

5:15 p.m. Board and Commission Interview Session.

7:00 p.m. Call to Order.

Invocation.

Pledge of Allegiance.

Roll Call.

Proclamations:

A. Consent Agenda: *(To hear about items included on the Consent Agenda, please visit: www.portagemi.gov/544/Podcasts)*

1. Approval of City Council Meeting Minutes:
 - a. Regular Meeting of December 18, 2018.
 - b. Pre-Council Meeting Minutes of January 7, 2019.
2. Approval of the Accounts Payable Register of January 8, 2019 as presented.
3. Approve of \$149,394 for the purchase of easements along sixteen (16) parcels owned by Pharmacia & Upjohn (Pfizer) for the construction of the Portage Road Trailway; a section of the Romence Road Trail Extension; and the northern section of the Austin Lake Trail, and authorize the City Manager to execute all documents related to this action on behalf of the city.
4. Minutes of Boards & Commissions:
 - a. Environmental Board from September 12 and November 14, 2018.
 - b. Senior Center Advisory Board of November 14, 2018.
5. Materials Transmitted from December 18, 2018.

B. Petitions and Statements of Citizens:

C. Communications:

1. Presentation from Mr. Devin Mackinder, Director of Technology Services, regarding recent efforts to upgrade City technology and communications services, performance outcomes and future initiatives.
 - The presentation is available for review at <https://prezi.com/view/bNW6YWBjJHsNVUyVcf4q/> (Google Chrome is the recommended browser).
2. Calendar of Meetings:
 - Historic District Commission, Wednesday, January 9, 2019 - CANCELLED.
 - Environmental Board, Wednesday, January 9, 2019 at 7:00 p.m. in City Hall Room #1.
 - Human Services Board, Thursday, January 10, 2019 at 6:00 p.m. in City Hall Room #1.
 - Zoning Board of Appeals, Monday, January 14, 2019 - CANCELLED.
 - Senior Citizens Advisory Board, Wednesday, January 16, 2019 at 2:30 p.m. at Portage Senior Center.
 - Planning Commission, Thursday, January 17, 2019 at 7:00 p.m. in Council Chambers.
3. Communication from Christopher and Jeannine Morris dated December 28, 2018 regarding winter storage of boat lifts.
 - a. Receive and refer the communication from Christopher and Jeannine Morris regarding boat lifts to City Administration for review and report.

D. Public Hearings:

1. Subsequent to the public hearing, adopt Resolution No. 3 for the Hill 'An' Brook Drive and Merryview Drive Project #999-R, directing the preparation of the special assessment roll.

E. Regular Business Agenda:

F. Unfinished Business:

G. Council Committee Reports:

H. New Business:

1. Appoint individuals to the Board of Review, Zoning Board of Appeals, Planning Commission, Environmental Board, Human Services Board, Park Board and Senior Citizen Advisory Board.

I. Statements of Citizens:

J. Statements of City Council and City Manager.

Adjournment.

CITY COUNCIL MEETING MINUTES FROM DECEMBER 18, 2018

The Regular Meeting was called to order by Mayor Randall at 7:00 p.m. At the request of Mayor Randall, the City Clerk called the roll with the following members present: Councilmembers Chris Burns, Richard Ford, Lori Knapp, Terry Urban, Mayor Pro Tem Jim Pearson and Mayor Patricia Randall. Councilmember Claudette Reid arrived at 7:02 p.m. Also in attendance were City Manager Larry Shaffer, City Attorney Randy Brown and City Clerk Adam Herringa.

Mayor Randall asked for a moment of silence in honor of all denominations or personal beliefs and in recognition of the season, spirit of giving, love of family and in celebration of the coming new year. The City Council and audience then recited the Pledge of Allegiance.

PROCLAMATIONS: Mayor Randall issued a proclamation to recognize the good work, dedication and commitment of the Portage Community Center (PCC) to improving the lives of the residents of the City of Portage. PCC Executive Director Chris Buckley and Emergency Assistance Coordinator Patsy Burnett received the proclamation and shared information about the events and activities of the PCC. The holiday adopt-a-family program was highlighted.

CONSENT AGENDA: Mayor Randall shared where the public can access the meeting agenda and asked if any Councilmember or anyone in the audience would like an item removed from the Consent Agenda. Councilmember Reid removed Items A.4 and A.10.

Motion by Pearson, seconded by Reid, to approve the Consent Agenda, with the exception of Items A.4 and A.10, as presented. Upon a roll call vote, motion carried 7 to 0.

APPROVAL OF MINUTES: Motion by Pearson, seconded by Reid, to approve the Regular Meeting Minutes of December 4 and Pre-Council Meeting Minutes of December 17, 2018. Upon a roll call vote, motion carried 7 to 0.

APPROVAL OF ACCOUNTS PAYABLE REGISTER OF DECEMBER 18, 2018: Motion by Pearson, seconded by Reid, to approve the Accounts Payable Register of December 18, 2018. Upon a roll call vote, motion carried 7 to 0.

PORTAGE PARKS FOUNDATION: Motion by Pearson, seconded by Reid, to adopt a resolution for City Council to authorize the formation of the Portage Parks Foundation 501(c)(3) organization. Upon a roll call vote, motion carried 7 to 0.

2019 EMPLOYEE HEALTH INSURANCE: Motion by Pearson, seconded by Reid, to approve one-year contracts with Blue Cross Blue Shield of Michigan and Blue Care Network for employee health insurance; maintain current employer/employee cost sharing practices by taking action to exempt the city from requirements of P.A. 152 for the 2019 medical benefits plan year; and authorize the City Manager to execute all documents related to the contract renewals on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

2019 UTILITY INSTALLATION PROJECT: Motion by Pearson, seconded by Reid, to award a contract to perform design and construction engineering services for the 2019 Utility Installation Project to AR Engineering, LLC, in the amount not to exceed \$107,900 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.

NETWORK STORAGE DEVICES: Motion by Pearson, seconded by Reid, to approve the purchase of Hewlett-Packard Nimble Network Storage devices in the total amount of \$54,798.69 and authorize the City Manager to execute all documents related to this action on behalf of the City. Upon a roll call vote, motion carried 7 to 0.

BS&A ANNUAL LICENSING AND SOFTWARE MAINTENANCE: Motion by Pearson, seconded by Reid, to approve payment of the annual licensing and software maintenance services fees with BS&A, Incorporated, at a total cost of \$51,806 and authorize the City Manager to execute all related documents. Upon a roll call vote, motion carried 7 to 0.

HILL 'AN' BROOK SPECIAL ASSESMENT – RESOLUTION NO. 2: Motion by Pearson, seconded by Reid, to adopt Resolution No. 2 for the Hill 'An' Brook Drive and Merryview Drive Curb and Gutter Project #999-R, setting a public hearing of necessity on January 8, 2019. Upon a roll call vote, motion carried 7 to 0.

MINUTES OF BOARDS AND COMMISSIONS: Motion by Pearson, seconded by Reid, to receive the Youth Advisory Committee Minutes of November 5, Historic District Commission of November 7, Human Services Board of October 4, and Portage Public Schools Board of Education of October 22, November 12 and November 26, 2018. Upon a roll call vote, motion carried 7 to 0.

MATERIALS TRANSMITTED: Motion by Pearson, seconded by Reid, to receive the Materials Transmitted of October 23 and November 20, 2018. Upon a roll call vote, motion carried 7 to 0.

STATEMENTS OF CITIZENS: Dr. Monifa Jumanne, 6156 Independence Drive, spoke and complimented the city on its festive appearance. She inquired if any Councilmember had researched answers to the questions she posed at the last City Council Meeting. Councilmember Burns indicated that he had and shared some of the answers. Ms. Jumanne thanked Mr. Burns for researching the questions. She then referenced a bookmark she had made in recognition of Kwanzaa and inquired if anyone knew what the colors of the ribbons associated with the bookmark represented. The ribbon colors were red, black and green. She handed a bookmark and ribbons out to City Council and asked them to share the bookmark and knowledge with others. Next, Dr. Jumanne reviewed several booklets she brought highlighting the influence and history of African Americans. Following this review Dr. Jumanne reviewed a Portager article regarding diversity in Portage and raised a question as to whether the content of the article was representative of the title. She repeated the question relating to a document entitled Portage Senior Center Events and Strategies. She questioned whether events at the Portage Senior Center occur that celebrate inclusion and diversity and questioned who should get to decide events and event topics. Dr. Jumanne asked that the "Events and Strategies" document be revoked. Ms. Jumanne questioned leadership in the City of Portage and shared her belief that "black people are left out of Administration and out of programming." She expressed offense at having to ask that Kwanzaa be recognized at the Senior Center on an annual basis. In conclusion, she shared that she has been an activist for 54 years and the need continues. She asked City Council to take the time to examine why this is the case.

COMMUNICATIONS:

CALENDAR OF MEETINGS: Motion by Ford, seconded by Burns, to receive the Calendar of Meetings. Upon a roll call vote, motion carried 7 to 0.

PUBLIC HEARINGS:

TENTATIVE PLAN AMENDMENT FOR STREAMSONG PLANNED DEVELOPMENT: Mayor Randall asked City Manager Shaffer to begin discussion. Mr. Shaffer invited Community Development Director Vicki Georgeau to review the proposed Tentative Plan Amendment. Ms. Georgeau provided a history of the project and the proposed changes to the Tentative Plan. She explained that, due to sales and demand, smaller units are being proposed. She explained that, aside from size, no other changes are being proposed. Director Georgeau concluded by stating that both city staff and the Planning Commission recommend approval.

Mayor Randall opened the public hearing. There being no public comment, motion by Ford, seconded by Reid, to close the public hearing. Upon a voice vote, motion carried 7 to 0. Motion by Knapp, seconded by Reid, to approve the Tentative Plan Amendment for Streamsong Planned Development, 715 West Osterhout Avenue. Upon a roll call vote, motion carried 7 to 0.

REGULAR BUSINESS AGENDA:

AMENDMENT TO PUBLIC ART COMMISSION URBAN COOPERATION AGREEMENT: Mayor Randall invited Councilmember Reid to begin discussion. Councilmember Reid explained that the city has been a part of this Urban Cooperation Agreement for many years. She explained that one component of the Agreement is the goal that participating entities in the Kalamazoo Public Art Commission (KPAC) spend 1% of the dollar value of annual capital expenditures for public art purposes. Councilmember Reid questioned whether the city has been able to meet this commitment in the past and whether it would be able to do so in the future, especially in years of large capital projects. She expressed her support for public art but wanted to make sure City Council was aware of the financial promise included in the Agreement. Mayor Randall expressed disagreement with Councilmember Reid as to whether the city has been able to meet the 1% financial commitment to public art and highlighted functional art such as bike racks and performance art such as summer concerts. City Manager Shaffer stated that, while exact calculations and analysis have not been conducted, he believes the city is, at a minimum, close to the 1% commitment on an annual basis. He then highlighted recent efforts such as art in City Hall that is being promoted by Parks and Recreation Director Kathleen Hoyle and the Parks and Recreation Department.

Councilmember Knapp pointed out that the Chairperson of the Public Art Commission, Patrick Jouppi, was in attendance and could help answer questions. Councilmember Knapp explained that the 1% being discussed is not a formal commitment nor is there a true expectation of expenditure by participating entities. Rather, she stated, it is a recommendation. Councilmember Knapp continued by stating that the KPAC is currently working to better define what constitutes public art and is working to increase public art in the community. Mayor Randall shared her belief that public art is more than bricks and mortar and stated that traditional notions of public art may not be appealing to younger generations.

Councilmember Reid stated that in recent history the city had to cut back on activities such as summer concerts due to budget constraints. She continued by stating that such events and activities are making a return as budgets have stabilized. With regard to summer concerts, Councilmember Reid stated that she did not know whether performance art could be considered public art. She expressed gratitude for having the discussion and hope that the city can identify and publicize good works of the city. Motion by Reid, seconded by Urban, to approve the Third Amendment to the Urban Cooperation Agreement to Establish a Public Art Commission. Upon a roll call vote, motion carried 7 to 0.

2019 FEES: Mayor Randall invited Councilmember Reid to begin discussion on this item. Councilmember Reid stated that the information provided to City Council on this item did not include a justification for an increase in the “Walk-Run Fundraising Events” fees. City Manager Shaffer invited Parks and Recreation Director Kathleen Hoyle to provide the rationale for the fee increase. Director Hoyle shared that she and staff analyzed programs and fees and determined that the staff time needed to assist in “Walk-Run Fundraising Events” varied between \$450 and \$1500. The fee increase from \$50 to \$100, she stated, is to help better offset staff costs. Councilmember Reid inquired, as it relates to the coordination of competitive runs, how many people typically participate. Ms. Hoyle stated that, on the low end, the number is approximately 200 while, on the high end, the number may be around 600.

Motion by Reid, seconded by Knapp, to adopt the 2019 Freedom of Information Act fees; 2019 Recreation and Park Facility fees; 2019 Cemetery Fees and Charges; 2019 Community Development fees for Building Permits and 2019 Special Assessment Rates. Upon a roll call vote, motion carried 7 to 0.

COUNCIL COMMITTEE REPORTS: Mayor Pro Tem Pearson shared that he recently attended a meeting of the Kalamazoo County Environmental Health Advisory Council (EHAC) at which the primary topic of conversation was PFAS. Mr. Pearson asked City Manager Shaffer to provide an update on PFAS in Portage. Mr. Shaffer shared that the two wells which tested for low levels of PFAS (17 parts per trillion and 3 parts per trillion which is less than EPA standard for concern of 70 parts per trillion) were retested. One of the wells came back with a PFAS level of non-detectable and the other showed a negligible level. Mr. Shaffer stated that as a result of these tests the wells are now back online. He also shared that the city is in the process of developing and implementing the capacity to conduct water testing in-house which, he stated, is a positive move to help protect the water supply. Councilmember Reid inquired if the potential of state and federal legislation on water quality and PFAS was discussed. Mayor Pro Tem Pearson stated that the potential of legislation was only discussed philosophically since there is no clear indication as to whether legislation will be passed and, if so, what the impact might be at the local level.

Councilmember Burns noted that he attended a meeting of the Kalamazoo County Transit Authority (KCTA) that was held at Portage City Hall. Mr. Burns thanked the city for being gracious hosts and shared that, at the meeting, the KCTA engaged in a visioning exercise and reviewed who uses public transportation, popular fixed route bus stops, the Metro Connect program and the Van Share program. He shared that the KCTA is in the process of evaluating bus stops and amenities and pointed out that, unlike large metropolitan cities, the Kalamazoo region is vehicle friendly with plenty of free, low cost and convenient parking.

Councilmember Ford shared that he attended the annual meeting of Discover Kalamazoo. He reviewed the Great Lake-to-Lake Trails Program that was discussed at the annual meeting and disclosed that one of the routes would pass through Kalamazoo. Mr. Ford also shared that Discover Kalamazoo is working on a trail “credentialing” program and speculated that the City of Portage, with all of the trails, could pursue and benefit from this program.

Councilmember Knapp shared that the Communications Committee composed of herself, Councilmember Burns and Councilmember Ford had a meeting with City Manager Shaffer and Communications Director Mary Beth Block. At this meeting, she stated, topics related to expanding the city’s social media presence, using Twitter to share Department of Public Safety information, enhancing citizen access to City Council agendas, opportunities related to the incoming Cable Access vendor and implementation of a more frequent and electronic version of the *Portager* were discussed.

Motion by Reid, seconded by Burns, to receive the Council Committee Reports as presented. Upon a voice vote, motion carried 7 to 0.

STATEMENTS OF CITY COUNCIL AND CITY MANAGER: Councilmember Urban wished everyone a happy holiday season. He commented that cultures across the world celebrate this time of year, as days are growing shorter, in many different ways. The celebrations, he stated, helped to address fears associated with the darkness and as a reminder that brighter days are ahead. He concluded by reminding everyone that this is a great time of year to gather family together.

Councilmember Reid pointed out that Metro Transit also offers discount rates for individuals with disabilities. She wished everyone a quiet, healthy and restful holiday with friends and family.

Councilmember Knapp reminded everyone that the Millennium Park Ice Rink is open and encouraged residents to take advantage of the offerings. She complimented and thanked fellow Councilmembers, City Manager Shaffer and Deputy City Manager Rob Boulis on a successful retreat. She stated that the retreat was positive, forward-thinking and established great goals for the upcoming year.

Councilmember Burns shared that this was the end of his first calendar year on City Council. He stated that it was his honor and pleasure to work with his fellow Councilmembers and city staff and thanked everyone for a productive and successful year.

Councilmember Ford echoed the comments of Councilmember Knapp regarding the retreat. He then reviewed the "PlowTrax" program being implemented by the city which allows residents to track the progress of snow plows in the community.

City Manager Shaffer expressed his appreciation and gratitude for the service, commitment and dedication of the Mayor and City Council. He also acknowledged city staff and commented that city staff are the most dedicated and talented public servants he has had the privilege to work with.

