

*Public Phone Line: (844) 854-2222 Access Code 529853# (To voice a question or comment, press *6 to enter the queue.)*

7:00 p.m. Call to Order.

Invocation.

Pledge of Allegiance.

Roll Call.

Proclamations:

A. Consent Agenda:

1. Approval of City Council Meeting Minutes:
 - a. Regular Meeting of October 20, 2020.
 - b. Pre-Council Meeting of November 2, 2020.
2. Approval of the Accounts Payable Register of November 4, 2020 as presented.
3. Approve the expenditure in the amount of \$80,278.24 for retrofitting services on four Ford Interceptor police vehicles by Emergency Vehicle Products and authorize the City Manager to execute all documents related to this purchase on behalf of the city.
4. Accept Rezoning Application #20/21-2, 4627 S. Long Lake Drive for first reading and set a public hearing for December 1, 2020.
5. Minutes of Boards & Commissions:
 - a. Human Services Board of July 16, 2020.
 - b. Zoning Board of Appeals of October 12, 2020.
6. Materials Transmitted of October 14, 2020.
7. Calendar of Meetings
 - Austin Lake Governmental Lake Board Meeting, Thursday, November 12, 2020 at 3:00 p.m. in Council Chambers.
 - Environmental Board, Wednesday, November 11, 2020 at 7:00 p.m. - Virtual Meeting.
 - Human Services Board, Thursday, November 5, 2020 at 6:00 p.m. - Virtual Meeting.
 - Zoning Board of Appeals, Monday, November 9, 2020 at 7:00 p.m. - Virtual Meeting.
 - Planning Commission, Thursday, November 5, 2020 at 7:00 p.m. - Virtual Meeting
 - Youth Advisory Committee, Monday, November 16, 2020 at 4:30 p.m. - Virtual Meeting.
 - *NOTE: All above meetings are subject to cancellation or transition to a "virtual meeting" due to the on-going health crisis. Please monitor the City of Portage website at www.portagemi.gov for additional information. The public phone line to comment during public meetings is: (844) 854-2222 Access Code 529853# (To voice a question or comment, press *6 to enter the queue.) Meetings may be viewed live on Charter channel 995 and AT&T channel 99. All meetings can be viewed via live streaming at portagemi.gov/205.*

B. Petitions and Statements of Citizens:

C. Communications:

D. Public Hearings:

E. Regular Business Agenda:

1. Select Councilmembers to review and determine winners of the annual "I Love Portage" essay contest.

F. Unfinished Business:

G. Council Committee Reports:

H. New Business:

I. Statements of Citizens:

J. Statements of City Council and City Manager.

Adjournment.

CITY COUNCIL MEETING MINUTES FROM OCTOBER 20, 2020

Mayor Patricia Randall called the Regular Meeting to order at 7:01 p.m. The meeting was held virtually in accordance with Michigan Senate Bill 1108 in light of COVID-19. The following members were present in Chambers: Councilmembers Vic Ledbetter and Mayor Patricia Randall. The following members were present via the WebEx meeting platform: Councilmembers Chris Burns, Lori Knapp, Claudette Reid, Terry Urban, and Mayor Pro Tem Jim Pearson. Also in attendance were City Manager Joe La Margo, Deputy City Manager Adam Herringa, City Attorney Catherine Kaufman, and City Clerk Erica Eklov.

At the request of Mayor Randall, the audience observed a moment of silence to reflect on the responsibility and ability to vote in our country. Following the moment of silence, the City Council recited the Pledge of Allegiance.

PROCLAMATIONS: A Proclamation for Red Ribbon Week 2020 was read by Human Services Board member Brooke Kolodzieczyk. Mayor Randall thanked Ms. Kolodzieczyk for attending, as well as the efforts of the Human Services Board.

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. Motion by Pearson, seconded by Reid, to approve the Consent Agenda as presented. Upon a roll call vote, motion carried 7 to 0.

APPROVAL OF MINUTES: Motion by Pearson, seconded by Reid, to approve the minutes of the Board & Commission Interview Session of October 6, 2020, Regular Meeting of October 6, 2020, and Pre-Council Meeting of October 19, 2020. Upon a roll call vote, motion carried 7 to 0.

APPROVAL OF ACCOUNTS PAYABLE REGISTER OF OCTOBER 20, 2020: Motion by Pearson, seconded by Reid, to approve the Accounts Payable Register of October 20, 2020. Upon a roll call vote, motion carried 7 to 0.

MIDWEST EMPLOYERS CASUALTY COMPANY: Motion by Pearson, seconded by Reid, to approve a two-year contract with Midwest Employers Casualty Company for workers' compensation excess insurance coverage with \$550,000 specific excess retention for an annual fee of \$85,999, plus payroll adjustments and authorize the City Manager to execute all documents related to this contract renewal on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

HUMAN RESOURCES RETENTION SCHEDULE: Motion by Pearson, seconded by Reid, to adopt a Resolution that will: combine the current City of Portage Records Retention and Disposal Schedule 8 pertaining to Benefit Services and Schedule 9 pertaining to Employee Development; rename the combined Schedules 8 and 9 "Human Resources Department" as the Benefit Services and Employee Development Departments have been combined into the Human Resources Department; rescind the combined Schedules 8 and 9 Human Resources

Department; and adopt the State of Michigan General Schedule #26 - Local Government Human Resources retention schedule. Upon a roll call vote, motion carried 7 to 0.

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT CDBG-CV GRANT

ALLOCATION: Motion by Pearson, seconded by Reid, to approve the Substantial Plan Amendment to the FY 2020-21 Annual Action Plan that recommends allocating \$100,000 from the CDBG-CV grant to Housing Resources, Inc., \$27,174 to the Portage Community Center and \$3,300 for administrative costs and; authorize the City Manager to submit the Substantial Plan Amendment to the FY 2020-21 Annual Action Plan for the Community Development Block Grant Program to the U.S. Department from Housing and Urban Development and sign the required documents related to the funding request on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

EARTH FARE - LIQUOR LICENSE: Motion by Pearson, seconded by Reid, to adopt the Resolution granting the request from KAL700, LLC (dba Earth Fare), for a New Class C and SDM License including Sunday Sales Permit (AM & PM) at 5070 South Westnedge Avenue. Upon a roll call vote, motion carried 7 to 0.

CLOSED SESSION: Motion by Pearson, seconded by Reid, to set a Special Meeting at 6:00 p.m. on Wednesday, November 4, 2020 and meet in Closed Session to discuss a personnel matter. Upon a roll call vote, motion carried 7 to 0.

MINUTES OF BOARDS & COMMISSIONS: Motion by Pearson, seconded by Reid, to accept the minutes of the Planning Commission of September 17, 2020 and Zoning Board of Appeals of September 14, 2020. Upon a roll call vote, motion carried 7 to 0.

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

PETITIONS AND STATEMENTS OF CITIZENS: Jeff Hoose (10711 East Shore Drive) spoke in dissent of the proposed tree ordinance recently reviewed by the Planning Commission. He highlighted a recent Portager newsletter article that mentioned the City Administration was going to pause on pursuing the ordinance and inquired whether that entailed a full withdrawal of the ordinance. He stated his understanding that the ordinance stemmed from the prevention of developers clear-cutting for new projects.

Brent McIver (2590 Bay Side Avenue) was attending with Mr. Hoose and also expressed similar concerns with the proposed tree ordinance. Mayor Randall responded to both Mr. Hoose and Mr. McIver. She stated that City Council understood the City Administration's first attempt at a tree protection ordinance was not well-received and needed improvement. Mayor Randall stated any future drafts would be focused towards developers and not individual residents. City Manager La Margo also responded, noting the City Administration's efforts to model a subsequent ordinance to be rewarding and not punitive.

COMMUNICATIONS:

QUARTERLY BUDGET UPDATE: City Manager La Margo stated this was the first such presentation for the city and was introduced as a result of the effect of the COVID-19 pandemic on the city's economic stability. Finance Director Lauren VanderVeen presented the quarterly update, noting that departments were being fiscally responsible and the city had also received more in state revenue sharing than projected.

Mayor Pro Tem Pearson inquired about expenditures specific to the COVID-19 pandemic that may have exceeded the budget. Director VanderVeen responded that incurred COVID-19 costs are directed to a specific fund for tracking purposes, but the overall General Fund is in good shape. City Manager La Margo noted that savings in other expenditures, such as the recent fire truck lease, have allowed additional expenditures to address matters related to COVID-19.

Councilmember Reid asked whether there was a reduction in services in certain areas, such as Recreation and the Senior Center. City Manager La Margo responded that service levels to the community continue to be met with other programming continuing in augmented formats.

Councilmember Urban inquired on the impacts to date on the revenues. Director VanderVeen responded that property tax levels are remaining as projected, building permit revenues are maintaining healthy levels and state revenue sharing is higher than anticipated. City Manager La Margo also noted that departments have been creative in securing grants and alternative funds as well.

Councilmember Burns inquired whether there were any concerns for the balance of the year. City Manager La Margo relayed that the City Administration is still monitoring levels closely and do not anticipate another state mandated health shut down so projections are positive, but highlighted that there also contingency plans should funding drastically change.

Motion by Knapp, seconded by Reid, to accept the annual Park Board Update as presented. Upon a roll call vote, motion carried 7 to 0.

COMMUNICATION FROM JEANNE L. FIELDER, 1728 COLCHESTER, REGARDING 2020 SUMMER PROPERTY TAX STATEMENT PAST DUE: City Manager La Margo summarized the letter from Ms. Fielder and stated it was up to the discretion of City Council whether to grant the request. Councilmember Reid stated she was not opposed to waiving the late fee at this time. Councilmember Burns inquired whether the City Administration had made its best effort to verify Ms. Fielder's claim and asked about her prior payment history. City Manager La Margo and Director VanderVeen confirmed the matter had been reviewed, relayed Treasury procedures for late payments and confirmed Ms. Fielder had not been late on a prior payment.

Motion by Pearson, seconded by Reid, to receive the communication from Ms. Jeanne L. Fielder and grant her request for a waiver of late fees. Upon a roll call vote, motion carried 7 to 0.

DISCOVER KALAMAZOO ADVISORY COUNCIL APPOINTMENT: Motion by Pearson, seconded by Reid, to confirm the appointment of Vic Ledbetter to the Discover Kalamazoo Advisory Council. Upon a roll call vote, motion carried 7 to 0.

PUBLIC HEARINGS:

REZONING APPLICATION #20/21-1, 9300 SOUTH SPRINKLE ROAD: Mayor Randall introduced the item and opened the public hearing. Cassandra Barrow (6825 S. 3rd Street, Kalamazoo) introduced herself as the property owner of the subject property at 9300 Sprinkle Road and spoke in favor of rezoning the property to residential use.

At the request of the Mayor, Interim Community Development Director Chris Forth summarized the proposed rezoning. Councilmember Reid asked Director Forth about the noted wetland area, comparing the location to another Portage neighborhood that consistently experiences high water issues and inquired whether it was responsible to approve development at the subject property. Director Forth responded that the water table has proven to be cyclical but there will be soil borings to gauge the water level. He further noted Community Development would require certain building techniques to prevent water entry and extra foundation measures. He stated the septic systems would also need to be elevated. Mayor Pro Tem Pearson inquired whether the soil borings had been completed and who would be responsible for performing the borings. Director Forth responded the borings had not been done yet but the applicant or applicant's builder would be responsible. Mayor Randall asked for assurance regarding safe driveway access to Sprinkle Road. Director Forth responded that the Kalamazoo County Road Commission reviewed the proposal and approved a single shared driveway with additional driveways pending approval, as well as required a clear line of sight along the roadway.

Motion by Pearson, seconded by Reid, to confirm the appointment of Vic Ledbetter to the Discover Kalamazoo Advisory Council. Upon a roll call vote, motion carried 7 to 0.

UNFINISHED BUSINESS:

COMMUNICATION FROM MR. JOHN PAVER, 9651 PORTAGE ROAD: Mayor Randall introduced Mr. Paver and asked him to reiterate his proposal from the October 6th City Council Meeting. Mr. Paver relayed his request to utilize grace periods on tax payments, noting that late fee revenue is annually assumed in the city budget. Mr. Paver stressed that property owners would benefit from any extra savings during the current COVID-19 pandemic.

Councilmember Burns noted implementation of administering a grace period can become an administrative burden and costly for the city. He noted orderly adherence to deadlines allows the city to collect and remit taxes to the various entities for which the city also collect tax dollars. He further expressed a concern with fair treatment.

Mayor Pro Tem Pearson stated agreement with Councilmember Burns but requested feedback from Finance Director VanderVeen regarding Mr. Paver's proposal. City Manager La Margo responded that Councilmember Burns had accurately outlined the implications with Mr. Paver's proposal.

Mayor Randall inquired about the postmark acceptance deadline. Director VanderVeen confirmed summer taxes with a postmark of September 14th are accepted within one week of the deadline. Mayor Randall expressed concern with the procedure.

Councilmember Urban stated the proposed grace period would not provide excessive relief, noting the COVID-19 pandemic was now ongoing for a period of eight months. He then

inquired about Mr. Paver's prior payments history. Discussion followed regarding the relevance of Mr. Paver's payment history.

Councilmember Reid noted that property tax assistance is currently available through the City Assessor's Office with poverty exemptions and stated such an exemption is the preferred option. She further stated that a grace period would not provide much relief as the property tax bill would ultimately remain due.

Councilmember Knapp noted the poverty exemptions are an annual reparation whereas Mr. Paver is seeking short-term relief similar to the current water bill shut-off exemption due to COVID-19 health measures. She expressed support for Mr. Paver's proposal during this pandemic.

Councilmember Burns noted the late fees are established annually as part of the city budget and suggested a review of the late fee procedure for the next City Council budget review.

Councilmember Urban noted that a postmark indicated a payee was taking action on the due date. He echoed further concerns regarding the other taxing jurisdictions and implementation of a grace period, which could be outlined by state statute.

Mayor Randall cited an opinion from the County Treasurer noting the question of a grace period is up to the city. She agreed with Councilmember Burns regarding a review at the next City Council budget session.

Councilmember Reid also agreed with Councilmember Burns and recommended that any actions be implemented for the future and not be retroactive for the summer 2020 Property Taxes.

Motion by Reid, seconded by Urban to receive the communication from Mr. John Paver, 9651 Portage Road, regarding his proposal for a waiver of late fees associated with delinquent tax payments and take no further action at this time.

Mayor Pro Tem Pearson requested staff to review and report back to City Council whether a one percent penalty would be feasible for payments made in person the day after the due date. Councilmember Knapp agreed with Mayor Pro Tem Pearson and suggested amending the current motion. Discussion followed regarding amending the motion.

Motion by Knapp, seconded by Burns, to amend Councilmember Reid's motion to remove the language "take no further action at this time" and replace with "to forward the matter to city staff to make alternative solutions and recommendations regarding the late fee penalty for taxes and interest." Upon roll call vote, motion carried 6 to 1 with Councilmember Urban voting no.

Upon a roll call vote on the amended original motion, motion carried 7 to 0.

NEW BUSINESS:

CLOSED SESSION: Mayor Randall introduced the item and explained that the proposed closed session would take place after City Council statements, before adjournment.

Motion by Knapp, seconded by Reid, to meet in closed session under Section 8(h) of the Open Meetings Act, pursuant to section 13(1)(g) of the Freedom of Information Act, to consult with the City Attorney regarding a written legal opinion immediately following conclusion of the business items of tonight's Regular Meeting. Upon a roll call vote, motion carried 7 to 0.

STATEMENTS OF CITIZENS: Brian Kelley, 5806 Claremount, spoke in support of the city's Treasury Office regulations regarding the City Hall Night Drop Box and upholding late fees for past due payments. He relayed his prior experience with the office. He expressed concern with the waiver granted for Ms. Fielder and noted postmarks are utilized to uphold payment dates.

STATEMENTS OF CITY COUNCIL AND CITY MANAGER:

Councilmember Ledbetter encouraged everyone to vote on November 3.

Councilmember Reid thanked everyone for adherence to COVID-19 safety protocols and encouraged continued adherence with those protocols. She highlighted the liquor license request for Earth Fare on the Consent Agenda and congratulated their return to Portage. Councilmember Reid then highlighted October as National Disability Awareness Month and encouraged employment of person with disability. She stressed safety on Halloween, both watching for children and COVID safety measures. Ms. Reid closed by reminding everyone to vote.

Councilmember Burns thanked the two citizens for their comments on the tree ordinance and noted he had watched the recent Planning Commission meeting during which the ordinance underwent heated discussion. He thanked all the citizens that spoke at meetings during the ordinance's development and appreciated the pride residents showed for their personal trees. He closed by thanking the City Clerk's Office for recent communications.

Councilmember Knapp noted the next time City Council would be meeting was on Wednesday, November 4th after the election and urged everyone to get out and vote.

Councilmember Urban issued a reminder to vote including registering to vote up to and including Election Day. He relayed that voting in person via absentee ballot was still possible at the Clerk's Office if citizens did not feel comfortable being in public on Election Day.

Mayor Randall thanked the Park Rangers handing out bicycle light on October 7th with Bike Friendly Kalamazoo and stated the event would happen again in May. She stated the City of Portage had recently held its third annual Art Prize competition with Michael Nashef as the winner. Mayor Randall then relayed old Fire Station #2 had been demolished and the completion of the new station. She stated a private dedication would happen on October 21 with a public open house planned for the spring. The Mayor then highlighted the upcoming election and the new ballot drop boxes at Portage City Hall. She closed by reminding everyone to be mindful of Trick or Treaters on Halloween.

Adjourned to closed session at 8:31 p.m.

Resumed regular meeting at 10:00 p.m.

RESUMATION OF OPEN SESSION: Motion by Reid, seconded by Urban, to reconvene the Regular Meeting of October 20, 2020. Upon a roll call vote, motion carried 7 to 0.

CLOSED SESSION FOLLOW-UP: Motion by Urban, seconded by Reid, that the City of Portage waive Attorney/Client Privilege for the memorandum from Brian P. Lennon and Madeline C. Lane to Catherine P. Kaufman titled "Review of Mike Carroll Arrest and Response" dated October 20, 2020. Upon a roll call vote, motion carried 6 to 1 with Mayor Pro Tem Pearson voting no.

ADJOURNMENT: Mayor Randall adjourned the meeting at 10:02 p.m.

Erica L. Eklov, City Clerk

DRAFT

**MINUTES FROM THE PRE-MEETING
OF THE PORTAGE CITY COUNCIL
OF NOVEMBER 2, 2020**

Mayor Patricia Randall, via the WebEx meeting platform, called the meeting to order at 8:00 a.m. Adam Herringa, Deputy City Manager, filled in for City Clerk Erica Eklov as she was busy preparing for the General Election. Councilmembers Chris Burns, Lori Knapp, Vic Ledbetter, Claudette Reid, and Mayor Pro Tem Jim Pearson also joined via the WebEx meeting platform. In compliance with Senate Bill 1108, the Mayor and Councilmembers disclosed that they were participating in the meeting virtually from Portage, MI. Councilmember Urban was absent with excuse. Also in attendance were City Manager Joseph La Margo and Deputy City Manager Mike Carroll.

With regard to Item A.3, Councilmember Reid inquired if this was a sole source contract and noted that the agenda item indicated that this vendor was the only one in the area that could perform the work. She inquired if there were others in the State that could retrofit police vehicles and whether using such a vendor would be problematic. Deputy City Manager Mike Carroll responded that it is a sole source and the advantage of using a local vendor is related to the ability to deliver and retrieve police vehicles to and from retrofitting. Councilmember Knapp inquired as to whether the retrofitting cost per vehicle was standard and Councilmember Ledbetter stated that, based on his experience as an officer in the Kalamazoo Department of Public Safety, the costs were reasonable. He then provided some detail as to the time, effort and materials needed to retrofit a police vehicle.

With regard to Item A.4, Councilmember Reid noted that the applicant is seeking to rezone 4627 South Long Lake Drive from business to residential. Councilmember Reid stated that the business designation could afford a small neighborhood business to locate on this parcel. She inquired as to why this parcel was originally zoned for commercial development and for the thoughts from the Department of Community Development on the proposed rezoning. City Manager La Margo stated that the Department of Community Development did not have concerns about the proposed rezoning but that staff would research and respond as to why the parcel was zoned B-1, local business.

Mayor Randall mentioned Item E.1 and asked Councilmembers to consider volunteering to read the "I Love Portage" essay contest entries. She also asked City Manager La Margo to be prepared to review the plans for the annual tree lighting ceremony now that it will be held in a mostly virtual format.

Deputy City Manager Herringa reminded City Council of the Wednesday Special Meeting and that the Regular Meeting would be held Wednesday as well in order to avoid conflicting with the General Election. Councilmembers then made inquiries regarding the status of election efforts. Mayor Randall provided statistics she received from the City Clerk regarding absentee ballots and Mr. Herringa responded to general questions about voting.

ADJOURNMENT: Following a summary of the meeting, Mayor Randall adjourned the meeting at 8:12 a.m.

Adam Herringa, Deputy City Manager

TO: Honorable Mayor and City Council

FROM: Joseph La Margo, City Manager



SUBJECT: Accounts Payable Register

SUPPORTING PERSONNEL: Lauren VanderVeen, Finance Director

ACTION RECOMMENDED: Approval of the Accounts Payable Register of November 4, 2020 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 October 11, 2020 through October 24, 2020 and notes \$552,559.42 in automated clearing house payments, \$767,760.01 in paper checks, \$36,714.50 in autopay payments and \$329,585.00 in electronic payments for a grand total of \$1,686,618.93.

FUNDING: N/A

Attachments: 1. Accounts Payable Register of November 4, 2020

ACCOUNTS PAYABLE REGISTER
Check Dates From: 10/11/2020 to 10/24/2020

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Check Type: ACH Transactions

Check Date	Check	Vendor Name	Description	Amount
10/16/2020	13952(A)	A I S CONSTRUCTION EQUIP. CO.	TINK EQUIPMENT MAINTENANCE	296.62
10/16/2020	13953(A)	ABONMARCHE CONSULTANTS, INC	LANDSCAPE BED DESIGN	337.50
10/16/2020	13954(A)	ALL CITY MANAGEMENT SERVICES, INC.	CROSSING GUARD CONTRACT	5,370.30
10/16/2020	13955(A)	ALRO STEEL CORPORATION	REPAIR AND MAINTENANCE SUPPLIES	55.64
10/16/2020	13956(A)	AMERICAN SAFETY & FIRST AID	SAFETY AND FIRST AID SUPPLIES	60.36
10/16/2020	13957(A)	BATTERIES PLUS	MISCELLANEOUS BATTERIES	105.84
10/16/2020	13958(A)	BELL EQUIPMENT COMPANY	SWEEPER MAINTENANCE	1,189.24
10/16/2020	13959(A)	BEST WAY DISPOSAL, INC.	FARMERS MARKET SINK	115.00
10/16/2020	13960(A)	BLUE CARE NETWORK-GREAT LAKES	BCN INSURANCE	144,442.80
10/16/2020	13961(A)	BROWNELL'S INCORPORATED	MISC POLICE SUPPLIES	751.90
10/16/2020	13962(A)	BYRUM FISK COMMUNICATIONS LLC	CONSULTANT SERVICES	10,000.00
10/16/2020	13963(A)	C T S TELECOM, INC.	DEDICATED FIBER OPTIC CIRCUIT	3,691.37
10/16/2020	13964(A)	CARSTAR PORTAGE	FIRE APPARATUS MAINT	2,184.85
10/16/2020	13965(A)	CLEAN HARBORS ENVIRONMENTAL SERVICE	SEWER BLOCK STATIONS MAINT	1,618.75
10/16/2020	13966(A)	COMPLETE LANDSCAPING SOLUTIONS	CONTRACT MOWING	126.01
10/16/2020	13967(A)	CONSUMERS CONCRETE CORP.	MORTAR TYPE S	422.40
10/16/2020	13968(A)	D. WOOD PLUMBING LLC	BACKFLOW TESTS	3,570.00
10/16/2020	13969(A)	DATAWORKS PLUS LLC	ANNUAL SOFTWARE/HARDWARE SUPPORT	1,709.00
10/16/2020	13970(A)	DEER CONTRACTING & LANDSCAPE	BLOCK WALL DAMAGE	1,340.00
10/16/2020	13971(A)	DELTA DENTAL PLAN OF MICHIGAN	DELTA DENTAL INSURANCE	19,574.20
10/16/2020	13972(A)	DEPATIE FLUID POWER CO., INC.	HYDRAULIC REPAIRS	73.88
10/16/2020	13973(A)	ENGINEERED PROTECTION SYSTEMS, INC.	ALARM MONITORING PARKS	796.29
10/16/2020	13974(A)	ENVIRONMENTAL SYSTEMS RESEARCH	ONE YR MAINT CONTRACT-ARCGIS SOFTWARE	5,400.00
10/16/2020	13975(A)	ESPER ELECTRIC, LTD	FIRE STATION ALERTING	29,025.00
10/16/2020	13976(A)	ETNA SUPPLY, INC.	TOUCHLESS TOILET FLUSH	564.95
10/16/2020	13977(A)	EVERETT, CHIP	REIMB CPSE PEER ASSESSOR TRAINING	400.00
10/16/2020	13978(A)	EXTREME POWER EQUIPMENT, INC.	SMALL EQUIPMENT REPAIR/MAINT	265.09
10/16/2020	13979(A)	FARO TECHNOLOGIES, INC.	FARO SCANNER RECERTIFICATION	2,266.20
10/16/2020	13980(A)	FIRE SERVICE MANAGEMENT	FIRE UNIFORMS	415.00
10/16/2020	13981(A)	FURRY, WILLIAM	FINANCE CONSULTANT SERVICES	3,600.00
10/16/2020	13982(A)	GORDON WATER SYSTEMS	WATER SERVICE	188.30
10/16/2020	13983(A)	GRAINGER INC	REPAIR/MAINTENANCE SUPPLIES	904.00

ACCOUNTS PAYABLE REGISTER
Check Dates From: 10/11/2020 to 10/24/2020

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Check Date	Check	Vendor Name	Description	Amount
10/16/2020	13984(A)	GRIFFIN PEST SOLUTIONS, INC.	DPW PEST CONTROL	310.00
10/16/2020	13985(A)	INDUSCO SUPPLY CO., INC.	CLEANING SUPPLIES	702.05
10/16/2020	13986(A)	IRISH AYRES ENTERPRISES, LLC	LANDSCAPE MAINTENANCE	5,812.06
10/16/2020	13987(A)	J. ALLEN & CO. INC.	ASPHALT REPAIR-GARDEN LN	3,200.00
10/16/2020	13988(A)	JACK DOHENY SUPPLIES INC.	VACTOR SUPPLIES	1,095.03
10/16/2020	13989(A)	LAWSON PRODUCTS, INC	FLEET MAINT-LEAF PICK-UP	1,936.19
10/16/2020	13990(A)	LOWE'S HOME CENTER	FIRE CLEANING SUPPLIES	237.55
10/16/2020	13991(A)	MAPLE HILL SPRINKLING, INC.	SPRINKLER HEAD REPAIR	424.50
10/16/2020	13992(A)	MCNALLY ELEVATOR CO.	ELEVATOR MAINTENANCE	145.65
10/16/2020	13993(A)	MEEKHOF TIRE SALES & SERVICE INC.	EQUIPMENT TIRE SERVICES	254.00
10/16/2020	13994(A)	MEJEUR ELECTRIC LLC	ELECTRICAL REPAIRS	522.00
10/16/2020	13995(A)	MICHIGAN OFFICE ENVIRONMENTS	PRIVACY PANEL-TREASURY	1,071.00
10/16/2020	13996(A)	MULDERS LANDSCAPE SUPPLIES INC	SIDEWALK REPAIR RESTORE	235.00
10/16/2020	13997(A)	NYE UNIFORMS	MISC UNIFORMS	165.00
10/16/2020	13998(A)	O'BOYLE-COLWELL-BLALOCK & AS.	CELERY FLATS LANDSCAPE PLAN DEVELOPMENT	2,647.50
10/16/2020	13999(A)	ONE WAY PRODUCTS	JANITORIAL SUPPLIES-PARKS	1,291.50
10/16/2020	14000(A)	ONSTAFF USA INC	TEMP EMPLOYEE - STREETS	2,773.27
10/16/2020	14001(A)	PARIS CLEANERS	LAUNDRY CONTRACT	974.90
10/16/2020	14002(A)	PERCEPTIVE CONTROLS, INC.	SCADA PROGRAMMING	2,016.00
10/16/2020	14003(A)	PHILLIPS, KIMBERLY	REIMBURSE ZOOM LICENSE FEE	65.00
10/16/2020	14004(A)	PRECISION PRINTER SERVICES INC	PRINTER SERVICES	2,935.80
10/16/2020	14005(A)	PRINTING SERVICES INC	WINTER REC BROCHURE & INSERT TO PORTAGER	8,706.16
10/16/2020	14006(A)	QUADIENT LEASING USA, INC	LEASE PAYMENT	733.77
10/16/2020	14007(A)	R W LAPINE INC.	FIRE FACILITY MAINT	927.65
10/16/2020	14008(A)	RIDGE AUTO NAPA	DEF FLUID/FIRE APPARATUS MAINT	633.90
10/16/2020	14009(A)	ROAD EQUIPMENT PARTS CENTER	MAINTENANCE SUPPLIES	169.81
10/16/2020	14010(A)	S B F ENTERPRISES, INC.	PRINTING/PROCESSING QTLY WATER BILLS	936.23
10/16/2020	14011(A)	SIMPLIFILE LLC	DOCUMENT RECORDING	99.00
10/16/2020	14012(A)	SUEZ WATER ENVIRONMENTAL SERVICES	UTILITY SYSTEM OPERATION	178,044.60
10/16/2020	14013(A)	TRUCK & TRAILER SPECIALTIES	MAINTENANCE SUPPLIES	76.14
10/16/2020	14014(A)	VANCE OUTDOORS, INC.	2 SNIPER RIFLES Q 00033263	2,720.40
10/16/2020	14015(A)	WEST MICHIGAN INT'L LLC	EQUIPMENT MAINTENANCE	903.70
10/16/2020	14016(A)	WEST MICHIGAN STAMP & SEAL, INC	NAME PLATE	60.00

ACCOUNTS PAYABLE REGISTER
Check Dates From: 10/11/2020 to 10/24/2020

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Check Date	Check	Vendor Name	Description	Amount
10/16/2020	14017(A)	CHARTER COMMUNICATIONS	CABLE TV	676.99
10/23/2020	14018(A)	CHARTER COMMUNICATIONS	CABLE TV	119.22
10/23/2020	14019(A)	DATA CONSTRUCTS LLC	WEBSITE HOSTING SERVICES	97.95
10/23/2020	14020(A)	GREATER KALAMAZOO UNITED WAY	UNITED WAY FOR OCTOBER 2020	223.68
10/23/2020	14021(A)	ONSTAFF USA INC	TEMP EMPLOYEE - STREETS	2,666.24
10/23/2020	14022(A)	PORTAGE FIREFIGHTERS	IAFF UNION DUES FOR OCTOBER 2020	1,740.00
10/23/2020	14023(A)	PORTAGE ON-CALL FIREFIGHTERS	ON CALL FF UNION DUES FOR OCTOBER 2020	40.00
10/23/2020	14024(A)	PORTAGE POLICE OFFICERS ASSOC	PPOA PORTION OF UNION DUES	644.00
10/23/2020	14025(A)	SEVERANCE ELECTRIC COMPANY, INC	TRAFFIC SIGNAL REPLACEMENT	77,217.75
10/23/2020	14026(A)	SMITH DAWSON & ANDREWS, INC.	PROFESSIONAL FEES	5,000.00
10/23/2020	14027(A)	UNITED AUTO. IMPLEMENT WORKERS 2290	UAW UNION DUES FOR OCTOBER 2020	447.74
Total ACH:				552,559.42

Check Type: Paper

10/16/2020	314900	7900 MOORSBRIDGE LLC	INCONVENIENCE FEE	2,760.00
10/16/2020	314901	ALLEGRA PRINT & IMAGING	VEHICLE INSPECTION SHEETS	785.00
10/16/2020	314902	ALLEN EDWIN HOME BUILDERS	BD PAYMENT REFUND	1,250.00
10/16/2020	314903	AMERICAN ARBOR LLC	OAK WILT TREE REMOVAL	8,442.00
10/16/2020	314904	AMERICAN FOUND. FOR SUICIDE PREV.	GRAIN ELEVATOR RENTAL REFUND	750.00
10/16/2020	314905	AMERICAN SCREEN PRINTING	FIRE SUPPLIES	600.00
10/16/2020	314906	ARTWEAR APPAREL GRAPHICS, INC.	LONG SLEEVE DRI-FIT RANGER SHIRTS	681.00
10/16/2020	314907	ASCENSION BORGESS HOSPITAL	CLANDESTINE LABS	253.00
10/16/2020	314908	ASCENSION MICH OCCUPATIONAL HEALTH	POST OFFER PHYSICALS	558.00
10/16/2020	314909	AT&T	ELECTRONIC COMMUNICATIONS	6,572.42
10/16/2020	314910	BAILEY TERRA NOVA FARMS	SNAP REIMBURSEMENT	16.00
10/16/2020	314911	BARLOW, STEVEN	CAR INTERIOR CLEANING	85.00
10/16/2020	314912	BERGEON, ADAM	CITY TOURNAMENT DEPOSIT REFUND	50.00
10/16/2020	314913	BLOOM SLUGGETT, PC	LITIGATION - S WESTNEDGE AVE STORM SEWER	6,194.96
10/16/2020	314914	BLUE CROSS/BLUE SHIELD OF MICH	BCBSM INSURANCE	41,673.42
10/16/2020	314915	BRAINERD, SEBASTIAN	HAYLOFT DEPOSIT/RENTAL REFUND	535.00
10/16/2020	314916	BRITTON, BILL	CITY TOURNAMENT DEPOSIT REFUND	50.00
10/16/2020	314917	BROOKS, JASMINE	HAYLOFT DEPOSIT & RENTAL REFUND	535.00
10/16/2020	314918	CAMPBELL AUTO SUPPLY	MISC AUTO SUPPLIES	45.97

ACCOUNTS PAYABLE REGISTER
Check Dates From: 10/11/2020 to 10/24/2020

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Check Date	Check	Vendor Name	Description	Amount
10/16/2020	314919	CAPITOL STRATEGIES, LLC	FIRST QUARTER CONSULTING SERVICES	9,000.00
10/16/2020	314920	CARRIZALES, JEREMY	CITY TOURNAMENT DEPOSIT REFUND	50.00
10/16/2020	314921	CC CONSULTING LLC	CONSULTING SVC/RETAIL MARKETING ANALYSIS	1,500.00
10/16/2020	314922	CHAPMAN, GABE	CITY TOURNAMENT DEPOSIT REFUND	50.00
10/16/2020	314923	CINTAS CORP.	UNIFORM RENTAL FOR INSPECTORS	7.95
10/16/2020	314924	CITY OF KALAMAZOO TREASURER	WATER SERVICES	224,810.34
10/16/2020	314925	CITY OF PORTAGE	FINAL WATER BILL 217 E CENTER/NEW SR CENTER	8.44
10/16/2020	314926	COCHRAN GLASS AND DOOR, LLC	NEW DOORS LAKEVIEW PK RESTROOM	3,178.00
10/16/2020	314927	COMMUNITY IMAGE BUILDERS	INTERIM PLANNING AND ZONING SERVICES	9,775.00
10/16/2020	314928	CONSUMERS ENERGY - CEM	STREETLIGHT INSTALLATION	200.00
10/16/2020	314929	COSTAR REALTY INFORMATION, INC.	COMM REAL ESTATE DATABASE	367.23
10/16/2020	314930	CREATIVE CIVIC SOLUTIONS LLC	PORTAGE RD & CROSSROADS MALL CONSULTANT	6,000.00
10/16/2020	314931	CROSSROADS EXPERT AUTO SERVICE	POLICE TOWING	149.00
10/16/2020	314932	CUTLER, SUE	REFUND FOR BITS OF BUSINESS EVENT	75.00
10/16/2020	314933	D L GALLIVAN INC.	CONTRACT FEE - KYOCERA	77.48
10/16/2020	314934	DAVE'S CONCRETE PRODUCTS, INC.	SIDEWALK REPAIRS	413.25
10/16/2020	314935	DEAL, BRYANA	CITY TOURNAMENT DEPOSIT REFUND	50.00
10/16/2020	314936	EMERGENCY VEHICLE PRODUCTS	FIRE APPARATUS MAINT	3,394.10
10/16/2020	314937	FADER EQUIPMENT, INC.	MAINTENANCE SUPPLIES	46.26
10/16/2020	314938	FIELDS, HEATHER	CITY TOURNAMENT DEPOSIT REFUND	50.00
10/16/2020	314939	FOOTE, COLLIN	CITY TOURNAMENT DEPOSIT REFUND	50.00
10/16/2020	314940	FOSTER, SWIFT, COLLINS & SMITH, PC	MTT KZOO MALL LEGAL SERVICES	937.50
10/16/2020	314941	FRIENDS OF PORTAGE SENIOR CENTER	REIMBURSEMENT FOR DONATIONS RECEIVED	470.00
10/16/2020	314942	FULL CIRCLE FARM	SNAP REIMBURSEMENT	86.00
10/16/2020	314943	GARCIA, MICHAEL	CITY TOURNAMENT DEPOSIT REFUND	50.00
10/16/2020	314944	GAVIGLIO, LEANN	CITY TOURNAMENT DEPOSIT REFUND	50.00
10/16/2020	314945	GETTY IMAGES (US) INC.	STOCK PHOTO CREDITS	520.00
10/16/2020	314946	GRANITE ENVIRONMENTAL INC.	RETENTION BASIN MAINTENANCE	75.19
10/16/2020	314947	GREAT LAKES SYSTEMS, INC.	POLICE DEPT ROOF REPLACEMENT	48,308.50
10/16/2020	314948	GROVE, MATT	CITY TOURNAMENT DEPOSIT REFUND	50.00
10/16/2020	314949	GUARDIAN TRACKING, LLC	ANNUAL SUBSCRIPTION-GUARDIAN TRACKING	3,536.00
10/16/2020	314950	GUTH ILLUSTRATION & DESIGN	MO MASH POSTER/BANNER DESIGN	237.50
10/16/2020	314951	HALT FIRE, INC.	FIRE APPARATUS MAINT	2,817.64

ACCOUNTS PAYABLE REGISTER
Check Dates From: 10/11/2020 to 10/24/2020

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Check Date	Check	Vendor Name	Description	Amount
10/16/2020	314952	HERPETOLOGICAL RESOURCE MANAGEMENT	HAMPTON BOG BOTANICAL ASSESSMENT	29,655.00
10/16/2020	314953	HILDEBRAND, JUSTIN	CITY TOURNAMENT DEPOSIT REFUND	50.00
10/16/2020	314954	HOME DEPOT	MISCELLANEOUS SUPPLIES	1,071.97
10/16/2020	314955	VOID		0.00
10/16/2020	314956	HOWARD, BRIAN	CITY TOURNAMENT DEPOSIT REFUND	50.00
10/16/2020	314957	IMAGESTREAM, INC.	TECHNICIAN TIME AND CHARGES FOR COVID19	3,156.37
10/16/2020	314958	INTERNATIONAL CODE COUNCIL, INC	FIRE MEMBERSHIPS	145.00
10/16/2020	314959	J & B PROFESSIONAL TREE SERVIC	HAZARDOUS LIMB REMOVAL	1,200.00
10/16/2020	314960	J AND B DICK ORCHARDS	SNAP REIMBURSEMENT	150.00
10/16/2020	314961	JBM TECHNOLOGY	APPAREL FOR THE CLERK'S OFFICE	120.00
10/16/2020	314962	KALAMAZOO AREA TRANSPORTATION STUDY	TRAFFIC TECH SERVICES	516.00
10/16/2020	314963	KALAMAZOO COUNTY TREASURER	PURCHASE-VACANT LOTS ON TAX FORECLOSURE	5,639.95
10/16/2020	314964	KALAMAZOO GAZETTE	RENEWAL SUBSCRIPTION KZOO GAZETTE	108.40
10/16/2020	314965	KENT COUNTY DPW	WASTE DISPOSAL RED MED/DRUG	90.00
10/16/2020	314966	KOTECKI, BENJAMIN	CITY TOURNAMENT DEPOSIT REFUND	50.00
10/16/2020	314967	KZOO TIRE COMPANY	POLICE VEHICLE REPAIR	1,699.50
10/16/2020	314968	LAKELAND ASPHALT CORP.	HYDRANT METER	100.00
10/16/2020	314969	LASH, ROBERT	CITY TOURNAMENT DEPOSIT REFUND	50.00
10/16/2020	314970	LEWIS, ERIC	LAKEVIEW SOFTBALL DEPOSIT REFUND	100.00
10/16/2020	314971	LEXISNEXIS RISK DATA MANAGEMENT INC	LEXIS NEXIS IYETEK MAINTENANCE FEE	2,718.90
10/16/2020	314972	LOCEY SWIM POOL CO.	RAMONA BUOY LINE FLOATS	165.10
10/16/2020	314973	LUTZ, TODD	CITY TOURNAMENT DEPOSIT REFUND	50.00
10/16/2020	314974	M M R M A	CYBER DEDUCTIBLE - ADDITIONAL BILLING	25,000.00
10/16/2020	314975	MCCOLLUM, BOBBY	CITY TOURNAMENT DEPOSIT REFUND	100.00
10/16/2020	314976	MCDONALD'S TOWING & RESCUE, INC.	TOWING SERVICES	197.00
10/16/2020	314977	MENARDS	REPAIR/MAINT SUPPLIES	23.40
10/16/2020	314978	MI-TOKEN INC.	MI-TOKEN RENEWAL	600.00
10/16/2020	314979	MICH MUNICIPAL POLICE & FIRE REPAIR	POLICE VEHICLE REPAIR/MAINT	3,436.57
10/16/2020	314980	VOID		0.00
10/16/2020	314981	MICHIANA LAND SERVICES	RIGHT-OF-WAY SERVICES	927.50
10/16/2020	314982	MICHIGAN ASSOCIATION OF FIRE CHIEFS	FIRE ADMIN TRAINING	250.00
10/16/2020	314983	MICHIGAN ELECTION RESOURCES, LLC	ELECTION SUPPLIES	3,208.92
10/16/2020	314984	MISKOVICH, SHANNON	CITY TOURNAMENT DEPOSIT REFUND	50.00

ACCOUNTS PAYABLE REGISTER
Check Dates From: 10/11/2020 to 10/24/2020

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Check Date	Check	Vendor Name	Description	Amount
10/16/2020	314985	MLIVE MEDIA GROUP	SEPT 2020 PUBLIC NOTICES	1,540.79
10/16/2020	314986	MML UNEMPLOYMENT FUND	MUNICIPAL UNEMPLOYMENT QTLY CONTRIB	370.34
10/16/2020	314987	MOTOROLA SOLUTIONS, INC.	Q1298985 72 APX8000 RADIOS	209,076.00
10/16/2020	314988	MOTTL, MIKE	RAMONA SOFT TOURN DEPOSIT REFUND	100.00
10/16/2020	314989	NAPIER, PEGGY	REIMB-MONSTER MASH CANDY & SUPPLIES	911.28
10/16/2020	314990	NAPIER, PEGGY	REIMB-MONSTER MASH CANDY	1,690.75
10/16/2020	314991	NATIONAL COUNCIL ON THE AGING	NISC ACCREDITATION DEPOSIT	500.00
10/16/2020	314992	O'REILLY AUTO PARTS	MISC AUTO SUPPLIES	9.51
10/16/2020	314993	OFFICE DEPOT, INC.	OFFICE SUPPLIES	1,339.60
10/16/2020	314994	VOID		0.00
10/16/2020	314995	PARKER, MICHAEL	CITY TOURNAMENT DEPOSIT REFUND	50.00
10/16/2020	314996	PETER BASSO ASSOCIATES, INC.	COMMISSIONING SERVICES	8,754.28
10/16/2020	314997	PETERMAN CONCRETE CO.	PICKLE BALL COVER-RAMONA	136.79
10/16/2020	314998	PICCIRILLO CELEBRATIONS, LLC	JULY SCIENCE TELLER PROGRAM	295.00
10/16/2020	314999	POST, JOSEPH	CITY TOURNAMENT DEPOSIT REFUND	50.00
10/16/2020	315000	RAIFSNIDER, JOSHUA	CITY TOURNAMENT DEPOSIT REFUND	50.00
10/16/2020	315001	RENEWED EARTH, INC.	LEAF AND BRUSH REMOVAL	9,083.33
10/16/2020	315002	RISHEL, DANIEL	CITY TOURNAMENT DEPOSIT REFUND	50.00
10/16/2020	315003	ROAD COMMISSION OF KALAMAZOO COUNTY	TRAFFIC SIGNAL ENERGY & MAINTENANCE	1,341.12
10/16/2020	315004	ROCKFORD ADVERTISING	MICHIGAN TRAILS MAGAZINE	2,588.75
10/16/2020	315005	ROLLER, BROOKE	COED ADULT SUMMER SOFTBALL REFUND	600.00
10/16/2020	315006	SCHURING JR CO, JOHN	SURETY BOND FOR NOTARY	50.00
10/16/2020	315007	SCHUT, ADRIANNE	CITY TOURNAMENT DEPOSIT REFUND	50.00
10/16/2020	315008	SHI INTERNATIONAL CORP.	VIDEO SERVER STORAGE EXPANSION	13,722.60
10/16/2020	315009	SITEONE LANDSCAPE SUPPLY LLC	IRRIGATION REPAIR SUPPLIES	94.11
10/16/2020	315010	SOIL & MATERIALS ENGINEERS INC	FIELD DENSITY & CONCRETE TESTING	6,315.00
10/16/2020	315011	STATE OF MICHIGAN	BUREAU OF ELECTIONS FILING FEE	550.00
10/16/2020	315012	STATE OF MICHIGAN (MGT & BUDGE	FIRE COMMUNICATIONS	250.00
10/16/2020	315013	STATE SYSTEMS RADIO, INC	ANNUAL TOWER LEASE CONTRACT	1,551.67
10/16/2020	315014	STEENSMA LAWN & POWER EQUIPMENT	REPAIR/MAINT SUPPLIES	63.91
10/16/2020	315015	STEPHENSON, LAURA	PING PONG SESSION 1 REFUND	30.00
10/16/2020	315016	THIRD COAST TECH, LLC	ADDITIONAL AV EQUIPMENT-NEW FIRE ST 2	717.50
10/16/2020	315017	TOWER PINKSTER TITUS ASSOCIATES	FIBER OPTIC CONSULTING SERVICES	465.00

ACCOUNTS PAYABLE REGISTER
Check Dates From: 10/11/2020 to 10/24/2020

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Check Date	Check	Vendor Name	Description	Amount
10/16/2020	315018	TRUGREEN PROCESSING	WEED SPRAYING	1,153.49
10/16/2020	315019	ULINE, INC.	POP-UP WET FLOOR SIGNS	683.37
10/16/2020	315020	US GOLF CARS, INC.	REPAIR AND MAINTENANCE	19.24
10/16/2020	315021	VANGUARD FIRE & SUPPLY CO., INC.	VANGUARD FIRE SUPPLY	270.00
10/16/2020	315022	WASHCO, LLC	POWER WASH BRIDGE BEHIND AUTO ZONE	985.00
10/16/2020	315023	WESSING, PAIGE	CITY TOURNAMENT DEPOSIT REFUND	50.00
10/16/2020	315024	WEST HILLS ATHLETIC CLUB	FIRE FITNESS PROGRAM	4,800.00
10/16/2020	315025	WEX BANK	FUEL REIMBURSEMENT FOR TRAINING	96.06
10/16/2020	315026	WILLIAMS ASSOCIATES ARCHITECTS, LTD	CONST PHASE ARCHITECT SERV/NEW FR ST 2	8,388.29
10/16/2020	315027	WILLSON, BENJAMIN	CITY TOURNAMENT DEPOSIT REFUND	100.00
10/16/2020	315028	KLINE, MICHAEL	HAY BALES FOR MONSTER MASH	250.00
10/22/2020	315029	CITY OF PORTAGE	2020 PENALTY/INTEREST PMT PER COUNCIL	76.17
10/23/2020	315030	ADP, INC.	MONTHLY ETIME AND IDI	4,544.54
10/23/2020	315031	AT&T	ELECTRONIC COMMUNICATIONS	4,113.90
10/23/2020	315032	AT&T LONG DISTANCE	LONG DISTANCE SERVICE	70.64
10/23/2020	315033	BAILEY TERRA NOVA FARMS	SNAP/SR FRESH REIMBURSEMENT	76.00
10/23/2020	315034	BEAR CREEK FARM AND MARKET LLC	SNAP/DU REIMBURSEMENT	28.00
10/23/2020	315035	BONAMEGO, LOUIS	SR FRESH REIMBURSEMENT	19.00
10/23/2020	315036	CHEESE PEOPLE OF GRAND RAPIDS	SNAP REIMBURSEMENT	37.00
10/23/2020	315037	GREATER KALAMAZOO FOP LODGE 98	FOP PORTION OF UNION DUES	3,075.52
10/23/2020	315038	J AND B DICK ORCHARDS	SNAP/DU/SR REIMBURSEMENT	93.00
10/23/2020	315039	LOPEZ, SANDRA	SNAP REIMBURSEMENT	37.00
10/23/2020	315040	MCDA	FALL VIRTUAL CONFERENCE	100.00
10/23/2020	315041	PAPPAS, LYNN M	SNAP/SR FRESH REIMBURSEMENT	16.00
10/23/2020	315042	PETTY CASH-KELLY REED	REPLENISHMENT CHECK	760.07
10/23/2020	315043	STATE OF MICHIGAN	SOR REGISTRATION FEES	210.00
10/23/2020	315044	THOMAS, MONTORA	TUITION REIMB-PERSPECTIVES HUMANITIES	800.00
10/23/2020	315045	VERIZON WIRELESS	WIRELESS CARDS	5,603.66
Total Paper Checks:				767,760.01
Check Type: Auto-pay Payment:				
10/13/2020		CONSUMERS ENERGY	GAS-ELECTRIC	19,734.25
10/14/2020		CONSUMERS ENERGY	GAS-ELECTRIC	1,446.64

ACCOUNTS PAYABLE REGISTER
Check Dates From: 10/11/2020 to 10/24/2020

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Check Date	Check	Vendor Name	Description	Amount
10/16/2020		CONSUMERS ENERGY	GAS-ELECTRIC	583.40
10/19/2020		CONSUMERS ENERGY	GAS-ELECTRIC	14,661.88
10/20/2020		CONSUMERS ENERGY	GAS-ELECTRIC	288.33
Total Auto-pay Payments:				36,714.50
Check Type: Electronic Payment				
10/15/2020		ATTORNEY	LEGAL & ARBITRATION	18,810.00
10/15/2020		MULTIPLE	RETIREE HEALTH SAVINGS	33,222.26
10/15/2020		MULTIPLE	IAFF, PPOA, PPCOA PENSION PAYMENTS	81,320.21
10/16/2020		MULTIPLE	WEEKLY TAX DISBURSEMENT 10/9/20	194,612.87
10/16/2020		LAKE BOARDS	LAKE SPECIAL ASSESSMENTS	1,619.66
Total Electronic Payments:				329,585.00
Grand Total:				1,686,618.93

TO: Honorable Mayor and City Council

FROM: Joseph La Margo, City Manager



SUBJECT: Police Vehicle Equipment Changeover

SUPPORTING PERSONNEL: Nicholas Arnold, Director of Public Safety - Police / Fire Chief

ACTION RECOMMENDED: Approve the expenditure in the amount of \$80,278.24 for retrofitting services on four Ford Interceptor police vehicles by Emergency Vehicle Products and authorize the City Manager to execute all documents related to this purchase on behalf of the city.

The City Council recently approved the purchase of four Ford Interceptor vehicles for the Department of Public Safety - Police Division. The vehicles require retrofitting to accommodate law enforcement use. Standard retrofitting involves the relocation and installation of reusable equipment and technology from the old police vehicle to the new vehicle, including in-car computers and video equipment. Fabrication and installation of warning sirens, partitions and panels, emergency lighting and colored flashers, and electronics wiring are also required.

The existing in-car computers and video equipment are Panasonic brand. Emergency Vehicle Products of Kalamazoo, Michigan is the only authorized Panasonic installer in the area. A quote was provided by Emergency Vehicle Products for the required work in the amount of \$20,069.56 per vehicle. Emergency Vehicle Products has satisfactorily performed this type of work for the city in the past.

It is recommended that City Council approve the expenditure in the amount of \$80,278.24 for retrofitting services on four Ford Interceptor police vehicles by Emergency Vehicle Products and authorize the City Manager to execute all documents related to this purchase on behalf of the city.

FUNDING: Funds are allocated for this expenditure in the FY 2020-2021 budget.

Attachments: 1. Emergency Vehicle Products

2948

Emergency Vehicle Products F161733**Quotation**

2975 Interstate Pkwy , Kalamazoo, MI, 49048 Phone: 269-978-1700 Fax: 269-342-8351

Quote Date: 06/25/2020**Quote #:** 013409**FOB:** Origin**PO #:****Ship Via:** Customer Pickup**Terms:** Upon Receipt**Quoted By:** CMcDonald**BILL TO:**

PORTAGE PD

7810

SHAVER RD

PORTAGE, MI 49002

Phone #:**Fax #:****Customer ID:** PPD**SHIP TO:**

PORTAGE PD

7810 SHAVER RD

PORTAGE, MI 49002

Line Item #	Product ID	Product Description	Quantity	Unit Cost	Extended Cost
001	LABOR- JH # M235579	LABOR-JH # M235579 BUILD 2020 FORD UTILITY VEHICLE POLICE PKG. INSTALL ALL EMERGENCY EQUIPMENT AS NEEDED	1 Related Order	\$2,800.00 0000000 #:	\$2,800.00 000
002	93722	VEHICLE PRO 420 PRINTER PORTAGE PD WILL SUPPLY	1 Related Order	\$0.00 0000000 #:	\$0.00 000
003	C-PM-124	HAVIS PRINTER MOUNT FOR 2020 FORD UTILITY CONSOLE	1 Related Order	\$206.01 0000000 #:	\$206.01 000
004	C-VS-1012-INUT	2020 UTILITY ANGLED CONSOLE	1 Related Order	\$480.20 0000000 #:	\$480.20 000
005	CUP2-1001	DOUBLE CUP HOLDER	1 Related Order	\$62.23 0000000 #:	\$62.23 000
006	C-MD-119	HAVIS 22" SLIDE OUT LOCKING SWING ARM, MOTION ADAPTER	1 Related Order	\$321.82 0000000 #:	\$321.82 000
007	091-219-4N	USB PORT DUEL	1 Related Order	\$45.77 0000000 #:	\$45.77 000
008	390-5711-0	POWER DIST SYSTEM / TIMER	1 Related Order	\$295.00 0000000 #:	\$295.00 000
009	ITRAYW10	INNER EDGE RST SOLO R/B	1 Related Order	\$1,305.15 0000000 #:	\$1,305.15 000

TERMS: NET 15; FOB BIRD IN HAND, PA; QUOTE VALID FOR 30 DAYS

Thursday, June 25, 2020

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Emergency Vehicle Products F161733

Quotation

2975 Interstate Pkwy , Kalamazoo, MI, 49048 Phone: 269-978-1700 Fax: 269-342-8351

Quote Date: 06/25/2020

Quote #: 013409

FOB: Origin

PO #:

Ship Via: Customer Pickup

Terms: Upon Receipt

Quoted By: CMcDonald

BILL TO:

PORTAGE PD

7810

SHAVER RD

PORTAGE, MI 49002

Phone #:

Fax #:

Customer ID: PPD

SHIP TO:

