

CITY COUNCIL MEETING MINUTES FROM DECEMBER 18, 2018

The Regular Meeting was called to order by Mayor Randall at 7:00 p.m. At the request of Mayor Randall, the City Clerk called the roll with the following members present: Councilmembers Chris Burns, Richard Ford, Lori Knapp, Terry Urban, Mayor Pro Tem Jim Pearson and Mayor Patricia Randall. Councilmember Claudette Reid arrived at 7:02 p.m. Also in attendance were City Manager Larry Shaffer, City Attorney Randy Brown and City Clerk Adam Herringa.

Mayor Randall asked for a moment of silence in honor of all denominations or personal beliefs and in recognition of the season, spirit of giving, love of family and in celebration of the coming new year. The City Council and audience then recited the Pledge of Allegiance.

PROCLAMATIONS: Mayor Randall issued a proclamation to recognize the good work, dedication and commitment of the Portage Community Center (PCC) to improving the lives of the residents of the City of Portage. PCC Executive Director Chris Buckley and Emergency Assistance Coordinator Patsy Burnett received the proclamation and shared information about the events and activities of the PCC. The holiday adopt-a-family program was highlighted.

CONSENT AGENDA: Mayor Randall shared where the public can access the meeting agenda and asked if any Councilmember or anyone in the audience would like an item removed from the Consent Agenda. Councilmember Reid removed Items A.4 and A.10.

Motion by Pearson, seconded by Reid, to approve the Consent Agenda, with the exception of Items A.4 and A.10, as presented. Upon a roll call vote, motion carried 7 to 0.

APPROVAL OF MINUTES: Motion by Pearson, seconded by Reid, to approve the Regular Meeting Minutes of December 4 and Pre-Council Meeting Minutes of December 17, 2018. Upon a roll call vote, motion carried 7 to 0.

APPROVAL OF ACCOUNTS PAYABLE REGISTER OF DECEMBER 18, 2018: Motion by Pearson, seconded by Reid, to approve the Accounts Payable Register of December 18, 2018. Upon a roll call vote, motion carried 7 to 0.

PORTAGE PARKS FOUNDATION: Motion by Pearson, seconded by Reid, to adopt a resolution for City Council to authorize the formation of the Portage Parks Foundation 501(c)(3) organization. Upon a roll call vote, motion carried 7 to 0.

2019 EMPLOYEE HEALTH INSURANCE: Motion by Pearson, seconded by Reid, to approve one-year contracts with Blue Cross Blue Shield of Michigan and Blue Care Network for employee health insurance; maintain current employer/employee cost sharing practices by taking action to exempt the city from requirements of P.A. 152 for the 2019 medical benefits plan year; and authorize the City Manager to execute all documents related to the contract renewals on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

2019 UTILITY INSTALLATION PROJECT: Motion by Pearson, seconded by Reid, to award a contract to perform design and construction engineering services for the 2019 Utility Installation Project to AR Engineering, LLC, in the amount not to exceed \$107,900 and authorize the City Manager to execute all documents related to the contract on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

NETWORK STORAGE DEVICES: Motion by Pearson, seconded by Reid, to approve the purchase of Hewlett-Packard Nimble Network Storage devices in the total amount of \$54,798.69 and authorize the City Manager to execute all documents related to this action on behalf of the City. Upon a roll call vote, motion carried 7 to 0.

BS&A ANNUAL LICENSING AND SOFTWARE MAINTENANCE: Motion by Pearson, seconded by Reid, to approve payment of the annual licensing and software maintenance services fees with BS&A, Incorporated, at a total cost of \$51,806 and authorize the City Manager to execute all related documents. Upon a roll call vote, motion carried 7 to 0.

HILL 'AN' BROOK SPECIAL ASSESMENT – RESOLUTION NO. 2: Motion by Pearson, seconded by Reid, to adopt Resolution No. 2 for the Hill 'An' Brook Drive and Merryview Drive Curb and Gutter Project #999-R, setting a public hearing of necessity on January 8, 2019. Upon a roll call vote, motion carried 7 to 0.

