

MINUTES OF THE SPECIAL MEETING OF THE PORTAGE CITY COUNCIL

MAY 24, 2022

BOARDS AND COMMISSIONS INTERVIEWS

Mayor Patricia Randall called the Board and Commission Interview Session to order at 5:30 p.m. in Conference Room #1 at Portage City Hall.

ROLL CALL: Councilmembers Lisa Brayton, Chris Burns, Lori Knapp, Victor Ledbetter, Mayor Pro Tem Jim Pearson, and Mayor Patricia Randall were present.

ABSENT: Councilmember Terry Urban.

ALSO PRESENT: Acting City Manager Adam Herringa, and City Clerk Erica Eklov.

YOUTH ADVISORY COMMITTEE: From 5:31 p.m. to 5:42 p.m., City Council interviewed re-appointees and applicants for the Youth Advisory Committee (YAC). Per Mayor Randall's request, City Clerk Eklov and staff liaison to the YAC explained the roles, responsibilities, and benefits of being on the Committee. City Council interviewed Riley Thomas, Lily Herringa, Madeline Herringa, Alexandra Durian, and Fayyaz Razi. At the invitation of the City Council, the applicants shared their thoughts on social media platforms, the Portager newsletter and other methods of communication with local youth, YAC liaisons to other city boards, and outside opportunities resulting from service on the YAC.

CONSTRUCTION BOARD OF APPEALS: From 5:43 p.m. to 5:54 p.m., City Council interviewed Bill Koopsen and Marvin Potts for the Construction Board of Appeals. At the invitation of Mayor Randall, returning member Mr. Koopsen reviewed meeting frequencies and shared some of the recent issues the Construction Board of Appeals has addressed. Councilmembers inquired with Mr. Potts regarding his employment with Consumers Concrete. Mayor Pro Tem Pearson asked Mr. Koopsen regarding the Board's prior review of the Kalamazoo Screw Products building.

HISTORIC DISTRICT COMMISSION INTERVIEWS: At 5:55 p.m., the City Council discussed the two vacancies on the Historic District Commission (HDC); however, as no applicants for the Commission were present for the interview, Council chose to table appointment to the HDC until a later date.

PLANNING COMMISSION: From 5:56 p.m. to 6:17 p.m., City Council interviewed Laura (Combs) Kasper, Cory Bailes, and Becky Sue Baldwin for the Planning Commission. Returning Commissioner Baldwin described the work and responsibilities of the Planning Commission. In response to inquiries, Commissioner Baldwin relayed that training is encouraged and provided by staff, both internally and externally. Mayor Pro Tem Pearson inquired about form-based zoning and Mayor Randall asked about quorums and voting decisions.

ENVIRONMENTAL BOARD: At 6:18 p.m., the City Council discussed the vacancy on the Environmental Board; however, as no applicants for the Board were present for the interview, Council chose to table an appointment until a later date.

PARK BOARD: At 6:19 p.m., the City Council discussed the vacancy on the Park Board; however, as no applicants for the Board were present for the interview, Council chose to table an appointment until a later date.

PUBLIC COMMENT: None.

FINALIZING OF APPOINTMENTS: City Council then deliberated as to which applicants should be appointed to the various boards and commissions. At the recommendation of Acting City Manager Herringa, the Council discussed recessing the meeting, as business had finished early, in the event an

applicant for one of the last boards arrived at the previously scheduled interview time. Motion by Pearson, seconded by Ledbetter, to recess the meeting until 6:45 p.m. Upon voice vote, motion carried 6 to 0.

-- MEETING RECESS from 6:24 p.m. to 6:47 p.m. --

ADJOURNMENT: Mayor Randall returned the meeting from recess at 6:47 p.m. Seeing no other applicants, Mayor Randall adjourned the meeting at 6:48 p.m.

Erica L. Eklov, City Clerk