

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:

1. Juneteenth Celebration Day
2. Pride Month 2021

A. Consent Agenda:

1. Approval of City Council Meeting Minutes:
 - a. Board & Commission Interview Session of May 25, 2021.
 - b. Regular Meeting of May 25, 2021.
 - c. Pre-Council Meeting of June 7, 2021.
2. Approval of the Accounts Payable Register of June 8, 2021 as presented.
3. Order notice to applicable property owners that all water and/or sewer charges remaining unpaid as of June 30, 2021, will be transferred to the 2021 city tax roll and assessed against the property for which the services were furnished.
4. Approve the Final Plan for Redwood Living, 7801 Garden Lane and 1203 East Centre Avenue, subject to: a) the execution of a development agreement between the City of Portage and Redwood Living that would outline measures implemented by Redwood Living during the construction phase of the project to minimize impacts on adjacent residents, and, b) the installation of sidewalks during the development of the Redwood project.
5. Adopt the Resolution for Local Government Approval For an On-Premises Tasting Room License for Lake Burgers for 6800 South Westnedge (Suite F).
6. Minutes of Boards & Commissions:
 - a. Youth Advisory Committee of April 19, 2021.
7. Materials Transmitted of May 21, 2021.

8. Calendar of Meetings:

- Environmental Board, June 9, 2021 at 7:00 p.m. - Virtual.
- Zoning Board of Appeals, June 14, 2021 at 7:00 p.m. - Virtual.
- Senior Citizens Advisory Board, June 16, 2021 at 2:30 p.m. - Virtual.
- Planning Commission, June 17, 2021 at 7:00 p.m. - Virtual.
- Youth Advisory Committee, June 21, 2021 at 4:30 p.m. - Virtual.
- Kalamazoo County Public Arts Commission, June 22, 2021 at 11:30 a.m. - Virtual.
- *NOTE: All above meetings are subject to cancellation or inclusion/transition of a "virtual" aspect 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 most public meetings is: (844) 854-2222 Access Code 529853# (To voice a question or comment, press *6 to enter the queue.) Major meetings may be viewed live on Charter channel 995 and AT&T channel 99 or live streaming at portagemi.gov/205.*

B. Petitions and Statements of Citizens:

1. Citizen Petition to Protect West Lake Water Quality and Safety
2. Citizen Petition regarding Issues Related to the Lake Center District Steering Committee Report

C. Communications:

D. Public Hearings:

1. Subsequent to the public hearing, adopt Resolution No. 2 to expand Industrial Development District No. 78 for Genesis PharmOptima, LLC, and adopt Resolution No. 3 to set a hearing on the proposed Tax Abatement at 6710 Quality Way for June 22, 2021.

E. Regular Business Agenda:

1. Recommendation to go into Closed Session to consider the lease or purchase of real property immediately following conclusion of the business items of the Regular Meeting.

F. Unfinished Business:

G. Council Committee Reports:

H. New Business:

I. Statements of Citizens:

J. Statements of City Council and City Manager.

Adjournment.



CITY OF PORTAGE PROCLAMATION

Juneteenth Celebration Day

WHEREAS, Juneteenth is a historic holiday marking the end of slavery in the United States; and

WHEREAS, this year marks the 17th annual State of Michigan Juneteenth Freedom Day Recognition; and

WHEREAS, when Union Army General Gordon Granger landed at the Texas port city of Galveston in 1865 as the Civil War drew to a close, one of his first actions was to read General Order #3, which stated that all slaves are free and that former masters and slaves have absolute equality of personal and property rights; and

WHEREAS, following his statement, June 19 (Juneteenth) became the emancipation date of those long-suffering for freedom; and

WHEREAS, since then, as the oldest known celebration commemorating the end of slavery in America, the tradition of celebrating Juneteenth has remained strong well into the 21st century to recognize the triumph of the human spirit over the cruelty of slavery and to honor the strength, endurance, and faith of African American ancestors; and

WHEREAS, it is imperative that Portage citizens continue to work towards a more equitable and just America, as well as join together to acknowledge a time in our history that carried on the nation's ideals of equality and democracy and celebrate the joys of liberty and justice for every American citizen; and

WHEREAS, in June 2005, then-Governor Jennifer Granholm signed legislation officially designating the third Saturday in June as "Juneteenth National Freedom Day" in Michigan, and current Governor Gretchen Whitmer has annually declared June 19th as "Juneteenth Celebration Day" in Michigan; and

WHEREAS, all City of Portage citizens are encouraged to participate in the Juneteenth Freedom Festival and celebrate African American history and culture, while continuing to promote diversity, equality, and a strong sense of community in Portage.

NOW, THEREFORE, BE IT RESOLVED THAT I, Patricia M. Randall, do hereby proclaim that this city honors and recognizes June 19th as the annual "Juneteenth Celebration Day."

Signed this 8th day of June, 2021.

Patricia M. Randall, Mayor



CITY OF PORTAGE PROCLAMATION

HONORING LGBTQ PRIDE MONTH

- WHEREAS,** since its founding, America has advanced on an unending path toward becoming a more perfect Union. This journey, led by forward-thinking individuals who have set their sights on reaching for a brighter tomorrow, includes dignity and equality for lesbian, gay, bisexual, transgender and questioning (LGBTQ) people; and
- WHEREAS,** all people regardless of age, gender identity, race, color, religion, marital status, national origin, sexual orientation, or physical challenges have the right to be treated on the basis of their intrinsic value as human beings; and
- WHEREAS,** June 28, 2021 marks the 52nd anniversary of the 1969 Stonewall Uprising targeting LGBTQ patrons and other marginalized people leading to the birth of the "Gay Rights Movement;" and
- WHEREAS,** on June 2, 2000, then-President Bill Clinton declared June "Gay & Lesbian Pride Month" to commemorate the Stonewall Uprising, and on June 1, 2009, then-President Barack Obama expanded the commemoration by declaring June to be Lesbian, Gay, Bisexual and Transgender Pride Month; and
- WHEREAS,** the 2015 Supreme Court decision guaranteeing marriage equality in all 50 States was historic for LGBTQ Americans; and
- WHEREAS,** the City of Portage accepts and welcomes people of diverse backgrounds and believes a diverse population leads to a more vibrant community; and
- WHEREAS,** the City of Portage supports the rights of every citizen to experience equality and freedom from discrimination; and
- WHEREAS,** in support of the city's commitment the City of Portage adopted the Non-Discrimination Ordinance on June 28, 2016; and
- WHEREAS,** in April 2021, Integrated Services of Kalamazoo was awarded a \$75,000 grant to help prevent suicide in the LGBTQ population; and
- WHEREAS,** while we as a society at large are embracing new definitions of sexuality and gender we must also acknowledge that the need for education and awareness remains vital to end discrimination and prejudice.

NOW, THEREFORE, BE IT RESOLVED THAT I, Mayor Patricia M. Randall, do hereby proclaim June 2021 as Gay Pride Month in Portage, Michigan, and encourage our residents to reflect on the ongoing struggle for equality members of the LGBTQ community face and celebrate the contributions that enhance our city.

Signed this 8th day of June, 2021.

Patricia M. Randall, Mayor

**MINUTES OF THE SPECIAL MEETING OF THE PORTAGE CITY COUNCIL
AND BOARDS AND COMMISSIONS APPLICANTS
MAY 25, 2021**

Mayor Patricia Randall called the meeting to order at 5:15 p.m. The meeting was held virtually as permitted by PA 228, in accordance with December 2020 Kalamazoo County Emergency Declaration. Mayor Patricia M. Randall, Mayor Pro Tem Jim Pearson, and Councilmembers Chris Burns, Lori Knapp, Vic Ledbetter, Claudette Reid, and Terry Urban were present. All members participated virtually from Portage, Michigan. Also in attendance were City Manager Joe La Margo, Deputy City Manager Adam Herringa, and City Clerk Erica Eklov.

* From 5:15 p.m. to 5:31 p.m., City Council interviewed Anna Rachowicz, Thomas Riley and Joseph Zou for the Youth Advisory Committee. At the request of Mayor Randall, returning member Anna Rachowicz explained the roles and responsibilities of the Youth Advisory Committee (YAC) and the gatherings of the YAC over the past year in light of COVID-19. At the invitation of City Council, the applicants shared their thoughts on issues facing the community, the reasons for applying and plans for the following school year.

* From 5:32 p.m. to 5:48 p.m., City Council interviewed Paul Pezzoli, Lee Adams, Laura Glass and Dustin Black for the Planning Commission. Returning member Paul Pezzoli described the work and current issues before the Planning Commission.

* From 5:49 p.m. to 6:03 p.m., City Council interviewed Ryan Thomas and Laura Glass for the Historic District Commission. Councilmember Reid noted the unique structure of the Portage Historic District. Councilmember Urban subsequently noted the meeting day and time of the Commission.

* From 6:04 p.m. to 6:19 p.m., City Council interviewed Aaron Collins, Dawn Smith, and Dustin Thomas for the Park Board. Council then confirmed Board interest with prior interviewees Lee Adams, Laura Glass and Dustin Black. At the invitation of the Mayor, the City Clerk reviewed meeting frequency and locations of the Park Board meetings.

* From 6:20 p.m. to 6:25 p.m., City Council interviewed Donald Platt for the Zoning Board of Appeals. Discussion regard a notation on Mr. Platt's application followed.

* As there was no one present for the Senior Citizen Advisory Board position or the Local Officers Compensation Commission positions (Mr. Ryan Thomas had signed off earlier in the meeting), City Council next interviewed Gary Gilchrist for the Construction Board of Appeals. At the request of Mayor Randall, Mr. Gilchrist shared the meeting workings of the Construction Board of Appeals during COVID-19.

City Council then deliberated as to which applicants should be appointed to the various boards and commissions. Mayor Randall noted the large number of applicants for the small number of open positions and requested the City Clerk reach out to the un-appointed applicants and confirm the next interview session in October.

ADJOURN: Mayor Randall adjourned the meeting at 6:44 p.m.

Erica L. Eklov, City Clerk

CITY COUNCIL MEETING MINUTES FROM MAY 25, 2021

Mayor Patricia Randall called the Regular Meeting to order at 7:03 PM. The regular meeting was held virtually as permitted by PA 228, in accordance with December 2020 Kalamazoo County Emergency Declaration. Mayor Patricia M. Randall, Mayor Pro Tem Jim Pearson, and Councilmembers Chris Burns, Lori Knapp, Vic Ledbetter, Claudette Reid, and Terry Urban were present. All members participated virtually from Portage, Michigan. Also in attendance were City Manager Joe La Margo, City Attorney Catherine Kaufman, Deputy City Manager Adam Herringa, Deputy City Manager Mike Carroll, and City Clerk Erica Eklov.

At the request of Mayor Randall, the audience observed a moment of silence to renew the City of Portage's commitment to reduce gun violence and encourage responsible gun ownership. Following the moment of silence, the City Council recited the Pledge of Allegiance.

PROCLAMATIONS: Councilmember Burns read the National Gun Violence Awareness Month Proclamation.

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

Approval of Meeting Minutes: Motion by Burns, seconded by Reid, to approve the Regular Meeting Minutes of May 11, 2021 and Pre-Council Meeting Minutes of May 24, 2021. Upon a roll call vote, motion carried 7 to 0.

Accounts Payable Register: Motion by Burns, seconded by Reid, to approve the Accounts Payable Register of May 25, 2021, as presented. Upon a roll call vote, motion carried 7 to 0.

Sale of Excess City Property - South Westnedge Avenue and Gladys Street: Motion by Burns, seconded by Reid, to adopt the Resolution to Sell the Excess City Property in the amount of \$250,000 located along the south side of Gladys Street, east of 6405 South Westnedge Ave, place the resolution on file with the Office of City Clerk for 28 days, and take final action on June 22, 2021. Upon a roll call vote, motion carried 7 to 0.

Traffic Signal Maintenance Contract - Bid Tabulation: Motion by Burns, seconded by Reid, to award a 5-year contract to Severance Electric Company, Incorporated, for the maintenance of the city traffic signal system from July 1, 2021 to June 30, 2026 in the base amount not-to-exceed \$340,200 with hourly rates as bid for call-in work and additional intersections as necessary, and authorize the City Manager to execute all documents related to the contract on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

CDBG Program 2021-2025 Consolidated Plan and FY 2021-2022 Annual Action Plan: Motion by Burns, seconded by Reid, to approve the Community Development Block Grant (CDBG) Program 2021-2025 Consolidated Plan and FY 2021-2022 Annual Action Plan element of the Consolidated Plan and authorize the City Manager to submit the application to the Department of Housing and Urban Development on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

Minutes of Boards and Commissions: Motion by Burns, seconded by Reid, to accept the minutes of the Zoning Board of Appeals of April 12, 2021; Environmental Board of March 10, 2021; and, Environmental Board of April 14, 2021. Upon a roll call vote, motion carried 7 to 0.

Materials Transmitted: Motion by Burns, seconded by Reid, to accept the Materials Transmitted of May 7 and May 12, 2021. Upon a roll call vote, motion carried 7 to 0.

Calendar of Meetings: Motion by Burns, seconded by Reid, to accept the Calendar of Meetings as presented. Upon a roll call vote, motion carried 7 to 0.

COMMUNICATIONS: Portage Public Schools Superintendent Mark Bielang and Board President Randy VanAntwerp provided a presentation regarding the upcoming August 3, 2021 millage proposal. Councilmember Burns inquired where the Portage City Council should direct inquiring citizens. Mr. Bielang responded that the School Board Office would be best. Councilmember Reid asked Mr. Bielang to further explain safety plans for the schools entailed in the millage proposal and collaborations with the Portage Department of Public Safety. Mr. Bielang noted the collaboration with the city's School Resource Officers and the insight they had been able to provide. Mayor Randall asked whether future taxpayers in 30 to 50 years would be in the same position as the current community with the need to replace five elementary schools at the same time. Mr. Bielang responded that the construction of the new schools would be slightly offset to prevent such an occurrence. Councilmember Urban inquired whether any consideration had been given to building additional schools as opposed to building larger schools. Mr. Bielang responded that the option had been considered but was not ideal because building several small elementary schools alongside the current larger building would create inequity in the district.

PUBLIC HEARINGS:

Dissolution of the Austin Lake Governmental Lake Board: Mayor Randall opened the public hearing. City Attorney Kaufman provided the background regarding the Austin Lake Governmental Lake Board contacting her to express the desire to dissolve. She relayed the guidance provided to the Board under state statutes and the legal requirements the Board had completed to date. Councilmember Reid inquired regarding the Governmental Lake Board's original purpose, asking if the focus of the Board could be re-assigned to a new project. City Attorney Kaufman replied there was currently no case law to provide direction on the matter and explained the original reasons for the establishment of the Austin Lake Governmental Lake Board. Councilmember Urban noted the Austin Lake Governmental Lake Board existed prior to its most recent lake project and confirmed that a Lake Board can have projects re-assigned provided specific project funds are not co-mingled. He highlighted the Long Lake Governmental Lake Board's improvement projects as an example. City Attorney Kaufman stated that the proposal to dissolve was brought to her by the Austin Lake Governmental Lake Board members, including Mayor Pro Tem Pearson and Councilmember Knapp.

Austin Lake Governmental Lake Board President Larry Pio spoke in regards to the Lake Board's desire to dissolve as a result of its limited authority and cumbersome requirements. Mr. Pio stated that, following consultation with the City Administration, the Board determined it would be in the riparians best interest to allow the city to pursue lake improvement projects going forward in light of Austin Lake's location entirely within city boundaries. Councilmember Knapp echoed Mr. Pio's comments and stated the Austin Lake Governmental Lake Board had unanimously voted to dissolve. Councilmember Urban cited recent citizen statements regarding a desire for a weed control treatment program and the need for a professional study to address the weeds that would require

funding. He highlighted the discussion from the recent Pre-Council Meeting regarding addressing Austin Lake weeds in 2021 and explained why such a project could not be expedited.

Don McCreery (10319 Woodlawn Drive) cited his long history of residing on Austin Lake and spoke in favor of maintaining the Austin Lake Governmental Lake Board and letting the Board become inactive for a time as had been done previously.

A. J. Spicer (2277 Woody Knoll Drive) spoke as the Austin Lake Riparians Association President. He noted the Riparian Association's longstanding relationship with the Governmental Lake Board. Mr. Spicer stated the Riparian Association simply wants what is best for the health of Austin Lake, whether that happens with a Governmental Lake Board or not.

Motion by Pearson, seconded by Reid, to close the public hearing. Upon roll call vote, motion carried 7 to 0.

Mayor Pro Tem Pearson noted the advantage of a Governmental Lake Board for those lakes that are split between two different jurisdictions but stated Austin Lake is situated entirely within the City of Portage boundaries. He stated West Lake is already functioning without a Governmental Lake Board and supports the dissolution. Councilmember Reid stated she understood the concerns with the complicated nature of a Governmental Lake Board but expressed concerns with unfairness for those Portage citizens under the Governmental Lake Boards for Long Lake and Gourdneck Lake. She asked City Attorney Kaufman whether there was an option to address lakes situated in more than one jurisdiction without a Governmental Lake Board. City Attorney Kaufman responded that each municipality would have to adopt its own special assessment, mirror it with the neighboring municipality by pairing costs and efforts. Attorney Kaufman stated she has clients in smaller jurisdictions who have done this action and noted it is quite difficult to manage.

Councilmember Urban stated a Governmental Lake Board is not only for multiple jurisdiction lakes but a better method for managing lakes. He stated Governmental Lake Boards bring in outside experts such as the Drain Commissioner and acknowledged a lake board can be cumbersome but mostly for the lake board members. Councilmember Urban expressed concern that lake quality concerns would come before City Council if a Governmental Lake Board was not in place to address the concerns.

Motion by Pearson, seconded by Ledbetter, to adopt the Resolution for the dissolution of the Austin Lake Governmental Lake Board in accordance with Public Act 451 of 1994. Upon a roll call vote, motion carried 5 to 2 with Councilmembers Reid and Urban voting no.

REGULAR BUSINESS AGENDA:

Fiscal Year 2021-2022 Budget Approval and Resolutions Adoption: At the invitation of Mayor Randall, City Manager La Margo summarized the Fiscal Year 2021-2022 Proposed Budget, noting the Budget was balanced despite an increase to the sewer rates as a result of the City of Kalamazoo increases and no negative impacts to core services. Mayor Randall highlighted that the upcoming June Portager newsletter would include an article on the new Budget, stating she felt confident in its adoption after numerous discussions and meetings on the topic.

Motion by Burns, seconded by Reid, to approve the Fiscal Year 2021-2022 Proposed Budget and adopt the General Appropriations Act and Salary and Wage Resolutions. Upon a roll call vote, motion carried 7 to 0.

COUNCIL COMMITTEE REPORTS: Councilmember Knapp provided an update on the May 24, 2021 meeting of the Kalamazoo County Public Art Commission.

Motion by Burns, seconded by Knapp, to accept the Council Committee Reports as presented. Upon a roll call vote, motion carried 7 to 0.

NEW BUSINESS:

Appointments to Boards and Commissions: Mayor Randall invited City Clerk Eklov to read the appointments to the various Boards and Commissions. Motion by Urban, seconded by Reid, to appoint Tavishi Budagavi, Grace Decker, Laura Durant, Alex Durian, Grace Freed, Amiti Goel, Aaron Henry, Madeline Herringa, Genevieve Kim, Janelle Little, Una Metzger, Jacob Misejka, Anna Rachowicz, Jaime Sackett, Anna Sunday, Hannah Srackangast, Conor Sullivan, Riley Thomas, Natalia Verdin, Joseph Zou, James Asher, Deshana Betala, Ashlyn Haigh, Drew Lawler, Eliza Phares, Fayyaz Razi, Mason Teachman, and Noura Warsi with terms ending June 30, 2022, to the Youth Advisory Committee; reappoint Danny Corradini and Paul Pezzoli, as well as appoint Lee Adams to terms ending May 31, 2024, to the Planning Commission; appoint Laura Glass to an unfulfilled term ending December 31, 2022 to the Historic District Commission; appoint Dawn Smith to an unfulfilled term ending October 1, 2021, and appoint Dustin Black to an unfulfilled term ending October 1, 2022, to the Park Board; appoint Donald Platt to the unfulfilled term ending February 28, 2023, to the Zoning Board of Appeals; reappoint Gary Roberts with a term ending October 1, 2028, and appoint Ryan Thomas with a term ending October 1, 2027, to the Local Officers Compensation Commission; and, reappoint Todd Gasaway (Master Electrician) and Gary Gilchrist (Building Contractor) to terms ending June 1, 2024, to the Construction Board of Appeals. Upon a roll call vote, motion carried 7 to 0.

STATEMENTS OF CITIZENS:

Michael Cartier (1127 Lakeview Avenue) spoke regarding the Lake Center District Area Feasibility Study. He thanked the City Council for hosting the May 15th Open House and modifying the proposal following citizen concerns but stated additional collaboration with the public is still needed and through an in-person meeting format.

Maribeth Henry (2621 Bach) spoke regarding the first anniversary of the death of George Floyd and urged City Council to continue its efforts with inclusion and condemning violence.

STATEMENTS OF CITY COUNCIL AND CITY MANAGER:

Councilmember Burns expressed pride regarding the response by the City of Portage to events over the past year and City Council's continued commitment to its ideals. He closed by thanking citizens and staff for the May 15th Lake Center District Open House.

Councilmember Ledbetter acknowledged the first anniversary of the death of George Floyd and the local memorial events. He also acknowledged the upcoming 100th anniversary of the Tulsa, Oklahoma massacre. Councilmember Ledbetter relayed personal concerns regarding racism and urged everyone to be mindful of the past, understand each other's roles and work toward a better future. He expressed pride for the efforts of the cities of Kalamazoo and Portage in this regard, especially the Portage Police Division policies.

Councilmember Knapp echoed Councilmember Burns' comments. She also thanked Development Services Director Kelly Peterson and Public Information Officer Mary Beth Block for their efforts with the May 15th Open House.

Councilmember Reid thanked the citizens who applied for, as well as participated in the city's Advisory Boards and Commissions, noting it was interesting to hear each applicant's reason for seeking involvement with the city. She expressed appreciation for the diverse viewpoints, noting it was the reason for having City Council Advisory Boards and Commissions. Councilmember Reid then provided an update regarding COVID-19.

Councilmember Urban also acknowledged the first anniversary of the death of George Floyd. He stated racism persists, citing recent events, but that people can still strive to

improve. Councilmember Urban expressed pride for the Portage community and City Council for their efforts on the subject.

City Manager La Margo thanked City Council for the unanimous approval of the proposed budget, highlighting the addition of the Community Outreach Coordinator position. He stated he was happy with the outcome of the May 15th Lake Center District Open House and promised the City Administration would continue to promote Lake Center Area news.

Mayor Pro Tem Pearson echoed the earlier comments of other Councilmembers and stated he was proud to serve with the fellow City Councilmembers. He agreed with earlier statements that the May 15th Open House was a good event.

Mayor Randall noted the upcoming July 13th City Council meeting concerning the Lake Center District Feasibility Study and expressed hope for meetings in person. She relayed the cancellation of the Memorial Day Parade but encouraged continued observation of the holiday. Mayor Randall then relayed the recent outreach efforts by staff and thanked them for their work. She closed by announcing her renewed campaign for Mayor and encouraged fellow Councilmembers to also renew their positions.

ADJOURNMENT: Mayor Randall adjourned the meeting at 08:52 PM.

Erica Eklov, City Clerk

**MINUTES FROM THE PRE-MEETING
OF THE PORTAGE CITY COUNCIL
OF JUNE 7, 2021**

Mayor Patricia Randall called the virtual meeting to order at 8:00 a.m. Councilmembers Chris Burns, Lori Knapp, Vic Ledbetter, Claudette Reid, and Mayor Pro Tem Jim Pearson also joined virtually. In compliance with Michigan Public Act 228, the Mayor and Councilmembers disclosed their virtual participation from Portage, Michigan. Councilmember Terry Urban was absent with excuse. Also in attendance were City Manager Joe La Margo, Deputy City Manager Adam Herringa, and Deputy City Clerk Tammy Durian.

Mayor Randall began by highlighting the Proclamations, requesting Councilmember Ledbetter read the Juneteenth Celebration Day acknowledgment and Councilmember Reid read the Pride Month 2021 acknowledgment.

With regard to Item A.3, order notice to applicable property owners that all water and/or sewer charges remaining unpaid as of June 30, 2021, will be transferred to the 2021 city tax roll and assessed against the property for which the services were furnished, Mayor Pro Tem Pearson inquired about the delinquent list and asked the list is provided to the Council. Councilmember Reid inquired about a recently changed policy and its application to late fees on payments. Manager La Margo stated he would review and respond.

With regard to Item A.4, Redwood Living, 7801 Garden Lane and 1203 East Centre Avenue, Councilmember Burns asked for explanation about the installation of sidewalks. Manager La Margo explained the reasoning for installing and connecting sidewalks during the development of Redwood Living. Mayor Pro Tem Pearson provided background regarding the “sidewalk to nowhere” policy that was adopted while he was on Planning Commission. Councilmember Reid added this is in alignment with the Complete Street Policy and shared there are many reasons to put the sidewalks in now.

With regard to A.6, On-Premises Tasting Room License for Lake Burgers, 6800 South Westnedge, Councilmember Reid asked for clarification on what a tasting room is and why a separate license is needed. Manager La Margo deferred to Deputy City Manager Herringa for further explanation. Deputy City Manager Herringa explained a special permit for a tasting room is needed in addition to the Micro Brew license so that Lake Burger can offer tastings of other microbrews.

With regard to “Citizen Petition to Protect West Lake Water Quality and Safety” and “Citizen Petition regarding Issues Related to the Lake Center District Steering Committee Report”, Mayor Randall asked about the placement of this item on the agenda. Deputy City Manager Herringa explained why this is the correct location. He further explained that when a petition is submitted to the Clerk’s Office, the Clerk’s Office will verify the signatures and present the petitions to the City Council under “Petitions and Statement of Citizens” with the recommendation that City Council receive the petitions. Councilmember Reid suggested a statement from the City Clerk clarifying the rules of an advisory petition and the required action by the City Council. Deputy City Manager Herringa noted that the petition language is not asking City Council for a vote and assured the Council that he would be prepared to speak on this matter.

With regard to D.1, Public Hearing to adopt Resolution No. 2 to expand Industrial Development District No. 78 for Genesis PharmOptima, LLC, and adopt Resolution No. 3 to set a hearing on the proposed Tax Abatement at 6710 Quality Way for June 22, 2021,

Councilmember Reid asked for clarification on the numbers included in the Tax Abatement Project Impact Analysis. She then shared her concerns that the calculations and information used in the Project Impact Analysis form appear to be antiquated and potentially provides information that is less than accurate or irrelevant. She asked that the Project Impact Analysis document be reviewed and updated for use in future tax abatement applications. Manager La Margo indicated that he would review and respond.

ADJOURNMENT: Following a summary of the meeting, Mayor Randall adjourned the meeting at 8:27 a.m.

Tammy Durian, Deputy City Clerk

DRAFT

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 June 8, 2021 as presented.

The City Council reviews and approves the bi-weekly Accounts Payable Register which includes automated clearing house payments, paper checks, auto-pay payments, and electronic payments. The attached Accounts Payable Register covers the period May 16, 2021 through May 29, 2021 and notes \$410,245.43 in automated clearing house payments, \$848,869.34 in paper checks, \$17,808.51 in autopay payments and \$203,512.84 in electronic payments for a grand total of \$1,480,436.12.

FUNDING: N/A

Attachments: 1. Accounts Payable Register of June 8, 2021

ACCOUNTS PAYABLE REGISTER
Check Dates From: 5/15/2021 to 5/29/2021

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Check Type: ACH Transactions

Check Date	Check	Vendor Name	Description	Amount
05/21/2021	15081(A)	CHARTER COMMUNICATIONS	CABLE TV	674.21
05/21/2021	15082(A)	STANDARD & POOR'S	ANALYTICAL SERVICES FOR CIP BOND SERIES	20,500.00
05/28/2021	15083(A)	A NEW LEAF	PLANT CARE @ CITY HALL	93.50
05/28/2021	15084(A)	ABONMARCHÉ CONSULTANTS, INC	ENGINEERING SERVICES-E MILHAM AVE	24,751.00
05/28/2021	15085(A)	AIRGAS USA LLC	JERSEY GLOVES	445.62
05/28/2021	15086(A)	ALL CITY MANAGEMENT SERVICES, INC.	CROSSING GUARD CONTRACT	3,222.18
05/28/2021	15087(A)	ALL-TRONICS, INC.	FIRE ALARM MAINTENANCE	257.00
05/28/2021	15088(A)	AMAZON.COM SALES, INC.	OFFICE SUPPLIES	143.38
05/28/2021	15089(A)	AMERICAN SAFETY & FIRST AID	EYEWASH STATION SERVICES	50.00
05/28/2021	15090(A)	ANIMAL REMOVAL SERVICE, LLC	ANIMAL REMOVAL SERVICES	1,255.00
05/28/2021	15091(A)	APOLLO FIRE APPARATUS REPAIR	FIRE OPS TOOLS MAINT	2,771.30
05/28/2021	15092(A)	AUMACK, MICHAEL	UMPIRE PAYROLL 2021	175.00
05/28/2021	15093(A)	AUNALYTICS INC	DISASTER RECOVERY SERVICE	1,757.70
05/28/2021	15094(A)	BEEBE, RONALD E.	UMPIRE PAYROLL 2021	400.00
05/28/2021	15095(A)	C C I SOUTH, INC.	CONSOLIDATING EQUIPMENT	660.00
05/28/2021	15096(A)	C D W GOVERNMENT, INC.	PANASONIC-BWC MOUNT MAGNET PLATES	623.20
05/28/2021	15097(A)	C T S TELECOM, INC.	DEDICATED FIBER OPTIC CIRCUIT	325.00
05/28/2021	15098(A)	CAPITAL ADVANTAGE LEASING	KONICA MINOLTA COPIER LEASE	693.15
05/28/2021	15099(A)	CARLETON EQUIPMENT CO.	EQUIPMENT REPAIR SERVICES	1,051.99
05/28/2021	15100(A)	CARSTAR PORTAGE	POLICE VEHICLE REPAIR AND MAINT	3,535.70
05/28/2021	15101(A)	CHARTER COMMUNICATIONS	CABLE TV	129.69
05/28/2021	15102(A)	CLEAN EARTH ENVIRONMENTAL SERV	FIRE FACILITY MAINT	1,039.50
05/28/2021	15103(A)	CLEANIT CORP	VEHICLE WASHES	48.00
05/28/2021	15104(A)	D & D PRINTING CO.	RAMONA PERMITS	2,358.19
05/28/2021	15105(A)	D. WOOD PLUMBING LLC	PARKS RESTROOM PLUMBING REPAIRS	1,305.87
05/28/2021	15106(A)	DATA CONSTRUCTS LLC	WEBSITE HOSTING SERVICES	97.95
05/28/2021	15107(A)	DEPATIE FLUID POWER CO., INC.	HYDRAULIC REPAIRS	23.83
05/28/2021	15108(A)	EKLOV, ERICA	REIMB ELECTION DAY DINNER	43.62
05/28/2021	15109(A)	ENGINEERED PROTECTION SYSTEMS, INC.	CITY HALL ACCESS CONTROL UPDATE	11,661.52
05/28/2021	15110(A)	ESCAPE FIRE & SAFETY SERVICES, INC.	PINTLE HOOK MOUNT/TRAILER RECEIVER	247.70
05/28/2021	15111(A)	ETNA SUPPLY, INC.	TOUCHLESS TOILET FLUSH VALVES	7,838.97
05/28/2021	15112(A)	EXTREME POWER EQUIPMENT, INC.	REPAIR/MAINTENANCE SUPPLIES	518.49
05/28/2021	15113(A)	F D LAKE COMPANY	CHAIN REPAIR	41.32
05/28/2021	15114(A)	FERRELLGAS, LP	PROPANE FOR EMERGENCY GENERATORS	120.00

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05/28/2021	15115(A)	FIDELITY SECURITY LIFE INSURANCE CO	EYEMED VISION INSURANCE	1,168.02
05/28/2021	15116(A)	FORSHEE, MARK	UMPIRE PAYROLL 2021	325.00
05/28/2021	15117(A)	FURRY, WILLIAM	FINANCE CONSULTANT SERVICES	525.00
05/28/2021	15118(A)	GABRIELLI, CARLIN	REIMB-IPMBA POLICE MOUNTAIN BIKE TRNG	192.50
05/28/2021	15119(A)	GLEESING, KEVIN	POLICE SCHOOL OF STAFF & COMMAND WK 4	582.75
05/28/2021	15120(A)	GORDON WATER SYSTEMS	WATER SERVICE	13.75
05/28/2021	15121(A)	GRAINGER INC	OPERATING SUPPLIES	598.99
05/28/2021	15122(A)	GRIFFIN PEST SOLUTIONS	PEST CONTROL	225.00
05/28/2021	15123(A)	HARTMAN, CHARLES	UMPIRE PAYROLL 2021	96.00
05/28/2021	15124(A)	INDUSCO SUPPLY CO., INC.	CLEANING SUPPLIES	313.58
05/28/2021	15125(A)	JB PRINTING	NEWSLETTER PRINTING MAY, JUNE	1,169.90
05/28/2021	15126(A)	KITE, HENRY	REIMB-IPMBA POLICE MOUNTAIN BIKE TRNG	192.50
05/28/2021	15127(A)	LAWSON PRODUCTS, INC	OPERATING SUPPLIES	887.51
05/28/2021	15128(A)	LOUTHAN, WILLIAM F	UMPIRE PAYROLL 2021	72.00
05/28/2021	15129(A)	LOWE'S HOME CENTER	FIRE FACILITY MAINT	193.96
05/28/2021	15130(A)	LRE	ENGINEERING SERVICES-HAMPTON CREEK BOG	4,787.50
05/28/2021	15131(A)	MAPLE HILL SPRINKLING, INC.	IRRIGATION STARTUPS/REPAIR- PARKS	4,339.00
05/28/2021	15132(A)	MARANA GROUP	METER SERVICE	273.00
05/28/2021	15133(A)	MARSHALL & SWIFT	ANNUAL RENEWAL VALUATION SERVICE	641.95
05/28/2021	15134(A)	MATERIALS RESOURCES	LATEX GLOVES AND SUPPLIES	273.65
05/28/2021	15135(A)	MAYHEW, BRYAN	POLICE SCHOOL OF STAFF & COMMAND WK 4	582.75
05/28/2021	15136(A)	MCMILLAN, BRANDON	REIMB-IPMBA POLICE MOUNTAIN BIKE TRNG	192.50
05/28/2021	15137(A)	MEEKHOF TIRE SALES & SERVICE INC.	SCRAP TIRES	564.49
05/28/2021	15138(A)	MIDWEST ENERGY & COMMUNICATIONS	STREETLIGHT ENERGY COSTS	288.32
05/28/2021	15139(A)	MULDERS LANDSCAPE SUPPLIES INC	TOP DIRT FOR CEMETERIES	350.00
05/28/2021	15140(A)	MUNICIPAL CODE CORPORATION	ONLINE CODE HOSTINGS	950.00
05/28/2021	15141(A)	OBERHILL, KYLE JOSEPH	ARC LIFEGUARD CERTIFICATION	1,535.00
05/28/2021	15142(A)	ONE WAY PRODUCTS	JANITORIAL SUPPLIES	1,474.40
05/28/2021	15143(A)	ONSTAFF USA INC	TEMPORARY EMPLOYEE SVC	10,820.49
05/28/2021	15144(A)	PARIS CLEANERS	LAUNDRY CONTRACT	153.34
05/28/2021	15145(A)	PATESEL, TERRY	UMPIRE PAYROLL 2021	150.00
05/28/2021	15146(A)	PERCEPTIVE CONTROLS, INC.	SCADA MAINTENANCE SERVICES-3 MOS	5,571.44
05/28/2021	15147(A)	PETERS CONSTRUCTION CO.	CATCH BASIN REPAIR	3,822.90
05/28/2021	15148(A)	PLM LAKE & LAND MANAGEMENT	AQUATIC WEED MANAGEMENT	507.38
05/28/2021	15149(A)	PORTAGE FIREFIGHTERS	IAFF DUES FOR MAY 2021	1,800.00

