

## **CITY COUNCIL MEETING MINUTES FROM JUNE 27, 2017**

The Regular Meeting was called to order by Mayor Strazdas at 7:30 p.m.

At the request of Mayor Strazdas, Associate Pastor Kyle Tade of the Portage United Church of Christ gave an invocation and City Council and the audience recited the Pledge of Allegiance.

The City Clerk called the roll with the following members present: Councilmembers Richard Ford, Jim Pearson, Patricia Randall, Claudette Reid and Terry Urban, Mayor Pro Tem Nasim Ansari and Mayor Peter Strazdas. Also in attendance were City Manager Laurence Shaffer, City Attorney Randy Brown and City Clerk James R. Hudson.

**APPROVAL OF MINUTES:** Motion by Pearson, seconded by Reid, to approve the Regular Meeting Minutes of June 13, 2017, as presented. Upon a voice vote, motion carried 7 to 0.

Motion by Reid, seconded by Randall, to approve the Pre-Council Meeting Minutes of June 26, 2017, as presented. Upon a voice vote, motion carried 5 to 0 with Councilmember Urban and Mayor Pro Tem Ansari abstaining.

\* **CONSENT AGENDA:** Mayor Strazdas asked Councilmember Randall to read the Consent Agenda. Councilmember Reid asked that Item L.3, Lakeview Park Tennis/Pickleball Court Upgrades – Bid Tabulation, be removed from the Consent Agenda. Motion by Randall, seconded by Ansari, to approve the Consent Agenda as amended. Upon a roll call vote, motion carried 7 to 0.

\* **APPROVAL OF ACCOUNTS PAYABLE REGISTER OF JUNE 27, 2017:** Motion by Randall, seconded by Ansari, to approve the Accounts Payable Register of June 27, 2017, as presented. Upon a roll call vote, motion carried 7 to 0.

### **REPORTS FROM THE ADMINISTRATION:**

\* **PROFESSIONAL SERVICES CONTRACT: SCHOOL CROSSING GUARDS:** Motion by Randall, seconded by Ansari, to extend the current contract with All City Management Services, Inc., for two years in the amount of \$58,514.40 per year, with the option of one additional two-year renewal, to provide school crossing guard services and authorize the City Manager to execute all documents related to the contract on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

\* **PROPOSED THREE-YEAR LABOR AGREEMENT WITH THE PORTAGE POLICE COMMAND OFFICERS ASSOCIATION:** Motion by Randall, seconded by Ansari, to authorize the Mayor and City Clerk to execute a three-year labor agreement between the City of Portage and the Portage Police Command Officers Association (PPCOA). Upon a roll call vote, motion carried 7 to 0.

\* **MAY 2017 ENVIRONMENTAL REPORT:** Motion by Randall, seconded by Ansari, to receive the communication from the City Manager regarding the May 2017 Environmental Summary Report as information only. Upon a roll call vote, motion carried 7 to 0.

**INTRODUCTION OF TRANSPORTATION & UTILITIES DIRECTOR ROGER BUELL:** City Council received an introduction of Transportation & Utilities Director Roger Buell from Mr. Shaffer. Mr. Shaffer reminded Council that Mr. Buell was confirmed as the Director of Transportation & Utilities at the last Regular City Council Meeting and reviewed his credentials and work history. Discussion followed.

## **COMMUNICATIONS:**

**ANNUAL UPDATE FROM THE HISTORIC DISTRICT COMMISSION (HDC):** At the request of Mayor Strazdas, Historic District Commission Chair Katie vanLonkhuyzen, 6638 Angling Road, introduced herself as both Chair and historical homeowner. She reviewed the credentials of the fine group of Historic District Commissioners, who currently serve, and proceeded with her report. She indicated that the most exciting thing that has happened for the Commission so far this year was their Annual Event at American Hydrogeology Corporation, 6869 Sprinkle Road, hosted and sponsored by Mick Lynch. She said the attendance was outstanding. She spoke with great enthusiasm about the event, said they had a special speaker, a mini-expo of different contractors who could work on historic properties, and many interested citizens who got to tour Mick Lynch's buildings on site. Discussion followed. She alluded to the participation of the very active Commission with the Park Board, the Youth Advisory Committee Greenathon and future events as an outreach effort along with the use of social media. She reviewed the challenges associated with increased enthusiasm of the public and the ensuing issues related to the "demolition of historic properties by neglect" owing to a lack of enthusiasm from the homeowner, and explained.

