

**APPROVED MINUTES OF THE
COMMITTEE OF THE WHOLE**

December 4, 2018
Conference Room #119
5:30 P.M.

Present: Commissioners: Mayor Pro-Tem Michael Brown, Betsy Artz, Emily Bridson, Robert Coughlin, Thomas McKelvey, and Mayor Stephen Kepley. Also present: Engineering & Inspections Director Bradshaw, Deputy Finance Director Bhama Cairns, Finance Director Tom Chase, Deputy Fire Chief Greg Ginebaugh, Public Works Director John Gorney, Police Chief Tom Hillen, City Clerk Dan Kasunic, Fire Chief Brent Looman, Deputy Administrator Mark Rambo, Deputy Police Chief Richard Roberts, Fire Department Administrative Assistant Nancy Shane and City Engineer Dan VanderHeide. Also: Auditor Peter Haefner.

FINANCE DEPARTMENT:

A. AUDITED FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2018.

Auditor Haefner reviewed the highlights of the audit with Director Chase speaking on points of interest. He spoke of a “clean” audit meaning no weaknesses noted in the opinion letter. He reviewed a few of the pages of expenses and revenue and of self-funding liability.

Motion by Artz, seconded by McKelvey, to recommend to the City Commission to receive and file the Financial Statements and the Audit Committee Letter for the year ended June 30, 2018.

Motion Carried.

B. 2018 CORRECTIVE ACTION PLAN FOR MI DEPT. OF TREASURY.

Finance Director Chase stated this is the same action for the last few years. Because the Police and Fire Fund is separate from the General Fund the funds are transferred at the end of the fiscal year to eliminate the negative amount.
No action is needed.

ENGINEERING DEPARTMENT:

A. GRAND RAPIDS WATER AND SEWER RATES FOR 2019.

B. Engineering & Inspections Director Bradshaw noted the proposed rates for sewer and water and the rates of other surrounding communities. He noted the lead water service replacement the City of Grand Rapids is required to do and the new software which discovered some errors in meter counts across the utility service district are being corrected causing a minor increase in rates.

C. RECOMMEND A CONTRACT AMENDMENT FOR DESIGN AND CONSTRUCTION ENGINEERING SERVICES WITH WIGHTMAN & ASSOC. FOR BRETON AVENUE REHABILITATION.

City Engineer VanderHeide reviewed his memorandum dated December 4, 2018 regarding the delays and additional cost incurred on the Breton Avenue rehabilitation project.

Motion by McKelvey, seconded by Artz, to recommend to the City Commission to authorize the Mayor to sign a contract amendment for design and construction engineering services with Wightman & Associates, Inc. for additional construction engineering, inspection and testing services related to the rehabilitation of Breton Avenue from 32nd Street to 44th Street in an amount not-to-exceed \$97,882.01, with funds from the FY 2018-19 Major Street Fund budget.

Motion Carried.

Commissioner Bridson spoke pertaining to a presentation she had been at on World Affairs and they were looking for cities they could partner with to speak on global topics and would be open to the public. She asked if there was any interest in being a partner. She noted some of the upcoming topics, in March Global Cyber Threats.

City Deputy Administer Rambo mentioned a planned meeting on December 17th to interview the candidates and the following 18th for a second interview with the finalists.

The meeting was adjourned at 6:35 P.M.

Dan Kasunic
City Clerk

Michael Brown
Mayor Pro-Tem