MINUTES OF BOARDS AND COMMISSIONS: Motion by Pearson, seconded by Reid, to receive the Youth Advisory Committee Minutes of November 5, Historic District Commission of November 7, Human Services Board of October 4, and Portage Public Schools Board of Education of October 22, November 12 and November 26, 2018. Upon a roll call vote, motion carried 7 to 0.

MATERIALS TRANSMITTED: Motion by Pearson, seconded by Reid, to receive the Materials Transmitted of October 23 and November 20, 2018. Upon a roll call vote, motion carried 7 to 0.

STATEMENTS OF CITIZENS: Dr. Monifa Jumanne, 6156 Independence Drive, spoke and complimented the city on its festive appearance. She inquired if any Councilmember had researched answers to the questions she posed at the last City Council Meeting. Councilmember Burns indicated that he had and shared some of the answers. Ms. Jumanne thanked Mr. Burns for researching the questions. She then referenced a bookmark she had made in recognition of Kwanzaa and inquired if anyone knew what the colors of the ribbons associated with the bookmark represented. The ribbon colors were red, black and green. She handed a bookmark and ribbons out to City Council and asked them to share the bookmark and knowledge with others. Next, Dr. Jumanne reviewed several booklets she brought highlighting the influence and history of African Americans. Following this review Dr. Jumanne reviewed a Portager article regarding diversity in Portage and raised a question as to whether the content of the article was representative of the title. She repeated the question relating to a document entitled Portage Senior Center Events and Strategies. She questioned whether events at the Portage Senior Center occur that celebrate inclusion and diversity and questioned who should get to decide events and event topics. Dr. Jumanne asked that the “Events and Strategies” document be revoked. Ms. Jumanne questioned leadership in the City of Portage and shared her belief that “black people are left out of Administration and out of programming.” She expressed offense at having to ask that Kwanzaa be recognized at the Senior Center on an annual basis. In conclusion, she shared that she has been an activist for 54 years and the need continues. She asked City Council to take the time to examine why this is the case.

COMMUNICATIONS:

CALENDAR OF MEETINGS: Motion by Ford, seconded by Burns, to receive the Calendar of Meetings. Upon a roll call vote, motion carried 7 to 0.

PUBLIC HEARINGS:

TENTATIVE PLAN AMENDMENT FOR STREAMSONG PLANNED DEVELOPMENT: Mayor Randall asked City Manager Shaffer to begin discussion. Mr. Shaffer invited Community Development Director Vicki Georgeau to review the proposed Tentative Plan Amendment. Ms. Georgeau provided a history of the project and the proposed changes to the Tentative Plan. She explained that, due to sales and demand, smaller units are being proposed. She explained that, aside from size, no other changes are being proposed. Director Georgeau concluded by stating that both city staff and the Planning Commission recommend approval.

Mayor Randall opened the public hearing. There being no public comment, motion by Ford, seconded by Reid, to close the public hearing. Upon a voice vote, motion carried 7 to 0. Motion by Knapp, seconded by Reid, to approve the Tentative Plan Amendment for Streamsong Planned Development, 715 West Osterhout Avenue. Upon a roll call vote, motion carried 7 to 0.

