

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Wednesday, January 3, 2018

In Council Chambers at City Hall

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Baldyga and Johnston; City Manager Gorman; Finance Officer Kinde; Police Chief Thomas; DDA/Main Street Director Conner Wellman

Guests: Kathy Parsons; Calvin Schrauben

The meeting was called to order at 7:00 P.M. by Mayor Barnes with the Pledge of Allegiance.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve the Proposed Agenda as presented.

Yeas: VanSlambrouck, Fitzsimmons, Baldyga, Johnston, Barnes

Nays: None

Adopted

Under City Manager Report, City Manager Gorman thanked the DPW for efforts and time over the Christmas Holiday for keeping the streets in Portland clear of snow.

City Manager Gorman outlined items under Communications. The required Asset Management Plan for the Water Department was submitted to the DEQ by the deadline. A copy of the Stormwater, Asset Management, and Wastewater (SAW) Grant Program Agreement is included in the communication as well. The City will receive approximately \$764,000 in funding systems are maximized to their potential.

The 5-Year Parks and Recreation Master Plan process is still underway. Two public meetings have been held to receive comment from residents. Work has begun on the draft plan and will be available soon for review and a 30-day comment period.

The DDA will hold a Strategic Planning Meeting on Thursday, January 11, 2018.

The City Council will hold its Goal Setting Session on Monday, January 29, 2018 at 5:00 P.M.

The Planning Commission will meet on Wednesday, January 10, 2018 to consider a request for a Special Land Use Permit for the property at 1323 E. Bridge St. (34-300-110-000-045-00) to rent the property out as a single-family residence with a cell phone repair business to operate in the front room of the house.

The Due Care Plan was approved by DEQ related to the environmental assessment done at Two Rivers Park as part of the acquisition process to acquire property next to the Band Shell through the DNR Trust Fund Grant.

Under Presentations, DDA/Main Street Director Conner Wellman presented her report on Downtown activities. Director Conner Wellman reported that Holidayfest, held on December 9, 2017 was a very nice, successful, community event. The DDA will meet on Thursday, January 11, 2018 for a Strategic

Planning Meeting to review TIF, financials, and to outline responsibilities. A business owner workshop, Online Branding, will be held on January 24, 2018. There are already businesses planning to attend.

Director Conner Wellman also outlined business activity in the downtown and notable accomplishments in 2017.

Under New Business, the Council considered Resolution 18-01 to confirm the reappointment of Doug Logel Sr. to the Board of Review with a term expiring December 31, 2020.

Motion by Baldyga, supported by VanSlambrouck, to approve Resolution 18-01 confirming the Mayor's appointments to City Boards and Commissions.

Yeas: Baldyga, VanSlambrouck, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

Motion by Fitzsimmons, supported by Johnston, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on December 18, 2017, payment of invoices in the amount of \$52,615.27 and payroll in the amount of \$165,354.77 for a total of \$217,970.04. There were no purchase orders over \$5,000.00.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Baldyga, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman proposed that Council hold its Budget Workshop on April 30, 2018.

The Portland Area Chamber of Commerce will hold its annual dinner on January 22, 2018.

City Manager Gorman reminded all residents and business owners that City Ordinances require the removal of snow from all sidewalks within 10 hours of a snow event.

Motion by Fitzsimmons, supported by Johnston, to adjourn the regular meeting.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Baldyga, Barnes

Nays: None

Adopted

Meeting adjourned at 7:20 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk