

- 4:00 p.m. Call to Order.
Roll Call.
Board & Commission Overview:
1. Vacancy Summary
 - A. Youth Advisory Commission - 30 Open Positions
 1. Overview
 2. Applicants.
 - B. Construction Board of Appeals - 2 Seats (0 Vacancies)
 1. Overview.
 2. Applicants.
 - C. Downtown Development Authority - 1 Open Position
 1. Overview.
 2. Applicants.
 - D. Environmental Board - 3 Open Seats (3 Vacancies)
 1. Overview.
 2. Applicants.
 - E. Historic District Commission - 2 Open Seats (2 Vacancies)
 1. Overview.
 2. Applicants.
 - F. Park Board - 2 Open Seats (2 Vacancies)
 1. Overview.
 2. Applicants.
 - G. Planning Commission - 3 Open Seats (2 Vacancies)
 1. Overview.
 2. Applicants.
 - H. Senior Citizens Advisory Board - 1 Open Seat (1 Vacancy)
 1. Overview.
 2. Applicants.
 - I. Zoning Board of Appeals - 1 Open Seat (1 Vacancy)
 1. Overview.
 2. Applicants.
- Appointment Discussion.
Statements of Citizens.
- 6:00 p.m. Adjournment.

ADDITIONAL INFORMATION

Get news, information, and alerts from the City of Portage. Sign up at www.portagemi.gov/notifyme, or follow @CityofPortageMI on Twitter (X), "cityofportagemi" on Instagram, CityofPortageMI on Facebook, and @CityOfPortageMI on YouTube.

Portage City Council meetings are held twice a month on Tuesdays at 6:00 PM in City Council Chambers at Portage City Hall (7900 South Westnedge Avenue). Meetings are broadcast live on cable television on Charter channel 995, AT&T channel 99, and the Portage Cable Access Live Stream (<https://portagemi.cablecast.tv/CablecastPublicSite/?site=1>).

Questions regarding agenda items may be answered prior to the meeting by contacting the City Manager's Office at (269) 329-4400 or via e-mail at CityManager@portagemi.gov. Persons who wish to contact members of the City Council prior to the meeting to provide input about items on the meeting agenda may do so via email – each Councilmember's email can be found on this website: www.portagemi.gov/487/City-Council.

Agendas for the regular meetings of the Portage City Council are available on the Internet at: www.portagemi.gov. You may also use the QR Code below to access agendas and agenda packets.



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.

The process for each Portage City Council meeting is guided by the *Rules of Order and Procedure for the City Council*, which can also be found online on the Mayor and City Council webpage under "Related Documents" www.portagemi.gov/487/City-Council.

There is one opportunity for public comments during meetings. Each comment is limited to three minutes. In-person comments can be made during this opportunity. To make a comment remotely during the meeting, dial (844) 875-7777 and use access code 7577015. Then press *6 to enter the queue.

The Americans with Disabilities Act (the "ADA") requires public bodies to afford an individual with a disability a reasonable accommodation to participate in meetings subject to the Michigan Open Meetings Act. Please contact the Office of the City Clerk regarding accommodations at (269) 329-4511 or via e-mail at cityclerk@portagemi.gov.

Vacancies & Expiring Terms

Construction Board		Current Term
Danny	Chumita (Master Plumber)	May 2023 - May 2026 (appointed 2023)
Sheldon	Smith (Mechanical Contractor)	May 2023 - May 2026 (appointed 2020)

Downtown Development Authority	Current Term
VACANCY	June 2026-June 2029

Environmental Board	Current Term
VACANCY	Expires October 2027
VACANCY	Expires October 2027
VACANCY	Expires October 2027

Historic District Commission	Current Term
VACANCY	Expires December 2026
VACANCY	Expires December 2029

Park Board	Current Term
VACANCY	Expires October 2026
VACANCY	Expires October 2028

Planning Commission		Current Term
Rick	Freiman (not seeking reappointment)	May 2023 - May 2026 (appointed 2020)
William	Fries (not seeking reappointment)	May 2023 - May 2026 (appointed 2018)
Anthony	Ladd	May 2023 - May 2026 (appointed 2023)