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05/28/2021	15150(A)	PORTAGE ON-CALL FIREFIGHTERS	ON CALL FF DUES FOR MAY 2021	20.00
05/28/2021	15151(A)	PORTAGE POLICE OFFICERS ASSOC	PPOA DUES FOR MAY 2021	602.00
05/28/2021	15152(A)	PRECISION PRINTER SERVICES INC	PRINTER SERVICES	1,411.78
05/28/2021	15153(A)	PRINTING SERVICES INC	TRADING CARDS-GEO MYSTERY TOURS, BANNERS	731.11
05/28/2021	15154(A)	R W LAPINE INC.	HVAC MAINT SVCS, REPL FURN WATER PUMP	7,510.21
05/28/2021	15155(A)	RHODES, KEVIN	UMPIRE PAYROLL 2021	450.00
05/28/2021	15156(A)	RIDDERMAN & SONS OIL CO. INC.	BULK FUEL DELIVERY	15,827.86
05/28/2021	15157(A)	RIDGE AUTO NAPA	REPAIR/MAINTENANCE SUPPLIES	871.91
05/28/2021	15158(A)	ROE-COMM, INC.	FIRE COMMUNICATIONS, CASES, BATTERIES	5,922.00
05/28/2021	15159(A)	RYAN, JOHNATHAN	UMPIRE PAYROLL 2021	23.50
05/28/2021	15160(A)	S B F ENTERPRISES, INC.	PRINT AND PROCESS WATER/SEWER BILLS	757.85
05/28/2021	15161(A)	SCHUMACHER, MICHAEL	REIMB-IPMBA POLICE MOUNTAIN BIKE TRNG	192.50
05/28/2021	15162(A)	SEVERANCE ELECTRIC COMPANY, INC	TRAFFIC SIGNAL MAINTENANCE	5,047.66
05/28/2021	15163(A)	SUEZ WATER ENVIRONMENTAL SERVICES	UTILITY SYSTEM OPERATION	219,507.03
05/28/2021	15164(A)	TYLER TECHNOLOGIES, INC.	FIRE FIRST WATCH PROJECT	2,320.00
05/28/2021	15165(A)	UNITED AUTO. IMPLEMENT WORKERS 2290	UAW UNION DUES FOR MAY 2021	591.48
05/28/2021	15166(A)	WENTWORTH, JORDAN	LEADERSHIP SKILLS	137.50
05/28/2021	15167(A)	WIGHTMAN	ELIJAH ROOT FEASIBILITY STUDY	13,614.63
05/28/2021	15168(A)	XEROX CORPORATION	XEROX COPIER FEE	212.26
Total ACH				410,245.43

Check Type: Paper

05/18/2021	316693	CITY OF PORTAGE	UT PAYMENT FOR MIL0601106	35.42
05/21/2021	316694	AT&T	ELECTRONIC COMMUNICATIONS	1,848.90
05/21/2021	316695	BLUE CROSS/BLUE SHIELD OF MICH	BCBSM MEDICARE PLUS BLUE PPO	577.20
05/21/2021	316696	GRANDSTAFF, ANNE	TRIP REFUND 210612 CAPE COD ED TED	50.00
05/21/2021	316697	HANSON, BILL & KAY	TRIP REFUND 210612 CAPE COD	3,958.00
05/21/2021	316698	HARRIS, BRENT	DR. MARTIN LUTHER KING JR. PARK SCULPTURES	32,500.00
05/21/2021	316699	HARRISON, ROBERT & VERNETTA	TRIP REFUND 210612 CAPE COD	3,878.00
05/21/2021	316700	HIGGS, SUE	TRIP REFUND CAPE COD	1,989.00
05/21/2021	316701	HOLCOMB, STEPHEN	TRIP REFUND 210612 CAPE COD	1,989.00
05/21/2021	316702	KONICA MINOLTA BUSINESS SOLUTIONS	COPIER - COMMUNICATION SERVICES	364.00
05/21/2021	316703	LOWRANCE, DONALD & GLORIA	TRIP REFUND 210612 CAPE COD	3,833.00
05/21/2021	316704	MOUNGER, SARA	TRIP REFUND 210612 CAPE COD	50.00
05/21/2021	316705	OCKERMAN, JOAN	TRIP REFUND 210612 CAPE COD	2,599.00

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05/21/2021	316706	ORR, ROXANNE	TRIP REFUND 210612 CAPE COD	1,999.00
05/21/2021	316707	SCHULTZ, FRED & DOROTHY	TRIP REFUND 210612 CAPE COD	3,968.00
05/21/2021	316708	TAYLOR, ROBERTA	TRIP REFUND 210612 CAPE COD	2,599.00
05/21/2021	316709	WALKER, JEAN	TRIP REFUND 210612 CAPE COD	1,999.00
05/28/2021	316710	19 PROPS, LLC	STEINMART INVOICE OP 18731 & 18730 A	125.00
05/28/2021	316711	ADVANCE II LLC	MAY SPECIAL ELECTION TEMP ASSISTANCE	531.30
05/28/2021	316712	ADVANCE II LLC	MAY SPECIAL ELECTION TEMP ASSISTANCE	639.36
05/28/2021	316713	ALERT-ALL CORP.	FIRE PUBLIC ED SUPPLIES	3,492.00
05/28/2021	316714	ALLEGRA PRINT & IMAGING	MISC PRINTING SERVICES	873.00
05/28/2021	316715	APEX SOFTWARE	SOFTWARE MAINTENANCE RENEWAL	1,385.00
05/28/2021	316716	ASCENSION MICH OCCUPATIONAL HEALTH	POST OFFER EXAMS	501.00
05/28/2021	316717	AT&T	ELECTRONIC COMMUNICATIONS	588.73
05/28/2021	316718	AT&T LONG DISTANCE	LONG DISTANCE SERVICE	46.07
05/28/2021	316719	ATA NATIONAL TITLE GROUP	OVERPAYMENT FINAL WATER BILL 3745 TARTAN	41.17
05/28/2021	316720	AVB CONSTRUCTION LLC	COMMUNITY SR CENTER CONSTRUCTION MGMT	254,912.60
05/28/2021	316721	AVB CONSTRUCTION LLC	CONSTRUCTION SERVICES MGMT	5,000.00
05/28/2021	316722	BAILEY TERRA NOVA FARMS	SNAP REIMBURSEMENT	23.00
05/28/2021	316723	BAINBRIDGE, BRANDON	SHOE REIMBURSEMENT	137.75
05/28/2021	316724	BENNETT, CARA	SCHRIER DEPOSIT & FEES REFUND	350.00
05/28/2021	316725	BERKSHIRE HATHAWAY HOME SERVICES	OP ON FINAL SEWER BILL 4821 IDLEWOOD	96.40
05/28/2021	316726	BLAIN SUPPLY, INC.	FLEET MAINTENANCE	121.69
05/28/2021	316727	BLOOM SLUGGETT, PC	LITIGATION - S WESTNEDGE AVE STORM SEWER	1,350.00
05/28/2021	316728	BURTON, RONALD	REFUND UB CREDIT BALANCE - 6329 SUSSEX	363.82
05/28/2021	316729	BYCE & ASSOCIATES, INC.	COMMUNITY SENIOR CENTER A&E DESIGN	5,300.00
05/28/2021	316730	C&C PROFESSIONAL CLEANING SERVICE	JANITORIAL SERVICES	5,104.28
05/28/2021	316731	CAPITOL STRATEGIES, LLC	CONSULTING SERVICES	6,000.00
05/28/2021	316732	CERTIFIED LABORATORIES	PREMALUBE RED GREASE	240.00
05/28/2021	316733	CHAMBERLIN, JOSEPH J.	FRIDAY AT THE FLATS MUSIC - FLYLITEGEMINI	200.00
05/28/2021	316734	CHICAGO TITLE OF MICHIGAN, INC.	CDBG TITLE SEARCHES	150.00
05/28/2021	316735	CMU POLICE DEPARTMENT	IPMBA POLICE MOUNTAIN BIKE TRNG	1,200.00
05/28/2021	316736	CONSUMERS ENERGY	NW BIKEWAY ANNUAL LEASE	1,000.00
05/28/2021	316737	CRITCHLOW ALLIGATOR SANCTUARY	REPTI-CON DISPLAY & PROGRAMS	500.00
05/28/2021	316738	DAVE'S CONCRETE PRODUCTS, INC.	CEMETERY FOUNDATIONS	450.00
05/28/2021	316739	DELEON, JOCELYN	RAMONA PAVILION RENTAL REFUND	110.00
05/28/2021	316740	DTN, LLC	WEATHER SERVICES	972.00

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05/28/2021	316741	DUNIGAN BROTHERS, INC.	RENOVATION EMILY DRIVE & CORA	38,661.53
05/28/2021	316742	EMERGENCY VEHICLE PRODUCTS	POLICE VEHICLE REPAIR/MAINT	1,647.86
05/28/2021	316743	EVENT PRODUCTION SERVICES OF MI LLC	MAY & JUNE FRIDAY AT THE FLATS SOUND SYS	2,138.00
05/28/2021	316744	FAWLEY OVERHEAD DOOR, INC.	SPRING REPLACEMENT/OVERHEAD DOOR	1,565.00
05/28/2021	316745	FERGUSON ENTERPRISES, LLC	FIRE FACILITY MAINT	881.49
05/28/2021	316746	FLETCHER ENTERPRISES	PAINT FENCING AT CELERY FLATS/PARKS	11,220.00
05/28/2021	316747	FRAZHER, SEAN	SHOE REIMBURSEMENT	121.89
05/28/2021	316748	GRAVER, LISA	PICKLE BALL BEGINNER CLINIC REFUND	25.00
05/28/2021	316749	GREATER KALAMAZOO FOP LODGE 98	FOP PORTION OF PPOA DUES FOR MAY 2021	2,910.76
05/28/2021	316750	HAINES, NICHOLAS	SHOE REIMBURSEMENT	164.52
05/28/2021	316751	HAINES, NICHOLAS	TUITION REIMBURSEMENT	615.60
05/28/2021	316752	HALEY, DARLINE	GRAIN ELEVATOR RENTAL REFUND	335.00
05/28/2021	316753	HALL BUILDERS LLC	PERGOLA PROJECT-NEW FIRE STATION 2	10,000.00
05/28/2021	316754	HEARTH AND HOME DESIGN CTR INC	BD PAYMENT REFUND	80.00
05/28/2021	316755	HEFLIN, CAROL	SCHRIER DEPOSIT & FEES REFUND	250.00
05/28/2021	316756	HOME DEPOT	PCBP OVERLOOK- EAGLE SCOUT PROJECT	4,973.48
05/28/2021	316757	VOID		0.00
05/28/2021	316758	J & J LOCKSMITHS	LOCK SUPPLIES	120.00
05/28/2021	316759	JUSTICE FENCE COMPANY	FENCE & GATE INSTALL-NEW FIRE STATION 2	4,998.00
05/28/2021	316760	KALAMAZOO COLLEGE	RESPECTING DIFFERENCES REIMBURSEMENT KZO	171.24
05/28/2021	316761	KALAMAZOO COUNTY TREASURER	OAKBROOK MAY 2021 MOBILE HOME TAXES	777.50
05/28/2021	316762	KALAMAZOO COUNTY TREASURER	2020 MTT DOCKETS	4,872.78
05/28/2021	316763	KALAMAZOO INSTITUTE OF ARTS	PORTAGE COMMUNITY ART AWARD 2021	1,000.00
05/28/2021	316764	KALLEWARD, LINDA	REFUND FOR TWO CEMETERY PLOTS	1,500.00
05/28/2021	316765	KOLBERG, BECKY	HAYLOFT THEATRE RENTAL REFUND	330.00
05/28/2021	316766	KONICA MINOLTA BUSINESS SOLUTIONS	COPIER - COMMUNICATION SERVICES	364.00
05/28/2021	316767	KZOO TIRE COMPANY	POLICE VEHICLE REPAIR	750.80
05/28/2021	316768	LOCEY SWIM POOL CO.	FOUNTAIN SUPPLIES FOR CITY HALL	192.00
05/28/2021	316769	MARKUS, MICHAEL	SHOE REIMBURSEMENT	137.79
05/28/2021	316770	MCDONALD'S TOWING & RESCUE, INC.	TOWING SERVICES	53.50
05/28/2021	316771	MI ASSOC. OF CHIEFS OF POLICE	PDPS POLICE DIVISION JOB POSTING	100.00
05/28/2021	316772	MICH MUNICIPAL POLICE & FIRE REPAIR	POLICE VEHICLE REPAIR AND MAINT	2,364.82
05/28/2021	316773	MIDWEST CUSTOM EMBROIDERY COMPANY	STAFF SHIRTS FOR CMO	240.00
05/28/2021	316774	MULDER'S MOVING AND STORAGE	TRANSPORTATION OF ELECTION EQUIPMENT	2,216.25
05/28/2021	316775	NATIONAL COUNCIL ON THE AGING	MEMBERSHIP RENEWALS	145.00

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05/28/2021	316776	NATIONS TITLE AGENCY OF MICHIGAN	OVERPAYMENT FINAL WATER BILL	140.06
05/28/2021	316777	OFFICE DEPOT, INC.	OFFICE SUPPLIES	1,516.34
05/28/2021	316778	VOID		0.00
05/28/2021	316779	VOID		0.00
05/28/2021	316780	ON DUTY GEAR, LLC	2 BALLISTIC VESTS AND CARRIERS	1,430.00
05/28/2021	316781	OWEN, SARA	REPLACEMENT CK FOR RETURNED PAYROLL DD	155.00
05/28/2021	316782	PEDAL BICYCLES	4 TREK POLICE BICYCLES LIGHTS	72.00
05/28/2021	316783	PLAINWELL COMMUNITY SCHOOLS	LG CERTIFICATION POOL RENTAL	600.00
05/28/2021	316784	PORTAGE BUDGET STORAGE, LLC	STORAGE UNIT RENT	1,572.00
05/28/2021	316785	RATHCO SAFETY SUPPLY, INC.	PARK SIGN REPLACEMENT	282.56
05/28/2021	316786	RAY, NANCY	TRIP REFUND 210726 MYSTERY ED TED	50.00
05/28/2021	316787	ROAD COMMISSION OF KALAMAZOO COUNTY	TRAFFIC SIGNAL ENERGY & MAINTENANCE	763.54
05/28/2021	316788	ROWERDINK, INC.	MAINTENANCE SUPPLIES	58.42
05/28/2021	316789	ROWLEY BROTHERS, INC.	BULK OIL DELIVERY	1,514.04
05/28/2021	316790	SAFEBUILT MICHIGAN, LLC	FILL IN INSPECTIONS FOR BUILDING SERVICE	7,380.00
05/28/2021	316791	SANDERS, CHRISTOPHER	SHOE REIMBURSEMENT	190.75
05/28/2021	316792	SCHNYDERS, BRIAN	SHOE REIMBURSEMENTS	200.00
05/28/2021	316793	SCOTT, DANA MARIE	FRIDAY AT THE FLATS JUNE 4TH TWO SETS	200.00
05/28/2021	316794	SEELYE FORD, INC.	VEHICLE MAINTENANCE	76.94
05/28/2021	316795	SELNER, BAMBI	RAMONA PAVILION RENTAL REFUND	110.00
05/28/2021	316796	SHI INTERNATIONAL CORP.	WEBCAM AND EXTENSION CORDS	461.20
05/28/2021	316797	SOCIETY FOR HUMAN RESOURCE MGMT	SHRM MEMBERSHIP	219.00
05/28/2021	316798	SPARTAN DISTRIBUTORS INC.	MOWER MAINTENANCE	88.07
05/28/2021	316799	STALKER RADAR	RADAR CONTROLS/W CABLE	254.35
05/28/2021	316800	STATE OF MICHIGAN (DOT)	SHAVER/WESTNEDGE RECONSTRUCTION	291,300.49
05/28/2021	316801	STEENSMA LAWN & POWER EQUIPMENT	COMBO UNIT POWER HEADS	686.00
05/28/2021	316802	SUMMIT BUILDING SERVICES, LLC	CDBG MILLER 8738 BALMORAL ROOFING SIDING	6,516.00
05/28/2021	316803	SWARD, NICHOLAS E HEIDI	BD PAYMENT REFUND	65.00
05/28/2021	316804	SWT EXCAVATING, INC	IRRIGATION LINE INSTALL	19,450.66
05/28/2021	316805	TECHSMITH CORPORATION	CAMTASIA LICENSES & UPGRADES	709.02
05/28/2021	316806	THAD REEDER AUTOMOTIVE LLC	VEHICLE REPAIRS/ALIGNMENTS	475.36
05/28/2021	316807	THE POSTMAN AND CONCRETE DESIGNS	SHOP FLOOR MAINT	3,182.00
05/28/2021	316808	TITLE RESOURCE AGENCY	OVERPAYMENT OF WATER BILL 5911 MT. VERNON	67.37
05/28/2021	316809	TITLE RESOURCE AGENCY	OVERPAYMENT SPEC ASSMT 10831 PORTAGE RD	20.00
05/28/2021	316810	TRUGREEN PROCESSING	HERBICIDE APPLICATIONS	4,773.00

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05/28/2021	316811	ULINE, INC.	MISC EVIDENCE SUPPLIES	3,023.81
05/28/2021	316812	UNITED PARCEL SERVICE	UPS WEEKLY	29.78
05/28/2021	316813	VANGUARD FIRE & SUPPLY CO., INC.	FIRE EXTINGUISHER MAINT	610.26
05/28/2021	316814	VERIZON WIRELESS	WIRELESS CARDS	5,930.06
05/28/2021	316815	VICKSBURG HARDWARE	ANNUAL WEED WHIP MAINTENANCE	246.85
05/28/2021	316816	WESTCOMB, WADE	SHOE ALLOWANCE	185.72
05/28/2021	316817	WHITE, JAMARA	LAKEVIEW PAVILION RENTAL REFUND	110.00
05/28/2021	316818	WILLIAMS & WORKS	ENGINEERING SERVICES-LOVERS LANE	8,734.75
05/28/2021	316819	WRAPS N SIGNS	VEHICLE GRAPHICS	4,395.72
05/28/2021	316820	WRIGHT, JASON	SHOE ALLOWANCE	137.78
05/28/2021	316821	ZANTELO'S INTERIOR CARE. LLC.	FIRE FACILITY MAINTENANCE	1,410.56
05/28/2021	316822	ZEIGLER MOTORSPORTS	RANGER CREW XP1000 POLICE PACKAGE	26,582.60
05/28/2021	316823	ZHAO, BIQI	REIMB BIQI ZHAO-ONSITE INTERVIEW	927.78
Total Paper Check				848,869.34

Check Type: Auto-Pay Payments

05/14/2021	CONSUMERS AUTOPAY	GAS-ELECTRIC	7,175.10
05/17/2021	CONSUMERS AUTOPAY	GAS-ELECTRIC	448.10
05/18/2021	CONSUMERS AUTOPAY	GAS-ELECTRIC	4,616.26
05/19/2021	CONSUMERS AUTOPAY	GAS-ELECTRIC	346.11
05/21/2021	CONSUMERS AUTOPAY	GAS-ELECTRIC	5,222.94
Total Auto-Pay Payments			17,808.51

Check Type: Electronic Payment

05/17/2021	CITY OF PORTAGE EMPLOYEE	PER DIEM PAY FOR TRAINING	111.50
05/21/2021	ICMA	PENSION WITHHOLDINGS	42,151.63
05/24/2021	CITY OF PORTAGE EMPLOYEE	PAYROLL ADJUSTMENT	162.10
05/28/2021	HUNTINGTON NATIONAL BANK	DEBT SERVICE PAYMENT	109,354.69
05/28/2021	LAKE BOARDS	LAKE SPECIAL ASSESSMENTS	2,532.08
05/28/2021	ICMA	CM, DH, NU PENSION PAYMENTS	17,974.89
05/28/2021	PCC	PCC FUNDING	31,225.95
Total Electronic Payments			203,512.84

Grand Total **1,480,436.12**

TO: Honorable Mayor and City Council

FROM: Joseph La Margo, City Manager



SUBJECT: Delinquent Water and Sewer Bills

SUPPORTING PERSONNEL: Lauren VanderVeen, Finance Director

ACTION RECOMMENDED: Order notice to applicable property owners that all water and/or sewer charges remaining unpaid as of June 30, 2021, will be transferred to the 2021 city tax roll and assessed against the property for which the services were furnished.

In accordance with city ordinances, unpaid water and sewer utility accounts considered un-collectible by the Finance Director are required to be reported to City Council on an annual basis. As of May 27, 2021, there are 202 unpaid utility accounts for a total of \$57,376.95. For comparison purposes, the five-year average of number of accounts at this point is 215 with an average amount of \$61,822.

A progressive series of six separate notifications have been issued to the customer/owner in accordance with city procedures, state laws and Municipal Code Section 82-374 through 82-376, and these notices have not resulted in payment in all cases. A listing is attached showing the delinquent accounts. An updated listing of delinquent accounts will be produced on Tuesday, June 8, 2021 to account for payments made to these accounts received between Thursday, May 27, 2021 at approximately 4:00 PM and Tuesday, June 8, 2021.

State law allows the unpaid charges to remain with the associated property. According to Chapter 82, Division 7, Section 82-197, Lien for Unpaid Charges, Portage Code of Ordinances, the unpaid accounts are to be transferred to the city tax roll and assessed against properties to which the services were provided. Action by City Council to order notice to all applicable property owners that all unpaid water and/or sewer charges transferred to the 2021 city tax roll is requested to begin this process.

FUNDING: N/A

Attachments: 1. Delinquent Utility Bills as of 5/27/2021 (Internal Only Document)

TO: Honorable Mayor and City Council

FROM: Joseph La Margo, City Manager



SUBJECT: Final Plan for Redwood Living, 7801 Garden Lane and 1203 East Centre Avenue

SUPPORTING PERSONNEL: Kelly Peterson, Director of Development Services

ACTION RECOMMENDED: Approve the Final Plan for Redwood Living, 7801 Garden Lane and 1203 East Centre Avenue, subject to: a) the execution of a development agreement between the City of Portage and Redwood Living that would outline measures implemented by Redwood Living during the construction phase of the project to minimize impacts on adjacent residents, and, b) the installation of sidewalks during the development of the Redwood project.

A final plan has been submitted by Redwood Living to construct a 109-unit multi-family development project on the property addressed as 7801 Garden Lane and 1203 East Centre Avenue. As council may recall, the rezoning and tentative plan for this project was approved by City Council on September 8, 2020.

Consistent with the approved tentative plan, buildings will be setback at last 30 feet from the perimeter property lines, 25 feet from interior private streets and not less than 20 feet between buildings. Access will be provided from Lovers Lane through a full-service driveway. A secondary, gated access for public safety and pedestrian purposes only will be provided from Garden Lane. Open space areas will be provided around the perimeter of the property and within two interior courtyards, along with sidewalks, walking paths, benches, pavilions/shelters, water feature/fountain and extensive site landscaping. Storm water will be collected and conveyed to three on-site retention basins. The basins located at the southeast and northwest areas of the site will be dry except during periods of prolonged precipitation and the retention basin located near the northeast area of the site will be a “wet” retention basin and is designed as an attractive water/entry feature. Finally, outdoor lighting units will include building-mounted soffit lights that will be on from dusk to dawn.

The final plan also shows installation of a sidewalk along the Lovers Lane and Garden Lane frontage. During the May 20, 2021 Planning Commission meeting, several Commissioners questioned the need for these sidewalks since they would not connect to an existing adjacent sidewalk. While there are currently no sidewalks on the west side of Lovers Lane and east side of Garden Lane north of East Centre Avenue, installation of these sidewalks in conjunction with the Redwood project is warranted

based on the following:

1. Sidewalk installation is consistent with the City Council adopted 2015 Complete Streets Policy and Comprehensive Plan;
2. The development of 109 residential units with up to 200+ new residents will increase the demand for sidewalks that connect people to places (see attached map that shows pedestrian generators within a 10-minute walking distance). This situation occurred following development of Whisper Rock near the southwest corner of Oakland Drive and West Centre. The developer and several new residents requested a sidewalk be installed along the south side of West Centre Avenue. The city installed this sidewalk from Old Centre to Oakland Drive as part of a CIP project.
3. In January 2009, the Planning Commission approved a “temporary” sidewalk waiver for Portage Pharmacy, 7966 Lovers Lane, until such time that any portion of the property situated north to Garden Drive develops with a sidewalk (see attached meeting minutes). Installation of a Lovers Lane sidewalk by Redwood Living will require installation of another section of sidewalk by Portage Pharmacy.
4. Similar to the Whisper Rock situation, a CIP project can be proposed to complete the connection between East Centre Avenue and Garden Drive. Coordination with the Portage Pharmacy owner can be accomplished.

During the May 20, 2021, Planning Commission meeting, the Redwood Living representative suggested a payment to the city in lieu of installing a sidewalk along Garden Lane and Lovers Lane. Attached is a letter received from Patricia Rakoci, representing Redwood Living, on June 2, 2021 formally submitting this proposal. The City Administration does not support the proposal to accept payment for the improvement in lieu of installation. The sidewalk cost estimate provided by Redwood Living is approximately 30% less than similar city-initiated sidewalk projects. Other cost factors also need to be considered such as tree removal, additional grading and acquisition of grading easements. In addition, the cost at the time of installation in the future will likely be higher based on today’s costs. If the sidewalks are installed during the development of the Redwood project, connecting to them with a city sponsored CIP in-fill project can be easily accomplished.

In order to prepare the site for construction activities, a significant amount of grading will need to occur. Staff has discussed with Redwood Living representatives measures to implement that would help minimize construction impacts such as noise, dust and vibrations on the adjacent residents. A development agreement has been prepared by the City Attorney that outlines mitigating measures to be implemented by the developer. These mitigating measures include where mass and final grading will occur first, minimization of dust, immediate stabilization of these areas, construction of the retaining wall along the south property line and hours of operation.

In a report dated May 14, 2021, the Department of Community Development recommended that the Final Plan for Redwood Living, 7801 Garden Lane and 1203 East Centre Avenue subject to the execution of a development agreement between the City of Portage and Redwood Living that would outline measures implemented by Redwood Living during the construction phase of the project to minimize impacts on adjacent residents. At the May 20, 2021 meeting, the Planning Commission reviewed and also recommended to City Council approval of the Final Plan subject to the same condition.

It is recommended that City Council approve the Final Plan for Redwood Living, 7801 Garden Lane

and 1203 East Centre Avenue subject to a) the execution of a development agreement between the City of Portage and Redwood Living that would outline measures implemented by Redwood Living during the construction phase of the project to minimize impacts on adjacent residents, and b) the installation of sidewalks during the development of the Redwood project.

FUNDING: Not applicable

- Attachments:**
1. Correspondence from Patricia Rakoci Redwood Living 2 June 2021
 2. GIS Map with existing and proposed sidewalk infrastructure, points of interest, and ten-minute walking radius from Redwood Development site
 3. Planning Commission meeting minutes January 22, 2009
 4. Planning Commission transmittal dated May 21, 2021
 5. Planning Commission meeting minutes dated May 20, 2021
 6. Community Development staff report dated May 14, 2021 with attachments



7007 E. Pleasant Valley Rd.
Independence, OH 44131
(216) 360-9441 P.

June 2, 2021

Re: Proposal for Redwood Neighborhood – Portage, MI (payment in lieu of sidewalk installation)

To the Mayor and City Council of Portage, MI:

In light of discussions that occurred during the Planning Commission meeting on May 20, 2021 where Redwood received a unanimous recommendation for approval to the City Council of our Final PD Plan we wanted to offer the following proposal for your consideration.

Several Planning Commission members noted that while the Redwood project currently includes sidewalks to be installed along the property lines within the ROW along both Lover's Lane and Garden Lane; there are no other sidewalks currently in the area. The Planning Commission debated the reasoning behind the requirement for Redwood to install these sidewalks if there were no plans to create an extension of the sidewalks in the area and no Capital Improvement projects slated for the area. Concerns for aesthetics, public safety, grading, and issues with future connections were shared.

After listening to the Planning Commissions' concerns Redwood proposes to offer a payment of \$23,125 dollars (see below for calculation) to the City of Portage to be used at its discretion in lieu of the installation of the sidewalks along Lover's Lane and Garden Lane. In addition, Redwood will grade the site as currently proposed in its plans to accommodate a possible future sidewalk, if and when, the City of Portage decides to install a sidewalk, at its cost.

Calculation:

Lover's Lane Sidewalk length = 2,060 square feet

Garden Lane Sidewalk length = 2,565 square feet

Total Sidewalk length = 4,625 square feet

Price per square foot of sidewalk installed = \$5.00 per square foot (*determined using the Michigan Department of Transportation Bid Letting Average for sidewalk installation)

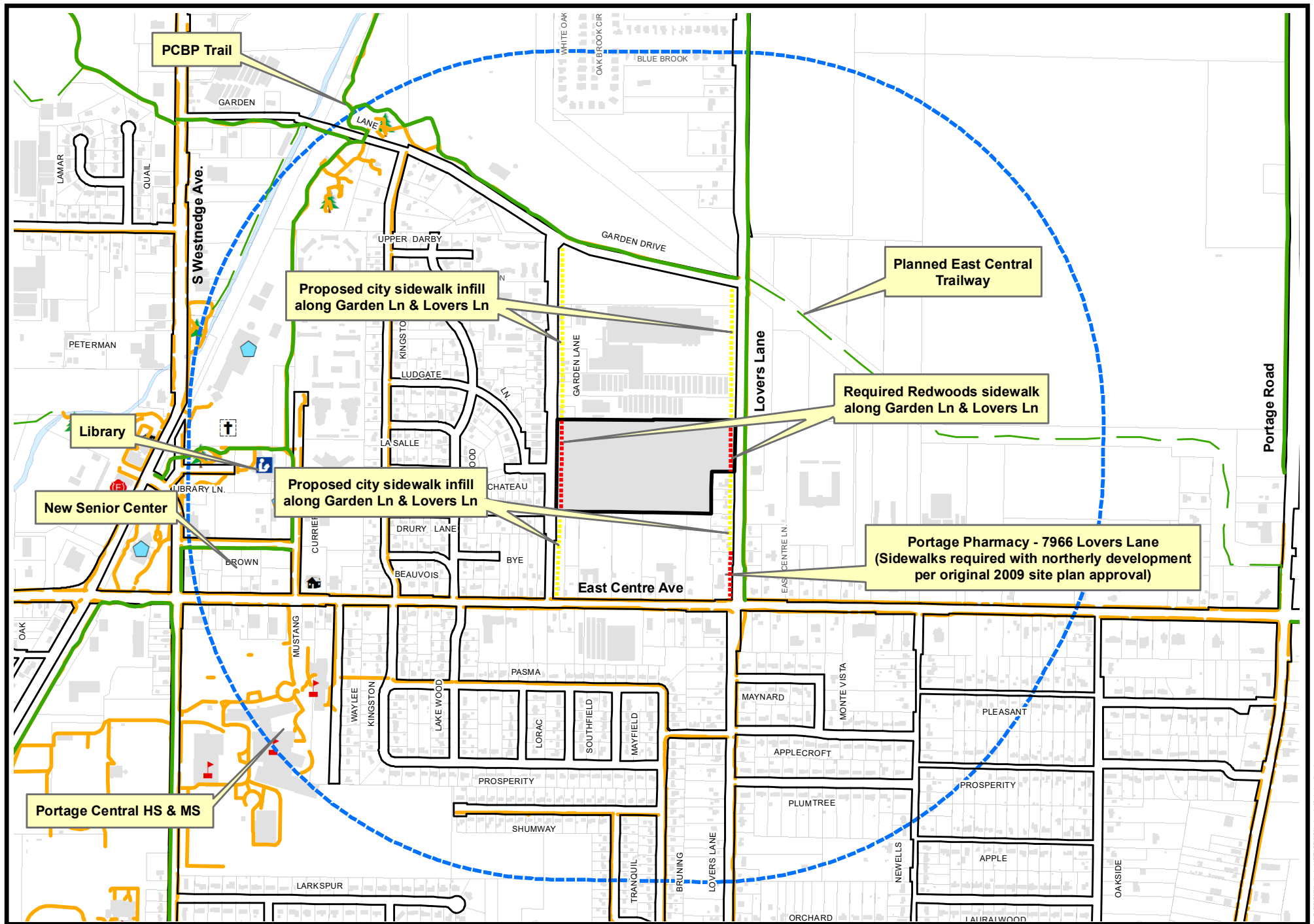
Total Price = 4,625 sf x \$5.00 = \$23,125.00

If this proposal is not appealing to the City Council, Redwood is willing and able to install the sidewalks as proposed. We wanted to provide an alternative option that may make more sense for the City of Portage.

Sincerely Yours,

Redwood USA LLC

Patricia Rakoci, V.P. of Acquisitions
and
Emily Engelhart, Acquisitions Manager



PLANNING COMMISSION**January 22, 2009**

The City of Portage Planning Commission meeting of January 22, 2009 was called to order by Chairman Fox at 7:00 p.m. in Council Chambers of Portage City Hall, 7900 South Westnedge Avenue. Five citizens were in attendance.

MEMBERS PRESENT:

James Cheesebro, James Pearson, Miko Dargitz, Paul Welch, Kerry Hettinger, Cory Bailes and Chairman Thomas Fox.

MEMBERS ABSENT:

None.

MEMBERS EXCUSED:

Richard Yonke and Nancy Vander Roest.

IN ATTENDANCE:

Christopher Forth, Deputy Director of Planning and Development Services; Michael West, Assistant City Planner and Randy Brown, City Attorney.

PLEDGE OF ALLEGIANCE:

The Planning Commission, staff and audience recited the Pledge of Allegiance.

APPROVAL OF MINUTES:

Chairman Fox referred the Commission to the December 18, 2008 meeting minutes. Chairman Fox indicated that he and Commissioner Pearson would be abstaining since they were both not present at the meeting. A motion was then offered by Commissioner Cheesebro, seconded by Commissioner Bailes, to approve the minutes as submitted. The motion was approved 5-0-2 with Commissioner Pearson and Chairman Fox abstaining.

SITE/FINAL PLANS:

1. Amended Site Plan: Kendall Electric, 5101 South Sprinkle Road. Mr. Forth summarized the staff report dated January 22, 2009 regarding a request by Kendall Electric to amend the previously approved site plan. Mr. Forth indicated that the October 16, 2008 Planning Commission approval included construction of an approximate 98,000 square foot industrial building and associated site improvements on a 20 acre tract of land located within the City of Portage and Pavilion Township: Approximately six acres of the 20 acre zoning lot and 22,300 square feet of the proposed building were located within the City of Portage. Since the October 2008 site plan approval, Mr. Forth stated that Kendall Electric has considered other site design options and decided to move the entire building and off-street parking areas into Pavilion Township. Mr. Forth indicated the amended site plan now identifies only the following site improvements within the City of Portage: two access drives from South Sprinkle Road, a storm water infiltration basin for the building roof, a sanitary sewer lead and a portion of the City of Kalamazoo public water main.

Mr. Forth stated that access to the site will be provided from two full service driveways from South Sprinkle Road, which is under the jurisdiction of the Kalamazoo County Road Commission. Mr. Forth indicated that a cross access connection to the adjacent parcel to the south (5225 South Sprinkle Road) is also identified on the amended site plan. Mr. Forth also indicated that approximately 380 feet of City of Kalamazoo water main which is proposed to be located along the west side of the building will be situated 10-feet inside the City of Portage corporate boundary. Since no franchise agreement currently exists in this area of Portage that allows the City of Kalamazoo to provide water service, Mr. Forth stated that this water main is for the exclusive use of Kendall Electric. Mr. Forth indicated that the standard affidavit involving cross access and exclusive use of the water main will be prepared and recorded with the Kalamazoo County Register of Deeds.

Mr. Jim Treadwell of Kendall Electric was present to support the plan. Mr. Treadwell stated the primary reason for shifting the building and parking completely into Pavilion Township was based on costs associated with available water supply and Fire Code requirements. No citizens were present to speak regarding the amended site plan. A motion was made by Commissioner Cheesebro, seconded by Commissioner Welch, to approve the Amended Site Plan for Kendall Electric, 5101 South Sprinkle Road. The motion was unanimously approved.

2. Portage Pharmacy, 7966 Lovers Lane – sidewalk waiver. Mr. West summarized the staff report dated January 22, 2009. Mr. West indicated the site plan for the Portage Pharmacy development at 7966 Lovers Lane, which included an approximate 1,100 square foot addition along the north side of the former Kalsee Credit Union building and associated site improvements, was administratively approved on October 10, 2008. Mr. West stated the approved site plan includes construction of a five-foot wide concrete sidewalk along the Lovers Lane frontage. Since the administrative approval of the site plan and during construction of the project, Mr. West indicated the applicant has reconsidered installing the sidewalk and is requesting Planning Commission consideration of a sidewalk waiver. Mr. West referred the Commission to a January 12, 2009 correspondence from Mr. Larry Curtis, owner of Portage Pharmacy, which cites several reasons in support of the requested sidewalk waiver including lack of immediate connectivity, potential liability and costs/financing issues. Mr. West stated it was staff's opinion that sidewalk installation along Lovers Lane was appropriate at this location.

The Commission and staff discussed various issues including other recent development projects along Centre Avenue which installed sidewalk and/or received waivers, surrounding land use/zoning pattern and potential future development, existing sidewalk along East Centre Avenue and the existing multi-purpose trail along the east side of Lovers Lane. Mr. Larry Curtis of Portage Pharmacy was present to support the sidewalk waiver. Mr. Curtis discussed his concerns regarding sidewalk installation along Lovers Lane including obstacles in the path of the sidewalk, grades, subsurface soils, liability and associated costs. Mr. Curtis stated that he did not believe sidewalk installation along Lovers Lane made sense until sidewalk was installed further north.

The Commission, staff and Attorney Brown discussed alternatives which would allow for sidewalk installation at some future date. Attorney Brown indicated the Commission could structure an alternative approval as long as the requirement for when sidewalk installation was required was clearly defined. Mr. Forth stated that deferred sidewalk installation was not a preferred method. After additional discussion, a motion was made by Commissioner Pearson, seconded by Commissioner Welch, to uphold the Director's decision to require sidewalk installation along the Lovers Lane frontage of the Portage Pharmacy development at 7966 Lovers Lane with a temporary waiver to install sidewalk until such time that any portion of the property situated north to Garden Lane develops with sidewalk. Once property to the north develops with sidewalk, the property owner is given one construction season to install the sidewalk. It is understood that this approval runs with the property and an affidavit which describes this commitment will be prepared and recorded with the Kalamazoo County Register of Deeds. Upon a roll call vote: Bailes (yes), Dargitz (yes), Hettinger (yes), Cheesebro (yes), Fox (yes), Welch (yes) and Pearson (yes), the motion was unanimously approved.

PUBLIC HEARINGS:

None.

PLATS/RESIDENTIAL CONDOS:

None.

OLD BUSINESS:

None.

NEW BUSINESS:

1. Land Development Regulation amendments. Mr. Forth summarized the staff report dated January 12, 2009 regarding the recently enacted Michigan Planning Enabling Act and Michigan Zoning Enabling Act and related amendments to the City of Portage Land Development Regulations which are necessary. Mr. Forth briefly reviewed the various sections of the Land Development Regulations which were proposed for amendment and stated that a public hearing for formal consideration of these amendments was scheduled for February 19, 2009.

The Commission discussed the various amendments and whether the item needed to be scheduled for further discussion at the February 5th meeting. After a brief discussion, the Commission determined that additional discussion was not needed prior to the scheduled public hearing on February 19, 2009.

STATEMENT OF CITIZENS:

Ms. Barbara Karn (15125 Jimmy Drive, Vicksburg, Michigan) spoke in regard to the Planning Commission process. Ms. Karn stated she was a student at Kalamazoo Valley Community College and was attending the Planning Commission meeting to observe the planning process for a government class. Ms. Karn indicated that she was impressed with the Commission and how the meeting was conducted. Chairman Fox thanked Ms. Karn for attending the meeting. Mr. Forth offered to meet with Ms. Karn during the week to further discuss planning activities within the City of Portage.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Christopher Forth

Christopher T. Forth, AICP
Deputy Director of Planning and Development Services

TO: Honorable Mayor and City Council

FROM: Planning Commission

DATE: May 21, 2021

SUBJECT: Final Plan for Redwood Living, 7801 Garden Lane and 1203 East Centre Avenue

During the May 20, 2021 meeting, the Planning Commission reviewed and discussed the Final Plan for the above captioned development project, which has been designed in substantial conformance with the approved tentative plan and narrative. Patricia Rakoci, Todd Foley, Ian Graham and Emily Engelhart, representing Redwood Living, were virtually present to discuss and support the project. No citizens spoke regarding the proposed development and no citizen communications were received.

Several Commissioners inquired about the need for sidewalks along Lovers Lane and Garden Lane, due to a lack of existing sidewalks on adjacent properties. The Commission and staff discussed installation of sidewalks north and south of the proposed project as part of a future potential Capital Improvement Program project to accommodate existing residents as well the future residents of Redwood Living. The Commission also discussed including sidewalk installation in the development agreement in which the applicant could install the sidewalks at a later date. Mr. Foley, representing Redwood Living, stated the proposed units, because of the construction type and single story design, are required to meet FHA accessibility guidelines, which is consistent with the marketing efforts and target demographics. As a result, Redwood Living is required by FHA to have sidewalks that extend to the public right-of-way. Mr. Foley stated he was hopeful there would be in the future a more regional pedestrian connectivity in this area.

There being no further discussion, a motion was made by Commissioner Pezzoli, seconded by Commissioner Baldwin, to recommend to City Council approval of the Final Plan for Redwood Living, 7801 Garden Lane and 1203 East Centre Avenue, subject to the execution of a development agreement between the City of Portage and Redwood Living that would outline measures implemented by Redwood Living during the construction phase of the project to minimize impacts on adjacent residents. The motion was unanimously approved 7-0.

Sincerely,



Sarah Joshi
Vice-Chairperson

PLANNING COMMISSION

May 20, 2021 Virtual Meeting

The City of Portage Planning Commission virtual meeting of May 20, 2021 was called to order by Vice-Chairperson Joshi at 7:00 p.m.

IN REMOTE ATTENDANCE

Christopher Forth, Deputy Director of Planning, Development and Neighborhood Services; Catherine Kaufman, City Attorney; Kyle Mucha, Zoning & Codes Administrator; John Lovely, Plan Review Engineer.

ROLL CALL

Mr. Forth called the roll: Joshi (yes, Galesburg); Fries (yes, Portage); Pezzoli (yes, Portage); Baldwin (yes, Portage); Youngs (yes, Portage); Freiman (yes, Portage); Myer (yes, Portage).

A motion was made by Commissioner Fries, seconded by Commissioner Baldwin, to excuse Chairperson Corradini and Commissioner Fawley. Motion passed 7-0.

APPROVAL OF MINUTES:

None

NEW BUSINESS:

Site plan for Pfizer Corporation, Modular Aseptic Processing (MAP) expansion, 7000 & 7171 Portage Road: Deputy Director Forth summarized the staff report, dated May 14, 2021, relating to site plan submittal regarding construction of an approximate 400,000 square foot Modular Aseptic Processing (MAP) building expansion project and associated improvements. In conjunction with the building expansion at 7171 Portage Road, construction of a temporary parking lot and construction staging area at 7000 Portage Road was also submitted. Deputy Director Forth provided additional background to the Commission regarding three variances that were approved by the Zoning Board of Appeals during the March 8, 2021, as they pertained to front yard setback, building height and construction of a temporary off-street parking lot.

Josh Slater, representing Pfizer, provided an overview of the proposed project, including the off-street parking lot at 7000 Portage Road and further details on a proposed Portage Road pedestrian bridge for contractors working on the project. Mr. Slater also indicated a temporary traffic control signal will be installed with this project to assist with construction traffic from the staging area at 7000 Portage Road.

Commissioner Fries inquired with the applicant if the bridge over Portage Road would be required to meet ADA (Americans with Disabilities Act) regulations. Mr. Slater responded that the bridge is not open to public access and thus not required to meet ADA compliance. Commissioner Pezzoli & Vice-Chairperson Joshi inquired if the bridge would be open to the public during construction and if the bridge would be retained after construction activity. Mr. Slater responded that the bridge is only for work personnel and will be gated on both sides. Mr. Slater also indicated that the bridge is not to serve the public due to this being an active construction site. Commissioner Baldwin inquired about the operation of the traffic signal timing. Mr. Slater responded that further details are still being coordinated with the City and final operation times have not been set. Commissioner Youngs requested clarification on the amount of parking on site. Mr. Slater responded that there will be adequate parking on the sites to handle construction activities.

There being no further discussion, Commissioner Youngs made a motion, supported by Commissioner Freiman, to approve the site plan for the Pfizer Corporation expansion project, 7000 Portage Road (temporary parking lot) and 7171 Portage Road (building expansion), subject to 1) removal of the temporary parking and associated site improvements and restoration to its original state within 30 days of completing construction of the MAP facility; 2) finalization of the storm water design and storm water agreement; and 3) finalization of the pedestrian bridge design across Portage Road. Upon roll call vote: Joshi (yes); Fries (yes); Pezzoli (yes); Baldwin (yes); Freiman (yes); Youngs (yes); Myer (yes). The motion was approved 7-0.

Final Plan for Redwood Living, 7801 Garden Lane and 1203 East Centre Avenue: Deputy Director Forth summarized the staff report, dated May 14, 2021, related to the submission of a final plan by Redwood Living, requesting approval to construct a multi-family development project on the properties addressed as 7801 Garden Lane and 1203 East Centre Avenue.

Commissioner's Fries, Youngs and Baldwin inquired about the need for sidewalks along Lovers Lane and Garden Lane, due to a lack of existing sidewalks on adjacent properties. Deputy Director Forth responded that while there are no sidewalks on adjacent properties at this time, the Redwood project involves construction of 109 units with perhaps 200+ people living at this location upon full build-out. Installation of sidewalks along Lovers Lane and Garden lane will begin the network to connect people to places such as the commercial uses located at the intersection of East Centre Avenue and Lovers Lane and others further west including the new senior center now under construction. It is anticipated that residents of Redwood Living may request installation of sidewalks similar to the requests made by residents of Whisper Rock located near the southwest corner of Oakland Drive and West Centre.

Commissioner Youngs inquired about installing sidewalks to the north of the proposed project or south along the existing single-family residences. Deputy Director Forth responded that future sidewalk installation could be completed in conjunction with new development to the north and a possible Capital Improvement Program project to the south, towards East Centre Avenue. Commissioner Fries inquired about a development agreement in which the applicant could install the sidewalks at a later date. Deputy Director Forth responded that such agreements can be problematic due to a change in ownership of a subject parcel and the enforceability of the agreement. Further discussion ensued regarding feasibility of sidewalk installation for this project. Vice-chairperson Joshi indicated developers should take on the responsibility of adding public sidewalks as part of their project and not the taxpayers.

Patricia Rakoci, Todd Foley, Ian Graham and Emily Engelhart representing Redwood Living were present virtually to discuss the project in further detail. Mr. Foley stated the proposed units, because of the construction type and single story design, are required to meet FHA accessibility guidelines, which is consistent with the marketing efforts and target demographics. As a result, Redwood Living is required by FHA to have sidewalks that extend to the public right-of-way. Mr. Foley stated he was hopeful there would be in the future a more regional pedestrian connectivity in this area. Mr. Foley also noted an eight unit building has been changed to two, four-unit buildings and open space has slightly increased, which is an enhancement.

Commissioner Pezzoli made a motion, seconded by Commissioner Baldwin, to recommend to City Council approval of the Final Plan for Redwood Living, 7801 Garden Lane and 1203 East Centre Avenue, subject to the execution of a development agreement between the City of Portage and Redwood Living that would outline measures implemented by Redwood Living during the construction phase of the project to minimize impacts on adjacent residents. Upon roll call vote: Joshi (yes); Fries (yes); Pezzoli (yes); Baldwin (yes); Freiman (yes); Youngs (yes); Myer (yes). The motion was approved 7-0.

PUBLIC HEARING:

Special Land Use Permit: Steinspark Biergarten, 2603 East Milham Avenue. Deputy Director Forth summarized the staff report, dated May 14, 2021, related to the special land use permit for 2603 East Milham Avenue regarding the establishment of an outdoor beer garden and mobile food vendor. The applicant, Norbert Gimmler, was present to provide additional background on the proposed special land use permit application.

Commissioner's Pezzoli, Fries and Youngs commended the applicant on the proposed site development and business model. Commissioner Baldwin, responding to the potential concern as it pertained to noise, opinioned that the adjacent airport would be more impactful than the proposed project. Commissioner Fries indicated that the current standard regarding the Portage Noise Ordinance seems restrictive and should be reviewed. Deputy Director Forth responded by indicating that should a noise concern/complaint be received regarding the activities at the property, city staff would bring those concerns to the applicant/property owner and facilitate a discussion on how best to address the concern. Commissioner Pezzoli stated that the proposed setup of the site would limit the possible noise concerns. In response to the discussion concerning noise, Mr. Gimmler informed the

Commission that the current development plan calls for retaining existing trees on site, which would diminish any adverse noise impact on adjacent neighbors. Mr. Gimmmler also indicated that a traditional beer garden has a relaxed atmosphere and is intended for light conversation and not for large, noisy outdoor events.

Vice-Chairperson Joshi opened the public hearing. Laura Isaacs, 2711 East Milham, spoke regarding concerns with safety from the type of use; proposal of a sidewalk along the north of East Milham. Deputy Director Forth responded to Ms. Isaacs that further engineering design would be conducted regarding the potential for sidewalk installation to connect the property with the Air Zoo and the two multi-use trails located along Portage Road and East Milham Avenue. There being no further discussion, a motion was made by Commissioner Baldwin, seconded by Commissioner Pezzoli, to close the public hearing. Upon roll call vote: Joshi (yes); Fries (yes); Pezzoli (yes); Baldwin (yes); Freiman (yes); Youngs (yes); Myer (yes). The motion was approved 7-0.

There being no further discussion, a motion was made by Commissioner Fries, seconded by Commissioner Freiman, to approve the Special Land Use Permit for 2603 East Milham Avenue, subject to the following conditions: 1) if a shared parking agreement for overflow purposes with the Kalamazoo Air Zoo is executed, a five-foot wide sidewalk along East Milham Avenue from the subject property to the entrance drive of the Kalamazoo Air Zoo needs to be installed. Installation of this sidewalk supports a safer pedestrian environment while walking to and from the Steinspark Biergarten. Parking along East Milham Avenue will not be permitted; 2) if it is determined noise levels are negatively impacting the existing residential dwellings to the north/northwest, actions be taken by the applicant to reduce the level consistent with Chapter 24, Article 4 (Noise); 3) appropriate building related permits be obtained for construction of the outdoor beer garden and associated features (e.g., outdoor bar, gazebos, fire pit, etc.). Upon roll call vote: Joshi (yes); Fries (yes); Pezzoli (yes); Baldwin (yes); Freiman (yes); Youngs (yes); Myer (yes). The motion was approved 7-0.

STATEMENT OF CITIZENS/COMMISSIONERS

Commissioner Fries encouraged other Commissioners to download a noise meter application to their smart phones.

Vice-Chairperson Joshi wished Commissioner Myer well on his new adventure and expressed her encouragement with the type of applications the Planning Commission is seeing.

ADJOURNMENT:

There being no further business to come before the Commission, Vice-Chairperson Joshi adjourned the meeting at 9:00 p.m.

Respectfully submitted,

Kyle Mucha, AICP
Zoning & Codes Administrator

TO: Planning Commission**DATE:** May 14, 2021**FROM:** Kelly Peterson, Director of Community Development**SUBJECT:** Final Plan for Redwood Living, 7801 Garden Lane and 1203 East Centre Avenue**I. INTRODUCTION:**

A final plan has been submitted by Redwood Living requesting approval to construct a planned development on the property addressed as 7801 Garden Lane and 1203 East Centre Avenue. As the Commission will recall, City Council approved the PD, planned development rezoning and tentative plan on September 8, 2020. Attached is a copy of the approved tentative plan. The proposed Redwood Living residential community includes the construction of 109 units on 18.4 acres for an overall density of 5.9 units per acre.

All buildings will be single story and include a mix of 3-unit, 4-unit, 5-unit, 6-unit and 8-units. Consistent with the approved tentative plan, buildings will be setback at least 30 feet from the perimeter property lines, 25 feet from interior private streets and not less than 20 feet between buildings. Six different floor plans are proposed ranging between 1,300-1,600 square feet with each apartment having 2-bedrooms, 2-bathrooms, a patio, sunroom and/or screened porch and private attached 2-car garage. The building elevations incorporate variations and upgrades in architectural features and construction materials including building steps, dormers, elevated roof pitches, high-profile elevation areas, front porch units, sunrooms, extra windows and trim, stone veneer, shake siding and decorative louver.

Access to the Redwood Living development project will be provided from Lovers Lane through a full-service driveway. A secondary, gated access for public safety and pedestrian purposes only will be provided from Garden Lane. The Lovers Lane driveway will provide access to an interior network of private streets. Open space areas will be provided around the perimeter of the property, within two interior courtyards, along with sidewalks, walking paths, benches, pavilions/shelters, water feature/fountain and extensive site landscaping. Public sidewalks will also be constructed along the Lovers Lane and Garden Lane frontage. Storm water will be collected and conveyed to three on-site retention basins located at the southeast, northwest and northwest areas of the site. The basins located at the southeast and northwest areas of the site will be dry except during periods of prolonged precipitation and the retention basin located near the northeast area of the site will be a "wet" retention basin and is designed as an attractive water/entry feature. Finally, outdoor lighting units will include building mounted soffit lights that will be on from dusk to dawn.

In order to prepare the site for construction activities, a significant amount of grading will need to occur (refer to the Sheet C300, overall grading plan). As the Commission is aware, there are several residential dwellings adjacent to the Redwood Living development site. Staff has discussed with Redwood Living representatives measures to implement that would help minimize construction impacts such as noise, dust and vibrations on the adjacent residents. Staff is working with the City Attorney to prepare a development agreement that addresses these mitigating measures. The development agreement will include provisions, among others, regarding mass and final grading of

specific areas first, immediate stabilization of these areas, construction of the retaining wall along the south property line and hours of operation.

II. RECOMMENDATION:

The final plan has been reviewed by the City Administrative departments and is consistent with the approved Redwood Living tentative plan/narrative. Staff advises that the Planning Commission recommend to City Council approval of the Final Plan for Redwood Living, 7801 Garden Lane and 1203 East Centre Avenue, subject to the execution of a development agreement between the City of Portage and Redwood Living that would outline measures implemented by Redwood Living during the construction phase of the project to minimize impacts on adjacent residents.

Attachments: Final Plan Sheets for Redwood Living
2020 Approved Tentative Plan

T:\COMMDEV\2020-2021 Department Files\Board Files\Planning Commission\PC Reports\Site Plans\Redwood Living, 1203 East Centre\Redwood Living 1203 East Centre_KP.docx

BENCHMARKS:

1. TOP OF ARROW ON FIRE HYDRANT, ELEVATION: 861.74, NAVD88
2. TOP OF FLANGE BOLT UNDER THE LETTER "W" IN S.W. ON FIRE HYDRANT, ELEVATION: 855.58, NAVD88
3. TOP OF THE NORTHEAST FLANGE BOLT UNDER THE NUMBER "4" IN 1984 ON FIRE HYDRANT, ELEVATION: 863.97, NAVD88

SITE LEGEND:

- PROPERTY SETBACK LINE
- PROPERTY LINE
- KEY NOTE
- UNIT NUMBER
- BUILDING IDENTIFICATION
- STANDARD CONCRETE PAVEMENT SECTION (C703)
- CONCRETE SIDEWALK



KEY NOTES:

- A. STANDARD PAVEMENT SECTION
- B. LEASING OFFICE / MAINTENANCE BUILDING
- C. FOUR POST SHELTER
- D. MAIL KIOSK
- E. INFILTRATION BASIN
- F. ADA STRIPPING AND SIGNAGE (TYP.)
- G. CONCRETE CURB AND GUTTER (TYP.)
- H. MDOT TYPE "M" OPENING
- I. AT-GRADE, NON-STRUCTURAL PATIOPORCH (TYP.)
- J. EXISTING 20" PUBLIC SANITARY SEWER EASEMENT

GENERAL NOTES:

1. THE UNDERGROUND STRUCTURES AND UTILITIES SHOWN ON THESE PLANS HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS AND RECORD MAPS. THEY ARE NOT CERTIFIED TO THE ACCURACY OF THEIR LOCATION AND/OR COMPLETENESS. IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THE LOCATION AND EXTENT OF ALL UNDERGROUND STRUCTURES AND UTILITIES PRIOR TO ANY DIGGING OR CONSTRUCTION ACTIVITIES IN THEIR VICINITY.
2. THE CONTRACTOR SHALL PERFORM ALL WORK IN COMPLIANCE WITH TITLE 29 OF FEDERAL REGULATIONS, PART 1926, SAFETY AND HEALTH REGULATIONS FOR CONSTRUCTION (OSHA).
3. ALL ROADS AND PRIVATE DRIVES SHALL BE KEPT CLEAN OF MUD, DEBRIS ETC. AT ALL TIMES.
4. REFER TO ARCHITECTURAL DRAWINGS FOR PRECISE BUILDING DIMENSIONS.
5. THE CONTRACTOR SHALL CONSULT THE CONSTRUCTION MANAGER BEFORE DEVIATING FROM THESE PLANS.
6. IN ALL TRENCH EXCAVATIONS, CONTRACTOR MUST LAY THE TRENCH SIDE SLOPES BACK TO A SAFE SLOPE, USE A TRENCH SHIELD OR PROVIDE SHEETING AND BRACING.
7. ALL EXISTING SURFACE APPURTENANCES (I.E. WATER VALVES, CATCH BASIN FRAMES AND GRATES, MANHOLE COVERS) WITHIN THE PROJECT LIMITS SHALL BE ADJUSTED TO FINISHED GRADE.
8. AREAS DISTURBED OR DAMAGED AS PART OF THIS PROJECT'S CONSTRUCTION THAT ARE OUTSIDE OF THE PRIMARY WORK AREA SHALL BE RESTORED, AT THE CONTRACTOR'S EXPENSE, TO THE SATISFACTION OF THE OWNER'S REPRESENTATIVE.
9. THE CONTRACTOR SHALL CALL "MISS DIG" AT LEAST 3 WORKING DAYS (EXCLUDING WEEKENDS AND HOLIDAYS) PRIOR TO CONSTRUCTION.
10. ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE APPLICABLE CODES, ORDINANCES, DESIGN STANDARDS AND STANDARD SPECIFICATIONS OF THE AGENCIES WHO HAVE THE RESPONSIBILITY OF REVIEWING PLANS AND SPECIFICATIONS FOR CONSTRUCTION OF ALL ITEMS INCLUDED IN THESE PLANS.
11. UNLESS SPECIFICALLY STATED, THE CONTRACTOR SHALL APPLY FOR AND OBTAIN ALL NECESSARY PERMITS AS REQUIRED FOR CONSTRUCTION OF THIS PROJECT PRIOR TO THE BEGINNING OF WORK FROM THE PREVIOUSLY MENTIONED AGENCIES.
12. THE CONTRACTOR WILL BE REQUIRED TO ASSUME SOLE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THE PROJECT, INCLUDING THE SAFETY OF ALL PERSONS AND PROPERTY. THIS REQUIREMENT SHALL BE MADE TO APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS.
13. WHEN ANY EXISTING UTILITY REQUIRES ADJUSTMENT OR RELOCATION, THE CONTRACTOR SHALL NOTIFY THE PROPER UTILITY COMPANY AND COORDINATE THE WORK ACCORDINGLY. THERE SHALL BE NO CLAIM MADE BY THE CONTRACTOR FOR ANY COSTS CAUSED BY DELAYS IN CONSTRUCTION DUE TO THE ADJUSTMENT OR RELOCATION OF UTILITIES.
14. THE CONTRACTOR IS TO VERIFY THAT THE PLANS AND SPECIFICATIONS

THAT THESE IS BUILDING FROM ARE THE VERY LATEST PLANS AND SPECIFICATIONS THAT HAVE BEEN APPROVED BY ALL APPLICABLE PERMIT-ISSUING AGENCIES AND THE OWNER. ALL ITEMS CONSTRUCTED BY THE CONTRACTOR PRIOR TO RECEIVING THE FINAL APPROVAL AND PERMITS HAVING TO BE ADJUSTED OR RE-DOONE, SHALL BE DONE AT THE CONTRACTOR'S EXPENSE.

15. SHOULD THE CONTRACTOR ENCOUNTER CONFLICT BETWEEN THESE PLANS AND SPECIFICATIONS, EITHER AMONG THEMSELVES OR WITH THE REQUIREMENTS OF ANY AND ALL REVIEWING AND PERMIT-ISSUING AGENCIES, HE/SHE SHALL SEEK CLARIFICATION IN WRITING FROM THE CONSTRUCTION MANAGER BEFORE COMMENCEMENT OF CONSTRUCTION. FAILURE TO DO SO SHALL BE AT THE SOLE EXPENSE OF THE CONTRACTOR.
16. THE CONTRACTOR SHALL FURNISH AS-BUILT DRAWINGS INDICATING ALL CHANGES AND DEVIATIONS FROM APPROVED DRAWINGS.
17. ALL SIGNS AND TRAFFIC CONTROL MEASURES DURING CONSTRUCTION AND MAINTENANCE ACTIVITIES SHALL BE CONSTRUCTED AND INSTALLED PER THE LATEST EDITION OF THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (M.M.U.T.C.D.).
18. ALL WORK WITHIN THE PUBLIC RIGHT OF WAY SHALL CONFORM TO THE STANDARDS OF THE CITY OF PORTAGE.

SITE DATA:

PARCEL: 00015-490-C (10.43 ACRES) & 00015-490-B (8.04 ACRES)

ZONING: SITE - NORTH - EAST - WEST - SOUTH -

* - SITE WILL BE PROPOSED TO REZONE TO PD, PLANNED DEVELOPMENT

LOT AREA: 18.57 ACRES (806,890 SF)

UNIT BREAKDOWN:

- 17 - FORESTWOOD UNITS (15%)
- 5 - MEADOW UNITS (5%)
- 5 - CAPEWOOD UNITS (5%)
- 18 - WILLOWOOD UNITS (16%)
- 35 - HAYDENWOOD UNITS (22%)
- 28 - BREEZEWOOD UNITS (22%)
- 128 TOTAL UNITS = 5.97 UNITS PER ACRE

BUILDING SETBACK:

FRONT - 30'

SIDE - 30'

REAR - 30'

REDWOOD
PORTAGE

LOVERS LANE
PORTAGE, MI 49002



7007 PLEASANT VALLEY RD
INDEPENDENCE, OH 44131



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Project Manager: I. GRAHAM, PE	Checked By: I. GRAHAM, PE
Designed By: I. GRAHAM, PE	Drawn By: I. GRAHAM, PE
Date Issued: MARCH 9, 2020	Project Number: 14377.00

OVERALL SITE PLAN

Drawing Number:

C200

SITE LEGEND:

- PROPERTY SETBACK LINE
- PROPERTY LINE
- KEY NOTE
- UNIT NUMBER
- BUILDING IDENTIFICATION
- STANDARD CONCRETE PAVEMENT SECTION (C700)
- CONCRETE SIDEWALK

BENCHMARKS:

- TOP OF ARROW ON FIRE HYDRANT, ELEVATION: 861.74, NAVD83
- TOP OF FLANGE BOLT UNDER THE LETTER "M" IN ELM ON FIRE HYDRANT, ELEVATION: 855.56, NAVD83
- TOP OF THE NORTHEAST FLANGE BOLT UNDER THE NUMBER "4" IN 1884 ON FIRE HYDRANT, ELEVATION: 863.97, NAVD83

KEY NOTES:

- A. STANDARD, PRIVATE CONCRETE PAVEMENT SECTION. SEE DETAIL ON SHEET C700
- B. 4" CONCRETE SIDEWALK
- C. 6" CONCRETE SIDEWALK
- D. CURB AND GUTTER TYPE F4
- E. STORM WATER INFILTRATION BASIN
- F. STORM WATER RETENTION BASIN
- G. AT GRADE, NON-STRUCTURAL PATIO/PORCH (TYP.) REFER TO ARCH. PLANS
- H. STANDARD PARKING SPACES (8' X 18')
- I. MAIL KIOSK
- J. LEASING OFFICE AND MAINTENANCE BUILDING
- K. FOUR POST SHELTER, REF ARCH & LANDSCAPE PLANS
- L. RETAINING WALL
- M. THICKENED EDGE WALK (TYP.)
- N. EMERGENCY ACCESS GATE WITH KNOX BOX
- O. CONCRETE DRIVEWAY ENTRANCE. SEE DETAIL ON C700
- P. BLACK, POWDER-COATED WROUGHT IRON FENCE (4' TALL). SEE DETAIL ON C700



VARIABLE WIDTH PUBLIC RIGHT OF WAY

BENCHMARK #2

30.0' FRONT YARD SETBACK

30.0' SIDE YARD SETBACK

30.0' SIDE YARD SETBACK

REDWOOD
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Designed By: I. GRAHAM, PE	Drawn By: I. GRAHAM, PE
Date Issued: MARCH 5, 2020	Project Number: 14377.00

WEST SITE PLAN

Sheet Number
C201

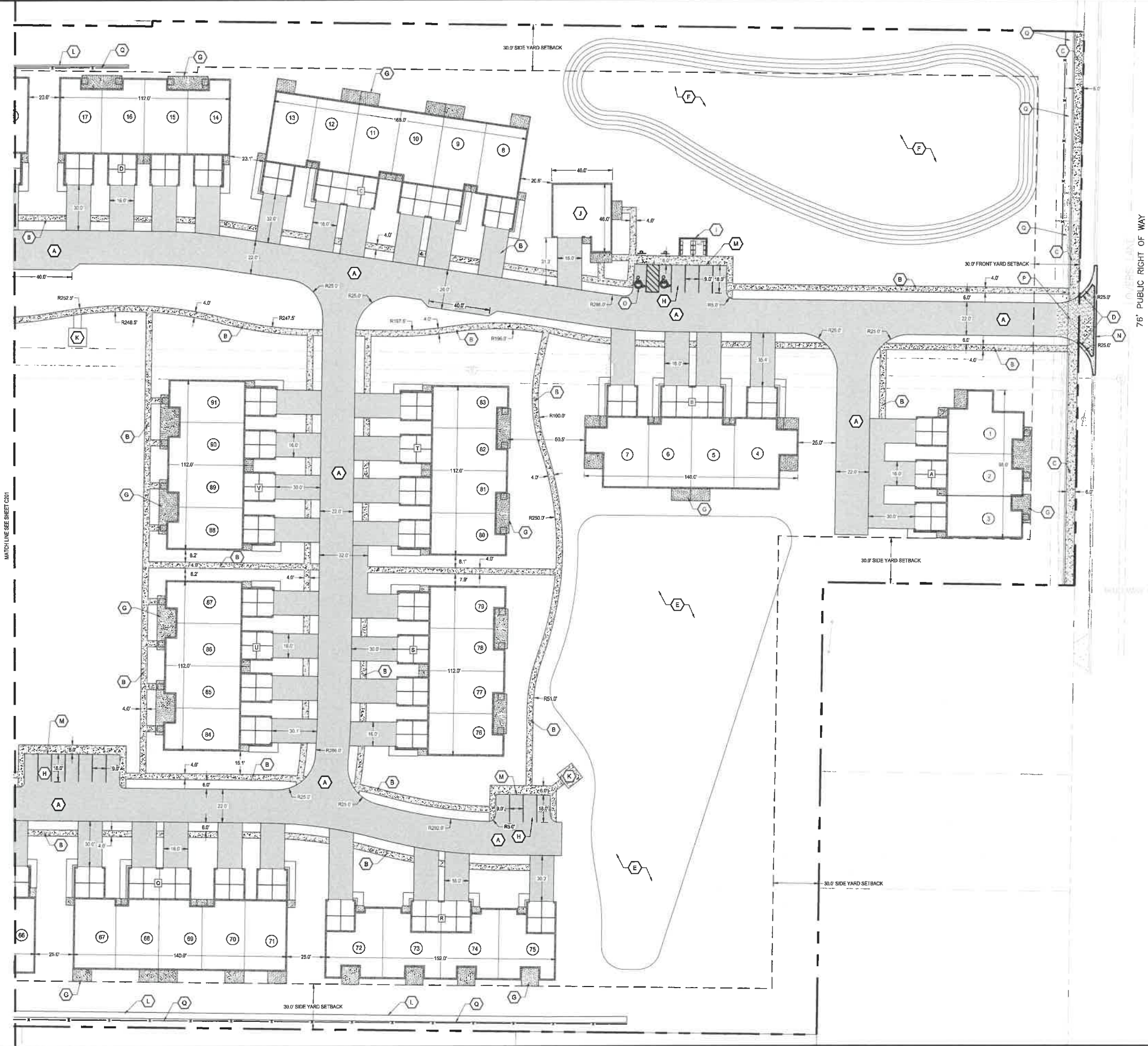
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SITE LEGEND:

- PROPERTY SETBACK LINE
- PROPERTY LINE
- KEY NOTE
- UNIT NUMBER
- BUILDING IDENTIFICATION
- STANDARD CONCRETE PAVEMENT SECTION (C700)
- CONCRETE SIDEWALK

KEY NOTES:

- A. STANDARD, PRIVATE CONCRETE PAVEMENT SECTION. SEE DETAIL ON SHEET C700
- B. 4" CONCRETE SIDEWALK
- C. 6" CONCRETE SIDEWALK
- D. CURB AND GUTTER TYPE F4 WITH MDOT TYPE 'M' OPENING
- E. STORM WATER INFILTRATION BASIN
- F. STORM WATER RETENTION BASIN
- G. AT GRADE, NON-STRUCTURAL PATIO/PORCH (TYP.) REFER TO ARCH. PLANS
- H. STANDARD PARKING SPACES (8' X 16')
- I. MAIL KIOSK
- J. LEASING OFFICE AND MAINTENANCE BUILDING
- K. FOUR POST SHELTER, REF ARCH & LANDSCAPE PLANS
- L. RETAINING WALL
- M. THICKENED EDGE WALK (TYP.)
- N. DRIVEWAY OPENING. SEE CITY OF PORTAGE DETAIL C703
- O. ADA STRIPING AND SIGNAGE (TYP.)
- P. CONCRETE DRIVEWAY ENTRANCE. SEE DETAIL ON SHEET C700
- Q. BLACK, POWDER-COATED WROUGHT IRON FENCE (4' TALL). SEE DETAIL ON C700



REDWOOD PORTAGE

LOVERS LANE
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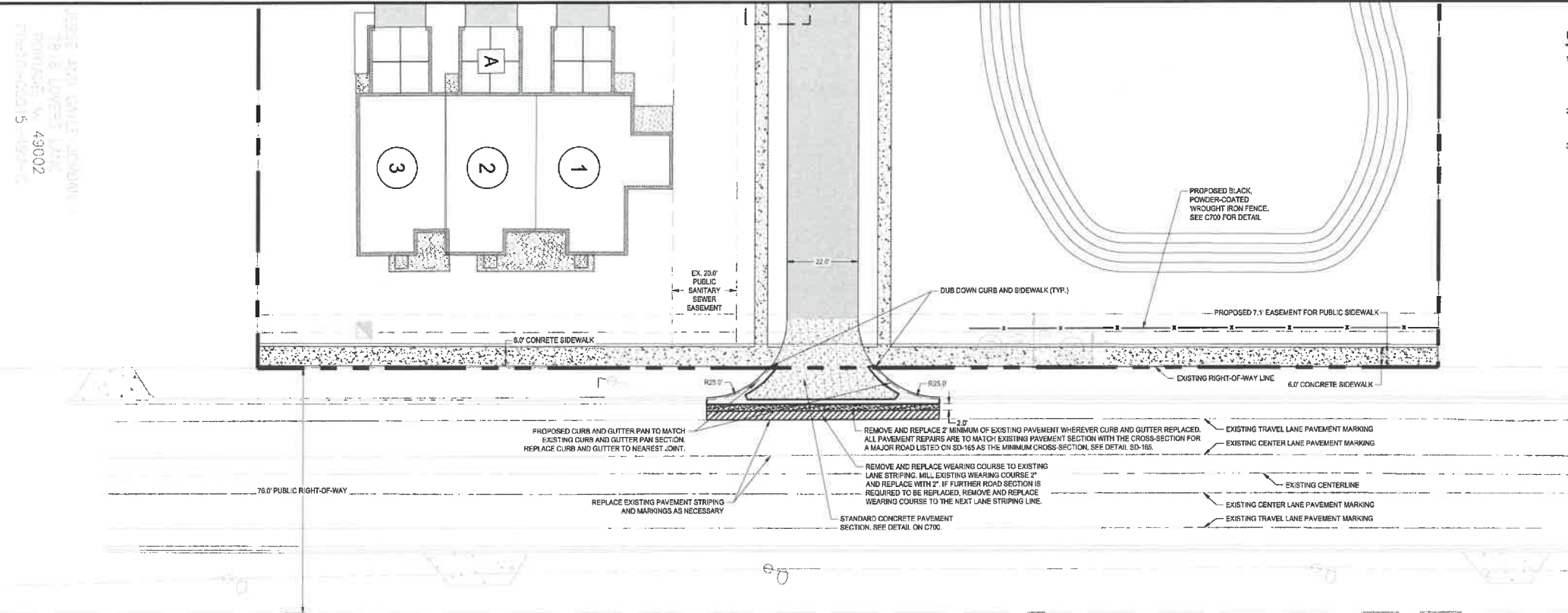
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Designated By: I. GRAHAM, PE	Drawn By: I. GRAHAM, PE
Date Issued: MARCH 9, 2020	Project Number: 14377.00

EAST SITE PLAN

Drawing Number:

C202



1. YIELD CALCULATIONS AND DENSITY TESTS OF THE MATERIAL PLACED NEED TO BE PROVIDED, EXTRACTION, GRADATION, ANALYSIS ALSO NEED TO BE PROVIDED TO CONFIRM THAT THE MATERIAL PLACED MEETS MDOT SPECIFICATIONS. THE ENGINEER, TESTING FIRM, OR BOTH WILL NEED TO BE PRESENT DURING PAVING OPERATIONS.
2. THE CONTRACTOR SHALL PERFORM ALL WORK IN COMPLIANCE WITH TITLE 29 OF CONSTRUCTED AND INSTALLED PER THE LATEST EDITION OF THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (M.U.T.C.D.).
3. ALL WORK WITHIN THE PUBLIC RIGHT OF WAY SHALL CONFORM TO THE STANDARDS OF THE CITY OF PORTAGE.

