

CITY COUNCIL MEETING MINUTES FROM JUNE 11, 2024

Mayor Patricia Randall called the Regular Meeting to order at 06:00 PM in the Council Chambers at Portage City Hall.

ROLL CALL: Councilmembers Chris Burns, Victor Ledbetter, Nicole Miller, Terry Urban, Jihan Young, Mayor Pro Tem Jim Pearson, and Mayor Patricia Randall were present.

ABSENT: None.

ALSO PRESENT: City Manager Pat McGinnis, Chief Operating Officer Adam Herringa, Chief Development Officer Peter Dame, 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 ensuring an equitable and just community with liberty and justice. Following the moment of silence, the City Council recited the Pledge of Allegiance.

PROCLAMATIONS:

Juneteenth 2024: Councilmember Young read the proclamation.

PETITIONS AND STATEMENTS OF CITIZENS (3 MINS. PER SPEAKER):

1. Chris Buckley, Executive Director for the Portage Community Center (PCC), provided an update regarding the Center's efforts following the May 7th tornado. At the Mayor's request, Mr. Buckley remained for questions. Councilmember Ledbetter asked if there was a deadline to apply for assistance. Mr. Buckley responded that he had funding in reserve and expected to continue assistance into 2025. Councilmember Young asked Mr. Buckley about needed donation items. Mr. Buckley responded that the Center had received ample donations immediately following the storm and was full but directed those interested in donating to other organizations. Mayor Pro Tem Pearson asked whether the Center had any applications for funding pending. Mr. Buckley responded he did not but would apply should something come up. Councilmember Miller asked Mr. Buckley to highlight the unique items the Center has provided and could provide. He responded that the majority of assistance included food, clothing, and personal care, but due to the novel nature of the tornado, if people contacted the Center, the Center would assist them as best they could. Mayor Randall asked if PCC was assisting with insurance deductibles. He responded it was possible but noted there would be application requirements to properly vet ensure the requestor's need.
2. Angelique Camfield (821 Berkshire Drive, Kalamazoo) began by thanking the first responders for their efforts and support following the recent tornado event. She then relayed her campaign for the 9th Circuit Court Judgeship and her background.
3. Carole Nelson (7814 Primrose Lane) and several neighbors from the Ashton Woods subdivision expressed concerns regarding the status of the drainage area and storm cleanup.
4. Ryan Rubsamen (1607 Trail Ridge) noted the drainage basin location and parcel identification. He asked for assistance in cleanup with the basin's property owner and promptly, noting potential health and liability concerns. Mr. Rubsamen encouraged the city to address the basin if the property owner did not and bill for the work.

5. Srinivas and Pratima Kotekal (1535 Trail Ridge) also expressed concerns about addressing the drainage basin and cited that he had been unable to find the current property owner for the area.
6. Jennifer DiGiuseppe (1381 Ashton Woods Court) owns property which backs up to one of the office buildings at 1300 West Centre and inquired about the installation of fencing as well as concerns about previous discussions with Eric from Community Development.

CONSENT AGENDA: Mayor Randall shared where the public can access the meeting agenda and asked if any would like an item removed from the Consent Agenda. Motion by Pearson, seconded by Young, 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 Young, to approve the minutes of the Board & Commission Interview Session of May 28, 2024, and Regular Meeting of May 28, 2024. Upon a roll call vote, motion carried 7 to 0.

Accounts Payable Register: Motion by Pearson, seconded by Young, to approve the Accounts Payable Register of June 11, 2024, as presented. Upon a roll call vote, motion carried 7 to 0.

Fall Leaf Pickup front-end loader rentals: Motion by Pearson, seconded by Young, to award a five-year contract in the amount of \$100,000 to Carleton Equipment for front-end loader rentals and authorize the City Manager to execute all documents related to this action on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

New Public Works facility and campus: Motion by Pearson, seconded by Young, to award a contract to Abonmarche Byce in the amount of \$160,837.00 for Professional Architectural and Engineering Services for the new Public Works facility and campus and authorize the City Manager to execute all documents related to this action on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

Purchase of AWD Police Division Vehicles - Extended Purchasing Program: Motion by Pearson, seconded by Young, to authorize the purchase of seven (7) all-wheel drive vehicles through the State of Michigan MiDEAL Extended Purchasing Program from Lunghamer Ford in the amount of \$343,322 and authorize the City Manager to execute all documents on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

Purchase and upfitting of vehicles: Motion by Pearson, seconded by Young, to approve the purchase of five vehicles and upfitting of two Western Star 47x dump trucks and one Ford F-350 at a total cost of \$939,286 using the State of Michigan MiDEAL Extended Purchasing Program and authorize the City Manager to execute all documents related to these purchases on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

City Hall parking lot and landscape improvements: Motion by Pearson, seconded by Young, to award a contract in the amount of \$1,108,609.70 to H & K Excavating, for City Hall parking lot and landscaping improvements. Upon a roll call vote, motion carried 7 to 0.

Budget Amendment to Avoid Fiscal Year 2023-2024 Debt Issuance: Motion by Pearson, seconded by Young, to approve a budget amendment to use \$3,017,066 in excess General Fund balance to fund Fiscal Year 2023-2024 Capital Improvement Projects instead of issuing bonds, via a transfer from the General Fund to the Capital Improvement Fund. Upon a roll call vote, motion carried 7 to 0.

Use of General Fund Balance for Tornado-Related Expenses: Motion by Pearson, seconded by Young, to approve a budget amendment of up to \$2 million in General Fund balance to cover tornado-

related damage and recovery efforts and authorize the City Administration to make tornado-related emergency purchases. Upon a roll call vote, motion carried 7 to 0.

