

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

7:00 p.m.

Call to Order.

Invocation.

Pledge of Allegiance.

Roll Call.

Proclamations:

A. Consent Agenda:

1. Approval of City Council Meeting Minutes:
 - a. Committee of the Whole Meeting of July 13, 2021.
 - b. Special Meeting of July 13, 2021.
 - c. Regular Meeting of July 13, 2021.
 - d. Pre-Council Meeting of July 26, 2021.
2. Approval of the Accounts Payable Register of July 27, 2021 as presented.
3. Accept the special assessment petition in favor of creating a special assessment district on West End Drive (South Shore Drive to road end) and refer the matter to the City Administration for review and report.
4. Approve the Substantial Plan Amendment to the Community Development Block Grant Program (CDBG) FY 2020-21 Annual Action Plan that recommends allocating:
 - a. \$50,000 from the U.S. Department of Housing and Urban Development (HUD) CDBG-CV3 grant to the Portage Community Center;
 - b. \$50,000 for facility improvements in the Lexington Green neighborhood park;
 - c. \$107,041 for housing rehabilitation projects and/or property acquisition to construct affordable housing, and
 - d. \$30,000 for grant administrative costs;

and authorize the City Manager's Office to submit the Substantial Plan Amendment to HUD, and sign the required documents related to the funding request on behalf of the City.

5. Approve the purchase of property addressed as 9303 Portage Road in the amount of \$375,000 and authorize the City Manager's Office to execute all related documents on behalf of the city.
6. Approve the purchase of properties addressed as 9617 Portage Road and 2010 Woodbine Avenue in the total amount of \$265,000 and authorize the City Manager's Office to execute all related documents on behalf of the city.
7. Approve Third Coast Tech, LLC for design and installation services for the Charles & Lynn Zhang Portage Community Senior Center audio and video systems under the Oakland County G2G Government Purchasing Marketplace pricing program in the total amount of \$152,465.74 and authorize the City Manager's Office to execute all documents related to this action on behalf of the city.
8. Approve the sole source purchase for the design, removal and installation of an updated chiller from CIMCO in the amount of \$95,649.23, and authorize the City Manager's Office to execute all documents related to this action on behalf of the city.
9. Approve the purchase of two Palo Alto 3220 series firewalls, three-year maintenance and support services

from the preferred Palo Alto vendor, Trace 3, in the amount of \$88,108 and authorize the City Manager's Office to execute all documents related to this action on behalf of the city.

10. Recommend approval by the Michigan Liquor Control Commission (MLCC) of the Application for a Tasting Room Permit for 468 Winery (8135 Cox's Drive).

11. Minutes of Boards & Commissions:

- a. Zoning Board of Appeals of June 14, 2021.

12. Materials Transmitted.

13. Calendar of Meetings:

- Local Officer's Compensation Commission, July 28, 2021 at 4:00 p.m., City Hall Room #1.
- Historic District Commission, August 4, 2021 at 8:15 a.m., City Hall Room #1.
- Park Board, August 4 at 6:30 p.m., Westfield Park.
- Human Services Board, August 5, 2021 at 6:30 p.m., City Hall Room #1.
- Planning Commission, August 5, 2021 at 7:00 p.m., Council Chambers.
- Zoning Board of Appeals, August 9, 2021, Canceled.
- *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:

- C. Communications:

- D. Public Hearings:

- E. Regular Business Agenda:

- F. Unfinished Business:

- G. Council Committee Reports:

- H. New Business:

- I. Statements of Citizens:

- J. Statements of City Council and City Manager.

Adjournment.

**COMMITTEE OF THE WHOLE WORK SESSION
MINUTES OF JULY 13, 2021**

Mayor Patricia Randall called the Committee of the Whole Meeting to order at 5:00 PM. Mayor Patricia M. Randall, Mayor Pro Tem Jim Pearson, and Councilmembers Chris Burns, Lori Knapp, Vic Ledbetter, Claudette Reid, and Terry Urban were present. 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.

Mayor Randall asked City Manager Joe La Margo to introduce the purpose of the meeting. City Manager La Margo relayed that four members of the City Council desired to hold a Committee of the Whole to answer additional questions regarding the Lake Center District Placemaking and Feasibility Study in light of the public hearing scheduled for the Regular Meeting later that evening. Mayor Randall then turned the meeting over to City Councilmembers for questions.

Councilmember Urban noted the Lake Center District Placemaking and Feasibility Study featured right-of-way rebalancing and inquired about estimated costs. He further inquired whether the City Administration had identified sufficient funding for the project and requested a cost-benefit analysis to determine the proposal's viability. Councilmember Urban also asked for the cost to estimate engineering.

City Manager La Margo stated that the city won't have a cost estimate until the actual road engineering process begins and is also contingent upon the scenario chosen by City Council from the Lake Center District Placemaking and Feasibility Study. He asked Transportation & Utilities Director Kendra Gwin if she could further respond. Director Gwin stated that engineering is typically fifteen percent of the cost of construction and is based on similar prior projects. She warned that costs in future years may fluctuate dependent upon supply and demand but noted that general quotes had been included for the projects in the Capital Improvement Program (CIP).

Councilmember Urban inquired whether the CIP quotes were developed to include the curb relocation concept. Director Gwin confirmed it was included. Councilmember Urban then asked whether the funds budgeted would cover the CIP quotes. Director Gwin confirmed the funds would be sufficient and explained the projects and action plan.

Mayor Randall asked Director Gwin to clarify which Portage Road segments were included in the rebalancing proposal. Director Gwin confirmed segments three, four, and five were included.

Councilmember Reid questioned the proposal regarding the Portage Road "isthmus" and suggested completing the southern-most segments of Portage Road first seemed more reasonable. Director Gwin responded, noting prior accidents at the intersections of Stanley Avenue and Woodbine Avenue created a priority. She further stated the Portage Road improvements could proceed as a stand-alone project. Councilmember Reid asked for clarification regarding which Portage Road segments the City Council was being asked to approve at the Regular Meeting. City Manager La Margo responded the three segments were

part of the Action Recommended in order to provide the City Administration an overall idea of how to treat the corridor.

Mayor Randall inquired about the project timeline. Director Gwin responded that she expected the project to take ten years with the traffic signal installation at the intersection of Portage Road and Forest Drive to take two years. Director Gwin further explained the anticipated funding opportunities and adjacent project expectations as well.

Councilmember Knapp noted City Council approval would focus on the concepts presented while individual engineering reviews would still require subsequent Council approval.

Councilmember Reid noted Portage Road entailed four lanes of heavy, fast-moving traffic and asked about the traffic impacts with Scenario No. 3. Director Gwin replied that studies show southbound afternoon traffic is heavier than northbound morning traffic and stated traffic will be prevented from speeding during peak travel hours. City Manager La Margo stated commuters may also choose alternate routes. There was additional discussion regarding traffic calming by narrowing the feel of the road with landscaping.

Mayor Randall inquired whether all Portage Road projects would be initiated together to limit construction time and improve costs. Director Gwin noted such an approach would minimize alternate route options and negatively affect local business traffic.

Councilmember Burns noted the current speed limit on Portage Road between Bacon Avenue and Lakeview Avenue is 45 MPH and asked what speed the city desired for that area. Director Gwin responded the city would need to perform a speed study once the Portage Road "isthmus" construction was completed. Councilmember Burns asked why the city couldn't simply lower the speed in that area. Director Gwin stated that such an action would be considered a speed trap.

Councilmember Reid inquired regarding the need for city easements under proposed Scenarios 1 and 2. City Manager La Margo responded that easements would require the city to negotiate with property owners to achieve Fair Market Value and would take additional time and money. Councilmember Reid asked Director Gwin for an estimate on time. Director Gwin noted a similar project has taken three years and negotiations remain ongoing. There was then additional discussion clarifying acceptance of the Lake Center District Placemaking and Feasibility Study by the City Council and next steps.

Councilmember Urban inquired about undergrounding utilities as part of the Scenario No. 3 proposal. Director Gwin responded that pairing utility relocations with road projects was preferred in order to run the conduit at the same time but stated the Portage Road area would potentially be a hybrid model with some utilities underground and others relocated to the side streets for clear sight.

Councilmember Burns inquired whether the city planned to increase property taxes to fund the various Lake Center area improvements. City Manager La Margo stated the project would not be funded through property tax increases and was the reason the City Administration sought various alternate funding options with the scheduled projects. City Attorney Kaufman provided clarification regarding the proposed Corridor Improvement Authority and improvement plan funding logistics as well. Councilmember Burns then inquired about the traffic flow impact on Lovers Lane following the road diet project. Director Gwin responded

that, following implementation, there have been no complaints and Lovers Lane traffic is flowing well.