Senior Citizens Advisory Board	Current Term
VACANCY	Expires October 2027

Zoning Board of Appeals	Current Term
VACANCY	Expires February 2027

Attending	Interested, Not Attending	No Reply
-----------	------------------------------	----------

RSVP	May 26, 2026 Citizen Advisory Board Interview				
4:00 p.m.	Youth Advisory Committee				Appointed?
<i>See Page 3 for Details</i>					
4:20 p.m.	Construction Board			2 Seats (0 Vacancies)	Appointed?
	Danny	Chumita	Appointed 2023	Member	
	Sheldon	Smith	Appointed 2020	Member	
4:30 p.m.	Downtown Development Authority			1 Seat (1 Vacancy)	Appointed?
	Vacant				
	Robyn	Goodrich	(DDA: 1; LDFA: 2)	Applicant	
4:40 p.m.	Environmental Board			3 Seats (3 Vacancies)	Appointed?
	Vacant			Exp. 10/27	
	Vacant			Exp. 10/27	
	Vacant			Exp. 10/27	
	James	Chapman	(HDC: 1; EB: 2; PK: 3)	Applicant	
	Rick	Freiman	(EB: 1)	Applicant	
	Elizabeth	Healy	(EB: 1)	Applicant	
	Kevin	Irwin	(EB: 1; PK: 2; LDFA: 3)	Applicant	
	Brendan	Kusisto	(EB: 1; PC: 2; BOR: 3)	Applicant	
4:55 p.m.	Historic District Commission			2 Seats (2 Vacancies)	Appointed?
	Vacant			Exp. 12/29	
	Vacant			Exp. 12/26	
	Heather	Campsmith	(HSB: 1; HDC: 2)	Applicant	
	James	Chapman	(HDC: 1; EB: 2; PK: 3)	Applicant	
5:10 p.m.	Park Board			2 Seats (2 Vacancies)	Appointed?
	Vacant			Exp. 10/26	
	Vacant			Exp. 10/28	
	James	Chapman	(HDC: 1; EB: 2; PK: 3)	Applicant	
	Brittany	Clark-Svedsen	(PK: 1)	Applicant	
	Tim	Haley	(HSB: 1; PK: 2; PC: 3)	Applicant	
	Kevin	Irwin	(EB: 1; PK: 2; LDFA: 3)	Applicant	
	Jan	Ryan	(PK: 1)	Applicant	
	Dennis	Miller	(PK: 2; PC: 1; LDFA: 3)	Applicant	
5:25 p.m.	Planning Commission			3 Seats (2 Vacancies)	Appointed?
	Vacant			Exp. 5/29	
	Vacant			Exp. 5/29	
	Anthony	Ladd	Appointed 2023	Member	
	Tim	Haley	(HSB: 1; Park: 2; PC: 3)	Applicant	
	Ron	Pelak	(PC: 1; CBA: 2)	Applicant	
	Connor	Sampson	(DDA: 1; BRA: 2; PC: 3)	Applicant	
	Terry	Urban	(PC: 1)	Applicant	
	Dennis	Miller	(PK: 2; PC: 1; LDFA: 3)	Applicant	
5:40 p.m.	Senior Citizens Advisory Board			1 Seat (1 Vacancy)	Appointed?
	Vacant			Exp. 10/27	
	Linda	Mellinger	(SCAB: 1)	Applicant	
	Geana	Goorhouse	(ZBA: 1; HSB: 2; SCAB: 3)	Applicant	
	Yeow	Lim	(SCAB: 1)	Applicant	
5:50 p.m.	Zoning Board of Appeals			1 Seat (1 Vacancy)	Appointed?
	Vacant			Exp. 02/27	
	Hillary	Taylor		Alternate	
	Mark	Martin		Alternate	
	Dan	Merkle		Applicant	
TBD	Adjournment				

Youth Advisory Committee

30 Open Positions

The **Youth Advisory Committee** tasked with providing input to the City Council and City Administration regarding programs, services, projects, and issues. Topics addressed by past Youth Advisory Committees include youth activities and options, drug abuse and underage drinking prevention, and environmental/climate awareness.