Lakefront Neighborhood Ordinance Amendment #23/24-3: Motion by Pearson, seconded by Young, to accept for first reading the Lake Neighborhood Ordinance Amendment #23/24-3: Ordinance to amend City of Portage Chapter 42 Land Development Regulations relating to the Lake Neighborhood Zoning Amendments, and set a Public Hearing on July 9, 2024. Upon a roll call vote, motion carried 7 to 0.

Ordinance Amendment (Chapter 24 Article 5 Safety, Sanitation, and Health) relating to the Lake Neighborhood Zoning Amendments: Motion by Pearson, seconded by Young, to accept for first reading the Ordinance Amendment to amend City of Portage Chapter 24 Article 5 Safety, Sanitation, and Health relating to the Lake Neighborhood Zoning Amendments, with final adoption on July 9, 2024. Upon a roll call vote, motion carried 7 to 0.

Establishment of the Portage Cemetery Perpetual Care Endowment Fund: Motion by Pearson, seconded by Young, to authorize the City Manager to enter into an agreement with the Kalamazoo Community Foundation for the creation of the Portage Cemetery Perpetual Care Endowment Fund. Upon a roll call vote, motion carried 7 to 0.

Local No. 1467, International Association of Firefighters, Portage Firefighters Association, AFL-CIO (IAFF), Collective Bargaining Agreement: Motion by Pearson, seconded by Young, to approve the Local No. 1467, International Association of Firefighters, Portage Firefighters Association, AFL-CIO (IAFF), Collective Bargaining Agreement for the period of July 1, 2024, through June 30, 2027, and authorize the Mayor and the City Clerk to sign the same. Upon a roll call vote, motion carried 7 to 0.

Kalamazoo County American Rescue Plan Act Funding: Motion by Pearson, seconded by Young, to authorize the City Manager to sign the "Intergovernmental Agreement for Provision of Disaster Relief Funds Following Tornado of May 7, 2024." Upon a roll call vote, motion carried 7 to 0.

Appoint Josh Suarez to the Park Board: Motion by Pearson, seconded by Young, to appoint Josh Suarez to the Park Board to a term ending October 1, 2025. Upon a roll call vote, motion carried 7 to 0.

Minutes of Boards and Commissions: Motion by Pearson, seconded by Young, to receive the minutes of the Historic District Commission of May 1, 2024; Historic District Commission of May 21, 2024, and the Park Board of May 1, 2024. Upon a roll call vote, motion carried 7 to 0.

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

COMMUNICATIONS:

Annual update by the Park Board and Park Board Bike Subcommittee: Park Board Chair Tara Gish presented an update of activities by the Board over the past year. Dick Hewitt, chair of the Park Board's Bicycle Advisory Committee, followed and provided an update regarding the efforts of the subcommittee.

Motion by Burns, seconded by Miller, to receive the annual update presentation by the Park Board and the Park Board Bike Subcommittee. Upon a voice vote, motion carried 7 to 0.

COUNCIL COMMITTEE REPORTS: Councilmember Miller provided an update regarding the Discover Kalamazoo Board of Directors. She noted a recent meeting at the Air Zoo.

Councilmember Burns relayed an update on behalf of both himself and Mayor Pro Tem Pearson regarding the Central County Transportation Authority Board of Directors. He noted the myStop Mobile app provided by the Metro bus system that provides route tracking.

Mayor Pro Tem Pearson provided an update regarding the Lake Center District Stakeholders Committee and invited citizens to attend the next stakeholders' meeting.

Motion by Ledbetter, seconded by Urban, to receive the Council Committee Reports as presented. Upon a voice vote, motion carried 7 to 0.

STATEMENTS OF CITY COUNCIL AND CITY MANAGER: Councilmember Urban had no comment.

Councilmember Ledbetter provided comments regarding the history of Juneteenth and the importance of the holiday. He noted additional national holidays celebrating African-American history while highlighting that some states continue to celebrate Confederate history. Councilmember Ledbetter closed by stating that he believes the country is moving forward and will continue to if people keep working together.

Councilmember Miller thanked the city staff who have volunteered at the Donation Management Center, as well as several citizens for recent donations. She noted the continued operation of the Center and its new hours of operation. Councilmember Miller then highlighted an upcoming pickleball tournament at the Zhang Portage Senior Center (ZPSC). She closed by thanking Portage Community Center Executive Director Chris Buckley for the tornado relief efforts by his organization.

Councilmember Young congratulated all the graduating seniors, as well as those students progressing into higher grades. She advised mindfulness of increased child and family traffic in the community for motorists. Councilmember Young closed with an advisement of the upcoming Master Plan public meeting and the Portage Schools "Eat up and Meet up" free summer meal program.

Councilmember Burns also thanked those staff who volunteered at the Donation Management Center, especially Maurice Hudson for his recent assistance with managing heavy donations.

City Manager McGinnis provided a reminder of the upcoming Spazmatics concert to start the city's Summer Concert Series. He then advised about the upcoming veteran's luncheon at the ZPSC.

Mayor Pro Tem Pearson relayed his attendance at a prior Spazmatics concert and praised the artists.

Mayor Randall thanked the residents of the Ashton Woods subdivision for attending and advising the City Council about their concerns. She then relayed a recent Zoom meeting with senior city staff and Senator Stabenow to discuss funding for the Portage Road project, as well as tornado relief. Mayor Randall closed with a mention of the grand opening of the Alibi Restaurant across from City Hall and its owner, Ms. Chen, who had been awarded the first of the city's two quota liquor licenses.

ADJOURNMENT: Mayor Randall adjourned the meeting at 6:55 PM.

Erica L. Eklov, City Clerk