

**MINUTES FROM THE PRE-MEETING
OF THE PORTAGE CITY COUNCIL
OF JANUARY 21, 2019**

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

Mayor Randall opened the meeting and inquired if there were any questions or concerns regarding items on the proposed January 22nd Regular Meeting Agenda. With regard to the proclamation, she indicated that the City Clerk would be reaching out to the Kalamazoo Community Foundation to see if a representative could be present. Mayor Randall shared that the organization has a special event at the same time as the City Council Meeting so getting a representative may prove difficult.

With regard to Item A.3, Michigan Department of Transportation Contract for Reconstruction of West Milham, Councilmember Burns inquired if the federal government shutdown would have an impact on the Federal Surface Transportation Funding for the project. City Manager Shaffer stated that the federal funding for this project has already been committed so an adverse impact is not anticipated. However, Mr. Shaffer stated that the shutdown will likely have an impact on the overall Federal Surface Transportation Program.

With regard to Item A.4, Purchase of Traffic Signal Poles, Mast Arms and Assemblies, Councilmember Burns inquired as to the number of bids and how many potential bidders were eligible. Councilmember Knapp referenced the memo from the City Manager in the agenda packet which stated "proposals were received from the only two companies that can provide the necessary equipment." Mayor Randall asked City Manager Shaffer to verify.

Mayor Randall encouraged Mr. Shaffer to take the necessary steps to inform the public regarding the meeting broadcast and the channel(s) on which it will be available.

ADJOURNMENT: Following a summary of the meeting, Mayor Randall adjourned the meeting at 8:04 a.m.

Adam Herringa, City Clerk