Mayor Pro Tem Pearson thanked City Councilmembers for the time they spend in service on a variety of committees across Kalamazoo County. He then reviewed the purpose and rationale for the annual City Council Retreat and how it assists in setting goals for the upcoming year.

Mayor Randall expressed positivity toward the City Council Retreat and its outcomes. She thanked City Council for their dedication and all that has been accomplished over the past year and continued by thanking the City Manager and Deputy City Manager for their support as City Council works towards its goals. Mayor Randall then thanked Councilmember Burns for coordinating the City Council participation in the Portage Community Center (PCC) holiday "Adopt-a-Family" program. She mentioned that she had the opportunity, through Portage Rotary, to assist in packing holiday food baskets and wrapped gifts at the PCC over the weekend. She, along with every Councilmember, concluded by wishing everyone a happy holiday season.

ADJOURNMENT: Mayor Randall adjourned the meeting at 8:10 p.m.

Adam Herringa, City Clerk

**MINUTES FROM THE PRE-MEETING
OF THE PORTAGE CITY COUNCIL
OF JANUARY 7, 2019**

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

Mayor Randall opened the meeting and inquired if there were any questions or concerns regarding items on the proposed January 8th Regular Meeting Agenda. With regard to Item A.3, Purchase of Easements for Trailways, Councilmember Reid inquired as to the process for determining costs for the properties. She also inquired, with regard to property purchases that are being negotiated, whether eminent domain was under consideration. City Manager Shaffer stated that Pfizer only requested the city pay the assessed value for the 16 parcels. With regard to eminent domain, Mr. Shaffer stated that it is a method of last resort and should only be utilized under dire circumstances. He speculated as to whether a bike trail could be upheld in the courts as an appropriate use of eminent domain. Councilmember Reid inquired as to the status of negotiations for the purchase and/or use of other properties necessary for the planned bike trails. Mr. Shaffer stated that some property owners would prefer any trail go along the edge of their property instead of directly through and other property owners believe their property is worth more should it be developed with something other than a bike trail. Regardless, Mr. Shaffer stated that negotiations are on-going.

Mayor Pro Tem Pearson inquired if residents that would be impacted by the planned Austin Lake Trail had been notified of the project. He continued by inquiring if the trail would run along the property line or if there would be any setback. Mr. Shaffer stated that residents along the trail had not yet been notified and that the trail would run along the property lines. Mayor Pro Tem Pearson inquired if the city was looking at obtaining easements, purchasing properties or both. Mr. Shaffer stated that the city is looking at easements. Mr. Pearson inquired if the city is looking at "the O'Brien property" or railroad property. Mr. Shaffer stated that the O'Brien property and railroad property is the same and reviewed the need for this and other property to implement the trail. In response to an additional inquiry, Mr. Shaffer explained that the trail will run along the railroad bed and explained how using the railroad bed will make building the trail easier. During her summary of the meeting, Mayor Randall inquired when impacted residents would be notified of trail plans.

With regard to item C.1, presentation from Mr. Devin Mackinder, Mr. Shaffer confirmed that a copy of the presentation would be distributed to City Council and be posted for public view.

With regard to item D.1, Hill 'An' Brook Drive and Merryview Drive Project, Councilmember Burns inquired about the property owner who is withdrawing her support for the project and how it impacts the level of support for the project. City Manager Shaffer shared that, this morning, the City Clerk received a petition in opposition to the project and that it

appears three people who originally supported the project are now in opposition. He continued by explaining that 60% of the frontage of property owners is necessary for the project to move forward and that the withdrawal of just one person would result in the frontage level dropping below the threshold. Mr. Shaffer stated that he will be asking the City Attorney to review the new information.

Mayor Pro Tem Pearson commented that it sounds like the project was supported in concept and inquired as to the cost for residents. Mr. Shaffer reviewed the cost projections and shared that the largest total assessment is \$11,000 while the smallest is \$3,900. Councilmember Burns inquired if the timeframe of the assessment could be extended beyond ten years to reduce monthly costs. Mr. Shaffer responded in the affirmative and explained that the timeframe for the assessment cannot exceed the life of the improvement. He continued by stating that he would ask staff to research this possibility and impact on monthly costs. Councilmember Reid inquired if the curb and gutter would be concrete or asphalt and Mr. Shaffer shared that it would be concrete. Councilmember Reid inquired if asphalt curbs would reduce costs and Mr. Shaffer stated that he would research the question. Mayor Randall inquired if there were other asphalt curbs in the city and Mr. Shaffer commented that the city tries to avoid asphalt curbs because they breakdown faster than concrete.

Mayor Randall inquired if, should the timeframe for payment be extended, whether all residents would have to comply with the amortization schedule. Mr. Shaffer stated that residents would be welcome to pay in advance. Mayor Randall asked Mr. Shaffer to have information regarding possible amortization schedules available. Mayor Randall pointed out that the city is in step three of this special assessment process and wondered if special action would be needed to halt the project. Mr. Shaffer stated that he would research and respond. Mayor Randall inquired if there are other neighborhoods in the city in which there is a mix of streets with curb and gutter and those without. Councilmember Reid spoke in the affirmative and shared that this was the case in a neighborhood in which she used to live.

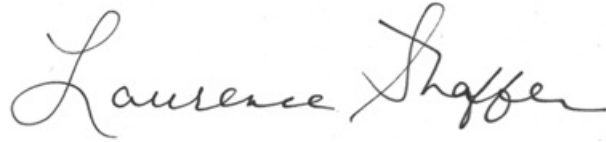
With regard to the Board and Commission Interview Session, Councilmember Reid shared that there are more than enough people to fill vacancies. She also indicated that, due to illness, she may not be in attendance at either the Interview Session or Regular Meeting. She asked that staff take steps to allow her to participate in the Regular Meeting remotely. Councilmember Knapp indicated that, due to a prior commitment, she is unable to attend the Interview Session.

Mayor Pro Tem Pearson inquired about a letter received by City Council about boat lifts around Austin Lake. Mr. Shaffer stated that City Council can officially receive the letter and refer it to City Administration for review and report. City Clerk Herringa indicated that he would add the letter to the agenda.

ADJOURNMENT: Following a summary of the meeting, Mayor Randall adjourned the meeting at 8:22 a.m.

TO: Honorable Mayor and City Council

FROM: Laurence Shaffer, City Manager



SUBJECT: Accounts Payable Register

SUPPORTING PERSONNEL: William Furry, Director of Finance

ACTION RECOMMENDED: That City Council approve the Accounts Payable Register of January 8, 2019 as presented.

The City Council reviews and approves the bi-weekly Accounts Payable Register which includes automated clearing house payments, paper checks and auto-pay payments. The attached Accounts Payable Register covers the period December 9, 2018 through December 30, 2018 and notes \$1,145,425.31 in automated clearing house payments, \$1,781,455.61 in paper checks and \$74,918.65 in auto-pay payments for a grand total of \$3,001,799.57.

FUNDING: N/A

Attachments: 1. Accounts Payable Register 1-8-19

ACCOUNTS PAYABLE REGISTER
Check Dates From: 12/9/2018 to 12/30/2018

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Check Type: ACH Transaction

Check Date	Check	Vendor Name	Description	Amount
12/14/2018	10039(A)	A NEW LEAF	PLANT CARE	170.00
12/14/2018	10040(A)	A-1 SIGNS	MEMORIAL PLAQUES	20.55
12/14/2018	10041(A)	ABONMARCHÉ CONSULTANTS, INC	ENGINEERING SERVICES	43,325.43
12/14/2018	10042(A)	ACCESS EMPLOYER STAFFING SERVICES	ELECTION TEMP EMPLOYEES	353.76
12/14/2018	10043(A)	AIRGAS GREAT LAKES	SHOP MAINTENANCE	449.01
12/14/2018	10044(A)	ALL CITY MANAGEMENT SERVICES, INC.	SCHOOL CROSSING GUARDS	5,526.36
12/14/2018	10045(A)	ALL-TRONICS, INC.	EQUIPMENT MAINTENANCE	78.00
12/14/2018	10046(A)	ANIMAL REMOVAL SERVICE, LLC	ANIMAL REMOVAL	350.00
12/14/2018	10047(A)	APOLLO FIRE EQUIPMENT COMPANY	FIRE MAINT SUPPLIES	2,670.81
12/14/2018	10048(A)	APPROVED PROTECTION SYSTEMS	NOVEC FIRE SUPPRESSION	250.00
12/14/2018	10049(A)	BATTERIES PLUS	FIRE MAINT SUPPLIES	35.00
12/14/2018	10050(A)	BELL EQUIPMENT COMPANY	LEAF PICKUP MAINTENANCE	1,646.50
12/14/2018	10051(A)	BEST WAY DISPOSAL, INC.	18/19 CURBSIDE RECYCLING	50,057.46
12/14/2018	10052(A)	BLACKBOARD, INC.	CONNECT FOR ALERT SERVICE	14,000.00
12/14/2018	10053(A)	BLUE CARE NETWORK-GREAT LAKES	HEALTH INSURANCE	124,560.02
12/14/2018	10054(A)	BLUESTONE PSYCH	PSYCH EVALUATION	465.00
12/14/2018	10055(A)	BROWNELL'S INCORPORATED	GUN CLEANING SUPPLIES	964.00
12/14/2018	10056(A)	C T S TELECOM, INC.	TELEPHONE SERVICE	3,018.62
12/14/2018	10057(A)	CARLETON EQUIPMENT CO.	EQUIPMENT SERVICES	4,516.56
12/14/2018	10058(A)	CHARTER COMMUNICATIONS	CABLE TV	571.18
12/14/2018	10059(A)	CLEANIT CORP	CARWASHES	48.00
12/14/2018	10060(A)	DEER CONTRACTING & LANDSCAPE	CITY SIGN SERVICES	2,470.00
12/14/2018	10061(A)	DELTA DENTAL PLAN OF MICHIGAN	DENTAL INSURANCE	18,155.68
12/14/2018	10062(A)	ENGINEERED PROTECTION SYSTEMS, INC.	SECURITY SYSTEM	5,289.00
12/14/2018	10063(A)	ENTENMANN-ROVIN CO.	BADGE REPAIR	57.50
12/14/2018	10064(A)	ETNA SUPPLY, INC.	METER READING EQUIP	3,600.00
12/14/2018	10065(A)	GAIL ANDRUS TRAVEL	TRAVEL PAYMENT	1,410.00
12/14/2018	10066(A)	GORDON WATER SYSTEMS	WATER SERVICES	116.15
12/14/2018	10067(A)	GORNO FORD	NEW FLEET VEHICLES (2)	57,076.00
12/14/2018	10068(A)	GRIFFIN PEST SOLUTIONS, INC.	FIRE FACILITY MAINTENANCE	47.00

ACCOUNTS PAYABLE REGISTER
Check Dates From: 12/9/2018 to 12/30/2018

Check Date	Check	Vendor Name	Description	Amount
12/14/2018	10069(A)	HARTFORD LIFE INSURANCE COMPANY	LIFE & LTD INSURANCE	8,591.43
12/14/2018	10070(A)	HOFFMAN BROTHERS, INC.	WINTER FOREST DRAIN IMPROV	18,354.37
12/14/2018	10071(A)	HOWARD PRINTING	PORTAGER PRINTING	2,816.00
12/14/2018	10072(A)	IRISH AYRES ENTERPRISES, LLC	MOWING SERVICES	3,615.00
12/14/2018	10073(A)	JONS TO GO PORTABLE RESTROOM	PORTABLE RESTROOMS	455.00
12/14/2018	10074(A)	KLOSTERMAN DISTRIBUTING	MPIR CONCESSIONS	313.02
12/14/2018	10075(A)	KUSHNER & COMPANY, INC.	COBRA & FSA	317.89
12/14/2018	10076(A)	LAKE MICHIGAN MAILERS, INC.	METER PLUS	260.00
12/14/2018	10077(A)	LAWSON PRODUCTS, INC	EQUIPMENT TOOLS	2,967.87
12/14/2018	10078(A)	LOWE'S HOME CENTER	SUPPLIES - PARKS DIV	142.30
12/14/2018	10079(A)	MAPLE HILL SPRINKLING, INC.	IRRIGATION MAINTENANCE	600.00
12/14/2018	10080(A)	MCNALLY ELEVATOR CO.	ELEVATOR MAINTENANCE	134.21
12/14/2018	10081(A)	MEEKHOF TIRE SALES & SERVICE INC.	TIRES AND SERVICES	1,612.14
12/14/2018	10082(A)	MEJEUR ELECTRIC LLC	ELECTRICAL WORK	2,538.00
12/14/2018	10083(A)	MENARDS, INC	TREE LIGHTS	101.94
12/14/2018	10084(A)	MICHIGAN PAVING & MATERIALS CO.	BIKEWAY IMPROVEMENTS	33,408.00
12/14/2018	10085(A)	MIDWEST ENERGY & COMMUNICATIONS	STREETLIGHT ENERGY	285.40
12/14/2018	10086(A)	MILLS, DANIEL	EMPLOYEE TRAINING	200.00
12/14/2018	10087(A)	NYE UNIFORMS	FIRE OCF UNIFORMS	1,682.49
12/14/2018	10088(A)	OFF THE CUFF CATERING	COUNCIL LUNCH	279.90
12/14/2018	10089(A)	ONE WAY PRODUCTS	CAN LINERS	259.84
12/14/2018	10090(A)	ONSTAFF USA INC	TEMPORARY EMPLOYEES	31,845.07
12/14/2018	10091(A)	PARADIGM DESIGN, INC.	CITY HALL WINDOWS	1,080.00
12/14/2018	10092(A)	PARIS CLEANERS	UNIFORM CLEANING	850.34
12/14/2018	10093(A)	PCM SALES, INC.	JABRA ENGAGE HEADSET	535.25
12/14/2018	10094(A)	PECKELS, CHRISTINE	PROGRAM INSTRUCTOR	120.00
12/14/2018	10095(A)	PERCEPTIVE CONTROLS, INC.	SCADA MAINTENANCE	875.00
12/14/2018	10096(A)	PETERS CONSTRUCTION CO.	STORM SEWER REPLACEMENT	33,026.22
12/14/2018	10097(A)	PRINTING SERVICES INC	PHOTO CONTEST PRINTS	707.48
12/14/2018	10098(A)	PROFESSIONAL BUILDING SERVICES LLC	JANITORIAL SERVICES	4,177.54
12/14/2018	10099(A)	R W LAPINE INC.	HVAC ON-CALL SERVICE	1,854.00
12/14/2018	10100(A)	RIDGE AUTO NAPA	DIESEL EXHAUST FLUID	1,710.34

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12/14/2018	10102(A)	RIETH-RILEY CONSTRUCTION CO., INC	PATCH MATERIAL	1,008.11
12/14/2018	10103(A)	S B F ENTERPRISES, INC.	PRINTING SERVICES	2,252.68
12/14/2018	10104(A)	SAFETY SERVICES, INC.	GLOVES	5,069.92
12/14/2018	10105(A)	SEVERANCE ELECTRIC COMPANY,INC	MAST ARM INSTALLATION	31,782.80
12/14/2018	10106(A)	SIMPLIFILE LLC	DOCUMENT RECORDING	531.10
12/14/2018	10107(A)	SOS TECHNOLOGIES	FIRE EMS SUPPLIES	728.45
12/14/2018	10108(A)	SUEZ WATER ENVIRONMENTAL SERVICES	OPERATION COSTS	186,590.91
12/14/2018	10109(A)	SYNERGISTIC ONLINE SOLUTIONS	CACHE BATTERIES	900.00
12/14/2018	10110(A)	TOO CLEAN JANITORIAL	CLEANING MAINTENANCE	250.00
12/14/2018	10111(A)	TRUCK & TRAILER SPECIALTIES	FLEET MAINTENANCE	2,369.85
12/14/2018	10112(A)	UNIFIRST CORPORATION	CARPET RUNNER RENTAL	80.38
12/14/2018	10113(A)	W W GRAINGER INC	LEAF PICKUP SUPPLIES	2,090.34
12/14/2018	10114(A)	WEST MICHIGAN STAMP & SEAL,INC	NAME PLATE	36.95
12/14/2018	10115(A)	WOLVERINE POWER SYSTEMS	REPL EXHAUST PIPE	1,710.57
12/14/2018	10116(A)	XEROX CORPORATION	XEROX MACHINE B8065H	1,151.25
12/26/2018	10117(A)	ABONMARCHE CONSULTANTS, INC	ELIASON RESERVE DEV	14,282.30
12/26/2018	10118(A)	APOLLO FIRE EQUIPMENT COMPANY	FIRE OPS SUPPLIES	329.30
12/26/2018	10119(A)	BATTERIES PLUS	LED12479 LIGHT BULBS	347.94
12/26/2018	10120(A)	BELL EQUIPMENT COMPANY	STREET SWEEPER RENTALS	28,900.00
12/26/2018	10121(A)	BLUESTONE PSYCH	DUTY EVALUATION	3,960.00
12/26/2018	10122(A)	C D W GOVERNMENT, INC.	CRUCIAL MX500 SOLID	91.12
12/26/2018	10123(A)	CAPITAL ADVANTAGE LEASING	LEASED COMPUTER EQUIP	199.40
12/26/2018	10124(A)	CHARTER COMMUNICATIONS	CABLE TV	103.51
12/26/2018	10125(A)	CONTINENTAL LINEN SERVICES	MAT SERVICE	92.07
12/26/2018	10126(A)	COPSGEAR	THERMAL CAMERAS	7,650.00
12/26/2018	10127(A)	DEER CONTRACTING & LANDSCAPE	BRICK WALL REPAIR	780.00
12/26/2018	10128(A)	ENGINEERED PROTECTION SYSTEMS, INC.	SECURITY SYSTEM	2,249.00
12/26/2018	10129(A)	ESCAPE FIRE & SAFETY SERVICES, INC.	FABRICATION SERVICES	70.00
12/26/2018	10130(A)	FIRE SERVICE MANAGEMENT	OCCF UNIFORMS	400.00
12/26/2018	10131(A)	FISHBECK THOMPSON CARR & HUBER, INC	ENGINEERING SERVICES	667.33
12/26/2018	10132(A)	GAIL ANDRUS TRAVEL	PROGRAM PAYMENT	1,410.00
12/26/2018	10133(A)	GORDON WATER SYSTEMS	WATER SERVICE	371.45