Councilmember Urban stated that the proposal to approve a city plan, such as the Lake Center District Placemaking and Feasibility Study, without a cost-benefit analysis is rare and expressed concern at the prospect. He noted the continued city efforts to revitalize the Lake Center District area over his twenty-four years on City Council. Councilmember Urban questioned whether the proposals in this particular plan were the best direction for the area, noting the degree of change and level of investment proposed but stated that this particular revitalization effort was the closest the city had come to enhancing the Lake Center District. City Manager La Margo responded, noting that change in the Lake Center District area is inevitable, either good or bad, and encouraged City Council to support the area with positive change.

STATEMENTS OF CITIZENS:

Michael Cartier (1127 Lakeview Drive) expressed three concerns; first, confusion with the removal of certain items in the Lake Center District Placemaking and Feasibility Study; the appearance that the City Council had already decided on the proposal, and, the timing of responses to his two Freedom of Information Act requests by the City Administration.

Fred Welch (1724 Forest Drive) inquired about the Planning Commission's involvement in the development of the Lake Center District Placemaking and Feasibility Study. City Manager La Margo responded that this type of project is not part of the scope for the Planning Commission and noted the creation of the Steering Committee. Mr. Welch asked whether the Planning Commission would be included at a later date. City Attorney Kaufman responded that the Planning Commission would only be involved if the Lake Center District Placemaking and Feasibility Study was part of the city's Master Plan. Mayor Pro Tem Pearson clarified that the Planning Commission focused on the review of private entity projects.

Mary Lager (2008 Ames Drive) expressed appreciation for the subsequent inclusion of the Lake Center area resident petitions in the Lake Center District Placemaking and Feasibility Study and requested the removal of several additional items from the Study before the vote by City Council. She noted the proposals to raise Portage Road, river walk/canal improvements, and the installation of docks on West Lake.

Mary Zoeller (2024 Ames Drive) expressed concern with a rendering in the Study showing Ames Drive connected to Forest Drive and asked for clarification regarding the location as it does not currently connect. She also expressed concern about the potential for increased boat traffic on West Lake. Community Development Director Kelly Peterson stated the rendering would be corrected, citing no proposal to connect the streets.

Tom Wheatley (1510 Forest Drive) noted Portage Road was five lanes wide north of Forest Drive and expressed concern with managing the existing traffic volume should Portage Road be narrowed. Director Peterson responded that the Study anticipated Portage Road traffic would taper off alongside streets when heading south. Mr. Wheatley expressed additional concern regarding the approval of a plan without reviewing cost estimates.

Tricia Lutz (9103 West End Drive) requested clarification regarding the “opportunity to enhance the canal” noted on page 51 of the Lake Center District Placemaking and Feasibility Study and asked that the city correct the reference to the canal to “drain.” City Manager La Margo responded that drain improvement would include cleaning, landscaping, removal of any invasive species, and potentially construction of a boardwalk on the city-owned side. Ms. Lutz then asked about the proposed placemaking and dining improvements in light of the West Lake Drive-In location amendment. Director Peterson responded that road balancing will help with placemaking and gathering spaces.

ADJOURNMENT: Mayor Randall adjourned the meeting at 06:28 PM.

Erica Eklov, City Clerk

**MINUTES OF THE SPECIAL MEETING OF THE PORTAGE CITY COUNCIL
JULY 13, 2021**

Mayor Patricia Randall called the Regular Meeting to order at 06:29 PM. Mayor Patricia M. Randall, Mayor Pro Tem Jim Pearson, and Councilmembers Chris Burns, Lori Knapp, Vic Ledbetter, Claudette Reid, and Terry Urban were present. Also in attendance were City Manager Joe La Margo, City Attorney Catherine Kaufman, and City Clerk Erica Eklov.

Motion by Burns, seconded by Pearson, to go into Closed Session to Discuss a City Attorney Legal Opinion. Upon a roll call vote, motion carried 7 to 0.

Entered Closed Session at 6:30 p.m.

Resumed the Special Meeting at 6:59 p.m.

STATEMENTS OF CITIZENS: None.

Motion by Burns, seconded by Pearson, to conclude the Special Meeting. Upon a roll call vote, motion carried 7 to 0.

ADJOURNMENT: Mayor Randall adjourned the meeting at 07:02 PM.

Erica Eklov, City Clerk

CITY COUNCIL MEETING MINUTES FROM JULY 13, 2021

Mayor Patricia Randall called the Regular Meeting to order at 07:04 PM. Mayor Patricia M. Randall, Mayor Pro Tem Jim Pearson, and Councilmembers Chris Burns, Lori Knapp, Vic Ledbetter, Claudette Reid, and Terry Urban were present. 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 reflect on working together towards a more equitable and just community. Following the moment of silence, the City Council recited the Pledge of Allegiance.

PROCLAMATIONS: Councilmember Ledbetter read the Proclamation in honor of Summer Learning Day 2021.

CONSENT AGENDA: Mayor Randall shared where the public can access the meeting agenda and asked if any Councilmember or anyone in the audience would like an item removed from the Consent Agenda. Motion by Pearson, seconded by Ledbetter, to approve the Consent Agenda as presented. Upon a roll call vote, motion carried 7 to 0.

Approval of Minutes: Motion by Pearson, seconded by Ledbetter, to approve the minutes of the Pre-Council Meeting of May 10, 2021; Regular Meeting of June 22, 2021, and Pre-Council Meeting of July 12, 2021. Upon a roll call vote, motion carried 7 to 0.

Accounts Payable Register Motion by Pearson, seconded by Ledbetter, to approve the Accounts Payable Register of July 13, 2021, as presented. Upon a roll call vote, motion carried 7 to 0.

Kalamazoo County Consolidated Dispatch Governing Board of Directors Update Motion by Pearson, seconded by Ledbetter, to appoint Councilmember Ledbetter as the second City of Portage liaison to the Kalamazoo County Central Dispatch Authority (KCCDA) Board of Directors to replace Mayor Pro Tem Pearson. Upon a roll call vote, motion carried 7 to 0.

Summer Chip Seal - Bid Tabulation Motion by Pearson, seconded by Ledbetter, to award a contract in the amount of \$108,603.78 to the Pavement Maintenance Systems for chip seal asphalt repairs to major and local streets and authorize the City Manager to execute all documents related to this action on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

Portager Production and Mailing - Bid Tabulation Motion by Pearson, seconded by Ledbetter, to approve a contract with O'Keefe Publishing, Inc. (dba JB Printing) of Kalamazoo, Michigan, with a term of one year with four one-year renewal options for production and mailing of the monthly Portager newsletter in the not to exceed amount of \$44,000. Upon a roll call vote, motion carried 7 to 0.

Resolution to Designate Freedom of Information Act Coordinator Motion by Pearson, seconded by Ledbetter, to adopt the Resolution to Designate the Freedom of Information Act Coordinator and designate the City Clerk. Upon a roll call vote, motion carried 7 to 0.

Minutes of Boards and Commissions: Motion by Pearson, seconded by Ledbetter, to receive the minutes of the Zoning Board of Appeals of May 10, 2021, and the Planning Commission of May 20, 2021. Upon a roll call vote, motion carried 7 to 0.

Materials Transmitted: Motion by Pearson, seconded by Ledbetter, to receive the Materials Transmitted of June 16 and June 25, 2021. Upon a roll call vote, motion carried 7 to 0.

Calendar of Meetings: Motion by Pearson, seconded by Ledbetter, to receive the Calendar of Meetings as presented. Upon a roll call vote, motion carried 7 to 0.

PETITIONS AND STATEMENTS OF CITIZENS: None.

PUBLIC HEARINGS:

Public Hearing on Lake Center District Corridor & Placemaking Study: Mayor Randall opened the public hearing regarding the acceptance of the Lake Center District Corridor and Placemaking Study.

Patrick Duggan (1810 Forest Drive) spoke on behalf of the West Lake Improvement Association. He expressed concern with incorrect references to the "Drain" as a "Canal," as well as city docks with watercraft rentals that remained in the final study. He further expressed concern with increased water traffic and lowered water quality for West Lake and asked for continued options for citizen input going forward.

Doug Lynes (8827 Portage Road and 1517 Vickery Road) relayed that he is the owner of Austin Lake Chiropractic and had asked to be part of the Steering Committee to help beautify the Lake Center area. He noted his desire to dispel rumors regarding the Steering Committee's intentions and stated the Committee's main goal was to increase safety in the corridor for pedestrians, cyclists, and motorists.

Judy Slaters (9240 Portage Road) expressed concerns with connecting West Lake and Austin Lake, boat rentals on West Lake, private property acquisition, and funding for the various improvement projects proposed.

Michael Cartier (1127 Lakeview Drive) urged safety measures for Portage Road but expressed concerns with the current Lake Center District Corridor and Placemaking Study, conflicts of interest on the Steering Committee, and a lack of transparency by the city. He highlighted the large number of citizens present at the meeting showing an interest in the Lake Center area and the input provided. Mr. Cartier closed by expressing additional concerns regarding the proposed financing of the proposed Lake Center improvements.