PORTAGE PD

7810 SHAVER RD

PORTAGE, MI 49002

Line Item #	Product ID	Product Description	Quantity	Unit Cost	Extended Cost
010	ISFW50Z	INNER EDGE FST SOLO R/B UTILITY	1	\$1,214.34	\$1,214.34
			Related Order	0000000 #:	000
011	IX277000TA	54" LIBERTY LIGHT BAR WITH ALLEY/ TAKE DOWNS	1	\$2,392.00	\$2,392.00
			Related Order	0000000 #:	000
012	PKO355ITU20TM	2020 UTILITY #10HVS HORIZONTAL SLIDING WINDOW, REC PANEL	1	\$961.43	\$961.43
			Related Order	0000000 #:	000
013	QK0566ITU20	2020 UTILITY FULL REPLACEMENT SEAT WITH BELTS, WITH CARGO	1	\$1,321.05	\$1,321.05
			Related Order	0000000 #:	000
014	MMSU-1	MAGNETIC MIC CLIP	1	\$34.95	\$34.95
			Related Order	0000000 #:	000
015	WK0514ITU20	2020 UTILITY WINDOW BAR SET	1	\$244.79	\$244.79
			Related Order	0000000 #:	000
016	TKO232ITU20	20 UTILITY CARGO BOX LFN/ BSN	1	\$1,986.62	\$1,986.62
			Related Order	0000000 #:	000
017	TPA9289	20 UTILITY CARGO RADIO TRAY	1	\$544.60	\$544.60
			Related Order	0000000 #:	000
018	TCRHS5	5 LAMP HOUSING TRACER R/B	2	\$978.00	\$1,956.00
			Related Order	0000000 #:	000

TERMS: NET 15; FOB BIRD IN HAND, PA; QUOTE VALID FOR 30 DAYS

Thursday, June 25, 2020

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Emergency Vehicle Products F161733

Quotation

2975 Interstate Pkwy , Kalamazoo, MI, 49048 Phone: 269-978-1700 Fax: 269-342-8351

Quote Date: 06/25/2020

Quote #: 013409

FOB: Origin

PO #:

Ship Via: Customer Pickup

Terms: Upon Receipt

Quoted By: CMcDonald

BILL TO:

PORTAGE PD
7810
SHAVER RD
PORTAGE, MI 49002

Phone #:

Fax #:

Customer ID: PPD

SHIP TO:

PORTAGE PD
7810 SHAVER RD

PORTAGE, MI 49002

Line Item #	Product ID	Product Description	Quantity	Unit Cost	Extended Cost
019	TCRB50	20 UTILITY RUNNING BOARD MOUNTING KIT	1	\$40.00	\$40.00
			Related Order	0000000 #:	000
020	LINSV2B	UNDER MOUNT MIRROR LIGHT BLUE	1	\$207.03	\$207.03
			Related Order	0000000 #:	000
021	LINSV2R	UNDER MOUNT MIRROR LIGHT RED	1	\$207.03	\$207.03
			Related Order	0000000 #:	000
022	LSVBK50	UNDER MOUNT MIRROR KIT	1	\$21.06	\$21.06
			Related Order	0000000 #:	000
023	VMFX20RB	MIRROR BEAM UTILITY R/B	1	\$577.00	\$577.00
			Related Order	0000000 #:	000
024	SA315P	SIREN SPEAKER	1	\$298.48	\$298.48
			Related Order	0000000 #:	000
025	SA315M	SPEAKER MOUNT	1	\$57.40	\$57.40
			Related Order	0000000 #:	000
026	BK2020ITU20	2020 UTILITY PUSHBAR WITH LIGHTS	1	\$0.00	\$0.00
	PORTAGE PPD SUPPLY		Related Order	0000000 #:	000
029	M4J	RED/BLUE SPLIT SUPER LED CLEAR LENS	4	\$228.15	\$912.60
			Related Order	0000000 #:	000
030	GPSB	MULTI-BAND ,GPS, ANTENNA KIT	1	\$429.00	\$429.00
			Related Order	0000000 #:	000

TERMS: NET 15; FOB BIRD IN HAND, PA; QUOTE VALID FOR 30 DAYS

Thursday, June 25, 2020

Page 3 of 4

Emergency Vehicle Products F161733

Quotation

2975 Interstate Pkwy , Kalamazoo, MI, 49048 Phone: 269-978-1700 Fax: 269-342-8351

Quote Date: 06/25/2020

Quote #: 013409

FOB: Origin

PO #:

Ship Via: Customer Pickup

Terms: Upon Receipt

Quoted By: CMcDonald

BILL TO:

PORTAGE PD

7810

SHAVER RD

PORTAGE, MI 49002

Phone #:

Fax #:

Customer ID: PPD

SHIP TO:

PORTAGE PD

7810 SHAVER RD

PORTAGE, MI 49002

Line Item #	Product ID	Product Description	Quantity	Unit Cost	Extended Cost
031	MISC	MISC	1	\$425.00	\$425.00
		WIRE, CONNECTORS, WIRE LOOM, FABRICATION OF STOP BRACKETS FOR CARGO TRAY STOPS. BRACKETS FOR MOUNTING FIRE EXTINGUISHER, MISC SHOP SUPPLIES	Related Order	0000000 #: 000	
032	SHIPPING	SHIPPING CHARGES	1	\$723.00	\$723.00
			Related Order	0000000 #: 000	
033	MISC	MISC	1	\$0.00	\$0.00
		COMPUTER DOCK,FLASHLIGHT, GUN LOCK SIRERRA WIRELESS, VIDEO SYSTE, RADAR AND CARD SWIPE , PORTAGE WILL SUPPLY.	Related Order	0000000 #: 000	
034	CK0068E	RIFLE RACK BLAC-RAC	1	\$0.00	\$0.00
		PORTAGE PD WILL SUPPLY	Related Order	0000000 #: 000	

Sub Total: \$20,069.56

TERMS: NET 15; FOB BIRD IN HAND, PA; QUOTE VALID FOR 30 DAYS

Thursday, June 25, 2020

Page 4 of 4

TO: Honorable Mayor and City Council

FROM: Joseph La Margo, City Manager



SUBJECT: Rezoning Application #20/21-2, 4627 S. Long Lake Drive

SUPPORTING PERSONNEL: Chris Forth, Acting Director of Community Development

ACTION RECOMMENDED: Accept Rezoning Application #20/21-2, 4627 S. Long Lake Drive for first reading and set a public hearing for December 1, 2020.

A rezoning application has been received from Alyssa Thompson, requesting that the approximate 0.64-acre parcel at 4627 S. Long Lake Drive be rezoned from B-1, local business to R-1B, single-family residential. The applicant has indicated the proposed zoning change is needed to facilitate the construction of a new single-family residential dwelling.

The Planning Commission convened a public hearing during the October 1, 2020 meeting to consider the rezoning application. The applicant, Ms. Thompson, was present to support the rezoning request and explain her plans for the property. No other citizens were present to support or oppose the proposed zoning change.

In a report dated September 24, 2020, staff noted the R-1A, one-family residential zoning district, which allows for slightly smaller lot size and front/side yard setbacks, would also be consistent with the Plan designation and surrounding land uses. Given the size and configuration of the lot, the R-1A district would permit more flexibility with building size/placement.

Since the proposed zoning classification is consistent with the Comprehensive Plan designation and surrounding land use/zoning pattern, a motion was made by Commissioner Joshi, seconded by Commissioner Pezzoli to waive the second meeting and recommend to City Council that Rezoning Application #20/21-2 be approved and 4627 South Long Lake Drive be rezoned from B-1, Local Business, to R-1A one family residential. The motion was unanimously approved 8-0.

FUNDING: N/A

Attachments: 1. Planning Commission transmittal dated October 23, 2020

2. Planning Commission Minutes dated October 1, 2020
3. Community Development staff report dated September 24, 2020
4. Ordinance Amendment



TO: Honorable Mayor and City Council

FROM: Planning Commission

DATE: October 23, 2020

SUBJECT: Rezoning Application #20/21-2, 4627 S. Long Lake Drive

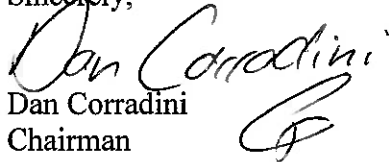
The Planning Commission convened a public hearing during the October 1, 2020 meeting to consider the rezoning application submitted by the applicant, Alyssa Thompson, requesting that the approximate .64-acre parcel at 4627 S. Long Lake Drive be rezoned from B-1, local business to R-1B, single-family residential. The applicant has indicated the proposed zoning change is needed to facilitate the construction of a new single-family residential dwelling.

During the public hearing, Ms. Thompson was present to support the rezoning request and explain her plans for the property. No other citizens were present to support or oppose the proposed zoning change.

In a report dated September 24, 2020, staff noted the R-1A, one-family residential zoning district, which allows for slightly smaller lot size and front/side yard setbacks would also be consistent the Plan designation and surrounding land uses. Given the size and configuration of the lot, the R-1A district would permit more flexibility with building size/placement.

Since the proposed zoning classification is consistent with the Comprehensive Plan designation and surrounding land use/zoning pattern, a motion was made by Commissioner Joshi, seconded by Commissioner Pezzoli to waive the second meeting and recommend to City Council that Rezoning Application #20/21-2 be approved and 4627 South Long Lake Drive be rezoned from B-1, Local Business, to R-1A one family residential. The motion was unanimously approved 8-0.

Sincerely,


Dan Corradini
Chairman

PLANNING COMMISSION

October 1, 2020

The City of Portage Planning Commission meeting of October 1, 2020 was called to order by Chairman Corradini at 7:00 p.m. Pursuant to Michigan Governor Whitmer's Executive Order, this meeting was held in-person with a maximum capacity of 10 persons in Council Chambers, along with the continued option for Commissioners, staff and the public to participate remotely via a phone-in option. Five Commissioners, two citizens and two staff members were present in Portage City Hall Council Chambers at the start of the meeting.

IN ATTENDANCE

Christopher Forth, Interim Director of Community Development; Catherine Kaufman, City Attorney (remote); and Mary Beth Block, Public Information Officer.

ROLL CALL

Mr. Forth called the roll: Joshi (yes, in person); Fries (yes, in person); Corradini (yes, in person); Pezzoli (yes, in person); Baldwin (yes, in person); Myer (yes, phone in); Youngs (yes, phone in); and Freiman (yes, phone in).

APPROVAL OF MINUTES

Chairman Corradini referred the Commission to the September 17, 2020 meeting minutes contained in the agenda. Commissioner Joshi asked that the minutes be amended regarding her comments at the top of page two. Commissioner Joshi indicated it was not a complaint reading the City Manager. A motion was made by Commissioner Joshi, seconded by Commissioner Pezzoli, to approve the minutes as amended. Upon a roll call vote: Pezzoli (yes); Youngs (yes); Freiman (yes); Myer (yes); Baldwin (yes); Fries (yes); Joshi (yes); and Corradini (yes). The motion was approved 8-0.

PUBLIC HEARING

1. Preliminary Report: Rezoning Application #20/21-2, 4627 South Long Lake Drive. Mr. Forth summarized the staff report dated September 24, 2020 regarding a request from Alyssa Thompson that the approximate 0.64-acre parcel at 4627 S. Long Lake Drive be rezoned from B-1, local business to R-1B, single-family residential. The applicant has indicated the proposed zoning change is needed to facilitate the construction of a new single-family residential dwelling. Mr. Forth noted the rezoning request is consistent with the Comprehensive Plan and surrounding land uses/zoning pattern. Mr. Forth also noted the R-1A, one-family residential zoning district, which allows for slightly smaller lot size and front/side yard setbacks would also be consistent the Plan designation and surrounding land uses. Given the size and configuration of the lot, the R-1A district would permit more flexibility with building size/placement.

Mrs. Thompson (applicant) was present to speak on behalf of the rezoning request. The Commission had no additional questions for Mrs. Thompson. The public hearing was opened by Chairman Corradini. No one was present to speak in support or opposition. A motion was made by Commissioner Pezzoli, seconded by Commissioner Joshi, to close the public hearing. Upon a roll call vote: Pezzoli (yes); Youngs (yes); Freiman (yes); Myer (yes); Baldwin (yes); Fries (yes); Joshi (yes); and Corradini (yes). The motion was approved 8-0.

Since the proposed zoning classification is consistent with the Comprehensive Plan designation and surrounding land use/zoning pattern, a motion was made by Commissioner Joshi, seconded by Commissioner Pezzoli to waive the second meeting and recommend to City Council that Rezoning Application #20/21-2 be approved and 4627 South Long Lake Drive be rezoned from B-1, Local Business, to R-1A one family residential. The motion was unanimously approved 8-0.

SITE/FINAL PLANS

None.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

STATEMENT OF CITIZENS/COMMISSIONERS

Chairman Corradini asked the Commissioners if anyone needed to be excused from the October 1st or October 15th meetings. Commissioner asked to be excused from the October 15, 2020 meeting. Commissioner Joshi asked about recognition for Commissioner Schimmel for her many years of service. Commissioner Schimmel resigned from the Commission on September 18th. Mr. Forth indicated a proclamation will be prepared.

ADJOURNMENT:

There being no further business to come before the Commission, the regularly scheduled meeting was adjourned at 7:20 p.m.

Respectfully submitted,

Christopher Forth, AICP
Interim Director of Community Development

TO: Planning Commission

DATE: September 24, 2020

FROM: Christopher Firth, Interim Director of Community Development

SUBJECT: Preliminary Report: Rezoning Application #20/21-2, 4627 S. Long Lake Drive.

