

**APPROVED MINUTES OF THE REGULAR MEETING
OF THE KENTWOOD CITY COMMISSION
HELD FEBRUARY 6, 2024
Commission Chambers**

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

Commissioner Groce led the Pledge of Allegiance to the Flag.

Commissioner Tyson gave the invocation.

Roll Call: Present: Commissioners: Betsy Artz, Robert Coughlin, Maurice Groce, David Moore II, Clarkston Morgan, Jessica Ann Tyson and Mayor Stephen Kepley.

Staff Present: City Engineer Brad Boomstra, Deputy City Administrator Shay Gallagher, Finance Director Keyla Garcia, Economic Development Planner Lisa Golder, Public Works Director Chad Griffin, Parks & Recreation Coordinator Shelby Henshaw, City Clerk Dan Kasunic, Engineering & Inspections Director Jim Kirkwood, Police Chief Bryan Litwin, Fire Chief Brent Looman, Deputy Parks & Recreation Director Spencer McKellar, Parks and Recreation Director Val Romeo, Fire Department Administrative Assistant Nancy Shane, City Attorney Jeff Sluggett, and Sabo representative Anna Kendall.

Eighteen (18) citizens attended the meeting.

Motion by Artz, seconded by Groce, to **approve the agenda**, with the following addenda: remove 10 (a) striking of the rolls.

Motion Carried.

ACKNOWLEDGE VISITORS AND NON-AGENDA ITEMS:

Reginald Howard introduced himself and informed the commission of the new Hero's Corner at 4809 Eastern Ave., that is a mental health center for male veterans and introduced Sandra Brinks, of Shero's Corner providing support for female veterans. They wanted to open a conversation with the city and meet with city officials.

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

- A. Receive and file minutes of the Committee of the Whole held on January 16, 2024.
- B. 2023 Corrective Action Plan-Information Only.
- C. Payables for the City totaling \$9,675,696.86.

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

Motion Carried.

Motion by Artz, seconded by Moore, to **approve the minutes** of the January 16, 2024 City Commission Meeting as distributed.

Motion Carried.

APPROVE KENTWOOD TRANSPORTATION ASSET MANAGEMENT PLAN.

City Engineer Boomstra explained the City is required to provide a plan every three-years for the roads and bridges. He handed out additional information to the Commission on PASER ratings of the City roads and pavement conditions in relationship to other municipalities.

Motion by Artz, seconded by Moore, to approve Kentwood Transportation Asset Management Plan.

Motion Carried.

PUBLIC HEARING:

GRR Ancillary.

Mayor Keypley opened the public hearing on M/U Rezoning and Preliminary PUD, conditional approval of the Preliminary Site Plan and four waivers.

Following a brief presentation by Economic Development Planner Golder and Developer Elliot Muller:

A few residents along 36th Street spoke.

Motion by Morgan, seconded by Coughlin, to close the public hearing.

Motion Carried.

ADOPT ORDINANCE 1-24 FOR CONDITIONAL APPROVAL TO REZONE 10.5 ACRES AND PRELIMINARY PUD FOR GRR ANCILLARY M/U

Motion by Artz, seconded by Coughlin, to adopt Ordinance 1–24 for Conditional approval to rezone 10.5 acres on the NW corner of Patterson & 36th from I-PUD-1 and R1-C to C-PUD, Case 29-23, subject to conditions 1-9 (as amended) and basis points 1-10.

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

Ordinance Adopted.

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CONDITIONAL APPROVAL OF THE PRELIMINARY SITE PLAN FOR GRR ANCILLARY CPUD, CASE 29-23.

Motion by Artz, seconded by Coughlin, for Conditional approval of the Preliminary Site Plan for GRR Ancillary CPUD, Case 2-23, subject to conditions 1-9 (as amended) and basis points 1-10.

Motion Carried.

APPROVAL OF FOUR WAIVERS AS REQUESTED BY RJM DESIGNS.

Motion by Groce, seconded by Moore, to approve four waivers as requested by RJM Designs. Regarding a 14 ft. height waiver, front yard building setback for Parcel 3, parking in front, signage waiver for monument signs for Parcels 3,4 & 5.

Motion Carried.

BIDS:

AUTHORIZE CONTRACT FOR RECONSTRUCTION OF RIDGEWOOD ST. AND JULIVAN AVE. WITH DYKEMA EXCAVATORS, INC.

City Engineer Boomstra reviewed his memorandum dated February 6, 2024 regarding the reconstruction of Ridgewood St. and Julivan Ave.

Motion by Artz, seconded by Coughlin, to authorize the Mayor to enter into a contract with Dykema Excavators, Inc. for the reconstruction of Ridgewood Street and Julivan Avenue, in the amount of \$4,089,251.00, plus a 10% contingency of \$408,925.00, for a total project amount not-to-exceed \$4,498,176.00, with funds from the FY 2024-25 and FY 2025-26 Local Street, Water, and Sewer Funds.

Motion Carried.

AUTHORIZE THREE-YEAR AGREEMENT FOR PORTABLE RESTROOM RENTALS.

Parks & Recreation Coordinator Hewshaw reviewed her memorandum dated February 6, 2024 regarding the need for portable restrooms for events.

Motion by Coughlin, seconded by Moore, to authorize the Mayor to enter into a three-year agreement with Plummers Disposal for special event portable restroom rentals, at an annual amount of up to \$9,500.00 (including a 10% contingency), with funds from the General Fund Parks & Recreation Operating budget.

Motion Carried.

APPROVE CONTRACT AMENDMENT FOR PUBLIC RELATIONS/COMMUNICATIONS SERVICES.

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Deputy City Administrator Gallagher explained the need for additional communication support for the education on the upcoming millage.

Motion by Groce, seconded by Artz, to increase the existing communications retainer with Sabo PR (acquired through competitive bid) by up to \$39,600.00 (including a 10% contingency) for educational public engagement materials and services relating to Kentwood's Police and Fire services, with funds from the FY 2024-25 and subsequent year Police and Fire Millage. As allowed under the Purchasing Policy under "Special Circumstances".

Motion Carried.

COMMENTS OF COMMISSIONERS AND MAYOR:

Mayor Kepley-Noted they have been busy with the biggest Kentwood project to date pertaining to the Kentwood Community Center.

Commissioner Morgan-Reminded everyone of the Unity March on February 24th at 11:00am at Woodland Mall.

The meeting was adjourned at 7:57 P.M.

Dan Kasunic
City Clerk

Stephen C.N. Kepley
Mayor