Miko Dargitz (8935 Austin Court) stated she was a member of the Lake Center District Business Association and spoke regarding prior efforts to lower speed limits and calm traffic along the Portage Road corridor. She expressed appreciation for the city's efforts to increase safety but requested clarification regarding form-based codes and zoning in the Lake Center area. Ms. Dargitz relayed concern with the potential negative effects of such zoning on the area businesses.

Paul Selden (10630 Portage Road) stated that he believed that those present at the meeting all wanted a safer and more attractive Lake Center District area, which could not be achieved without taking action. He expressed appreciation for the City Council, City Administration, and citizen input, effort, and considerations in the creation of the final Lake Center District Corridor and Placemaking Study. He stated he supports the Study with its scenarios and highlighted the existing City of Portage Complete Streets Policy.

Adam Rafels (6606 Trotwood) commended the city for its focus on health and active lifestyles, as well as integrated traffic models. He expressed concern with the motorist and bicyclist access points with Scenario No. 3.

John Taylor (2522 East Shore Drive) thanked City Council for its efforts and echoed prior concerns with the current traffic along Portage Road.

Adam Edlefsson (912 Forest Drive) agreed with the need for improved road safety but encouraged City Council to include more area citizens and affected property owners on the Steering Committee. He expressed concerns with the number of variables for Portage Road and stressed that City Council be proper stewards of taxpayer dollars, noting that the funding for the Portage Road

proposals may be better used elsewhere in the city. Mr. Edlefsson relayed concerns with the recommendations in the current Study and the potential for pushing Portage Road traffic to other corridors.

Julie Cartier (1127 Lakeview Drive) urged City Council not to adopt the Lake Center District Corridor and Placemaking Study in its current form, noting a lack of cost estimates and continued resident concerns with proposals in the Study. She echoed Mr. Edlefsson's concerns and stated the current Study does not address various outstanding issues.

Amy Moon (715 Lakeview Avenue) expressed concern that the final version of the Lake Center District Corridor and Placemaking Study on the city website still shows boat rental proposed.

Theresa Wheatley (1510 Forest Drive) inquired about potential properties the city plans to acquire in the first year and whether any members of the City Council, Planning Commission, or Steering Committee had a financial interest in the proposed Lake Center projects. She objected to the Study's proposed property swap involving the West Lake Drive-In location, as well as the use of taxpayer dollars in property swaps.

Larry Lutz (9103 West End Drive) highlighted prior "Notify Me" communications from the City Administration regarding revisions to the Lake Center District Corridor and Placemaking Study, including removal of the canal improvement plan. Mr. Lutz expressed concern that addendums to the Lake Center District Corridor and Placemaking Study only noted the removal of the proposed canal walkway and requested a further explanation.

John Paver (9615 Portage Road) encouraged City Council to create a plan or process to use local tax dollars to assist local businesses.

Tricia Lutz (9103 West End Drive) echoed Ms. Wheatley's concerns with the use of taxpayer dollars to acquire properties and inquired about the city's acquisition of 9303 Portage Road.

Adam Beuker (2611 Woodbine Avenue) noted prior letters he and his wife submitted to the Steering Committee that highlighting environmental concerns and stressed further evaluation. He urged City Council to not approve the current Lake Center District Corridor and Placemaking Study, especially without cost estimates, and expressed confusion regarding the proposal to attract more visitors and residents to the Lake Center area, while also proposing to narrow Portage Road.

Mary Stillman (1830 Forest Drive) stated she had attended the Open House and expressed concerns with the continued discussion regarding the canal. She also expressed concern with increased watercraft traffic and safety on West Lake. Ms. Stillman questioned the addition of new large employers along Portage Road with a road diet proposal.

Doug Slager (9310 Portage Road) stated he had lived 40 years at his current location and expressed concern with the proposed changes to Portage Road, noting existing traffic and prior road projects in the area had negatively affected his driveway access. He encouraged the city to compensate any property owners along Portage Road that may be affected.

Houston Peterson (2209 Clarence Drive & 440 West Centre) thanked the citizens and City Council for their efforts to improve the city and working to make a destination corridor. He stated the city was fortunate to have the funds available to improve the Lake Center area and encouraged the incorporation of Lakeview Park into any future corridor improvements.

Larry Stillman (1830 Forest Drive) relayed his concerns with increased boat traffic on West Lake, as well as the implementation of a road diet for Portage Road in light of the Vicksburg Mill revitalization project to the south.

Suzann Albright (5000 Grand Arbre Trail) expressed appreciation for the City Council's efforts and recommended approval of the Lake Center District Corridor and Placemaking Study as a versatile proposal.

Bill Fries (9007 West End Drive) thanked City Council for their efforts with the Lake Center area

and noted the city's Comprehensive Plan had included sections regarding the revitalization of the area for several years. He highlighted various road diet projects that had been successful and encouraged action in the Lake Center area now instead of continuing to postpone improvements.

Bill Miller (9212 Portage Road) stated Portage Road is a major thoroughfare, an aspect which cannot be changed. He noted his residence would be directly affected by any changes suggested in the Lake Center District Corridor and Placemaking Study, as well as potential re-sale value.

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

Mayor Randall then deferred to City Manager La Margo and Community Development Director Kelly Peterson. Director Peterson provided a summary on the development of the Lake Center District Corridor and Placemaking Study.

Councilmember Urban asked the City Administration to explain the Corridor Improvement Authority mechanism as noted in the final version of the study. City Attorney Kaufman responded. Councilmember Urban provided a subsequent explanation for the citizens present in Council Chambers.

Mayor Pro Tem Pearson stated he wanted to address the citizen questions conveyed during the earlier Committee of the Whole Meeting. He confirmed docks would not be installed in West Lake as noted in the initial Lake Center District Corridor and Placemaking Study, nor would the city further pursue any jet ski and boat rentals, or opening of the canal for covered pontoon boats. Mayor Pro Tem Pearson highlighted the Lake Center District Corridor and Placemaking Study as a long-term visioning study and noted he would not personally benefit financially from aspects of the plan but would benefit as a property owner in the Lake Center area should the corridor undergo improvement.

Councilmember Burns clarified the proposed action for the evening's Regular Meeting. He relayed his childhood history with the Lake Center District and his appreciation for the area. Mr. Burns stressed the area would benefit from improvement and does not want to further delay city efforts. He expressed his support for the measures proposed in the Lake Center District Corridor and Placemaking Study and stated City Council would be judicious on future aspects of the plan.

Councilmember Urban noted he was not part of the development of the Lake Center District Corridor and Placemaking Study and thanked the City Administration for answering both his questions and concerns, as well as those of many citizens. He stated that he is now able to accept the Study as presented and clarified the long-term, conceptual nature of the document. Mr. Urban highlighted his tenure on City Council and the various unsuccessful prior efforts to revitalize the Lake Center area, stating it is now time to invest in the area's future. Both Councilmember Urban and City Manager La Margo then spoke regarding the various mechanisms and possibilities to fund the Lake Center District's improvements.

Councilmember Reid also urged the need to begin the process of change now, highlighting previously unsuccessful efforts to revitalize the Lake Center area and increase traffic safety, including those of the local business association. She expressed a desire for cost comparisons and benefit analyses but noted such an endeavor was not feasible with three different options.

Councilmember Knapp thanked the citizens for their input and interaction with the City Administration, as well as the Steering Committee. She then thanked the Steering Committee members for their efforts.

Mayor Randall thanked the public and the Steering Committee for their engagement in the development of the project. She noted that the intent of the Lake Center District Corridor and Placemaking Study was to elevate an area of the city that had been otherwise neglected and stated City Council was charged with weighing cost, as well as the value of life. Mayor Randall closed by

inviting the public to continue its involvement in the Lake Center District Corridor improvement process as the individual projects come before City Council.

Motion by Burns, seconded by Pearson, to accept the Lake Center District Corridor and Placemaking Study as presented. Councilmember Urban noted that his previous concerns regarding the Lake Center District Corridor and Placemaking Study, as well as many of the citizen concerns, had been addressed in the final version of the study. He stated he could now support the proposal. Councilmember Reid noted that City Council acceptance of the Lake Center District Corridor and Placemaking Study is done as a conceptual plan and implementation will take multiple years with the allowance for flexibility. Upon roll call vote, motion carried 7 to 0.

Mayor Pro Tem Pearson then introduced the next motion for the Lake Center District Corridor citing his background on the Steering Committee and development of the scenarios, noting Scenario No. 3 received the unanimous support of the Steering Committee.

Motion by Pearson, seconded by Burns, to approve Scenario No. 3 for Portage Road from the Lake Center District Corridor and Placemaking Study. Councilmember Reid asked the City Manager to clarify what approval of one of the proposed Scenarios entailed. City Manager La Margo explained that selecting one of the three proposed scenarios would allow the City Administration to start the process of planning, engineering, and cost calculations. Councilmember Reid then inquired about the proposed traffic signal at the intersection of Portage Road and Forest Drive. Director Gwin responded that installation of the signal would take approximately two years due to a variety of factors. Upon a roll call vote, motion carried 7 to 0.

COUNCIL COMMITTEE REPORTS: Councilmember Burns provided an update regarding the July 7, 2021, City Council Investment Committee meeting with Finance Department staff. He noted that one of the new Deputy Finance Directors had submitted the city's Investment Policy for national recognition and certification. Mr. Burns stated the city continues to manage its investments conservatively. Councilmember Burns then provided an update regarding the Central County Transportation Authority (CCTA) and its Finance Subcommittee July meetings. He noted that the City of Kalamazoo was able to renegotiate the benefits plan for the retired bus drivers and reduced the under-funded OPEB liability for the bus system. Councilmember Burns closed his update with a notification that the Kalamazoo County Transit Authority millage would be up for renewal as part of the November 2, 2021 election.

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

STATEMENTS OF CITIZENS:

Paul Selden (10630 Portage Road) noted additional in-direct costs associated with the Lake Center District corridor, including vehicle crashes and vehicle speeds. He then commended Department of Public Works Director Rod Russell for the personal attention paid to Mr. Selden's mother and her broken mailbox during the prior winter season.

Kevin Collins (825 Lakeview) expressed his concern with the safety of Portage Road in the Lake Center District corridor and thanked City Council for their vote towards safety improvements during the meeting. He then requested ongoing resident notification as the Lake Center District improvement process continued.

Dan Corradini (621 Ludington) thanked City Council and the Lake Center District Steering

Committee for their efforts and time. He noted his childhood history with the Lake Center District Area and highlighted longstanding issues with road safety of Portage Road.

STATEMENTS OF CITY COUNCIL AND CITY MANAGER.

Councilmember Burns thanked the public for its engagement with the visioning process for the Lake Center District over the prior sixteen months. He also issued a reminder about the August 3 Special Election.

Councilmember Ledbetter expressed appreciation for the first in-person City Council Meeting, even if it was bittersweet for those unhappy with the Lake Center District plan.

Councilmember Knapp thanked everyone who worked on the Lake Center District Corridor and Placemaking Study.

Councilmember Reid highlighted the city beautification efforts by Kalamazoo in Bloom. She next encouraged continued use of face masks around those unable to receive the COVID-19 vaccination. Councilmember Reid closed by stating she would not be running for re-election this year after 16 years on the City Council.

City Manager La Margo thanked Director Peterson, Deputy Director Forth, Public Information Officer Block, and Director Gwin, as well as the Steering Committee for their efforts with the Lake Center District Corridor and Placemaking Study.

Mayor Pro Tem Pearson thanked his fellow Steering Committee members and the citizens for attending the meeting, noting the level of personal investment in the community. He stated that the evening's votes were the beginning of a long process and he looked forward to Councilmember Reid's continued input as a citizen going forward.

Mayor Randall expressed appreciation for the accomplishments of the evening's three meetings and stated she was grateful to get input from everyone on City Council. She expressed surprise at Councilmember Reid's announcement and stated she would be missed.

ADJOURNMENT: Mayor Randall adjourned the meeting at 09:22 PM.

Erica Eklov, City Clerk

CITY COUNCIL MEETING MINUTES FROM JULY 13, 2021

Mayor Patricia Randall called the Regular Meeting to order at 07:04 PM. Mayor Patricia M. Randall, Mayor Pro Tem Jim Pearson, and Councilmembers Chris Burns, Lori Knapp, Vic Ledbetter, Claudette Reid, and Terry Urban were present. 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 reflect on working together towards a more equitable and just community. Following the moment of silence, the City Council recited the Pledge of Allegiance.

PROCLAMATIONS: Councilmember Ledbetter read the Proclamation in honor of Summer Learning Day 2021.

CONSENT AGENDA: Mayor Randall shared where the public can access the meeting agenda and asked if any Councilmember or anyone in the audience would like an item removed from the Consent Agenda. Motion by Pearson, seconded by Ledbetter, to approve the Consent Agenda as presented. Upon a roll call vote, motion carried 7 to 0.

Approval of Minutes: Motion by Pearson, seconded by Ledbetter, to approve the minutes of the Pre-Council Meeting of May 10, 2021; Regular Meeting of June 22, 2021, and Pre-Council Meeting of July 12, 2021. Upon a roll call vote, motion carried 7 to 0.

Accounts Payable Register Motion by Pearson, seconded by Ledbetter, to approve the Accounts Payable Register of July 13, 2021, as presented. Upon a roll call vote, motion carried 7 to 0.

Kalamazoo County Consolidated Dispatch Governing Board of Directors Update Motion by Pearson, seconded by Ledbetter, to appoint Councilmember Ledbetter as the second City of Portage liaison to the Kalamazoo County Central Dispatch Authority (KCCDA) Board of Directors to replace Mayor Pro Tem Pearson. Upon a roll call vote, motion carried 7 to 0.

Summer Chip Seal - Bid Tabulation Motion by Pearson, seconded by Ledbetter, to award a contract in the amount of \$108,603.78 to the Pavement Maintenance Systems for chip seal asphalt repairs to major and local streets and authorize the City Manager to execute all documents related to this action on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

Portager Production and Mailing - Bid Tabulation Motion by Pearson, seconded by Ledbetter, to approve a contract with O'Keefe Publishing, Inc. (dba JB Printing) of Kalamazoo, Michigan, with a term of one year with four one-year renewal options for production and mailing of the monthly Portager newsletter in the not to exceed amount of \$44,000. Upon a roll call vote, motion carried 7 to 0.

Resolution to Designate Freedom of Information Act Coordinator Motion by Pearson, seconded by Ledbetter, to adopt the Resolution to Designate the Freedom of Information Act Coordinator and designate the City Clerk. Upon a roll call vote, motion carried 7 to 0.

Minutes of Boards and Commissions: Motion by Pearson, seconded by Ledbetter, to receive the minutes of the Zoning Board of Appeals of May 10, 2021, and the Planning Commission of May 20, 2021. Upon a roll call vote, motion carried 7 to 0.

Materials Transmitted: Motion by Pearson, seconded by Ledbetter, to receive the Materials Transmitted of June 16 and June 25, 2021. Upon a roll call vote, motion carried 7 to 0.

Calendar of Meetings: Motion by Pearson, seconded by Ledbetter, to receive the Calendar of Meetings as presented. Upon a roll call vote, motion carried 7 to 0.

PETITIONS AND STATEMENTS OF CITIZENS: None.

PUBLIC HEARINGS:

Public Hearing on Lake Center District Corridor & Placemaking Study: Mayor Randall opened the public hearing regarding the acceptance of the Lake Center District Corridor and Placemaking Study.

Patrick Duggan (1810 Forest Drive) spoke on behalf of the West Lake Improvement Association. He expressed concern with incorrect references to the "Drain" as a "Canal," as well as city docks with watercraft rentals that remained in the final study. He further expressed concern with increased water traffic and lowered water quality for West Lake and asked for continued options for citizen input going forward.

Doug Lynes (8827 Portage Road and 1517 Vickery Road) relayed that he is the owner of Austin Lake Chiropractic and had asked to be part of the Steering Committee to help beautify the Lake Center area. He noted his desire to dispel rumors regarding the Steering Committee's intentions and stated the Committee's main goal was to increase safety in the corridor for pedestrians, cyclists, and motorists.

Judy Slaters (9240 Portage Road) expressed concerns with connecting West Lake and Austin Lake, boat rentals on West Lake, private property acquisition, and funding for the various improvement projects proposed.

Michael Cartier (1127 Lakeview Drive) urged safety measures for Portage Road but expressed concerns with the current Lake Center District Corridor and Placemaking Study, conflicts of interest on the Steering Committee, and a lack of transparency by the city. He highlighted the large number of citizens present at the meeting showing an interest in the Lake Center area and the input provided. Mr. Cartier closed by expressing additional concerns regarding the proposed financing of the proposed Lake Center improvements.

Miko Dargitz (8935 Austin Court) stated she was a member of the Lake Center District Business Association and spoke regarding prior efforts to lower speed limits and calm traffic along the Portage Road corridor. She expressed appreciation for the city's efforts to increase safety but requested clarification regarding form-based codes and zoning in the Lake Center area. Ms. Dargitz relayed concern with the potential negative effects of such zoning on the area businesses.

Paul Selden (10630 Portage Road) stated that he believed that those present at the meeting all wanted a safer and more attractive Lake Center District area, which could not be achieved without taking action. He expressed appreciation for the City Council, City Administration, and citizen input, effort, and considerations in the creation of the final Lake Center District Corridor and Placemaking Study. He stated he supports the Study with its scenarios and highlighted the existing City of Portage Complete Streets Policy.

