking water and public health.
- Works with consulting firms to analyze costs and develop fair and sustainable rate designs.
- Stays informed of new technology for water systems through association memberships, involvement, continuing education, and attendance at conferences. Is an active member in the Michigan Section of the American Water Works Association and Michigan Rural Water Association.
- Prepares monthly written reports and memorandums for the Board of Commissioners. Attends and provides verbal reports and updates at ZBPW Board meetings.
- Required to respond to emergency calls while off duty and may at times require long hours with minimal sleep.
- Occasional attendance in the evening or extended-hour Board meetings or public sessions
- Performs other duties as assigned.

Required Knowledge, Skills, Abilities and Minimum Qualifications:

The requirements listed below are representative of the knowledge, skills, abilities and minimum qualifications necessary to perform the essential functions of the position. Reasonable accommodation may be made to enable individuals with disabilities to perform the job.

- High School Diploma, GED, or higher education.
- Possession of a Class S-2 certification (or higher) from the Michigan Department of Environment, Great Lakes, and Energy (EGLE) or ability to obtain within six (6) months of hire. Completion of continuing education courses to maintain S-2 certification as specified by EGLE.
- Completion of relevant coursework or training in water treatment, mechanical systems, and/or environmental science.
- Five years' experience in water distribution system operations, including five years in a supervisory position.
- Thorough knowledge of the machines, equipment, materials, safety procedures and operating practices of a state-of-the-art water distribution system and all related equipment.
- Working knowledge of chemicals and physical processes involved in the treatment and distribution of drinking water.
- Complete knowledge and understanding of federal and state requirements and regulations pertaining to drinking water including, but not limited to: Safe Drinking Water Act, PFAS regulations, Lead and Copper Rule revisions, and cybersecurity requirements.
- Ability to maintain records, read prints, and prepare comprehensive reports on the operations of the water utility.
- Ability to establish effective working relationships, good judgment, initiative and resourcefulness when dealing with contractors, government agencies, industrial/commercial contracts, elected officials, other professionals, employees, and the public.
- Ability to confidently and effectively speak in public.

- Ability to communicate clearly and effectively in writing. Ability to work effectively under stress, manage multiple tasks, change priorities, and handle emergencies 24/7.
- Ability to plan and manage the work of others.

Physical Demands and Work Environment:

