

## CITY COUNCIL MEETING MINUTES FROM MAY 23, 2023

Mayor Patricia Randall called the Regular Meeting to order at 07:03 PM in the Council Chambers at Portage City Hall.

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

**ABSENT:** None.

**ALSO PRESENT:** City Manager Pat McGinnis, Chief Operating Officer Adam Herringa, City Attorney Catherine Kaufman, and City Clerk Erica Eklov.

At the request of Mayor Randall, the audience observed a moment of silence to reflect on the contributions of the nation's public works employees. Following the moment of silence, the City Council recited the Pledge of Allegiance.

### **PROCLAMATIONS:**

**National Gun Violence Awareness Day:** Marti Ulmer from the End Gun Violence campaign and local chapter of the Michigan Moms Demand Action to End Gun Violence read the proclamation.

**National Public Works Week:** Chief Operating Officer Adam Herringa read the proclamation.

**CONSENT AGENDA:** Mayor Randall shared where the public can access the meeting agenda and asked if any Councilmember or anyone in the audience would like an item removed from the Consent Agenda. Motion by Pearson, seconded by Brayton, to approve the Consent Agenda as presented. Upon a roll call vote, motion carried 7 to 0.

**Approval of Minutes:** Motion by Pearson, seconded by Brayton, to approve the Regular Meeting minutes of May 9, 2023. Upon a roll call vote, motion carried 7 to 0.

**Accounts Payable Register:** Motion by Pearson, seconded by Brayton, to approve the Accounts Payable Register of May 23, 2023 as presented. Upon a roll call vote, motion carried 7 to 0.

**Temporary/Seasonal Employment Services Contract- Bid Tabulation:** Motion by Pearson, seconded by Brayton, to award a contract to Onstaff USA, Inc. of Portage, Michigan to provide temporary and seasonal employment services for Fiscal Year 2023-2024, for an estimated amount of \$273,405.65, with the option of four (4) one-year renewals and authorize the City Manager to execute all documents related to the contract on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

**Charging and Fueling Infrastructure (CFI) Discretionary Grant Application:** Motion by Pearson, seconded by Brayton, to approve the submission of a grant application for the Charging and Fueling Infrastructure (CFI) Discretionary Grant Program and authorize the City Manager to execute all documents related to the application on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

**Minutes of Boards & Commissions:** Motion by Pearson, seconded by Brayton, to receive the minutes of the Human Services Board of April 6, 2023; Zoning Board of Appeals of April 10, 2023; and Environmental Board of April 12, 2023. Upon a roll call vote, motion carried 7 to 0.

**Calendar of Meetings:** Motion by Pearson, seconded by Brayton, to receive the Calendar of Meetings as presented. Upon a roll call vote, motion carried 7 to 0.

**PETITIONS AND STATEMENTS OF CITIZENS:** Alan Loveridge (23965 88th Avenue, Marcellus) spoke regarding concerns regarding race and relationships.

### **PUBLIC HEARINGS:**

**Marijuana Business & Zoning Ordinance Amendments:** Mayor Randall re-opened the public hearing at 7:19 p.m. City Manager McGinnis relayed the extension of the public hearing from the May 9, 2023, Regular Meeting due to publication issues with the notice of the hearing. He further relayed the changes included in the ordinance amendments.

Kimm and James Brayton (10028 Harris Drive) spoke as owners of the Green Eden growing facility and provisioning center. Ms. Brayton spoke in favor of the adoption of the drive-thru aspect of the ordinance revision. She encouraged leniency for other provisioning centers with regard to the drive-thru stacking lane. Dr. Brayton relayed that their business serves veterans, senior citizens, and people with disabilities who have expressed the desire for the drive-thru service.

Councilmember Urban asked the Braytons whether they offer home delivery. Ms. Brayton responded that their business offers the service but does not utilize the option as another Portage marijuana business provides that service with the willingness to assume the correlating liability and costs. Councilmember Ledbetter asked whether they would still offer curbside service in tandem with the drive-thru. Ms. Brayton responded that the drive-thru took the majority of the business when it was previously open during the pandemic. Councilmember Ledbetter subsequently asked about the various purchase options with the drive-thru, to which Ms. Brayton responded.

Motion by Brayton, seconded by Burns, to close the public hearing. Upon a voice vote, motion carried 7 to 0. Motion by Brayton, seconded by Burns, to adopt Ordinance Amendment #22/23-9(A) to amend commercial marijuana development standards within Chapter 42, Land Development Regulations, Article 4 (Zoning). Upon a roll call vote, motion carried 6 to 1.

#### **REGULAR BUSINESS AGENDA:**

**Fiscal Year 2023-2024 Budget Approval and Resolutions Adoption:** Mayor Randall introduced the item and commended the City Administration for the budget proposal. At the Mayor's invitation, City Manager McGinnis summarized the proposed Fiscal Year 2023-24 budget with noted revisions as requested by the Council following the second Budget Review Session.