Adam Rafels (6606 Trotwood) commended the city for its focus on health and active lifestyles, as well as integrated traffic models. He expressed concern with the motorist and bicyclist access points with Scenario No. 3.

John Taylor (2522 East Shore Drive) thanked City Council for its efforts and echoed prior concerns with the current traffic along Portage Road.

Adam Edlefsson (912 Forest Drive) agreed with the need for improved road safety but encouraged City Council to include more area citizens and affected property owners on the Steering Committee. He expressed concerns with the number of variables for Portage Road and stressed that City Council be proper stewards of taxpayer dollars, noting that the funding for the Portage Road

proposals may be better used elsewhere in the city. Mr. Edlefsson relayed concerns with the recommendations in the current Study and the potential for pushing Portage Road traffic to other corridors.

Julie Cartier (1127 Lakeview Drive) urged City Council not to adopt the Lake Center District Corridor and Placemaking Study in its current form, noting a lack of cost estimates and continued resident concerns with proposals in the Study. She echoed Mr. Edlefsson's concerns and stated the current Study does not address various outstanding issues.

Amy Moon (715 Lakeview Avenue) expressed concern that the final version of the Lake Center District Corridor and Placemaking Study on the city website still shows boat rental proposed.

Theresa Wheatley (1510 Forest Drive) inquired about potential properties the city plans to acquire in the first year and whether any members of the City Council, Planning Commission, or Steering Committee had a financial interest in the proposed Lake Center projects. She objected to the Study's proposed property swap involving the West Lake Drive-In location, as well as the use of taxpayer dollars in property swaps.

Larry Lutz (9103 West End Drive) highlighted prior "Notify Me" communications from the City Administration regarding revisions to the Lake Center District Corridor and Placemaking Study, including removal of the canal improvement plan. Mr. Lutz expressed concern that addendums to the Lake Center District Corridor and Placemaking Study only noted the removal of the proposed canal walkway and requested a further explanation.

John Paver (9615 Portage Road) encouraged City Council to create a plan or process to use local tax dollars to assist local businesses.

Tricia Lutz (9103 West End Drive) echoed Ms. Wheatley's concerns with the use of taxpayer dollars to acquire properties and inquired about the city's acquisition of 9303 Portage Road.

Adam Beuker (2611 Woodbine Avenue) noted prior letters he and his wife submitted to the Steering Committee that highlighting environmental concerns and stressed further evaluation. He urged City Council to not approve the current Lake Center District Corridor and Placemaking Study, especially without cost estimates, and expressed confusion regarding the proposal to attract more visitors and residents to the Lake Center area, while also proposing to narrow Portage Road.

Mary Stillman (1830 Forest Drive) stated she had attended the Open House and expressed concerns with the continued discussion regarding the canal. She also expressed concern with increased watercraft traffic and safety on West Lake. Ms. Stillman questioned the addition of new large employers along Portage Road with a road diet proposal.

Doug Slager (9310 Portage Road) stated he had lived 40 years at his current location and expressed concern with the proposed changes to Portage Road, noting existing traffic and prior road projects in the area had negatively affected his driveway access. He encouraged the city to compensate any property owners along Portage Road that may be affected.

Houston Peterson (2209 Clarence Drive & 440 West Centre) thanked the citizens and City Council for their efforts to improve the city and working to make a destination corridor. He stated the city was fortunate to have the funds available to improve the Lake Center area and encouraged the incorporation of Lakeview Park into any future corridor improvements.

Larry Stillman (1830 Forest Drive) relayed his concerns with increased boat traffic on West Lake, as well as the implementation of a road diet for Portage Road in light of the Vicksburg Mill revitalization project to the south.

Suzann Albright (5000 Grand Arbre Trail) expressed appreciation for the City Council's efforts and recommended approval of the Lake Center District Corridor and Placemaking Study as a versatile proposal.

Bill Fries (9007 West End Drive) thanked City Council for their efforts with the Lake Center area

and noted the city's Comprehensive Plan had included sections regarding the revitalization of the area for several years. He highlighted various road diet projects that had been successful and encouraged action in the Lake Center area now instead of continuing to postpone improvements.

Bill Miller (9212 Portage Road) stated Portage Road is a major thoroughfare, an aspect which cannot be changed. He noted his residence would be directly affected by any changes suggested in the Lake Center District Corridor and Placemaking Study, as well as potential re-sale value.

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

Mayor Randall then deferred to City Manager La Margo and Community Development Director Kelly Peterson. Director Peterson provided a summary on the development of the Lake Center District Corridor and Placemaking Study.

Councilmember Urban asked the City Administration to explain the Corridor Improvement Authority mechanism as noted in the final version of the study. City Attorney Kaufman responded. Councilmember Urban provided a subsequent explanation for the citizens present in Council Chambers.

Mayor Pro Tem Pearson stated he wanted to address the citizen questions conveyed during the earlier Committee of the Whole Meeting. He confirmed docks would not be installed in West Lake as noted in the initial Lake Center District Corridor and Placemaking Study, nor would the city further pursue any jet ski and boat rentals, or opening of the canal for covered pontoon boats. Mayor Pro Tem Pearson highlighted the Lake Center District Corridor and Placemaking Study as a long-term visioning study and noted he would not personally benefit financially from aspects of the plan but would benefit as a property owner in the Lake Center area should the corridor undergo improvement.

Councilmember Burns clarified the proposed action for the evening's Regular Meeting. He relayed his childhood history with the Lake Center District and his appreciation for the area. Mr. Burns stressed the area would benefit from improvement and does not want to further delay city efforts. He expressed his support for the measures proposed in the Lake Center District Corridor and Placemaking Study and stated City Council would be judicious on future aspects of the plan.

Councilmember Urban noted he was not part of the development of the Lake Center District Corridor and Placemaking Study and thanked the City Administration for answering both his questions and concerns, as well as those of many citizens. He stated that he is now able to accept the Study as presented and clarified the long-term, conceptual nature of the document. Mr. Urban highlighted his tenure on City Council and the various unsuccessful prior efforts to revitalize the Lake Center area, stating it is now time to invest in the area's future. Both Councilmember Urban and City Manager La Margo then spoke regarding the various mechanisms and possibilities to fund the Lake Center District's improvements.

Councilmember Reid also urged the need to begin the process of change now, highlighting previously unsuccessful efforts to revitalize the Lake Center area and increase traffic safety, including those of the local business association. She expressed a desire for cost comparisons and benefit analyses but noted such an endeavor was not feasible with three different options.

Councilmember Knapp thanked the citizens for their input and interaction with the City Administration, as well as the Steering Committee. She then thanked the Steering Committee members for their efforts.

Mayor Randall thanked the public and the Steering Committee for their engagement in the development of the project. She noted that the intent of the Lake Center District Corridor and Placemaking Study was to elevate an area of the city that had been otherwise neglected and stated City Council was charged with weighing cost, as well as the value of life. Mayor Randall closed by

inviting the public to continue its involvement in the Lake Center District Corridor improvement process as the individual projects come before City Council.

Motion by Burns, seconded by Pearson, to accept the Lake Center District Corridor and Placemaking Study as presented. Councilmember Urban noted that his previous concerns regarding the Lake Center District Corridor and Placemaking Study, as well as many of the citizen concerns, had been addressed in the final version of the study. He stated he could now support the proposal. Councilmember Reid noted that City Council acceptance of the Lake Center District Corridor and Placemaking Study is done as a conceptual plan and implementation will take multiple years with the allowance for flexibility. Upon roll call vote, motion carried 7 to 0.

Mayor Pro Tem Pearson then introduced the next motion for the Lake Center District Corridor citing his background on the Steering Committee and development of the scenarios, noting Scenario No. 3 received the unanimous support of the Steering Committee.

Motion by Pearson, seconded by Burns, to approve Scenario No. 3 for Portage Road from the Lake Center District Corridor and Placemaking Study. Councilmember Reid asked the City Manager to clarify what approval of one of the proposed Scenarios entailed. City Manager La Margo explained that selecting one of the three proposed scenarios would allow the City Administration to start the process of planning, engineering, and cost calculations. Councilmember Reid then inquired about the proposed traffic signal at the intersection of Portage Road and Forest Drive. Director Gwin responded that installation of the signal would take approximately two years due to a variety of factors. Upon a roll call vote, motion carried 7 to 0.

COUNCIL COMMITTEE REPORTS: Councilmember Burns provided an update regarding the July 7, 2021, City Council Investment Committee meeting with Finance Department staff. He noted that one of the new Deputy Finance Directors had submitted the city's Investment Policy for national recognition and certification. Mr. Burns stated the city continues to manage its investments conservatively. Councilmember Burns then provided an update regarding the Central County Transportation Authority (CCTA) and its Finance Subcommittee July meetings. He noted that the City of Kalamazoo was able to renegotiate the benefits plan for the retired bus drivers and reduced the under-funded OPEB liability for the bus system. Councilmember Burns closed his update with a notification that the Kalamazoo County Transit Authority millage would be up for renewal as part of the November 2, 2021 election.