I. INTRODUCTION:

An application has been received from Alyssa Thompson, requesting that the approximate 0.64-acre parcel at 4627 S. Long Lake Drive be rezoned from B-1, local business to R-1B, single-family residential. The applicant has indicated the proposed zoning change is needed to facilitate the construction of a new single-family residential dwelling. All of the surrounding properties are zoned and developed for residential use and the reason for the residential rezoning

Applicant	Property Address	Parcel Number	Zoning	
			Existing	Proposed
Alyssa Thompson	4627 S. Long Lake Drive	00025-010-A	B-1	R-1B
One parcel – 0.64 acres				

II. EXISTING CONDITIONS:

Land Use/Zoning	<u>Rezoning Site:</u> 4627 S. Long Lake Drive is currently vacant, undeveloped land and is zoned B-1, local business. A small retail building occupied the site until approximately 2003 when it was razed. <u>North/West:</u> (Across S. Long Lake Drive) Single-family residential structures parcels on parcels zoned R-1A, single family residential. <u>South:</u> Single-family structures zoned R-1B. <u>East:</u> Single-family residential structures zoned R-1B, Single Family Residential.
Zoning/Development History	The property located at 4525 and 4211 (east one-half) Long Lake Drive were rezoned in 2018 from B-3, general business to R-1A, one-family residential.
Historic District/Structures	The subject site is not located within a historic district and does not contain any historic structures.
Public Streets	The subject property has frontage on South Long Lake Drive and Long Lake Drive. Both streets are classified as local residential streets. No average daily traffic counts are available.
Public Utilities	Municipal water and sanitary sewer are available to the site.
Environmental	There are no natural features identified on this property.

III. PRELIMINARY ANALYSIS:

The following analysis has been prepared based on general land use considerations, the Comprehensive Plan, traffic conditions and surrounding development patterns.

Comprehensive Plan/Future Land Use Map Consistency. The Future Land Use Map component of the Comprehensive Plan identifies the rezoning parcel, as well as properties located to the east and on the south side of Long Lake Drive as appropriate for Single Family Detached – Medium Density Residential (SFD-MDR) land use. The SFD-MDR classification is intended to provide for a greater diversity in single-family housing development by encouraging smaller lot sizes with development densities up to 6 units per acre. The SFD-MDR classification generally corresponds to the R-1A and PD zoning districts.

While these designations are intended to serve as a general guide for future development and rezoning considerations, specific zoning district boundaries need to be determined on a case-by-case basis considering overall consistency with the Comprehensive Plan/Future Land Use Map, surrounding land use/zoning pattern, development/redevelopment potential, impacts on adjacent properties and other factors.

Development Guidelines. The Development Guidelines are intended to be used by the Commission and staff when reviewing private development proposals, infrastructure improvement programs (i.e. public expenditures on streets, sewers and water mains that influence the location, intensity and timing of development) and public programs that affect the physical environment. An evaluation of the Development Guidelines will be provided with the final report and staff recommendation.

Suitability of Existing B-1 Zone/Impacts of Proposed R-1B Zone. Although the subject property is zoned B-1, local business, the size (.64 acres), configuration (triangular shape) and two street frontages present commercial redevelopment challenges with regard to building placement together with other associated site improvements, including off-street parking and loading/unloading area. The proposed R-1B zoning district would facilitate new single-family detached residential development and be consistent with the surrounding zoning and land use pattern. A single-family residential dwelling would typically have a smaller building footprint than a retail building and could be positioned on the property (east end) without the need for a dimensional variance.

As an alternative, the R-1A zoning district would also be acceptable. The difference between the R-1A and R-1B is lot area and setback distances as shown in the table below.

Zoning District	Minimum lot area	Front yard Setback	Side Yard Setback
R-1A	7,800 sq. ft.	27 feet	8 feet
R-1B	9,600 sq. ft.	30 feet	10 feet

Given the size and configuration of the subject property, the R-1A district allows more flexibility regarding placement and size of the building footprint. Also, the R-1A district is consistent with the Plan designation of Single Family Detached – Medium Density Residential.

Traffic Considerations. Development of the property with one, one-family detached residential dwelling will generate less traffic than a commercial use. The Trip Generation Manual published by the Institute of Traffic Engineers (ITE) estimates that the average single-family residential dwelling will generate approximately 8-10 vehicle trips per day (“trip” defined as one vehicle movement either in or out of the development). The driveway location will be reviewed following submission of the building plans.

IV. RECOMMENDATION:

Consistent with the Planning Commission policy of accepting public comment at the initial meeting and continuing the rezoning at a subsequent meeting, the Commission is advised to receive public comment during the October 1, 2020 meeting and adjourn the public hearing to the October 17, 2020 meeting.

Attachments: Zoning/Vicinity Map
Future Land Use Map
Aerial Photo Map
Rezoning Application and Supporting Materials

T:\COMMDEV\2020-2021 Department Files\Board Files\Planning Commission\PC Reports\Rezoning\2020 9 8 Rezoning Application 20-21-2 4627 S. Long Lake Drive (preliminary).docx

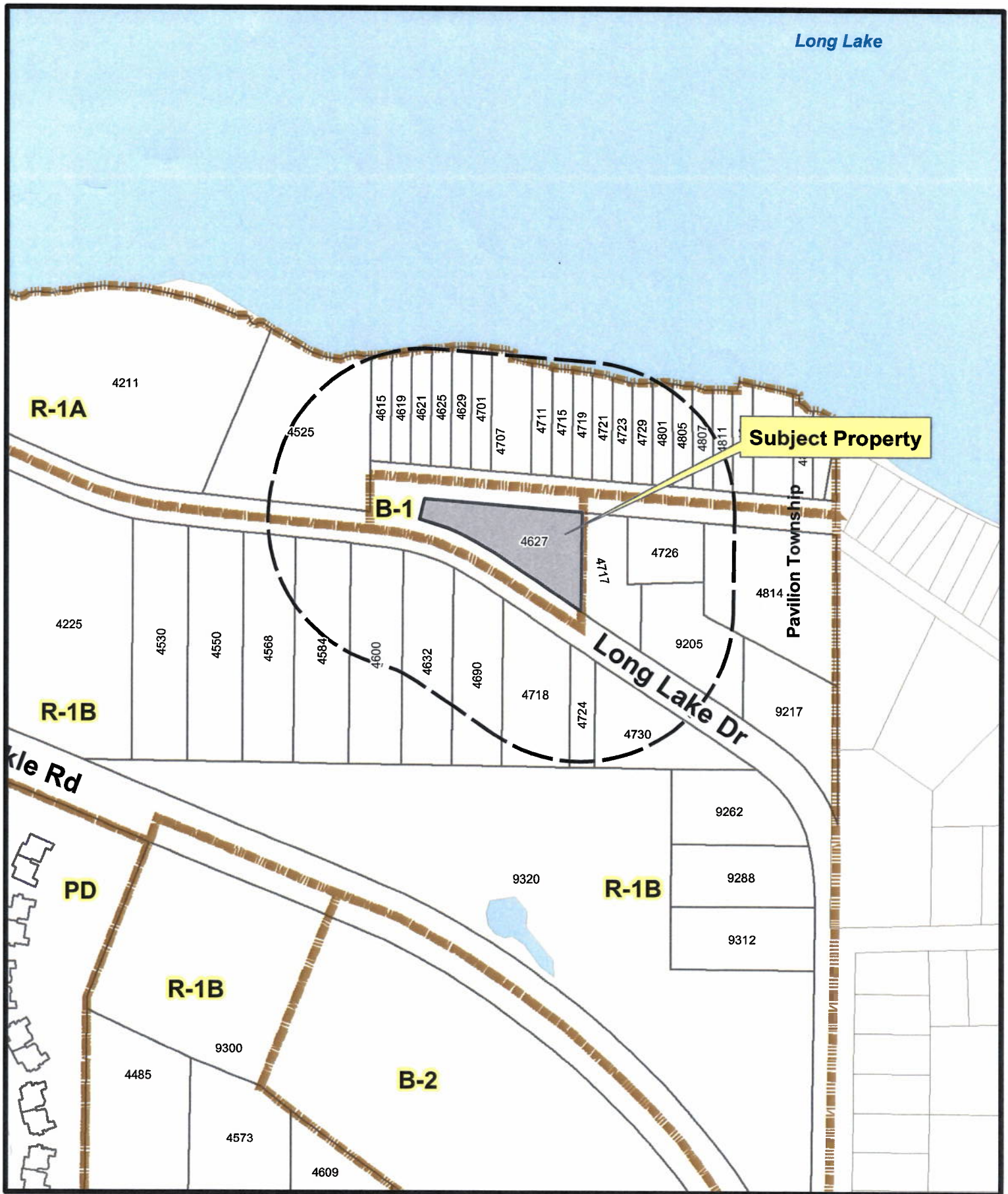


 4627 S. Long Lake Drive

Aerial Photography 4627 S. Long Lake Drive



1 inch = 250 feet

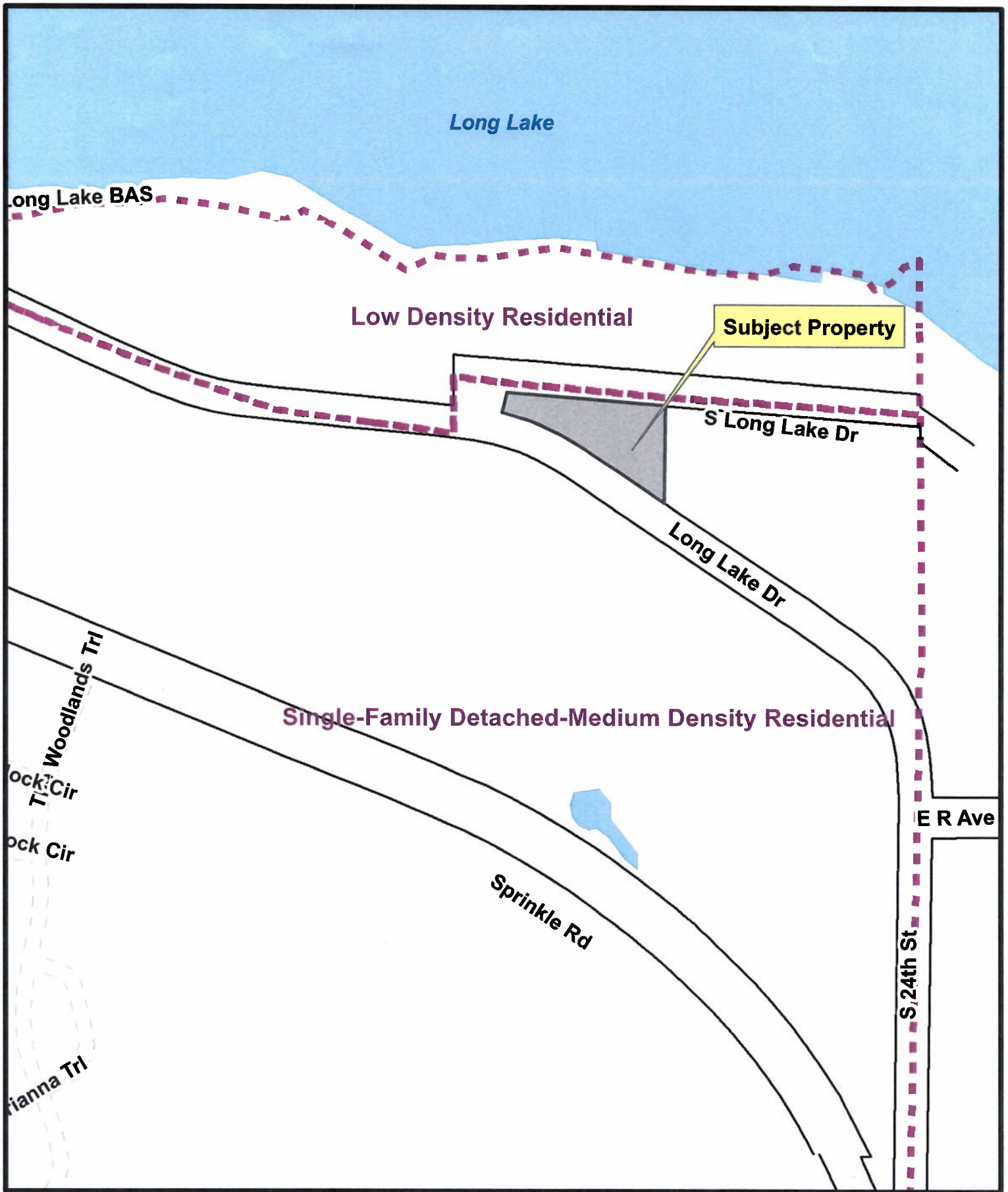


- Notification Area
- 4627 S Long Lake Dr
- Zoning Boundary

Rezoning: #20/21-02
4627 S. Long Lake Drive



1 inch = 250 feet



4627 S. Long Lake Drive

Future Land Use

Future Land Use Map

4627 S. Long Lake Drive



1 inch = 250 feet



Form Center

RECEIVED
AUG 27 2020
COMMUNITY DEVELOPMENT

By signing in or creating an account, some fields will auto-populate with your information and your submitted forms will be saved and accessible to you.

Zoning Amendment Application

Applicant Information

First Name*

Alyssa

Last Name*

Thompson

Address*

10565 S 12th St

City*

Schoolcraft

State*

MI

Zip Code*

49087

Email Address*

Athompson@vicksburgschools.org

Phone Number*

269-910-0421 (cell)

Fax Number

Property Owner Information

Required if property owner is different than the applicant

First Name

Sun-Hwan

Last Name

Chung

Address**City****State****Zip Code****Phone Number****Fax Number****Email Address****Zoning Map Amendment****Property Address*****Parcel ID No.****Plat Name (if applicable)****Current Zoning*****Proposed Zoning*****Comprehensive Plan Designation****Site Area (acreage)****Current Land Use*****Proposed Land Use*****Zoning Code Text Amendment**

Zoning Code section proposed to be modified and/or Proposed language to be considered.

Proposed Amendment***Applicant/Property Owner Certification**

Included is a statement indicating why, in my opinion, the change requested is necessary and why such amendment will advance the public health, safety and welfare. An assessment of the impact of the proposed zoning amendment on the community or property of other persons in the vicinity of the amendment or affected by the amendment is also included.

upload file attachment if needed

no fil...lected

Electronic Signature Agreement*

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☐ I agree.

Electronic Signature*

First M. Last

Alyssa Thompson

Date*

8/25/2020

protected by reCAPTCHA

[Privacy - Terms](#)



☒ Receive an email copy of this form.

Email address

This field is not part of the form submission.

* indicates a required field

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[Staff Directory](#)

Government Websites by [CivicPlus®](#)

Kyle Mucha

From: Alyssa Thompson <athompson@vicksburgschools.org>
Sent: Thursday, August 27, 2020 10:56 AM
To: Kyle Mucha; Mark Lane
Subject: Re: Rezoning - 4627 S Long Lake

Hi Kyle,

Thank you for the email. Thank you for asking- I am requesting R-1B.