At the request of Mayor Strazdas, Ms. vanLonkhuyzen outlined the Portage Historic District. She explained that most cities have a geographically defined District, but the Portage District is all over the City because the City began as an agricultural community. She indicated the District is mostly based on farm structures, is defined by actual properties, and not by a geographically defined neighborhood like in Kalamazoo, for example. Discussion followed. She described the importance of an historic structure by saying that she considers herself a steward in the District, and explained the need for longevity and historical retention as essential 100 years from now so people can view her house with the same passion as she. Discussion followed.

Councilmember Reid asked how citizens can connect on social media with the Portage Historic District Commission, and Ms. vanLonkhuyzen referred her to the HDC Facebook page, Portage Historic District Commission Facebook.

Councilmember Randall complimented Ms. vanLonkhuyzen on her historic home. When she asked if the Portage Historic District is growing, Ms. vanLonkhuyzen informed her that it cannot grow, even though some homeowners have expressed an interest, because the State will not allow expansion at this time no matter what the age of the home. Councilmember Randall asked once a home is in the District and a new buyer is not interested in being in the District anymore, is it possible to get out of the District. Ms. vanLonkhuyzen indicated that it is a "forever" commitment, but the homeowner could go through a removal process. However, she pointed out that there has not been a removal during her timeframe with the District. She explained the purpose of the District is to protect the house for the public for the long term. She stressed the importance of the disposition of people who buy an historic home and their regard for its heritage and significance. Discussion followed.

Motion by Ford, seconded by Randall, to receive the Annual update from the Historic District Commission. Upon a voice vote, motion carried 7 to 0.

**PRESENTATION FROM SEAN MCBRIDE, EXECUTIVE DIRECTOR OF KALAMAZOO COUNTY TRANSIT AUTHORITY (KCTA), AND CCTA/KCTA BOARD CHAIR LINDA TEETER:** CCTA/KCTA Board Chair Linda Teeter, 3757 Cedar Ridge Road, Kalamazoo, deferred to Sean McBride, Executive Director of Kalamazoo County Transit Authority (KCTA), who thanked Councilmembers Pearson and Urban for their yeoman's work over the years. He cited consolidation as the main Public Transit accomplishment since October 1, 2016. He outlined some of the services of Kalamazoo Regional Transit; two the main reasons to use Public Transit, getting

to work and getting to school; Metro County Connect Service; direct service to the Battle Creek VA Hospital for our veterans; Sunday and Late Night Service; eleven Community Service Vans for non-profit organizations; Bus Service; Service Changes, Bus Ridership; and Bus Routes. He talked about specific bus routes, Service Highlights, Website Update, Download MyStop Apps, Bus Stop Shelters, and Transit System Funding, capital expenditures, and the importance of community support and partnerships for Public Transportation. Discussion followed.

Mayor Strazdas welcomed Ms. Teeter back, and she spoke to the various anachronisms referenced by Mayor Strazdas at the beginning of the discussion, explained the evolution of the resultant Authorities that were formed, and outlined the boundaries of each of the Authorities. She also thanked Councilmembers Pearson and Urban for their leadership and participation in the CCTA. She spoke in favor of Public Transportation. She reviewed some of the various historical elements related to Public Transportation, the mass transit study from Chicago as the impetus to provide the bus service in Kalamazoo County today, and the importance to economic development in the greater community. She distinguished the two Authorities, indicated that both meet on the second Monday of the month, and emphasized they both have the same goals. Discussion followed regarding the tragic accident on Oakland Drive where an individual hit a bus at a rate of speed of 100 miles per hour.

Motion by Ansari, seconded by Reid, to receive the presentation from Sean McBride, Executive Director of Kalamazoo County Transit Authority (KCTA), and CCTA/KCTA Board Chair Linda Teeter. Upon a voice vote, motion carried 7 to 0.

\* **MINUTES OF BOARDS AND COMMISSIONS:** City Council received the minutes of the Portage Zoning Board of Appeals of May 22, 2017, and the Portage Planning Commission of June 1, 2017.

#### **COUNCIL COMMITTEE REPORT:**

**PUBLIC MEDIA NETWORK (PMN) BOARD:** Councilmember Reid indicated that the Board is working toward identifying a new Executive Director for the Public Media Network Board and the Search Committee has identified two potential candidates. Discussion followed. Motion by Ford, seconded by Ansari, to receive the report from Councilmember Reid regarding the PMN Board. Upon a voice vote, motion carried 7 to 0.