LOVERS LANE
PORTAGE, MI 49002



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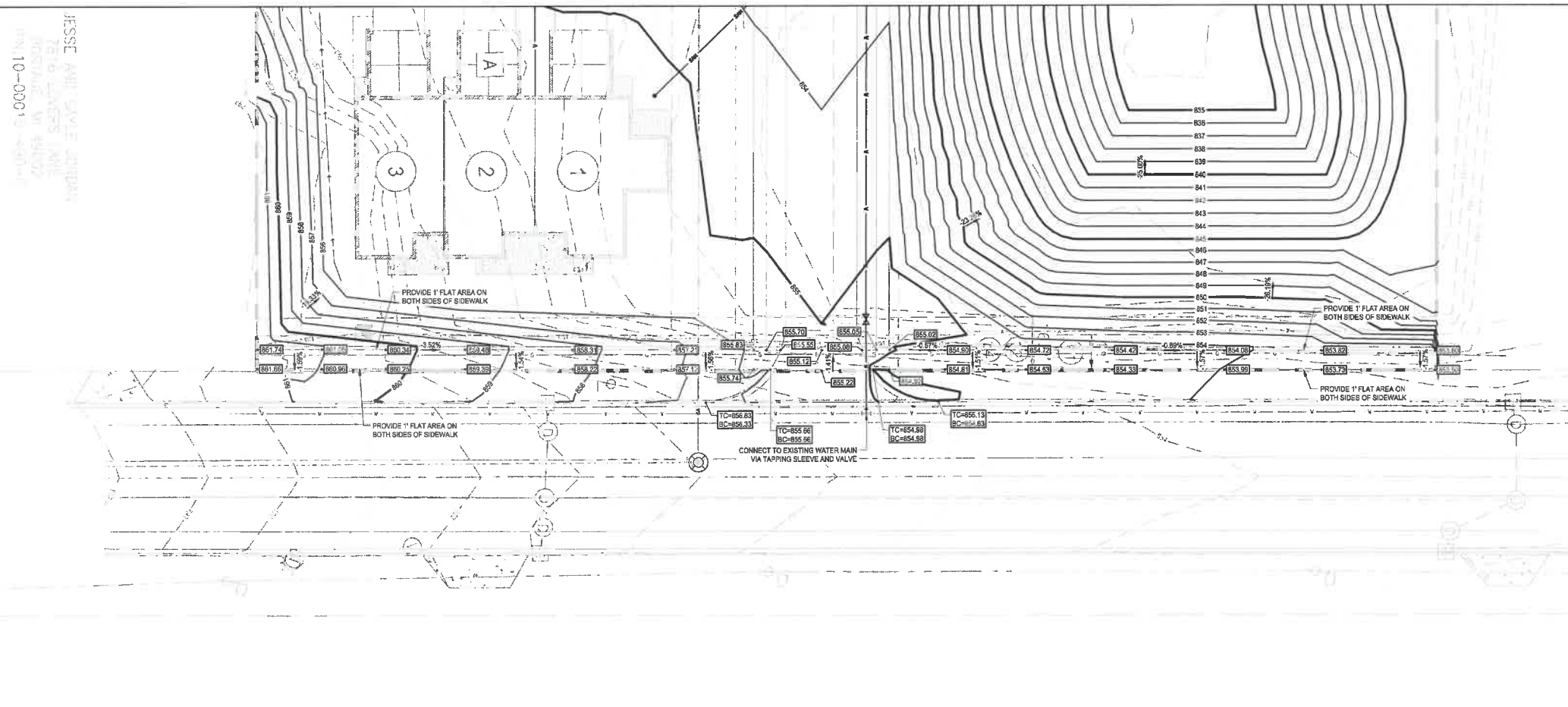


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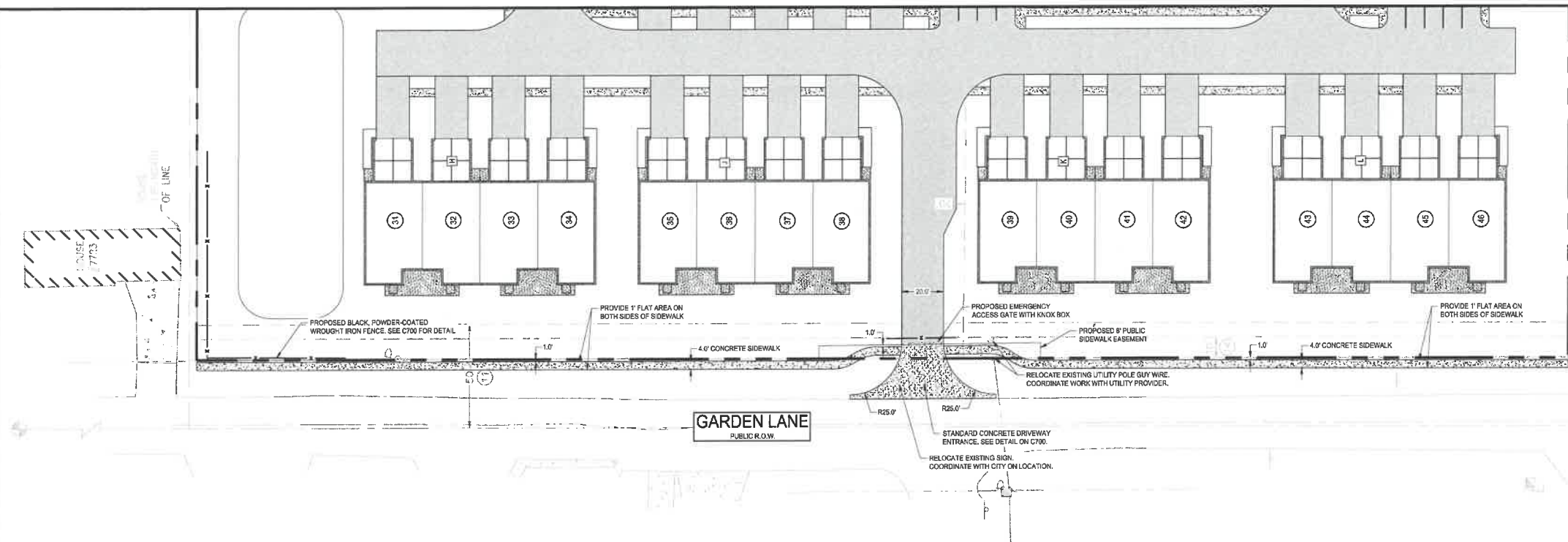
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Designed By:	Drawn By:
I. GRAHAM, PE	I. GRAHAM, PE
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**LOVERS LANE ENTRANCE
PLAN**

Drawing Number:

C204



GENERAL NOTES:

1. YIELD CALCULATIONS AND DENSITY TESTS OF THE MATERIAL PLACED NEED TO BE PROVIDED. EXTRACTION, GRADATION, ANALYSIS ALSO NEED TO BE PROVIDED TO CONFIRM THAT THE MATERIAL PLACED MEETS MOOT SPECIFICATIONS. THE ENGINEER, TESTING FIRM, OR BOTH WILL NEED TO BE PRESENT DURING PAVING OPERATIONS.
2. THE CONTRACTOR SHALL PERFORM ALL WORK IN COMPLIANCE WITH TITLE 29 OF CONSTRUCTED AND INSTALLED PER THE LATEST EDITION OF THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (M.M.U.T.C.D.).
3. ALL WORK WITHIN THE PUBLIC RIGHT OF WAY SHALL CONFORM TO THE STANDARDS OF THE CITY OF PORTAGE.

SITE LEGEND:

 PROPERTY LINE
 STANDARD CONCRETE PAVEMENT SECTION (C700)
 CONCRETE SIDEWALK

REDWOOD PORTAGE

LOVERS LANE
PORTAGE, MI 49002



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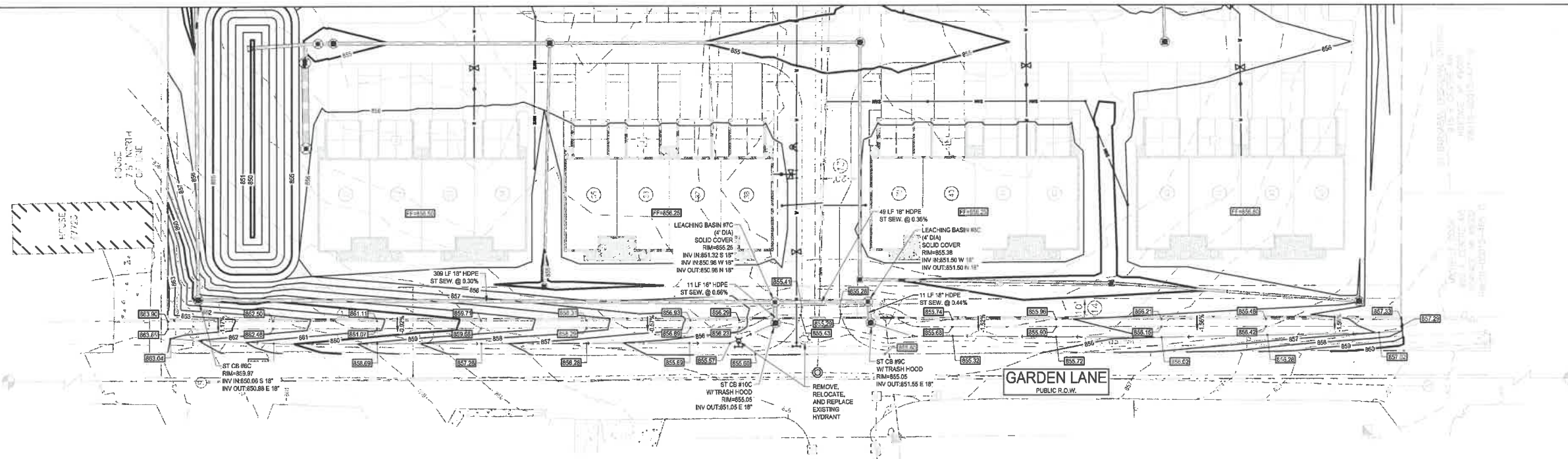


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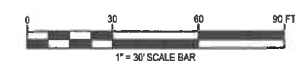
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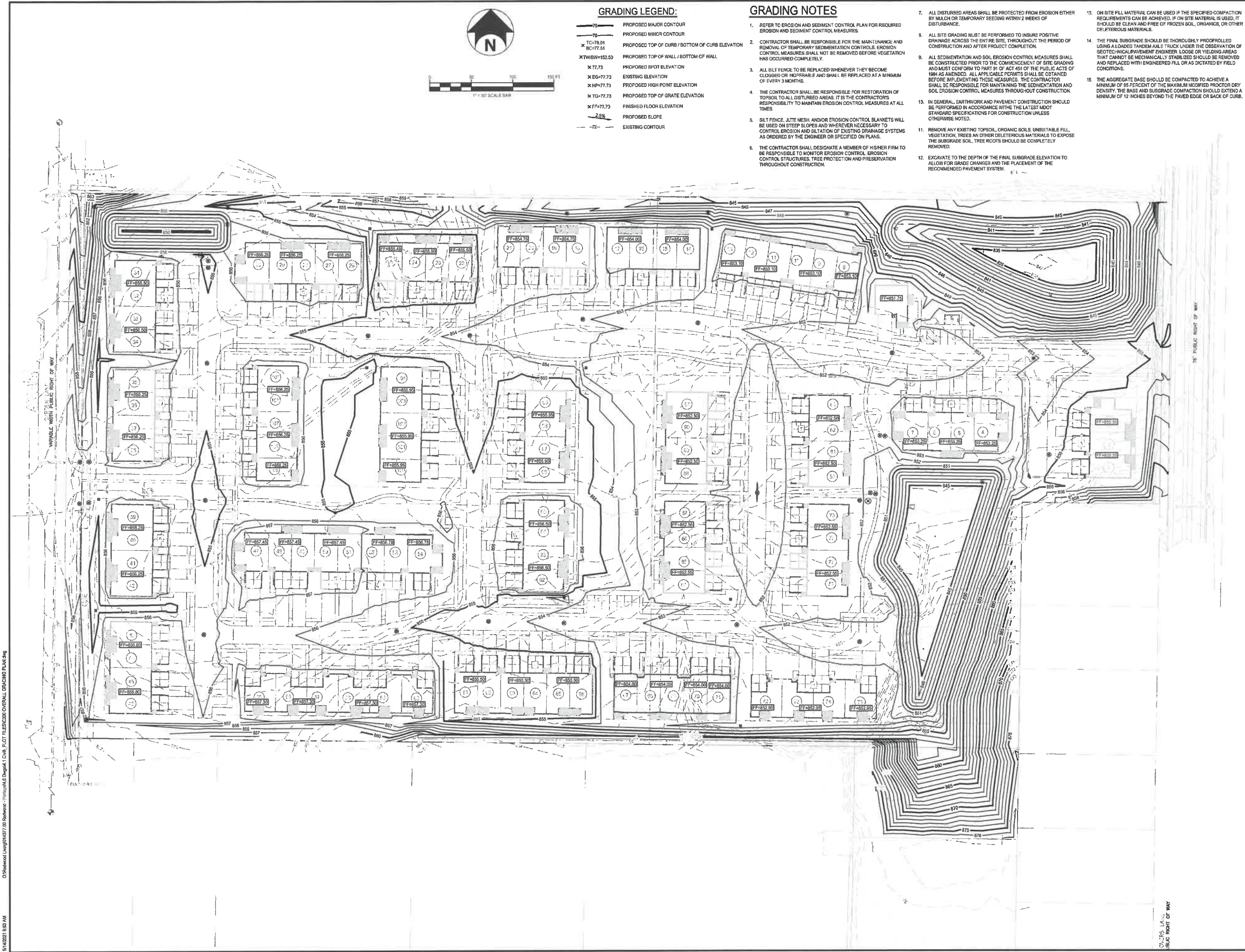
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GARDEN LANE IMPROVEMENTS PLAN

Drawing Number:

C205

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REDWOOD PORTAGE

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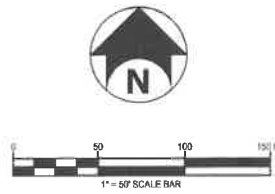
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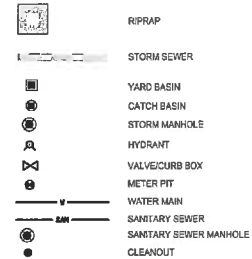
OVERALL GRADING PLAN

Drawing Number

C300



UTILITY LEGEND:



UTILITY NOTES:

1. ALL WORKMANSHIP, MATERIALS, AND CONSTRUCTION PRACTICES SHALL CONFORM TO THE REQUIREMENTS OF THE CITY OF PORTAGE OR THE AGENCY HAVING JURISDICTION OVER THE APPLICABLE UTILITY.
2. CONTRACTOR IS RESPONSIBLE FOR REPAIRS OF DAMAGE TO ANY EXISTING UTILITY DURING CONSTRUCTION AT NO COST TO THE OWNER.
3. ALL TILL MATERIAL IS TO BE IN PLACE, AND COMPACTED BEFORE INSTALLATION OF PROPOSED UTILITIES.
4. CONTRACTOR SHALL NOTIFY THE UTILITY COMPANIES 72 HOURS BEFORE CONNECTING TO ANY EXISTING LINE.
5. IN THE EVENT OF A VERTICAL CONFLICT BETWEEN WATERLINES, SANITARY LINES, STORM LINES AND GAS LINES (EXISTING AND PROPOSED), THE CONTRACTOR SHALL NOTIFY THE ENGINEER AS SOON AS THE CONFLICT IS DISCOVERED.
6. TOPS OF EXISTING UTILITY STRUCTURES SHALL BE ADJUSTED TO FINISHED GRADE.
7. EXISTING UTILITIES SHALL BE VERIFIED IN FIELD PRIOR TO INSTALLATION OF ANY NEW LINES.
8. CONTRACTOR IS RESPONSIBLE FOR COMPLYING TO THE CONSTRUCTION REQUIREMENTS OF THE UTILITY OWNERS.
9. THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS IS BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES, AND WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE APPROPRIATE UTILITY COMPANIES AT LEAST 72 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATION OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS.
10. CONTRACTOR SHALL COORDINATE WITH ALL UTILITY COMPANIES FOR INSTALLATION REQUIREMENTS AND SPECIFICATIONS.
11. CONTRACTOR SHALL REFER TO ARCHITECTURAL PLANS AND SPECIFICATIONS FOR ACTUAL LOCATION AND ELEVATIONS OF ALL UTILITY ENTRANCES TO INCLUDE SANITARY SEWER LATERALS, DOMESTIC AND FIRE PROTECTION WATER SERVICE, ELECTRICAL, TELEPHONE, AND GAS SERVICE. CONTRACTOR SHALL COORDINATE INSTALLATION OF UTILITIES, IN SUCH A MANNER AS TO AVOID CONFLICTS AND ASSURE PROPER DEPTHS ARE ACHIEVED, AS WELL AS COORDINATING WITH UTILITY REQUIREMENTS AS TO LOCATION AND SCHEDULING FOR THE DISCONNECTIONS PRIOR TO CONNECTING TO EXISTING UTILITIES.
12. THE CONTRACTOR SHALL CONDUCT ALL REQUIRED TESTS TO THE SATISFACTION OF THE RESPECTIVE UTILITY COMPANIES AND THE OWNER'S INSPECTING AUTHORITIES.
13. CONTRACTOR SHALL COMPLY TO THE FULLEST EXTENT WITH THE LATEST STANDARDS OF OSHA DIRECTIVES OR ANY OTHER AGENCY HAVING JURISDICTION FOR EXCAVATION AND TRENCHING PROCEDURES. THE CONTRACTOR SHALL USE SUPPORT SYSTEMS, SLOPING, BENCHING, AND OTHER MEANS OF PROTECTION. THIS TO INCLUDE BUT NOT LIMITED TO ACCESS AND EGRESS FROM ALL EXCAVATION AND TRENCHING. CONTRACTOR IS RESPONSIBLE TO COMPLY WITH PERFORMANCE CRITERIA FOR OSHA.
14. CONTRACTOR SHALL FIELD VERIFY ALL EXISTING PIPE SIZES AND INVERTS ELEVATIONS BEFORE ORDERING MANHOLE AND CATCH BASIN STRUCTURES.
15. ALL UTILITIES BELOW PAVED AREAS SHALL BE BACKFILLED WITH 100% GRANULAR MATERIAL (OR APPROVED OTHER) AND COMPACTED TO 90% OF ITS MAXIMUM UNIT WEIGHT.
16. ALL RIM ELEVATIONS IN OUTLAIN AREAS ARE APPROXIMATE ONLY AND SHALL BE ADJUSTED BY THE CONTRACTOR AFTER FINAL GRADES ARE ESTABLISHED.

REDWOOD
PORTAGE

LOVERS LANE
PORTAGE, MI 49002



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Designed By: I. GRAHAM, PE	Drawn By: I. GRAHAM, PE
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OVERALL UTILITY PLAN

Drawing Number:

C400

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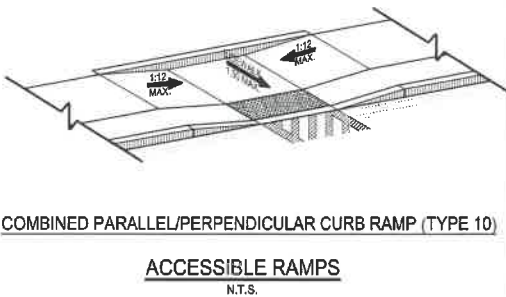
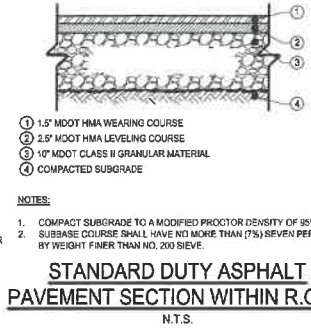
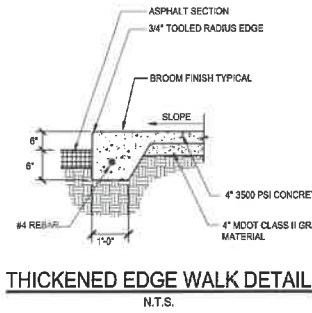
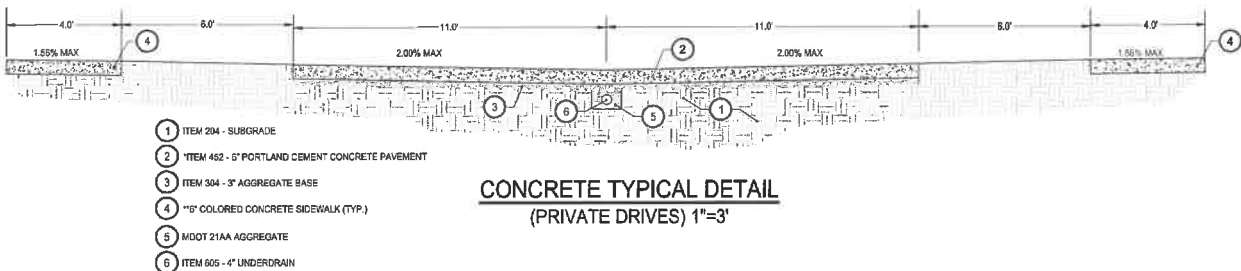
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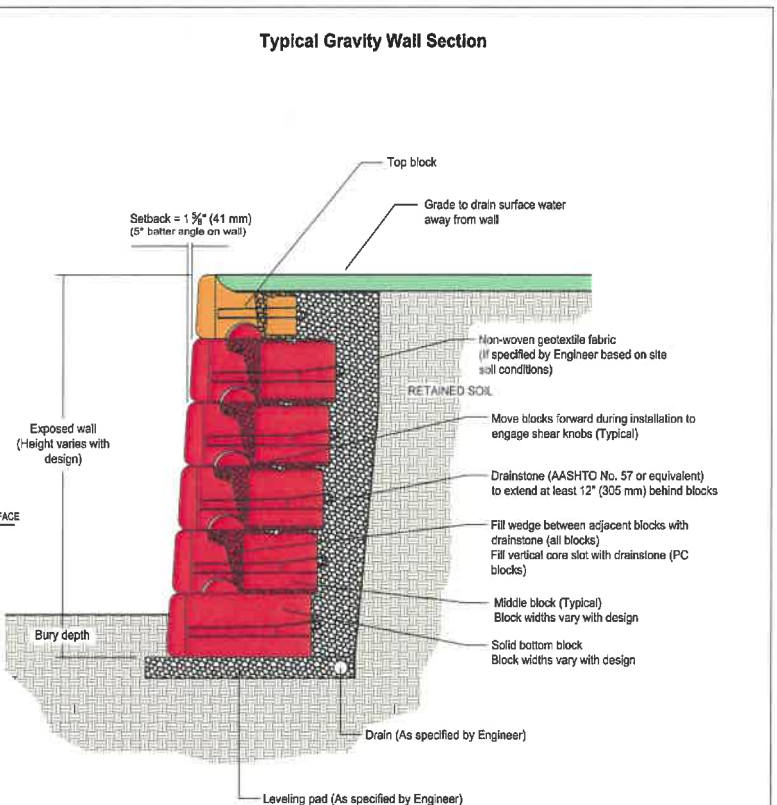
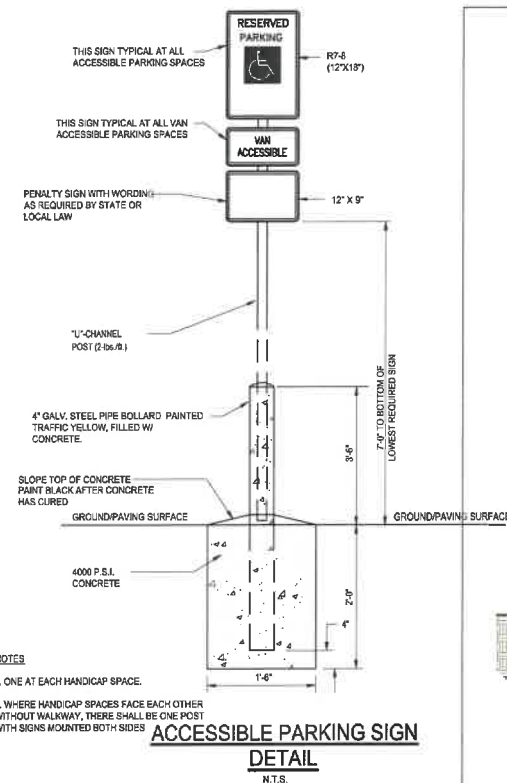
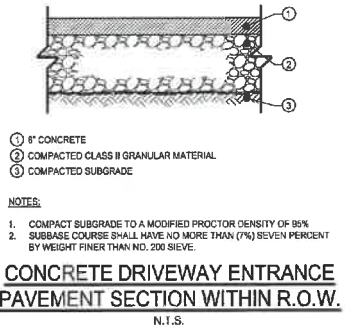
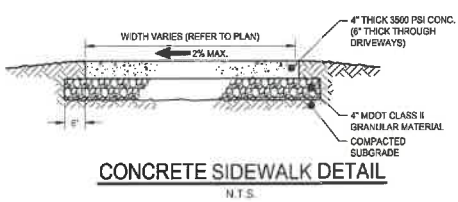
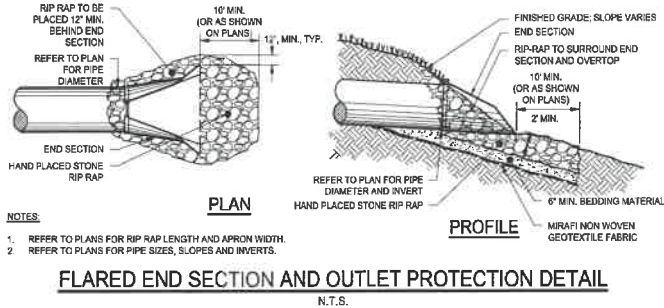
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Designer: J. GRAHAM, PE	Drawn By: J. GRAHAM, PE
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SITE DETAILS

C700

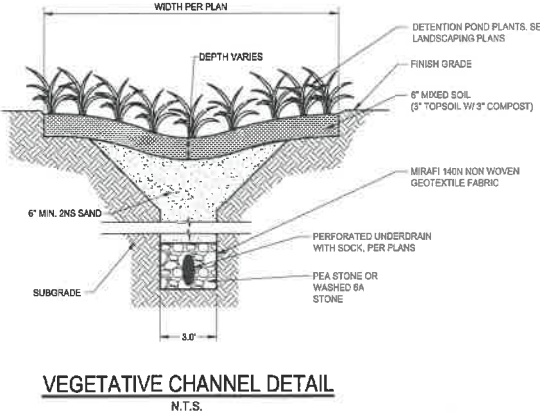
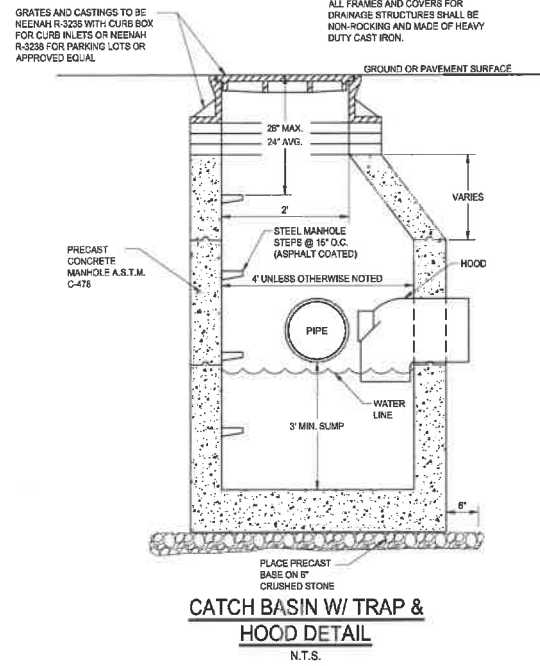
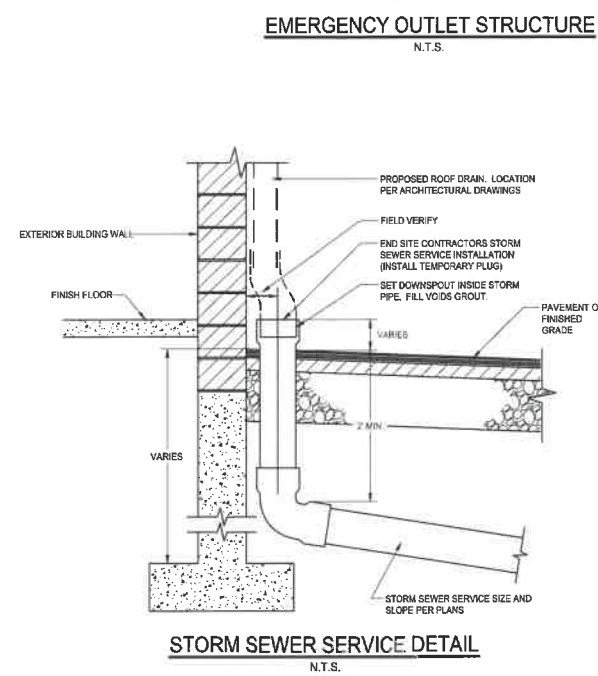


- * USE 6\"/>
- * CONTRACTOR TO COORDINATE WITH OWNER ON COLOR SPECIFICATIONS.

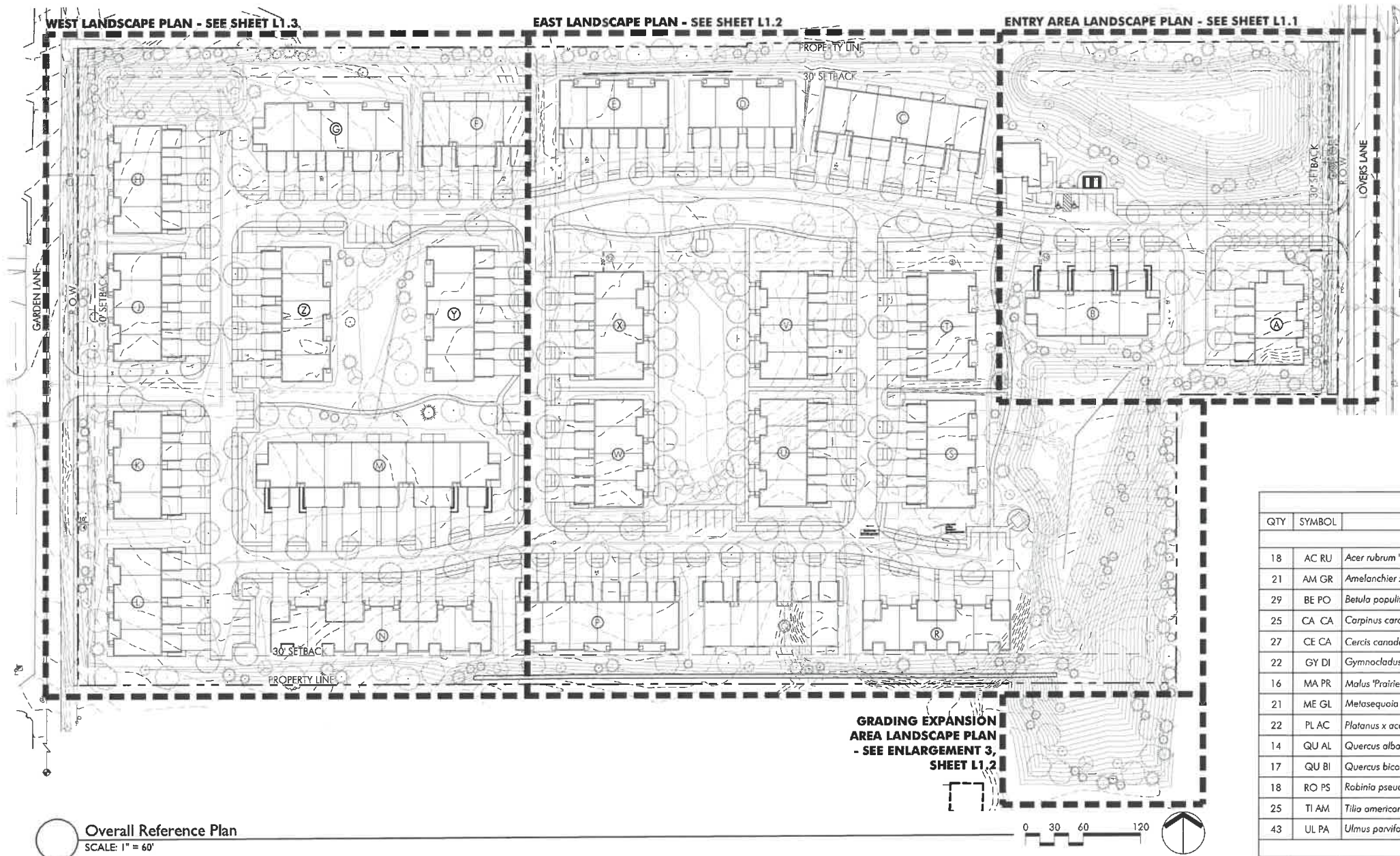


This drawing is for reference only. Determination of the suitability and/or manner of use of any details contained in this document is the sole responsibility of the design engineer of record. Final project designs, including all construction details, shall be prepared by a licensed professional engineer using the actual conditions of the proposed site.

DRAWN BY: JRL	TITLE: Typical Gravity Wall Detail	
APPROVED BY: JRL		
DATE: 17/MAR/2016		
SHEET: 1 of 1	1 Typical Gravity Wall Detail 031716.dwg	



5/14/2021 1:57 AM C:\Redwood\Living\031716\Redwood - Portage\3.0\Drawings\1 Civil\PORT PLEASANT VALLEY SITE DETAILS.dwg



PLANT INSTALLATION NOTES

- CONTRACTOR SHALL VERIFY WITH THE OWNER AND UTILITY COMPANIES THE LOCATIONS OF THE EXISTING UTILITIES PRIOR TO STARTING WORK. CALL THE MICHIGAN UTILITIES PROTECTION SERVICE AT 800-482-7171. CONTRACTOR TO REPAIR ALL DAMAGES TO EXISTING UTILITIES, CURBS, PAVEMENTS, ETC. RESULTING FROM LANDSCAPE INSTALLATIONS WHICH OCCUR DURING THE CONSTRUCTION OF THE PROJECT.
- PLANT MATERIAL SHALL BE FURNISHED IN THE QUANTITIES AND/OR SPACING AS SHOWN OR NOTED. IN CASE OF DISCREPANCIES BETWEEN THE PLAN AND THE PLANT LIST, THE PLAN SHALL DICTATE.
- CONTRACTOR SHALL VERIFY SIZES AND LOCATIONS OF ALL SITE ELEMENTS AND IMMEDIATELY INFORM THE OWNER AND DESIGN CONSULTANT OF ANY DISCREPANCY BETWEEN THE DRAWINGS AND/OR SPECIFICATIONS AND ACTUAL CONDITIONS. NO WORK SHALL BE DONE IN ANY AREA WHERE THERE IS A DISCREPANCY WITHOUT OWNER'S APPROVAL.
- CONTACT THE OWNER TO REQUEST ELECTRONIC FILES FOR LAYOUT AND STAKING.
- CONTRACTOR SHALL BE RESPONSIBLE FOR ALL FINISH GRADING IN THE PROJECT REQUIRED TO PROVIDE A PROPER SOD AND PLANTING BED.
- CONTRACTOR SHALL PROVIDE THE FOLLOWING SOIL AMENDMENTS:
SOIL AMENDMENT: RENEWED EARTH LIFECYCLE COMPOST OR APPROVED EQUAL
KALAMAZOO LANDSCAPE SUPPLIES
5111 S. 9TH STREET
KALAMAZOO, MI 49009
PERENNIAL BED AREAS: SPREAD 3" OF ORGANIC COMPOST OVER NEW LANDSCAPE AREAS AND INCORPORATE INTO THE TOP 8" OF THE SOIL BY MECHANICAL TILLER.
TREES AND SHRUBS: MIX 30% ORGANIC COMPOST TO 70% EXISTING SOIL FROM PLANT PIT EXCAVATION. IF EXCAVATED SOIL IS NOT SUITABLE, SUPPLEMENT WITH IMPORTED TOPSOIL.
- ALL PLANT MATERIAL TO MEET OR EXCEED AMERICAN STANDARD FOR NURSERY STOCK, 2014 EDITION, AS SET FORTH BY AMERICAN ASSOCIATION OF NURSERYMEN.
- ALL PLANT MATERIALS SUBJECT TO INSPECTION PRIOR, DURING AND AFTER INSTALLATION. ANY PLANT NOT MEETING THE REQUIREMENTS WILL BE CAUSE FOR REJECTION BY THE OWNER. ALL REJECTED PLANTS SHALL BE IMMEDIATELY REMOVED AND DISPOSED OF BY THE CONTRACTOR AND THE REPLACEMENT MATERIAL SHALL BE PROVIDED.
- ALL SUBSTITUTIONS AND PLANT CHANGES MUST BE APPROVED BY THE OWNER AND DESIGN CONSULTANT PRIOR TO ANY ACTION TAKEN. TREES SHALL BE PROTECTED AND HANDLED CAREFULLY AT ALL TIMES DURING TRANSPORT & HANDLING TO PREVENT DRYING OF TREE OR ROOT BALL BY WINDS AND TO PREVENT ANY DAMAGE OR BREAKAGE OF THE ROOT BALL. BARK SHALL BE PROTECTED FROM BRUISING OR ABRASION.
- WATER TREES IMMEDIATELY AFTER PLANTING AND CONTINUE TO WATER UNTIL FINAL ACCEPTANCE BY THE OWNER.
- PLANT LOCATIONS AND BEDS SHALL BE LOCATED BY CONTRACTOR AND APPROVED BY OWNER AND DESIGN CONSULTANT BY PRIOR TO PLANT INSTALLATION.
- BED LINE TO BE 18" FROM BASE OF PLANT MATERIAL UNLESS OTHERWISE INDICATED ON THE DRAWINGS.
- ALL SHRUB AND BED AREAS, EXCEPT AT PROJECT ENTRY TO BE MULCHED WITH 3" DEPTH MIN. NO. 34 WASHED RIVERROCK OVER WEED BARRIER FABRIC. DECIDUOUS TREES IN LAWN AREAS SHALL BE MULCHED WITH A 3" DIAMETER TREE RING USING 3" SHREDDED HARDWOOD BARK MULCH. DO NOT MOUND MULCH AROUND TREE ROOT COLLAR. SUBMIT SAMPLE TO OWNER FOR APPROVAL.
- ALL AREAS OUTSIDE OF PLANTING BEDS SHALL BE SODDED AS SHOWN AND NOTED.
- ALL SEEDED AREAS TO BE INSTALLED WITH HYDROSEED MIXTURE PER SEED SUPPLIER AND MANUFACTURERS SPECIFICATIONS.
- ALL SLOPES IN EXCESS OF 3:1 (H:V) TO BE HYDROSEEDDED AND MATTED WITH NAG S75 MINIMUM WITH ROLLS ORIENTED DOWN SLOPE AND STAKED TO MANUFACTURERS RECOMMENDATIONS.
- FINISHED TURF (SOD) TO BE FLUSH WITH TOP OF ADJACENT CURB OR WALK. COORDINATE WITH OWNER IN FIELD AS REQUIRED.
- THE CONTRACTOR SHALL GUARANTEE ALL TREES, SHRUBS AND GROUND COVERS FOR A PERIOD OF ONE (1) YEAR FROM DATE OF FINAL ACCEPTANCE. REPLACE MATERIAL WITHIN SEVEN (7) DAYS OF NOTIFICATION OF THE OWNER.
- PERFORM CLEANING DURING INSTALLATION OF - LANDSCAPE WORK AND UPON COMPLETION. REMOVE FROM SITE ALL EXCESS LANDSCAPE RELATED MATERIAL, SOIL DEBRIS AND EQUIPMENT. REPAIR DAMAGE RESULTING FROM LANDSCAPING OPERATIONS. SWEEP AND HOSE DOWN PAVED SURFACES AFFECTED BY LANDSCAPING OPERATIONS. ALL HARD SURFACES INCLUDING BUILDINGS, PAVEMENTS, SIGNS, A/C UNITS AND FENCES SHALL HAVE HYDROSEED OVERSPRAY REMOVED BY LANDSCAPE CONTRACTOR AS PART OF THEIR CLEANUP. COORDINATE WITH OWNER AND OTHER CONTRACTORS FOR FINAL CLEANUP PRIOR TO CLEANING.
- MAINTENANCE: THE LANDSCAPE CONTRACTOR SHALL MAINTAIN THE COMPLETED LANDSCAPE AND IRRIGATION SYSTEMS UNTIL THE DATE OF FINAL ACCEPTANCE.
 - MOWING - MINIMUM ONCE PER WEEK.
 - TRIMMING - SHRUBS, TREES, AND GROUND COVERS MINIMUM TWO TIMES PER YEAR OR AS REQUIRED.
 - FERTILIZING - APPLY FERTILIZER AT A RATE EQUAL TO 1 LB. OF ACTUAL NITROGEN/1000 S.F. IN THE SPRING AND FALL TO ALL TURF AND PLANTINGS.
 - BED EDGING - EDGE ALL BEDS BY HAND, SPADE AT LEAST TWO TIMES PER YEAR AND TOP-MULCH AS NEEDED WITH NO. 34 RIVER STONE IN FALL AND SPRING.

ZONING REQUIREMENTS

SECTION 42-572.C. Site landscaping. Buildings that are adjacent to and/or visible from a public right-of-way must include: One deciduous tree for every 30 lineal feet excluding permitted openings. Five shrubs for every 40 lineal feet excluding permitted openings.

100 LINEAL FEET ALONG LOVERS LANE

100/30 = 3.33 TREES REQUIRED

100/40 = 2.5x5 = 12.5 SHRUBS REQUIRED

6 DECIDUOUS SHADE TREES PROVIDED

63 SHRUBS PROVIDED

448 LINEAL FEET ALONG GARDEN LANE

448/30 = 14.9 TREES REQUIRED

448/40 = 11.2x5 = 56 SHRUBS REQUIRED

29 TREES PROVIDED (MIX OF DECIDUOUS AND EVERGREEN)

56 SHRUBS PROVIDED

PLANT LIST:

QTY	SYMBOL	BOTANICAL NAME	COMMON NAME	SIZE	COND.	COMMENTS
DECIDUOUS TREES						
18	AC RU	<i>Acer rubrum</i> 'October Glory'	October Glory Maple	2.5" cal.	B&B	As Shown
21	AM GR	<i>Amelanchier x grandiflora</i> 'Autumn Brilliance'	Autumn Brilliance Serviceberry	2.5" cal.	B&B	As Shown
29	BE PO	<i>Betula populifolia</i> 'Whitespire'	Whitespire Birch	10' multi-stem	B&B	As Shown
25	CA CA	<i>Corpinus caroliniana</i>	American Hornbeam	2.5" cal.	B&B	As Shown
27	CE CA	<i>Cercis canadensis</i>	Eastern Redbud	2.5" cal.	B&B	As Shown
22	GY DI	<i>Gymnocladus dioica</i> 'Espresso'	Espresso Kentucky Coffee Tree	2.5" cal.	B&B	As Shown
16	MA PR	<i>Malus</i> 'Prairiefire'	Prairiefire Crabapple	2.5" cal.	B&B	As Shown
21	ME GL	<i>Metasequoia glyptostroboides</i>	Down Redwood	2.5" cal.	B&B	As Shown
22	PL AC	<i>Platanus x acerfolia</i>	London Planetree	2.5" cal.	B&B	As Shown
14	QU AL	<i>Quercus alba</i>	White Oak	2.5" cal.	B&B	As Shown
17	QU BI	<i>Quercus bicolor</i>	Swamp White Oak	2.5" cal.	B&B	As Shown
18	RO PS	<i>Robinia pseudoacacia</i>	Black Locust	2.5" cal.	B&B	As Shown
25	TI AM	<i>Tilia americana</i> 'Redmond'	Redmond Linden	2.5" cal.	B&B	As Shown
43	UL PA	<i>Ulmus parvifolia</i>	Lacebark Elm	2.5" cal.	B&B	As Shown
EVERGREEN TREES						
29	AB CO	<i>Abies concolor</i>	White Fir	8' ht.	B&B	As Shown
44	JU VI	<i>Juniperus virginiana</i>	Eastern Redcedar	6' ht.	B&B	As Shown
58	PI OM	<i>Picea omorika</i>	Serbian Spruce	6' ht.	B&B	As Shown
29	PI ST	<i>Pinus strobus</i>	Eastern White Pine	8' ht.	B&B	As Shown
SHRUBS						
	CH CO	<i>Chamaecyparis p. compacta variegata</i>	Dwarf Variegated False Cypress	18" ht	Cont.	As Shown
	CL AL	<i>Clethra alnifolia</i>	Summersweet	18" ht	Cont.	As Shown
	CO RA	<i>Cornus racemosa</i>	Gray Dogwood	36" ht	B&B	As Shown
	CO SE	<i>Cornus sericea</i> 'Bailei'	Redosier Dogwood	36" ht	B&B	As Shown
	IL GL	<i>Ilex glabra</i> 'Densa'	Dense Compact Inkberry	24" spread	Cont.	As Shown
	IT VI	<i>Itea virginica</i> 'Little Henry'	Little Henry Virginia Sweetspire	18" ht	Cont.	As Shown
	JU CH	<i>Juniperus chinensis</i> 'Sea Green'	Sea Green Juniper	24" spread	Cont.	As Shown
	RH TY	<i>Rhus typhina</i>	Staghorn Sumac	36" hgt.	B&B	As Shown
	SP JA	<i>Spiraea japonica</i> 'Goldflame'	Goldflame Spirea	18" hgt.	Cont.	As Shown
	VI CA	<i>Viburnum carlesii</i>	Koreanspice Viburnum	36" ht	B&B	As Shown
PERENNIALS AND ORNAMENTAL GRASSES						
	HE HR	<i>Hemerocallis</i> 'Stella de Oro'	Stella de Oro Daylily	#1	cont.	18" o.c.
	NE FA	<i>Napeta faassonii</i> 'Cats Meow'	Cats Meow Catmint	#1	cont.	As Shown
	PE HA	<i>Pennisetum al.</i> 'Homeln'	Dwarf Fountain Grass	#1	cont.	As Shown

*Plant substitutions may be required depending on plant availability. Any substitutions must be approved by landscape architect and Redwood.



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Floor 3
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PODdesign.net

Project Name

Redwood Portage

City of Portage, Michigan

Prepared For



Redwood Living
7007 East Pleasant Valley Road
Independence, OH 44131

Project Info

Project # 20012
Date 04/28/2021
By SO, TF
Scale As Noted

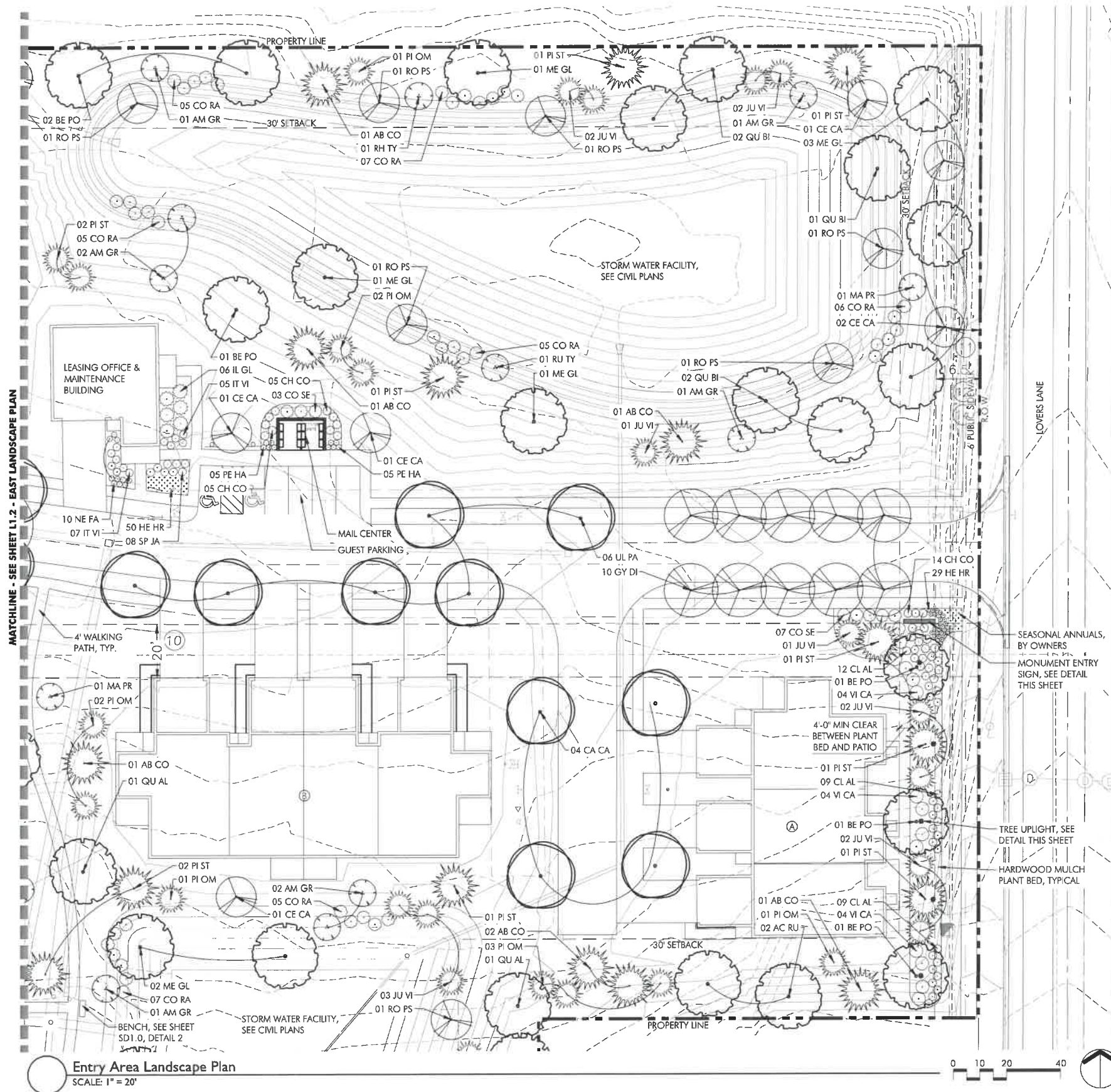
Revisions

Sheet Title

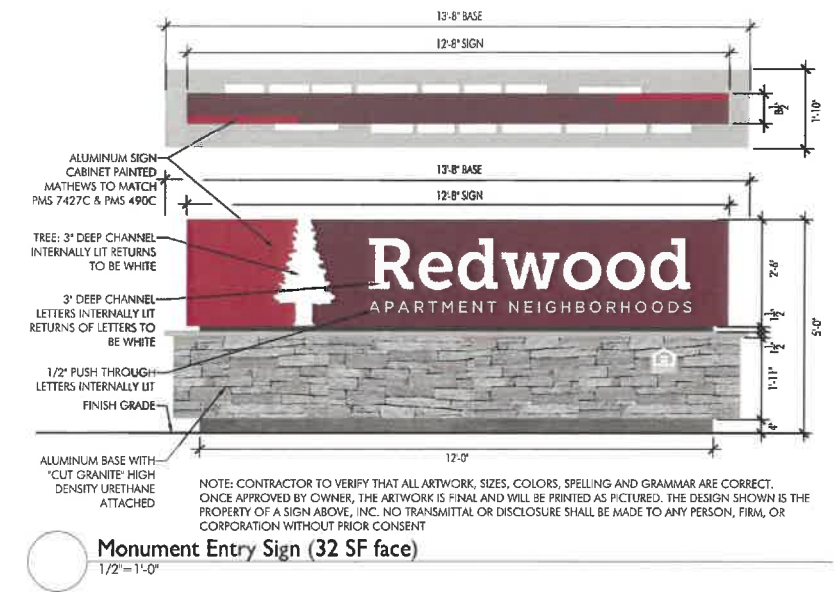
OVERALL REFERENCE PLAN

Sheet

L1.0



Entry Area Landscape Plan
SCALE: 1" = 20'



- LEGEND**
- ACCENT LIGHT:
LED ACCENT LIGHT 12.4W
KICHLER LIGHTING
PRODUCT # 15751BKT
COLOR: BLACK



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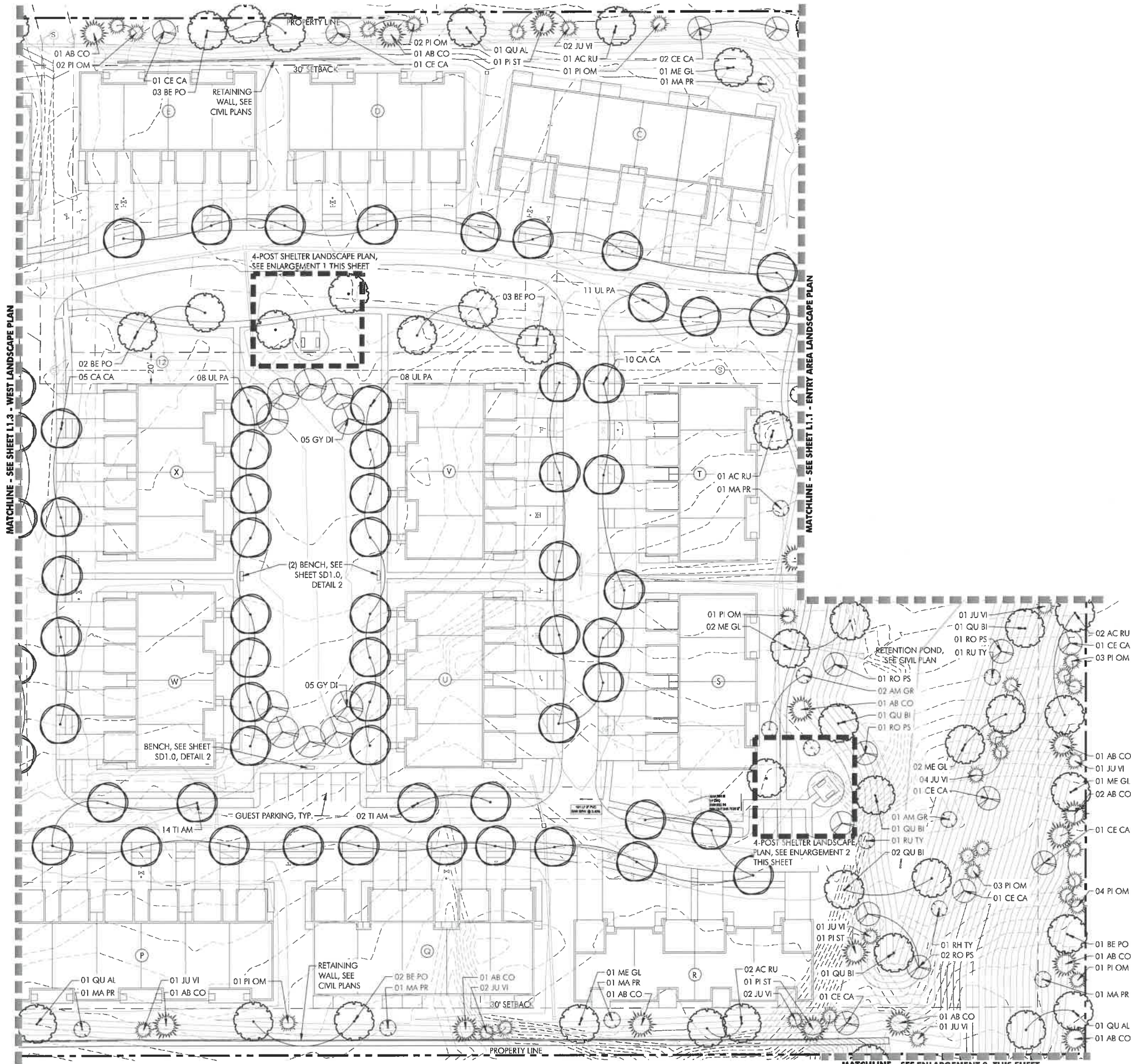
Project Info

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By	SO, TF
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Revisions

Sheet Title
ENTRY AREA LANDSCAPE PLAN

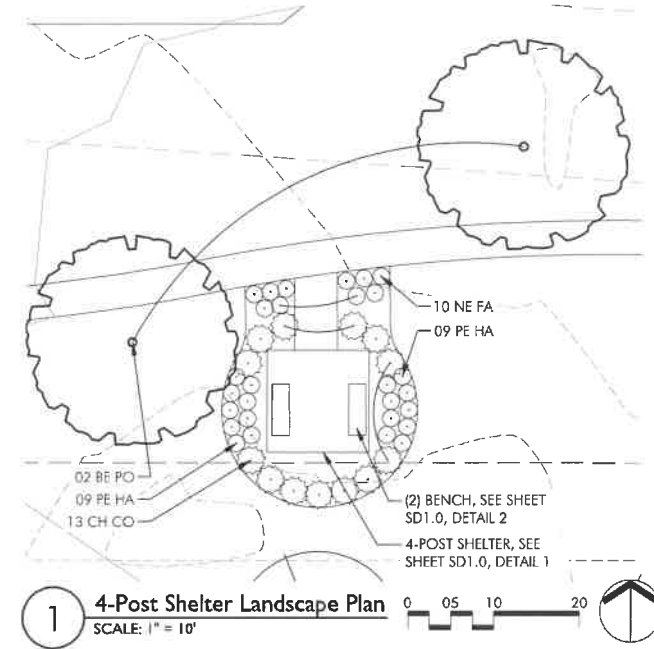
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L1.1



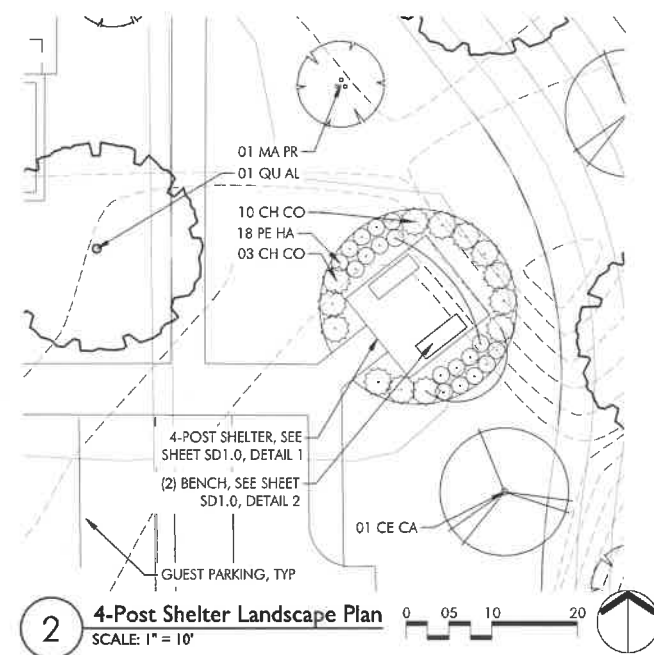
MATCHLINE - SEE SHEET L1.3 - WEST LANDSCAPE PLAN

MATCHLINE - SEE SHEET L1.1 - ENTRY AREA LANDSCAPE PLAN

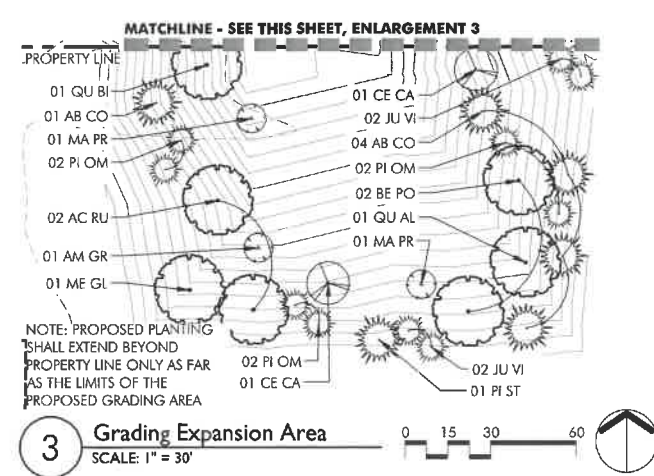
East Landscape Plan
SCALE: 1" = 30'



1 4-Post Shelter Landscape Plan
SCALE: 1" = 10'



2 4-Post Shelter Landscape Plan
SCALE: 1" = 10'



3 Grading Expansion Area
SCALE: 1" = 30'



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City of Portage, Michigan

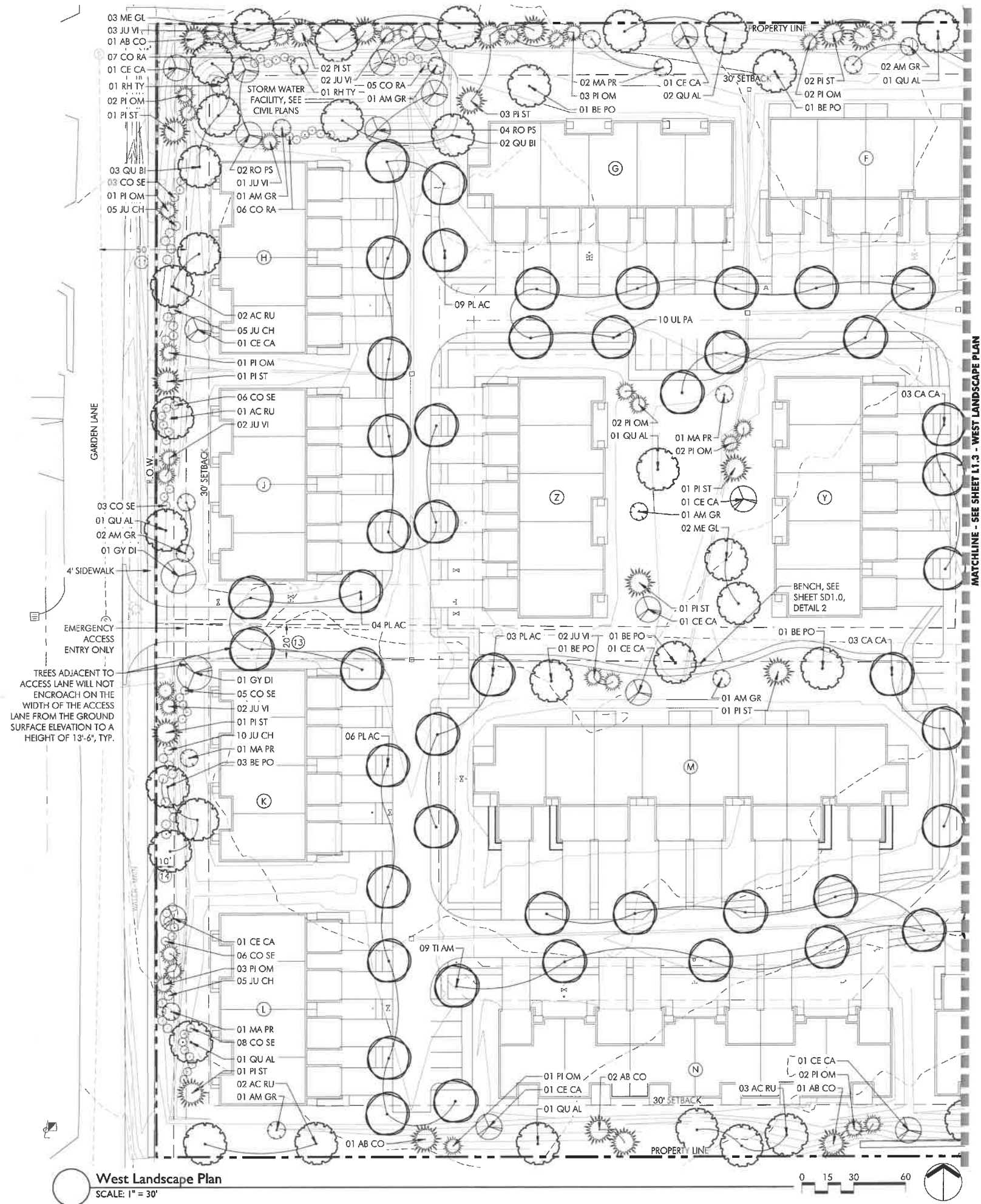
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Independence, OH 44131

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Date 04/28/2021
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Revisions

Sheet Title
EAST LANDSCAPE PLAN

Sheet #
L1.2



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**Redwood
Portage**

City of Portage, Michigan

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Sheet Title

**WEST
LANDSCAPE
PLAN**

Sheet #

L1.3

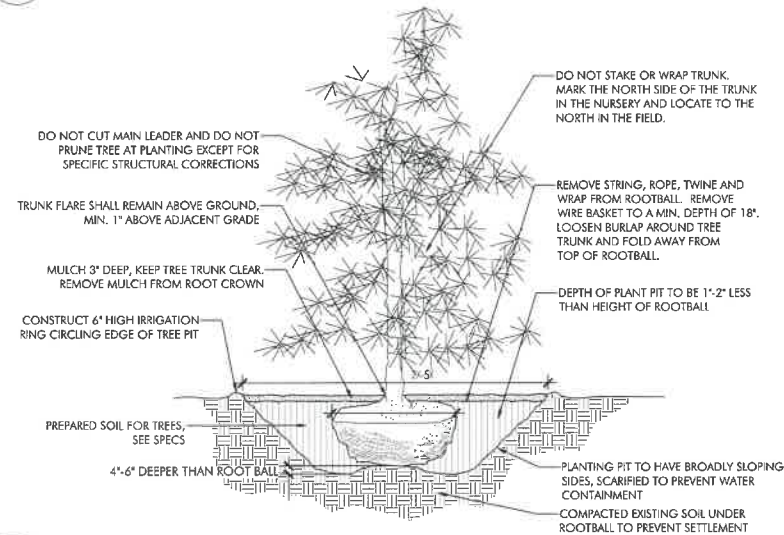


NOTE:

1. STRUCTURE SHALL BE 12'x12'
2. COLOR AND MATERIAL TO BE DETERMINED BY OWNER

1 Resident Shelter

N.T.S.

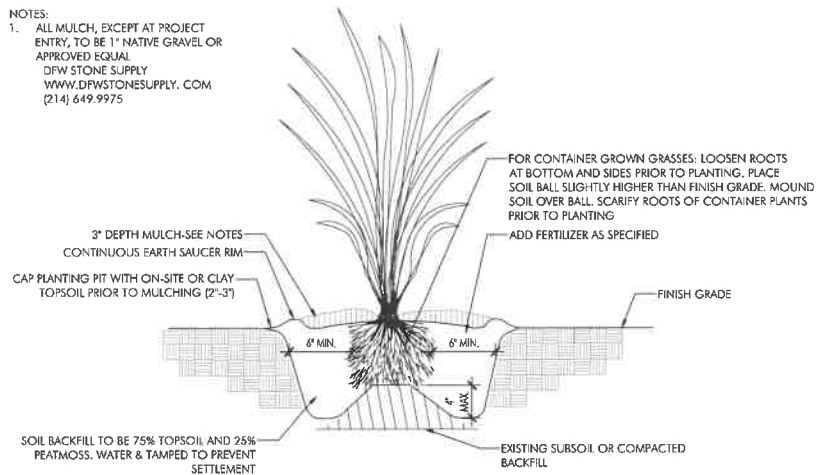


4 Evergreen Planting

1" = 1'-0"

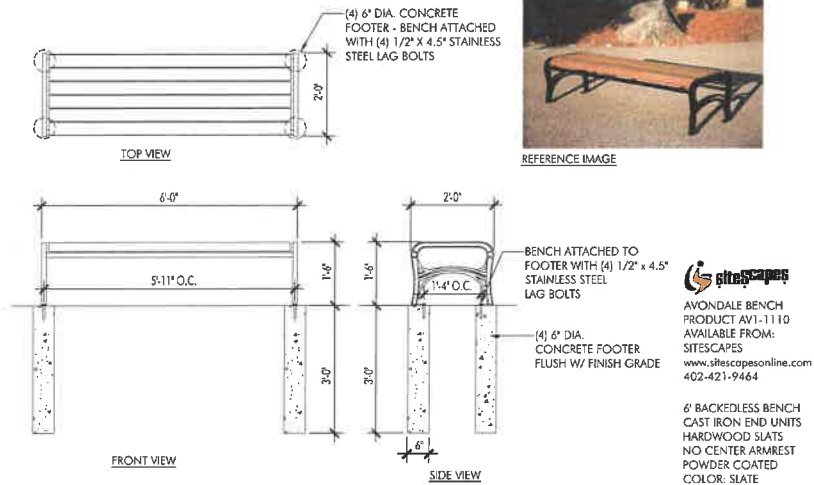
NOTES:

1. ALL MULCH, EXCEPT AT PROJECT ENTRY, TO BE 1" NATIVE GRAVEL OR APPROVED EQUAL. DFW STONE SUPPLY. WWW.DFWSTONESUPPLY.COM (214) 649.9975



7 Grass Planting

1 1/2" = 1'-0"



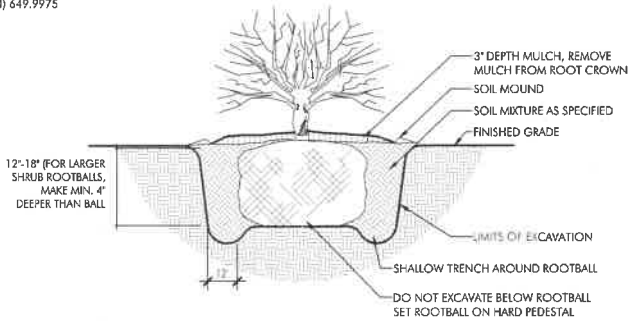
2 Avondale Backless Bench

1/2" = 1'-0"

NOTES:

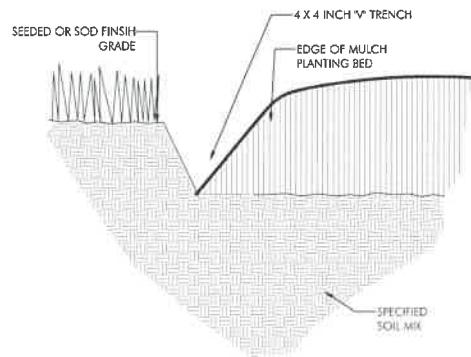
1. DO NOT PRUNE SHRUBS DURING INSTALLATION
2. MEASURE ROOTBALL AND SET 1" HIGHER ON HARD PEDESTAL, DO NOT DISTURB AREA UNDERNEATH ROOTBALL
3. ALL MULCH, EXCEPT AT PROJECT ENTRY, TO BE 1" NATIVE GRAVEL OR APPROVED EQUAL. DFW STONE SUPPLY. WWW.DFWSTONESUPPLY.COM (214) 649.9975

THE AMOUNT OF PRUNING SHALL BE LIMITED TO 1/3 OF THE BRANCHES TO COMPENSATE FOR LOSS OF ROOTS FROM TRANSPLANTING. REMOVE DEAD AND INJURED LIMBS. REMOVE BURLAP AND WIRE OR TWINE FROM TOP AND SIDES OF BALL. CENTER SHRUB IN HOLE. SET TOP OF BALL 1-3" ABOVE FINISH GRADE.



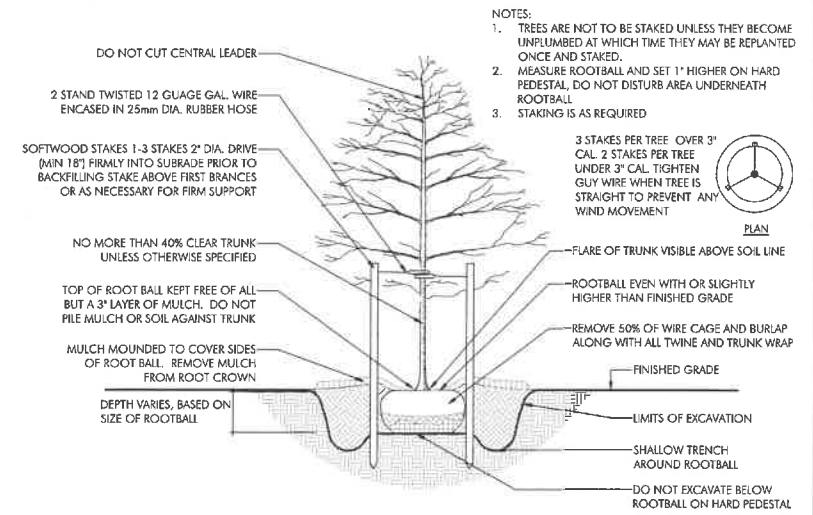
5 Shrub Planting

N.T.S.



8 Mulch Edge Treatment at Lawn

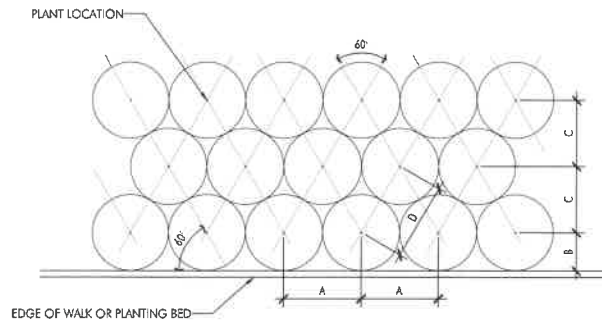
N.T.S.



3 Tree Planting

N.T.S.

SPACING	A	B	C	D	A=	SPACING
12"	12"	6"	10"	12"	B=	SP/2
18"	18"	8"	15"	18"	C=	SP/1.2
24"	24"	10"	20"	24"	D=	SPACING
36"	36"	18"	31"	36"		
48"	48"	21"	41"	48"		



6 Perennial Spacing

N.T.S.



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SITE DETAILS

Sheet #

SD1.0

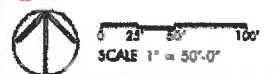


SITE DATA

TOTAL ACRES	±18.47
TOTAL UNITS	109
DENSITY	±5.87 DU/AC

LEGEND

- 1 FRONT PORCH UNITS
- 2 SIDEWALK WITH TREE LAWN (TYP)
- 3 4-POST SHELTER WITH BENCHES
- 4 STORM WATER FACILITY
- 5 PASSIVE GREEN WITH PATH AND BENCHES
- 6 ALLEE OF TREES WITH 12' EMERGENCY ACCESS CONNECTION TO GARDEN LANE
- 7 STAGGERED BUILDING PLACEMENT TO ALTER STREETSCAPE
- 8 LEASING OFFICE WITH MAINTENANCE BUILDING
- 9 MAIL CENTER
- 10 CENTRAL FORMAL GREEN
- 11 BENCH
- 12 BIKE RACK
- 13 RETENTION BASIN W/ FOUNTAIN
- 14 SUNPORCH, TYP
- 15 LINEAR PARK





TO: Honorable Mayor and City Council

FROM: Joseph La Margo, City Manager



SUBJECT: Resolution for Tasting Room - Lake Burgers (6800 South Westnedge)

SUPPORTING PERSONNEL: Erica Eklov, City Clerk

ACTION RECOMMENDED: Adopt the Resolution for Local Government Approval for an On-Premises Tasting Room License for Lake Burgers for 6800 South Westnedge (Suite F).

The City Council previously approved a request for a Micro Brewer License for Lake Burger (Raffwood, LLC) at the Regular Meeting on April 27, 2021, to open a second restaurant location in the City of Portage at 6800 South Westnedge Avenue in the Carillon Centre (Suite F). As part of Lake Burger's plan for a small on-site Micro Brew system, they also plan to offer tastings of the brews. The Michigan Liquor Control Commission (MLCC) has subsequently advised the applicant that an additional resolution for an On-Premise Tasting Room Permit is needed in addition to the Micro Brew license. Per the MLCC, due to legislation enacted on December 19, 2018, all manufacturer locations that will have retail sales or samples of the products manufactured on the licensed premises must be approved for and issued an On-Premises Tasting Room Permit.

Positive reviews of the Lake Burger application were completed under the initial Micro Brew License Application by the Departments of Finance and Fire Division - Public Safety. Per the MLCC, an On-Premises Tasting Room Permit requires local legislative approval so it is recommended that City Council adopt the Resolution for Local Government Approval for an On-Premises Tasting Room License for Lake Burgers for 6800 South Westnedge (Suite F).

FUNDING: Not Applicable

Attachments:

1. Tasting Room Resolution
2. Applicant Request
3. Landlord Recommendation



Local Government Approval For On-Premises Tasting Room Permit
(Authorized by MCL 436.1536)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new On-Premises Tasting Room Permit application.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ meeting of the _____ council/board
(regular or special) (township, city, village)
called to order by _____ on _____ at _____
the following resolution was offered: (date) (time)
Moved by _____ and supported by _____
that the application from _____
(name of applicant - if a corporation or limited liability company, please state the company name)

for a **NEW ON-PREMISES TASTING ROOM PERMIT**

to be located at: _____

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)
approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the _____
council/board at a _____ meeting held on _____ (township, city, village)
(regular or special) (date)

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Fax to: 517-763-0059

Dear Governing Body,

My name is Beau Raffensperger. I am the proud owner of Lake Burger restaurant here in Kalamazoo, featuring farm fresh fare, including burgers, fries, shakes & more. We have had an incredible response from our local community thus far, with constant support and a high rate of return customers. Our newest concept will be similar; however, we are adding craft beer on tap & wine by the glass. Allow me to "introduce" my partner for this project, Joe Stoddard, the current owner of Latitude 42 Brewing Company of Kalamazoo & Portage. Our vision includes the continues support of our local vendors we currently have accounts with and look to grow business for us all, create more jobs and in return support our local community, economy and patrons alike. This restaurant is located at 6800 South Westnedge Avenue and is 2,300 SF. Our design includes a light renovation to the current space, creating a vibrant bar area and spacious family-friendly seating throughout. The floorplan will also include a separation knee wall to create a private and romantic dining area as well. This is fast casual eats meets a family friendly sit-down restaurant. Our menu features local grass-fed beef burgers, fresh cut fries, handspun milkshakes & Chicago style hot dogs. We will have rotating craft beer on tap, and a few wines by the glass. With your blessing, we will be able to submit this application for our Micro Brew License to the MLCC for further review and proceed with our project. Our goal is to be open for business in October of this year. We greatly appreciate your consideration and look forward to working together to bring the City of Portage another great local eatery.

Our local vendors include:

Carlson Farms

Renzema Bakery

Plainwell Ice Cream

Crispy Country Acres

Opes of Kalamazoo

Vienna Beef

Please see the attached letter of recommendation from our Landlord. Thank you.



TREYSTAR™

www.treystar.com

MEMO

TO: City of Portage – Community Development Department

FROM: Terry Patterson On Behalf of Carillon, LLC

SUBJECT: Raffwood, LLC – Carillon Centre Restaurant

DATE: 3/10/21

Please allow this memo to provide a recommendation for Raffwood, LLC to develop a Lake Burger restaurant featuring Burgers and Beer within the Carillon Centre @ 6800 S. Westnedge Ave.

We have a Landlord/Tenant relationship with Beau Raffensperger and his Lake Burger restaurant located at 4404 W. Main St. in Kalamazoo. We are excited that Mr. Raffensperger desires to open a second Lake Burger concept in Portage and has chosen the Carillon Centre. We believe this will be an excellent addition to The Carillon Centre and look forward to their opening during the 2nd half of 2021.

Should you have any questions or need any additional information, please feel free to contact me at your earliest convenience.

Thank you,

cc: Carillon Centre Raffwood, LLC File

Minutes of Boards & Commissions

4/19/2021 YAC Meeting Notes

Start of Meeting

- Introductions and Question of the Day.
- Meeting Minutes Approved.
- Update from Una regarding the Parks Board.

Green-A-Thon

- The Green-A-Thon will take place on April 25th at 11am. YAC members are expected to show up at 10:30am.
- Each YAC member is asked to bring 5-10 rocks for rock painting.
- The vendors/representatives present will be: Citizens' Climate Lobby, Clean Air Lawn Care Kalamazoo, Climax Solar, Consumers Energy, Environmental Board (Chair), Environmental Board, Fresh Thyme Market, Kalamazoo In Bloom, Kalamazoo Metro Transit, Kalamazoo Section of the American Chemical Society, Kalamazoo Valley Habitat for Humanity, Mulberry Meadow Farms, Norwex Sales Consultant, Portage Central High School Gardening Club, Portage Park Board, SIR Home Improvements, and Tiller's International.
- The Farmers Market has vendors, one of which will feed YAC members (Cairo's Kitchen).

Climate Change Resolution

- All YAC members need to sign the climate change resolution ASAP.

Student - Senior Program

- The program is currently planned to either start in late summer or at the beginning of the 2021-2022 school year.

YAC Updates

- We are looking for new members!
- Interviews for next year are at 5:15pm on Tuesday, May 25th.
- Sign up for meeting reminders on the Remind app.
- YAC Hats are \$8.

Summer Movie Night

- Planned for Friday, August 6th during the evening.
- Planned to take place via drive-in format.
- The selected movie is Raya and the Last Dragon.
- A dessert food truck will be present to provide refreshments.

YAC Award

- Awarded to the most engaged and dedicated member(s) of the YAC.
- Given in May/June.

Upcoming Events

- Next Meeting will take place on Monday, May 17th from 4:30 - 5:30pm.
- The Summer Movie Night will take place on Friday, August 6th during the evening.

MATERIALS TRANSMITTED

Friday, May 21, 2021

1. Communication from the City Manager regarding the FY 2021-2022 Budget Session #2 Questions & Answers – Information Only.



Joseph S. La Margo, City Manager

cc Adam Herringa, Deputy City Manager
Michael Carroll, Deputy City Manager



Budget Session No. 2
Questions and Answers

Please provide a summary document that includes all CIP projects that are related to improvements in the Lake Center District or in some way make them easier to identify as a group.

Please see attached Exhibit.

If other Michigan communities do not spend their CDBG-CV funds, can those unspent CDBG-CV be reallocated to other Michigan communities?

According to the HUD representative assigned to the City of Portage, all unspent CDBG-CV funds are returned to the U.S. Department of Treasury.

Please update the CIP Project Profile for Lakeview Drive to reflect both the water main replacement and street reconstruction.

The Project Profile has been updated. Please see attached.

CAPITAL IMPROVEMENT PROJECT SUMMARY

STREETS AND SIDEWALKS

Project Expenditures

Project Number/Title				Fndg	21-22	22-23	23-24	Fiscal Year			Total
								24-25	25-26	26-31	
1	T&U	Major Street Reconstruction Program	Map21/Act51		3,350,000	5,610,000	4,930,000	4,322,000	4,025,000	15,418,800	37,655,800
2	T&U	Local Street and sidewalk Reconstruction	Muni		1,565,000	1,320,000	1,320,000	1,320,000	1,320,000	6,600,000	13,445,000
3	T&U	Major and Local Street Design Engineering	Bond		750,000	750,000	750,000	750,000	750,000	3,750,000	7,500,000
4	T&U	I-94 Improvements, East City Limits to Portage Road	Act 51		200,000						200,000
5	DPW	Sidewalk Improvements	Cash		55,000	60,000	60,000	60,000	60,000	300,000	595,000
6	T&U	Portage Road/Forest Drive Traffic Signal	Bond		500,000						500,000
7	T&U	Local Street Traffic Calming Program				25,000	25,000	25,000	25,000	125,000	225,000
8	T&U	Accessible Pedestrian Signal Installation				20,000	20,000	20,000	20,000	100,000	180,000
9	T&U	Old Centre Road/Cooley Drive Road Improvements				535,000					535,000
10	T&U	Portage Road Improvements				600,000		1,000,000		3,000,000	4,600,000
11	T&U	West Centre Avenue/Marsh Pointe Traffic Signal				450,000					450,000
12	T&U	Brown Avenue Reconstruction				400,000					400,000
13	T&U	Milham Avenue Traffic Signal and Fiber Network Improvements				1,100,000					1,100,000
14	T&U	Cox's Drive - East Shore Drive to East Centre Avenue					650,000				650,000
15	T&U	Meredith Street Reconstruction					950,000				950,000
16	T&U	Portage Road Improvements - Wetherbee to Lakeview Drive					1,705,000				1,705,000
17	T&U	Portage Road / East Osterhout Avenue Intersection Improvements								800,000	800,000
18	T&U	Vincent Drive/Oakland Drive Intersection Improvements							1,900,000		1,900,000
19	T&U	West Centre Avenue Sidewalk, Oakland Drive to Shaver Road								500,000	500,000
TOTALS					6,420,000	10,870,000	10,410,000	7,497,000	8,100,000	30,593,800	73,890,800
MAP-21 Funding (w/ CI Bonds)				Map21	950,000	1,950,000	800,000				3,700,000
Municipal Street Fund (includes other funding)				Muni	1,415,000	1,365,000	1,365,000	1,365,000	1,365,000	7,325,000	14,200,000
Capital Improvement Bonds				Bond	2,400,000	5,871,000	6,536,640	4,398,915	4,976,818	21,245,146	45,428,519
Act-51 (via Major Streets)				Act51	1,600,000	1,624,000	1,648,360	1,673,085	1,698,182	1,723,654	9,967,281
City Share Cash				Cash	55,000	60,000	60,000	60,000	60,000	300,000	595,000

Total Lake Center District CIP Projects

500,000	600,000	1,705,000	1,000,000	0	3,800,000	7,605,000
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CAPITAL IMPROVEMENT PROJECT PROFILE

DEPARTMENT:

Transportation and Utilities

PROJECT CATEGORY:

Water

PROJECT COST: \$1,800,000

PROJECT NUMBER: 1

PROJECT TITLE:

Lakeview Drive Water Main & Street Reconstruction

PROJECT DESCRIPTION:

Replacement of deteriorating water mains in Lakeview Drive from South Shore Drive to Portage Road including reconstruction of the roadway.

PROJECT JUSTIFICATION/NEED:

The existing water main in Lakeview Drive has been identified as older cast iron pipe, which has been prone to leaks and breakage. Lakeview Drive is one of few east-west streets between South Westnedge Avenue and Portage Road, south of East Centre Avenue. The condition of the roadway is poor and in need of rehabilitation.

PROJECT BENEFIT/IMPACT:

The reconstruction of Lakeview Drive will result in an improved road surface and increase driver safety and the replacement of the existing water main will provide improved reliability and water quality in this area of the city and eliminate future maintenance concerns.

OPERATING FUND IMPACT:

Decrease in operating costs.

TO: Honorable Mayor and City Council

FROM: Erica L. Eklov, City Clerk



SUBJECT: Citizen Petition to Protect West Lake Water Quality and Safety

ACTION RECOMMENDED: Receive the citizen Petition to Protect West Lake Water Quality and Safety.

The Office of the City Clerk received the attached citizen petition to Protect West Lake Water Quality and Safety addressed to City Council on Monday, May 24, 2021. Following receipt, staff reviewed the entries and signatures via the Michigan Qualified Voter File and City of Portage property database, and found the petition to have 193 valid entries.

FUNDING: Not Applicable.

Attachments: 1. Petition to Protect West Lake Water Quality and Safety

RECEIVED

MAY 24 2021

May, 2021- To: Portage City Council, City Manager, and Community Development Director on
Lake Center District Plan. PETITION TO PROTECT WEST LAKE WATER QUALITY AND
SAFETY

As West Lake homeowners/residents, we are concerned about protecting the water quality and safety of West Lake, which is our home. According to the West Lake Improvement Association survey of West Lake residents, the majority want to keep the channel as is, and this position is supported by the board. Enlarging the channel, which is actually a drain, would increase the likelihood of contamination of the lake from weeds or invasive species, resulting in poorer water quality. There would be higher probability of injury to boaters and swimmers due to increased boat traffic coming from Austin Lake, the public access, and the proposed lengthy public/commercial piers being added to the east side of West Lake. Enlarging the drain and using bollards/barriers to restrict boat traffic is not acceptable because these could be removed. As taxpayers, we are also concerned about the known and unknown excessive cost involved considering the small population that would access it compared to the other needs of all Portage citizens (schools, police, fire, roads, water, sewer). By adding my name to this petition, I call on the city council and administration to remove the widening the channel and installation of the long piers on West Lake from the Lake Center District Plan, thereby retaining the protection of water quality and safety of West Lake. Thank you for listening.

Printed Name	Signed Name	Address
Giara Kilburn	Giara Kilburn	1729 Lakeview Dr.
Chris Kilburn	Chris Kilburn	1729 Lakeview Dr.
Jelene Van Dyk	Jelene Van Dyk	1725 Lakeview Dr.
Mike Strazdas	Mike Strazdas	1619 Lakeview Dr.
John Bowman	John Bowman	1701 Lakeview Dr.
Peter Croden	PETER CRODEN	1925 LAKEVIEW DR
Victor Moon	Victor Moon	715 Lakeview Dr.
Angy Moon	Angy Moon	715 Lakeview Dr.
TRICIA LUTZ	Tricia Lutz	9102 W. END DR
Larry Lutz	Larry Lutz	9103 W. END DR
Larry Lutz	Larry Lutz	9107 W. END DR
Michael Cartier	Michael Cartier	1127 Lakeview Dr.
Julie Cartier	Julie Cartier	1127 Lakeview Dr.
Paul Tavernit	Paul Tavernit	522 Barberr Ave
Courtney Tavernit	Courtney Tavernit	522 Barberr Ave
DEB SLAGER	Deb Slager	9310 PORTAGE RD
DOUG SLAGER	DOUG SLAGER	9310 PORTAGE RD
MARYLOUISE CAPORAL	Marylouise Caporal	1917 LAKEVIEW DR.
Julie Hakken	Julie Hakken	1611 Lakeview Dr.
Kirk Hakken	Kirk Hakken	1611 Lakeview Dr.
Joshua Vandermay	Joshua Vandermay	1529 LAKEVIEW DR
LINDA KOON	Linda Koon	1523 LAKEVIEW DR
Wendy Osborn	Wendy Osborn	1515 Lakeview Dr.
Ashley Graska	Ashley Graska	1511 Lakeview Dr.

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Printed Name	Signed Name	Address
KEVIN P. COLLINS	Ken Pollin	825 Lakeview Dr
PATRICIA T. COLLINS	Patricia T Collins	825 Lakeview Dr.
KALIE COLLINS	Kalie Collins	825 LAKEVIEW DR.
MICHAEL A. MARSHBURN	Michael Marshburn	903 LAKEVIEW DRIVE
JANET E. MARSHBURN	Janet E. Marshburn	903 LAKEVIEW DRIVE
David England	David England	829 Lakeview Drive
Heather England	Heather England	829 Lakeview Drive
Jennifer Williams	Jennifer Williams	821 Lakeview Dr.
Barry Williams	Barry Williams	821 Lakeview Dr.
Janice Kraft	Janice Kraft	9332 Quarter Line Dr.
James Kraft	James Kraft	9332 Quarter Line Dr.
Nic Helmstetter	Nic Helmstetter	803 Lakeview Drive
Jackie Drake	Jackie Drake	707 Lakeview Dr
J. DRAKE	J. Drake	707
JILL LIBY	Jill Liby	809 LAKEVIEW DR
Shelley Steffey	Shelley Steffey	809 Lakeview Dr
Bill Gierits	Bill Gierits	915 Lakeview Dr.
Eric Camer	Eric Camer	919 Lakeview Dr.
William Samic-Bank	William Samic-Bank	923 Lakeview Dr.
Fred Meyers	Fred Meyers	1001 Lakeview Dr.
Robert Bush	Robert Bush	1001 Lakeview Dr.
Larry Wenzel	Larry Wenzel	927 Lakeview Dr.
THAD KNUD	Thad Knud	1013 Lakeview Dr
JULIA WENTZEL	Julia Wentzel	1029 LAKEVIEW DR.
Erik Williams	Erik Williams	1013 LAKEVIEW DR
		821 Lakeview Dr.



May, 2021- To: Portage City Council, City Manager, and Community Development Director on Lake Center District Plan. PETITION TO PROTECT WEST LAKE WATER QUALITY AND SAFETY

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Printed Name	Signed Name	Address
Claire Fundingsland	Claire Fundingsland	1501 Lakeview Dr.
Eddie Fundingsland	Eddie Fundingsland	1501 Lakeview Dr.
Jacqueline Wylie	Jacqueline Wylie	1417 Lakeview Dr.
Jim Wessling	Jim Wessling	1411 Lakeview Dr.
JUDY HARRIS	JUDY HARRIS	1407 LAKEVIEW DRIVE
Mark Yossay	Mark Yossay	1401 Lakeview Drive
James Beebe	James Beebe	1313 Lakeview Dr
Rex Cummings	Rex Cummings	1309 Lakeview Dr.
Robin Colwell	Robin Colwell	1233 Lakeview Dr.
Heather Simpson	Heather Simpson	2106 Ames Drive
Lawrence Stillman	Lawrence Stillman	1830 Forest Drive
Carter Seim	Carter Seim	
Melissa Visser	Melissa Visser	2210 Ames Dr.
Nancy Nagle	Nancy Nagle	2002 Ames Dr.
Sharon Strazdas	Sharon Strazdas	2016 Ames Dr.
Pete Strazdas	Pete Strazdas	2016 Ames Dr.
Catherine Perry	Catherine Perry	1926 Ames Dr.
PAUL BLOSTEIN	Paul Blostein	2134 AMES DR.
DEBRA CLARK	Debra Clark	2000 AMES DR.
MATT CROWE	Matt Crowe	" " "
Mary Lager	Mary Lager	2008 Ames Dr.
DAVE LAGER	Dave Lager	2008 Ames Dr.

RECEIVED

MAY 24 2021

PORTAGE
CITY CLERK

May, 2021- To: Portage City Council, City Manager, and Community Development Director on Lake Center District Plan. PETITION TO PROTECT WEST LAKE WATER QUALITY AND SAFETY

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Printed Name	Signed Name	Address
Kelly Duggan	Kelly Duggan	1810 Forest Dr Portage MI 49002
Vince Renda	Vince Renda	1312 Forest Dr.
Amy Renda	Amy Renda	1312 Forest Dr.
Martin Velez	Martin Velez	127318 Forest Dr.
Shirley Cal Sprague	Shirley Cal Sprague	1416 J. Mack Dr.
R. J. Austin MD	ROBERT J. AUSTIN MD	1428 Forest Dr 49002
Tammy Tarver	Tammy Tarver	1530 Forest Dr. 49002
JOHN L. TAEVER	JOHN L. TAEVER	1530 Forest Dr 49002
Kristin Fiore	Kristin Fiore	1524 Paul Ct
John Fiore	John Fiore	1524 Paul Ct. 49002
Shelly Cornell	Shelly Cornell	1616 John St 49002
William Cornell	William Cornell	1616 John St 49002
Ines Pochyla	Ines Pochyla	1726 Forest Dr 49002
Berecca Gluse	Berecca Gluse	1319 Applecroft 49002
Kristine Kipp	Kristine Kipp	1728 Forest Dr 49002
Walter Kipp	Walter Kipp	1728 Forest Dr. 49002
FREDERICK A. WELCH	FREDERICK A. WELCH	1724 FOREST DR. 49002
Sandra M. Welch	Sandra M. Welch	1724 Forest Dr. 49002
Ani Jones	Ani Jones	1712 Forest Dr 49002
Courtney Bascher	Courtney Bascher	1710 Forest Dr 49002
MARTIN C BASCH	Martin C Bascher	1638 Forest Dr 49002
Jean Kropp	Jean Kropp	1638 John 49002
Tim Stickland	Tim Stickland	1902 Forest Dr.
Larry Lutz	Larry Lutz	903 West St Dr



May, 2021- To: Portage City Council, City Manager, and
Community Development Director on Lake Center District
Plan. PETITION TO PROTECT WEST LAKE WATER
QUALITY AND SAFETY

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Printed Name

Signed

Name

Address

Amy Green	908 Forest Dr.	Amy Green
ROD GREEN	908 FOREST DR	ROD GREEN
Pamela Yelsma	916 Forest Dr	Pamela Yelsma
Marquette Stuart	902 Forest Dr	Marquette Stuart
DAVID STUART	902 FOREST DR	DAVID STUART



PHIL YECSMA 916 FOREST DR. Phil Yecsma
 Roman R. Helmiel 1308 Forest Dr. 49002 Roman R. Helmiel
 Pete Everts 1103 Forest Dr. 49002 Pete Everts
 Sherry Jarvis 1014 Forest Dr. 49002 Sherry Jarvis
 Samantha Everts 1103 Forest Dr. 49002 Samantha Everts
 Randy Jarvis 1014 Forest Drive 49002 Randy Jarvis
 Carolyn Everts 10007 Grace Lane Carolyn Everts
 Jim Everts 10007 Grace Lane Jim Everts
 Jan Boettcher 7205 S. 12th St. 49024 Jan Boettcher
 Sandra K. Welser 1010 Forest Dr. Sandra K. Welser
 Fredrick K. Welser 1010 Forest Dr. Fredrick K. Welser
 Tom Rohlwing 1106 Forest Dr. Tom Rohlwing
 Wendy Rohlwing 1106 Forest Dr. Wendy Rohlwing
 Jim PATENOSTER 1210 FOREST DR. Jim Patenoster
 Helen Clifford 1006 Forest Dr. Helen Clifford
 ED CLIFFORD 1006 FOREST DR. Ed Clifford
 Jeremy Vainavicz 922 Forest Dr. Jeremy Vainavicz
 Lara Vainavicz 922 Forest Dr. Lara Vainavicz
 Adam Ellefson 912 Forest Dr. Adam Ellefson
 Melanie Ellefson 912 Forest Dr. Melanie Ellefson
 MATT LINDSAY 1122 FOREST DR. Matt Lindsay
 David Bauer 1102 Forest Dr. David Bauer
 James Moran 1028 Forest Dr. James Moran
 Jack Vandermaay 824 Forest Dr. Jack Vandermaay
 KAREL B. THOMPSON 1202 FOREST DR. Karel B. Thompson
 SUSAN G. THOMPSON 1202 FOREST DR. Susan G. Thompson
 LYJON O'BRIEN 1217 Forest Dr. Lyon O'Brien
 Lance Bethell 1216 Forest Dr. Lance Bethell
 Todd VanderBor 1227 Forest Dr. Todd VanderBor
 Margaret O'Brien 1220 Forest Dr. Margaret O'Brien
 Nicholas O'Brien 1220 Forest Dr. Nicholas O'Brien
 Denise Young 1228 Forest Dr. Denise Young
 Chris Gilbert 1918 forest Dr. Chris Gilbert
 Paul Gilbert 1918 Forest Drive Paul Gilbert

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Printed Name	Signed Name	Address
Anna Zoeller	Anna Zoeller	2024 Ames Dr.
LISA A SCHINDLER	Lisa A Schindler	2104 Ames Dr.
Rust Sallers	Rust Sallers	9240 Portage Rd.
Judy Sallers	Judy Sallers	9240 Portage Rd.
Kevin Hemstreet	Kevin Hemstreet	9230 Portage Rd.
Jo Moore	Jo Moore	9230 Portage Road
Eric Geber	Eric Geber	9220 Portage Rd.
Bridget Brads	Bridget Brads	2019 Lakeview Dr.
Barb Matic	Barb Matic	2015 Lakeview Dr.
KEIR KNAPP	Keir D. Knapp	2007 LAKEVIEW DR.
Cynthia Knapp	Cynthia Knapp	2007 Lakeview Dr.
Judy Croden	Judy Croden	1935 LAKEVIEW DR.
Richard Hick	Richard Hick	1925 Lakeview Dr. #2
Ann Haines	Ann Haines	1849 Lakeview Portage MI
Audrey Haines	Audrey Haines	1849 Lakeview Portage MI
Mitchell Haines	Mitchell Haines	1849 Lakeview Drive Portage MI
Beth Haines	Beth Haines	1849 Lakeview Dr Portage MI
Robin Tullock	Robin Tullock	1821 Lakeview Dr. Portage
Jonathan Tullock	Jonathan Tullock	1821 Lakeview Dr. Portage
Judith Thomas	Judith Thomas	1811 Lakeview Dr.
David Thomas	DAVID S. THOMAS	1811 LAKEVIEW DR.
Daniel O'Hara	Daniel O'Hara	1807 Lakeview Dr.
Christy O'Hara	Christy O'Hara	1807 Lakeview Dr.
Brandon Kilburn	Brandon Kilburn	1729 Lakeview Dr.

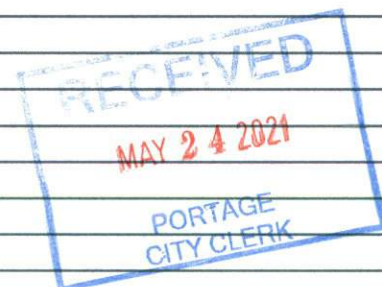
RECEIVED
MAY 24 2021
PORTAGE
CITY CLERK

[Faint, illegible handwritten notes and signatures]

May, 2021- To: Portage City Council, City Manager, and Community Development Director on Lake Center District Plan. PETITION TO PROTECT WEST LAKE WATER QUALITY AND SAFETY

As West Lake homeowners/residents, we are concerned about protecting the water quality and safety of West Lake, which is our home. According to the West Lake Improvement Association survey of West Lake residents, the majority want to keep the channel as is, and this position is supported by the board. Enlarging the channel, which is actually a drain, would increase the likelihood of contamination of the lake from weeds or invasive species, resulting in poorer water quality. There would be higher probability of injury to boaters and swimmers due to increased boat traffic coming from Austin Lake, the public access, and the proposed lengthy public/commercial piers being added to the east side of West Lake. Enlarging the drain and using bollards/barriers to restrict boat traffic is not acceptable because these could be removed. As taxpayers, we are also concerned about the known and unknown excessive cost involved considering the small population that would access it compared to the other needs of all Portage citizens (schools, police, fire, roads, water, sewer). By adding my name to this petition, I call on the city council and administration to remove the widening the channel and installation of the long piers on West Lake from the Lake Center District Plan, thereby retaining the protection of water quality and safety of West Lake. Thank you for listening.

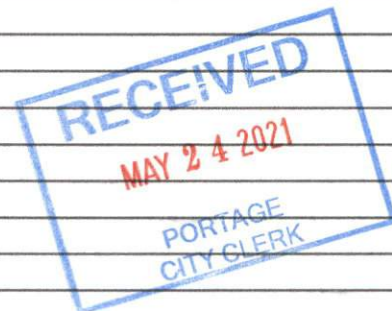
Printed Name	Signed Name	Address
Julie Mayo	Julie Mayo	1121 Lakeview Dr
Jay Hartgerink	Jay Hartgerink	1121 Lakeview Dr
Ruth J. Hartgerink	Ruth J. Hartgerink	1121 Lakeview Dr,
WILLIAM N. WAHL	William N. Wahl	1009 LAKEVIEW DR.
JEFF KRAFT	Jeff Kraft	813 LAKEVIEW DR.
Kaitlyn Kraft	Kaitlyn Kraft	813 Lakeview Dr
Kim Kraft	Kim Kraft	813 Lakeview Dr.
MIKE GRANCHI	Mike Granchi	1103 LAKEVIEW DR
DENISE A. GRANCHI	Denise A. Granchi	1103 LAKEVIEW DRIVE
Sandra Stermer	Sandra Stermer	1123 Lakeview Dr.
SHARON JONES	Sharon Jones	1209 LAKEVIEW DR
GERALD L. JONES	Gerald L. Jones	1209 Lakeview Dr,



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Printed Name	Signed Name	Address
Tina Bravata	Tina Bravata	2110 Ames Dr
Andrea Cosgrove	Andrea Cosgrove	2110 Ames Dr
Drew Cosgrove	Drew Cosgrove	2110 Ames Dr
STEVE FLECKISIN	Steve Fleckisin	2110 AMES DR.
Ryan Seim	Ryan Seim	2012 Ames Dr
Elin Seim	Elin Seim	2012 Ames Dr.
Alison Seim	Alison Seim	2012 Ames Dr.
Amy Mueller	Amy Mueller	1534 Paul Ct.
Michael Burgos	Michael Burgos	1530 Paul Ct.
Theresa Burgos	Theresa Burgos	1530 Paul Ct



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Printed Name	Signed Name	Address
Mary Zoeller	Mary Zoeller	2024 Ames Dr
Doug Zoeller	Doug Zoeller	2024 Ames Dr
Ruth Utter	Ruth Utter	2114 Ames Dr.
Tracy Utter	Tracy Utter	2114 Ames Dr.
Helen Bogatschow	Helen Bogatschow	2122 Ames DR.
David Laderer	David Laderer	2138 AMES DR.
Judith C. Laffer	Judith C. Laffer	2138 AMES DR.
Adele Barton	Adele Barton	2142 Ames Dr.
MICHAEL BARTON	Michael Barton	2142 Ames Dr.
CLARK Lang	Clark Lang	2214 AMES DR
Jan + Doug Murray	Janice Murray	2206 Ames
Janice Murray	Janice Murray	2136 Ames
James Bray	James Bray	2136 AMES
Norah Bray	Norah Bray	2136 Ames
Brenny Manning	Brenny Manning	1916 Forest Dr
Trevden Manning	Trevden Manning	1916 Forest Dr.
Ryan Manning	Ryan Manning	1916 Forest Dr
Isabelle Jennings	Isabelle Jennings	1916 Forest Dr.
Mandy Bates	Mandy Bates	1912 Forest DR.
Keith Bates	Keith Bates	1912 Forest Dr.
Travis Bates	Travis Bates	1912 Forest Dr.
Lexi Seim	Lexi Seim	2012 Ames Dr
Logan Bates	Logan Bates	1912 Forest Dr.
Dan GROSSER	Dan GROSSER	1824 FOREST DR.



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Printed Name	Signed Name	Address
Jonathan DeHaan		1820 Forest Drive
Katherine Ensfield	KA ENSFIELD	1818 Forest Drive
Robert C. Ensfield	Robert C. Ensfield	1818 Forest Drive
M. Katherine Basch	Mary Katherine Basch	1638 Forest Dr.
Snida G. Kaminski		1116 Forest Dr. LINDA A. KAMINSKI
Michael Horner	M. HOP	1808 Forest Dr
Amy Susan		1806 Forest Dr.
Jessie Susan		1806 Forest Dr.
David Little		1804 Forest Dr.
Julie Little	Julie Little	1804 Forest Dr
Petrick Duggan		1810 Forest Dr
Mary Stulman	Mary Stulman	1830 Forest Dr.
Evelyn Geige	EVELYN GEIGE	812 Barbary
William Vandermay	William Vandermay	716 Barbary
Joyce Vandermay	Joyce Vandermay	716 Barbary
CHRIS BARBER	CHRIS BARBER	706 BARBERY
Rachel Barber	Rachel Barber	706 Barbary
TERESA FOSS	Teresa A. Foss	614 Barbary
ENOS A. FOSS	Enos A. Foss	614 Barbary
LINDA Smith	Linda Smith	516 Barbary
ORVILLE SMITH	Orville Smith	506 Barbary
Eric B Nuyen	Eric B Nuyen	430 Barbary
Emily Nuyen	Emily Nuyen	430 Barbary
John W Zull	John W Zull	416 Barbary



TO: Honorable Mayor and City Council

FROM: Erica L. Eklov, City Clerk



SUBJECT: Citizen Petition regarding Issues Related to the Lake Center District Steering Committee Report

ACTION RECOMMENDED: Receive the citizen Petition regarding Issues Related to the Lake Center District Steering Committee Report.

The Office of the City Clerk received the attached citizen petition regarding Issues Related to the Lake Center District Steering Committee Report addressed to City Council on Monday, May 24, 2021. Following receipt, staff reviewed the entries and signatures via the Michigan Qualified Voter File and City of Portage property database, and found the petition to have 125 valid entries.

FUNDING: Not Applicable.

Attachments: 1. Petition to be Presented to the Portage City Council - Lake Center District

PETITION TO BE PRESENTED TO THE PORTAGE CITY COUNCIL

As a resident of Portage, I am very concerned about the following issues related to the Lake Center District Steering Committee Report (the "Report"):

The Report proposes to widen the drain between West Lake and Austin Lake (the "Drain") and to install two lengthy public/commercial piers on West Lake.

***The Report FAILS to acknowledge any environmental concerns** (increased presence of weeds, invasive species) of widening the drain/installing the piers. For example, what will be the impact on West Lake water quality? What will be the impact on the West Lake Nature Preserve?

***The Report FAILS to acknowledge any safety concerns** related to increased boat and jet ski traffic and the impeding of navigation on West Lake.

The Report FAILS to acknowledge that **TAXES MUST INCREASE TO PAY FOR THIS PROJECT**. The only thing the Report does say about costs is to propose that a new taxing authority be created and that the City Council be given discretion to spend whatever monies are collected, including expenditures for acquiring and demolishing homes.

By adding my name to this petition, I call on the Portage City Council to reject any recommendation contained in the Report that is related to the Drain and the piers.

Name	Signature	Address	Email Address
Chris Sanborn	<i>[Signature]</i>	2708 Woodbine	chickasawtr@yahoo.com
LIM SANBORN	<i>[Signature]</i>	2708 Woodbine	
Todd VanderBr	<i>[Signature]</i>	1222 Forest Dr.	
Kimi Ferris	<i>[Signature]</i>	1510 VICKERY	Kimi.Ferris@hotmail.com
JEFF WETTIG	<i>[Signature]</i>	714 Lakeview Dr.	jeff.wettig@comcast.net
Sarah Benker	<i>[Signature]</i>	2611 Woodbine Ave	sarahbenker@gmail.com
Adam Benker	<i>[Signature]</i>	2611 Woodbine Ave	adambenker@gmail.com
Joseph Benker	<i>[Signature]</i>	2611 Woodbine Ave	jbenker@gmail.com
Patrik Farmer	<i>[Signature]</i>	2102 Forest Dr.	patrik.farmer@gmail.com
Elio Morgan	<i>[Signature]</i>	10621 Weaver Dr.	skatecnszette@gmail.com
Katherine Strazdas	<i>[Signature]</i>	10621 Weaver Dr.	Katherine.Strazdas@gmail.com
Ashley Lager	<i>[Signature]</i>	8940 E. Shore Dr.	ashwood08@gmail.com

RECEIVED

MAY 24 2021

PORTAGE
CITY CLERK

ATTENTION TO REPLY TO THE REPORT

The report is a very important document and should be read carefully. It contains a lot of information and is very useful.

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TAXES WILL INCREASE TO PAY FOR THIS PROJECT. The only thing the Report says about costs is to propose that the City Council create a new taxing authority and that the City Council be given discretion to spend whatever monies are collected, including expenditures for acquiring and demolishing homes.

By adding my name to this petition, I call on the Portage City Council to reject any recommendation contained in the Report that is related to the Drain.