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12/26/2018	10134(A)	GRAHAM FORESTRY SERVICE, INC.	CONSULTANT FORESTRY	384.00
12/26/2018	10135(A)	GREATER KALAMAZOO UNITED WAY	UNITED WAY CONTRIBUTIONS	522.00
12/26/2018	10136(A)	GRIFFIN PEST SOLUTIONS, INC.	PEST CONTROL - GLWTP	260.00
12/26/2018	10137(A)	HESS, DERECK	FORENSIC INTERVIEWING	135.00
12/26/2018	10138(A)	HURLEY & STEWART, LLC	ENGINEERING SERVICES	13,948.30
12/26/2018	10139(A)	INDUSCO SUPPLY CO., INC.	CLEANING SUPPLIES	53.34
12/26/2018	10140(A)	J & J LAWN SERVICE, INC.	MOWING AND TRIMMING	4,857.00
12/26/2018	10141(A)	J + H OIL CO.	DIESEL FUEL	20,465.30
12/26/2018	10142(A)	KPI TACTICAL	ARMOR RAID CARRIERS	1,373.00
12/26/2018	10143(A)	KUIPER BUILDING SERVICES, LLC	GRAIN ELEVATOR REPAIR	1,050.00
12/26/2018	10144(A)	LANDS END	UNIFORMS FOR RECORDS	91.44
12/26/2018	10145(A)	LAWSON PRODUCTS, INC	REPAIR AND MAINTENANCE	786.66
12/26/2018	10146(A)	LOWE'S HOME CENTER	FIRE FACILITY MAINT	154.85
12/26/2018	10147(A)	MEEKHOF TIRE SALES & SERVICE INC.	FIRE APPARATUS MAINT	335.00
12/26/2018	10148(A)	MEJEUR ELECTRIC LLC	ELECTRICAL SERVICES	216.00
12/26/2018	10149(A)	MENARDS, INC	EQUIPMENT MAINTENANC	47.98
12/26/2018	10151(A)	NEW FRESH CLEANING SERVICE	JANITORIAL SERVICES	1,400.00
12/26/2018	10152(A)	NYE UNIFORMS	MISC UNIFORMS	596.93
12/26/2018	10153(A)	O'BRIEN, THOMAS	EMPLOYEE REIMBURSEMENT	285.00
12/26/2018	10154(A)	ONE WAY PRODUCTS	CAN LINERS	51.84
12/26/2018	10155(A)	ONSTAFF USA INC	TEMPORARY EMPLOYEES	13,212.68
12/26/2018	10156(A)	PARADIGM DESIGN, INC.	CITY HALL WINDOWS	972.00
12/26/2018	10157(A)	PATTERSON, TREVER	FORENSIC INTERVIEWING	135.00
12/26/2018	10158(A)	PCM SALES, INC.	MONTHLY OUTSOURCING	41,134.25
12/26/2018	10159(A)	PERCEPTIVE CONTROLS, INC.	DATA CONVERSION	27,159.16
12/26/2018	10160(A)	PORTAGE FIREFIGHTERS	IAFF UNION DUES	1,672.14
12/26/2018	10161(A)	PORTAGE ON-CALL FIREFIGHTERS	ONC ALL DUES	40.00
12/26/2018	10162(A)	PORTAGE POLICE OFFICERS ASSOC	PPOA DUES	574.00
12/26/2018	10163(A)	PREIN & NEWHOF	PROFESSIONAL SERVICE	213.50
12/26/2018	10164(A)	PRINTING SERVICES INC	MILLENIUM CAFE	80.00
12/26/2018	10165(A)	R W LAPINE INC.	HVAC ON-CALL SERVICE	1,767.07
12/26/2018	10166(A)	REPUBLIC SERVICES OF WEST MICHIGAN	WASTE DISPOSAL SERVICES	621.33

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12/26/2018	10167(A)	RIDGE AUTO NAPA	FIRE APPARATUS MAINT	1,102.81
12/26/2018	10168(A)	ROAD EQUIPMENT PARTS CENTER	MAINTENANCE SUPPLIES	93.41
12/26/2018	10169(A)	ROE-COMM, INC.	REPL/REPAIR RADIOS	125.00
12/26/2018	10170(A)	SECANT TECHNOLOGIES	SSL CERTIFICATE	479.00
12/26/2018	10171(A)	SEVERANCE ELECTRIC COMPANY, INC	TRAFFIC SIGNAL REPAIRS	4,508.75
12/26/2018	10172(A)	SNELL, DEBRA	PROGRAM INSTRUCTOR	216.00
12/26/2018	10173(A)	SOS TECHNOLOGIES	FIRE EMS SUPPLIES	306.95
12/26/2018	10174(A)	SUEZ WATER ENVIRONMENTAL SERVICES	BLOCK STATION MAINT	61,903.74
12/26/2018	10175(A)	TECHNOLOGY SOLUTIONS	NEW SNOWPLOW TRACKING	9,995.00
12/26/2018	10176(A)	THE POSTMAN INC.	FENCE INSTALLATION	2,000.00
12/26/2018	10177(A)	THOMPSON, HELENE	PROGRAM INSTRUCTOR	504.00
12/26/2018	10178(A)	TOO CLEAN JANITORIAL	JANITORIAL SERVICES	560.00
12/26/2018	10179(A)	UNIFIRST CORPORATION	CARPET RUNNER RENTAL	80.38
12/26/2018	10180(A)	UNITED AUTO. IMPLEMENT WORKERS 2290	UAW DUES	426.48
12/26/2018	10181(A)	VANCE OUTDOORS, INC.	AMMO ROUNDS	3,230.00
12/26/2018	10182(A)	VIRIDIS DESIGN GROUP	DRAWINGS 2018	2,000.00
12/26/2018	10183(A)	WARNER NORCROSS & JUDD LLP	DEFINED BENEFIT	241.00
12/26/2018	10184(A)	WIGHTMAN & ASSOCIATES, INC.	ENGINEERING SERVICES	23,976.25
12/26/2018	10185(A)	WOLVERINE LAWN SERVICE, INC.	SNOW REMOVAL SERVICES	5,023.04
12/26/2018	10186(A)	WOLVERINE POWER SYSTEMS	FIRE FACILITY MAINT	1,380.00
12/28/2018	10187(A)	B L HARROUN & SON INC.	FIRE SYSTEM INSPECTION	636.06
12/28/2018	10188(A)	B S & A SOFTWARE	BSA SOFTWARE RENEWAL	51,415.00
12/28/2018	10189(A)	CARLETON EQUIPMENT CO.	LOADER RENTAL	20,495.00
12/28/2018	10190(A)	CLEANIT CORP	CAR WASHES 2018/19	542.95
12/28/2018	10191(A)	DEER CONTRACTING & LANDSCAPE	CURB REPAIRS	2,459.00
12/28/2018	10192(A)	ENGINEERED PROTECTION SYSTEMS, INC.	CAMERA MAINTENANCE	122.75
12/28/2018	10193(A)	ESCAPE FIRE & SAFETY SERVICES, INC.	TINK CLAW SET UP	1,080.00
12/28/2018	10194(A)	FIRE SERVICE MANAGEMENT	FIRE PPE CLEANING	2,341.70
12/28/2018	10195(A)	GRIFFIN PEST SOLUTIONS, INC.	FIRE FACILITY MAINT.	58.00
12/28/2018	10196(A)	INTERNATIONAL CODE COUNCIL, INC	MEMBERSHIP DUES	135.00
12/28/2018	10197(A)	IRISH AYRES ENTERPRISES, LLC	MOWING AND LANDSCAPE	1,114.00
12/28/2018	10198(A)	KAHN, WILMA	PROGRAM INSTRUCTOR	390.00

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12/28/2018	10199(A)	KEHOE, EDWARD J	PROGRAM INSTRUCTOR	390.00
12/28/2018	10200(A)	LEXISNEXIS RISK SOLUTIONS	MONTHLY ACCURINT	150.00
12/28/2018	10201(A)	M & M CUSTOM FABRICATING INC.	NAME BADGE AND PLATE	25.41
12/28/2018	10202(A)	MAILFINANCE	LEASE PAYMENT	733.77
12/28/2018	10203(A)	MIDWEST ENERGY & COMMUNICATIONS	STREETLIGHT ENERGY	305.40
12/28/2018	10204(A)	NYE UNIFORMS	FIRE UNIFORMS	261.37
12/28/2018	10205(A)	ONSTAFF USA INC	TEMPORARY EMPLOYEES	8,977.26
12/28/2018	10206(A)	R W LAPINE INC.	HVAC ON-CALL SERVICE	5,570.44
12/28/2018	10207(A)	S B F ENTERPRISES, INC.	ADD'L POSTAGE	3.93
12/28/2018	10208(A)	SLAVIN, NATHAN	FORENSIC INTERVIEWING	1.33
Total ACH Transactions:				1,145,425.31

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12/14/2018	308326	36TH CIRCUIT COURT	BAIL BOND	250.00
12/14/2018	308327	A B C WAREHOUSE	OFFICE FURNITURE	766.00
12/14/2018	308328	A T & T	TELEPHONE SERVICE	10,224.74
12/14/2018	308329	ALLEGRA PRINT & IMAGING	PAPER	58.00
12/14/2018	308330	ALLEGRA PRINT & IMAGING	LETTERHEAD	96.00
12/14/2018	308331	AR ENGINEERING LLC	ENGINEERING SERVICES	8,839.31
12/14/2018	308332	ARROWHEAD SCIENTIFIC, INC.	EVIDENCE SUPPLIES	351.85
12/14/2018	308333	AUTO TRIM	WINDOW TINTING-K9 VEHICLE	89.00
12/14/2018	308334	AVB CONSTRUCTION LLC	CONSTRUCTION MGR	800.00
12/14/2018	308335	B & H PHOTO & ELECTRONICS CORP.	VIDEO ENCODER	291.55
12/14/2018	308336	BECKER ARENA PRODUCTS, INC.	ICE RINK SUPPLIES	852.00
12/14/2018	308337	BLUE CROSS/BLUE SHIELD OF MICH	HEALTH INSURANCE	79,688.18
12/14/2018	308338	BOMMERSCHEIM WINDOW & DOOR LLC	DOOR REPAIR	260.00
12/14/2018	308339	BOSMA, GARRET	MTT DOCKET #18-00197	414.96
12/14/2018	308340	BRANCH, JOYCE	TRIP REIMBURSEMENT	52.39
12/14/2018	308341	BUEL, BEVERLY	TRIP REFUND	90.00
12/14/2018	308342	BUILDERS FIRSTSOURCE INC	CELERY FLATS PROJECT	336.60
12/14/2018	308343	C T ELECTRICAL SERVICES, INC.	SERVICE INSPECTION	126.59

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12/14/2018	308344	CADWELL APPARELL	KNIT HATS W/ LOGO	600.00
12/14/2018	308345	CAMPBELL AUTO SUPPLY	FIRE APPARATUS MAINT	38.98
12/14/2018	308346	CANTEEN SERVICES	MPIR CONCESSIONS	401.30
12/14/2018	308347	CEDAM	MEMBERSHIP DUES	250.00
12/14/2018	308348	CHAPMAN, MARY	TRIP REFUND	100.00
12/14/2018	308349	CHICAGO TITLE OF MICHIGAN	OVERPAYMENT REFUND	384.65
12/14/2018	308350	CHICAGO TITLE OF MICHIGAN	OVERPAYMENT REFUND	75.85
12/14/2018	308351	CINTAS CORP.	UNIFORM RENTAL SERV	491.37
12/14/2018	308352	CITY OF KALAMAZOO TREASURER	SANITARY SEWER CHARGES	305,204.03
12/14/2018	308353	COSTAR REALTY INFORMATION, INC.	COSTAR REALTY BLANKET	336.28
12/14/2018	308354	D L GALLIVAN INC.	COPY MACHINE USAGE	102.51
12/14/2018	308355	DEVON TITLE AGENCY	OVERPAYMENT REFUND	26.99
12/14/2018	308356	DUTCH VALLEY FOOD DISTRIBUTORS, INC	MPIR CONCESSIONS	84.50
12/14/2018	308357	ED & TED'S EXCELLENT ADVENTURES	TRIP VENDOR PAYMENT	1,878.00
12/14/2018	308358	EMERGENCY VEHICLE PRODUCTS	FIRE APPARATUS MAINT	1,344.03
12/14/2018	308359	FIBERS OF KALAMAZOO INC	ICE MELT	1,315.65
12/14/2018	308360	FLETCHER ENTERPRISES	PAINTING SERVICES	150.00
12/14/2018	308361	FORMAN GLASS LLC	REPLACEMENT WINDOWS	160,005.71
12/14/2018	308362	GORDON FOOD SERVICE	MPIR CONCESSIONS	44.55
12/14/2018	308363	HALT FIRE, INC.	FIRE APPARATUS MAINT	78.73
12/14/2018	308364	HAMLIN, BOYD & MARGUERITE	TRIP REFUND	100.00
12/14/2018	308365	HOLOCENE ENVIRONMENTAL LLC	UST A & B OPERATORS	150.00
12/14/2018	308366	HOME DEPOT	FIRE APPARATUS MAINT	372.40
12/14/2018	308367	HOYLE, KATHLEEN	PARK BOARD DINNER	583.48
12/14/2018	308368	ICE CREATIONS	TRADITIONAL ICE CARVING	302.50
12/14/2018	308369	J & J LOCKSMITHS	KEYS	740.50
12/14/2018	308370	JESSICA BOCADE	RENTAL DEPOSIT	250.00
12/14/2018	308371	KAL COUNTY CONSOLIDATED DISPATCH	DISPATCH VACATION	7,482.00
12/14/2018	308372	KALAMAZOO COUNTY HEALTH & COMMUNITY	RECYCLING LGT BULBS	229.86
12/14/2018	308373	KALAMAZOO OIL COMPANY	FUEL FOR SMALL EQUIP	355.59
12/14/2018	308374	KALAMAZOO SPORTSWEAR	SCREEN PRINTING SERVICE	172.50
12/14/2018	308375	KAMMINGA & ROODVOETS, INC.	RELEASE RETAINAGE	28,916.22