Meetings: 2nd Monday of the month, September – May.

Staff Liaisons: Tammy Durian, Deputy City Clerk, and Mandy Telgenhoff, Elections and Office Assistant.

Returning Applicants

	First Name	Last Name	School	26/27 Grade	Years with YAC
1	Vedantika	Banerjee	Northern	12	1
2	Lily	Brendlinger	Central	12	3
3	Adalyn	Brown	Central	11	1
4	Adrian	Dudek	Central	11	1
5	Dallen	Ekola-Labra	Northern	12	3
6	Kate	Elias	Central	12	2
7	Dhanishta	Gupta	Central	10	1
8	Ian	Isaak	Northern	10	1
9	Max	Kaiser	Central	10	1
10	Aurora	Knowlton	Central	12	1
11	Samanvi	Parsa	Northern	12	3
12	Aayush	Paul	Central	10	1
13	Sonya	Pruyne	Northern	12	3
14	Nora	Rachowicz	Central	10	1
15	Viktor	Robertson-Wicks	Vicksburg	12	2
16	Devin	Stotz-Ghosh	Central	11	1
17	Ava	Tate	Central	12	1
18	Justin	Zhou	Central	12	2

New Applicants

	First Name	Last Name	School	26/27 Grade
19	Graycen	Carlisle	Central	11
20	Sundos	Hejazi	Central	11
21	Ellie	Hoeksema	Central	12
22	Anya	Kinne	Central	11
23	Shruthilaya	Kumar	Central	11
24	Ethan	Kwigizile	Central	11
25	Sam	Miller	Central	12
26	Saanvi	Mudunuri	Central	11
27	Zafira	Wafa	Central	11
28	Zoya	Zafar	Central	12
29	Hafsa	Zeeshan	Central	12

Construction Board of Appeals

2 Open Seats (0 Vacancies)

The **Construction Board of Appeals** is a seven-member board which 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

Staff Liaison: Michael Smoter, Private Development Engineer

Current Board

Danny Chumita*	Todd Gasaway
Gary Gilchrist	Bill Koopsen
Barney Martlew	Tim Earl
Sheldon Smith*	

* Seats under consideration

New Applicants

There are no new applicants this evening.

Downtown Development Authority

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

The principle purpose of the DDA is to promote economic growth and is a financing entity through which public improvements can be planned and constructed. The DDA meets as necessary.

DDA Projects and Investments

The public improvement projects included in the DDA Development Plans/Tax Increment Finance Plans in 1998, 2003, and 2011 are complete. The most recent 2011 public improvement projects included re-alignment of Trade Centre Way and West Fork Crossing, improvements to the South Westnedge Avenue and Trade Centre Way intersection, land acquisition, and associated activities.

No other DDA projects and investments are scheduled at this time.

Current Members

Anson Liu, <i>Pacific Rim Food</i>	Walter Hansen, <i>Hansen Building & Design Corp</i>
Rich MacDonald, <i>Hinman Company</i>	Matt Milks, <i>Quality Acquisitions, LLC</i> Secretary
Terryl Patterson, <i>Treystar Company</i> President	John Taylor, <i>Kalamazoo County</i>
VACANT	VACANT
VACANT	

Applicants

Robyn Goodrich, <i>Pet Supplies Plus</i>
--

Environmental Board

3 Open Seats (3 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

Chase Dechnik	Tapas Acharjee
David Lancaster	David Moe
Wendy Pennell	Charley Coss
VACANT*	VACANT*
VACANT*	

* *Seats under consideration*

New Applicants

James Chapman (HDC: 1; EB: 2 ; PK: 3)	Elizabeth Healy (EB: 1)
Brendan Kusito (EB: 1 ; PC: 2; BOR: 3)	Kevin Irwin (EB: 1 ; PK: 2; LDFA: 3)
Rick Freiman (EB: 1)	

Historic District Commission

2 Open Seats (2 Vacancies)

The **Historic District Commission** is charged with reviewing plans and applications for the construction, alteration, repair of historic properties. In addition, the commission maintains the roster of established and potential districts, may initiate district modification procedures and reviews proposed exterior changes to properties within the Portage Historic District.