Name	Signature	Address	Email Address
Victor Moon	[Signature]	715 Lakeview Dr.	victorjmoon@gmail.com
Sharon Jones	[Signature]	1209 Lakeview Dr.	g.jones275@aol.com
Jean Laferriere	[Signature]	1486 Estero Dr	jeanlaferriere@icloud.com
Eric Comer	[Signature]	919 Lakeview	ecomer80@yahoo.com
Mike Osgood	[Signature]	1408 Forest Dr.	MOsgood@Aol.com
Peter Croden	[Signature]	1925 LAKEVIEW DR	petercroden@sbcglobal.net
Judy Croden	[Signature]	1925 LAKEVIEW	Judydchambers@sbcglobal.net
Marge Staron	[Signature]	10520 Wetherfield Dr.	emlby@aol.com
Yamela Becker	[Signature]	623 South Shore Dr.	ybecker@charter.net
Steven Becker	[Signature]	623 South Shore Dr.	Sbecker@charter.net
LINDA KAMINSKI	[Signature]	1116 Forest Dr.	lindakam68@gmail.com
Mary Chapman	[Signature]	8536 Alameda	mehapman85@gmail.com
ERIC PIEL	[Signature]	9111 AUSTIN DR	miPIEL@CHARTER.NET
Jean Austin	[Signature]	1428 Forest Dr.	JIN AUSTIN53@charter.net
Amy Green	[Signature]	908 Forest Dr.	greenamy@aatt.net
ROD GREEN	[Signature]	908 Forest Dr.	rr.green76@gmail.com
ROBERT J. AUSTIN	[Signature]	1428 Forest Dr.	ryfaustin@charter.net
DAVID OHLWASS	[Signature]	1807 LAKEVIEW DR	
Christy Ohlwaß	[Signature]	1807 LAKEVIEW DR	christyohlwaß2994.net
MIKE MARSHBURN	[Signature]	703 LAKEVIEW DR.	MARSHBURN@CHARTER.NET
Tammy Tarver	[Signature]	1530 Forest Dr.	tarverusmc@yahoo
Donald Tarver	[Signature]	1530 Forest Dr.	tarverusmc@yahoo

RE
MAY 24 2021
PORTAGE
CITY CLERK

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Name	Signature	Address	Email Address
John Florn	[Signature]	1527 Paul Ct.	Johnflorn6@gmail.com
Don Decker	[Signature]	10113 Woodlawn	donder78@gmail.com
Andrea Gonzales	[Signature]	8929 Austin Ct	andrea_jay1096@skyglobal.net
Kelly Dagga	[Signature]	1810 Fruit Dr	kastyleechartermi.net
Mick Horner	[Signature]	1808 Forest Dr	mhorner@gmail.com
Margaret O'Brien	[Signature]	1220 Forest Dr	mnobrien@hotmail.com
Jeanne Bruck	[Signature]	1325 Lakeview Dr	jeannebruck77@gmail.com
Ken Barrick	[Signature]	8233 NEWELLS LN.	KENSGOITASKEY@yahoo.com
Patrick Ferris	[Signature]	1510 Vicky Rd	
Lisa Patel	[Signature]	714 Lakeview Dr	ell180@yahoo.com
Meghan Becker	[Signature]	2611 Woodbine Ave.	megbecker@gmail.com
Mary Stillman	[Signature]	1830 Forest Dr.	Stitchingamem@sbcglobal.net
Lawrence Stillman	[Signature]	1830 Forest Dr.	larrystillman@sbcglobal.net
MARK GRATTAN	[Signature]	9481 Sebring	MARKGRATTAN@aol.com
Kathy Grattan	[Signature]	9481 Sebring	19002 KathyGrattan@aol.com
Bill Correll	[Signature]	1616 John St	49002
Shelly Correll	[Signature]	1616 John St	49002
Cristy Wynant	[Signature]	1615 Sarasota Tr.	49002
Patti Taylor	[Signature]	10421 Lila St.	49024
DAVE GROSSER	[Signature]	1824 Forest	49052

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Name	Signature	Address	Email Address
Al Sprague	[Signature]	1416 Forest	N/A 5/15/21
Shirley Sprague	[Signature]	1416 Forest	N/A 5/15/21
Karen Stamm	[Signature]	1594 Lido Terrace	N/A 5/15/21
W. Osgood	[Signature]	1408 Forest Dr	N/A 5/15/21
K. Enfield	[Signature]	1818 Forest Dr.	N/A 5-15-21
Kirk Schieman	[Signature]	9125 West End Dr.	SCHIEMAN, KIRK@gmail.com
Michelle Piel	[Signature]	9121 Austin Dr	melle-piel@gmail.com
Brandon Kilburn	[Signature]	1729 Lakeview Dr.	Sunburn501@gmail.com
James Bray	[Signature]	2136 Ames Dr.	Jamesbray16@aol.com
Marcy Bray	[Signature]	2136 Ames Dr	marcygf7@hotmail.com
MIKE GRANCHI	[Signature]	1103 LAKEVIEW DR	MIKEGRANCHI@GMAIL.COM
Mary Anne Needham	[Signature]	1423 Forest Dr	maneedham524@gmail.com
TERRY NEEDHAM	[Signature]	1423 Forest Dr.	tneedham@gmail.com
Paul Lemmer	[Signature]	8941 West End Dr	Ep1emmer1394@outlook.com
JAN MARSHBURN	[Signature]	9103 Lakeview Dr	marshburn@charter.net
Ann Susan	[Signature]	1806 Forest	AnnSusan@charter.net
Tammy Tarver	[Signature]	1530 Forest Dr	tammytarver1@yahoo.com
Donald Tarver	[Signature]	1530 Forest Dr	tarverusma@yahoo.com
GAIL LINDSEY	[Signature]	641 S SHORE DR	
ALEXANDER HANCOX	[Signature]	723 LAKEVIEW DR	w/hanbox@aol.com
Grace Knue	[Signature]	1029 Lakeview Dr.	canoes@yahoo.com
THAD KNUE	[Signature]	1029 Lakeview DR	CANOE5@Yahoo.com



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Name	Signature	Address	Email Address
Elaine Lemmer	Elaine Lemmer	8941 W End Dr	eplemmer1394@outlook.com
DANILLO MARIC	Danillo Maric	2015 Lakeview Dr.	dmatic1@aol.com
Barbara Maric	Barb Maric	2015 Lakeview Dr.	bjean211@aol.com
Tammy Tarver	Tammy Tarver	1530 Forest Dr	tammytarver1@yahoo.com
Donnie Tarver	Donnie Tarver	1530 Forest Dr	Tarverusmcc@yahoo.com
JUSTIN SUSAN	Justin Susan	1806 FOREST DR	ctctxf8@gmail.com
Brenda Kaempf	Brenda Kaempf	637 S Shore Dr	blue911rsc@charter.net
Claudia Kaempf	Claudia Kaempf	637 S. Shore Dr.	blue911rsc@dunbar.net
Peter Grazdas	Peter Grazdas	2016 Ames Dr.	Peter.Grazdas@wmich.edu
Gerrie Peet	Gerrie Peet	1735 TITRUSHWOOD	gerriepeet@aol.com
Brenda Townes	Brenda Townes	10525 Woodlawn	ssjitterbug@gmail.com
Judy Hagey	Judy Hagey	9429 Sebring Dr	heyjude070@gmail.com
RAYMOND AMPLEY	Raymond Ampley	2861 Mandeville Pl.	ampleyrc@gmail.com
Evelyn Hall	Evelyn Hall	1520 Forest Dr	evieandyhall@yahoo.com
Andy Hall	Andy Hall	1520 Forest Dr.	"

RECEIVED

MAY 24 2021

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Name	Signature	Address	Email Address
Judy Kangas Salks	Judy Kangas Salks	9240 Portage Rd	Kangas421@gmail.com
Gharon Strazdas	Gharon Strazdas	2016 Ames DR	sstrazdas@charter.net
Fred Welser	Fred Welser	1010 Forest	fwelser@ameritel.net
Sandra K. Welser	Sandra K. Welser	1010 Forest	swelser@ameritel.net
Maru Yassay	Maru Yassay	1401 Lakeview Drive	myassay75@gmail.com
WILLIAM A. PEET	W. A. Peet	1735 THURSTON ROAD	
Rex Cummings	Rex Cummings	1309 Lakeview Dr	
JULIE WENTZEL	Julie Wentzel	1013 Lakeview	simontenje@aol.com
Larry Wentzel	Larry Wentzel	1013 Lakeview	
Renee Cummings	Renee Cummings	1309 Lakeview Dr.	
TIM BOWERS	Tim Bowers	10535 WOODLAWN	TJBOWERS58@gmail.com
David Bauer	David Bauer	1102 Forest Drive	duibauer2@gmail.com
Kristin Fiore	Kristin Fiore	1524 Paul Ct	Kfiore6@gmail.com
Mary Bower	Mary K. Bower	11623 Lakeview Dr.	mrbower1@sbcbglobal.net
DAVE THOMAS	Dave Thomas	1811 LAKEVIEW DR	200FOLKS@protonmail.com
Judy Thomas	Judy Thomas	1811 Lakeview Dr.	"
Evie Hall	Evie Hall	1520 Forest Dr.	evieandandyhall@yahoo.com
Patrick Duggan	Patrick Duggan	1810 FOREST Dr.	
CAROLYN KAY Decker	Carolyn Kay Decker	10113 Woodlawn Dr.	



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Name	Signature	Address	Email Address
Paul Gilbert	Paul B. Gilbert	1918 Forest Drive	P.Gilbert@KASHI.COM
Dustin HAKALA	Dustin HAKALA	7668 N. INDIAN LAKE DR	dhakala@hotmail.com
Karen Schierman	Karen Schierman	9125 W. End Dr	Karen.schierman@gmail.com
Robin Tullock	Robin Tullock	1821 Lakewood Dr.	Robinbean1960@gmail.com
Jon Tullock	Jon Tullock	1821 Lakeside Dr.	jon.tullock@icloud.com
Julie Carter	Julie Carter	1127 Lakeview Dr	jeliasoncarter@gmail.com
TRICIA LUTZ	Tricia Lutz	9103 W. END DR	triciajlutz@gmail.com
MARY DENEAU	Mary Deneau	2504 WOODBINE AVE	MARY.DENEAU@ATT.NET
RANDY JARVIS	Randy Jarvis	1014 Forest Drive	K200JARVIS@SBCGLOBAL.NET
Sherry Jarvis	Sherry Jarvis	1014 Forest Dr.	K200jarvis@scgbl.net
Samantha Everts	Samantha Everts	1103 Forest Dr.	SamanthaKEVERTS@gmail.com
Pete Everts	Pete Everts	1103 Forest Dr.	Pete.Everts1056@gmail.com
JEFF DAANE	Jeff Daane	9918 EAST SHORE	J.DAANE@SBCGLOBAL.NET
JOHN EVERTS	John Everts	645 CHARLIE CT	PORTAGE MI

RECEIVED

MAY 24 2021

PORTAGE
CITY CLERK

PETITION TO BE PRESENTED TO THE PORTAGE CITY COUNCIL

As a resident of Portage, I am very concerned about the following issues related to the Lake Center District Steering Committee Report (the "Report"):

The Report proposes to widen the drain between West Lake and Austin Lake (the "Drain") and to install two lengthy public/commercial piers on West Lake.

***The Report FAILS to acknowledge any environmental concerns** (increased presence of weeds, invasive species) of widening the drain/installing the piers. For example, what will be the impact on West Lake water quality? What will be the impact on the West Lake Nature Preserve?

***The Report FAILS to acknowledge any safety concerns** related to increased boat and jet ski traffic and the impeding of navigation on West Lake.

The Report FAILS to acknowledge that **TAXES MUST INCREASE TO PAY FOR THIS PROJECT**. The only thing the Report does say about costs is to propose that a new taxing authority be created and that the City Council be given discretion to spend whatever monies are collected, including expenditures for acquiring and demolishing homes.

By adding my name to this petition, I call on the Portage City Council to reject any recommendation contained in the Report that is related to the Drain and the piers.

Name	Signature	Address	Email Address
Ray Hoveva	[Signature]	1432 PANA St	Portage MI 49002
Margaret Blouin	[Signature]	" " "	" " "
Adam Edleeson	[Signature]	912 Forest Dr	adamedleeson@gmail.com
Dawn Pio	[Signature]	8648 Portage Rd	Scissorshandsdawn@gmail.com
Michael Carter	[Signature]	1127 Lakerien	michaelgeorgecarter@gmail.com
Phil Miller	[Signature]	9212 Portage	id Phil M 488256@gmail.com
Chris Gilbert	[Signature]	1918 Forest	chaddockgilbert@gmail.com
Corey Lager	[Signature]	8940 E Shore Dr	CJLAGER@gmail.com
Kathy Church	[Signature]	10526 Woodlawn Dr	winrose Siberians@gmail.com
Rick Church	[Signature]	10526 Woodlawn Dr	ChurchRS3@gmail.com
Harold T. Stock	[Signature]	2024 Forest Dr.	htstock3@hotmail.com

RECEIVED

MAY 24 2021

PORTAGE
CITY CLERK

PETITION TO BE PRESENTED TO THE PORTAGE CITY COUNCIL

As a resident of Portage, I am very concerned about the following issues related to the Lake Center District Steering Committee Report (the "Report"):

The Report proposes to widen the drain between West Lake and Austin Lake (the “Drain”).

- **The Report FAILS to acknowledge any environmental concerns** (increased presence of weeds, invasive species) of widening the Drain. For example, what will be the impact on water quality? What will be the impact on the West Lake Nature Preserve?
- **The Report FAILS to acknowledge any safety concerns** related to increased boat and jet ski traffic.

TAXES WILL INCREASE TO PAY FOR THIS PROJECT. The only thing the Report says about costs is to propose that the City Council create a new taxing authority and that the City Council be given discretion to spend whatever monies are collected, including expenditures for acquiring and demolishing homes.

By adding my name to this petition, I call on the Portage City Council to reject any recommendation contained in the Report that is related to the Drain.

[illegible]

TO: Honorable Mayor and City Council

FROM: Joseph La Margo, City Manager



SUBJECT: Genesis PharmOptima, 6710 Quality Way, Application for Industrial Tax Abatement

SUPPORTING PERSONNEL: Kelly Peterson, Director of Development Services

ACTION RECOMMENDED: Subsequent to the public hearing, adopt Resolution No. 2 to expand Industrial Development District No. 78 for Genesis PharmOptima, LLC, and adopt Resolution No. 3 to set a hearing on the proposed Tax Abatement at 6710 Quality Way for June 22, 2021.

Attached is a request from Genesis PharmOptima to expand Industrial Development District (IDD) No. 78 at 6710 Quality Way and an associated PA 198 tax abatement application for a 9-year real property tax abatement. PharmOptima is a Contract Research Organization conducting preclinical drug discovery and development with an emphasis on the ocular therapeutic area. Founded in 2003 by several former pharma scientists, PharmOptima is focused on Metabolism/Pharmacokinetics (the study of the time course of drug absorption, distribution, metabolism, and excretion in the body), Bioanalytics, and Biochemistry.

The proposed Genesis PharmOptima expansion projects includes the following components:

1. Construction of a 13,692 square foot two-story building addition (6,846 square feet per floor) valued at approximately \$4,777,500.
2. Purchase of new equipment, fixtures, furniture and other personal property valued at \$2,770,000. However, these improvements are considered Eligible Manufacturing Personal Property (EMPP) and are exempt from local taxation.
3. Creation of 30 full-time jobs with an average annual salary of \$65,000. With these new jobs, the number of full and part time positions will increase from 16 (13 full time and three part time) to 46 (44 full time and two part time).

The total level of investment is \$7,547,500. Construction is expected to commence once IDD #78 is expanded. Included in the application materials is a preliminary site plan showing the location of the proposed site improvements along with the proposed boundary of IDD No. 78, as expanded.

The adopted City of Portage Industrial Tax Abatement Incentive Policy states the term for an Industrial

Facilities Exemption Certificate involving real property is up to six years. Council may grant one additional three-year period if the applicant meets one of several criteria. One of the criteria involves the creation of at least 25 new jobs *all* of which will have an annual salary above 80% of the Kalamazoo County Area Median Income for a one-person household, which is \$42,250. Information provided by the applicant indicates that 30 new jobs will be created within two years of project completion and will have an average annual salary of \$65,000. As a result, Genesis PharmOptima is eligible for an additional three-year abatement period for a total of nine years.

The City Administration has prepared the attached analysis for City Council consideration, as well as the Tax Abatement Agreement and Fees Affidavit. As such, it is recommended that, subsequent to the public hearing, City Council adopt Resolution No. 2 to expand Industrial Development District No. 78 for Genesis PharmOptima, LLC, and adopt Resolution No. 3 to set a hearing on the proposed Tax Abatement at 6710 Quality Way for June 22, 2021.

FUNDING: Not applicable

Attachments:

1. Genesis PharmOptima IDD #78 (expansion) Application
2. Tax Abatement Agreement
3. Fees Affidavit
4. Fiscal Analysis
5. Resolution #2
6. Resolution #3

April 20, 2021

Via Overnight Mail

City of Portage
Attn. City Clerk
Portage City Hall
7900 South Westnedge Avenue
Portage, Michigan 49002

Re: 6710 Quality Way, Portage, Michigan

Ms. Ekllov:

Our firm represents Genesis PharmaOptima, LLC (the "**Company**"). Genesis operates a pharmaceutical research and development business from its facility located at 6710 Quality Way, Portage, Michigan (the "**Facility**"). The Company is planning an expansion of the Facility and a significant investment in additional equipment, furniture, fixtures and machinery. In connection with the proposed expansion and investment, we have enclosed the following for your review and consideration four copies of the following:

1. An Application for Industrial Facilities Tax Exemption Certificate for the Facility
2. A check in the amount of \$1,800 for the application fee
3. A site layout that shows the existing Facility and the expansion area
4. Legal descriptions of the existing footprint of the Facility, of the expansion area and of the combination of the footprint Facility area
5. Environmental Compliance Statement
6. Jobs and Compensation Schedule
7. New Equipment List and
8. Lease Agreement

By way of background, the Company (and its predecessor PharmOptima, LLC) has been operating from the Facility since 2007. The Company is growing and desires to add approximately 13,692 square feet to the Facility. As shown on the enclosed drawings, the expansion would consist of two stories of approximately 6,846 square feet per level. The addition is expected to cost approximately \$4,777,500 and would be used for laboratory and research purposes in furtherance of its drug discovery, innovation and development business.

HONIGMAN.

Page 2

The expansion would also result in the investment of approximately \$2,770,000 in new equipment, fixtures, machinery and personal property. A more specific list of equipment is enclosed with this letter.

Most importantly, the expansion would enable the Company to add approximately 30 full time jobs to the Facility. The additional jobs would increase the workforce at the Facility from 16 (13 full time and 3 part time) jobs to 46 (44 full time and 2 part time) jobs.

We note that an industrial development district was previously established and an Industrial Facility Exemption Certificate was previously issued with respect to the Facility. We understand that the district and certificate expired several years ago. We have been informed that the district would need to be reactivated and expanded to include the expansion area. To this end, our enclosed drawings and legal descriptions that show existing Facility (and original industrial development district), the expansion area and what would be the "new" industrial development district (combining the previous industrial development district area with the expansion area).

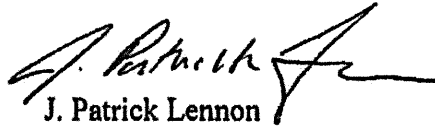
As you might expect, the Company is moving quickly to finalize their plans and would like to move forward as quickly as possible. We believe the enclosed information satisfies the application requirements and hope it can be considered by City Council as soon as possible. Of course, if there are any deficiencies, or if City staff needs more information to fully evaluate the application, we will provide it as quickly as possible.

Thank you in advance for your time and consideration with respect to the enclosed Application. We look forward to presenting the Application, and the opportunities it presents for the City of Portage, to the City Council.

Please contact me with any questions. We look forward to hearing from you soon.

Very truly yours,

HONIGMAN LLP


J. Patrick Lennon

cc: Michael Gale

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the completed application and the required attachments with the clerk of the local government unit. If you have any questions regarding the completion of this form, call 517-335-7460.

To be completed by Clerk of Local Government Unit	
Signature of Clerk <i>Evee L. Coo</i>	Date Received by Local Unit <i>4/22/2021</i> (v.2)
STC Use Only	
Date Received by STC	

APPLICANT INFORMATION

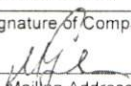
All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) Genesis Pharma Optima, LLC		1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 8731	
1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 6710 Quality Way, Portage MI 49002		1d. City/Township/Village (indicate which) Portage	1e. County Kalamazoo
2. Type of Approval Requested ☐ New (Sec. 2(5)) ☐ Speculative Building (Sec. 3(8)) ☒ Research and Development (Sec. 2(10)) ☐ Transfer ☐ Rehabilitation (Sec. 3(6)) ☐ Increase/Amendment		3a. School District where facility is located Portage	3b. School Code 39140
4. Amount of years requested for exemption (1-12 Years) 9			
5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed. The Applicant needs to establish an approximately 13,692 square foot addition to its existing facility. The addition would consist of two stories of approximately 6,846 square feet each. The addition will be used for laboratory and research related to drug discovery and innovations. The addition and facility will house new equipment and will add approximately 31 new employees (see attached).			
6a. Cost of land and building improvements (excluding cost of land) * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.		4,777,500 Real Property Costs	
6b. Cost of machinery, equipment, furniture and fixtures * Attach itemized listing with month, day and year of beginning of installation, plus total		2,770,000 Personal Property Costs	
6c. Total Project Costs * Round Costs to Nearest Dollar		7,547,500 Total of Real & Personal Costs	
7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.			
Begin Date (M/D/Y)		End Date (M/D/Y)	
Real Property Improvements	05/01/2021	02/28/2023	☐ Owned ☒ Leased
Personal Property Improvements	02/01/2023	05/01/2023	☒ Owned ☐ Leased
8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. ☐ Yes ☒ No			
9. No. of existing jobs at this facility that will be retained as a result of this project. 13 full time, 3 part time		10. No. of new jobs at this facility expected to create within 2 years of completion. 31 full time (44 total full time), -1 part time (2 total)	
11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.			
a. TV of Real Property (excluding land)		n/a	
b. TV of Personal Property (excluding inventory)			
c. Total TV			
12a. Check the type of District the facility is located in: ☒ Industrial Development District ☐ Plant Rehabilitation District			
12b. Date district was established by local government unit (contact local unit)		12c. Is this application for a speculative building (Sec. 3(8))? ☐ Yes ☒ No	

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name Patrick Lennon	13b. Telephone Number (269) 337-7712	13c. Fax Number	13d. E-mail Address lennon@honigman.com
14a. Name of Contact Person Patrick Lennon	14b. Telephone Number (269) 337-7712	14c. Fax Number	14d. E-mail Address lennon@honigman.com
▶ 15a. Name of Company Officer (No Authorized Agents) Michael Gale Vice President			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number	15d. Date
▶ 15e. Mailing Address (Street, City, State, ZIP Code) 2439 Kuser Road, Hamilton NJ 08690		15f. Telephone Number (609) 338-1546	15g. E-mail Address MGale@genesis-ip.com

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit ☐ Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion ☐ Yes ☐ No ☐ Denied (Include Resolution Denying)		16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable ☐ 1. Original Application plus attachments, and one complete copy ☐ 2. Resolution establishing district ☐ 3. Resolution approving/denying application. ☐ 4. Letter of Agreement (Signed by local unit and applicant) ☐ 5. Affidavit of Fees (Signed by local unit and applicant) ☐ 6. Building Permit for real improvements if project has already begun ☐ 7. Equipment List with dates of beginning of installation ☐ 8. Form 3222 (if applicable) ☐ 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable ☐ 1. Notice to the public prior to hearing establishing a district. ☐ 2. Notice to taxing authorities of opportunity for a hearing. ☐ 3. List of taxing authorities notified for district and application action. ☐ 4. Lease Agreement showing applicants tax liability.		
16c. School Code		
17. Name of Local Government Body		▶ 18. Date of Resolution Approving/Denying this Application

Attached hereto is an original application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time, and that any leases show sufficient tax liability.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

For faster service, email the completed application and additional required documentation to PTE@michigan.gov.

An additional submission option is to mail the completed application and required documents to:

Michigan Department of Treasury
State Tax Commission
PO Box 30471
Lansing, MI 48909

STC USE ONLY

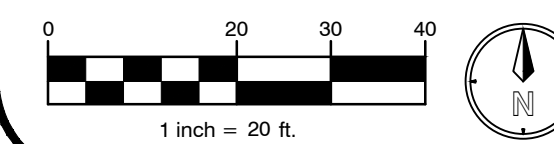
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal
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SITE DATA

- PROPERTY INFORMATION:
PARCEL #S: 00012-115-X
SITE AREA: 79,996 SF (1.84 AC)
OWNER: KC EAGER LLC
6710 QUALITY WAY
PORTAGE, MI 49002
- ZONING:
PROPERTY CURRENTLY ZONED:
I-1 LIGHT INDUSTRIAL
ABUTTING PROPERTY CURRENTLY ZONED:
NORTH: I-1 LIGHT INDUSTRIAL
SOUTH: I-1 LIGHT INDUSTRIAL
EAST: I-1 LIGHT INDUSTRIAL
WEST: I-1 LIGHT INDUSTRIAL
- SETBACKS
FRONT = 30' *
SIDES = 12' **
REAR = 12' **
GREENBELT = 10' ALONG PUBLIC R/W
*INDUSTRIAL PARK SETTING
** 1/2 OF TOTAL BUILDING HEIGHT, NO LESS THAN 12'
- PARKING:
REQUIRED = (5) PLUS (1.5) PER EMPLOYEE ON LARGEST WORK SHIFT
27 EMPLOYEES * 1.5 + 5 = 45.5 = 46 SPACES REQUIRED
PROVIDED = STANDARD 9'X20' SPACES = 47
BARRIER FREE SPACES = 2
TOTAL PROVIDED = 49
- LOADING
20,001 SF - 100,000 SF (GFA) - 1 SPACE PLUS 1 SPACE FOR EACH ADDITIONAL 20,001 SF OF UFA NOT EXCEEDING 100,000 SF UFA
MINIMUM SIZE: 10' x 50' or 500 SF, 14' MINIMUM HEIGHT
- BUILDING:
EXISTING SINGLE STORY (+/- 21.3)
MAXIMUM HEIGHT: 40'
EXISTING BUILDING GFA: ±14,180 SF
PROPOSED BUILDING ADDITION: 6,846 SF x (2-STORY) = 13,692 SF
TOTAL PROPOSED GFA: 27,872 SF
PROPOSED BUILDING COVERAGE: 26%
MAXIMUM LOT COVERAGE: NOT SPECIFIED
- LOT:
MINIMUM LOT AREA: NOT SPECIFIED
MINIMUM LOT WIDTH: NOT SPECIFIED
LOT SIZE: 79,996 SFT / 1.84 ACRES
LOT DIMENSIONS: 399.99' x 200'
- EXISTING UTILITIES AND TOPOGRAPHIC INFORMATION SHOWN IS PER PREVIOUS APPROVED SITE LAYOUT PLAN DATED FOR 11/2011.
- WB-67 TRUCK MANEUVERING SHOWN

LEGEND

- HEAVY DUTY PAVEMENT
(SEE DETAIL ON C5.0)
- LIGHT DUTY PAVEMENT
(SEE DETAIL ON C5.0)
- CONCRETE PAVEMENT AND SIDEWALK
(SEE DETAIL ON C5.0)



BENCHMARKS

- BM#1
ELEV.: 871.76
TOP HYDRANT BOLT
- BM#2
ELEV.: 865.25
SE HYDRANT BOLT
- BM#3
ELEV.: 865.25
TOP OF IRON

PLANS PREPARED BY:



Civil Engineers & Surveying
MICHIGAN | INDIANA | ILLINOIS | OHIO
209.250.5581 PHONE | 846.593.0634 FAX
www.arengineeringllc.com

DRAWN: amw

CHECKED: WLP

No.	ISSUED FOR:	DATE	BY
0	TAX ABATEMENT REQUEST	04/12/21	dig
1	OWNER REVIEW	05/06/21	dig
2			
3			
4			

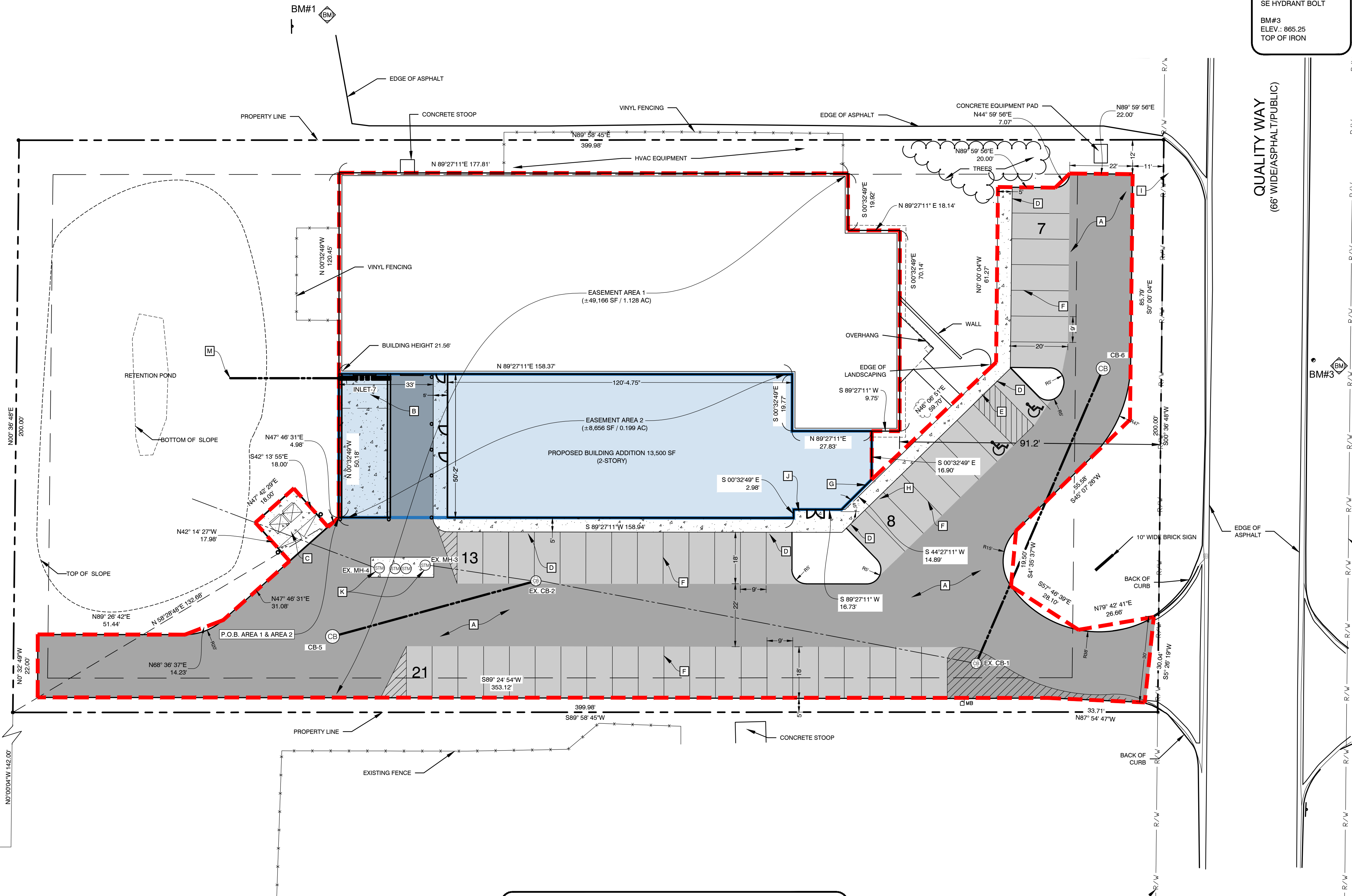
SITE LAYOUT
6710 QUALITY WAY
PORTAGE MI HOLDINGS, LLC

SHEET TITLE:
PROJECT:
CLIENT:

JOB NUMBER
2077001

DATE
05/06/2021

SHEET NUMBER
C2.0



SITE PLAN NOTES

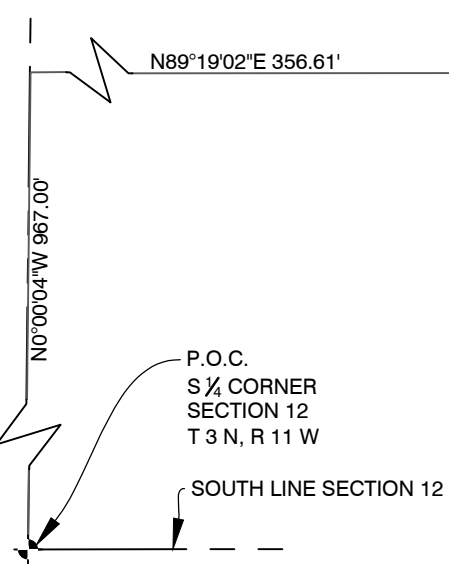
- | | |
|---|---|
| [A] BITUMINOUS PAVEMENT (SEE DETAIL SHEET). | [I] EX. SEWER LATERAL. |
| [B] 37' x 18' - 6" CONCRETE PAD/LOADING AREA. (SEE DETAIL SHEET) | [J] PROPOSED TELEPHONE SERVICE LOCATION. COORDINATE CONNECTION WITH ELECTRICAL PLANS. |
| [C] 18' X 20' (MIN.) - 6" CONCRETE DUMPSTER PAD (PROVIDE 18' X 12' DUMPSTER ENCLOSURE. AREA FOR (2) STD DUMPSTERS (SEE DETAIL SHEET). | [K] (4) EX. STORM WATER TREATMENT STRUCTURE MANHOLES. USE CONCRETE ADJUSTMENT RINGS TO RAISE RIMS BY 3" |
| [D] INTEGRAL CURB/WALK (SEE DETAIL SHEET). | [L] 12" FLARED END SECTION WITH RIP RAP AND REFUSE SCREEN. |
| [E] AT-GRADE RAMP (SEE GRADING PLAN). | [M] 6" FLARED END SECTION WITH RIP RAP AND REFUSE SCREEN. |
| [F] PAINT/ STRIPING (SEE DETAIL SHEET) | |
| [G] PROPOSED WATER SERVICE LOCATION. COORDINATE CONNECTION WITH PLUMBING PLANS. | |
| [H] REUSE EXISTING WATER SERVICE LINE. INSPECT LINE FOR BREAKS OR LEAKS | |

GENERAL NOTES

- DIMENSIONS TAKE PRECEDENCE OVER SCALE. CONTRACTOR TO VERIFY ALL DIMENSIONS IN FIELD.
- IF ANY ERRORS, DISCREPANCIES, OR OMISSIONS BECOME APPARENT, THESE SHALL BE BROUGHT TO THE ATTENTION OF THE ARCHITECT/ ENGINEER PRIOR TO CONSTRUCTION OF ANYTHING AFFECTED SO THAT CLARIFICATION OR REDESIGN MAY OCCUR.
- ALL CURB RADII AND DIMENSIONS ARE TO FACE OF CURB. CURB TO BE PROVIDED WHERE SHOWN AND INTEGRAL WITH SIDEWALK AT PAVING EDGE.
- SLOPE GRADES UNIFORMLY BETWEEN ELEVATIONS SHOWN. NOMINAL GRADING, SLOPE SIDEWALKS AWAY FROM BUILDING AT 1/4" PER FOOT ON ENTRY WALK.



ALL UTILITIES AS SHOWN ARE APPROXIMATE LOCATIONS DERIVED FROM ACTUAL MEASUREMENTS AND AVAILABLE RECORDS. THEY SHOULD NOT BE INTERPRETED TO BE EXACT LOCATION NOR SHOULD IT BE ASSUMED THAT THEY ARE THE ONLY UTILITIES IN THE AREA. FIELD WORK PERFORMED BY: LANDTECH PROFESSIONAL SURVEYING & ENGINEERING



EXISTING BUILDING FOOTPRINT AREA

PART OF THE SOUTHEAST QUARTER OF SECTION 12, TOWN 3 SOUTH, RANGE 11 WEST, CITY OF PORTAGE, KALAMAZOO COUNTY, MICHIGAN, DESCRIBED AS: COMMENCING AT THE SOUTH 1/4 CORNER OF SAID SECTION 12;

THENCE NORTH 00° 00' 04" WEST ALONG THE NORTH-SOUTH 1/4 LINE OF SAID SECTION 12 A DISTANCE OF 967.00 FEET;

THENCE NORTH 89° 19' 02" EAST PARALLEL WITH THE SOUTH LINE OF SAID SECTION 12 A DISTANCE OF 356.61 FEET;

THENCE NORTH 00° 00' 04" WEST PARALLEL WITH SAID NORTH AND SOUTH QUARTER LINE A DISTANCE OF 305.40 FEET;

THENCE NORTH 89° 21' 53" EAST PARALLEL WITH THE EAST-WEST 1/4 LINE OF SAID SECTION A DISTANCE OF 438.40 FEET;

THENCE NORTH 00° 00' 04" WEST PARALLEL WITH SAID NORTH-SOUTH 1/4 LINE A DISTANCE OF 142.00 FEET;

THENCE NORTH 58°28'48"EAST A DISTANCE OF 132.68 FEET;

THENCE NORTH 00°32'49" WEST ALONG THE SOUTHERLY EXTENSION OF THE WESTERLY LINE OF AN EXISTING BUILDING A DISTANCE OF 50.18 FEET TO THE SOUTHWEST CORNER OF SAID BUILDING AND TO THE POINT OF BEGINNING;

THENCE CONTINUING NORTH 00°32'49" WEST 70.28 FEET TO THE NORTHWEST BUILDING CORNER;

THENCE NORTH 89°27'11" EAST ALONG SAID BUILDING FACE A DISTANCE OF 177.81 FEET;

THENCE SOUTH 00°32'49" EAST ALONG SAID BUILDING FACE A DISTANCE OF 19.92 FEET;

THENCE NORTH 89°27'11" EAST ALONG SAID BUILDING FACE A DISTANCE OF 18.14 FEET;

THENCE SOUTH 00°32'49" EAST ALONG SAID BUILDING FACE A DISTANCE OF 70.14 FEET;

THENCE SOUTH 89°27'11" WEST ALONG SAID BUILDING FACE A DISTANCE OF 37.58 FEET;

THENCE NORTH 00°32'49" WEST ALONG SAID BUILDING FACE A DISTANCE OF 19.77 FEET;

THENCE SOUTH 89°27'11" WEST ALONG SAID BUILDING FACE A DISTANCE FO 158.37 FEET AND TO THE POINT OF BEGINNING. CONTAINING 14,152 SQUARE FEET OR 0.325 ACRES.

