

**MINUTES FROM THE PRE-MEETING
OF THE PORTAGE CITY COUNCIL
OF JULY 22, 2019**

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

Mayor Randall inquired if there were any questions on the items for the July 23, 2019 City Council agenda.

With regard to Item A.2, Accounts Payable Register for July 23, 2019, Mayor Pro Tem Pearson asked for clarification on Check No. 310287 to Ayers Basement Systems, questioning if a city building was experiencing flooding during this high water period. City Manager Shaffer and Deputy City Manager Boulis responded that the payment was for the pre-planned lower level renovation of Police Division building, which has historically struggled with wet conditions. Mayor Pro Tem Pearson subsequently inquired about Check No. 310307 to the Kalamazoo County Consolidated Dispatch Authority (KCCDA); payment terms as they related to the city's agreement with the KCCDA. City Manager Shaffer stated he would review and report back.

With regard to Item A.4, Hampton Creek Wetland Area Phase 2, Councilmember Reid inquired whether the contract for an environmental analysis should be postponed until the outcome of the water pumping in the area. City Manager Shaffer stated that the pumping is intended as a temporary solution to the area's high water levels, whereas the proposed analysis is for determining a permanent solution.

Councilmember Knapp inquired as to the extent that the Hampton Creek Wetland Area property owner involved the pumping and permitting process. City Manager Shaffer responded that the property owner is not currently involved in the temporary process, but will be included in any permanent solution project with regard to funding and a special assessment process.

With regard to Item A.5, Jamestown Advanced Productions picnic support equipment, Mayor Randall inquired whether the proposed purchase will complete the replacement for all of the city's remaining park picnic equipment. Mr. Shaffer responded that he would confirm.

With regard to Item A.6, Final Site Plan for American Village Builders Addition - 4200 West Centre Avenue, Councilmember Reid inquired whether the addition will have a basement in light of the previous discussions on the area's high water levels. Councilmember Knapp further asked if the proposed site plan includes any special considerations for how the site grading might affect the Hampton Bog and water levels in the area.

With regard to Items A.7, Liquor License Application for Special Events, Councilmember Reid asked whether the events would include food trucks.

With regard to Item A.9, Special Meeting for City Manager Search, Councilmember Reid asked whether the position should be posted on the city's Employment Opportunities web page as well. Mr. Boulis stated he would discuss with the search consultant and pursue the matter.

With regard to Item F.1, Kalamazoo Strategic Operations Center Proposal, Councilmember Knapp inquired if there was any new information and how the matter will be presented at the July 23rd Council meeting. Further, Councilmember Reid asked for clarification regarding the proposed analyst(s) schedule, the correlation with time worked and the City of Portage's cost, as well as whether there was a cap on the cost(s). Finally, both Councilmember Reid and Mayor Pro Tem Pearson inquired whether the County had been approached on the matter, as well as neighboring jurisdictions. City Manager Shaffer stated that he was aware if the City of Kalamazoo had presented the proposal to the County, but he didn't know the County's response. Councilmember Reid inquired whether the City of Kalamazoo's Public Safety Chief, Karianne Thomas, planned to attend the July 23rd Portage City Council meeting. City Manager Shaffer responded that Chief Thomas would not.

City Manager Shaffer further stated that, due to lack of any substantive changes on the agreement proposal since the last Council meeting, the Action Recommended would be proposed to refer the inter-governmental agreement back to the City Administration, with the intent that he report back to City Council once agreeable terms for all parties involved could be achieved.

ADJOURNMENT: Following a summary of the meeting, Mayor Randall adjourned the meeting at 8:23 a.m.

Erica L. Eklov, Deputy City Clerk