
MEETING MINUTES

DATE: Wednesday, February 9, 2022

COMMISSION MEMBERS: Kevin Klynstra, Mayor
Thom Parker, Commissioner
Sue Lucas, Commissioner
Lynette Lam, Commissioner
Ashley Kiekintveld, Commissioner
Amy Langeland, Commissioner

ABSENT: John Query, Commission Chair

GUESTS: Melinda Whitten from MC Smith & Associates
Myna VandenBerg (+3 other unnamed guests)

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

I. Approval of November 10, 2021 Meeting Minutes

Motion: Amy Langeland

Support: Thom Parker

All in favor, motion approved.

II. Felch Street Cemetery Tree Plan

Melinda Whitten from MC Smith & Associates presented 2 plan proposals. One formal with a more structured layout, and one informal with more trees planted randomly. The Commission liked the informal style better but with fewer trees and a more structured style at the cemetery entrance. Melinda will incorporate this feedback into a revised design for the Commission to review.

III. Wreaths Across America

The Commission confirmed from Myna V. that it would be a volunteer-driven effort and locally run and sourced (not as part of the Wreaths Across America program). The following motion was made: To recommend to City Council to go forward with the placing of wreaths at our cemetery on our Veterans' graves.

Motion: Sue Lucas

Support: Amy Langeland

All in favor, motion approved.

IV. Felch Street Cemetery Proposed Building

Kevin Plockmeyer presented an example of & cost quote for a temporary storage structure for the Felch Street Cemetery. He noted that Cemetery/Parks Supervisor Mike Bronkhorst is confident the proposed unit will adequately provide for the departments needs until a decision on a future permanent structure is decided on by the Commission & City Council. The following motion was made:

To recommend this to City Council.

Motion: Amy Langeland

Support: Thom Parker

All in favor, motion approved.

V. FY22 Capital Improvement Plan Project Change Request

City staff have determined that the gazebo at Vande Luyster Park is not in immediate need of replacement. The funds allocated for this could be better utilized for landscaping improvements at the Paw Paw Foot Bridge Park. In order to do this, a modification to the FY2022 Capital Improvement Plan is needed. The following motion was made:

To reallocate the \$60,000 for the gazebo to Paw Paw Park to refresh the landscape.

Motion: Ashley Kiekintveld

Support: Lynette Lam

All in favor, motion approved.

VI. FY23 Capital Improvement Plan

Kevin Plockmeyer requested feedback from the Commission on the following:

- Sand volleyball courts: Zeeland Recreation has requested that the Commission consider upgrading/adding these courts (they would like to operate leagues on these courts). Commissioners requested plans & cost quotes, mindful that they did not want to lose park space for additional pickle ball courts.
- Pickle Ball Court Project/Additional Trail Connections: with recent development on Scotts Drive (Foundry Church, Compassionate Heart Ministry, etc.), including new bike paths for these organizations/businesses, City staff would like to add trail connections from these areas to Huizenga Park as part of the next pickle ball court addition. The Commission agreed to add this item.
- Hoogland Park/Adjacent Lot: Kevin Plockmeyer informed the Commission that the lot next to Hoogland Park was purchased by the City's Clean Water Plant for possible use as a driveway to the plant (it has not been developed for that, or any other use, at this time.) For the purposes of future potential expansion of Hoogland Park, the Commission would like City staff to pursue discussions to possibly obtain some of the property.

IV. Burial Report / Other Items

- Burial Report:
 - 26 Burials**
 - Lincoln Street Cemetery: 23 (8 resident/15 non-resident)
 - Felch Street Cemetery: 3 (1 resident/2 non-resident)
 - 10 Sales**
 - Lincoln Street Cemetery: 0 (0 resident/0 non-resident)
 - Felch Street Cemetery: 6 (6 resident/0 non-resident)
 - Zero transfers

Meeting adjourned at 6:15 PM.

Cemetery-Parks Commission Meeting
City Hall, 2nd Floor Council Chambers
21 South Elm Street
Zeeland, Michigan 49464

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NEXT MEETING: Wednesday, March 9, 2022 @ 5:00 PM.

RECORDED BY:



Susan Moore, Administrative Assistant

