

**MINUTES FROM THE SPECIAL PRE-MEETING
OF THE PORTAGE CITY COUNCIL
OF NOVEMBER 21, 2017**

Mayor Strazdas called the meeting to order at 8:00 a.m. Mayor Peter Strazdas and Councilmember Chris Burns were present. Mayor Patricia Randall and Councilmembers Richard Ford, Lori Knapp and Jim Pearson were present via the conference phone line. Councilmembers Claudette Reid, Terry Urban and Mayor Pro Tem Ansari were absent with excuse. Also in attendance were City Manager Laurence Shaffer, Deputy City Manager Rob Boulis and City Clerk Adam Herringa.

Mayor Strazdas opened the meeting and inquired if there were any questions or concerns regarding items on the proposed agenda. Mayor Randall inquired as to the order of the meeting and whether it could be modified to allow for citizens and guests to offer comments prior to adjourning for the reception. The City Manager and City Clerk indicated that there is no problem with altering the agenda in this regard. The City Clerk stated that he would modify the agenda to allow for statements of citizens and guests prior to the adjournment of the outgoing City Council and again before the reception but after the incoming City Council is seated. In response to a question from Mayor Randall, Mayor Strazdas indicated that the reception typically lasts 15 to 20 minutes. Mayor Randall also inquired as to the section on the agenda entitled "Introduction of Guests." Mayor Strazdas and City Clerk Herringa explained that this is when officials from outside organizations, such as the City of Kalamazoo or State Legislature, are recognized.

Councilmember Pearson asked a question regarding the Monthly Report from the Finance Director. Mr. Pearson pointed out that the original 2017-2018 budget for the Capital Improvement Water and Sewer program was significantly less than the 2017-2018 amended budget and asked the City Manager to explain the discrepancy. Mr. Shaffer speculated that it may be related to efforts surrounding Stryker Way but stated that he would research and respond to the query.

ADJOURNMENT: Mayor Strazdas adjourned the meeting at 8:12 a.m.

Adam Herringa, City Clerk