

Board & Commission Interviews

4:00 p.m.

Call to Order.

Roll Call.

Board & Commission Overview:

1. Citizen Advisory Boards Ordinance "Attendance at Meetings"
 2. Interview Schedule
 3. Vacancy Summary
- A. Senior Citizens Advisory Board - 4 Open Positions
1. Board Information, Expiring Terms, & Vacancies
 2. Attendance
 3. Applications
- B. Human Services Board - 2 Open Positions
1. Board Information, Expiring Terms, & Vacancies
 2. Attendance
 3. Applications
- C. Park Board - 4 Open Positions
1. Board Information, Expiring Terms, & Vacancies
 2. Attendance
 3. Applications
- D. Environmental Board - 6 Open Positions
1. Board Information, Expiring Terms, & Vacancies
 2. Attendance
 3. Applications
- E. Construction Board of Appeals - 1 Open Position
1. Board Information & Vacancies
 2. Applications
- F. Downtown Development Authority and Local Development Finance Authority - 1 Open Position
1. Board Information & Vacancies
 2. Applications
- G. Planning Commission - 1 Open Position
1. Board Information & Vacancies
 2. Applications

Appointments Discussion.

Adjournment.



QR Code to Access the Agenda & Agenda Packet

Use the camera on your phone or mobile device to scan the QR Code and then follow the instructions that appear on your screen.

The link will take you to <https://portagemi.portal.civicclerk.com/> where you can view the meeting agendas and agenda packets.

There is one opportunity for public comment during meetings. The Americans with Disabilities Act (ADA) requires reasonable accommodations for participation. Please contact the City Clerk regarding accommodations.

**AN ORDINANCE TO AMEND THE CODE OF ORDINANCES
OF THE CITY OF PORTAGE, MICHIGAN
BY AMENDING CHAPTER 2 ADMINISTRATION, ARTICLE 7, DIVISION 2**

THE CITY OF PORTAGE ORDAINS:

That Chapter 2 *Administration, Article 7 Boards, Commissions and Authorities, Division 2 Citizen Advisory Boards*, be amended as follows:

Sec. 2-252. Attendance at meetings.

All members of commissions, boards, and committees created by the council should attend each meeting of the body to which they were appointed. Should a member be absent from one-third (33%) or more of a board's scheduled meetings within one calendar year, the person shall be automatically terminated from the body. The chairperson of the body shall inform the city clerk when a member has crossed the threshold of absences. The clerk shall notify the mayor and council, and the mayor or council, as the case may be, shall replace the person so terminated as soon as conveniently possible. Exceptions to this policy may be granted by the City Council on a case-by-case basis

FIRST READING: 2/11/25

SECOND READING: 3/11/25

ORDINANCE #: O-3-2025

EFFECTIVE DATE: 3/31/2025

Attending	Interested, Not Attending
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RSVP	October 7, 2025 Citizen Advisory Board Interview		
4:00 p.m.	Senior Citizens Advisory Board	1 Vacancy,	3
		Expiring Terms	Appointed?
	Joan	Stommen	Member
	Sharon	White	Member
	Linda	Zoeller	Member
	Geana	Goorhouse (ZBA: 1 HSB: 2, SCAB: 3)	Applicant
	Nathan	Sachritz (SCAB: 1)	Applicant
	Louann	Palmer (PK: 1, SCAB: 2 , EB: 3)	Applicant
	Linda	Mellinger (SCAB: 1)	Applicant
	Ruth	Willcocks (SCAB: 1 , HSB: 2)	Applicant
4:15 p.m.	Human Services Board	1 Vacancy,	1
		Expiring Terms	Appointed?
	Brooke	Kolodzieckzyk	Member
	Dominick	DiCesare (HSB: 1 , PC: 2, PK: 3)	Applicant
	Jonathan	Fabianowicz (HSB: 1 , PK: 2, LDFA: 3)	Applicant
	Geana	Goorhouse (ZBA: 1, HSB: 2 , SCAB: 3)	Applicant
	Nicole	Gustavson (HSB: 1)	Applicant
	Kristi	Potts (HSB: 1 , EB: 2)	Applicant
	Ruth	Willcocks (SCAB: 1, HSB: 2)	Applicant
4:30 p.m.	Park Board	1 Vacacny,	3
		Expiring Terms	Appointed?
	Angelique	McGuire	Member
	Josh	Suarez	Member
	Matthew	Wollerman	Member
	Dominick	DiCesare (HSB: 1, PC: 2, PK: 3)	Applicant
	Jonathan	Fabianowicz (HSB: 1, PK: 2 , LDFA: 3)	Applicant
	Heather	Garcia (PK: 1)	Applicant
	Anthony	Ladd (PC: 1, PK:2)	Applicant
	Louann	Palmer (PK: 1 , SCAB: 2, EB: 3)	Applicant
	Janyce	Ryan (PK: 1)	Applicant
4:45 p.m.	Environmental Board	2 Vacancies,	4
		Expiring Terms	Appointed?
	Joe	Chamberlin	Member
*	Chase	Dechnik	Member
	David	Lancaster	Member
	Lauren	Tompkins	Member
	Louann	Palmer (PK: 1, SCAB: 2, EB: 3)	Applicant
	Kristi	Potts (HSB: 1, EB: 2)	Applicant
5:00 p.m.	Construction Board of Appeals	1 Vacancy	Appointed?
	Tim	Earl (CBA: 1)	Applicant
5:15 p.m.	Downtown Development Authority and Local Development Finance Authority	1 Vacancy	Appointed?
	Anson	Liu (DDA, LDFA: 1)	Applicant
5:30 p.m.	Planning Commission	1 Vacancy	Appointed?
	Dominick	DiCesare (HSB: 1, PC: 2 , PK: 3)	Applicant
	Anthony	Ladd (PC: 1 , PK:2)	Applicant
	Ronald	Pelak (PC: 1)	Applicant
TBD	Adjournment		

*appointed in May, 2025

Vacancies & Expiring Terms

Senior Citizens Advisory Board		Current Term
VACANCY		10/24-10/25
Joan	Stommen	10/22-10/25
Sharon	White	10/22-10/25
Linda	Zoeller	10/22-10/25

Human Services Board		Current Term
VACANCY		05/25-10/25
Brooke	Kolodzieczyk	10/22-10/25

Park Board		Current Term
VACANCY		10/23-10/26
Angelique	McGuire	10/22-10/25
Josh	Suarez	06/24-10/25
Matthew	Wollerman	01/25-10/25

Environmental Board		Current Term
VACANCY		10/24-10/27
Joe	Chamberlin	10/22-10/25
Chase	Dechnik	05/25-10/25
David	Lancaster	01/22-10/25
Lauren	Tompkins	10/22-10/25

VACANCY: 10/24-10/26 (resignation received 10/7/25)

Construction Board of Appeals		Current Term
VACANCY	Citizen-At-Large	ends 05/28

Downtown Development Authority		Current Term
VACANCY		end 03/28

Local Development Finance Authority		Current Term
VACANCY		end 03/29

Planning Commission		Current Term
VACANCY		ends 05/26

Senior Citizens Advisory Board (SCAB)

4 open seats for terms ending October 2028 (3 Expiring Terms, 1 Vacancy)

The **Senior Citizens Advisory Board** advises the City Council regarding the establishment and provision of services to aging persons in the city, and the board encourage, promotes, assists, and safeguards the rights and abilities of older people to maintain maximum health, well-being, and independence. Members must be 50 years old or older.

Meetings: 3rd Wednesday every month at 2:30 p.m.