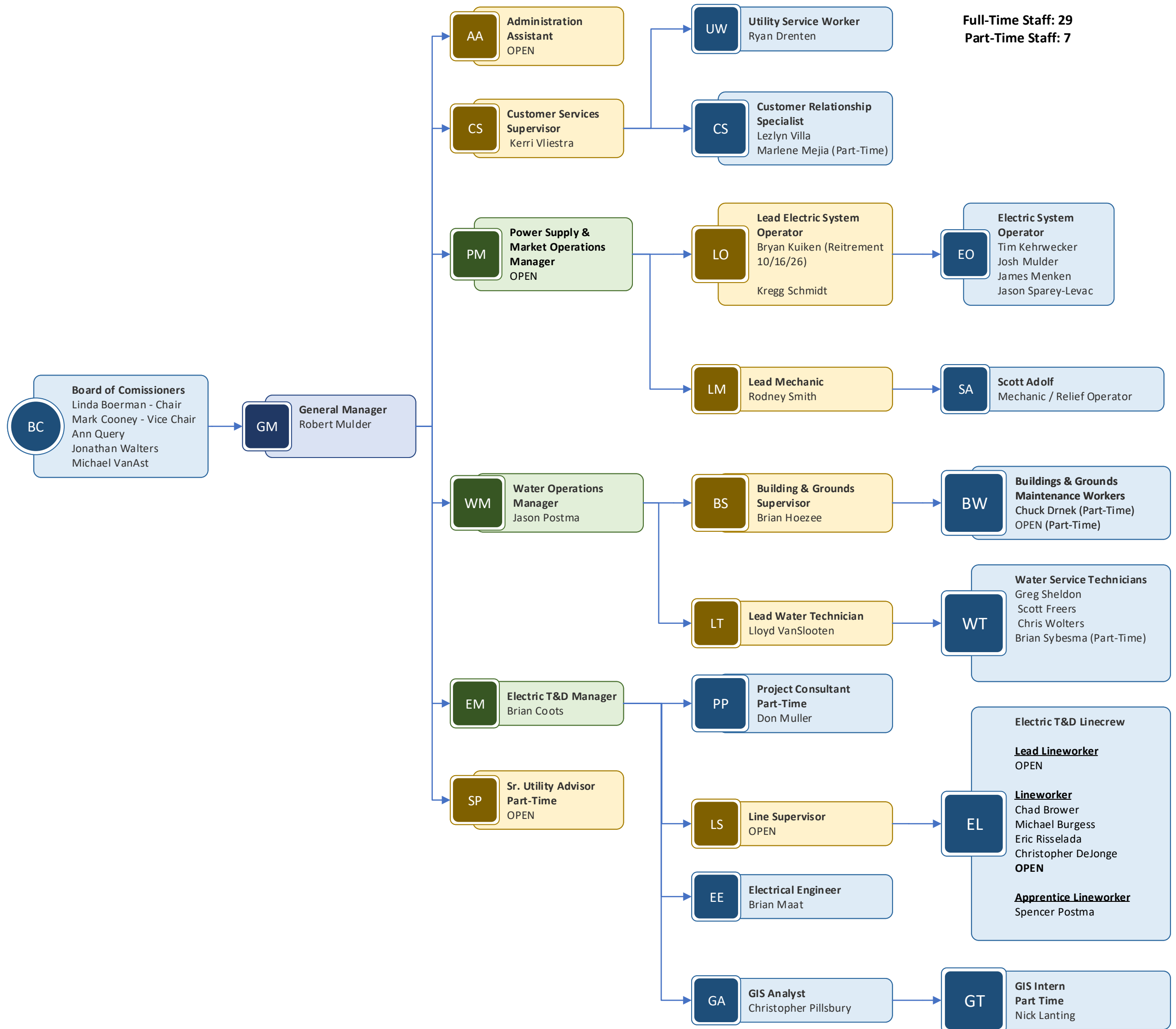
- Work is performed primarily in an office setting requiring extended periods of sitting at a desk, working on a computer, and reviewing documents
- Occasional standing, walking, and movement throughout facilities
- Frequent use of hands and fingers for keyboarding, data entry, and handling documents
- Clear verbal communication for meetings, presentations, and interactions with staff and the public
- Occasionally exposed to extreme hot or cold, wet and /or humid conditions, and noise and vibrations.
- Occasionally required to handle heavy items.

EEO Policy

It is our policy to grant equal employment opportunity to all qualified persons based on merit and qualifications, without regard to sex (including sexual orientation, gender identity or expression, or pregnancy), race, color, religion, national origin, age, height, weight, marital status, disability, veteran status, genetic information (including family history), or any other classification, characteristic, or activity protected by applicable law.

ZBPW Org Chart

Proposed





Agenda for the Michigan Professional Insurance Authority (MPIA)
1:00 p.m. – Wednesday, October 7, 2026
Zeeland Board of Public Works Offices
Administrative Office Board Room
350 E. Washington Street, Zeeland, MI 49464

1. Call to Order
2. Acceptance of Agenda*
3. Approval of May 20, 2026 MPIA Meeting Minutes*
4. Election of Officers*
5. Finance Discussion
 - a. Audit Report* – Eric VanDop, Partner, Brickley DeLong
 - b. Investment Review – Andrew Khosrofian, Assistant Vice President, Portfolio Manager & Analyst, Diamond Capital Investment
 - c. FY 2026 Financial Statement Review* - Kevin Plockmeyer, Treasurer Designee
 - i. Balance Sheet for Period Ending September 30, 2026
 - ii. Income Statement for Period Ending September 30, 2026
 - iii. FY 2026 Budget to Actual Review for Period Ending September 30, 2026
 - iv. Grand Haven Income Statement for Period Ending September 30, 2026
 - v. Zeeland Income Statement for Period Ending September 30, 2026
6. Management Review
 - a. Review of Insurance Renewals - Ken Bush, Managing Member, Risk Financing Analysts, LLC
 - b. FY2027 Budget Amendment for Property Insurance Renewal* - Ken Bush
 - c. Conflict of Interest and Ethics Declaration – Board Members to Sign Provided Form
 - d. Day to day operations review – Kevin Plockmeyer
7. Other Business
 - a. Accept ZBPW Claim Estimate for September 4, 2026 Storm Damage* - Kevin Plockmeyer
 - b. Next meeting date
8. Public Comment Period
9. Adjournment