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12/14/2018	308376	KAREN WESSENDORF	GINGERBREAD REFUND	35.00
12/14/2018	308377	KENT COUNTY DPW	RED MED/DRUG/WASTE	90.00
12/14/2018	308378	LACEY, ELIZABETH	TRIP REFUND	100.00
12/14/2018	308379	LAKELAND ASPHALT CORP.	RELEASE RETAINAGE	5,846.25
12/14/2018	308380	LANGUAGE LINE, INC	LANGUAGE LINE USAGE	209.80
12/14/2018	308381	LARRY MOORE	TUITION REIMBURSEMENT	405.00
12/14/2018	308382	LED LIGHTING WHOLESALE INC.	LED AREA LIGHTS	1,575.00
12/14/2018	308383	LIBERTY TITLE AGENCY	OVERPAYMENT REFUND	265.35
12/14/2018	308384	LYNWELL CORP.	COFFEE (2 CASES)	62.00
12/14/2018	308385	M P P O A	MEMBERSHIP RENEWAL	75.00
12/14/2018	308386	M.M.A.A.O.	MMAAO 2018 MEMBERSHIP	80.00
12/14/2018	308387	MARTHA DEMING MAYTNIOR	REIMBURSEMENT HDC	65.99
12/14/2018	308388	MATTHEW ERVIN	DJ SERVICES NYE SKATE	350.00
12/14/2018	308389	MICH MUNICIPAL POLICE & FIRE REPAIR	VEHICLE REPAIRS	2,591.42
12/14/2018	308390	MICHIANA LAND SERVICES	EASEMENT SERVICES	8,400.00
12/14/2018	308391	MLIVE MEDIA GROUP	NOVEMBER LEGAL NOTICES	1,944.12
12/14/2018	308392	MODERNISTIC CARPET CLEANING CO	CARPET CLEANING LOBBY	100.00
12/14/2018	308393	NANCY ARLIDGE	ELECTRONIC PAYMENT	153.80
12/14/2018	308394	NATIONS TITLE AGENCY OF MI	OVERPAYMENT REFUND	22.60
12/14/2018	308395	NELSON'S HARDWARE	CELERY FLATS PROJECT	11.34
12/14/2018	308396	NIBLOCK EXCAVATING INC.	RELEASE RETAINAGE	19,350.68
12/14/2018	308397	NORTHERN LAKE SERVICE, INC.	WATER SAMPLE ANALYSIS	1,140.00
12/14/2018	308398	O'REILLY AUTO PARTS	MAINTENANCE SUPPLIES	9.98
12/14/2018	308399	OCKERMAN, JOAN	TRAVEL REFUND	50.00
12/14/2018	308400	OFFICE DEPOT, INC.	OFFICE SUPPLIES	1,179.12
12/14/2018	308403	ORBIS ENVIRONMENTAL CONSULTING	MILL SURVEY	5,069.00
12/14/2018	308404	OUTDOOR ENVIRONMENTS	IRRIGATION REPAIRS	617.00
12/14/2018	308405	PETTY CASH-ALYSSA MILBECK	REPLENISHMENT CHECK	441.29
12/14/2018	308406	PETTY CASH-BARBARA GARLOW	REPLENISHMENT CHECK	532.40
12/14/2018	308407	PETTY CASH-COLEEA CANDERS	REPLENISHMENT CHECK	410.92
12/14/2018	308408	PETTY CASH-JANET GATES	REPLENISHMENT CHECK	383.57
12/14/2018	308409	PLUMMER'S ENVIRONMENTAL SERVICES	CATCH BASIN MAINT	1,094.75

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12/14/2018	308410	PROGRESSIVE BIKE RAMPS	BIKE RAMP	51,712.87
12/14/2018	308411	RATHCO SAFETY SUPPLY, INC.	DELINEATOR POST BASES	1,072.50
12/14/2018	308412	SCHURING JR CO, JOHN	NOTARY BOND FEE	50.00
12/14/2018	308413	SHERMAN TOOL / CORNWELL TOOLS	SHOP MAINTENANCE	363.34
12/14/2018	308414	SHI INTERNATIONAL CORP.	DC CH VMWARE 1YR SOF	9,924.02
12/14/2018	308415	SHILTS, DAWN	TRIP REIMBURSEMENT	298.98
12/14/2018	308416	STATE FARM AUTOMOBILE	MTT DOCKET #18-00155	23,112.07
12/14/2018	308417	STATE OF MICHIGAN	SOR FEE	30.00
12/14/2018	308418	STATE OF MICHIGAN (MDEQ)	WEED MGT PERMIT FEE	75.00
12/14/2018	308419	STATE OF MICHIGAN (MDEQ)	WEED MGT PERMIT FEE	75.00
12/14/2018	308420	STATE OF MICHIGAN (MDEQ)	WEED MGT PERMIT FEE	75.00
12/14/2018	308421	STATE SYSTEMS RADIO, INC	12 MONTHS OF TOWER LEASE	2,041.17
12/14/2018	308422	STUDENT HAULERS	ABATEMENT - 1418 ORCHARD DR	300.00
12/14/2018	308423	SUITS U TAILOR SHOP INC	FIRE UNIFORMS	270.00
12/14/2018	308424	TAFT, KRIS	PROGRAM REIMBURSEMENT	307.27
12/14/2018	308425	THE CANOPEUM, INC.	TRAD HOLIDAY TENTS 2	1,550.00
12/14/2018	308426	THOMPSON HOME IMPROVEMENT LLC	CDBG 1312 APPLECROFT	8,950.00
12/14/2018	308427	TODD ARBANAS ENTERPRISES INC.	TREE WORK SERVICES	950.00
12/14/2018	308428	TRACKER SOFTWARE CORP	SOFTWARE DATA CONVERT	1,750.00
12/14/2018	308429	TRACTOR SUPPLY CORP.	SUPPLIES - PARKS DIV	87.96
12/14/2018	308430	TRUGREEN PROCESSING	GOOSE DETERRENT	192.61
12/14/2018	308431	U S POSTMASTER	PORTAGER POSTAGE	8,000.00
12/14/2018	308432	UNDERGROUND SECURITY COMPANY	RETRIEVAL OF MICROFILM	159.00
12/14/2018	308433	UNITED PARCEL SERVICE	WEEKLY DELIVERY	30.79
12/14/2018	308434	VERIZON WIRELESS SERVICES, LLC	CELL PHONES	2,717.38
12/14/2018	308435	VICKSBURG HARDWARE	LEAF PICKUP SUPPLIES	50.99
12/14/2018	308436	WMPIF	WEST MICHIGAN PLUMBING	25.00
12/14/2018	308437	YEO & YEO	2017/2018 AUDIT	5,000.00
12/21/2018	308541	MONIFA A. JUMANNE, PH.D.	CONSULTING SERVICE	1,200.00
12/26/2018	308438	3SI SECURITY SYSTEMS, INC.	ANNUAL USAGE TRACKING	216.00
12/26/2018	308439	A T & T	TELEPHONE SERVICE	3,651.60
12/26/2018	308440	ADP, INC.	BI-WEEKLY PAYROLL	4,463.88

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12/26/2018	308441	ALLEGRA PRINT & IMAGING	WINDOW ENVELOPES	192.00
12/26/2018	308442	AMERICAN WATER WORKS ASSOC.	MEMBERSHIP	436.00
12/26/2018	308443	ANTHONY OR NICOLE GAUTHIER	REFUND	37.52
12/26/2018	308444	ARIF, MUHAMMAD	EMPLOYEE REIMBURSEMENT	165.60
12/26/2018	308445	ASCENSION MICH OCCUPATIONAL HEALTH	POST-OFFER PHYSICALS	302.00
12/26/2018	308446	BECKART ENVIRONMENTAL INC.	MAINTENANCE - GLWTP	1,683.60
12/26/2018	308447	BLOOM SLUGGETT MORGAN, PC	LEGAL SERVICES	800.00
12/26/2018	308448	BLUEBEAM, INC.	MAINTENANCE AGREEMENT	2,682.00
12/26/2018	308449	BORLIK, JOHN & DIANE	TRIP REFUND 190221	200.00
12/26/2018	308450	BRONSON HEALTHCARE GROUP	LEGAL BLOOD DRAWS	300.00
12/26/2018	308451	BRUCE BOYD	REFUND	1,697.68
12/26/2018	308452	CABELA'S, INC.	BINOCULARS	487.93
12/26/2018	308453	CAMPBELL AUTO SUPPLY	MISC AUTO SUPPLIES	115.25
12/26/2018	308454	CAPITAL REAL ESTATE TAX SERVICES	REFUND	50.00
12/26/2018	308455	CARTRIDGE WORLD	PRINTER SERVICES	1,719.15
12/26/2018	308456	CHERYL OR DENNIS O'BRIEN	REFUND	1,738.44
12/26/2018	308457	CINTAS CORP.	INSPECTORS PANT RENTAL	154.79
12/26/2018	308458	CORELOGIC CENTRALIZED REFUNDS	REFUND	10,759.62
12/26/2018	308459	CUMMINS INC.	GENERATOR	4,833.00
12/26/2018	308460	DAILY GRIND CAFE	REIMBURSEMENT	625.00
12/26/2018	308461	DANNY RYND	REFUND	6,363.72
12/26/2018	308462	DELOOF CONSTRUCTION, INC.	LADDER	3,660.00
12/26/2018	308463	DEVON TITLE AGENCY	REFUND	4.00
12/26/2018	308464	DONALD OR LEA STEARNS	REFUND	1,724.05
12/26/2018	308465	DOUGLAS MINERT	MBOR REFUND	902.17
12/26/2018	308466	EMERGENCY VEHICLE PRODUCTS	FIRE APPARATUS MAINT	235.00
12/26/2018	308467	ENGINEERING SUPPLY & IMAGING	PLOTTER MAINTENANCE	189.00
12/26/2018	308468	FIFTH THIRD BANK	MBOR REFUND	109.12
12/26/2018	308469	FIRST NATIONAL BANK OF AMERICA	MBOR REFUND	1,606.59
12/26/2018	308470	GILDEN WOODS PORTAGE	RENTAL DEPOSIT REFUND	100.00
12/26/2018	308471	GREATER KALAMAZOO FOP LODGE 98	PPCOA DUES	2,800.92
12/26/2018	308472	HOME DEPOT	FIRE FACILITY MAINT	431.10

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Check Date	Check	Vendor Name	Description	Amount
12/26/2018	308473	HOPKINS FUNDRAISING CONSULTING	SENIOR CENTER CAMPAIGN	6,250.00
12/26/2018	308474	I C M A MEMBERSHIP RENEWALS	MEMBERSHIP RENEWAL	1,400.00
12/26/2018	308475	INT'L INSTITUTE OF MUNICIPAL CLERKS	MEMBERSHIP	320.00
12/26/2018	308476	INT'L PUBLIC MGT ASSOC FOR HR	OFFICER TESTING	234.65
12/26/2018	308477	J & J LOCKSMITHS	DOOR HANDLE REPAIR	551.25
12/26/2018	308478	JAMES DEVLIN	MBOR REFUND	2,152.36
12/26/2018	308479	JAMES OR LAURICE BRAY	MBOR REFUND	20.20
12/26/2018	308480	JEFF STOOP	MBOR REFUND	2,393.52
12/26/2018	308481	JENNIFER CARANNA	MBOR REFUND	1,191.30
12/26/2018	308482	JENNIFER OR CURT DINKELMEYER	MBOR REFUND	1,995.00
12/26/2018	308483	JEROME PHILLIPS	MBOR REFUND	774.36
12/26/2018	308484	JOSE RICARDO PO	MBOR REFUND	1,596.28
12/26/2018	308485	JOYCE FINK	MBOR REFUND	22.08
12/26/2018	308486	KAL COUNTY FIRE CHIEFS ASSOC.	FIRE TRAINING	100.00
12/26/2018	308487	KAL-CREEK COMMERCIAL APPRAISERS, LC	PROPERTY APPRIALS	1,450.00
12/26/2018	308488	KALAMAZOO COUNTY TREASURER	COLONIAL ACRES - NOV	465.00
12/26/2018	308489	KALAMAZOO LANDSCAPE SUPPLIES	LANDSCAPE SUPPLIES	42.25
12/26/2018	308490	KARIN AND RANDEL BLALOCK	MBOR REFUND	3,100.02
12/26/2018	308491	KCCDA	2ND AMENDMENT CONTRIBUTION	378,396.00
12/26/2018	308492	KITCH DRUTCHAS WAGNER VALITUTTI & S	PROFESSIONAL SERVICE	300.00
12/26/2018	308493	LENNON, KAY	TRIP REFUND	113.00
12/26/2018	308494	LERETA	MBOR REFUND	5,419.90
12/26/2018	308495	LERETA	MBOR REFUND	4,335.83
12/26/2018	308496	LERETA, LLC	MBOR REFUND	5,751.64
12/26/2018	308497	LERMA, INC	2019 LERMA DUES	60.00
12/26/2018	308498	LISA AILSTOCK	MBOR REFUND	1,798.10
12/26/2018	308499	LYSTER EXTERIORS	PAVILION REPAIR	1,850.00
12/26/2018	308500	MARY REEHL	MBOR REFUND	159.34
12/26/2018	308501	MERCANTILE BANK OF MICHIGAN	REFUND	50.00
12/26/2018	308502	MICH ASSOCIATION OF MUNICIPAL CLERK	MEMBERSHIPS	120.00
12/26/2018	308503	MILLER, CANFIELD, PADDOCK & STONE	LEGAL SERVICES	975.00
12/26/2018	308504	MISS DIG SYSTEM, INC.	MISS DIG 811 SERVICE	3,037.74

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Check Date	Check	Vendor Name	Description	Amount
12/26/2018	308505	MOSES FIRE EQUIPMENT, INC.	FIRE APPARATUS MAINT	998.00
12/26/2018	308506	MULDER'S MOVING AND STORAGE	ELECTION EQUIP MOVING	2,025.00
12/26/2018	308507	MWEA	EMPLOYEE TRAINING	110.00
12/26/2018	308508	NATIONAL FIRE PROTECTION ASSOC	FIRE MEMBERSHIP	150.00
12/26/2018	308509	NEIGHBORHOOD CLEANERS OF PORTAGE	STUART MANOR CLEANING	159.60
12/26/2018	308510	OFFICE DEPOT, INC.	OFFICE SUPPLIES	1,572.66
12/26/2018	308512	PATRICIA SITLINGTON	JOB ADVERTISEMENT	375.00
12/26/2018	308513	PET SUPPLIES PLUS	CANINE SUPPLIES	108.80
12/26/2018	308514	PETTY CASH-MARILYN MARION	REPLENISHMENT CHECK	798.76
12/26/2018	308515	PORTAGE BUILDING COMPONENTS, INC.	MTT DCKT #18-000901	643.96
12/26/2018	308516	RATHCO SAFETY SUPPLY, INC.	SIGNS AND SIGN MATER	225.00
12/26/2018	308517	RED THE UNIFORM TAILOR	FIRE OPS UNIFORMS	475.50
12/26/2018	308518	REDMOND, BARBARA	TRIP REFUND	123.00
12/26/2018	308519	RENEWED EARTH, INC.	LEAF AND BRUSH REMOVAL	9,083.33
12/26/2018	308520	RICHARD BRENNE	MBOR REFUND	775.64
12/26/2018	308521	RICHARD KAROW	MBOR REFUND	1,122.88
12/26/2018	308522	ROME, JUDITH	TRIP REFUND	113.00
12/26/2018	308523	S & T LAWN SERVICE	LADNDSCAPE REPAIRS	4,270.00
12/26/2018	308524	SANDRA SZYMCAK	MBOR REFUND	1.80
12/26/2018	308525	SCHURING JR CO, JOHN	NOTARY - JENNY EVANS	50.00
12/26/2018	308526	SIGNWRITER & SERIGRAPHICS	LETTERING CONF RM	75.00
12/26/2018	308527	SIMONDS, ELIZABETH	TRIP REFUND	108.00
12/26/2018	308528	SKILLQUEST INTERNATIONAL LLC	2019 RDT PROGRAM	2,500.00
12/26/2018	308529	STATE OF MICHIGAN	2018 STC COURSE, M ROSE	250.00
12/26/2018	308530	STATE OF MICHIGAN (DOT)	SHAVER RD RECONSTRUCTION	230,229.94
12/26/2018	308531	STATE SYSTEMS RADIO, INC	MISC RADIO REPAIRS	176.90
12/26/2018	308532	SULLIVAN, JUDITH	TRIP REFUND	113.00
12/26/2018	308533	SUSAN SLACK	MBOR REFUND	32.39
12/26/2018	308534	TRUGREEN PROCESSING	FALL WEED AND FEED	98.00
12/26/2018	308535	VAN BUREN COUNTY TRAINING COMMITTEE	FIRE OPS TRAINING	400.00
12/26/2018	308536	VERIZON WIRELESS SERVICES, LLC	WIRELESS SERVICE	3,539.18
12/26/2018	308537	W MICH CRIMINAL JUSTICE TRAINING CO	DEF DRIVING ATTENDANCE	75.00