FOOTPRINT AREA "1" (PROPOSED + EXISTING + PAVEMENT)

PART OF THE SOUTHEAST QUARTER OF SECTION 12, TOWN 3 SOUTH, RANGE 11 WEST, CITY OF PORTAGE, KALAMAZOO COUNTY, MICHIGAN, DESCRIBED AS: COMMENCING AT THE SOUTH 1/4 CORNER OF SAID SECTION 12;

THENCE NORTH 00° 00' 04" WEST ALONG THE NORTH-SOUTH 1/4 LINE OF SAID SECTION 12 A DISTANCE OF 967.00 FEET;

THENCE NORTH 89° 19' 02" EAST PARALLEL WITH THE SOUTH LINE OF SAID SECTION 12 A DISTANCE OF 356.61 FEET;

THENCE NORTH 00° 00' 04" WEST PARALLEL WITH SAID NORTH AND SOUTH QUARTER LINE A DISTANCE OF 305.40 FEET;

THENCE NORTH 89° 21' 53" EAST PARALLEL WITH THE EAST-WEST 1/4 LINE OF SAID SECTION A DISTANCE OF 438.40 FEET;

THENCE NORTH 00° 00' 04" WEST PARALLEL WITH SAID NORTH-SOUTH 1/4 LINE A DISTANCE OF 142.00 FEET;

THENCE NORTH 58°28'48"EAST A DISTANCE OF 132.68 FEET TO THE POINT OF BEGINNING;

THENCE NORTH 0°32'49" WEST ALONG THE EXTERIOR FACE OF SAID BUILDING AND THE SOUTHERLY EXTENSION THEREOF A DISTANCE OF 120.45 FEET TO THE NORTHWEST BUILDING CORNER;

THENCE NORTH 89°27'11" EAST ALONG SAID BUILDING FACE A DISTANCE OF 177.81 FEET;

THENCE SOUTH 00°32'49" EAST ALONG SAID BUILDING FACE A DISTANCE OF 19.92 FEET;

THENCE NORTH 89°27'11" EAST ALONG SAID BUILDING FACE A DISTANCE OF 18.14 FEET;

THENCE SOUTH 00°32'49" EAST ALONG SAID BUILDING FACE A DISTANCE OF 70.14 FEET;

THENCE SOUTH 89°27'11" WEST ALONG SAID BUILDING FACE A DISTANCE OF 9.75 FEET;

THENCE SOUTH 00°32'49" EAST A DISTANCE OF 16.90 FEET;

--- PAVEMENT ---

THENCE NORTH 46°06'51" EAST A DISTANCE OF 59.70 FEET;

THENCE NORTH 00°00'04" WEST A DISTANCE OF 61.27 FEET;

THENCE NORTH 89°59'56" EAST A DISTANCE OF 20.00 FEET;

THENCE NORTH 44°59'56" EAST A DISTANCE OF 7.07 FEET;

THENCE NORTH 89°59'56" EAST A DISTANCE OF 22.00 FEET;

THENCE SOUTH 00°00'04" EAST A DISTANCE OF 85.79 FEET;

THENCE SOUTH 45°07'26" WEST A DISTANCE OF 55.58 FEET;

THENCE SOUTH 04°35'37" WEST A DISTANCE OF 19.50 FEET;
THENCE SOUTH 57°46'39" EAST A DISTANCE OF 28.10 FEET;
THENCE NORTH 79°42'41" EAST A DISTANCE OF 26.66 FEET;
THENCE SOUTH 05°26'19" WEST A DISTANCE OF 30.04 FEET;
THENCE NORTH 87°54'47" WEST A DISTANCE OF 33.71 FEET;
THENCE SOUTH 89°24'54" WEST A DISTANCE OF 353.12 FEET;
THENCE NORTH 00°32'49" WEST A DISTANCE OF 22.00 FEET;
THENCE NORTH 89°26'42" EAST A DISTANCE OF 51.44 FEET;
THENCE NORTH 68°36'37" EAST A DISTANCE OF 14.23 FEET;
THENCE NORTH 47°46'31" EAST A DISTANCE OF 31.08 FEET;
THENCE NORTH 42°14'27" WEST A DISTANCE OF 17.89 FEET;
THENCE NORTH 47°42'29" EAST A DISTANCE OF 18.00 FEET;
THENCE SOUTH 42°13'55" EAST A DISTANCE OF 18.00 FEET;
THENCE NORTH 47°46'31" EAST A DISTANCE OF 4.98 FEET TO THE POINT OF BEGINNING.
CONTAINING 49,166 SQUARE FEET OR 1.128 ACRES MORE OR LESS.

BUILDING FOOTPRINT AREA "2" (PROPOSED)

PART OF THE SOUTHEAST QUARTER OF SECTION 12, TOWN 3 SOUTH, RANGE 11 WEST, CITY OF PORTAGE, KALAMAZOO COUNTY, MICHIGAN, DESCRIBED AS: COMMENCING AT THE SOUTH 1/4 CORNER OF SAID SECTION 12;

THENCE NORTH 00° 00' 04" WEST ALONG THE NORTH-SOUTH 1/4 LINE OF SAID SECTION 12 A DISTANCE OF 967.00 FEET;

THENCE NORTH 89° 19' 02" EAST PARALLEL WITH THE SOUTH LINE OF SAID SECTION 12 A DISTANCE OF 356.61 FEET;

THENCE NORTH 00° 00' 04" WEST PARALLEL WITH SAID NORTH AND SOUTH QUARTER LINE 305.40 FEET;

THENCE NORTH 89° 21' 53" EAST PARALLEL WITH THE EAST-WEST 1/4 LINE OF SAID SECTION A DISTANCE OF 438.40 FEET;

THENCE NORTH 00° 00' 04" WEST PARALLEL WITH SAID NORTH-SOUTH 1/4 LINE A DISTANCE OF 142.00 FEET;

THENCE NORTH 58°28'48"EAST A DISTANCE OF 132.68 FEET TO THE POINT OF BEGINNING;

THENCE NORTH 0°32'49" WEST ALONG THE SOUTHERLY EXTENSION OF THE WESTERLY LINE OF AN EXISTING BUILDING A DISTANCE OF 50.18 FEET TO THE SOUTHWEST CORNER OF SAID BUILDING;

THENCE NORTH 89°27'11" EAST ALONG THE FACE OF SAID BUILDING A DISTANCE OF 158.37 FEET;

THENCE SOUTH 00°32'49" EAST ALONG THE FACE OF SAID BUILDING A DISTANCE OF 19.77 FEET;

THENCE NORTH 89°27'11" EAST ALONG THE FACE OF SAID BUILDING A DISTANCE OF 27.83 FEET;

THENCE SOUTH 00°32'49" EAST A DISTANCE OF 16.90 FEET;

THENCE SOUTH 44°27'11" WEST A DISTANCE OF 14.89 FEET;

THENCE SOUTH 89°27'11" WEST A DISTANCE OF 16.73 FEET;

THENCE SOUTH 00°32'49" EAST A DISTANCE OF 2.98 FEET;

THENCE SOUTH 89°27'11" WEST A DISTANCE OF 158.94 FEET TO THE POINT OF BEGINNING. CONTAINING 8,656 SQUARE FEET OR 0.199 ACRES.

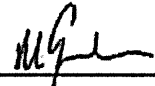
ENVIRONMENTAL COMPLIANCE CERTIFICATE

In connection with the submission of an Industrial Facility Tax Exemption Certificate for the property located at 6710 Quality Way, Portage, Michigan, the undersigned states and certifies as follows:

Genesis PharmaOptima, LLC, a Michigan limited liability company, states and certifies that the property located at 6710 Quality Way, Portage, Michigan is (i) not subject to an enforcement action by the Michigan Department of Environment, Great Lakes and/or Energy of the US Environmental Protection Agency; and (ii) to the knowledge of the undersigned, the property is in compliance with applicable environmental requirements.

In Witness Whereof, the undersigned has executed this Certificate on April 20, 2021.

Genesis PharmaOptima, LLC
a Michigan limited liability company

By: 
Title: VP REAL ESTATE OPERATIONS

STATE OF New Jersey)
) ss.
COUNTY OF Mercer)

The foregoing instrument was acknowledged before me this 20th day of April, 2021, by Michael Galle, the VP Real Estate Operations of Genesis PharmaOptima, LLC, a Michigan limited liability company, on behalf of the company.


Printed Name: Natalia Okul
Notary Public, Mercer County, New Jersey
My Commission expires: 3/22/2023

NATALIA OKUL
NOTARY PUBLIC OF NEW JERSEY
Comm. # 2431554
My Commission Expires 3/22/2023

JOBS AND COMPENSATION SCHEDULE

In connection with the submission of an Industrial Facility Tax Exemption Certificate for the property located at 6710 Quality Way, Portage, Michigan, the applicant intends to create 31 new full time jobs. The jobs will receive annual compensation of approximately \$65,000. Following the additions, the applicant will have 44 full time positions. The applicant also intends to retain two part time jobs.

NEW EQUIPMENT LIST

In connection with the submission of an Industrial Facility Tax Exemption Certificate for the property located at 6710 Quality Way, Portage, Michigan, the applicant intends to acquire and install the following new furniture, fixtures, equipment and personal property:

- LC/MS (Mass specs): ~400,000
- Luminex assay development: ~\$200,000
- Mesoscale Discovery assay development: ~\$400,000
- Containment systems - \$450,000
- Chemical hoods: ~\$40,000
- Necropsy/Surgical equipment (down draft tables, lighting, imaging, etc.): \$400,000
- Furniture/office equipment: \$200,000
- Sperm motility analyzer: \$80,000
- Locomotor learning and memory chambers: \$250,000
- Morris Water Maze: \$150,000
- Miscellaneous lab equipment (tables, counters, balances, cabinets, waste containment, pipettes, beakers, etc.): \$200,000

Total: \$2,770,000

TAX ABATEMENT AGREEMENT

This Agreement is made between THE CITY OF PORTAGE, a Michigan Municipal Corporation, of 7900 South Westnedge Avenue, Portage, Michigan 49002, hereinafter referred to as "CITY", and GENESIS PHARMOPTIMA, LLC, a Michigan limited liability company, of 6710 Quality Way, Portage, Michigan 49002, hereinafter referred to as "APPLICANT."

THE PARTIES AGREE AS FOLLOWS:

1. The CITY has established an Expanded Industrial Development District #78 in which the APPLICANT proposes to locate a facility in the City of Portage, County of Kalamazoo, State of Michigan and which is described as follows:

See attached.

2. The APPLICANT has filed an application (which is incorporated herein by reference) with the CITY requesting an industrial facilities exemption certificate ("certificate") for real property and building improvements ("facility") located at 6710 Quality Way, Portage, Michigan, within Expanded Industrial Development District #78.

3. The APPLICANT has represented that the application relates to a new or replacement facility within the meaning of Public Act 198 of 1974, MCLA 207.551, et seq.

4. The term of the certificate granted by the CITY shall be nine (9) years after completion of the facility (building). This agreement shall remain in force as to each certificate granted for the term of said certificate.

5. The APPLICANT has represented to the CITY that granting of the certificate will enable the facility to be completed, which will have the reasonable likelihood to create employment, retain employment, and prevent a loss of employment within the CITY.

6. The APPLICANT agrees to maintain at least 16 existing employees. Failure to maintain these positions shall be considered a material breach of this Agreement unless APPLICANT can show by clear and convincing evidence that the breach was caused by unfavorable economic business conditions, loss of business, or some other reason beyond the control of APPLICANT.

7. The APPLICANT agrees to maintain the facility for the entire period of the Certificate within the CITY and not to move or relocate the facility, business, or any material portion of either outside the CITY without replacing the relocated portion with real property improvements of equal or greater value, without first obtaining the permission of the CITY. If APPLICANT relocates the facility, business, or any material portion of either without this replacement and without the CITY's consent outside of the CITY during the period in which the industrial facilities exemption certificate is in effect, the APPLICANT is liable to the CITY for an amount equal to the difference between the industrial facilities tax to be paid by the owner or lessee of that relocated facility for the tax years remaining under the industrial facilities exemption certificate that is in effect and the general ad valorem property tax that the Applicant would have paid if the Applicant did not have an industrial facilities exemption certificate in effect for those years. The CITY will not impose this liability without first giving the APPLICANT an opportunity to meet with CITY representatives. The payment provided in this section shall be distributed in the same manner as the industrial facilities tax is distributed.

8. The APPLICANT agrees that during the term of the certificate, all CITY taxes shall be timely paid. Further, APPLICANT agrees that by accepting the benefits of the tax abatement, it waives appeal of personal and/or real property tax assessments concerning property which is the subject of the certificate. Appeal of the personal and/or real property taxes which is the subject of the certificate during the term of the certificate shall result in revocation of the certificate and/or termination of the district and APPLICANT

shall repay to the CITY and all taxing authorities the amount of taxes that were abated by reason of the certificate. This waiver does not apply to the first annual assessment after completion of construction.

9. The APPLICANT further agrees that during the term of the certificate, the APPLICANT shall be in full compliance with all applicable CITY codes.

10. The APPLICANT further agrees that during the term of the certificate, the APPLICANT shall not discriminate against any person on the basis of race, creed, color, sex, religious orientation, or other criteria not reasonably related to the job.

11. The APPLICANT further agrees to submit an annual project performance report to the CITY, addressed to City Council, provided under oath, setting forth the progress in attaining and maintaining the requirements of this Agreement and the provisions of the certificate application. Such reports shall be furnished in duplicate on or before July 1 of each year and shall contain if applicable, at minimum, the following:

- (a) The number of new jobs promised in the certificate and the actual number of new jobs created.
- (b) The number of employees at the time of the application and the current number of employees.
- (c) If projection for creation or retention of jobs was not reached, give explanation.
- (d) The estimated project cost given in the application and the actual project cost.
- (e) If actual project costs differ substantially from projected cost, give explanation.

12. The APPLICANT agrees that if employment has not been retained or reached as represented, the construction and/or expansion project has not been completed or expenditures made as described in the Application, or if APPLICANT fails to fulfill any other provision of this Agreement as well as the provisions of Act 198 of 1974, the CITY shall have the right (after giving APPLICANT an opportunity to meet with CITY representatives) to reduce the term or revoke the certificate and APPLICANT shall repay to the CITY and all taxing authorities the amount of taxes that were abated by reason of the certificate plus all accrued interest, penalties and administrative fees applicable to said tax exemptions in the amount as would be collected if the same were considered delinquent. Any payments due under this paragraph may be collected by either court proceedings or by adding to the next taxes due against the APPLICANT'S property on the next tax roll of the CITY. This section does not apply to the extent that the APPLICANT demonstrates to the CITY by clear and convincing evidence that the failure was caused by unfavorable economic business conditions, loss of business, or some other reason beyond the control of APPLICANT.

13. After the certificate is issued, the CITY agrees to maintain the same in full force and effect during the term of the certificate, subject to any regulations and requirements of state law, and subject to any breach of the provisions of this agreement by APPLICANT.

14. The parties agree that the CITY, in approving the tax abatement, has relied on the actions, representations and promises (including the Application) of the APPLICANT. Default of any of the provisions of this Agreement may be enforced in law or equity. The parties agree that exclusive jurisdiction to resolve any disputes on this contract shall be Kalamazoo County, Michigan.

15. If the various sections and provisions of this Agreement shall be deemed to be declared by any court of competent jurisdiction to be unconstitutional or invalid, the same shall not affect the validity of the Agreement as a whole or any section or provision hereof other than the section or provision so declared to be unconstitutional or invalid.

16. The benefits herein shall accrue to and the obligations hereof shall bind the successors, assignees, and transferees of the APPLICANT.

17. The APPLICANT further agrees that should ownership of the business and/or facility for which the Public Act 198 exemption certificate is issued be changed in the future, thereby requiring a hearing in front of the City of Portage Council under state law, that the transferee or new owner shall abide by all the terms and conditions of this Agreement, and that APPLICANT will communicate all terms and conditions of this Agreement to the transferee or new owner and assist the CITY in obtaining the signature of the authorized agent of the transferee or new owner on this Agreement or an identically worded Agreement.

By signatures of representatives of both the APPLICANT and the CITY below, it is understood that both the APPLICANT's investment in the project and the CITY's investment through the granting of a certificate is to encourage economic growth. It is also acknowledged that certain economic conditions can, at times, prohibit the maintenance of the APPLICANT's targeted status. It is understood that if such conditions exist at the time of the designated APPLICANT reports, the governing body of the CITY will carefully evaluate the APPLICANT's situation, and will inform the APPLICANT if any action is considered in order to give the APPLICANT an opportunity for correction.

Dated: _____, 2021

GENESIS PHARMOPTIMA, LLC

By: _____

Its

WITNESSED:

STATE OF MICHIGAN)
)SS
COUNTY OF KALAMAZOO)

On this _____ day of _____, 2021 before me personally came the above named _____ on behalf of Genesis Pharmoptima, LLC who acknowledges that he has read the foregoing Tax Abatement Agreement by him subscribed and knows the contents thereof, and that he has the authority of said corporation to execute this Agreement, and acknowledges that he executed the same as his free act and deed.

_____, Notary Public
Kalamazoo County, Michigan
My Commission Expires: _____
Acting in Kalamazoo County, Michigan

SIGNED, SEALED AND DELIVERED
IN THE PRESENCE OF:

CITY OF PORTAGE, a Michigan Municipal Corporation

By: _____
Patricia M. Randall

Its: Mayor

By: _____
Erica Eklov
Its: Clerk

STATE OF MICHIGAN)
)SS
COUNTY OF KALAMAZOO)

On this _____ day of _____, 2021 before me personally came the above named Patricia M. Randall and Erica Eklov, to me personally known, who being duly sworn, did and each for themselves say that they are respectively the Mayor and Clerk of the municipal corporation named in and who executed the within instrument and that said instrument was signed on behalf of said corporation by authority of its City Council; and said Patricia M. Randall and Erica Eklov acknowledge said instrument to be the free act and deed of said municipal corporation.

_____, Notary Public
Kalamazoo County, Michigan
My Commission Expires: _____

Prepared by:
Catherine P. Kaufman (P65412)
Portage City Attorney
470 W. Centre Ave, Suite A
Portage, Michigan 49024

Approved as to Form:
Date: 6/1/2021
By: Catherine P. Kaufman
City Attorney

**AFFIDAVIT WITH REGARD TO FEES
PA 198 of 1974
APPLICATION FOR GENESIS PHARMOPTIMA LLC**

STATE OF MICHIGAN)
)ss.
COUNTY OF KALAMAZOO)

NOW COME Affiants, Erica Eklov and _____, and state as follows:

1. Erica Eklov is the City Clerk and an official for the City of Portage.

2. _____ is the _____ of the applicant, Genesis Pharmoptima, LLC, who is an applicant for an industrial facilities exemption certificate.

3. Affiants are aware of the following provision, being Section 5(3) of Act No. 198 of the Public Acts of 1974, as amended:

The local government unit may charge the applicant an application fee to process an application for an industrial facilities exemption certificate. The application fee shall not exceed the actual cost incurred by the local government or unit in processing the application or 2% of the total property taxes stated under this Act for the term that the industrial facilities exemption certificate is in effect, whichever is less. A local government unit shall not charge an applicant any other fee under this Act.

4. Affiants state that no payment of any kind in excess of the fee allowed by the above provision of Act 198 as amended has been made or promised in exchange for favorable consideration of an exemption certificate application.

5. Affiants realize that any fee, payment in lieu of taxes, donations, or any other such payments as a condition precedent to approving industrial facilities exemption certificates would be contrary to the legislative intent of Act 198.

6. Each affiant has the authority to make this affidavit on behalf of the entity he or she represents.

CITY OF PORTAGE, a Michigan Municipal
Corporation

Date: _____, 2021

By: _____
ERICA EKLOV
Its: City Clerk

Subscribed and sworn to before me this _____ day of _____, 2021

Notary Public

County, Michigan
My commission expires: _____
Acting in Kalamazoo County, Michigan

GENESIS PHARMOPTIMA, LLC
A _____ Corporation

Date: _____, 2021

By: _____
Its:

Subscribed and sworn to before me this _____ day of _____, 2021.

Notary Public
Kalamazoo County, Michigan
My commission expires: _____
Acting in Kalamazoo County, Michigan

APPROVED AS TO FORM:

DATE 6/1/2021

Catherine P. Kaufman
CITY ATTORNEY

Prepared by:
Catherine P. Kaufman (P654120)
Bauckham Sparks
470 W. Centre Ave., Suite A
Portage, MI 49024

PROJECT IMPACT ANALYSIS - Genesis PharmaOptima LLC 2021

Assumptions used in the following calculations:

Market value of property to be added :	
Real property.....	\$4,777,500
Personal property.....	\$2,770,000
Percentage tax abatement requested: (consistent with City Council policy)	
Real property.....	50.00%
Personal property.....	0.00%
Years of abatement requested:	
Real property.....	9
Personal property.....	0
Non-recoverable City share costs of requested:	
Roadway improvements.....	\$0
Drainage improvements.....	\$0
Sanitary sewer improvements.....	\$0
Water delivery improvements.....	\$0
Number of new employees.....	30
Average annual income of each new employee.....	\$65,000
Percentage of new employees assumed to be residents.....	33.00%
Propensity for resident employees to consume locally.....	60.00%
Propensity for non-resident employees to consume locally.....	50.00%
County income multiplier.....	2.00
Percentage of new employees constructing new homes.....	25.00%
Value of new home as a factor of annual income.....	2.53
Number of members per household (2010-2014 5-year estimate)	2.40
Population, 2020 estimation.....	49,216
General Fund expenditures net of certain offsetting revenues: i.e., user charges and fees, grants, reimbursements	\$25,169,004
Current General Fund millage rate.....	7.5000
Per capita state revenue sharing to General Fund.....	\$90.68
Average annual inflation rate (2015 to 2019).....	1.79%
Annual increase in industrial real property value.....	0.00%
Annual increase in residential real property value.....	1.40%

CALCULATION OF ECONOMIC BENEFITS TO THE COMMUNITY:

Equation 1-Calculation of additional payroll generated

Number of new employees	Average annual income	Total new annual payroll
30	\$65,000	\$1,950,000

Equation 2-Calculation of primary economic benefit to the community from payroll income

Percentage of new employees assumed to be residents.....				33.00%	
Propensity for resident employees to consume locally.....				60.00%	
Propensity for non-resident employees to consume locally.....				50.00%	
	Distribution of labor force	Average annual income	Propensity to consume locally	Primary economic benefit	
Resident employees.....	10	\$65,000	60.00%	\$390,000	
Non-resident employees.....	20	\$65,000	50.00%	\$650,000	
				\$1,040,000	\$1,040,000

Equation 3-Calculation of secondary economic benefit to the community from payroll income

	Total primary benefit	County income multiplier	Propensity to consume locally	Secondary economic benefit	
	\$1,040,000	2.00	60.00%	\$1,248,000	\$1,248,000
----ADDITIONAL ECONOMIC BENEFITS TO THE COMMUNITY.....					\$2,288,000

CALCULATION OF ADDITIONAL GENERAL FUND REVENUE:

Equation 4-Calculation of gross taxes to be generated from new project

Market value of property to be added:					
Real property.....				\$4,777,500	
Personal property.....				\$2,770,000	
Current General Fund millage rate				7.50	
	First year property SEV	Millage rate	Abated	First year property taxes	
Real	\$2,388,750	7.50	Yes	\$17,916	
Personal	\$1,260,350	7.50	No	\$0	\$17,916

Equation 5-Calculation of additional property tax from new residents

Percentage of new employees constructing new homes.....					25.00%	
Value of new home as a factor of annual income.....					2.53	
	Number of new homes	Avg market value of each new home	Total SEV of new homes	General Fund millage rate	First year property taxes	
	8	\$164,300	\$657,200	7.50	\$4,929	\$4,929

Equation 6-Calculation of additional state revenue sharing to the General Fund

Number of members per household.....					2.43	
Per capita state revenue sharing to General Fund.....					\$91	
	Number of new resident employees	Number of members per household	Number of new residents	Per capita state revenue sharing	Additional state revenue sharing	
	10	2.43	24	\$91	\$2,176	\$2,176
---ADDITIONAL GENERAL FUND REVENUE.....						\$25,021

PROJECT IMPACT ANALYSIS - Genesis PharmaOptima LLC 2021

Equation 7-Annual tax abatement costs

Percentage tax abatement requested:				
Real property.....			50.00%	
Personal property.....			0.00%	
Years of abatement requested:				
Real property.....			9	
Personal property.....			0	
	First year General Fund property tax	Requested abatement rate	First year tax abatement	
Real	\$17,916	50.00%	\$8,958	
Personal	\$0	0.00%	\$0	\$8,958

Equation 8-Additional service costs

Population, 2020 estimation.....					49,216	
General Fund expenditures net of certain offsetting revenues: i.e., user charges and fees, grants, reimbursements					\$25,169,004	
	Costs of services	Number of residents	Cost per resident	Number of new residents	Additional cost for new residents	
	\$25,169,004	49,216	\$511	24	\$12,264	\$12,264

Equation 9-Public facilities cost, non-recoverable City share

	Road imprvmnts	Drainage imprvmnts	Sanitary sewer imprvmnts	Water delivery imprvmnts	Total improvements	
	\$0	\$0	\$0	\$0	\$0	\$0
----TOTAL ADDITIONAL GENERAL FUND COSTS.....						\$21,222

CALCULATION OF RELATIVE COMPARISON FACTOR

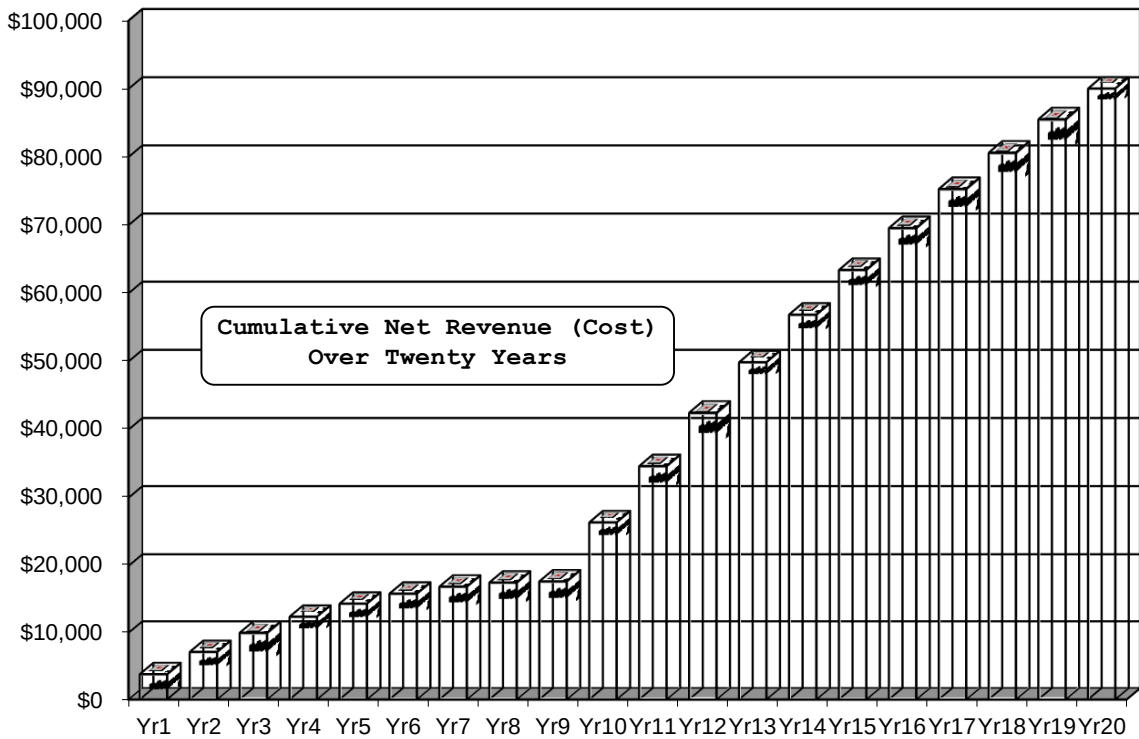
Equation 10-Relative comparison investment factor/initial cost per job created

Additional revenues	Additional (costs)	Net additional (cost)/revenue	Number of jobs created	(Cost)/revenue per job created
\$25,021	(\$21,222)	\$3,799	30	\$127

Long term comparison of increased revenues to increased costs
reflecting the effects of inflation on property values and General Fund expenditures
and the decreasing value of personal property due to depreciation

PROJECT IMPACT ANALYSIS - Genesis PharmaOptima LLC 2021

Year	Revenue	Infrastructure costs	General Fund real property tax abatement	General Fund personal prop. tax abatement	General Fund service costs	Expenditures	Net annual (cost)/revenue	Cumulative (cost)/revenue
Yr1	\$25,021	\$0	\$8,958	\$0	\$12,264	(\$21,222)	\$3,799	\$3,799
Yr2	\$24,771	\$0	\$8,958	\$0	\$12,483	(\$21,441)	\$3,330	\$7,129
Yr3	\$24,530	\$0	\$8,958	\$0	\$12,706	(\$21,664)	\$2,866	\$9,995
Yr4	\$24,297	\$0	\$8,958	\$0	\$12,933	(\$21,891)	\$2,406	\$12,401
Yr5	\$24,073	\$0	\$8,958	\$0	\$13,164	(\$22,122)	\$1,951	\$14,352
Yr6	\$23,857	\$0	\$8,958	\$0	\$13,399	(\$22,357)	\$1,500	\$15,852
Yr7	\$23,649	\$0	\$8,958	\$0	\$13,639	(\$22,597)	\$1,052	\$16,904
Yr8	\$23,450	\$0	\$8,958	\$0	\$13,882	(\$22,840)	\$610	\$17,514
Yr9	\$23,259	\$0	\$8,958	\$0	\$14,130	(\$23,088)	\$171	\$17,685
Yr10	\$23,076	\$0	\$0	\$0	\$14,383	(\$14,383)	\$8,693	\$26,378
Yr11	\$22,901	\$0	\$0	\$0	\$14,639	(\$14,639)	\$8,262	\$34,640
Yr12	\$22,733	\$0	\$0	\$0	\$14,901	(\$14,901)	\$7,832	\$42,472
Yr13	\$22,574	\$0	\$0	\$0	\$15,167	(\$15,167)	\$7,407	\$49,879
Yr14	\$22,423	\$0	\$0	\$0	\$15,438	(\$15,438)	\$6,985	\$56,864
Yr15	\$22,278	\$0	\$0	\$0	\$15,714	(\$15,714)	\$6,564	\$63,428
Yr16	\$22,142	\$0	\$0	\$0	\$15,995	(\$15,995)	\$6,147	\$69,575
Yr17	\$22,013	\$0	\$0	\$0	\$16,280	(\$16,280)	\$5,733	\$75,308
Yr18	\$21,892	\$0	\$0	\$0	\$16,571	(\$16,571)	\$5,321	\$80,629
Yr19	\$21,778	\$0	\$0	\$0	\$16,867	(\$16,867)	\$4,911	\$85,540
Yr20	\$21,671	\$0	\$0	\$0	\$17,168	(\$17,168)	\$4,503	\$90,043



**CITY OF PORTAGE
RESOLUTION NO. 2 -
EXPANDING PORTAGE INDUSTRIAL DEVELOPMENT DISTRICT NO. 78
GENESIS PHARMOPTIMA, LLC**

Minutes of a regular meeting of the City Council for the City of Portage, Michigan held on June 8, 2021 p.m. local time at City Hall (via Webex virtual meeting) in the City of Portage, Michigan.

PRESENT: _____

ABSENT: _____

The following resolution was offered by:

COUNCILMEMBER: _____, and supported by:

COUNCILMEMBER: _____

WHEREAS, the City Council has met in public hearing as heretofore resolved and noticed for the purpose of determining whether a certain described area located at 6710 Quality Way, Portage, Michigan, may be added to, for purposes of expanding, expanding Industrial Development District No. 78, pursuant to 1974 PA 198, MCLA 207.551, et seq.; and

WHEREAS, such location meets all of the prerequisites of the cited Act;

NOW THEREFORE, BE IT RESOLVED that the following described property be added to and be an expansion of Portage Industrial Development District No. 78:

Please see attached Exhibit "A"

ADOPTED: AYES: Councilmember _____

NAYS: Councilmember _____

ABSENT: Councilmember _____

All resolutions or parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

RESOLUTION DECLARED ADOPTED:

Erica Eklov, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of Resolution #2 adopted at a regular meeting of the City Council of the City of Portage, Kalamazoo County, Michigan held on June 8, 2021, the original of which is in the official proceedings of the City Council.

Erica Eklov, City Clerk

PREPARED BY:
Catherine Kaufman (P65412)
Portage City Attorney
Bauckham Sparks
470 W. Centre Ave, Suite A
Portage, Michigan 49024

Approved as to Form:

Date: 6/8/2021

By: Catherine Kaufman
City Attorney

**CITY OF PORTAGE, MICHIGAN
RESOLUTION NO. 3-
TO SET THE PUBLIC HEARING ON A FACILITIES TAX
EXEMPTION CERTIFICATE FOR GENESIS PHARMOPTIMA, LLC
INDUSTRIAL DEVELOPMENT DISTRICT NO. 78 (EXPANDED)**

Minutes of a regular meeting of the City Council of the City of Portage, Michigan held on _____, 2021 at 7:00 p.m., local time in the City Hall in the City of Portage.

PRESENT: _____

ABSENT: _____

The following resolution was offered by Councilmember _____, and supported by: Councilmember _____.

WHEREAS, pursuant to 1974 PA 198, MCLA Sec. 207.551, et seq., the City Council has established Industrial Development District No.78 (expanded);

WHEREAS, GENESIS PHARMOPTIMA, LLC, owner of the realty located within said District, has applied for an Industrial Facilities Exemption Certificate under the provisions of 1974 PA 198, Sec. 5(1);

WHEREAS, 1974 PA 198 Sec. 5(2) provides that before acting upon an application for an Industrial Facilities Certificate, the City Council shall afford the applicant, the assessor, and a representative of the affected taxing units an opportunity for a hearing;

NOW THEREFORE, BE IT RESOLVED as follows:

(1) That the application of GENESIS PHARMOPTIMA, LLC for an Industrial Facilities Exemption Certificate shall remain on file in the office of the City Clerk.

(2) That the City Council shall meet at the City Hall on _____, 2021 at 7:00 p.m., local time, or as soon thereafter as may be heard, and shall provide to the City Assessor and a representative of each of the taxing units an opportunity to be heard on the question of GENESIS

PHARMOPTIMA, LLC application for an Industrial Facilities Exemption Certificate with regard to proposed new facility and installation of equipment and machinery within said Industrial Development District.

(3) That the City Clerk immediately inform, by letter, the City Assessor, and the legislative body of each taxing unit which levies ad valorem taxes in the City of Portage on the property located within said Industrial Development District, as follows:

(a) The City of Portage has approved the expansion of Industrial Development District No.78 (expanded) and has now received and will consider an application for a Facilities Exemption Certificate for building construction, site improvements and the installation of equipment and machinery within said district.

(b) That the City Council shall meet on _____, 2021, at the City Hall at 7:00 p.m., local time, or as soon thereafter as may be heard, to afford the City Assessor and a representative of each said taxing unit an opportunity to be heard with regard to the said application.

(c) That, as to Genesis Pharmoptima, LLC Industrial Development District No. 78 (expanded), the Facilities Exemption Certificate would be in the amount of \$ 7,547,500, for expenditures in the amount of \$7,547,500.

(4) All resolutions or parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

ADOPTED: AYES: Councilmember _____

NAYS: Councilmember _____

ABSENT: Councilmember _____

Erica Eklov, City Clerk

CERTIFICATE

I hereby certify that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the City Council of the City of Portage, Michigan, Kalamazoo County, held on the day of _____, 2021, the original of which is in the official proceedings of the City Council.

Erica Eklov, City Clerk

Prepared by:
Catherine P. Kaufman
Portage City Attorney
Bauckham, Sparks, Thall, Seeber
& Kaufman, PC
470 W. Centre Ave., Ste. A
Portage, MI 49024

Approved as to Form:

Date: 01/11/2021

By: Catherine Kaufman
City Attorney

TO: Honorable Mayor and City Council

FROM: Joseph La Margo, City Manager



SUBJECT: Closed Session

SUPPORTING PERSONNEL: Michael Carroll, Deputy City Manager
Kelly Peterson, Director of Development Services

ACTION RECOMMENDED: Recommendation to go into Closed Session to consider the lease or purchase of real property immediately following conclusion of the business items of the Regular Meeting.

Information regarding the properties to be discussed will be provided to City Council via Materials Transmitted on Monday, June 7, 2021.

FUNDING: N/A

Attachments: None