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

STATEMENTS OF CITIZENS:

Paul Selden (10630 Portage Road) noted additional in-direct costs associated with the Lake Center District corridor, including vehicle crashes and vehicle speeds. He then commended Department of Public Works Director Rod Russell for the personal attention paid to Mr. Selden's mother and her broken mailbox during the prior winter season.

Kevin Collins (825 Lakeview) expressed his concern with the safety of Portage Road in the Lake Center District corridor and thanked City Council for their vote towards safety improvements during the meeting. He then requested ongoing resident notification as the Lake Center District improvement process continued.

Dan Corradini (621 Ludington) thanked City Council and the Lake Center District Steering

Committee for their efforts and time. He noted his childhood history with the Lake Center District Area and highlighted longstanding issues with road safety of Portage Road.

STATEMENTS OF CITY COUNCIL AND CITY MANAGER.

Councilmember Burns thanked the public for its engagement with the visioning process for the Lake Center District over the prior sixteen months. He also issued a reminder about the August 3 Special Election.

Councilmember Ledbetter expressed appreciation for the first in-person City Council Meeting, even if it was bittersweet for those unhappy with the Lake Center District plan.

Councilmember Knapp thanked everyone who worked on the Lake Center District Corridor and Placemaking Study.

Councilmember Reid highlighted the city beautification efforts by Kalamazoo in Bloom. She next encouraged continued use of face masks around those unable to receive the COVID-19 vaccination. Councilmember Reid closed by stating she would not be running for re-election this year after 16 years on the City Council.

City Manager La Margo thanked Director Peterson, Deputy Director Forth, Public Information Officer Block, and Director Gwin, as well as the Steering Committee for their efforts with the Lake Center District Corridor and Placemaking Study.

Mayor Pro Tem Pearson thanked his fellow Steering Committee members and the citizens for attending the meeting, noting the level of personal investment in the community. He stated that the evening's votes were the beginning of a long process and he looked forward to Councilmember Reid's continued input as a citizen going forward.

Mayor Randall expressed appreciation for the accomplishments of the evening's three meetings and stated she was grateful to get input from everyone on City Council. She expressed surprise at Councilmember Reid's announcement and stated she would be missed.

ADJOURNMENT: Mayor Randall adjourned the meeting at 09:22 PM.

Erica Eklov, City Clerk

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 July 27, 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, electronic payments and credit card payments. The attached Accounts Payable Register covers the period July 4, 2021 through July 17, 2021 and notes \$272,699.09 in automated clearing house payments, \$848,379.51 in paper checks, \$67,472.75 in autopay payments, \$73,383.43 in electronic payments and \$8,159.74 in credit card payments (June) for a grand total of \$1,270,094.52.

FUNDING: Not Applicable

Attachments: 1. Accounts Payable Register of July 27, 2021

ACCOUNTS PAYABLE REGISTER
Check Dates From: 7/04/2021 to 7/17/2021

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Check Type: ACH Transactions

Check Date	Check	Vendor Name	Description	Amount
07/09/2021	15364(A)	ABONMARCHE CONSULTANTS, INC	ENGINEERING SERVICES-EAST MILHAM	37,104.20
07/09/2021	15365(A)	ALKHAMIS, ZACHARY ZIAD	ESLS/DBL/SNAP REIMBURSEMENT	35.00
07/09/2021	15366(A)	AMAZON.COM SALES, INC.	OFFICE SUPPLIES	1,017.28
07/09/2021	15367(A)	AMERICAN SAFETY & FIRST AID	RANGER FIRST AID SUPPLIES	478.70
07/09/2021	15368(A)	ANIMAL REMOVAL SERVICE, LLC	ANIMAL REMOVAL SERVICES	375.00
07/09/2021	15369(A)	AUMACK, MICHAEL	UMPIRE PAYROLL SUMMER 21-22	250.00
07/09/2021	15370(A)	AUNALYTICS INC	DISASTER RECOVERY SERVICE	1,757.70
07/09/2021	15371(A)	B L HARROUN & SON INC.	SYSTEM RESET AND LEAK REPAIR	2,425.92
07/09/2021	15372(A)	BAKER, MICHAEL	UMPIRE PAYROLL SUMMER 21-22	25.00
07/09/2021	15373(A)	BCHS-HELPNET	EMPLOYEE ASSISTANCE PROG SERVICES	1,621.68
07/09/2021	15374(A)	BEEBE, RONALD E.	UMPIRE PAYROLL SUMMER 21-22	225.00
07/09/2021	15375(A)	BEST WAY DISPOSAL, INC.	PORTABLE RESTROOM	405.00
07/09/2021	15376(A)	BRENNER OIL CO.	BULK DIESEL DELIVERY	18,749.13
07/09/2021	15377(A)	C C I SOUTH, INC.	CH CONFERENCE ROOM DATA PORT MOVE	111.80
07/09/2021	15378(A)	C D W GOVERNMENT, INC.	12 APC BACK-UP UPS	990.29
07/09/2021	15379(A)	C T S TELECOM, INC.	TELEPHONE SERVICE	2,402.39
07/09/2021	15380(A)	CARLETON EQUIPMENT CO.	REPAIR AND MAINTENANCE	568.12
07/09/2021	15381(A)	CLARK HILL, PLC	LEGAL SERVICES - LAND ACQUISITION	7,035.00
07/09/2021	15382(A)	COLLIER, MICHAEL	REIMB 2021 INIA CONFERENCE	2,230.91
07/09/2021	15383(A)	COMPLETE LANDSCAPING SOLUTIONS	CONTRACT MOWING	527.66
07/09/2021	15384(A)	CONSOLIDATED ELECTRICAL DIST INC	REPLACEMENT LIGHT POLE AT MILLENNIUM PARK	2,980.93
07/09/2021	15385(A)	D. WOOD PLUMBING LLC	BACKFLOW TESTING - SHAVER ROAD	18,472.50
07/09/2021	15386(A)	DATA CONSTRUCTS LLC	WEBSITE HOSTING SERVICES	97.95
07/09/2021	15387(A)	DEER CONTRACTING & LANDSCAPE	SIDEWALK AND CURB REPAIRS	17,376.60
07/09/2021	15388(A)	DEPATIE FLUID POWER CO., INC.	HYDRAULIC REPAIRS	594.00
07/09/2021	15389(A)	EDWARDS, HENRY	UMPIRE PAYROLL SUMMER 21-22	141.00
07/09/2021	15390(A)	EGGERDING, GREGORY T.	UMPIRE PAYROLL SUMMER 21-22	150.00
07/09/2021	15391(A)	EKLOV, ERICA	REIMB MICHIGAN ASSOC OF MUNICIPAL CLERKS	659.70
07/09/2021	15392(A)	ENGINEERED PROTECTION SYSTEMS, INC.	EPS SECURITY QTLY MAINTENANCE CHARGE	16,108.00
07/09/2021	15393(A)	EXTREME POWER EQUIPMENT, INC.	PLOW MAINTENANCE SUPPLIES	1,332.71
07/09/2021	15394(A)	FARO TECHNOLOGIES, INC.	FARO HAND SCANNER & ACCESSORIES	2,893.00
07/09/2021	15395(A)	FIDELITY SECURITY LIFE INSURANCE CO	VISION INSURANCE	1,405.50

