

**MINUTES OF THE SPECIAL MEETING
OF THE PORTAGE CITY COUNCIL
AUGUST 2, 2021**

Mayor Patricia Randall called the Special Meeting to order at 4:30 PM. The meeting was held in a partial virtual format as permitted by PA 228, in accordance with December 2020 Kalamazoo County Emergency Declaration. Mayor Patricia M. Randall, Mayor Pro Tem Jim Pearson, and Councilmembers Chris Burns, Lori Knapp, Vic Ledbetter, Claudette Reid, and Terry Urban were present. Also in attendance were City Attorney Catherine Kaufman, Deputy City Manager Adam Herringa and Deputy City Manager Michael Carroll.

At the request of City Attorney Kaufman, Item B. was discussed first as she had another meeting to attend.

Item B: Review of Amended Draft City Manager Agreement.

Attorney Kaufman discussed amendments she had made since the July 31 meeting. Motion by Urban to Authorize the City Attorney to present the contract to Mr. La Margo for his consideration and upon his execution authorize the Mayor to sign. Support by Reid, motion carried 5 to 0.

At 4:46 pm, Councilmember Lori Knapp joined from Cognashene, Georgian Bay, Canada. Ms. Lisa Brayton, Candidate for City Council, also joined the meeting.

Item A: Introduction of Frank Walsh – Walsh Municipal Services, LLC.

Discussion was had regarding Mr. Walsh's services and a possible timeline. He indicated placing a candidate in late fall was difficult. He also mentioned there is a very slow period from Thanksgiving to New Year that is even more difficult. If chosen, he planned for a posting of the position by approximately August 12, with an anticipated 100-day search process. He felt posting a salary range would help with recruiting. He named Novi and Midland as appropriate comparables, and stated his opinion as to salary range was \$165,000 to \$175,000.

At 4:57 pm, Councilmember Vic Ledbetter joined the meeting.

Mr. Walsh was thanked for his presentation, and he left the meeting. Some members of Council expressed a preference for reviewing additional firms. Mayor Randall asked those members to provide the names of any other firms they wished to consider, with her intent being to schedule additional meetings prior to regularly scheduled Council meetings.

Item C: Review of Draft Acting City Manager Agreement.

City Attorney Kaufman had not completed the draft to the extent she felt comfortable sharing. Deputy City Manager Herringa also expressed a desire to complete the drafting by week's end, so that it may be placed for approval at next week's Council meeting. Council agreed, and Mayor Randall asked the item to be placed on the August 10 agenda.

STATEMENTS OF CITIZENS: None.

Michael Carroll, Deputy City Manager