

**MINUTES FROM THE PRE-MEETING  
OF THE PORTAGE CITY COUNCIL  
OF JUNE 7, 2021**

Mayor Patricia Randall called the virtual meeting to order at 8:00 a.m. Councilmembers Chris Burns, Lori Knapp, Vic Ledbetter, Claudette Reid, and Mayor Pro Tem Jim Pearson also joined virtually. In compliance with Michigan Public Act 228, the Mayor and Councilmembers disclosed their virtual participation from Portage, Michigan. Councilmember Terry Urban was absent with excuse. Also in attendance were City Manager Joe La Margo, Deputy City Manager Adam Herringa, and Deputy City Clerk Tammy Durian.

Mayor Randall began by highlighting the Proclamations, requesting Councilmember Ledbetter read the Juneteenth Celebration Day acknowledgment and Councilmember Reid read the Pride Month 2021 acknowledgment.

With regard to Item A.3, order notice to applicable property owners that all water and/or sewer charges remaining unpaid as of June 30, 2021, will be transferred to the 2021 city tax roll and assessed against the property for which the services were furnished, Mayor Pro Tem Pearson inquired about the delinquent list and asked the list is provided to the Council. Councilmember Reid inquired about a recently changed policy and its application to late fees on payments. Manager La Margo stated he would review and respond.

With regard to Item A.4, Redwood Living, 7801 Garden Lane and 1203 East Centre Avenue, Councilmember Burns asked for explanation about the installation of sidewalks. Manager La Margo explained the reasoning for installing and connecting sidewalks during the development of Redwood Living. Mayor Pro Tem Pearson provided background regarding the “sidewalk to nowhere” policy that was adopted while he was on Planning Commission. Councilmember Reid added this is in alignment with the Complete Street Policy and shared there are many reasons to put the sidewalks in now.

With regard to A.6, On-Premises Tasting Room License for Lake Burgers, 6800 South Westnedge, Councilmember Reid asked for clarification on what a tasting room is and why a separate license is needed. Manager La Margo deferred to Deputy City Manager Herringa for further explanation. Deputy City Manager Herringa explained a special permit for a tasting room is needed in addition to the Micro Brew license so that Lake Burger can offer tastings of other microbrews.

With regard to “Citizen Petition to Protect West Lake Water Quality and Safety” and “Citizen Petition regarding Issues Related to the Lake Center District Steering Committee Report”, Mayor Randall asked about the placement of this item on the agenda. Deputy City Manager Herringa explained why this is the correct location. He further explained that when a petition is submitted to the Clerk’s Office, the Clerk’s Office will verify the signatures and present the petitions to the City Council under “Petitions and Statement of Citizens” with the recommendation that City Council receive the petitions. Councilmember Reid suggested a statement from the City Clerk clarifying the rules of an advisory petition and the required action by the City Council. Deputy City Manager Herringa noted that the petition language is not asking City Council for a vote and assured the Council that he would be prepared to speak on this matter.

With regard to D.1, Public Hearing to adopt Resolution No. 2 to expand Industrial Development District No. 78 for Genesis PharmOptima, LLC, and adopt Resolution No. 3 to set a hearing on the proposed Tax Abatement at 6710 Quality Way for June 22, 2021,

Councilmember Reid asked for clarification on the numbers included in the Tax Abatement Project Impact Analysis. She then shared her concerns that the calculations and information used in the Project Impact Analysis form appear to be antiquated and potentially provides information that is less than accurate or irrelevant. She asked that the Project Impact Analysis document be reviewed and updated for use in future tax abatement applications. Manager La Margo indicated that he would review and respond.

**ADJOURNMENT:** Following a summary of the meeting, Mayor Randall adjourned the meeting at 8:27 a.m.

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Tammy Durian, Deputy City Clerk