

**APPROVED MINUTES OF THE REGULAR MEETING
OF THE KENTWOOD CITY COMMISSION
HELD JANUARY 7, 2018
Commission Chambers**

Mayor Stephen Kepley called the meeting to order at 7:00 P.M.

Commissioner McKelvey led the Pledge of Allegiance to the Flag.

Reverend Mike Baynai of Good Shepherd Presbyterian Church gave the invocation.

City Clerk Kasunic administered the Oath of Office to Commissioner at-Large Maurice Groce.

Roll Call: Present: Commissioners: Betsy Artz, Emily Bridson, Michael W. Brown, Robert Coughlin, Maurice Groce, Thomas McKelvey, and Mayor Stephen Kepley.

Staff Present: Deputy Finance Director Bhama Cairns, Finance Director Tom Chase, City Clerk Dan Kasunic, Fire Chief Brent Looman, Deputy Administrator Mark Rambo, Deputy Police Chief Richard Roberts, Fire Department Administrative Assistant Nancy Shane, City Attorney Jeffrey Sluggett, and City Engineer Dan VanderHeide.

Five (5) citizens and members of the news media attended the meeting.

Motion by Artz, seconded by Brown, to **approve the agenda.**

Motion Carried.

ACKNOWLEDGE VISITORS AND NON-AGENDA ITEMS:

Two South Christian High School students introduced themselves.

CONSENT AGENDA:

Motion by McKelvey, seconded by Brown, to approve the Consent Agenda as follows:

- A. Receive and file minutes of the Committee of the Whole Meeting held on December 17 and December 18, 2018.
- B. Approve final preliminary plat for Bretonfield Preserve Phase 2.
- C. Payables for the City totaling \$535,605.98

Roll Call Vote: Yeas: All. Nays: None. Absent: None.

Motion Carried.

Motion by Artz, seconded by Bridson, to **approve the minutes** of the December 18, 2018 City Commission Meeting.

Motion Carried.

City Commission Meeting
January 7, 2019.

BIDS:

**APPROVE CONTRACT FOR CONSTRUCTION ENGINEERING SERVICES
WITH WILLIAMS & WORKS, INC. FOR BRETONFIELD PRESERVE
PHASE 2.**

City Engineer VanderHeide reviewed his memorandum dated January 7, 2019 regarding construction project at Bretonfield Phase #2

Motion by Artz, seconded by Brown, to authorize the Mayor to enter into a contract for construction engineering, inspections and testing services with Williams & Works, Inc. in an amount not to exceed \$60,400.00 (including a 10% contingency), to represent the City's interests during construction of the Bretonfield Preserve #2 public plat, to be constructed this winter and spring. \$3,535.00 of the contract will be paid with funds from the FY 2018-19 Water Fund budget.

Motion Carried.

**APPROVE TWO CONSTRUCTION AGREEMENTS WITH WESTVIEW
CAPITAL. LLC FOR UTILITIES AND STREETS IN BRETONFIELD
PRESERVE PHASE 2.**

City Engineer VanderHeide reviewed his memorandum dated January 7, 2019 regarding the project at Bretonfield Phase #2. He noted the City has an agreement with the developer to provide detailed billing.

Motion by Artz, seconded by McKelvey, to authorize the Mayor to enter into two construction agreements with Westview Capital, LLC, owners of the property known as Bretonfield Preserve #2, to authorize the Developer to install utilities and streets in preparation for the City's acceptance of them as public, to set up an escrow arrangement to cover the City's costs relative to construction inspection of those improvements, and to authorize \$42,100.00 in water main oversizing costs from the FY 2018-19 Water Fund budget (including a 10% contingency). Subject to staff review and approval on non-substantial items.

Motion Carried.

COMMENTS OF COMMISSIONERS AND MAYOR:

City Deputy Administrator Rambo informed the Commission the City will be collecting food for the Kentwood Activity Center Food Pantry on Martin Luther King Day (January 21st.) at Celebration Cinema and Family Fare on Kalamazoo Ave.

The meeting was adjourned at 7:26 P.M.

Dan Kasunic
City Clerk

Stephen C.N. Kepley
Mayor