

**CITY OF ZEELAND**  
**NOTICE OF SHOPPING AREA REDEVELOPMENT BOARD (SARB)**  
**ELECTRONIC (VIRTUAL) MEETING**

PLEASE TAKE NOTICE that the City of Zeeland Shopping Area Redevelopment Board who are located in Zeeland City Hall at 21 South Elm Street, Zeeland, Michigan, and whose telephone number is 772-6400 will hold an electronic/virtual meeting on:

**Thursday, January 14, 2021**  
**at 12:00 p.m.**  
**for a Regular Meeting**

Some members of SARB will be meeting at the **Zeeland City Hall, 21 South Elm Street, Zeeland, Michigan** during such meeting times while other Members may participate electronically in the said meetings. Members of the public are required to attend the meetings electronically.

**PUBLIC PARTICIPATION NOTICE**

**If you want to electronically attend the above meeting, if you want to ask questions or if you wish to provide input to SARB, you should call:**

**telephone number: 1-408-418-9388**  
**access code: 179 347 4225**

Input will be accepted during the public comment section of the said meetings. Your phone should be muted except for during the public comment portion of a meeting when you desire to provide input. Members of the public are not required to register or otherwise provide information to attend.

If possible, please email your comments or questions to the City of Zeeland by sending an email to: [chumphrey@cityofzeeland.com](mailto:chumphrey@cityofzeeland.com) prior to 11:00 a.m. on Thursday, January 14, 2021. Copies of the meetings' agenda and the SARB Packet will be available via a link on the front page of the city's website at: [www.cityofzeeland.com](http://www.cityofzeeland.com) no later than 2 hours before the meeting begins.

**REASON FOR ELECTRONIC MEETING**

It is necessary to hold an electronic meeting because of the presence of the novel coronavirus (COVID-19) which is a respiratory disease and pursuant to the Michigan Department of Health and Human Services' orders (Emergency Order under MCL 333.2253 – Gatherings and Face Mask Order) which provide restrictions on indoor gatherings. These electronic meetings are being held in accordance with Michigan Public Act 228 of 2020 which provides authorization for remote participation in public meetings.

**DISABILITY NOTICE**

Persons with disabilities needing accommodations for effective participation in the meeting should contact the Zeeland City Clerk at (616) 772-6400 or should email the City Clerk at: [Clerk@cityofzeeland.com](mailto:Clerk@cityofzeeland.com).

Dated: 01/14/2021

*Pamela Holmes* (electronic signature)  
Pamela Holmes, City Clerk

**TO: Shopping Area Redevelopment Board**

- Doug Vos, Chair
- Kurt VanKoevering
- Amy Cheyne
- Eric Barnes
- Kevin Klynstra
- Greg Visser
- Jane Clark

**Staff**

- Abigail deRoo, City Marketing Director

**FROM:** Cindy Humphrey, Recording Secretary

**DATE:** January 13, 2021

**RE: Webex Meeting Notice**

***Thursday, January 14, 2021  
12:00 p.m. via Webex Invite***

**AGENDA**

1. Approve November 19, 2020 Minutes
2. Zeeland Festivals Update
3. Zeeland Festivals update
4. SARB seat
5. Dumpster contracts
6. Strength and Main Project
7. Other

MEMORANDUM OF MEETING  
**Shopping Area Redevelopment Board (SARB)**  
Thursday, November 19, 2020 – 12:00 p.m.  
Webex Electronic Meeting

PRESENT: Board members - Vos, VanKoevering, Clark, Visser, Barnes, Cheyne, Klynstra

ABSENT: Board members -

Staff: Marketing Director deRoo, Recording Secretary Humphrey

The meeting was called to order at 12:00 p.m. by Chairman Vos.

- 1) Motion was made by Board Member Barnes and seconded by Board Member VanKoevering to approve the minutes from the October 8, 2020 meeting.

All present voting aye, **Motion Carried**

2) **ZEELAND FRAMEWARE PUBLIC HEARING**

Motion was made by Board Member Klynstra to excuse Board Members Visser and VanKoevering due to their professional relationships in this project. Motion supported by Board Member Cheyne.