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Check Date	Check	Vendor Name	Description	Amount
12/26/2018	308538	WALKER, CHRISTINE	TRIP REFUND	123.00
12/26/2018	308539	WELLS FARGO	OVERPAYMENT REFUND	478.36
12/26/2018	308540	WILLIAM ROCK	MBOR REFUND	4,603.91
12/28/2018	308542	ALADTEC, INC.	FIRE SOFTWARE	225.00
12/28/2018	308543	AMERICAN HOIST AIR & LUBE EQUIP INC	HOIST SERVICE CALL	227.00
12/28/2018	308544	BOMMERSCHEIM WINDOW & DOOR LLC	EXTERIOR DOOR	35,154.34
12/28/2018	308545	CINTAS CORP.	UNIFORM RENTAL	147.66
12/28/2018	308546	CORELOGIC CENTRALIZED REFUNDS	MBOR REFUND	61.69
12/28/2018	308547	DENOYER BROTHERS, INC.	MAINTENANCE SUPPLIES	43.96
12/28/2018	308548	DEVON TITLE AGENCY	TITLE INSURANCE	2,890.75
12/28/2018	308549	EDWARD STEWART	MBOR REFUND	22.41
12/28/2018	308550	EMERGENCY VEHICLE PRODUCTS	POLICE VEHICLE MAINT	116.00
12/28/2018	308551	GILCHRIST, GARY & PAMELA	TRIP REFUND	230.00
12/28/2018	308552	HOME DEPOT	CLEANING/MAINT SUPPLIES	2,144.80
12/28/2018	308554	INT'L PUBLIC MGT ASSOC FOR HR	FIRE TESTING	396.15
12/28/2018	308555	JESSE JOHNSTON	MBOR REFUND	793.99
12/28/2018	308556	JOSEPH GESMUNDO	MTT MAHS DOCKET #18	2,234.51
12/28/2018	308557	JUSTICE FENCE COMPANY	CONSTRUCTION FENCING	1,665.00
12/28/2018	308558	MCDONALD'S TOWING & RESCUE, INC.	TOWING SERVICES	77.00
12/28/2018	308559	MICH MUNICIPAL POLICE & FIRE REPAIR	POLICE VEHICLE REPAIR	2,804.64
12/28/2018	308560	MICHIGAN ASSESSOR ASSOCIATION	2019 MICH ASSESSORS MBRSH	360.00
12/28/2018	308561	MICHIGAN ELECTION RESOURCES, LLC	RE-STOCK OF QVF MAST	141.21
12/28/2018	308562	MICHIGAN MUNICIPAL LEAGUE	MML DUES & LEGAL DEF FND	9,342.00
12/28/2018	308563	MPARKS	MEMBERSHIP/TRAINING	760.00
12/28/2018	308564	NETWORKFLEET, INC.	GPS CHARGES	897.52
12/28/2018	308565	NICK HAINES	HAINES TUITION REIMB	684.80
12/28/2018	308566	OFFICE DEPOT, INC.	SR CENTER FOAM BOARD	270.03
12/28/2018	308567	OMEGA RAIL MANAGEMENT, INC.	GRAND ELK R/R RENTAL	950.00
12/28/2018	308568	PROTEC	MEMBERSHIP DUES	2,893.25
12/28/2018	308569	RATHCO SAFETY SUPPLY, INC.	SIGNS AND SIGN MATERIALS	5,860.00
12/28/2018	308570	ROBERT COOPER	MBOR REFUND	143.62
12/28/2018	308571	SOIL & MATERIALS ENGINEERS, INC	ENGINEERING SERVICES	200.00

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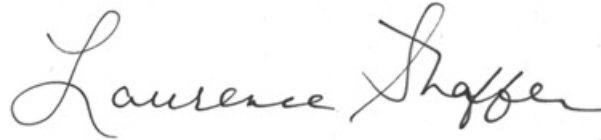
Check Date	Check	Vendor Name	Description	Amount
12/28/2018	308572	STATE OF MICHIGAN (DOT)	S WESTNEDGE RECONST	148,526.18
12/28/2018	308573	STATE TAX COMMISSION	SELF-STUDY PROGRAM	250.00
12/28/2018	308574	STEENSMA LAWN & POWER EQUIPMENT	SMALL EQUIPMENT REPAIRS	2,533.36
12/28/2018	308575	THE COCA-COLA COMPANY	MBOR REFUND	8,879.29
12/28/2018	308576	TODD ARBANAS ENTERPRISES INC.	TREE REMOVAL SERVICE	1,500.00
12/28/2018	308577	UNITED PARCEL SERVICE	WEEKLY DELIVERY	15.61
12/28/2018	308578	WATKINS, ROSS & CO.	ACTUARIAL SERVICES	10,980.00
Total Paper Check:				1,781,455.61

Check Type: Auto-Pay Payments

12/11/2018	CONSUMERS ENERGY	GAS-ELECTRIC	1,455.74
12/12/2018	CONSUMERS ENERGY	GAS-ELECTRIC	36,097.60
12/13/2018	CONSUMERS ENERGY	GAS-ELECTRIC	1,545.00
12/14/2018	CONSUMERS ENERGY	GAS-ELECTRIC	1,050.97
12/17/2018	CONSUMERS ENERGY	GAS-ELECTRIC	10,478.46
12/17/2018	RANDALL BROWN & ASSOC	ATTORNEY RETAINER	18,810.00
12/18/2018	CONSUMERS ENERGY	GAS-ELECTRIC	467.67
12/19/2018	CONSUMERS ENERGY	GAS-ELECTRIC	4,694.32
12/20/2018	CONSUMERS ENERGY	GAS-ELECTRIC	318.89
Total Auto-Pay Payments:			74,918.65
Grand Total			3,001,799.57

TO: Honorable Mayor and City Council

FROM: Laurence Shaffer, City Manager



SUBJECT: Easement Acquisition for Trail Development

SUPPORTING PERSONNEL: Kathleen Hoyle, Director of Parks, Recreation & Senior Citizen Services

ACTION RECOMMENDED: Approve of \$149,394 for the purchase of easements along sixteen (16) parcels owned by Pharmacia & Upjohn (Pfizer) for the construction of the Portage Road Trailway; a section of the Romence Road Trail Extension; and the northern section of the Austin Lake Trail, and authorize the City Manager to execute all documents related to this action on behalf of the city.

The purchase of sixteen (16) easements along property owned by Pfizer Inc. is needed to proceed with the development of three planned non-motorized trails. Nine (9) easements are needed for the Portage Road Trailway, one (1) is needed for the Romence Road Trail Extension and six (6) are needed for the Austin Lake Trail. Following are details of each of these trails:

Portage Road Trailway: This 1.1 mile, ten-foot wide multi-use asphalt trail, situated on the west side of Portage Road between Centre Avenue (intersecting with the future East Central Trailway) and Lansing Avenue, will connect with the new Stryker Trail upon completion. The cost to purchase these nine (9) easements from Pfizer, Inc. is \$68,622. One (1) additional easement on property owned by ImageStream, will be required. The process to purchase this last easement is currently in process. Easement acquisition for and construction of the Portage Road Trailway are programmed in the FY 2018-19 Capital Improvement Program (CIP) budget.

Romence Road Trail Extension: This project involves extension of the ten-foot wide, multi-use asphalt trail on the north side of Romence Road East from the current terminus point approximately 1,700 feet east of Portage Road to South Sprinkle Road. The portion of trail adjacent to the airport runway parcel will be constructed as a widened shared shoulder bikeway. The purchase of the easement will cost \$10,656. Future plans call for continuation of the Romence Road Trail beyond the airport to Sprinkle Road and then to the Bishop Road Trailway. Easement acquisition for the Romence Road Trail Extension is programmed in the FY 2018-19 CIP budget, with construction programmed in the FY 2019-20 CIP budget.

Austin Lake Trail: The planned three-mile, 10-foot-wide paved Austin Lake Trail will connect to the Village of Vicksburg through Schoolcraft Township. The trail will generally follow the original Grand Rapids and Indiana railroad right-of-way, along the east side of Austin Lake from Zylman Road south to the city limits. The recommended purchase of six parcels from Pfizer, Inc. will facilitate development of the northern section of the trail along Cox's Drive and East Shore Drive. The cost to

purchase the initial six easements is \$70,116. A total of ten (10) additional easements are required for complete development of the Austin Lake Trail. The process to purchase these last easements is currently in process. Easement acquisition for the Austin Lake Trail is programmed in the FY 2020-21 CIP budget, with construction programmed in the FY 2021-22 CIP budget. However, Pfizer, Inc. has stipulated that the city purchase all of needed trail easements at one time, with one agreement and purchase order. Therefore, excess CIP funds from the previous Tech Park Trail Relocation project will be reprogrammed to fund the purchase of the six easements needed for the Austin Lake Trail project.

Construction is planned to begin on the Portage Road Trailway and the Romence Road Trail Extension in spring 2019. Paving for the Austin Lake Trail is planned to begin in FY 2021-22. All three trails will be constructed with a 10' wide asphalt surface.

It is recommended that City Council approve the purchase of easements along 16 parcels owned by Pharmacia & Upjohn Company, LLC (Pfizer, Inc.) in the amount of \$149,394 for the construction of the Portage Road Trailway; a section of the Romence Road Trail Extension; and the northern section of the Austin Lake Trail, and authorize the City Manager to execute all documents related to this action on behalf of the city.

FUNDING: Portage Road Trailway: Easement acquisition for and construction are programmed in the FY 2018-19 Capital Improvement Program (CIP) budget.

Romence Road Trail Extension: Easement acquisition is programmed in the FY 2018-19 CIP budget, with construction programmed in the FY 2019-20 CIP budget.

Austin Lake Trail: Easement acquisition is programmed in the FY 2020-21 CIP budget, with construction programmed in the FY 2021-22 CIP budget. Excess CIP funds from the previous Tech Park Trail Relocation project will be reprogrammed to fund the purchase of the six easements needed for the Austin Lake Trail project.

Attachments:

1. Pfizer Trail Easement Parcel Costs
2. Trail Easements Map

PFIZER TRAIL EASEMENT PARCELS

Easement Cost Based on 2017 SEV

PARCEL #	ADDRESS	ACRES	2017 SEV	\$/ACRE	EASEMENT (linear Ft)	EASEMENT (sq ft)	EASEMENT ACRES	EASEMENT COST	
WEST OF PORTAGE ROAD & SOUTH OF ROMENCE ROAD						35'			
00014-120-A	7726 Portage Rd.	2.727	\$ 59,400	\$ 21,782.18	599.91	20,997	0.482	\$ 10,499	
00014-010-O	7300 Portage Rd.	140	\$ 993,900	\$ 7,099.29	1330.78	46,577	1.069	\$ 7,591	
06720-001-O	7230 Portage Rd.	18.9	\$ 276,700	\$ 14,640.21	1136.53	39,779	0.913	\$ 13,369	
06720-010-O	7400 Portage Rd.	0.92	\$ 20,000	\$ 21,739.13	200.00	7,000	0.161	\$ 3,493	
00014-005-A	7000 Portage Rd.	80.5	\$ 1,217,600	\$ 15,125.47	1469.64	51,437	1.181	\$ 17,861	
WEST OF PORTAGE ROAD & NORTH OF ROMENCE ROAD						35'			
00011-002-O	2301 Romence Rd. Pkwy	33.22	\$ 470,300	\$ 14,157.13	1090.47	38,176	0.876	\$ 12,407	
06480-041-O	6726 Portage Rd.	0.33	\$ 7,200	\$ 21,818.18	63.23	2,213	0.051	\$ 1,109	
06480-040-O	6718 Portage Rd.	0.33	\$ 7,200	\$ 21,818.18	63.23	2,213	0.051	\$ 1,109	
06480-039-O	6710 Portage Rd.	0.352	\$ 7,700	\$ 21,875.00	67.37	2,358	0.054	\$ 1,184	
NORTH OF ROMENCE ROAD						35'			\$ 68,622
00011-010-H	3101 Romence Rd. East	45.13	\$ 620,200	\$ 13,742.52	965.00	33,775	0.775	\$ 10,656	\$ 10,656
AUSTIN LAKE NORTH & RAMONA PARK CONNECTION						35'			
00024-170-O	8636 S. Sprinkle Rd.	20.2	220,000	\$ 10,891.09	1470.23	51,458	1.181	\$ 12,866	
05280-001-O	8616 S. Sprinkle Rd.	1.264	28,200	\$ 22,310.13	514.71	18,015	0.414	\$ 9,227	
05280-006-O	4010 Zylman Ave.	3.64	39,600	\$ 10,879.12	160.00	5,600	0.129	\$ 1,399	
00024-100-O	3308 Zylman Ave.	34	370,300	\$ 10,891.18	1874.43	65,605	1.506	\$ 16,403	
AUSTIN LAKE NORTH & RAMONA PARK CONNECTION (Rail bed)						100'			
00024-199-A	3700 Zylman Ave.	3.6	78,400	\$ 21,777.78	399.63	39,963	0.917	\$ 19,979	
WEST OF COX'S DRIVE BETWEEN EAST SHORE DRIVE & ZYLMAN AVENUE						50'			
00023-390-A	2770 Zylman Ave.	61.96	674,700	\$ 10,889.28	819.42	40,971	0.941	\$ 10,242	\$ 70,116
TOTAL EASEMENT COST								\$ 149,394	\$ 149,394

Portage NE Trail Overview

- Pfizer Trail Easements
(16 parcels/easements)
- Future Trail Connections
- Existing Trails
- 20/21 Planned Construction Date



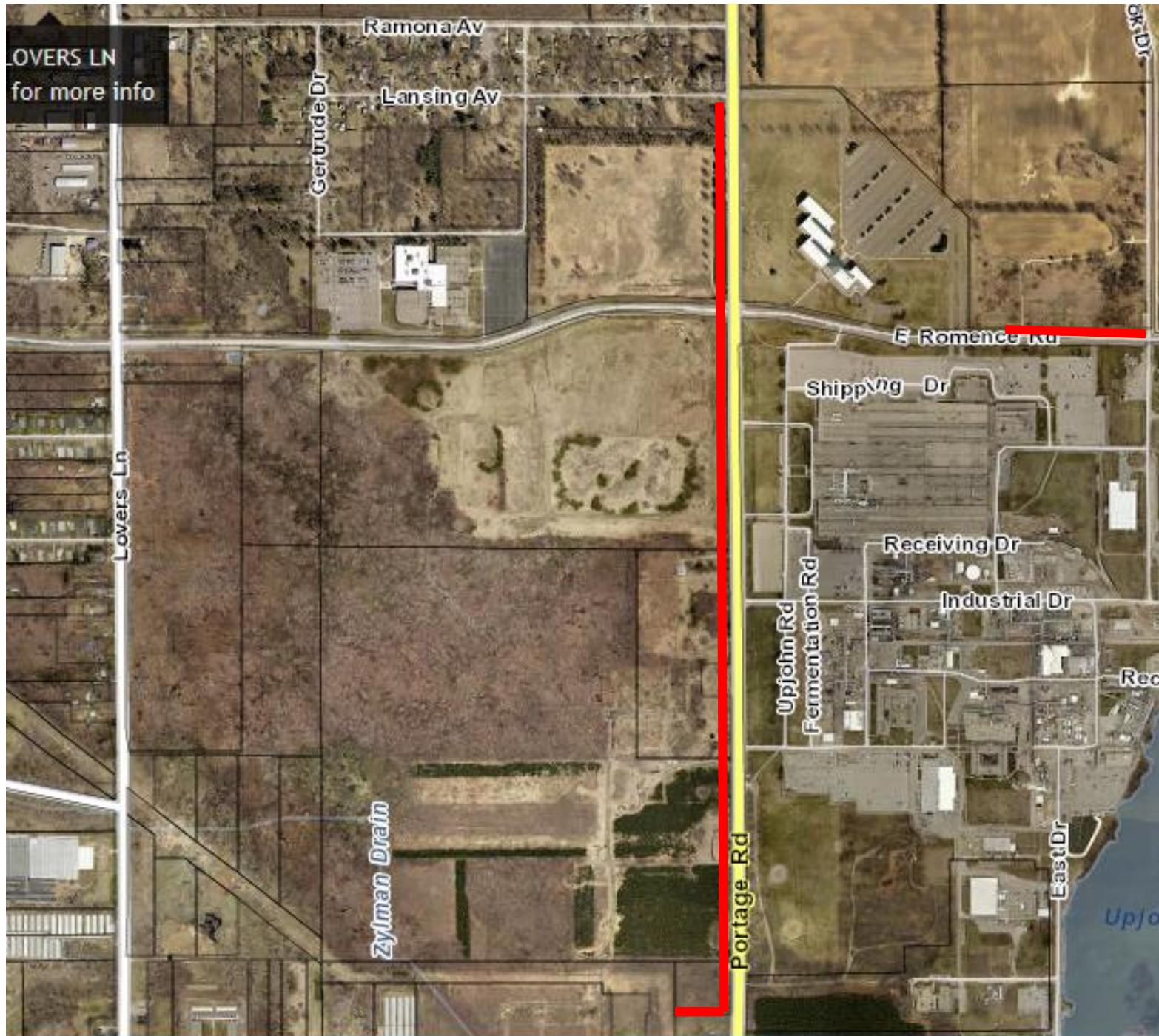
Pfizer Trail Easements

 Pfizer Trail Easements
(16 parcels/easements)

 Future Trail Connections



Portage Road Trail & Romence Road Trail Extension



Parcel #:

Portage Road Trail:

- 6710 Portage Rd.
(06480-039-O)
- 6718 Portage Rd.
(06480-040-O)
- 6726 Portage Rd.
(06480-041-O)
- 2301 Romence Rd. Pkwy
(00011-002-O)
- 7000 Portage Rd.
(00014-005-A)
- 7230 Portage Rd.
(06720-001-O)
- 7400 Portage Rd.
(06720-010-O)
- 7300 Portage Rd.
(00014-010-O)
- 7726 Portage Rd.
(00014-120-A)

Romence Road Trail:

- 3101 Romence Rd. East
(00011-010-H)

Austin Lake Trail (Ramona Park Connection)



Parcel #:

- 4010 Zylman (#05280-006-O)
- 8636 S. Sprinkle (00024-170-O)
- 8616 S. Sprinkle (05280-001-O)
- 3700 Zylman (00024-199-A)

Austin Lake Trail (North Connection)

Parcel #:
- 3308 Zylman
 (#00024-100-O)
- 2770 Zylman
 (00023-390-A)



Minutes of Boards & Commissions

Environmental Board Minutes, 9.12.18 Meeting

Meeting called to order at 7:01pm.