Motion by Pearson, seconded by Knapp, to approve the Fiscal Year 2023-2024 Proposed Budget and adopt the General Appropriations Act and Salary and Wage Resolutions. Upon a roll call vote, motion carried 7 to 0.

**Appointments to Boards and Commissions:** At the invitation of the Mayor, City Clerk Eklov read the various appointments into the record: appoint Alex Durian, Aanya Goel, Tahira Gjukis, Lillian Herringa, Madeline Herringa, Riley Thomas, Emelia VanDerWoude, Natalia Verdin, Katherine Li, Paarth Sharma, Ainsley Boes, Samantha Bryant, Chloe Klimp, Jasmine Nguyen, Nikita Pai, and Madeline Williams, with terms ending June 30, 2024, to the Youth Advisory Committee; reappoint Sheldon Smith, as well as appoint Daniel Chumita, to terms ending June 1, 2026, to the Construction Board of Appeals; reappoint Bill Fries, Reed Youngs, and Rick Freiman, to terms ending May 31, 2026, to the Planning Commission; and appoint Mike Quinn to a term ending October 1, 2024, to the Local Officers Compensation Commission.

Motion by Burns, seconded by Brayton, to appoint individuals to the various city boards as noted by the City Clerk. Upon a voice vote, motion carried 7 to 0.

#### **UNFINISHED BUSINESS:**

**Marijuana Business & Zoning Ordinance Amendments:** Mayor Randall introduced the item and City Manager McGinnis provided a brief summary of the item, noting that the matter had carried over from the May 9, 2023 Regular Meeting.

Motion by Burns, seconded by Brayton, to adopt Amendment #22/23-9(B) to amend

Marihuana Businesses, of Chapter 14, Businesses, Article 12. Upon a roll call vote, motion carried 7 to 0.

**COUNCIL COMMITTEE REPORTS:** Councilmember Brayton provided an update regarding the Discover Kalamazoo Advisory Board, including a presentation on the City of Kalamazoo's infrastructure planning. She also spoke regarding the Long Lake Governmental Lake Board, as well as a Metro Transit breakfast event that included a review of the micro-transit concept. Councilmember Brayton closed by relaying a recent community event where she met the new Western Michigan University Football Coach, Lance Taylor. Motion by Burns, seconded by Urban, to receive the Council Committee Reports as presented. Upon a voice vote, motion carried 7 to 0.

**STATEMENTS OF CITIZENS:** None.

**STATEMENTS OF CITY COUNCIL AND CITY MANAGER:** Councilmember Urban wished everyone a safe and happy Memorial Day holiday weekend.

Councilmember Ledbetter noted it was Mental Health Awareness month, relating personal and family stories of Post-Traumatic Stress Disorder. He encouraged everyone to monitor and maintain their own mental health as well as that of affected children.

Councilmember Knapp wished everyone a happy Memorial Day holiday weekend.

Councilmember Brayton congratulated the City Administration on receiving the Gold Award from Michigan Green Communities Challenge once again. She then provided an update on the new Central Elementary groundbreaking ceremony. She echoed Councilmember Ledbetter's encouragement of maintaining one's mental health. Councilmember Brayton acknowledged the return of the Portage Memorial Day Parade.

Councilmember Burns highlighted the grant application for the Charging and Fueling Infrastructure (CFI) Program included in the Consent Agenda. He then complimented the City Manager for his efforts to survey patrons and vendors from the Portage Farmers Market.

City Manager McGinnis complimented staff members Kylar Chandler and Adam Herringa for their efforts in compiling the CFI Grant application. He then noted a ribbon cutting slated for Thursday at the new Union Bank location.

Mayor Pro Tem Pearson noted he would not be attending the Memorial Day Parade but would be taking part in the memorial ceremony at Veterans Memorial Park, citing the numerous veterans in his family. He then thanked Councilmember Knapp and City Manager McGinnis for the new Veteran Banner program at Liberty Park.

Mayor Randall thanked the Council for its efforts with the interview session. She further noted her attendance at the Youth Advisory Committee meeting last Monday, as well as the recent Portage District Library preschool reading event at Celery Flats, and complimented the well-attended event. The Mayor also spoke regarding the pickleball sport in great demand in the Portage Parks. She then noted the Mayor's City-to-City Bike Ride with Kalamazoo Mayor David Anderson and efforts to improve bicycle safety in the community. She echoed Councilmember Brayton's mention of the Central Elementary groundbreaking event, noting it was the first of five for the school system of which the City Council is very proud. Mayor Randall closed with good wishes for a safe and happy Memorial Day holiday weekend.

**ADJOURNMENT:** Mayor Randall adjourned the meeting at 7:42 PM.

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Erica L. Eklov, City Clerk