* denotes Board action requested

MICHIGAN PROFESSIONAL INSURANCE AUTHORITY
MINUTES
OCTOBER 7, 2026

Location: 350 E. Washington Street, Zeeland, MI 49464

Time Called to Order: 1:02 pm

Present: Directors Cooney, Mulder, Shelley and Westbrook.

Absent: None.

Others Present: BLP Finance Manager Nick Osborn, City of Zeeland Assistant City Manager/Finance Director Kevin Plockmeyer, City of Zeeland Assistant Finance Director Detra Telgenhof, BLP Administrative Services Supervisor Danielle Martin, Ken Bush of Risk Financing Analysts, Andrew Khosrofian of Diamond Capital Management, and Eric VanDop of Brickley DeLong.

1. Acceptance of Agenda

Motion to approve the meeting agenda.

Moved: Cooney Supported: Westbrook Motion Carried Unanimously.

2. Approval of Minutes

Motion to approve the May 20, 2026 regular meeting minutes.

Moved: Cooney Supported: Westbrook Motion Carried Unanimously.

3. Election of Officers

Motion to keep current officers in place.

Moved: Cooney Supported: Westbrook Motion Carried Unanimously.

4. Audit Report

Motion to receive and file the audit report.

Moved: Cooney Supported: Westbrook Motion Carried Unanimously.

Informational Item

Andrew Khosrofian of Diamond Capital Management provided an investment review.

5. Finance Discussion

Motion to receive and file the financial statements.

Moved: Cooney Supported: Westbrook Motion Carried Unanimously.

Informational Item

Ken Bush of Risk Financing Analysts provided an insurance renewal review.

6. Budget Amendment

Motion to accept the budget adjustments as presented.

Moved: Cooney Supported: Westbrook Motion Carried Unanimously.

Informational Item

Directors signed the Conflict of Interest and Ethics Declaration.

Informational Item

Kevin Plockmeyer provided a day-to-day operations review.

MICHIGAN PROFESSIONAL INSURANCE AUTHORITY
MINUTES
OCTOBER 7, 2026

7. ZBPW Claim Estimate

Motion to approve the ZPBW \$61,086 claim for September 4, 2026 storm damage.

Moved: Mulder Supported: Cooney Motion Carried Unanimously.

Other Business

The next meeting is scheduled for Wednesday, May 19, 2027 at 1:00pm in Grand Haven.

Public Comment Period

No comments were provided.

8. Adjournment

Motion at 2:12pm to adjourn the October 7, 2026 meeting.

Moved: Cooney Supported: Westbrook Motion Carried Unanimously.

Respectfully submitted,

Rob Shelley
Secretary to the Board
(by Danielle Martin)

DM



Kristi,

We are deeply grateful for your partnership as a sponsor of the Celebration of Philanthropy. Your support enabled us to honor the last 75 years of generosity and showcase the remarkable impact that happens when our community comes together to strengthen the Holland/Zeeland area.

With appreciation,

**The Community Foundation of the Holland/Zeeland
Area**

It was wonderful meeting you on Thursday-
I'm so glad you could join us. We are so
grateful for your partnership the past 75
years and are excited for what's to come!
Rachel 

From: [Bob Mulder](#)
To: [Bob Mulder](#)
Subject: FW: [External] Follow Up - ZRec Sponsorship
Date: Thursday, October 8, 2026 8:03:20 PM

From: Brett Geertsma <bgeertsm@zps.org>
Sent: Tuesday, September 29, 2026 1:26 PM
To: Kelcie Koster <kkoster@zeelandbpw.com>; Shannon Zoerhof <szoerhof@zps.org>
Cc: Bob Mulder <BobM@zeelandbpw.com>
Subject: Re: [External] Follow Up - ZRec Sponsorship

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.