Members Present: Chair William Beck, Jerry Kroehn, Brian Harrison, William Strong, Deirdre Nieves, Assistant City Engineer Jamie Harmon, and Roger Lenovo.

Excused Members: N/A

Unexcused Members: Student Advisory member Owen Gwyn, Dave Solberg.

Guests: Tim Winslow, former environmental board member.

made a motion to approve the minutes, seconded by #####. Motion passes.

- Election: General election was held to fill vacate seats on the board. After voting results were:
 - Roger- Chair
 - Diedra- Vice Chair
 - Brian- Secretary
- Youth Advisory Committee- Meeting is 9.17.18 at 6:30pm. Board members are encouraged to attend and participate.
 - Environmental club at both high schools
- Environmental projects:
 - Land Management plan- Board sent over recommendations regarding the land management plan. Pending follow up from Kathleen Hoyle regarding next steps for that project.
 - Resident Education plan- Marybeth Block is the main contact person for the city website. Brian to follow up with Marybeth to understand the capabilities for the website.
- Greenspace question: Gerry asked what the requirement is for businesses to protect greenspace on new development. Jaime stated that there is a standing statute that limits the amount of pavement that a company can put down.
 - Gerry suggested that the board give positive press associated with businesses protecting the environment.
- Japanese Knotweed: Lakeview and Portage road- City has found a company to treat a portion of the Japanese Knotweed in the area that the city owns along with the developer property. Treatment is estimated to treat 95% of the Knotweed via spray, and the remainder will be hauled to a type 2 landfill.
 - City is partnering with homeowners on treating the knotweed problem. City would work with residents on treating the problem at homes.
- PFAS: Brian brought up question about working with the city to understand the level of testing. Resident question: Is there follow up in regards to the wells and the long term impact and clean up on those wells.

Meeting ended at 8:10pm.

/s/ Brian Harrison

Environmental Board Minutes, 11.14.18 Meeting

Meeting called to order at 7:00pm.

Members Present: Chair Roger Lonoza, Jerry Kroehn, Deirdre Nieves, William Strong, Thomas Shaffer, Assistant City Engineer Jamie Harmon

Excused Members: N/A

Unexcused Members: Brian Harrison

Guests: Tim Winslow, Martha Dahlinger, Ruth Caputo

Prior meeting minutes were not available for approval.

- Kathleen Hoyle spoke to the board about current priority topics:
 - Future projects (capital improvement plan, native plants garden workshops, city center project) were discussed, to include potential roles for the Environmental Board to play.
 - Discussed the Environmental Board attending upcoming events to engage with the community and other city Boards.
 - The Environmental Board was asked if they would provide a recommendation for the Portage Invasive Species Management Plan. The plan was endorsed by Martha Dahlinger and Ruth Caputo, former Environmental Board members and Portage residents.
 - The Eliason boardwalk (floating dock) was discussed.
 - The Environmental Boards plan for the existing signage at city parks was discussed. The current signs are faded and must be removed and updated prior to being put back in place.
- The methodology for articles to be placed on the Environmental Board's section of the city website was discussed. The format will be debated and chosen at the December Board meeting.
- Submission of articles to the Portager was discussed. All potential articles must be submitted to Jamie Harmon by mid-month for publication in the following months issue.
- The Environmental Board began preliminary discussions about hosting an event for the city. Outreach/informational booths at existing events was discussed, with finalization of plans needed by the January Environmental Board meeting.
- Board Member Jerry Kroehn suggested developing a booth for an upcoming spring event at a local garden store. The Board was in favor of the idea, and will commence planning for a presence at the event taking place in April 2019.

Meeting ended at 8:00pm.

/s/ Portage Environmental Board

Portage Senior Citizens Advisory Board

MINUTES

MONTH: November 2018

ATTENDANCE:

Bill Wieringa, Art Roberts, Larry Smith, Mary Lou Petrulio, Trudy Riker, Linda Zoeller, John Lobo

Absent Excused: Sharon White (ill)

Guests: None

Staff: Kim Phillips

Call to order time: 2:30 PM

Corrections to previous minutes: None

Motion was made by Art Roberts to accept the minutes as presented and seconded by Larry Smith. October minutes were approved.

Upcoming Events, Kim Phillips:

The New Member Meet and Eat is on December 13th of December and all board members are encouraged to come. December 20 is the Holiday Luncheon and if you want to come please sign up soon. Remember your flu shot. AARP Tax Assistance begins January 2. Check your newsletter for the Updated Blast from the Past by Steve Ellis on January 10th at 1:30 PM, and Hit TV Shows of Yesteryear on January 15 at 10:00 AM.

Travel Program, Trudy Riker:

Autumn on the River took two busloads of travelers and had 50 on a waiting list. Gangster in Chicago was lots of fun and was different than past offerings. Upcoming on Friday, Laugh with Jeanne Robertson.

Friends of PSC Board Update, Trudy Riker:

No report: they meet next week.

Legislative Update, Art Roberts:

Art attended the November KCASI meeting which focused on the proposals and election.

BTW: All three proposals passed.

Manager's Report, Kim Phillips:

The capital campaign for the new building enjoyed some press thanks to the Kalamazoo Gazette which cast the project in a poor light. Not only have construction costs gone up (tariff) but they had a miscalculation in the square footage as priced. Certain items were not included in the original estimates. It is in actuality a 9.8

million dollar project. Council agreed unanimously to match dollar for dollar everything raised privately. The actual campaign is 11 million. Capital Cabinet met for the first time today.

Art Roberts is part of this Cabinet consisting of 30 community members whose job it is to help open doors for donations. There is a lot of enthusiasm for the project. The goal is to make our senior center the gold standard for all senior centers.

Keith Hopkins is the consultant working with the Cabinet. One of the things stressed by Keith is that we show we have an internal commitment, and the cabinet has been asked to donate to the building as well as staff and administration.

Old Business, Kim Phillips:

Mona Lisa Watson, (consultant for diversity and inclusion) is currently with Sharon White, but Mona has come up with a strategic plan which she will present at the next meeting.

New Business, Kim Phillips:

Aging Mastery Program: we have had meetings in the past weeks to launch this program downtown Kalamazoo at the St Luke's Episcopal Church which will offer the program to the community. The mosque is also represented, this program offering will be non-denominational and encompass a broad spectrum of worshippers.

Kim and Dawn also met with staff at Oakland Center Day Care facility to offer a Caregiver version of this program to be taken by those whose time would be freed up by Oakland staff who would be caring for their loved ones.

Mona Lisa is working on tweaking a plan. Does the board feel there is any initiative or program that needs to be addressed? Any areas where we're missing the boat?

Bill Wieringa asked Linda how she felt about taking on Health and Wellness reporting for the Board? Linda has met with Kim and agreed to make comment next month. One of the topics of interest may be shingles vaccines.

Activities Reminders:

November luncheon is sold out.

PSC is closed Thanksgiving day and the following Friday.

Farmer's Market indoors at the Center on December 9th.

New Member breakfast will be on Dec 13, and all board members are encouraged to attend.

The Holiday Luncheon on December 20th is not sold out yet, so get your ticket today.

Advisory Board Comments:

Art Roberts: PCC Christmas tree in the lobby needs tags with donation needs for the senior center adopted family. The deadline for gifts is December 14th.

Art Roberts: Can Board members get logo shirts, too? Kim said yes.

Bill Wieringa: Nice TV on a rolling mount, to be used as a monitor for power point presentations or for Wii bowling, or for film presentations, or hook up a laptop to it. It would also do virtual tours of museums; it is a smart TV. Kim hopes to use this technology for upcoming presentations.

Holiday Bazaar did well, close to \$2,000 was made.

Citizen comment:

None

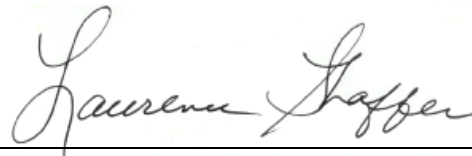
Time Adjourned: 3:30 PM

Next meeting: December 19, 2018, 2:30 PM

MATERIALS TRANSMITTED

Tuesday, December 18, 2018

1. Communication from the City Manager regarding the November, 2018 Monthly Financial Report, **Agenda Item A.12.** – Information Only
2. Communication from the City Manager regarding the FY 2019 – 20 Human/Public Service Grant Applications, **Agenda Item A.12** – Information Only



Laurence Shaffer, City Manager

cc: Rob Boulis, Deputy City Manager

TO: Honorable Mayor and City Council

FROM: Laurence Shaffer, City Manager

SUBJECT: Monthly Financial Report

SUPPORTING PERSONNEL: Bill Furry, Finance Director

Prudent practices require that the governing body be periodically apprised of the ongoing financial status of city operations. Attached is a report of revenue and expenditure levels as compared to budget for the most recently completed month.

Attachments: 1. November 2018 Financial Report

12/10/2018

BUDGET REPORT FOR CITY OF PORTAGE
Calculations as of 11/30/2018

FUND	DESCRIPTION	ORIGINAL BUDGET	2018-19 AMENDED BUDGET	2018-19 ACTIVITY	Percent of Amended Collected/Used
REVENUES					
	Totals for dept 0000 -	23,254,733	23,254,733	18,401,420	79%
	Totals for dept 1501 - District Court	70,000	70,000	35,000	50%
	Totals for dept 1720 - City Manager	500	500	0	0%
	Totals for dept 2053 - Finance Treasury	1,000	1,000	1,140	114%
	Totals for dept 2110 - Technology Services	0	0	0	0%
	Totals for dept 2415 - City Clerk	64,400	64,400	43,679	68%
	Totals for dept 2491 - City Clerk Elections	25,000	25,000	0	0%
	Totals for dept 2865 - Parks Maintenance	1,000	1,000	2,193	219%
	Totals for dept 2876 - Cemeteries	55,000	55,000	24,792	45%
	Totals for dept 2877 - Parks & Rec - Parks	66,000	66,000	24,225	37%
	Totals for dept 2878 - Parks & Rec - Kalamazoo In Bloom	0	0	0	0%
	Totals for dept 2882 - Parks & Rec - Team Sports	132,510	132,510	31,652	24%
	Totals for dept 2885 - Parks & Rec - Programs	18,300	18,300	7,855	43%
	Totals for dept 2886 - Parks & Rec - Ramona Park	53,300	53,300	37,142	70%
	Totals for dept 2887 - Parks & Rec - Special Events	61,200	61,200	34,850	57%
	Totals for dept 2888 - Parks & Rec - Millenium Park	49,500	49,500	607	1%
	Totals for dept 3005 - Police Administration	155,700	155,700	110,369	71%
	Totals for dept 3010 - Police Patrol	1,000	1,000	4,140	414%
	Totals for dept 3021 - Police Training-Grant Funded	9,000	9,000	4,926	55%
	Totals for dept 3030 - Police Public Safety Dispatch/ts	31,000	31,000	0	0%
	Totals for dept 3035 - Police 911 Cmrs PSAP	40,000	40,000	53,994	135%
	Totals for dept 3050 - Police Drug Law Enforcement	1,000	1,000	0	0%
	Totals for dept 3310 - Fire Admin	1,250	1,250	14	1%
	Totals for dept 3340 - Fire Prevention	900	900	345	38%
	Totals for dept 3710 - Comm Dev Building Services	750,000	750,000	397,846	53%
	Totals for dept 3720 - Comm Dev Planning & Development	50,050	50,050	35,630	71%
	Totals for dept 3730 - Comm Dev Neighborhood Services	193,000	193,000	169,299	88%
	Totals for dept 6720 - Senior Center	157,700	165,900	41,225	25%
	Totals for dept 6721 - Senior Center Trips	300,000	300,000	184,997	62%
	Totals for dept 6722 - Senior Center Activities	15,000	15,000	0	0%
	Totals for dept 6725 - Aging Mastery Program	1,500	1,500	335	22%
TOTAL REVENUES - GENERAL FUND		25,559,543	25,567,743	19,647,675	77%

12/10/2018

BUDGET REPORT FOR CITY OF PORTAGE
Calculations as of 11/30/2018

FUND	DESCRIPTION	ORIGINAL BUDGET	2018-19 AMENDED BUDGET	2018-19 ACTIVITY	Percent of Amended Collected/Used
EXPENDITURES					
	Totals for dept 1001-City Council	117,300	117,300	15,671	13%
	Totals for dept 1085-City Council-Human Services	164,687	164,687	43,745	27%
	Totals for dept 1501-District Court	63,000	63,000	32,765	52%
	Totals for dept 1720-City Manager	673,471	673,471	249,646	37%
	Totals for dept 2001-Finance Accounting	438,790	438,790	154,285	35%
	Totals for dept 2002-Finance & Budget	295,119	295,119	111,769	38%
	Totals for dept 2053-Finance Treasury	146,176	146,176	67,949	46%
	Totals for dept 2110-MIS	847,043	847,043	335,382	40%
	Totals for dept 2133-MIS Public Information	54,212	54,212	23,497	43%
	Totals for dept 2209-Assessor	467,381	467,381	157,359	34%
	Totals for dept 2247-Assessor Board Of Review	35,135	35,135	8,375	24%
	Totals for dept 2310-Attorney	226,728	226,728	112,860	50%
	Totals for dept 2415-City Clerk	168,291	168,291	62,746	37%
	Totals for dept 2416-City Clerk Records Management	67,302	67,302	26,051	39%
	Totals for dept 2491-City Clerk Elections	192,819	192,819	117,459	61%
	Totals for dept 2610-Human Resources	459,857	459,857	160,311	35%
	Totals for dept 2733-Purchasing	82,523	82,523	33,370	40%
	Totals for dept 2734-Purchasing Risk Management	28,243	28,243	8,151	29%
	Totals for dept 2865-Parks Maintenance	1,246,521	1,246,521	519,513	42%
	Totals for dept 2876-Cemeteries	65,819	65,819	24,347	37%
	Totals for dept 2877-Parks & Rec - Parks	645,690	643,690	232,906	36%
	Totals for dept 2878-Parks & Rec - Kalamazoo In Bloom	8,000	8,000	3,615	45%
	Totals for dept 2880-Parks & Rec Rec - Admin	184,711	186,341	74,936	40%
	Totals for dept 2882-Parks & Rec Rec - Team Sports	57,500	57,000	28,343	50%
	Totals for dept 2885-Parks & Rec - Programs	18,850	19,400	12,713	66%
	Totals for dept 2886-Parks & Rec Rec - Ramona Park	97,062	92,962	55,582	60%
	Totals for dept 2887-Parks & Rec Rec - Special Events	102,200	107,250	73,453	68%
	Totals for dept 2888-Parks & Rec - Ice Rink	93,302	92,672	20,785	22%
	Totals for dept 3005-Police Administration	856,415	856,415	336,551	39%
	Totals for dept 3006-Police Youth Services	494,984	494,984	193,493	39%
	Totals for dept 3007-Police Investigation	692,955	692,955	282,753	41%
	Totals for dept 3010-Police Patrol	5,312,798	5,299,798	2,192,435	41%
	Totals for dept 3020-Police Training	196,900	209,900	32,149	15%
	Totals for dept 3021-Police Training-Grant Funded	9,000	9,000	1,545	17%
	Totals for dept 3030-Police Public Safety Dispatch/ts	960,377	960,377	628,625	65%

12/10/2018

BUDGET REPORT FOR CITY OF PORTAGE
Calculations as of 11/30/2018

FUND	DESCRIPTION	ORIGINAL BUDGET	2018-19 AMENDED BUDGET	2018-19 ACTIVITY	Percent of Amended Collected/Used
	Totals for dept 3031-Police Emergency Sirens	18,676	18,676	0	0%
	Totals for dept 3035-Police 911 Cmrs PSAP	205,188	205,188	70,308	34%
	Totals for dept 3040-Police Records & PST	473,237	473,237	199,556	42%
	Totals for dept 3050-Police Drug Law Enforcement	315,214	315,214	140,497	45%
	Totals for dept 3065-Police Facility Management	114,800	114,800	20,112	18%
	Totals for dept 3090 - Police KCCDA support	756,793	756,793	378,397	50%
	Totals for dept 3310-Fire Admin	669,034	669,034	258,704	39%
	Totals for dept 3320-Fire Operations	4,099,141	4,099,141	1,612,793	39%
	Totals for dept 3330-Fire On Call Firefighters	95,850	95,850	29,628	31%
	Totals for dept 3331-Fire Emergency Operations	4,700	4,700	1,125	24%
	Totals for dept 3340-Fire Prevention	139,383	139,383	51,868	37%
	Totals for dept 3350-Fire Training	189,413	189,413	50,020	26%
	Totals for dept 3365-Fire Facility Management	95,150	95,150	18,415	19%
	Totals for dept 3710-Comm Dev Building Services	532,215	532,215	219,358	41%
	Totals for dept 3720-Comm Dev Planning & Development	314,151	314,151	125,095	40%
	Totals for dept 3730-Comm Dev Neighborhood Services	228,481	228,481	87,015	38%
	Totals for dept 3765-Comm Dev Building Maintenance	218,611	218,611	93,559	43%
	Totals for dept 4210-General Public Services	477,492	477,492	222,281	47%
	Totals for dept 6720-Senior Center	346,415	354,615	136,981	39%
	Totals for dept 6721-Senior Center Trips	310,874	310,874	183,759	59%
	Totals for dept 6725-Aging Mastery Program	1,500	1,500	75	0%
	Totals for dept 6740 - Fundraising	0	0	15,100	0%
	Totals for dept 9610-Transfers Out	1,286,338	1,286,338	1,286,338	100%
	TOTAL EXPENDITURES - GENERAL FUND	26,463,817	26,472,017	11,636,119	44%
202	Major Street Fund - Revenues	4,169,800	4,169,800	1,794,013	43%
	Major Street Fund - Expenditures	4,223,030	4,223,030	1,118,078	26%
203	Local Streets Fund - Revenues	1,486,120	1,486,120	652,292	44%
	Local Streets Fund - Expenditures	1,480,456	1,480,456	490,488	33%
204	Municipal Streets Fund - Revenues	1,484,610	1,484,610	1,417,283	95%
	Municipal Streets Fund - Expenditures	1,640,000	1,640,000	0	0%
223	Curbside Recycling - Revenues	680,100	680,100	649,126	95%
	Curbside Recycling - Expenditures	688,081	688,081	220,458	32%