REGULAR BUSINESS AGENDA:

AMENDMENT TO PUBLIC ART COMMISSION URBAN COOPERATION AGREEMENT: Mayor Randall invited Councilmember Reid to begin discussion. Councilmember Reid explained that the city has been a part of this Urban Cooperation Agreement for many years. She explained that one component of the Agreement is the goal that participating entities in the Kalamazoo Public Art Commission (KPAC) spend 1% of the dollar value of annual capital expenditures for public art purposes. Councilmember Reid questioned whether the city has been able to meet this commitment in the past and whether it would be able to do so in the future, especially in years of large capital projects. She expressed her support for public art but wanted to make sure City Council was aware of the financial promise included in the Agreement. Mayor Randall expressed disagreement with Councilmember Reid as to whether the city has been able to meet the 1% financial commitment to public art and highlighted functional art such as bike racks and performance art such as summer concerts. City Manager Shaffer stated that, while exact calculations and analysis have not been conducted, he believes the city is, at a minimum, close to the 1% commitment on an annual basis. He then highlighted recent efforts such as art in City Hall that is being promoted by Parks and Recreation Director Kathleen Hoyle and the Parks and Recreation Department.

Councilmember Knapp pointed out that the Chairperson of the Public Art Commission, Patrick Jouppi, was in attendance and could help answer questions. Councilmember Knapp explained that the 1% being discussed is not a formal commitment nor is there a true expectation of expenditure by participating entities. Rather, she stated, it is a recommendation. Councilmember Knapp continued by stating that the KPAC is currently working to better define what constitutes public art and is working to increase public art in the community. Mayor Randall shared her belief that public art is more than bricks and mortar and stated that traditional notions of public art may not be appealing to younger generations.

Councilmember Reid stated that in recent history the city had to cut back on activities such as summer concerts due to budget constraints. She continued by stating that such events and activities are making a return as budgets have stabilized. With regard to summer concerts, Councilmember Reid stated that she did not know whether performance art could be considered public art. She expressed gratitude for having the discussion and hope that the city can identify and publicize good works of the city. Motion by Reid, seconded by Urban, to approve the Third Amendment to the Urban Cooperation Agreement to Establish a Public Art Commission. Upon a roll call vote, motion carried 7 to 0.

2019 FEES: Mayor Randall invited Councilmember Reid to begin discussion on this item. Councilmember Reid stated that the information provided to City Council on this item did not include a justification for an increase in the “Walk-Run Fundraising Events” fees. City Manager Shaffer invited Parks and Recreation Director Kathleen Hoyle to provide the rationale for the fee increase. Director Hoyle shared that she and staff analyzed programs and fees and determined that the staff time needed to assist in “Walk-Run Fundraising Events” varied between \$450 and \$1500. The fee increase from \$50 to \$100, she stated, is to help better offset staff costs. Councilmember Reid inquired, as it relates to the coordination of competitive runs, how many people typically participate. Ms. Hoyle stated that, on the low end, the number is approximately 200 while, on the high end, the number may be around 600.

Motion by Reid, seconded by Knapp, to adopt the 2019 Freedom of Information Act fees; 2019 Recreation and Park Facility fees; 2019 Cemetery Fees and Charges; 2019 Community Development fees for Building Permits and 2019 Special Assessment Rates. Upon a roll call vote, motion carried 7 to 0.

COUNCIL COMMITTEE REPORTS: Mayor Pro Tem Pearson shared that he recently attended a meeting of the Kalamazoo County Environmental Health Advisory Council (EHAC) at which the primary topic of conversation was PFAS. Mr. Pearson asked City Manager Shaffer to provide an update on PFAS in Portage. Mr. Shaffer shared that the two wells which tested for low levels of PFAS (17 parts per trillion and 3 parts per trillion which is less than EPA standard for concern of 70 parts per trillion) were retested. One of the wells came back with a PFAS level of non-detectable and the other showed a negligible level. Mr. Shaffer stated that as a result of these tests the wells are now back online. He also shared that the city is in the process of developing and implementing the capacity to conduct water testing in-house which, he stated, is a positive move to help protect the water supply. Councilmember Reid inquired if the potential of state and federal legislation on water quality and PFAS was discussed. Mayor Pro Tem Pearson stated that the potential of legislation was only discussed philosophically since there is no clear indication as to whether legislation will be passed and, if so, what the impact might be at the local level.

Councilmember Burns noted that he attended a meeting of the Kalamazoo County Transit Authority (KCTA) that was held at Portage City Hall. Mr. Burns thanked the city for being gracious hosts and shared that, at the meeting, the KCTA engaged in a visioning exercise and reviewed who uses public transportation, popular fixed route bus stops, the Metro Connect program and the Van Share program. He shared that the KCTA is in the process of evaluating bus stops and amenities and pointed out that, unlike large metropolitan cities, the Kalamazoo region is vehicle friendly with plenty of free, low cost and convenient parking.

Councilmember Ford shared that he attended the annual meeting of Discover Kalamazoo. He reviewed the Great Lake-to-Lake Trails Program that was discussed at the annual meeting and disclosed that one of the routes would pass through Kalamazoo. Mr. Ford also shared that Discover Kalamazoo is working on a trail “credentialing” program and speculated that the City of Portage, with all of the trails, could pursue and benefit from this program.

Councilmember Knapp shared that the Communications Committee composed of herself, Councilmember Burns and Councilmember Ford had a meeting with City Manager Shaffer and Communications Director Mary Beth Block. At this meeting, she stated, topics related to expanding the city’s social media presence, using Twitter to share Department of Public Safety information, enhancing citizen access to City Council agendas, opportunities related to the incoming Cable Access vendor and implementation of a more frequent and electronic version of the *Portager* were discussed.

Motion by Reid, seconded by Burns, to receive the Council Committee Reports as presented. Upon a voice vote, motion carried 7 to 0.

STATEMENTS OF CITY COUNCIL AND CITY MANAGER: Councilmember Urban wished everyone a happy holiday season. He commented that cultures across the world celebrate this time of year, as days are growing shorter, in many different ways. The celebrations, he stated, helped to address fears associated with the darkness and as a reminder that brighter days are ahead. He concluded by reminding everyone that this is a great time of year to gather family together.

Councilmember Reid pointed out that Metro Transit also offers discount rates for individuals with disabilities. She wished everyone a quiet, healthy and restful holiday with friends and family.

Councilmember Knapp reminded everyone that the Millennium Park Ice Rink is open and encouraged residents to take advantage of the offerings. She complimented and thanked fellow Councilmembers, City Manager Shaffer and Deputy City Manager Rob Boulis on a successful retreat. She stated that the retreat was positive, forward-thinking and established great goals for the upcoming year.

Councilmember Burns shared that this was the end of his first calendar year on City Council. He stated that it was his honor and pleasure to work with his fellow Councilmembers and city staff and thanked everyone for a productive and successful year.

Councilmember Ford echoed the comments of Councilmember Knapp regarding the retreat. He then reviewed the “PlowTrax” program being implemented by the city which allows residents to track the progress of snow plows in the community.

City Manager Shaffer expressed his appreciation and gratitude for the service, commitment and dedication of the Mayor and City Council. He also acknowledged city staff and commented that city staff are the most dedicated and talented public servants he has had the privilege to work with.

Mayor Pro Tem Pearson thanked City Councilmembers for the time they spend in service on a variety of committees across Kalamazoo County. He then reviewed the purpose and rationale for the annual City Council Retreat and how it assists in setting goals for the upcoming year.

Mayor Randall expressed positivity toward the City Council Retreat and its outcomes. She thanked City Council for their dedication and all that has been accomplished over the past year and continued by thanking the City Manager and Deputy City Manager for their support as City Council works towards its goals. Mayor Randall then thanked Councilmember Burns for coordinating the City Council participation in the Portage Community Center (PCC) holiday “Adopt-a-Family” program. She mentioned that she had the opportunity, through Portage Rotary, to assist in packing holiday food baskets and wrapped gifts at the PCC over the weekend. She, along with every Councilmember, concluded by wishing everyone a happy holiday season.

ADJOURNMENT: Mayor Randall adjourned the meeting at 8:10 p.m.

Adam Herringa, City Clerk