

HUDSONVILLE CITY COMMISSION

January 9, 2024

AGENDA

REGULAR SESSION: 7:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL

MOMENT OF SILENCE

PUBLIC COMMENTS

PRESENTATIONS

- Ken Brandsen – Progressive AE
- Chris Veneklasen – Terra Station

CONSENT AGENDA

1. All consent agenda items listed are considered to be routine, require no discussion and will be adopted by a voice vote. Any Commission member, administrative staff or member of the audience may request removal of an item from the consent agenda, in which case the item will be discussed and voted upon in its normal agenda sequence.

Approval of listed Consent Agenda item numbered 2-5.

Minutes & Correspondence

2. Minutes of City Commission regular session dated December 12, 2023.
3. Minutes of the Board of Review meeting dated December 12, 2023.
4. Minutes of the Planning Commission regular session dated December 20, 2023.
5. Minutes of the Downtown Development Authority meeting dated January 3, 2024.

NEW BUSINESS

Public Safety

6. December 2023 Public Safety Statistical Reports.
 - Fire Department
 - Sheriff's Department
 - Emergency Management Department

Finance

7. City Treasurer's monthly reports for December 2023.
 - General Fund Summary

- Revenue Summary
- Revenue To Date Comparison
- Expenditure Summary
- Expenditures To Date Comparison
- Investment Report
- Debt Report

8. Payment of Bills.

Motion to confirm the payment of the bills in the amount of \$585,863.78 and to confirm payment of bills paid between meetings and reviewed by the Finance Committee. Roll Call.

9. ACH Funds Distribution.

Motion to confirm the funds distributed via automated clearing house in the amount of \$187,926.44 which were distributed between meetings and reviewed by the City Manager. Roll Call.

10. Budget Amendments.

Motion to adopt the 2023-2024 budget adjustments 1-6, as drafted. Roll Call.

11. ACH Policy Update.

Motion to approve Resolution No. 24-1781 authorizing electronic transactions and adoption of a new automatic clearing house (ACH) transaction policy. Roll Call.

Department of Public Works

12. Recommendation to Award Mowing Contract.

Motion to award contract to Davidson Lawn and Grounds for mowing, fertilization and weed control, per the attached RFP, in the amount of \$107,002.75. Roll Call.

13. Fee Schedule Updates.

Motion to amend the FY 23-24 Fee Schedule to include a \$10 per hour flat rate for the reservation of City of Hudsonville ball diamonds.

Administration

14. Server Replacement.

Motion to authorize the City Manager to purchase two Cisco Systems servers and to execute the attached Server Upgrade Proposal with Dewpoint for a total of \$40,890.22. Roll Call.

15. Resolution Approving and Ratifying 2021 IPA Extension.

Motion to approve Resolution No. 24-1780 authorizing the extension and extended schedule for the Installment Purchase Agreement with Union Bank. Roll Call.

16. Progressive AE – Amendment to the Professional Services Agreement
Motion to approve the amendment to the Professional Services Agreement with Progressive AE at a cost of \$7,000. Roll Call.
17. Property Acquisitions.
Motion to adopt Resolution No. 24-1782, “Resolution to approve and to authorize the Mayor and the Clerk to sign a real estate and installment purchase agreement and related documents.” Roll Call.
- Motion to adopt Resolution No. 24-1783, “Resolution to approve and to authorize the Mayor and the Clerk to sign a real estate and purchase agreement and related documents.” Roll Call.
18. Property Management.
Motion to allow the City Manager to enter into a contract with Excite Commercial Management for the property management of properties owned by, or to be owned by, the city that have tenants for a minimum of \$500 per month or 5% of gross income collected, whichever is greater. Roll Call.
19. Motion to approve the Mayor’s appointments to boards and commissions as listed:
- | | |
|----------------|---|
| Dave Nyitray | Parks and Recreation Committee and Library Advisory Board |
| Jeremy Kamp | Planning Commission and Zoning Board of Appeals |
| Toben DeVree | Finance Committee and Personnel Committee |
| Larry Brandsen | Finance Committee |
| Dan Bolhuis | Terra Square Advisory Board and Personnel Committee |

ADJOURNMENT

20. Motion to adjourn the meeting.