MINUTES FROM THE PRE-MEETING
OF THE PORTAGE CITY COUNCIL
OF DECEMBER 17, 2018

Mayor Randall called the meeting to order at 8:00 a.m. Councilmembers Chris Burns, Lori Knapp, Claudette Reid and Mayor Pro Tem Jim Pearson joined via the conference phone line. Councilmembers Richard Ford and Terry Urban were absent with excuse. Also in attendance were City Manager Laurence Shaffer, Deputy City Manager Rob Boulis and City Clerk Adam Herringa.

Mayor Randall opened the meeting and inquired if there were any questions or concerns regarding items on the proposed December 18th Agenda.

With regard to Item A.2, Accounts Payable, Councilmember Knapp inquired as to the "1st Quarter Payment" of $87,492.68 to Public Media Network (PMN) given that the city's arrangement with PMN is set to expire. City Manager Shaffer shared that the relationship with PMN will terminate February 1st. Mr. Shaffer indicated that the city makes payments retroactively to PMN and therefore a refund will not be sought. He continued by stating that the terminology "1st Quarter Payment" is misleading but will research and verify the circumstance surrounding the payment.

Mayor Pro Tem Pearson inquired as to the $250,000 CD Purchase from Old Kent Bank. He asked for details surrounding the rate and duration of the purchase. Mr. Shaffer indicated that the city is getting good rates but will gather and share more specifics.

With regard to Item A.3, Formation of Portage Parks Foundation, Mayor Pro Tem Pearson inquired as to the appropriate title for the organization given that the agenda item references the "Portage Park Foundation" but the resolution references the "Portage Friends of the Park, Inc." In addition, Mr. Pearson asked that City Council be provided with a copy of the "Articles of Incorporation" for the organization. Mr. Shaffer stated that he would research and respond to both inquiries.

Councilmember Knapp asked for information as to how the Park Board and proposed not-for-profit will coordinate and relate with each other. She also inquired if there would be a common boardmember(s) that would sit on each body. Mr. Shaffer responded that there would not be any shared boardmembers but that each board will keep the other informed as to activities. Mayor Randall inquired as to the appointment process to the not-for-profit and terms of services. Mr. Shaffer commented that appointments are not made by City Council and terms of service would be dictated by the new board. He continued by stating that it will function similar to the "Friends of the Senior Center." Mr. Shaffer then stated that the Articles of Incorporation would be provided in advance of the City Council Meeting.

With regard to Item A.4, Urban Cooperation Agreement for the Public Art Commission, Councilmember Reid inquired if this was a renewal for the Agreement. Councilmember Knapp explained that it is an update to the current Agreement to reflect today's environment. She explained that the document had not been thoroughly reviewed and updated since its creation thirty years ago. She offered reassurance that the proposed Agreement does not substantively change the roles and responsibilities of the City of Portage. Mayor Randall inquired as to the

1% financial commitment outlined in the document and Councilmember Knapp stated that this is not for dues and no payment to the Kalamazoo County Public Art Commission is to be made. Rather, she stated, it is an internal commitment for participants to make their "best efforts to commit 1% of its capital expenditures relating to facility expansion, facility renovation, facility improvements, parks development and land improvement, for public art purposes in said facilities and parks."

With regard to Item A.5, Employee Health Insurance Contracts, Mayor Pro Tem Pearson inquired as to the level of taxes and fees the city is responsible for by exempting the city from P.A. 152. He asked that the city compare current costs with those from 2013 to determine cost increase and/or decreases. Deputy City Manager Boulis shared his understanding that costs are declining this year but he would research and respond. Councilmember Reid inquired why costs might be decreasing and Mr. Boulis replied that it is in response to federal legislative changes.

Mr. Shaffer shared that Councilmember Urban submitted the following question for consideration at the Pre-Council Meeting:

> You give the reason for eliminating the $500/10% plan as the premium increase but the 12/0% has a much higher increase. I understand the out of pocket maximums and cost for prescriptions is much higher in the remaining plan. What portion of retirees have chosen the plan to be eliminated in the past? I don't believe they are eligible for health savings accounts and likely wouldn't choose HDHP plans. With many living out of the area a BCN plan wouldn't be appropriate. I'm concerned elimination of the $500/10% plan would be a burden to retirees.

Mr. Shaffer shared that the Blue Cross Blue Shield of Michigan plan is proposed for elimination due to what would be a significant financial impact on employees. He continued by stating that the city searched for plans that would cover and best fit financial circumstances of city staff. Deputy City Manager Boulis commented that only a few employees were participants in the plans that are proposed for elimination. He continued by stating that it is difficult for the city to offer and manage 6 plans for only 70 people. He concluded by stating that there are few retirees obtaining health insurance through city. Mr. Shaffer stated that City Administration would further research and respond to the inquiries.

With regard to Item A.9., Special Assessment for Hill 'An' Brook, Mayor Randall asked City Manager Shaffer to review the item. Mr. Shaffer explained that the amount of support will be close to the necessary 60%. He informed City Council that a person who signed the original petition has since changed her mind and City Attorney Brown is researching whether such withdrawal is permissible and what impact it may have on the project. Mr. Shaffer indicated that an Opinion from Attorney Brown would be forthcoming either today or tomorrow.

Councilmember Reid questioned whether something like this has happened before and, if so, how it was handled. Mr. Shaffer questioned whether the city has been faced with this particular circumstance and speculated that the petition, as originally presented, will stand. Mr. Shaffer shared his belief that over 50% of the property owners are still in support but this could be changing.

With regard to Item D.1, Public Hearing on Streamsong Tentative Plan Amendment, Mayor Randall inquired if Community Development Director Vicki Georgeau would be making a presentation. Mr. Shaffer responded in the affirmative and agreed with the Mayor's sentiment that the developer is having difficulty selling the original planned units and smaller units are being proposed.

In response to a query, Councilmember Burns indicated that gifts for the family that was adopted via the Portage Community Center should be dropped off in Council Chambers in advance of the meeting.

Councilmember Reid stated that she was having difficulty accessing the City Council Agenda via Boardview. City Clerk Herringa suggested she review her "favorites" setting to ensure it was updated to reflect the company change from BoardSync to CivicClerk.

ADJOURNMENT: Following a summary of the meeting, Mayor Randall adjourned the meeting at 8:20 a.m.

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Adam Herringa, City Clerk