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Check Date	Check	Vendor Name	Description	Amount
07/09/2021	15396(A)	FIRE SERVICE MANAGEMENT	FIRE PPE CLEANING	2,247.69
07/09/2021	15397(A)	FISHBECK THOMPSON CARR & HUBER, INC	RISK & RESILIENCE ASSESSMENT	2,016.00
07/09/2021	15398(A)	FORSHEE, MARK	UMPIRE PAYROLL SUMMER 21-22	150.00
07/09/2021	15399(A)	FULL CIRCLE FARM	ESLS/SNAP/DUFB/WIC REIMBURSEMENT	97.00
07/09/2021	15400(A)	FURRY, WILLIAM	FINANCE CONSULTANT SERVICES	1,075.00
07/09/2021	15401(A)	GLEESING, KEVIN	POLICE SCHOOL OF STAFF & COMMAND WK 6	899.25
07/09/2021	15402(A)	GORDON WATER SYSTEMS	WATER SERVICE	149.10
07/09/2021	15403(A)	GRAINGER INC	SHOP SUPPLIES	99.10
07/09/2021	15404(A)	GRIFFIN PEST SOLUTIONS	PEST CONTROL- RAMONA BEACH HOUSE	416.00
07/09/2021	15405(A)	HARTFORD LIFE INSURANCE COMPANY	LIFE & LTD INSURANCE	10,080.86
07/09/2021	15406(A)	HARTMAN, CHARLES	UMPIRE PAYROLL SUMMER 21-22	96.00
07/09/2021	15407(A)	HOTRUM, ROBERT	UMPIRE PAYROLL SUMMER 21-22	75.00
07/09/2021	15408(A)	INDUSCO SUPPLY CO., INC.	DPW CLEANING SUPPLIES	139.99
07/09/2021	15409(A)	JONS TO GO PORTABLE RESTROOM	PORTABEL RESTRM-RAMONA PK 6/17/21 CONCERT	155.00
07/09/2021	15410(A)	KATZ-SCHEINKER, SUSAN	NUTRITION CLASS INSTRUCTION	400.00
07/09/2021	15411(A)	KUSHNER & COMPANY, INC.	KUSHNER & CO. FSA & COBRA ADMIN	362.57
07/09/2021	15412(A)	LANDS END	UNIFORMS	189.80
07/09/2021	15413(A)	LAWSON PRODUCTS, INC	FLEET REPAIR/MAINTENANCE	595.24
07/09/2021	15414(A)	LOUTHAN, WILLIAM F	UMPIRE PAYROLL SUMMER 21-22	48.00
07/09/2021	15415(A)	LRE	ENGINEERING SERVICES-HAMPTON CREEK BOG	2,845.00
07/09/2021	15416(A)	MANEY II, JOHN RAYMOND	DESERT SNOW INTERDICTION SCHOOL	196.00
07/09/2021	15417(A)	MAPLE HILL SPRINKLING, INC.	IRRIGATION REPAIRS	1,186.00
07/09/2021	15418(A)	MARANA GROUP	METER SERVICE	273.00
07/09/2021	15419(A)	MATERIALS RESOURCES	FIRE CLEANING SUPPLIES	904.03
07/09/2021	15420(A)	MAYHEW, BRYAN	POLICE SCHOOL OF STAFF & COMMAND WK 6	274.50
07/09/2021	15421(A)	MEEKHOF TIRE SALES & SERVICE INC.	TIRES AND SERVICES	380.60
07/09/2021	15422(A)	MEJEUR ELECTRIC LLC	REPLACE LIGHT POLE MILLENNIUM PARK	250.00
07/09/2021	15423(A)	MICHIGAN OFFICE ENVIRONMENTS	FIRE ADMIN EQUIPMENT	3,734.95
07/09/2021	15424(A)	MUNICIPAL EMERGENCY SERVICES INC	FIRE UNIFORMS	22.03
07/09/2021	15425(A)	ONE WAY PRODUCTS	JANITORIAL SUPPLIES	1,110.00
07/09/2021	15426(A)	ONSTAFF USA INC	TEMP EMPLOYEE SVCS - PARKS	5,385.72
07/09/2021	15427(A)	PATESEL, TERRY	UMPIRE PAYROLL SUMMER 21-22	50.00
07/09/2021	15428(A)	PECKELS, CHRISTINE	FITNESS INSTRUCTION	240.00

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Check Date	Check	Vendor Name	Description	Amount
07/09/2021	15429(A)	PETERS CONSTRUCTION CO.	INSTALLATION OF CONTAINMENT BOOM	3,956.81
07/09/2021	15430(A)	PLM LAKE & LAND MANAGEMENT	2021 WEST LAKE WEED MGMT	16,800.00
07/09/2021	15431(A)	PRECISION PRINTER SERVICES INC	PRINTER SERVICES	1,408.97
07/09/2021	15432(A)	PRINTING SERVICES INC	CMO BANNER	1,587.00
07/09/2021	15433(A)	QUADIENT LEASING USA, INC	LEASE PAYMENT	733.77
07/09/2021	15434(A)	R W LAPINE INC.	HVAC UPGRADES/AUTOMATED CONTROL SYS	24,490.00
07/09/2021	15435(A)	RHODES, KEVIN	UMPIRE PAYROLL SUMMER 21-22	275.00
07/09/2021	15436(A)	RIDGE AUTO NAPA	REPAIR AND MAINTENANCE SUPPLIES	1,144.64
07/09/2021	15437(A)	VOID		0.00
07/09/2021	15438(A)	RIESGRAF, ALEXANDRA	REALISTIC DE-ESCALATION INSTRUCTOR	140.00
07/09/2021	15439(A)	SAFETY SERVICES, INC.	GAS ALERT TESTS	180.82
07/09/2021	15440(A)	SEVERANCE ELECTRIC COMPANY, INC	TRAFFIC SIGNAL MAINTENANCE	2,252.00
07/09/2021	15441(A)	SIMPLIFILE LLC	DOCUMENT RECORDING	231.00
07/09/2021	15442(A)	SMITH DAWSON & ANDREWS, INC.	FEDERAL ADVOCACY SERVICES	5,000.00
07/09/2021	15443(A)	SUEZ WATER ENVIRONMENTAL SERVICES	WATER SYSTEM CHEMICALS	25,633.43
07/09/2021	15444(A)	TECHNOLOGY SOLUTIONS	MIGRATE PLOWTRAXX AND LEAF PICKUP	1,250.00
07/09/2021	15445(A)	UNITED PETROLEUM	ANNUAL TANK TESTING	587.50
07/09/2021	15446(A)	WALL, BRANDON	REALISTIC DE-ESCALATION INSTRUCTOR	140.00
07/09/2021	15447(A)	WEST SHORE FIRE, INC.	FIRE APPARATUS MAINT	257.61
07/16/2021	15448(A)	ADP, INC.	ADP PAYROLL AND ETIME SERVICES JULY-SEPT	4,724.33
07/16/2021	15449(A)	ONSTAFF USA INC	TEMPORARY EMPLOYEES SVCS - FLEET	5,215.11
Total ACH				272,699.09

Check Type: Paper

07/06/2021	317126	DEVON TITLE AGENCY	TITLE SEARCH FEES - 2005 W MILHAM	260.00
07/09/2021	317127	ADVANCE II LLC	MAY SPECIAL ELECTION TEMP ASSISTANCE	950.03
07/09/2021	317128	ALLEGRA PRINT & IMAGING	FIRE ADMIN PRINTING	54.00
07/09/2021	317129	ALTA EQUIPMENT CO.	GODWIN PUMP FILTER KITS	1,145.16
07/09/2021	317130	AMALGAM LLC	ANNUAL WEB GIS SERVICE FOR PORTAGE	4,500.00
07/09/2021	317131	ARTWEAR APPAREL GRAPHICS, INC.	RAMONA UNIFORMS	281.00
07/09/2021	317132	BATTERY STATION LLC	BATTERIES	500.00
07/09/2021	317133	BATTLE ARMS DEVELOPMENT, INC.	AMBIDEXTROUS SAFETY SELECTOR	70.17
07/09/2021	317134	BC SOUND LLC	SHANIA TWAIN SOUND & STAGE	3,580.37

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Check Date	Check	Vendor Name	Description	Amount
07/09/2021	317135	BEAVER RESEARCH COMPANY	VEHICLE MAINTENANCE SUPPLIES	214.80
07/09/2021	317136	BECKER ARENA PRODUCTS, INC.	SWP HOCKEY RINK DASHER BOARDS	49,542.50
07/09/2021	317137	BEL-AIRE HEATING & AIR CONDITI	SCHRIER HVAC- FURNACE & A/C	7,270.00
07/09/2021	317138	BELSON OUTDOORS, LLC	4 BENCHES-IN GROUND MOUNTS	3,194.68
07/09/2021	317139	BLAIN SUPPLY, INC.	EQUIPMENT REPAIRS	160.98
07/09/2021	317140	BLUE CROSS/BLUE SHIELD OF MICH	HEALTH INSURANCE	26,044.96
07/09/2021	317141	BONAMEGO, LOUIS	ESLS/SNAP/DUFB REIMBURSEMENT	144.00
07/09/2021	317142	BUSINESS SPEAKERS BUREAU LLC	DEPARTURE CONCERT JULY 2021	4,375.00
07/09/2021	317143	CAMPBELL AUTO SUPPLY	MISC AUTO SUPPLIES	15.99
07/09/2021	317144	CAPITOL STRATEGIES, LLC	FEDERAL ADVOCACY SERVICES	12,000.00
07/09/2021	317145	CENTER FOR PUBLIC SAFETY EXCELLENCE	FIRE AND EMERG SVCS WORKSHOP	650.00
07/09/2021	317146	CEREAL CITY WINDOW CLEANING	WINDOW CLEANING FOR CITY HALL	1,100.00
07/09/2021	317147	CERTIFIED LABORATORIES	PREMALUBE RED GREASE	240.00
07/09/2021	317148	CHO CONSULTING, INC./NOVINZIO	DIGITAL SIGNATURE SUBSCRIPTION	660.00
07/09/2021	317149	CITY OF GRAND RAPIDS	FIREFIGHTER - PHYSICAL AGILITY TESTS	700.00
07/09/2021	317150	CITY OF KALAMAZOO TREASURER	SANITARY SEWER CHARGES	244,477.29
07/09/2021	317151	COCHRAN GLASS AND DOOR, LLC	DOOR REPAIR AT SCHRIER PARK	230.00
07/09/2021	317152	COMMUNITY IMAGE BUILDERS	INTERIM PLANNING AND ZONING SERVICES	2,840.00
07/09/2021	317153	CREATIVE SERVICES OF NEW ENGLAND	JR RANGER STICKERS	226.95
07/09/2021	317154	D C PLUMBING	PLUMBING REPAIR OF DRAIN PIPE	476.44
07/09/2021	317155	D L GALLIVAN INC.	COPY MACHINE USAGE CHARGE	72.30
07/09/2021	317156	DAVE'S GLASS SERVICE, INC.	FIRE APPARATUS MAINT	75.00
07/09/2021	317157	DUNLOP, JOHN W	FISH CAMP INSTRUCTION	210.00
07/09/2021	317158	ECO-COMPTUR INC.	MOBILE MULTI PED/CYCLISTS COUNTER	5,475.00
07/09/2021	317159	ED & TED'S EXCELLENT ADVENTURES	MYSTERY TRIP WITH ED & TED	12,903.00
07/09/2021	317160	ELECTIONS OPERATING LLC	ELECTION SUPPLIES	4,610.78
07/09/2021	317161	EMERGENCY VEHICLE PRODUCTS	FIRE APPARATUS MAINT	2,573.22
07/09/2021	317162	ENDEAVOR BUSINESS MEDIA/FHE21	FIRE TRAINING-FIREHOUSE EXPO	1,025.00
07/09/2021	317163	FAWLEY OVERHEAD DOOR, INC.	OVERHEAD DOOR REPAIRS	475.00
07/09/2021	317164	FLETCHER ENTERPRISES	PAINTING-CITY HL/WINDOW REP STUART MANOR	8,488.00
07/09/2021	317165	FOUNDATION BUILDING MATERIALS LLC	OFFICE MATERIALS	87.85
07/09/2021	317166	GALL'S, LLC	RANGER UNIFORMS	375.59
07/09/2021	317167	GREAT LAKES WEST, LLC	RAMONA SANDWICH PREP FRIDGE	1,878.56