Staff Liaison: Kim Phillips, Director of Senior Citizen Services

Current Board

Jean Balazz	VACANT*
Karl Hokenmaier	John Lobo
Lawrence Smith	Joan Stommen*
Shirley Wahmhoff	Tonya Weindt
Sharon White*	Linda Zoeller*

* *Members currently up for reappointment*

New Applicants

<p>Louann Palmer 1st Choice: PK 2nd Choice: SCAB 3rd Choice: EB</p>	<p>Geana Goorhouse 1st Choice: ZBA 2nd Choice: HSB 3rd Choice: SCAB</p>
<p>Nate Sachritz 1st Choice: SCAB</p>	<p>Ruth Willcocks 1st Choice: SCAB 2nd Choice: HSB</p>

2025/26 Senior Citizens Advisory Board Attendance

		25-Jul	25-Aug	25-Sep	25-Oct	25-Sep	25-Nov	25-Dec	26-Jan	26-Feb	26-Mar	26-Apr	26-May	26-Jun
VACANT														
Jean	Balazs	Attended	Attended	-										
John	Lobo	Attended	Attended	-										
Lawrence	Smith	Attended	Attended	-										
Joan	Stommen	Attended	Attended	-										
Shirley	Wahmhoff	Attended	Absent	-										
Tonya	Weandt	Attended	Absent	-										
Sharon	White	Attended	Attended	-										
Linda	Zoeller	Attended	Attended	-										

Human Services Board (HSB)

2 open seats for terms ending October 2028 (1 Expiring Term, 1 Vacancy)

The **Human Services Board** activities involving the Community Development Block Grant program include reviewing and recommending annual program budgets - specifically human/public services, appeals of Housing Programs Guidelines, and reviewing planning documents required by the U.S. Department of Housing and Urban Development.

Meetings: 1st Thursday every month at 5:30 p.m.

Staff Liaison: Tina Perry, Neighborhood and Housing Specialist

Current Board

Dan Damstra	Chelsea Huber
Pamela Kanouse	Brooke Kolodziejczyk*
Nicole Najjar	Martha Perry
Julie Pryor	VACANT*
Candace Wise	

* Seats under consideration

New Applicants

Jonathan Fabianowicz 1 st Choice: HSB 2 nd Choice: Park 3 rd Choice: LDFA	Nicole Gustavson 1 st Choice: HSB
Geana Goorhouse 1 st Choice: ZBA 2 nd Choice: HSB 3 rd Choice: SCAB	Dominick DiCesare 1 st Choice: HSB 2 nd Choice: PC 3 rd Choice: Park
Ruth Willcocks 1 st Choice: SCAB 2 nd Choice: HSB	Kristi Potts 1 st Choice: HSB 2 nd Choice: EB

Board Member	Jul-24	24-Aug	24-Sep	24-Oct	24-Nov	24-Dec	25-Jan	25-Feb	25-Mar	25-Apr	25-May	25-Jun	25-Jul	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25
	Cancelled	Cancelled			Cancelled													
Brooke Kolodziejczyk			Present	Present	Open	Present	Present	Present	Present	Absent	No Mtg	Present	No Mtg	No Mtg	Present			
Chelsea Huber			Present	Present	House	Absent	Present	Present	Present	Present		Absent			Absent			
Martha Perry			Present	Present		Present	Present	Present	Present	Present		Present			Present			
Julie Pryor			Present	Present		Present	Present	Absent	Absent	Present		Present			Absent			
Pamela Kanouse			Present	Present		Present	Present	Present	Present	Present		Present			Absent			
Ashley Vosburgh			Present	Present		Present	Present	Present	Present	Present		Present			Absent			
Candace Wise			Present	Present		Present	Present	Present	Present	Present		Present			Present			
Nicole Najjar						Present	Absent	Present	Present	Present		Present			Present			
Dan Damaska							Present	Present	Present	Present		Present			Present			

Human Services Board Attendance
 Tina Perry, Staff Liaison
 September 22, 2025

Park Board (PB)

4 open seats for terms ending October 2028 (3 Expiring Terms, 1 Vacancy)

The **Park Board** is a nine-member board established to advise the City Council regarding the provision of adequate park and recreation programs and facilities for the enjoyment of all citizens. This board promotes recreation programs and recommends planning and operating policies for city parks.

Meetings: 1st Wednesday every month at 6:30 p.m. at Portage Parks or the P&R Office Building.

