

- 7:00 p.m. Call to Order.
- Invocation.
- Pledge of Allegiance.
1. BSA Scout Troop #244.
- A. Current City Council:
1. Roll Call.
 2. Proclamations:
 - a. Small Business Saturday.
 3. Approval of City Council Meeting Minutes:
 - a. Regular Meeting of November 1, 2023.
 4. Receive the preliminary results of the November 7, 2023, City General Election from the City Clerk as information only.
 5. Comments from Councilmembers.
 6. Adjournment Sine Die of Retiring City Council.
- B. New City Council:
1. Oaths of Office.
 2. Seating of Mayor and Councilmembers.
 3. Roll Call of 30th City Council.
 4. Election of Mayor Pro Tempore.
 5. Adopt the City Council *Rules of Order and Procedure*.
 6. Resolution of Respect for Lori Knapp.
 7. Petitions & Statements of Citizens.
 8. Consent Agenda:
 - a. Approve the Accounts Payable Register of November 14, 2023, as presented.
 - b. Adopt and sign the updated *City Council Code of Ethics and Values Policy*.
 - c. Approve the Final Preliminary Condominium Plan (engineering plans) for McConley Cove Planned Development, 1075 Bacon Avenue.
 - d. Accept for first reading an ordinance amendment to grant River Caddis Communities a tax exemption and establish a Payment in Lieu of Taxes for Portage Caddis, a Proposed 180-unit multiple-family residential development to be constructed at 412 W. Centre Ave., being Parcel Number 00016-740-E, and 7860 Shaver Road, being Parcel Number 06451-001-O, in the City of Portage and take final action on December 5, 2023.
 - e. Approve a one-year (base) contract with Allied Mechanical Services, in the amount of \$430,728.20 for heat, ventilation, and air conditioning (HVAC) maintenance of city-owned facilities, with five optional one-year extensions, and authorize the City Manager to execute all documents related to this action on behalf of the city.
 - f. Approve a one-year contract with Flock Safety for the provision of a network of Automatic License Plate

Readers in the amount of \$82,500, with the option of four one-year renewals, and authorize the City Manager to execute all documents related to this matter on behalf of the city.

- g. Award a contract to perform engineering services to Wightman & Associates, Incorporated, of Kalamazoo, Michigan in the amount not to exceed \$320,284 for the reconstruction of West Centre Avenue from Oakland Drive to Shaver Road and authorize the City Manager to execute all documents related to the contract on behalf of the city.
- h. Receive the communication from the City Manager scheduling a parliamentary procedure training session for the various boards and commissions on December 12, 2023, from 4:00 to 7:00 p.m. in Council Chambers.
- i. Materials Transmitted.
- j. Minutes of Boards and Commissions.
- k. Calendar of Meetings:
 - Senior Citizens Advisory Board: Wednesday, November 15, 2023, at 2:30 p.m. at the Portage Zhang Senior Center.
 - City Council Annual Goal Setting Session: Thursday, November 16, 2023, at 9:00 a.m. at the Portage Zhang Senior Center.
 - Planning Commission: Thursday, November 16, 2023, at 7:00 p.m. in the City Council Chambers.

C. Communications:

D. Public Hearings:

- 1. Subsequent to the public hearing, consider approving the Tentative Plan Amendment of the River Caddis proposed mixed-use development at 412 West Centre Avenue and 7860 Shaver Road, subject to the following conditions:
 - a. the proposed live/work units shall be consistent with the requirements of Building Code Section 419 Live/Work Units and Zoning Code Sec. 42-137 Work/Live Accommodations; and,
 - b. the utility and engineering review comments should be addressed in detail in the PD Final Plan.

E. Regular Business Agenda:

F. Unfinished Business:

G. Council Committee Reports:

H. New Business:

- 1. Appoint three City Council volunteers to read the essays submitted as part of the "I Love Portage" Essay Contest and determine the contest winner(s).

I. Statements of Citizens:

J. Statements of City Council and City Manager.

Adjournment.