

**APPROVED MINUTES OF THE REGULAR MEETING  
OF THE KENTWOOD CITY COMMISSION  
HELD APRIL 8, 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.

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

Motion by Coughlin, seconded by Bridson, to excuse Commissioner Brown with prior notification.

Motion Carried.

Staff Present: City Attorney Cliff Bloom, Engineering & Inspections Director Tim Bradshaw, 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, Parks and Recreation Director Val Romeo, Community Development Director Terry Schweitzer, Fire Department Administrative Assistant Nancy Shane, and City Engineer Dan VanderHeide.

Seven (7) citizens and members of the news media attended the meeting.

Motion by Coughlin, seconded by McKelvey, to **approve the agenda** with the following addenda: add 7(c) adopt a resolution to establish the Parks Advisory Committee.

Motion Carried.

**ACKNOWLEDGE VISITORS AND NON-AGENDA ITEMS:**

Wendy Booydegraaff, 1976 Waterbury spoke of the tree cutting process she and others had with the City's DPW Department. The Mayor stated he will be following up on this matter and spoke of the City's hiring of an Arborist. Many of the commissioners spoke of following up on her concern.

**CONSENT AGENDA:** (All items under this section are considered to be routine and will be enacted by one motion with no discussion. If discussion is desired by a Commission member, that member may request removal of an item from the Consent Agenda.)

Motion by Artz, seconded by Groce, to approve the Consent Agenda as follows:

- A. Receive and file Findings of Fact for: Case #3-19 Pfeiffer Pines Preliminary Site Condominium Review located at 3939 Shaffer Ave., SE; and Case #5-19 Jake's

City Commission Meeting  
April 8, 2019.

Fireworks Patterson Place Major Change to an Approved PUD Site Plan located at 4600 -28<sup>th</sup> St., SE.

- B. Payables for the City totaling \$1,533,022.13.
- C. Adopt Resolution 16–19 to establish the Parks, Trails, and Recreation Advisory Committee.

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

Motion Carried.  
Resolution Adopted.

Motion by Artz, seconded by McKelvey, to **approve the minutes** of the March 18, 2019 City Commission Meeting.

Motion Carried.

**COMMUNICATIONS AND PETITIONS:**

**RECEIVE AND FILE THE LOCAL OFFICERS COMPENSATION COMMISSION REPORT.**

The Chair of the LOCC spoke of meeting several times and noted the basis of their determinations.

Motion by Groce, seconded by Coughlin, to receive and file the 2019 Local Officers Compensation Commission Report.

Motion Carried.

**RECEIVE AND FILE FIRE DEPARTMENT 2018 ANNUAL REPORT.**

Fire Chief Looman reviewed the highlights of the annual report for 2018.

Motion by McKelvey, seconded by Artz, to receive and file the Fire Department 2018 Annual Report.

Motion Carried.

**RECEIVE AND FILE POLICE DEPARTMENT 2018 ANNUAL REPORT.**

Deputy Police Chief Roberts reviewed the Police Departments Annual 2018 Report.

Motion by Artz, seconded by McKelvey, to receive and file the Police Department 2018 Annual Report.

Motion Carried.

**REVIEW PRELIMINARY GENERAL FUND BUDGET FOR FY 2019-2020.**

Finance Director Chase reviewed the Preliminary General Fund Budget for Fiscal Year 2019-20.

**BIDS:**

**APPROVE PURCHASE OF FIVE DODGE CHARGERS FOR POLICE DEPARTMENT**

Deputy Police Chief Roberts reviewed the memorandum dated April 27, 2019 regarding the purchase of five Police vehicles.

Motion by Artz, seconded by McKelvey, to approve the purchase of five 2019 Dodge Chargers from Galeana's Van Dyke Dodge RAM, in the amount of \$25,066.00 each, for a not-to-exceed total of \$125,330.00, with funds from the FY 208-19 Police Capital Equipment Fund budget. This purchase is through the State of Michigan MIDEAL contract.

Motion Carried.

**AUTHORIZE AMENDMENT TO CONTRACT WITH PREIN & NEWHOF INC. FOR SPARKS DRIVE AND FOREST HILL AVENUE REHABILITATION.**

City Engineer VanderHeide explained the cost shared between the City of Grand Rapids and the City. He spoke of the redirection of funds because of the lower costs of another project.

Motion by Bridson, seconded by Coughlin, to authorize the Mayor to amend the City's contract with Prein & Newhof Inc. for the Sparks Drive and Forest Hill Avenue Rehabilitation project in the amount of \$25,630.00 (including a 10% contingency) funded by FY 2018-19 and FY 2019-20 Major Street Fund budgets.

Motion Carried.

**AUTHORIZE AGREEMENT WITH THE CITY OF GRAND RAPIDS FOR THE TRAFFIC SIGNAL AT SPARKS DRIVE AND EAST PARIS AVENUE.**

City Engineer VanderHeide reviewed his memorandum dated April 8, 2019 regarding installation of a traffic signal.

