

**PRE-COUNCIL MEETING  
MINUTES FROM OCTOBER 18, 2021**

Mayor Patricia Randall called the meeting to order at 08:00 AM. The meeting was held in a partially virtual format as permitted by PA 228, in accordance with December 2020 Kalamazoo County Emergency Declaration. Mayor Patricia M. Randall (virtual – Portage, MI), Mayor Pro Tem Jim Pearson (virtual – Portage, MI) and Councilmembers Lori Knapp (virtual - Cognashene, Georgian Bay, Canada), Vic Ledbetter (virtual – Texas Township, MI) and Claudette Reid (virtual – Portage, MI) were present. Councilmembers Chris Burns and Terry Urban were absent with excuse. Also in attendance were Acting City Manager Adam Herringa, Deputy City Manager Mike Carroll, and City Clerk Erica Eklov.

With regard to the Proclamation, Mayor Randall confirmed two Human Services Board members would be present to read the document.

With regard to the City Council Meeting Minutes, Councilmember Knapp asked for clarification regarding her vote in light of her absence from one of the listed meetings. Acting Deputy City Manager Herringa responded that she was able to vote.

With regard to Item A.3, Portage Community Senior Center Interior Furnishings, Councilmember Reid questioned the 22 percent discount from retail prices with Haworth under the MiDEAL contract and stated she expected closer to 50 percent. Councilmember Reid requested a list of each furnishing classification and the percentage discount. Acting City Manager Herringa explained how the proposal was crafted by the City Administration and confirmed staff would create a list. Councilmember Reid then inquired about the listed labor charge. Acting City Manager Herringa responded that the charge was for the furniture assembly.

With regard to Item A.4, School Crossing Guard Services Contract, Councilmember Reid asked about the current contract cost for reference. She then noted the yearly price increases for the proposed contract vary between 1.25 percent and 10.58 percent, and requested additional justification for the variances. Acting City Manager Herringa responded, stating the 2015 contract with All City Management was \$56,084 followed by the most recent contract amount of \$64,444. He stated the increases were historically a result of the need to secure quality personnel. Councilmember Reid expressed understanding with the need to fulfill staffing but noted the increases were erratic. Mr. Herringa confirmed he would further research and respond.

With regard to Item F.1, Minor in Possession Ordinance Update, Councilmember Reid inquired whether any of the proposed revisions were from the City Administration or all a result of updates to the Michigan Compiled Laws. Acting City Manager Herringa confirmed the entire revision was a result of the State of Michigan updates.

**PETITIONS AND STATEMENTS OF CITIZENS:** None.

**ADJOURNMENT:** Following a summary of the meeting, Mayor Randall adjourned the meeting at 8:15 AM.

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Erica L. Eklov, City Clerk