All present voting aye, **Motion Carried**

Vos opened the Heritage Design Public Hearing at 12:05 pm

VanKoevering, as the designer described the sign project to SARB. Essentially the sign is being replaced with a flat wall sign of the same size

Motion was made by Cheyne and supported by Barnes to close the Public Hearing at 12:11 pm.

All voting aye, **Motion Carried**

Motion was made by Clark and supported by Klynstra to approve the design application by Zeeland Framework, as presented.

All voting aye, **Motion Carried**

3) **HOPE DISCOVERY ABA SERVICES PUBLIC HEARING**

Motion was made by Board Member Barnes supported by Board Member Cheyne to excuse Board Member VanKoevering due to his professional involvement in this project.

All present voting aye, **Motion Carried**

Vos opened the Heritage Design Public Hearing at 12:15 pm

VanKoevering described the sign project to SARB. Replacing the existing sign using the same holes and changing the face of the sign same size using dimensional ¼" deep lettering all aluminum and non-lit.

Motion was made by Barnes and supported by Cheyne to close the Public Hearing at 12:20 pm.

All voting aye, **Motion Carried**

Motion was made by Clark and supported by Cheyne to approve the design application by Zeeland Framework, as presented.

All voting aye, **Motion Carried**

4) **HOPE DISCOVERY ABA SERVICES SIGN GRANT APPLICATION**

Motion was made by Board Member Cheyne supported by Board Member Klynstra to excuse Board Member VanKoevering due to his professional involvement in this project.

All present voting aye, **Motion Carried**

Board Members reviewed the Grant application on the above-mentioned sign and rated the categories. Board Member Barnes collected and tallied the rating sheets.

Motion was made by Clark and seconded by Cheyne to approve the Sign Grant Application by Hope Discovery ABA Services, and award a Grant of 37.33% (capping at the max. of \$1000) for the purchase and installation of a sign as submitted subject to approval in the Public Hearing.

All present voting aye, **Motion Carried**

5) **SANITIZING STATIONS**

deRoo announced that the Zeeland Rotary Club is offering to provide two permanent sanitation stations valued at approximately \$650 each. The City of Zeeland would take responsibility of designing the units, keeping it supplied, and controlling the lifespan. Discussions involved placement location mid-block on Main Street near the Post Office, near the Library or splash pad.

Motion made by VanKoevering and seconded by Cheyne to accept the donation from Zeeland Rotary Club.

All present voting aye, **Motion Carried**

Motion made by VanKoevering and seconded by Barnes to locate the two units at mid-block on the South side of Main and by the Post Office.

All present voting aye, **Motion Carried**

6) **RFQ**

deRoo explained that the deadline for the development of 3 E. Main is January 31<sup>st</sup>.

7) **SLIGH BUILDING**

deRoo announced that GDK purchased the Sligh Building. They are pursuing putting in apartments and potentially a business anchor.

8) **SNOW PARKING LETTER**

November is the month that the letters are sent to the downtown property owners and tenants regarding where to park and where the overnight parking spaces are located.

9) **LIBRARY ALLEY / CHERRY STREET CONSTRUCTION**

This project was scheduled to happen over the summer, but was tabled due to COVID. It is now being slated to break ground in early spring and be completed in July pending no shutdowns. Letters will be going out early winter. We will work very hard to be sure parking is still accessible

during this time so that by Summer of 2022, all work will be long completed and business is back to normal.

10) **BLACK FRIDAY / SMALL BUSINESS SATURDAY**

deRoo advised that it will be promoted letting shoppers know that all the stores will be following safety guidelines and that it is important to shop small businesses.

11) **CHRISTMAS ACTIVITIES**

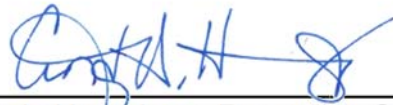
The status of these activities have been touch-n-go but now the decision has been made and they have been called-off with the Santa visit and tree lighting being done virtually.

12) **OTHER**

deRoo pulled the bylaws for the discussion of filling Amy's seat, however, she requested to table this discussion until next meeting.

13) There being no further business to conduct, a motion was made Board Member VanKoevering and seconded by Board Member Barnes to adjourn the meeting at 12:57 pm.

All voting aye, **Motion Carried**



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Cindy Humphrey, Recording Secretary