Thank you, Kelcie and Bob! Invoice coming your way soon. Can you please reply to all and send us a high quality logo for us to use for social media and the eNewsletter?

Shannon, I'll connect with you on the next steps in a bit.

From: Brett Geertsma <bgeertsm@zps.org>
Sent: Monday, September 21, 2026 12:29 PM
To: Kelcie Koster <kkoster@zeelandbpw.com>; Andrew Boatright <aboatright@zeelandbpw.com>; bmulder@zeelandbpw.com
Subject: [External] Follow Up - ZRec Sponsorship

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.

Hi Kelcie, Bob and Andy,

Thank you for filling out our [Fall Sponsorship Application](#)! Based on the interest you selected on the form, below is the sponsorship option available to you, along with what benefits are included. Let me know if you want to move forward, and I'll send over an invoice along with the specific details for the deliverables. Thanks for supporting ZRec and the kids of our community!

Sponsorship

- Full Fall Events Sponsor - Cornhole Tourney, Seniors Prom for 60 Yrs+, Youth Ballet: \$850

Promotional Benefits

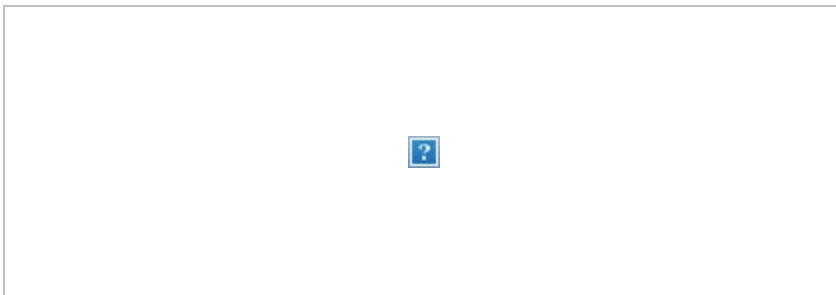
This sponsorship includes...

- Newsletter Highlight: Your logo and business name featured in a "Thank You" email sent to 14,000+ community members
- Social Media Shout-Out: Your logo and business name featured in a "Thank You" social media post reaching 10,000+ followers
- Program Highlight: Your logo and businesses name featured in marketing materials and/or printed programs for the sponsored events

Additional Benefits

- Get Noticed Locally: Put your brand in front of thousands of people in our community
- Support Affordable Programs: Sponsorships help us purchase equipment and gear, allowing us to keep programs high-quality and affordable
- Build Trust & Goodwill: Show your support for local families while building positive connections to the community
- Potential Tax Benefits: Depending on your business and circumstances, sponsorship expenses may offer tax benefits

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9/23/26
TO THE ZEELAND BPW TEAM,
THANK YOU FOR THE INCREDIBLY
THOUGHTFUL SEND-OFF INTO RETIREMENT.
THE LUNCHEON AND OPEN HOUSE WERE
BOTH WONDERFUL, AND THE AMAZING
FOOD AND AWESOME DECORATIONS MADE
THE CELEBRATION'S TRULY SPECIAL. I
KNOW THE TREMENDOUS AMOUNT OF
PLANNING, PREPARATION, AND TEAMWORK
THAT WENT INTO MAKING THESE EVENTS
HAPPEN, AND I AM DEEPLY GRATEFUL.

I WILL ALWAYS BE PROUD OF WHAT
WE ACCOMPLISHED TOGETHER AND WILL
CARRY MANY GREAT MEMORIES OF THE
BPW AND THIS TEAM WITH ME INTO
RETIREMENT. THANK YOU FOR MAKING
MY FINAL CHAPTER SO MEMORABLE.

*With much appreciation
and gratitude.*

I CHERISH MY TIME AT THE BPW AND,
MOST OF ALL, THE OPPORTUNITY TO WORK
ALONGSIDE SUCH A TALENTED AND DEDICATED
TEAM. YOU HAVE EXEMPLIFIED WHAT IT
MEANS TO "SERVE OUR CUSTOMERS AND
CONTRIBUTE TO THE QUALITY OF LIFE
AND LONG-TERM SUCCESS OF OUR
COMMUNITY."

(CONT') →

ANDY