I have also included Mark on this as his work schedule is more flexible than mine sometimes for responses.

Hope this helps.

Again, thank you!

-Alyssa Thompson

On Thu, Aug 27, 2020 at 9:03 AM Kyle Mucha <muchak@portagemi.gov> wrote:

Morning Alyssa,

I am in the process of preparing the rezoning application for the Planning Commission. In review of the application, you indicate in your request to change the zoning from Business to Residential. Do you know which level of residential you'd like? The area to the north along the lake is R-1A and the area to the east and south is R-1B.

Thank you,

Kyle Mucha

Zoning & Codes Administrator

7900 South Westnedge Ave

Portage, MI 49002

269.329.4473

CONFIDENTIALITY: Pursuant to the Electronic Communications Privacy Act of 1986, 18 U.S.C. Sec. 2510, et seq. (the "ECPA"), notice is given that the information or documents in this electronic message are legally privileged and confidential information, intended only for the use of the individual or entity to whom it is sent. If you are not the intended recipient, please be aware that any disclosure, distribution, use or copying of the contents of this message is prohibited. If you have received this message in error, notify the sender immediately by return mail or contact helpdesk@portagemi.gov and delete this message and any attachments from your system. Thank you.

--

Alyssa Thompson
Community Education Director
Vicksburg Community Schools
269-321-1020

**AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF
PORTAGE, MICHIGAN BY AMENDING ARTICLE 4, ZONING, OF CHAPTER 42,
LAND DEVELOPMENT REGULATIONS, OF THE CODIFIED ORDINANCES
OF PORTAGE, MICHIGAN**

THE CITY OF PORTAGE ORDAINS:

That Article 4 (Zoning) of Chapter 42, of the Codified Ordinances of Portage, Michigan, Official Zoning Map, is amended as follows:

Street Address

Parcel ID Numbers

4627 South Long Lake Drive

00025-010-A

Legal description attached as Exhibit A.

From B-1, local business to R-1B, one family residential.

FIRST READING:

SECOND READING:

EFFECTIVE DATE:

Patricia M. Randall, Mayor

STATE OF MICHIGAN)
) SS
COUNTY OF KALAMAZOO)

I do hereby certify that I am the duly appointed City Clerk of the City of Portage and that the foregoing Ordinance was adopted by the City of Portage on the _____ day of _____, 2020.

Erica Eklov, City Clerk

(App #20/21-2)

Approved as to Form:

Date: 10/26/2020

By: 
City Attorney

**ADOPTION OF ZONING ORDINANCE
CITY OF PORTAGE, MICHIGAN
NOTICE**

TO: THE RESIDENTS AND PROPERTY OWNERS OF THE CITY OF PORTAGE AND ALL OTHER INTERESTED PERSONS.

NOTICE IS HEREBY GIVEN that an Ordinance to amend Article 4 (Zoning) of Chapter 42 of the Codified Ordinances of Portage, Michigan, was adopted by the City Council at a regular meeting held on the _____ day of _____, 2020, and will become effective _____, 2020.

NOTICE IS FURTHER GIVEN that Article 4 (Zoning) of Chapter 42, Land Development Regulations, of the Codified Ordinance of Portage, Michigan, has been amended as follows:

THE CITY OF PORTAGE ORDAINS:

That Article 4 (Zoning) of Chapter 42, of the Codified Ordinances of Portage, Michigan, Official Zoning Map, be amended as follows:

Street Address

Parcel ID Numbers

4627 South Long Lake Drive

00025-010-A

Legal description attached as Exhibit A.

From B-1, local business to R-1B, one family residential.

PLEASE TAKE NOTICE that a copy of the Ordinance may be examined by appointment only, in light of the Michigan Department of Health & Human Services Order dated October 9, 2020 (Gathering Prohibition and Face Covering), at the Office of the City Clerk at City Hall on any business day from 8 a.m. to 5 p.m. Call 269-329-4511 to make an appointment. The Ordinance may also be viewed online at www.portagemi.gov. When permitted, a copy of the Ordinance may be purchased or inspected at City Hall on any business day except public and legal holidays from and after publication of this Notice from 8:00 a.m. to 5:00 p.m. local time. Further, a copy of a map showing the property rezoned is also available at the time and days noted above.

Dated: _____

Erica Eklov, City Clerk

(App #20/21-2)

**FIRST READING
CITY OF PORTAGE, MICHIGAN
NOTICE**

TO: THE RESIDENTS AND PROPERTY OWNERS OF THE CITY OF PORTAGE AND ALL OTHER INTERESTED PERSONS.

NOTICE IS HEREBY GIVEN, that an Ordinance to amend Article 4 (Zoning) of Chapter 42 of the Codified Ordinances of Portage, Michigan, was introduced for first reading at a regular meeting of the City Council held on _____, 2020, and that the Council will hold a public hearing on the proposed amendment at the Portage City Hall in said City on _____, 2020, at 7:00 p.m. or as soon thereafter as may be heard.

NOTICE IS FURTHER GIVEN that the proposed amendment to Article 4 (Zoning) of Chapter 42, of the Codified Ordinances of Portage, Michigan reads as follows:

THE CITY OF PORTAGE ORDAINS:

That Article 4 (Zoning) of Chapter 42, of the Codified Ordinances of Portage, Michigan, Official Zoning Map, be amended as follows:

Street Address

Parcel ID Numbers

4627 South Long Lake Drive

00025-010-A

Legal description attached as Exhibit A.

From B-1, local business to R-1B, one family residential, or any other classification permitted by law.

PLEASE TAKE FURTHER NOTICE that if the owners of at least twenty percent (20%) of the area of land included in the proposed zoning change, or if the owners of at least twenty percent (20%) of the area of land included within an area extending outward one hundred feet (100') from any point on the boundary of the land included in the proposed change, excluding public right-of-way or other publicly owned land, file a written protest petition against the proposed amendment presented to the City Council before final legislative action on the amendment, a two-thirds vote of the City Council will be required to pass the amendment.

Dated: _____

Erica Eklov, City Clerk

(App #20/21-2)

Minutes of Boards & Commissions

CITY OF PORTAGE HUMAN SERVICES BOARD

Minutes of the In-Person/Virtual Meeting – July 16, 2020

CALL TO ORDER: The City of Portage Human Services Board meeting of July 16, 2020 was called to order by Chairperson Spalvieri at 6:05 p.m. Pursuant to the “Remote Attendance Rules for Meetings” and Michigan Governor Whitmer’s Executive Order 2020-42, this meeting was held in person and remotely with board members, staff, and the general public having the option to participate via video/telephone call-in.

MEMBERS PRESENT: Alice Mwanda, Fi Spalvieri, Effie Kokkinos, Tim Henson, Brooke Kolodzieczyk, Stephanie Upshaw

MEMBERS EXCUSED: Nadeem Mirza

MEMBERS ABSENT: Diane Durian, Katheryn Hanfland*

*prior to meeting, Chairperson Spalvieri and Staff were notified by Ms. Hanfland that she would no longer be able to serve on the Board and would not be in attendance. Upon relaying this information to the Board, Kokkinos moved and Henson supported motion to accept resignation, Motion passed 6-0. Staff agreed to provide a letter of thanks to Ms. Hanfland for her service on the Board.

STAFF PRESENT: Chris Forth, Interim Director Community Development, Tom McCoy, Neighborhood Program Specialist

APPROVAL OF MINUTES: Upshaw moved and Kolodzieczyk supported a motion to approve the June 25, 2020 minutes with 3 corrections. Motion passed 6-0.

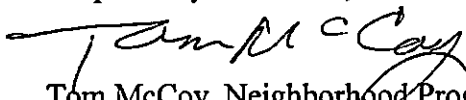
NEW BUSINESS:

1. Discussion of CDBG-CV Funding Recommendation: Spalvieri opened the discussion with a review of the Board’s previous discussion regarding the disposition of an additional \$130,474 in FY 2019-20 CDBG entitlement funds designated specifically for assistance to individuals affected by the Covid-19 pandemic. The Board discussed the two agencies, Housing Resources, Inc., and the Portage Community Center who had previously been determined by the Board to be the two agencies capable of distributing the funds to eligible individuals and the amounts recommended to be allocated to each agency. A query of the Board by Chair Spalvieri resulted in general agreement that \$100,000 should be allocated to Housing Resources, Inc. for eviction and foreclosure prevention with the balance of \$30,474 being allocated to Portage Community Center for emergency utility assistance. Kolodzieczyk moved and Henson supported a motion to recommend to City Council to allocate the funds accordingly. Motion passed 6-0.

STATEMENTS OF CITIZENS: None Received

ADJOURNMENT: There being no further discussion to come before the Board, a motion was made by Kolodzieczyk, supported by Mwanda to adjourn the meeting at 6:30 p.m. Motion was approved 6-0.

Respectfully Submitted,



Tom McCoy, Neighborhood Program Specialist

CITY OF PORTAGE ZONING BOARD OF APPEALS

Minutes of Meeting – October 12, 2020

The City of Portage Zoning Board of Appeals virtual meeting was called to order by Chair Finch at 7:00 p.m. Four people in the audience were in attendance in person.

MEMBERS PRESENT: Lena Jomaa, Jeff Wettig, Linda Finch, Jay Eichstaedt, Linda Fry, Dan Thornton. (audio difficulties prevented Thornton from participating)

MEMBERS EXCUSED: Alexander Philipp

IN ATTENDANCE: Jeff Mais, Zoning & Codes Administrator, Catherine Kaufman, City Attorney.

APPROVAL OF THE MINUTES: Wettig moved and Fry seconded a motion to approve the September 14, 2020 minutes as submitted. Upon roll call vote, the motion was approved 5-0.

NEW BUSINESS:

ZBA #20-04; 7781 Harvest Lane: Mais summarized the request for a variance to construct a 720 square-foot detached garage five feet from the (north) front property line where a minimum 30-foot front yard setback is required. The applicant, Michael Turner, explained the variance was necessary because of the topography, and that a four-foot drop in elevation between the street grade and a conforming location 30 feet back was problematic. Mr. Turner said that while city staff's suggestion to build in a conforming location and change the grade is possible, it would be problematic given the historic challenges this property has had with storm water drainage issues and would be concerned altering the grade that substantially might cause storm water to flow either towards the house or onto neighboring properties. Mr. Turner also stated the two-story children's play structure near the southeast corner of the rear yard is quite a substantial size and would be difficult to move. Eichstaedt inquired how tall the building would be. Mr. Turner stated he was considering increasing the wall height another foot and wondered if that might put the peak of the roof over the maximum allowable height. Mais clarified that building heights were calculated measuring from average grade to the mid-point between the roof peak and eaves. Eichstaedt inquired if Mr. Turner was also requesting a height variance. Mais responded no. Finch noted the applicant had an RV and inquired what the applicant intends to store in the proposed garage. Mr. Turner stated his pickup truck, motorcycles, and tools. Finch inquired how much garage area the applicant currently has and if a 720 square-foot detached garage was larger than most other detached garages in the neighborhood. Mais responded the property already had a 528 square-foot attached garage and that the proposed 720 square-foot garage is larger than the more typical 440 square-foot detached two-stall garages commonly seen in residential areas. Eichstaedt inquired if the applicant had considered making the attached garage deeper and building a 'tandem garage'. Mr. Turner said they had looked at the option, but rejected it because vehicles would continually have to be juggled around and would defeat his goal of creating a conveniently accessible storage/parking area. Eichstaedt noted a garage five feet from the front property line seemed out of character with the surrounding neighborhood and inquired if staff felt the proposed driveway location posed safety concerns given its proximity to the intersection. Mais responded staff had objections to the proposed garage location, but the driveway's proximity to the intersection was not one of them. Fry inquired if the applicant would be removing the fence. Mr. Turner said there would be an opening in the fence where the garage would go but the fence would otherwise be reconstructed on either side of the garage. Eichstaedt inquired if the applicant would be willing to accept a lesser variance for perhaps a smaller garage set back further south. Mr. Turner responded he would still require a certain amount of depth to accommodate his storage needs.

A public hearing was opened. No one spoke for or against the request. The public hearing was closed.

After additional discussion, a motion was made by Jomaa, seconded by Eichstaedt, to deny a variance to construct a 720 square-foot detached garage five feet from the (north) front property line where a minimum 30-foot front yard setback is required for the following reasons: there are no exceptional or extraordinary circumstances or conditions applying to the property that do not apply generally to other properties in the

same zoning district. Upon roll call vote: Jomaa-Yes, Wettig-No, Finch-No, Fry-No, Eichstaedt-No. Motion failed 1-4.

A motion was made by Eichstaedt, seconded by Fry, to grant a lesser variance to construct a 24-foot by 28-foot detached garage 10 feet from the (north) front property line where a minimum 30 foot front yard setback is required for the following reasons: There are exceptional or extraordinary conditions applying to the property that do not apply generally to other properties in the same zoning district which include the topography and having two front yard setbacks; the variance is necessary for the preservation and enjoyment of a substantial property right, the right to store vehicles indoors; the immediate practical difficulty causing the need for the variance request was not created by the applicant; the variance will not be detrimental to adjacent property and the surrounding neighborhood, and; the variance will not materially impair the intent and purpose of the zoning ordinance. In addition, the application and supporting materials, staff report, and all comments presented at this hearing be incorporated in the record of this hearing and the findings of the Board, and that action of the Board be final and effective immediately. Upon roll call vote: Jomaa-Yes, Wettig-Yes, Finch-Yes, Fry-Yes, Eichstaedt-Yes. Motion passed 5-0.

ZBA #20-05; 4622 Deep Point Drive: Mais summarized the request for a variance to construct a stairway addition three and a half feet from the (north) side property line where a minimum five-foot setback is required. Kathleen Kline was present to answer questions. Eichstaedt inquired how the proposed addition would be used. Ms. Kline responded a private bedroom space for a friend who had recently lost her husband.

A public hearing was opened. No one spoke for or against the request. The public hearing was closed.

