

6:00 p.m. Call to Order.

Moment of Silence.

Pledge of Allegiance.

Roll Call.

Proclamations:

1. Park Ranger Recognition

A. Petitions and Statements of Citizens (3 mins. per speaker).

B. Consent Agenda:

1. Approve the City Council Meeting Minutes of the:
 - a. Regular Meeting of December 3, 2024
2. Approve the Accounts Payable Register of December 17, 2024, as presented.
3. Approve a Memorandum of Understanding with River Caddis Communities to award \$5,000,000 to a workforce housing development on Shaver Road using funds appropriated by the State of Michigan.
4. Approve Contract No. 24-5479 between the Michigan Department of Transportation and the City of Portage for the reconstruction of West Milham Avenue from South 12th Street to Oakland Drive and adopt a Resolution authorizing the City Manager to sign all documents related to the contract on behalf of the city.
5. Award a one-year contract with five one-year renewals, for a total of six years, in the amount of \$388,110 to Clean Complete Janitorial Services of Kalamazoo, Michigan for cleaning services for Portage Parks Facilities and authorize the City Manager to execute all documents related to this action on behalf of the city.
6. Approve the purchase of one snow plow/dump truck/salt spreader (Western Star 47x) from D&K Truck Company of Lansing, Michigan, and upfitting services from Truck & Trailer Specialties of Dutton, Michigan at a total cost of \$327,104 and authorize the City Manager to execute all documents related to these purchases on behalf of the city.
7. Award a contract for the purchase of traffic signal poles, mast arms and assemblies to J. Ranck Electric, Incorporated, in the not-to-exceed amount of \$98,325 and authorize the City Manager to sign all documents related to the contract on behalf of the city.
8. Adopt the:
 - a. 2025 Proposed Freedom of Information Act fees,
 - b. 2025 Proposed Community Development and Building Permit fees,
 - c. 2025 Proposed Recreation and Park Facility fees, and
 - d. 2025 Proposed Special Assessment Rates.
9. Rescind the Industrial Facilities Exemption Certificate for Suite 1 of Depatie Fluid Power, Co. at 5870 S. Sprinkle Road.
10. Receive for first reading the proposed ordinance to amend the Code of Ordinances and the adopted 2021 International Property Maintenance Code, and schedule the ordinance for final adoption at the regular City Council meeting on January 21, 2025.
11. Approve the Final Preliminary Plat (engineering plans) of Oakland Farms No. 4 (Phase 5), 9840 Oakland Drive.
12. Grant the applicant Stubble and Stache the remaining City of Portage On Premises quota liquor license from the Michigan Liquor Control Commission, adopt the Local Government Approval Resolution for the desired applicant and location, and grant a refund in the amount of \$350 each to the remaining two applicants.

13. Minutes of Boards & Commissions:

- a. Human Services Board of October 3, 2024
- b. Environmental Board of October 9, 2024
- c. Board of Review of December 10, 2024

14. Materials Transmitted.

15. Calendar of Meetings:

- Senior Citizens Advisory Board: ~~Wednesday, December 18 at 2:30 p.m. at the Portage-Zhang Senior Center~~ CANCELED.
- Planning Commission: ~~Thursday, December 19 at 7:00 p.m. in the City Council Chambers.~~ CANCELED

C. Communications:

D. Public Hearings:

1. Following the public hearing, consider:

- a. approving the application from Summit Polymers, Inc. for an Industrial Tax Abatement for the property addressed at 6615 South Sprinkle Road; and
- b. adopting the Resolution for an Industrial Facilities Exemption Certificate for Summit Polymers, Inc. as part of existing District #97.

E. Regular Business Agenda:

F. Unfinished Business:

G. Council Committee Reports:

H. New Business:

I. Statements of City Council and City Manager.

Adjournment.