Staff Liaison: Kathleen Hoyle, Director of Parks & Recreation

Current Board

Tara Gish	Jennifer Gomes
Angelique McGuire*	VACANCY*
Elanor Riley	Dawn Smith
Josh Suarez*	Timothy Young
Matthew Wollerman*	

* Seat(s) under consideration

New Applicants

Jonathan Fabianowicz 1 st Choice: HSB 2 nd Choice: PB 3 rd Choice: LDFA	Heather Garcia 1 st Choice: PB
Dominick DiCesare 1 st Choice: HSB 2 nd Choice: PC 3 rd Choice: PB	Anthony Ladd 1 st Choice: PC 2 nd Choice: PB
Louann Palmer 1 st Choice: PB 2 nd Choice: SCAB 3 rd Choice: EB	Janyce Ryan 1 st Choice: PB

PARK BOARD ATTENDANCE

	10/2/24	11/6/24	12/4/24	1/8/25	2/5/25	3/5/25	4/2/25	5/7/25	6/4/25	7/9/25	8/6/25	9/10/25
Tara Gish	Excused	Present	Cancelled	Present	Present	Present	Excused	Present	Present	Present	Present	Present
Elanor Riley	Present	Present	Cancelled	Present	Present	Present	Present	Present	Present	Present	Present	Present
Dawn Smith	Present	Present	Cancelled	Present	Present	Excused	Present	Present	Present	Present	Excused	Present
Jennifer Gomes	Present	Present	Cancelled	Present	Present	Excused	Present	Present	Present	Present	Present	Present
Angelique McGuire	Present	Excused	Cancelled	Present	Present	Present	Excused	Excused	Present	Excused	Present	Present
Josh Piotter	Present	Excused	Cancelled	Excused	Excused	Present	Excused	Excused	Present	Present	Present	Unexcused
Josh Suarez	Present	Present	Cancelled	Excused	Present	Present	Excused	Present	Excused	Present	Present	Present
Matthew Wollerman	-	-	Cancelled	Present	Present	Present	Present	Excused	Present	Present	Present	Excused
Tim Young	Present	Present	Cancelled	Present	Present	Present	Present	Excused	Present	Present	Excused	Present

Park Board Attendance
Megan Huber, Administrative Assistant
September 29, 2025

Environmental Board (EB)

6 open seats for terms: 3 ending October 2028, 1 ending October 2027 (4 Expiring Terms, 2 Vacancies).

The **Environmental Board** is a nine-member board tasked with advising the City Council on environmental matters and the protection and enhancement of the city's groundwater resources. The Environmental Board ensures the appropriate consideration of environmental and groundwater issues as determined necessary by the City Council.

Meetings: 2nd Wednesday every month at 7:00 p.m.

Staff Liaison: Michael Smoter, Private Development Engineer

Current Board

VACANCY*	David Moe
David Lancaster*	Wendy Pennell
Claire Pelack	Joseph Chamberlin*
Lauren Tompkins*	VACANCY*
Chase Dechnik**	

* *Seats under consideration*

** *Appointed in May, 2025*

New Applicants

<p>Kristi Potts 1st Choice: HSB 2nd Choice: EB</p>	<p>Louann Palmer 1st Choice: PB 2nd Choice: SCAB 3rd Choice: EB</p>
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Board Member	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25
		Cancelled due to inclement weather										
Deidre Nieves	Present		Present	Present	Absent	Present	Absent	Present				
David Lancaster	Present		Absent	Present	Present	Absent	Present	Absent				
Martin Atherton	Present		Present	Present	Resigned							
Lauren Tompkins	Present		Present	Absent	Present	Present	Present	Present				
Joseph Chamberlain	Present		Absent	Absent	Absent	Absent	Absent	Absent				
David Moe	Present		Present	Present	Present	Present	Present	Present				
Wendy Pennell	Present		Absent	Present	Present	Absent	Present	Present				
Claire Pelack	Present		Present	Present	Present	Present	Present	Present				
Chase Dechnick							Present	Absent	Present			

Environmental Board Attendance
Michael Smoter, Staff Liaison
September 22, 2025

Construction Board of Appeals (CBA)

1 open seat for a term expiring May 2028 (1 Vacancy)

The **Construction Board of Appeals** consists of an architect/engineer, a mechanical contractor, two building contractors, a master electrician, a master electrician, and a member at large. The Board considers appeals and issues involving the administration and enforcement of the State of Michigan Construction Codes. The Board also may review structures that are considered to be unsafe and can provide recommendations to the City Council for corrective action.