#### **BID TABULATIONS:**

\* **WINTERS DRIVE BASIN REHABILITATION PROJECT – BID TABULATION:** Motion by Randall, seconded by Ansari, to award a contract to Payjay, Incorporated, of New Buffalo, Michigan, for the Winters Drive Basin Rehabilitation Project in an amount not to exceed \$267,889.70 and authorize the City Manager to execute all documents related to this project on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

\* **SOUTH CEMETERY PARKING LOT OVERLAY – BID TABULATION:** Motion by Randall, seconded by Ansari, to accept the low bid from Michigan Paving & Materials to provide asphalt repairs to the South Cemetery access roads in the amount of \$46,085.60 and authorize the City Manager to execute all documents related to this contract on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

**LAKEVIEW PARK TENNIS/PICKLEBALL COURT UPGRADES – BID TABULATION:** At the request of Mayor Strazdas, Councilmember Reid reviewed the request and pointed out that the City had approached four different companies for bids and only one of the companies actually submitted a bid. She indicated she had asked the Administration to find out why the

three companies did not submit a bid because it is hard for Council to know if this is a good bid or not. She revealed that one company was contacted, and that company said the reason they did not bid was because they had so much work that they didn't need to bid anymore. She noted that this is a project that could have been anticipated, and the reason for bringing this matter forward was to bid earlier on summer projects in order to get bids from multiple companies to ensure the very best price. She said she is not sure if this is a good price or a bad price because it is the only price, and the bid process is one way that the City can work to try to get the best price possible so we can be good stewards. Discussion followed.

Mr. Shaffer acknowledged that Councilmember Reid made an excellent point and indicated that typically the City works very hard to get the bid process out in a timely fashion so the contractors can anticipate fitting the project into the summer schedule. However, he said that this project had two characteristics that compelled us internally to try to move this along as expeditiously as possible: first, pickleball has become very popular, so resurfacing of the tennis/pickleball courts as soon as possible and expediting the project became very important; and, second, the City employees removed all of the asphalt and all of the underground, packed it again, put in all new concrete and prepped it; and, we were never quite sure when that project was going to end. Nevertheless, he said those two factors aside, we should do a better job of timing these bids in order to ensure we get the most number of bidders.

At the request of Mayor Strazdas to get a motion on the floor for discussion, motion by Reid, seconded by Randall, to approve a contract with Tennis Courts Unlimited, Incorporated, for upgrade to Lakeview Park tennis/pickleball courts in the amount of \$21,700 and authorize the City Manager to execute all documents related to this contract on behalf of the city. There being no discussion, upon a roll call vote, motion carried 7 to 0.

## **OTHER CITY MATTERS:**

**STATEMENTS OF CITY COUNCIL:** Councilmember Randall attributed the new Dog Park in part to the efforts of Councilmember Ford, a topic he campaigned on, and she thanked Zoetis for their \$10,000 donation. She noted that now that the grass has grown, the ribbon-cutting will be Thursday, June 29, 2017, at 11 a.m. and invited all to attend. She also promoted the Summer Concert Series and the 126<sup>th</sup> Army Concert Band, who were excellent last year. She said the concert is free to the public and is sponsored by Portage and Discover Kalamazoo, and is at 7 p.m. on Thursday, July 6, 2017. Discussion followed.

Councilmember Ford welcomed Transportation & Utilities Director Roger Buell to the City.

Councilmember Pearson concurred with Councilmember Randall regarding the Dog Park by noting that the Parks Department delayed the Dog Park many times; nevertheless, Councilmember Ford was passionate about the Dog Park and put it on the front burner. He described the two segment park, and promised there would be local vendors with refreshments for both canines and humans at the ribbon-cutting ceremony. He then announced that the Portage Rotary Club would sponsor the 4<sup>th</sup> of July Fireworks at McCamley Field on July 3, 2017, with a rain date of July 4. He said that the gates open at 6 p.m., fireworks start at dusk, and there is no charge, but donations are accepted. He emphasized that it is the businesses and generous citizens who pay for it and the City provides Police, Fire and some insurance needs. Finally, he indicated fireworks can only be set off the day before, the day of and the day after a holiday by State law. Discussion followed.

Mayor Pro Tem Ansari recognized the Parks Department for organizing a picnic on Oakland Drive that was a huge success.

Mayor Strazdas reflected on spending a day with the Curious Kids Program on Friday, June 23, 2017, where over 1,000 participated. He indicated that he joined Firemen and Construction Workers to speak about their different careers. He said it was fun talking with them with their curiosity and about their future and their careers.

**MATERIALS TRANSMITTED:**

\* **DEPARTMENTAL MONTHLY REPORTS:** Motion by Randall, seconded by Ansari, to receive the Departmental Monthly Reports of March. Upon a roll call vote, motion carried 7 to 0.

\* **MATERIALS TRANSMITTED:** Motion by Randall, seconded by Ansari, to receive the Materials Transmitted of June 13, 2017. Upon a roll call vote, motion carried 7 to 0.

**ADJOURNMENT:** Mayor Strazdas adjourned the meeting at 8:31 p.m.

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James R. Hudson, City Clerk

\* **Indicates items included on the Consent Agenda.**