Motion by Groce, seconded by Bridson, to authorize the Mayor and Clerk to sign an agreement with the City of Grand Rapids for the upgrade of the traffic signal at Sparks Drive and East Paris Avenue and the associated construction engineering expenses. Kentwood's estimated costs are \$52,895.15 including a 20% contingency.

Motion Carried.

**AUTHORIZE AGREEMENT WITH THE KENT COUNTY ROAD COMMISSION FOR 44<sup>TH</sup> STREET AND PATTERSON AVENUE INTERSECTION IMPROVEMENTS.**

Engineering and Inspections Director Bradshaw reviewed his memorandum date April 8, 2019 regarding the improvement of this intersection. He noted that because of tariffs the metal poles used has a lead time of six months; however they had been purchased by the county and will be install as planned.

City Commission Meeting  
April 8, 2019.

Motion by McKelvey, seconded by Groce, to authorize the Mayor and Clerk to sign an agreement with the Kent County Road Commission for road reconstruction and traffic signal improvements located at 44<sup>th</sup> & Patterson Avenue intersection covering Kentwood construction expenses and the associated costs are not to exceed \$129,200.00 (including a 10% contingency), with expenses from the FY 2019-20 and FY 2019-20 Major Street Funds.

Motion Carried.

**AUTHORIZE A CONTRACT WITH DENNY’S EXCAVATING AND KENT COUNTY; AND AUTHORIZE A CONTRACT AMENDMENT WITH MC SMITH ASSOCIATES FOR VETERANS PARK.**

Engineering and Inspections Director Bradshaw reviewed his memorandum dated April 8, 2019 regarding improvements of the park. He informed the commission the funds may need to come from the Property and Building Fund if the project uses the contingency amount.

Motion by Groce, seconded by Bridson, to authorize the Mayor to enter into a tripartite contract with Denny’s Excavating, Inc. and Kent County for improvements within Veterans Park in an amount not-to-exceed \$988,329.00 (including a 10% contingency), with funding from the FY 208-19 and FY 2019-20 Property and Building Funds, and to authorize the Mayor to amend an existing contract with M.C. Smith Associates and Architectural Group, Inc. (MCSA) for an increase of \$24,185.00.

Motion Carried.

**AUTHORIZE A CONTRACT AMENDMENT WITH MC SMITH ASSOCIATES FOR OLD FARM PARK IMPROVEMENTS.**

Engineering and Inspections Director Bradshaw reviewed his memorandum dated April 8, 2019 regarding Old Farm Park improvements.

Motion by McKelvey, seconded by Artz, to authorize the Mayor to amend the contract with MC Smith Associates for design and construction oversight services for a restroom building and other related improvements within Old Farm Park to an amount not-to-exceed \$34,609.00 , with funds from the FY 2018-19 and FY 2019-20 Parks Millage Fund budget.

Motion Carried.

**AUTHORIZE A CONTRACT WITH CONSUMERS ENERGY TO PROVIDE ELECTRIC SERVICE IN OLD FARM PARK.**

Motion by Artz, seconded by McKelvey, to authorize the Mayor to execute a contract with Consumers Energy to provide electric service to the new restroom and programming facility in Old Farm Park at a cost not-to-exceed \$9,102.00 from the FY 2018-19 Parks Millage Fund.

Motion Carried.

**RESOLUTIONS:**

**ADOPT RESOLUTION 17–19 TO ADOPT THE CITY OF KENTWOOD  
SUPPORT EMERGENCY OPERATIONS PLAN.**

Fire Chief Looman spoke of the need to update the support emergency operation plan. He answered questions of the commission and was requested to add the commission to the notification list.

Motion by Coughlin, seconded by Artz, to adopt Resolution 17–19 adopting the updated City of Kentwood Support Emergency Operations Plan.

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

Resolution Adopted.

**ADOPT RESOLUTION 18–19 TO AUTHORIZE A CONSUMERS ENERGY  
LIGHTING CONTRACT FOR STREET LIGHTS IN BRETONFIELD  
PRESERVE #1.**

City Engineer VanderHeide explained the change to the streetlighting contract.

Motion by McKelvey, seconded by Groce, to adopt Resolution 18–19 to authorize the Clerk to sign the “Authorization of change in Standard Lighting Contract” form of the addition of seven high-pressure sodium (HPS) street lights in the Bretonfield Preserve #1 subdivision.

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

Resolution Adopted.

**COMMENTS OF COMMISSIONERS AND MAYOR:**

Commissioner Bridson-Asked why there are no sidewalks along Wing Ave.  
Mayor Kepley explained why during the process of improving Wing and the many discussions with the residents that resulted in changes in policies and the sidewalks not being installed as requested by the residents along Wing.

Mayor Kepley-Informed the Commission on April 25<sup>th</sup> he has been invited to be on a panel sponsored by Bridge Magazine to speak on road issues at the Grand Rapids Chamber of Commerce at 9:00 a.m. He then spoke of his concern with the proposed gas tax increase.

The meeting was adjourned at 9:10 P.M.

Dan Kasunic  
City Clerk

Stephen C.N. Kepley  
Mayor