Meetings: 2nd Wednesday of the month at the Portage District Library

Staff Liaison: Alex Johnson, Department of Community Development

Current Board

Martha Deming-Maytnier	Carol Dunleavy Chandler
VACANT*	Nick Meyle
Suzanne Nemeth	Steven Rice
Katie VonLonkhuyzen	Dusti Morton
VACANT*	

* *Members currently up for reappointment*

New Applicants

Heather Campsmith (HSB: 1; HDC: 2)	James Chapman (HDC: 1 ; EB: 2; PK: 3)
---	--

Park Board

2 open seats (2 Vacancies)

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

Jennifer Gomes	Angelique McGuire
Louann Palmer	Elanor Riley
Dawn Smith	Timothy Young
Matthew Wollerman	VACANT*
VACANT*	

* *Seat(s) under consideration*

New Applicants

James Chapman (HDC: 1; EB: 2; PK: 3)	Brittany Clark-Svedsen (PK: 1)
Tim Haley (HSB: 1; PK: 2 ; PC: 3)	Jan Ryan (PK: 1)
Dennis Miller (PK: 2 ; PC: 1; LDFA: 3)	Kevin Irwin (EB: 1; PK: 2 ; LDFA: 3)

Planning Commission

3 open seats (2 vacancies)

The **Planning Commission** is primarily responsible for the preparation and adoption of a Comprehensive Plan that guides decision making related to future land use, community development and capital investments. The Commission also makes recommendations and advises the City Council on land use, zoning, and related development matters of community importance.

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

Staff Liaison: Eric Feldt, Senior City Planner

Current Board

Lee Adams	Becky Sue Baldwin
Matt Copp	Dan Corradini
VACANT*	VACANT*
Randy Orwig	Keith Crowell
Anthony Ladd*	

* Members currently up for reappointment

Applicants

Tim Haley (HSB: 1; PK: 2; PC: 3)	Ron Pelak (PC: 1 ; CBA: 2)
Connor Sampson (DDA: 1; BRA: 1; PC: 3)	Terry Urban (PC: 1)
Dennis Miller (PK: 2; PC: 1 ; LDFA: 3)	

...

Senior Citizens Advisory Board

1 open seat (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 Balazs	Nate Sachritz
Karl Hokenmaier	John Lobo
Lawrence Smith	Joan Stommen
Shirley Wahmhoff	Sharon White
Linda Zoeller	VACANT*

* Members currently up for reappointment

Applicants

Linda Mellinger (SCAB:1)	Geana Goorhouse (ZBA: 1; HSB: 2; SCAB: 3)
Yeow Lim (SCAB: 1)	

...

Zoning Board of Appeals

1 open seat (1 vacancy)

The **Zoning Board of Appeals** is authorized by Michigan statute and helps ensure that the objectives of the Zoning Ordinance are met, public safety is secured, and substantial justice is done. All meetings are open to the public and public notices are completed prior to a public hearing. The powers and jurisdiction of the ZBA are specified in the City of Portage Zoning Ordinance (Section 42-620 to 42-623) and include the granting of variances, interpretations, temporary uses, and other appeals as authorized in the ordinance.

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

Staff Liaison: Jeff Mais, Code Enforcement Officer

Current Board

David Bergher	Mark Martin
Linda Fry	Aimee Potts
Michael Stempihar	Ken Seybold
VACANT* expires 02/2027	Hillary Taylor, Alternate Current Term 01/25-02/28
Mark Martin, Alternate Current Term 01/26-02/27	

* Members currently up for reappointment

Applicants

Dan Merkle (ZBA: 1)	
------------------------	--

Notes

Mr. Merkle was appointed to the Zoning Board of Appeals following interviews on January 13 to a non-existent seat as the result of clerical error. It was communicated to Mr. Merkle that he would be appointed to the next available vacancy on the ZBA.

A recent vacancy in the Regular Membership has developed on the ZBA. Hillary Taylor and Mark Martin, both current alternates have each expressed interest in serving as full members.

It is the recommendation of the staff liaison that one of the current alternates be appointed to the vacant Regular Membership.