Meetings: When called to review denied construction permits

Staff Liaison: Terry Novak, Deputy Director of Building and Housing

Current Board

Daniel Chumita, Master Plumber	Barney Martlew, Structural Engineer
Todd Gasaway, Master Electrician	Sheldon Smith, Building Contractor
Gary Gilchrist, Building Contractor	VACANT* , Citizen at Large
Bill Koopsen, Building Contractor	

**Seat(s) under consideration*

New Applicants

Tim Earl 1 st Choice: CBA
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Downtown Development Authority (DDA)

1 open position

The **Downtown Development Authority** is authorized by Michigan statute and consists of nine members appointed by the City Manager with the approval of City Council. A majority of the members appointed to the DDA must have an interest in property located in the district. The Downtown Authority District in Portage includes business properties generally along South Westnedge Avenue, extending between Kilgore Road and I-94.

No DDA projects and investments are planned at this time.

Meetings: When called

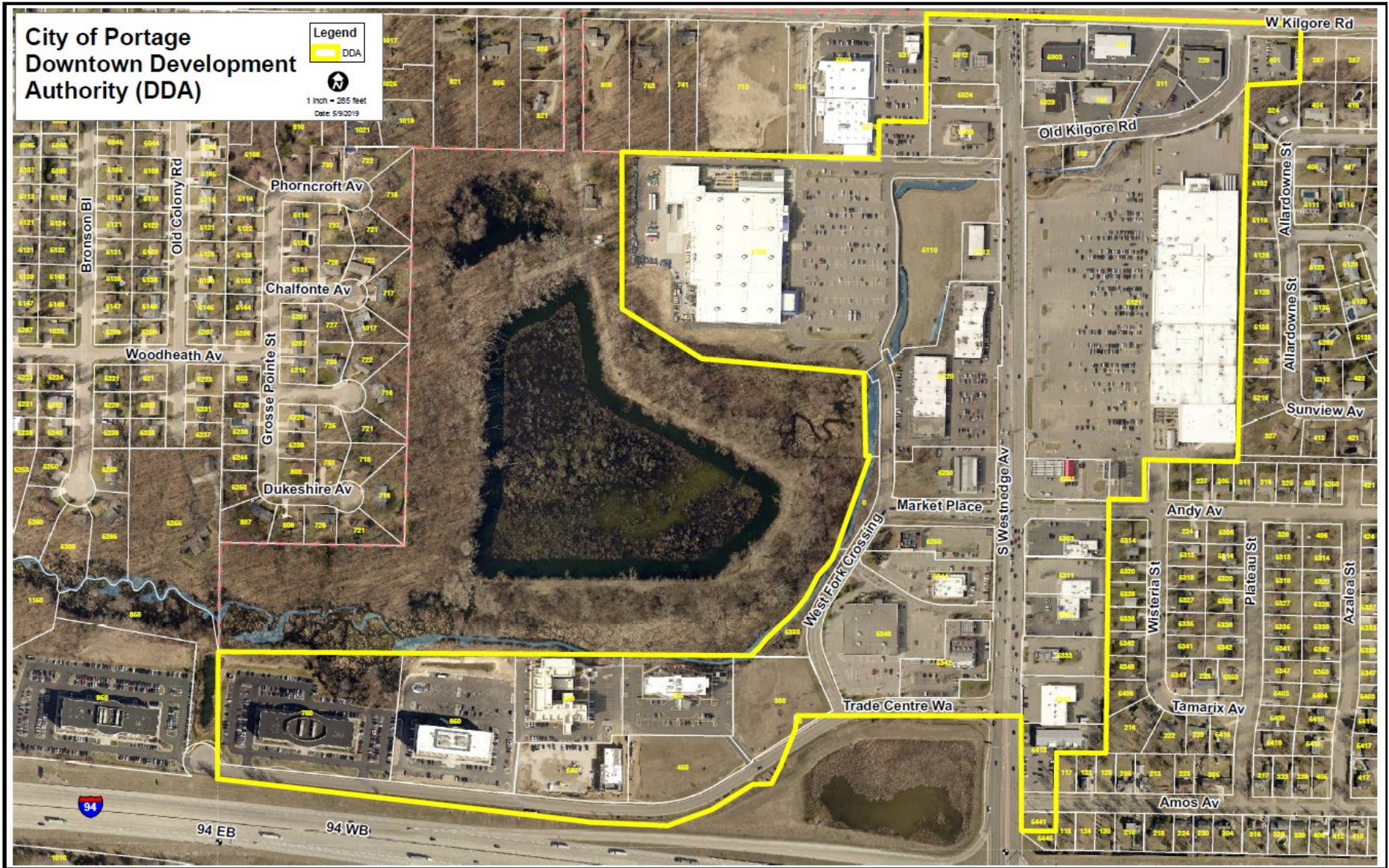
Staff Liaison: Pete Dame, Chief Development Officer