12/10/2018

BUDGET REPORT FOR CITY OF PORTAGE
Calculations as of 11/30/2018

FUND	DESCRIPTION	ORIGINAL BUDGET	2018-19 AMENDED BUDGET	2018-19 ACTIVITY	Percent of Amended Collected/Used
226	Leaf Pickup/Spring Cleanup - Revenues	744,000	744,000	707,852	95%
	Leaf Pickup/Spring Cleanup - Expenditures	837,813	837,813	147,997	18%
230	CDBG Program Income Fund - Revenues	125,000	125,000	12,694	10%
	CDBG Program Income Fund - Expenditures	125,000	125,000	42,176	34%
252	West Lake Weed Mgmt - Revenues	32,120	32,120	101	0%
	West Lake Weed Mgmt - Expenditures	32,120	32,120	1,500	5%
296	Community Development Block Grant - Rev	210,000	214,000	43,644	20%
	Community Development Block Grant - Exp	210,000	214,000	69,169	32%
298	Cable Television Fund - Revenues	836,000	836,000	383,931	46%
	Cable Television Fund - Expenditures	867,709	867,709	186,965	22%
400	Capital Improvement General - Revenues*	18,578,000	26,200,212	7,318,470	28%
	Capital Improvement General - Expenditures*	18,578,000	28,977,914	8,431,152	29%
490	Capital Improvement Sewer - Revenues*	1,020,000	4,030,000	0	0%
	Capital Improvement Sewer - Expenditures*	1,020,000	1,693,348	32,006	2%
491	Capital Improvement Water - Revenues*	1,325,000	6,213,775	0	0%
	Capital Improvement Water - Expenditures*	1,325,000	5,948,761	273,153	5%
590	Sewer Fund - Revenues	9,012,000	9,012,000	4,712,185	52%
	Sewer Fund - Expenditures	7,149,273	7,149,273	2,411,247	34%
591	Water Fund - Revenues	6,719,300	6,719,300	3,963,734	59%
	Water Fund - Expenditures	5,588,159	5,588,159	3,176,822	57%
TOTAL REVENUES - ALL FUNDS **		71,981,593	87,514,780	41,303,000	47%
TOTAL EXPENDITURE - ALL FUNDS **		70,228,458	85,937,681	28,237,330	33%

* The Capital Improvement Program uses project-length budgets, original is current fiscal year, amended includes budgets of prior year projects continued.

** Debt Service and Internal Service Funds not included.

TO: Honorable Mayor and City Council

FROM: Laurence Shaffer, City Manager

SUBJECT: FY 2019-20 Human/Public Service Grant Applications

SUPPORTING PERSONNEL: Victoria Georgeau, Director of Community Development

Please find attached a communication from Community Development Director Georgeau to the Human Services Board regarding the FY 2019-20 Human/Public Service funding that will be considered during the budget process. As the communication indicates, eight agencies submitted nine applications that will be considered by the City Administration and the Human Services Board at upcoming January and February 2019 Board meetings. A final recommendation will be subsequently provided for City Council consideration.

In an effort to streamline the process and reduce paper usage, below is the link to the page on the city's website where each FY 2019-20 Human/Public Services Funding application can be viewed and/or downloaded.

www.portagemi.gov/180/human-services-board

The link contains the completed applications, related documents, audit and other financial materials submitted by the eight agencies seeking human/public service funding from the City of Portage.

T:\COMMDEV\2018-2019 Department Files\CDBG\FY 19-20 HPS\Memos\2018 12 17 CC MemoRe.apps.docx

The Honorable Patricia Randall

December 28, 2018

Mayor of Portage, Michigan

Citizen Statement

Re: Winter Boat Lift Storage



Dear Mayor Randall:

We are long time residents of Austin Lake. A new nuisance has developed at our lakefront which must be considered by city government. The city staff has refused to take any action or address this concern. Staff directed us to bring up the issue with the Lake Association but the Lake Association refuses to act undoubtedly because it will upset some lakefront property owners. City staff seems confused about how to address this nuisance so commission direction is necessary. Consequently since no one else will take up the issue, it will need to be addressed by the City Commission.

Over the last few years there has been an ever increasing number of canopied boat lifts used on Austin Lake. The common practice for all during the winter season is to simply place the lift structure on the lakeside lawn. The boat lifts in winter storage adversely affect the beauty of the lake and have an overall negative impact on neighboring properties. During the winter months they are an ugly nuisance which should not be allowed.

These metal frames are very unsightly and the canopy frames are as high as 15 feet in the air when the structure is out of the water. During the winter months they are useless structures interfering with the view of the lake. For 6 months out of each and every year, the shoreline is cluttered with tall and wide metal scaffolding. We can count 16 of them from our yard. Our neighbor to the north has one sitting on our lot line and the neighbor to the south has one in their yard as well.

When out of the water these boat lifts constitute a nuisance which can easily be abated by the owner. These lifts can be moved and stored elsewhere but it is less expensive for the owners to simply push them up on the shore. Under city zoning regulations if they were considered an accessory building, they would be subject to a 10 foot setback and could not exceed 80 square feet in area. If they were a chain-link fence they could not exceed 48 inches in height. If they were a porch or deck they would be required to meet the setbacks for the main building. If they were a structure, a satellite antenna, recreational vehicle, nonmoving motor vehicle or boat in storage they would be entirely prohibited. These stored boat lifts are properly characterized as "equipment" under the zoning ordinance which provides that equipment storage is only allowed within the enclosed sections of a dwelling unit and shall not be visible from adjacent properties.

We ask that the City Council consider a motion to eliminate storage of boat lifts in rear (lakeside) lots by amendment to the zoning ordinance. Alternatively the city staff should be directed to enforce the existing ordinance prohibiting storage of "equipment". Finally, all lakefront owners should be informed

that that commencing in the fall of 2019 lakeside storage of boat lifts will be prohibited so that boatlift owners can make necessary arrangements to store their equipment elsewhere next winter.

We thank you for your attention and consideration this matter.

Very truly yours,

A handwritten signature in black ink, appearing to be 'CJ' or similar initials, written over a horizontal line.

Christopher and Jeannine Morris

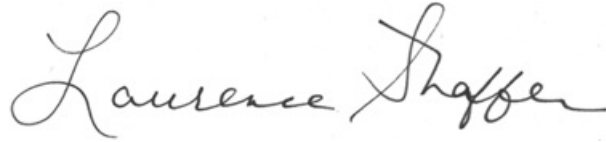
9830 East Shore Dr.

Portage, MI 49002

cc. Jim Pearson, Chris Burns, Richard Ford, Lori Knapp, Claudette Reed, Terry Urban, Lawrence Shaffer and Vicki Georgeau

TO: Honorable Mayor and City Council

FROM: Laurence Shaffer, City Manager



SUBJECT: Communication from Christopher and Jeannine Morris

SUPPORTING PERSONNEL: Laurence Shaffer, City Manager

ACTION RECOMMENDED: Receive and refer the communication from Christopher and Jeannine Morris regarding boat lifts to City Administration for review and report.

A letter dated December 28, 2018 was recently received from Christopher and Jeannine Morris to the City Council, City Manager Shaffer, and Community Development Director Georgeau regarding boat lifts being stored on lakeside lawns during the winter season.

It is recommended that City Council receive the communication from Mr. and Mrs. Morris, and refer it to the City Administration for further review and response.

FUNDING:

Attachments: 1. Morris Communication dated December 28, 2018

The Honorable Patricia Randall

December 28, 2018

Mayor of Portage, Michigan

Citizen Statement

Re: Winter Boat Lift Storage

Dear Mayor Randall:

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Very truly yours,

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Christopher and Jeannine Morris

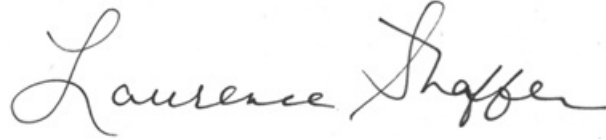
9830 East Shore Dr.

Portage, MI 49002

cc. Jim Pearson, Chris Burns, Richard Ford, Lori Knapp, Claudette Reed, Terry Urban, Lawrence Shaffer and Vicki Georgeau

TO: Honorable Mayor and City Council

FROM: Laurence Shaffer, City Manager



SUBJECT: Hill 'An' Brook Drive and Merryview Drive Special Assessment - Project #999-R

SUPPORTING PERSONNEL: Kendra Gwin, Director of Transportation & Utilities

ACTION RECOMMENDED: Subsequent to the public hearing, adopt Resolution No. 3 for the Hill 'An' Brook Drive and Merryview Drive Project #999-R, directing the preparation of the special assessment roll.

Attached is Special Assessment Resolution No. 3 for the Hill 'An' Brook Drive and Merryview Drive Special Assessment Project #999-R. Previous City Council action relating to this project includes:

- On November 20, 2018, City Council adopted Resolution No. 1 for this project, accepted the City Manager reports dated November 20, 2018, and requested preparation of Resolution No. 2.
- On December 18, 2018, City Council adopted Resolution No. 2 for this project, setting a public hearing of necessity on January 8, 2019.

Therefore it is recommended that City Council, subsequent to the public hearing, adopt Resolution No. 3 for the Hill 'An' Brook Drive and Merryview Drive Special Assessment Project #999-R, directing the preparation of the special assessment roll.

FUNDING: The total estimated cost of the curb and gutter and storm sewer portion of the overall project is \$492,000. These improvements are funded in the Fiscal Year 2017-18 Capital Improvement Program by the utilization of special assessment bonds, capital improvement bonds and Municipal Street millage funds.

Attachments:

1. Resolution No. 3
2. Hill 'An' Brook & Merryview map
3. Hill 'An' Brook Roll
4. Kaczorowski Opposition Letter 12.26.18
5. January 2019 - Petitions (2) in Opposition
6. Kelley Opposition Letter 1.4.19
7. Johnson Opposition Letter 1.8.19
8. Sheets Opposition Letter 1.8.19

**CITY OF PORTAGE
SPECIAL ASSESSMENT RESOLUTION NO. 3
HILL 'AN' BROOK AND MERRYVIEW DRIVE, CURB AND GUTTER, DISTRICT #999-R**

At a regular meeting of the Council of the City of Portage, Kalamazoo County, Michigan held at City Hall in said City on the ____ day of _____, 2019 at 7:00 p.m., local time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by:

Councilmember: _____, and seconded by:

Councilmember: _____.

WHEREAS, a public hearing on the necessity of the proposed improvement hereinafter described was held in accordance with the provisions of the City's Charter and Special Assessment Ordinance; and,

WHEREAS, the City Council of the City of Portage has determined to proceed with the public improvements in the City of Portage more particularly hereinafter described in this resolution; and,

WHEREAS, the City Manager has secured construction cost estimates for such improvements and the City Council has reviewed said figures;

NOW THEREFORE BE IT RESOLVED THAT:

1. The City Council hereby determines the necessity for and determines further to proceed with the improvements hereinbefore in these proceedings described as the HILL 'AN' BROOK AND MERRYVIEW DRIVE, CURB AND GUTTER, DISTRICT #999-R, more fully described as follows, to wit:

Install approximately 6,240 feet of curb and gutter and appurtenances in Hill 'An' Brook Drive from Angling Road to Greenhill Street and Merryview Drive from Fleetwood Drive to Brookhaven Drive to include the installation of concrete Driveways and storm drainage improvements.

2. The cost of said public improvement, based on the aforesaid cost figures, is estimated to be as follows:

<u>TOTAL COST</u>	<u>SHARE OF DISTRICT</u>	<u>CITY'S SHARE</u>
\$492,000.00	\$262,612.50	\$229,387.50

It is hereby determined that the Special Assessment District's share is in proportion to the benefits to be derived from the improvements. The Special Assessment District's share shall be spread over the Special Assessment District as hereinafter described and the balance of \$229,387.50 shall be paid by the City-at-Large.

3. Said Special Assessment District shall consist of all of the following described lots and parcels of land;

Unplatted Land: None.

Platted Land: Lots 27, 30 through 47, and 56 through 61 originally recorded in the Plat of Hill 'N' Brook Village; and Lots 93 through 99 and 101 through 105 as originally recorded in the Plat of Hill 'N' Brook Village No. 2.

4. The City Assessor shall prepare a Special Assessment Roll spreading that portion of the cost of the aforesaid public improvement to be borne by the Special Assessment District against said district according to the benefits received, in conformity with the provision of the Special Assessment Ordinance of the City. As soon as said roll is prepared, the City Assessor shall file the same with the City Clerk for presentation to the City Council.

5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

ADOPTED: YEAS: Councilmember: _____

NAYS: Councilmember: _____

ABSENT: Councilmember: _____

ADAM HERRINGA, City Clerk

STATE OF MICHIGAN)
)ss
COUNTY OF KALAMAZOO)

I, the undersigned duly qualified and acting City Clerk of the City of Portage, Kalamazoo County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the City Council of said City, held on the _____ day of _____, 2019, the original of which resolution is on file in my office.

IN WITNESS WHEREOF, I have hereto affixed my official signature this _____ day of _____, 2019.

ADAM HERRINGA, City Clerk

Prepared by:
Randall L. Brown
Portage City Attorney
1662 East Centre Avenue
Portage, Michigan 49002
(269-323-8812)