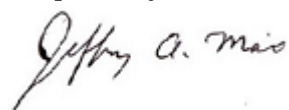
After additional discussion, a motion was made by Eichstaedt, seconded by Wettig, to grant a variance to construct a stairway addition three and a half feet from the (north) side property line where a minimum five-foot setback is required for the following reasons: There are exceptional or extraordinary conditions applying to the property that do not apply generally to other properties in the same zoning district which include the substandard lot area and width; the variance is necessary for the preservation and enjoyment of a substantial property right, the right to enhance one's home; the immediate practical difficulty causing the need for the variance request was not created by the applicant; the variance will not be detrimental to adjacent property and the surrounding neighborhood, and; the variance will not materially impair the intent and purpose of the zoning ordinance. In addition, the application and supporting materials, staff report, and all comments presented at this hearing be incorporated in the record of this hearing and the findings of the Board, and that action of the Board be final and effective immediately. Upon roll call vote: Jomaa-Yes, Wettig-Yes, Finch-Yes, Fry-Yes, Eichstaedt-Yes. Motion passed 5-0.

OTHER BUSINESS: None.

STATEMENT OF CITIZENS: None.

ADJOURNMENT: A motion was made by Fry, seconded by Eichstaedt, to adjourn the meeting. Upon roll call vote the motion passed 5-0. The meeting was adjourned at 8:05 p.m.

Respectfully submitted,



Jeff Mais
Zoning & Codes Administrator

TO: Honorable Mayor and City Council

FROM: Joseph La Margo, City Manager

SUBJECT: Bi-Monthly Financial Report

SUPPORTING PERSONNEL: Lauren VanderVeen, 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: October 14, 2020 Financial Report

10/14/2020

BUDGET REPORT FOR CITY OF PORTAGE
Calculations as of 10/14/2020

		2020-21	2020-21	2020-21	29%
		ORIGINAL	AMENDED	ACTIVITY	Percent of
FUND	DESCRIPTION	BUDGET	BUDGET		Amended
					Collected/Used
REVENUES					
	Totals for dept 0000 -	24,708,791	24,708,791	17,821,468	72%
	Totals for dept 1720 - City Manager	500	500	0	0%
	Totals for dept 2053 - Finance Treasury	1,500	1,500	928	62%
	Totals for dept 2110 - Technology Services	0	0	0	0%
	Totals for dept 2133 - Public Information	215,000	215,000	0	0%
	Totals for dept 2415 - City Clerk	197,050	197,050	73,895	38%
	Totals for dept 2491 - City Clerk Elections	25,000	25,000	59,232	237%
	Totals for dept 2865 - Parks Maintenance	2,000	2,000	896	45%
	Totals for dept 2876 - Cemeteries	68,000	68,000	16,719	25%
	Totals for dept 2877 - Parks & Rec - Parks	65,500	65,500	15,410	24%
	Totals for dept 2878 - Parks & Rec - Kalamazoo In Bloom	0	0	0	0%
	Totals for dept 2881 - Parks & Rec - Farmers Market	9,100	9,100	3,673	40%
	Totals for dept 2882 - Parks & Rec - Team Sports	120,000	120,000	27,534	23%
	Totals for dept 2885 - Parks & Rec - Programs	7,050	7,050	5,360	76%
	Totals for dept 2886 - Parks & Rec - Ramona Park	59,600	59,600	36,717	62%
	Totals for dept 2887 - Parks & Rec - Special Events	17,000	17,000	10,565	62%
	Totals for dept 2888 - Parks & Rec - Millennium Park	47,800	47,800	0	0%
	Totals for dept 3005 - Police Administration	152,700	152,700	36,559	24%
	Totals for dept 3010 - Police Patrol	1,500	1,500	2,360	157%
	Totals for dept 3021 - Police Training-Grant Funded	9,000	9,000	0	0%
	Totals for dept 3030 - Police Public Safety Dispatch/ts	9,800	9,800	9,877	101%
	Totals for dept 3050 - Police Drug Law Enforcement	1,000	1,000	0	0%
	Totals for dept 3065 - Police Facility Management	70,000	70,000	17,500	25%
	Totals for dept 3310 - Fire Admin	100	100	0	0%
	Totals for dept 3340 - Fire Prevention	1,000	1,000	600	60%
	Totals for dept 3710 - Comm Dev Building Services	700,000	700,000	288,178	41%
	Totals for dept 3720 - Comm Dev Planning & Development	60,000	60,000	9,466	16%
	Totals for dept 3730 - Comm Dev Neighborhood Services	189,500	189,500	77,735	41%
	Totals for dept 6720 - Senior Center	199,576	199,576	13,932	7%
	Totals for dept 6721 - Senior Center Trips	394,000	394,000	0	0%
	Totals for dept 6722 - Senior Center Activities	15,000	15,000	0	0%
	Totals for dept 6725 - Aging Mastery Program	1,000	6,000	5,000	83%
TOTAL REVENUES - GENERAL FUND		27,348,067	27,353,067	18,533,604	68%

10/14/2020

BUDGET REPORT FOR CITY OF PORTAGE
Calculations as of 10/14/2020

Calculations as of 10/14/2020		2020-21	2020-21	2020-21	29%
FUND	DESCRIPTION	ORIGINAL	AMENDED	ACTIVITY	Percent of
		BUDGET	BUDGET		Amended
EXPENDITURES					Collected/Used
	Totals for dept 1001 - City Council	92,955	92,955	16,395	18%
	Totals for dept 1085 - City Council-Human Services	174,234	174,234	0	0%
	Totals for dept 1720 - City Manager	794,795	791,795	147,951	19%
	Totals for dept 2001 - Finance Accounting	321,078	321,078	61,740	19%
	Totals for dept 2002 - Finance & Budget	364,261	364,261	22,547	6%
	Totals for dept 2053 - Finance Treasury	211,778	211,778	27,865	13%
	Totals for dept 2110 - Technology Services	818,635	818,635	135,866	17%
	Totals for dept 2133 - Public Information	465,499	468,499	98,321	21%
	Totals for dept 2209 - Assessor	520,464	520,464	89,500	17%
	Totals for dept 2247 - Assessor Board Of Review	37,163	37,163	4,578	12%
	Totals for dept 2310 - Attorney	250,937	250,937	75,240	30%
	Totals for dept 2415 - City Clerk	163,857	163,857	40,411	25%
	Totals for dept 2416 - City Clerk Records Management	66,297	66,297	15,714	24%
	Totals for dept 2491 - City Clerk Elections	264,368	264,368	81,122	31%
	Totals for dept 2610 - Human Resources	657,960	657,960	112,032	17%
	Totals for dept 2733 - Purchasing	85,800	85,800	17,570	20%
	Totals for dept 2734 - Purchasing Risk Management	25,429	25,429	4,062	16%
	Totals for dept 2865 - Parks Maintenance	1,344,835	1,344,835	200,334	15%
	Totals for dept 2876 - Cemeteries	70,201	70,201	8,275	12%
	Totals for dept 2877 - Parks & Rec - Parks	689,738	689,738	111,903	16%
	Totals for dept 2878 - Parks & Rec - Kalamazoo In Bloom	15,000	15,000	0	0%
	Totals for dept 2880 - Parks & Rec - Rec Admin	212,462	212,462	41,324	19%
	Totals for dept 2881 - Parks & Rec - Farmers Market	22,635	22,635	6,615	29%
	Totals for dept 2882 - Parks & Rec - Team Sports	68,957	68,957	15,324	22%
	Totals for dept 2885 - Parks & Rec - Programs	42,295	42,295	10,267	24%
	Totals for dept 2886 - Parks & Rec - Ramona Park	158,726	158,726	65,044	41%
	Totals for dept 2887 - Parks & Rec - Special Events	129,103	129,103	29,274	23%
	Totals for dept 2888 - Parks & Rec - Millennium Park	91,655	91,655	4,769	5%
	Totals for dept 3005 - Police Administration	1,226,781	1,226,781	162,830	13%
	Totals for dept 3006 - Police Youth Services	525,441	525,441	86,690	16%
	Totals for dept 3007 - Police Investigation	710,632	710,632	168,252	24%
	Totals for dept 3010 - Police Patrol	6,108,429	6,108,429	1,184,786	19%
	Totals for dept 3020 - Police Training	328,778	328,778	46,897	14%
	Totals for dept 3021 - Police Training-Grant Funded	9,000	9,000	0	0%
	Totals for dept 3030 - Police Public Safety Dispatch/ts	69,619	69,619	8,305	12%
	Totals for dept 3031 - Police Emergency Sirens	23,676	23,676	0	0%
	Totals for dept 3040 - Police Records & PST	675,952	675,952	138,426	20%
	Totals for dept 3050 - Police Drug Law Enforcement	341,060	341,060	73,877	22%

10/14/2020

BUDGET REPORT FOR CITY OF PORTAGE
Calculations as of 10/14/2020

		2020-21	2020-21	2020-21	29%
		ORIGINAL	AMENDED	ACTIVITY	Percent of
FUND	DESCRIPTION	BUDGET	BUDGET		Amended
					Collected/Used
	Totals for dept 3065 - Police Facility Management	270,993	270,993	27,712	10%
	Totals for dept 3090 - Police KCCDA support	756,793	756,793	378,397	50%
	Totals for dept 3310 - Fire Admin	728,028	728,028	193,687	27%
	Totals for dept 3320 - Fire Operations	4,033,702	4,033,702	1,348,636	33%
	Totals for dept 3330 - Fire On Call Firefighters	95,308	95,308	19,340	20%
	Totals for dept 3331 - Fire Emergency Operations	4,950	4,950	1,250	25%
	Totals for dept 3340 - Fire Prevention	140,913	140,913	10,135	7%
	Totals for dept 3350 - Fire Training	216,263	216,263	68,094	31%
	Totals for dept 3365 - Fire Facility Management	443,781	443,781	14,338	3%
	Totals for dept 3710 - Comm Dev Building Services	595,810	595,810	140,732	24%
	Totals for dept 3720 - Comm Dev Planning & Development	392,760	392,760	65,468	17%
	Totals for dept 3730 - Comm Dev Neighborhood Services	404,006	404,006	43,995	11%
	Totals for dept 3765 - Comm Dev Building Maintenance	238,004	238,004	47,299	20%
	Totals for dept 4210 - City-wide Services	712,689	712,689	138,431	19%
	Totals for dept 6050 - Contagious Diseases	0	0	11,582	0%
	Totals for dept 6720 - Senior Center	411,215	415,215	80,878	19%
	Totals for dept 6721 - Senior Center Trips	406,396	406,396	6,277	2%
	Totals for dept 6725 - Aging Mastery Program	1,200	2,200	960	44%
	Totals for dept 9610 - Transfers Out	617,000	617,000	0	0%
TOTAL APPROPRIATIONS		28,650,296	28,655,296	5,911,443	21%
202	Major Street Fund - Revenues	5,120,098	5,120,098	924,909	18%
	Major Street Fund - Expenditures	5,090,545	5,090,545	428,317	8%
203	Local Streets Fund - Revenues	1,850,283	1,850,283	287,500	16%
	Local Streets Fund - Expenditures	1,821,280	1,821,280	201,318	11%
204	Municipal Streets Fund - Revenues	1,551,700	1,551,700	1,320,861	85%
	Municipal Streets Fund - Expenditures	1,608,000	1,608,000	0	0%
223	Curbside Recycling - Revenues	626,500	626,500	497,878	79%
	Curbside Recycling - Expenditures	742,758	742,758	113,259	15%
226	Leaf Pickup/Spring Cleanup - Revenues	643,000	643,000	497,890	77%
	Leaf Pickup/Spring Cleanup - Expenditures	850,632	850,632	40,315	5%
230	CDBG Program Income Fund - Revenues	125,000	125,000	20,740	17%
	CDBG Program Income Fund - Expenditures	125,000	125,000	36,917	30%

10/14/2020

BUDGET REPORT FOR CITY OF PORTAGE
Calculations as of 10/14/2020

		2020-21	2020-21	2020-21	29%
		ORIGINAL	AMENDED	ACTIVITY	Percent of
FUND	DESCRIPTION	BUDGET	BUDGET		Amended
					Collected/Used
252	West Lake Weed Mgmt - Revenues	36,050	36,050	86	0%
	West Lake Weed Mgmt - Expenditures	32,500	32,500	3,250	10%
296	Community Development Block Grant - Rev	221,794	352,268	0	0%
	Community Development Block Grant - Exp	221,794	352,268	23,446	7%
298	Cable Television Fund - Revenues	767,215	767,215	0	0%
	Cable Television Fund - Expenditures	766,663	766,663	73,353	10%
400	Capital Improvement General - Revenues*	26,543,000	24,374,414	4,233,244	17%
	Capital Improvement General - Expenditures*	26,543,000	38,887,992	8,185,287	21%
490	Capital Improvement Sewer - Revenues*	1,510,000	5,515,000	0	0%
	Capital Improvement Sewer - Expenditures*	1,510,000	2,677,774	96,981	4%
491	Capital Improvement Water - Revenues*	3,365,000	9,601,974	0	0%
	Capital Improvement Water - Expenditures*	3,365,000	8,573,673	289,977	3%
590	Sewer Fund - Revenues	9,234,691	9,234,691	2,787,198	30%
	Sewer Fund - Expenditures	8,500,093	8,500,093	1,103,271	13%
591	Water Fund - Revenues	6,811,397	6,811,397	2,490,453	37%
	Water Fund - Expenditures	5,907,131	5,907,131	1,189,766	20%
TOTAL REVENUES - ALL FUNDS **		85,753,795	93,962,657	31,594,363	34%
TOTAL EXPENDITURE - ALL FUNDS **		85,734,692	104,591,605	17,696,900	17%

* 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: Joseph La Margo, City Manager



SUBJECT: I Love Portage Essay Reviews

SUPPORTING PERSONNEL: Adam Herringa, Deputy City Manager

ACTION RECOMMENDED: Select Councilmembers to review and determine winners of the annual "I Love Portage" essay contest.

The deadline for the annual "I Love Portage" essay contest is Friday, November 6. The winner will virtually "flip the switch" to light the annual holiday lights and tree in the Portage City Centre at the December 1 City Council Meeting. Three Councilmembers are needed to read submitted essays and determine the winner (or winners).

FUNDING: N/A

Attachments: None