Current Board

Jeff Chrystal, Signature Associates	Andy Wenzel, PlazaCorp
Walter Hansen, Hansen Building & Design	Stanley Samuel, Wolverine Development
Benjamin Boyer, Boyer Construction	Rich MacDonald, Hinman Company
Matt Milks, Quality Acquisition LLC	Terryl Patterson, Treystar Company
John Taylor, Kalamazoo County	

New Applicants

Anson Liu 1 st choice: DDA, LDFA
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Local Development Finance Authority (LDFA)

1 open position

The **Local Development Finance Authority** is established by the City of Portage and accomplishes economic and community development activities that are authorized by Michigan statutes. This authority includes seven members appointed by the Chief Executive of the City of Portage, one member appointed by the Kalamazoo County Board of Commissioners, one member appointed by Kalamazoo Valley Community College, and two members appointed by Portage Public Schools.

The authority creates and implements a Development and Tax Increment Financing Plan to promote the growth of the Authority District and takes steps necessary to implement the plans to the fullest extent possible to create jobs and promote economic growth.

Meetings: 1st Thursday of the month at City Hall (*TBD*)

Staff Liaison: Pete Dame, Chief Development Officer

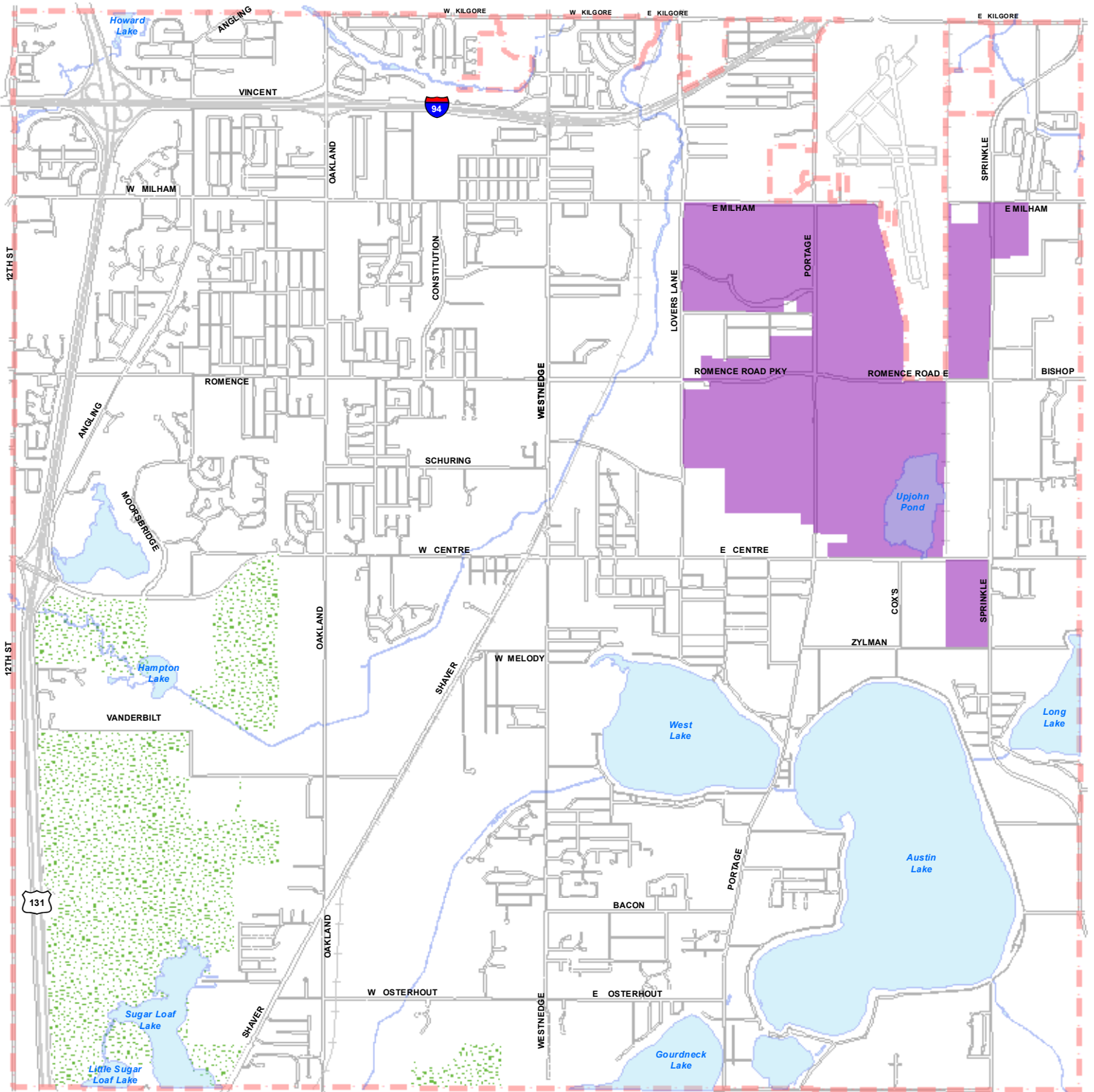
Current Board

Robert Seely, Citizen at Large	Thomas Fox, Citizen at Large
Ron Herron, Portage Public Schools	Michell Karpinski, Portage Public Schools
Rick DeKam, Citizen at Large	Brian Lueth, Kalamazoo Valley Community College
Tim Wenzel, Citizen at Large	Scott McGraw, Citizen at Large
John Taylor, Kalamazoo County	

New Applicants

Anson Liu 1 st Choice: DDA, LDFA
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Local Development Finance Authority (LDFA)



1 inch = 4,200 feet

Planning Commission (PC)

1 open seats for term ending May 2026 (1 vacancy)

The **Planning Commission** has as primary responsibilities the preparation and adoption of a Comprehensive Plan that guides decision-making related to future land use, community development, and capital investments, and making recommendations and advising City Council on land use, zoning, and related development matters of importance in the community.

Meetings: 1st and 3rd Thursday every month at 7:00 p.m. at Portage City Hall

Staff Liaison: Eric Feldt, Senior City Planner

Current Board

Lee Adams	Rick Freiman
Becky Sue Baldwin	William Fries
Matt Copp	Randy Orwig
Dan Corradini	Keith Crowell
VACANT*	

* *Members currently up for reappointment*

New Applicants

Dominick DiCesare 1 st Choice: HSB 2 nd Choice: PC 3 rd Choice: Park	Ronald Pelak 1 st Choice: PC
Anthony Ladd 1 st Choice: PC 2 nd Choice: PK	