Approved as to Form:
Date: 12/12/2018
By: 
City Attorney

z:\jody\portage\special\spec#3.Hill'N'Brook18.12-10.doc

Hill 'An' Brook Drive and Merryview Drive Assessment District #999-R



1 inch = 250 feet
Date: 11/20/2018



 Proposed Assessment District Boundary

Hill 'An' Brook Drive and Merryview Drive - District No. 999-R

Tentative Assessment Roll

Residential Rate \$49.85 per Front Foot plus \$1,450.00 per Driveway Approach

Owner	Address	Parcel No.	Class	Actual Frontage	Benefitting Frontage	Rate	Frontage Assessment	Driveway Approach	Total Assessment
SHEETS, SAMUEL & SHANNON	5208 MERRYVIEW DR	03580-027-O*	401	200	50	\$49.85	\$2,492.50	\$1,450.00	\$3,942.50
ZIMMERMAN, PAUL & GRETCHEN	3125 HILL 'AN' BROOK DR	03580-030-O	401	141	119	\$49.85	\$5,932.15	\$0.00	\$5,932.15
VERMEULEN, JAMES R & MARIJEAN	3117 HILL 'AN' BROOK DR	03580-031-O	401	100	100	\$49.85	\$4,985.00	\$1,450.00	\$6,435.00
CWALINA, B & WILBUR, C	3109 HILL 'AN' BROOK DR	03580-032-O	401	100	100	\$49.85	\$4,985.00	\$1,450.00	\$6,435.00
BRADFORD, THOMAS E & S K J	3029 HILL 'AN' BROOK DR	03580-033-O	401	100	100	\$49.85	\$4,985.00	\$1,450.00	\$6,435.00
KACZOROWSKI, NORBERT & MARY ANN	3019 HILL 'AN' BROOK DR	03580-034-O	401	104	104	\$49.85	\$5,184.40	\$1,450.00	\$6,634.40
ATKINSON, WILLIAM & KAREN	3011 HILL 'AN' BROOK DR	03580-035-O	401	100	100	\$49.85	\$4,985.00	\$1,450.00	\$6,435.00
SWOPE, PAUL J & D L	3001 HILL 'AN' BROOK DR	03580-036-O	401	100	100	\$49.85	\$4,985.00	\$1,450.00	\$6,435.00
FITZGERALD, TIMOTHY J & TAMMY L	2921 HILL 'AN' BROOK DR	03580-037-O	401	115	115	\$49.85	\$5,732.75	\$1,450.00	\$7,182.75
BRUCE, STEPHENIE	2911 HILL 'AN' BROOK DR	03580-038-O	401	100	100	\$49.85	\$4,985.00	\$1,450.00	\$6,435.00
NELSON, SUSAN TRUST	2903 HILL 'AN' BROOK DR	03580-039-O	401	100	100	\$49.85	\$4,985.00	\$1,450.00	\$6,435.00
GUCICH, DOUGLAS A	2823 HILL 'AN' BROOK DR	03580-040-O	401	324	174	\$49.85	\$8,673.90	\$1,450.00	\$10,123.90
GIANAKARIS, C J & A	3124 HILL 'AN' BROOK DR	03580-041-O	401	208	197	\$49.85	\$9,820.45	\$1,450.00	\$11,270.45
JOHNCOCK, MICHAEL W & E A	3102 HILL 'AN' BROOK DR	03580-042-O	401	149	149	\$49.85	\$7,427.65	\$1,450.00	\$8,877.65
BATT, DAVID & JENICA	3022 HILL 'AN' BROOK DR	03580-043-O	401	125	125	\$49.85	\$6,231.25	\$1,450.00	\$7,681.25
TODAS, KURT & RASS, MARY LOUISE	3010 HILL 'AN' BROOK DR	03580-044-O	401	125	125	\$49.85	\$6,231.25	\$1,450.00	\$7,681.25
WILLSON, ROBERT G & BETH A	2928 HILL 'AN' BROOK DR	03580-045-O	401	125	125	\$49.85	\$6,231.25	\$1,450.00	\$7,681.25
KELLEY, RONALD W & CHARLOTTE G	2916 HILL 'AN' BROOK DR	03580-046-O	401	125	125	\$49.85	\$6,231.25	\$1,450.00	\$7,681.25
KIBBEY, NANCY R TRUST	2906 HILL 'AN' BROOK DR	03580-047-O	401	125	125	\$49.85	\$6,231.25	\$1,450.00	\$7,681.25
KALLEWARD, JAMES D & B A	5050 MERRYVIEW DR	03580-056-O	401	150	150	\$49.85	\$7,477.50	\$1,450.00	\$8,927.50
HALL, LISA	2824 HILL 'AN' BROOK DR	03580-057-O	401	283	133	\$49.85	\$6,630.05	\$1,450.00	\$8,080.05
MACKIE, LESLIE	2805 HILL 'AN' BROOK DR	03580-058-O	401	280	130	\$49.85	\$6,480.50	\$1,450.00	\$7,930.50
DELEO, ANTHONY M	5139 MERRYVIEW DR	03580-059-O	401	115	115	\$49.85	\$5,732.75	\$1,450.00	\$7,182.75
BAKER, ZACHARY & HEIDI	5149 MERRYVIEW DR	03580-060-O	401	115	115	\$49.85	\$5,732.75	\$1,450.00	\$7,182.75
WOLF, JOSEPH A	2812 FLEETWOOD DR	03580-061-O*	401	115	0	\$49.85	\$0.00	\$0.00	\$0.00
CRAVEN, J & VANDENBOSS, K	5049 MERRYVIEW DR	03582-093-O	401	120	120	\$49.85	\$5,982.00	\$1,450.00	\$7,432.00
DEVRIES, KEVIN J	5103 MERRYVIEW DR	03582-094-O	401	120	120	\$49.85	\$5,982.00	\$1,450.00	\$7,432.00
GARNETT, WILLIAM C & LISA L	2726 HILL 'AN' BROOK DR	03582-095-O	401	274	124	\$49.85	\$6,181.40	\$1,450.00	\$7,631.40
ROMANO, ANTHONBY R & JEAN M TRUST	2712 HILL 'AN' BROOK DR	03582-096-O	401	120	120	\$49.85	\$5,982.00	\$1,450.00	\$7,432.00
RESIDENTIAL OPPORTUNITIES, INC	2702 HILL 'AN' BROOK DR	03582-097-O	401	120	120	\$49.85	\$5,982.00	\$1,450.00	\$7,432.00
PURNELL, COLE & DONNA K	2620 HILL 'AN' BROOK DR	03582-098-O	401	120	120	\$49.85	\$5,982.00	\$1,450.00	\$7,432.00
OLDS, RICHARD A & N O	2610 HILL 'AN' BROOK DR	03582-099-O	401	120	120	\$49.85	\$5,982.00	\$1,450.00	\$7,432.00
FECKER, PAIGE L TRUST	2723 HILL 'AN' BROOK DR	03582-101-O	401	106	106	\$49.85	\$5,284.10	\$1,450.00	\$6,734.10
PIERRARD, DAVID & MARY	2713 HILL 'AN' BROOK DR	03582-102-O	401	106	106	\$49.85	\$5,284.10	\$1,450.00	\$6,734.10
HEMKER, LEILA & ALEX	2705 HILL 'AN' BROOK DR	03582-103-O	401	106	106	\$49.85	\$5,284.10	\$1,450.00	\$6,734.10
POEL, ROBERT H & M J	2623 HILL 'AN' BROOK DR	03582-104-O	401	106	106	\$49.85	\$5,284.10	\$1,450.00	\$6,734.10
BAUMGART, LAWRENCE A & M L	2615 HILL 'AN' BROOK DR	03582-105-O	401	106	106	\$49.85	\$5,284.10	\$1,450.00	\$6,734.10
37 Properties				5148	4250				\$262,612.50

*Included in 702-R

Updated 11-20-2018 MRR

RECEIVED

DEC 26 2018

PORTAGE
CITY CLERK

12-24-18

To Whom it may Concern
I am against curb
installation on Hill "An" Brook Dr.
If I was informed of the cost
of this project I never would
have signed the petition.

There are no provisions or
payment plans for Senior Citizens
living on Social Security as the
only source of income.

Mary Ann Kaczorowski
3019 Hill "An" Brook
Portage 49024

Anthony DeLeo
5139 Merryview Dr.
Portage, MI 49024
269-270-7008
adzine58@gmail.com

Date: January 5, 2019

City Clerk
Adam Herringa
7900 South Westnedge Avenue
Portage, MI 49002
269-329-4422

To the City Clerk Mr. Adam Herringa,

I am writing this letter to inform the City of Portage that am against this installation of concrete curb and gutters in the Hill N Brook neighborhood. I will be attending the City Council meeting on January 8th 2019 to address and protest this addition to project improvements.

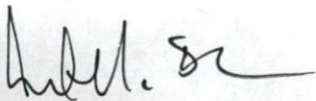
In addition to my protest I will be presenting the following information:

- 1) Issues with the circulation and petition "for" the installation of curb and gutter by Lisa & Bill Garnett. (22 signatures, at 60% vote)
- 2) Presentation of a petition "against" the installation of curb and gutter. 45% vote that include 3 residents who are reversing their decision, netting to a total of 17 signatures.
- 3) Challenges with the current plotted scope of the curb and gutter project.
- 4) Information & questions regarding the actual benefits and improvements to the infrastructure.
- 5) Addressing return on investment for concrete curb and gutters.

Enclosed you will find a copy of the petition "against" the installation of curb and gutter. This was facilitated and obtained by Mary Ann Kaczorowski at 3019 Hill 'AN' Brook Dr. and myself.

I look forward to the opportunity to address the Portage City Council on January 8th 2019.

Sincerely,



Anthony M. DeLeo

Attachment: Petition against the installation of curb and gutter (2 pages).

December 13th 2018

To the City Council of the City of Portage, Michigan:

People of Hill 'An' Brook Drive, Angling Roast to Greenhill Street

AND
12/13/18
→

The undersigned property owners are requesting a reversal of their petition vote for Curb and Gutter on Hill 'An' Brook Drive. The property owners below were unaware of the high cost associated with implementation of the Curb and Gutter.

THE UNDERSIGNED PROPERTY OWNERS ARE AGAINST THE INSTALLATION OF CONCRETE CURB + GUTTER.

#	Name	Address	Date
1.	Larry Bauwiant	2615 Hill-an-Brook Dr.	12-15-18
2.	DAVID Pierard	2713 Hill-an-Brook Dr.	12-17-18
3.	SAM SHEETS	5208 MERRYVIEW DR	12-20-18
4.	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
5.	Nancy Olds	2610 Hillanbrook	1-2-19
6.	LISA Hall	2824 Hillanbrook Dr.	1-2-19
7.	Cameron Wilbur	3109 Hill An Brook Dr.	1/5/19
8.	Leslie Mackie	2805 Hill an Brook Dr.	1-5-2019
9.	Joe Craven	5049 Merryview Dr.	1-5-2019
10.			
11.			
12.			
13.			
14.			

Name: Anthony DeLeo
Address: 5139 MERRYVIEW DR.

Date: 1/5/19
Phone: 269-270-7008

I, as circulator of the petition, verify that the petition signers are the owners of the property described in the petition and that each signature on the petition is the genuine signature of each respective petitioner.

* SIGNED PETITION AND WOULD LIKE NAME REMOVED.

PETITION AGAINST CURB INSTALLATION

49024

12-15-18

NAME-PRINT

SIGNATURE

ADDRESS

DOUG GUTCH

Douglas Gutch

2823 HILLAN BROOK

Heidi Baker

Heidi Baker

5149 MERRYVIEW DR

* MARYANN KACZOROWSKI

MaryAnn Kaczorowski

3019 Hillan Brook

ANTHONY DELEO

Anthony DeLeo

5139 MERRYVIEW DR.

* Charlotte Kelley

Charlotte Kelley

2916 Hillan Brook Dr

Mary Toolas

Mary Toolas

3010 Hillan Brook

12-16-18

Sandra Johnson-Brook

Sandra Johnson-Brook

3029 Hillan Brook

Michael + Elisabeth Schreck

Michael + Elisabeth Schreck

3102 Hill Brook

Diana Smith Trustee

Diana Smith

2906 Hillan Brook

* Signed PETITION AND WANT NAME REMOVED.

Completed on 12-17-18

MaryAnn Kaczorowski

ANTHONY DELEO
5139 MERRYVIEW DR.
PORTAGE, MI 49024

TO: CITY CLERK

ADAM HERRINGA
17900 SOUTH WESTWEDGE AVENUE
PORTAGE, MI 49002

(HILL AND BROOK CURB + GUTTER)
CITY COUNCIL MEETING JAN. 8TH



January 4, 2019

Adam Herringa, City Clerk
Portage City Hall
7900 South Westnedge Avenue
Portage, Michigan 49002

Dear Mr. Herringa,

After careful consideration, I would like to remove my name from the petition supporting curbs and street improvement this summer on Hill An Brook Drive in Portage. I no longer support the additional expense for the curb project. Our street definitely needs to be repaved, however, the additional expense of curbs is not necessary.

Thank you for removing my name supporting this endeavor.

Sincerely,

Charlotte G. Kelley

Charlotte G. Kelley
2916 Hill An Brook Drive
Portage, Michigan 49024



Charlotte Kelley
2916 Hill An Brook Dr.
Portage, MI 49024



Adam Herringa, City Clerk
Portage City Hall
7900 South Westnedge Ave.
Portage, MI 49002

** Time Sensitive **

Adam Herringa

From: SANDRA JOHNSON <skjohnsonb@yahoo.com>
Sent: Tuesday, January 08, 2019 12:27 PM
To: Laurence Shaffer; Adam Herringa
Subject: Fw: Curbs and gutters on Hill-an-Brook and Merryview

----- Forwarded Message -----

From: SANDRA JOHNSON <skjohnsonb@yahoo.com>
To: "patricia.randall@portagemi.gov" <patricia.randall@portagemi.gov>; "jim.pearson@portagemi.gov" <jim.pearson@portagemi.gov>; "chris.burns@portagemi.gov" <chris.burns@portagemi.gov>; "richard.ford@portagemi.gov" <richard.ford@portagemi.gov>; "lori.knapp@portagemi.gov" <lori.knapp@portagemi.gov>; "claudette.reid@portagemi.gov" <claudette.reid@portagemi.gov>; "terry.urban@portagemi.gov" <terry.urban@portagemi.gov>; "shaffer@portagemi.gov" <shaffer@portagemi.gov>; "adam.herringa@portagemi.gov" <adam.herringa@portagemi.gov>
Sent: Tuesday, January 8, 2019 12:21 PM
Subject: Curbs and gutters on Hill-an-Brook and Merryview

Council, city manager, and clerk,

I am writing to express my opposition to the installation of curbs and gutters on Hill-an-Brook and Merryview. Following are the points I would like to make.

1. At least one neighbor who signed the initial petition for this project was led to understand by the pro-curb petition bearers, intentionally or unintentionally, that the **total** cost for her would be \$500.
2. Are we assured that no pro-curb petitioner benefits as a contractor or subcontractor on this project? If not, sidewalks and the assignment of a chore and liability to the homeowner can't be far behind.
3. This will not increase the value of my house. Certainly the assessor will claim that it does, but I will just tell potential purchasers to ignore the bathroom (whose renovation I cancelled after receiving the notice of assessment) and go admire the beautiful curb.
4. Many in this neighborhood are retired on fixed incomes. How can we justify usurping more than 4% of a widow's annual Social Security income on a primarily cosmetic purpose?
5. This neighborhood has existed for over 63 years and has managed to thrive without curbs and gutters. What is driving this? Home flipping? Concrete contractors? Obsessive lawn love?
6. The highway noise level for those of us whose backyards are on the south side of our homes has become intolerable as the highway has gotten closer to us, a local religious organization expanded and paved significant areas of former woods, and many residents have removed trees without noise abatement consideration and replanting. Are curbs and gutters going to make this noise problem worse or are they going to solve it?
7. I question the validity of the pro-curb signature at the Residential Opportunities group home.
8. In my view, this is an unnecessary depletion of environmental resources due to the usage and transportation of materials and heavy equipment.

Thank you for your consideration.

Sandra Johnson-Bradford
3029 Hill an Brook Drive

Samuel & Shannon Sheets

5208 Merryview Dr.
Portage, MI 49024
(989) 615-6756
samuel.r.sheets@gmail.com
shannon.pardon@gmail.com

January 08, 2019

Adam Herringa
Portage City Clerk

7900 S. Westnedge Ave.
Portage, MI 49002

Dear Mr. Herringa,

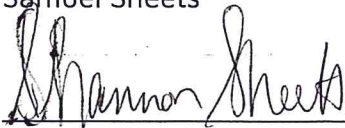
This letter is being written to indicate our opposition to the proposed Curb and Gutter project in the Hill 'N' Brook neighborhood.

We did sign the original petition, but would like our names removed from the petition for two reasons. First, as of February 8, 2019, we will no longer be the homeowners of the property at 5208 Merryview Dr. as we are selling our home. Secondly, the amount shown to us by a circulator in March 2018 was not the same as the amount indicated on the notification letter we recently received from the city of Portage. The most recent amount provided on our notification letter was significantly higher than the previous quote.

Thank you for your time. Please contact us with any further questions.

Sincerely,

Samuel Sheets



Shannon Sheets

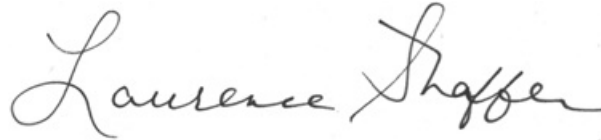
Date

1/8/19

Date

TO: Honorable Mayor and City Council

FROM: Laurence Shaffer, City Manager



SUBJECT: Appointments to Boards and Commissions

SUPPORTING PERSONNEL: Adam Herringa, City Clerk

ACTION RECOMMENDED: Appoint individuals to the Board of Review, Zoning Board of Appeals, Planning Commission, Environmental Board, Human Services Board, Park Board and Senior Citizen Advisory Board.

This evening (January 8) the Portage City Council interviewed applicants for the Board of Review, Zoning Board of Appeals, Planning Commission, Environmental Board, Human Services Board, Park Board and Senior Citizen Advisory Board. Based on the results of the interview session it is recommended that City Council make appointments to fill vacancies on the identified Boards and Commissions as follows:

To determine the membership size of the 2019 **Board of Review** to be three (3) Members with two Alternates; appoint _____, _____ and _____ as Members with terms ending January 31, 2020, with _____ and _____ as Alternates with terms January 31, 2020.

*Alternate Option - (To determine the membership size of the 2019 **Board of Review** to be _____ Members; appoint _____, _____ and _____ as Members of Pod #1 with terms ending January 31, 2020, to the Board of Review; and appoint _____, _____ and _____ as Members of Pod #2 with terms ending January 31, 2020.)*

To reappoint Linda Fry and Alexander Philipp with terms ending February 28, 2022, to the **Zoning Board of Appeals**.

To appoint _____ to an unfulfilled term ending May 31, 2020, to the **Planning Commission**.

To appoint _____ to an unfulfilled term ending October 1, 2019, _____ for an unfulfilled term ending October 1, 2020 and _____ for an unfulfilled term ending October 1, 2021, to the **Environmental Board**.

To appoint _____ to an unfulfilled term ending October 1, 2020, to the **Human Services Board**.

To appoint _____ to an unfulfilled term ending October 1, 2021, to the **Park Board**.

To appoint _____ and _____ as Alternates to unfulfilled terms ending October 1, 2020, to the **Senior Citizen Advisory Board**.

FUNDING: N/A

Attachments: 1. N/A