

**MINUTES FROM THE PRE-MEETING
OF THE PORTAGE CITY COUNCIL
OF NOVEMBER 2, 2020**

Mayor Patricia Randall, via the WebEx meeting platform, called the meeting to order at 8:00 a.m. Adam Herringa, Deputy City Manager, filled in for City Clerk Erica Eklov as she was busy preparing for the General Election. Councilmembers Chris Burns, Lori Knapp, Vic Ledbetter, Claudette Reid, and Mayor Pro Tem Jim Pearson also joined via the WebEx meeting platform. In compliance with Senate Bill 1108, the Mayor and Councilmembers disclosed that they were participating in the meeting virtually from Portage, MI. Councilmember Urban was absent with excuse. Also in attendance were City Manager Joseph La Margo and Deputy City Manager Mike Carroll.

With regard to Item A.3, Councilmember Reid inquired if this was a sole source contract and noted that the agenda item indicated that this vendor was the only one in the area that could perform the work. She inquired if there were others in the State that could retrofit police vehicles and whether using such a vendor would be problematic. Deputy City Manager Mike Carroll responded that it is a sole source and the advantage of using a local vendor is related to the ability to deliver and retrieve police vehicles to and from retrofitting. Councilmember Knapp inquired as to whether the retrofitting cost per vehicle was standard and Councilmember Ledbetter stated that, based on his experience as an officer in the Kalamazoo Department of Public Safety, the costs were reasonable. He then provided some detail as to the time, effort and materials needed to retrofit a police vehicle.

With regard to Item A.4, Councilmember Reid noted that the applicant is seeking to rezone 4627 South Long Lake Drive from business to residential. Councilmember Reid stated that the business designation could afford a small neighborhood business to locate on this parcel. She inquired as to why this parcel was originally zoned for commercial development and for the thoughts from the Department of Community Development on the proposed rezoning. City Manager La Margo stated that the Department of Community Development did not have concerns about the proposed rezoning but that staff would research and respond as to why the parcel was zoned B-1, local business.

Mayor Randall mentioned Item E.1 and asked Councilmembers to consider volunteering to read the "I Love Portage" essay contest entries. She also asked City Manager La Margo to be prepared to review the plans for the annual tree lighting ceremony now that it will be held in a mostly virtual format.

Deputy City Manager Herringa reminded City Council of the Wednesday Special Meeting and that the Regular Meeting would be held Wednesday as well in order to avoid conflicting with the General Election. Councilmembers then made inquiries regarding the status of election efforts. Mayor Randall provided statistics she received from the City Clerk regarding absentee ballots and Mr. Herringa responded to general questions about voting.

ADJOURNMENT: Following a summary of the meeting, Mayor Randall adjourned the meeting at 8:12 a.m.

Adam Herringa, Deputy City Manager