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Check Date	Check	Vendor Name	Description	Amount
07/09/2021	317168	HALT FIRE, INC.	FIRE APPARATUS MAINT	2,644.04
07/09/2021	317169	HAVERKAMP, NICK	FIRE OPERATING SUPPLIES	399.75
07/09/2021	317170	HOEKSTRA ROOFING CO.	INSPECT ROOFING AT WELL HOUSES	1,764.00
07/09/2021	317171	HOME DEPOT	REPAIR/MAINT SUPPLIES	1,150.39
07/09/2021	317172	VOID		0.00
07/09/2021	317173	HWANG, JUYOUNG	PADDLESPTS SAMPLER REFUND	45.00
07/09/2021	317174	ISAAK, POWAH	PADDLESPTS SAMPLER REFUND	45.00
07/09/2021	317175	JOHNSON, BARBARA	RAMONA PARK PAVILION REFUND	110.00
07/09/2021	317176	KALAMAZOO BOOK ARTS CENTER	BOOK ARTS CRAFT PROJECT FISH FAIR	250.00
07/09/2021	317177	KIESER & ASSOCIATES, LLC	COMPOST SITE GROUNDWATER WELL	881.25
07/09/2021	317178	KZOO TIRE COMPANY	POLICE VEHICLE REPAIR	750.80
07/09/2021	317179	LOCEY SWIM POOL CO.	FOUNTAIN SUPPLIES/REPAIRS	533.08
07/09/2021	317180	LYSTER EXTERIORS	REPLACE SHED ROOF-CELERY FLATS	2,980.00
07/09/2021	317181	MACALLISTER MACHINERY CO., INC.	RENT STUMP GRINDER	511.00
07/09/2021	317182	MCDONALD'S TOWING & RESCUE, INC.	TOWING SERVICES	238.50
07/09/2021	317183	MERRILL, AMY	BEGINNER PICKLEBALL CLINIC REFUND	40.00
07/09/2021	317184	MICH MUNICIPAL POLICE & FIRE REPAIR	POLICE VEHICLE REPAIR & MAINT	251.20
07/09/2021	317185	MICHIGAN ASSOC OF MUNICIPAL CLERKS	MICHIGAN PROFESSIONAL MUNICIPAL CLERK	100.00
07/09/2021	317186	MIDWEST COMMUNICATION SERVICES, INC	LIBRARY FIBER REROUTE	5,464.00
07/09/2021	317187	MILLER ROAD TRANSFER STATION	WASTE DISPOSAL	1,501.50
07/09/2021	317188	MLIVE MEDIA GROUP	LEGAL NOTICES	1,161.39
07/09/2021	317189	MML UNEMPLOYMENT FUND	MML UNEMPLOYMENT FUND	423.70
07/09/2021	317190	MODERNISTIC CARPET CLEANING CO	CARPET CLEANING	160.00
07/09/2021	317191	MOSES FIRE EQUIPMENT, INC.	FIRE APPARATUS MAINT	710.54
07/09/2021	317192	MUNSON, KATRINA	WESTFIELD PARK PAVILION REFUND	110.00
07/09/2021	317193	O'REILLY AUTO PARTS	REPAIR & MAINT SUPPLIES	19.63
07/09/2021	317194	OFFICE DEALER LLC	OFFICE SUPPLIES	148.65
07/09/2021	317195	OFFICE DEPOT, INC.	OFFICE SUPPLIES	1,139.92
07/09/2021	317196	VOID		0.00
07/09/2021	317197	PAPER CENTRAL	COPY/PRINTER PAPER	892.00
07/09/2021	317198	PEERLESS, INC.	FIRE SUPPLIES	334.50
07/09/2021	317199	Q3 TECHNOLOGIES LLC	LOCATING FIBER	138.25
07/09/2021	317200	ROWERDINK, INC.	MAINTENANCE SUPPLIES	127.75

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Check Date	Check	Vendor Name	Description	Amount
07/09/2021	317201	RUSSELL, TAMMY	PADDLESPORTS SAMPLER REFUND	45.00
07/09/2021	317202	SHI INTERNATIONAL CORP.	TARGUS POWER ADAPTER	230.40
07/09/2021	317203	SITEONE LANDSCAPE SUPPLY LLC	IRRIGATION REPAIR SUPPLIES	1,691.87
07/09/2021	317204	SMEMSIC	FIRE MEMBERSHIP	75.00
07/09/2021	317205	SPARTAN DISTRIBUTORS INC.	MOWER MAINTENANCE	1,634.33
07/09/2021	317206	STATE OF MICHIGAN (DOT)	RECONSTRUCTION EAST MILHAM AVENUE	348,049.93
07/09/2021	317207	STEENSMA LAWN & POWER EQUIPMENT	REPAIR/MAINTENANCE SUPPLIES	1,018.53
07/09/2021	317208	SUDS MOBILE CLEANING SYSTEMS, LLC	TRUCK & EQUIPMENT CLEANING	1,430.00
07/09/2021	317209	SUPERIOR BUSINESS SOLUTIONS	FIRE UNIFORMS	3,861.45
07/09/2021	317210	T-SHIRT PRINTING PLUS, INC.	INSPECTOR SHIRTS	52.00
07/09/2021	317211	TRUGREEN PROCESSING	TURF MAINTENANCE AT PARKS	1,221.26
07/09/2021	317212	TUSTIN'S ASPHALT SEALING	ASPHALT REPAIR-SCHRIER PARK	4,570.00
07/09/2021	317213	ULINE, INC.	SPEED LIMIT SIGNS-FARMERS MARKET	346.54
07/09/2021	317214	UNITED DISTRIBUTION GROUP	RAMONA CONCESSIONS	341.65
07/09/2021	317215	VANDERMAY CONSTRUCTION CO INC	BLOCK WALL-RAMONA PK, MORTOR JOINTS	6,700.00
07/09/2021	317216	VERIZON CONNECT NWF, INC.	EQUIPMENT GPS SERVICES	690.79
07/09/2021	317217	VERIZON WIRELESS	WIRELESS SERVICE	2,872.37
07/09/2021	317218	WASHCO, LLC	MILLENNIUM PARK- GOOSE CLEAN UP	980.00
07/09/2021	317219	WEDEL'S INC.	RAISED FLOWER PLANTERS	15,037.16
07/09/2021	317220	WELLER AUTO PARTS INC.	WASHER RESERVOIR	30.00
07/09/2021	317221	WIKLE, KEITH	PADDLESPORTS SAMPLER INSTRUCTION	625.00
07/09/2021	317222	WILD, JED	FIRE TRAINING -FIREHOUSE EXPO	788.90
07/09/2021	317223	XAVUS SOLUTIONS	MYSENIORCENTER PARTICIPANT KIOSK REPLACE	1,450.00
07/16/2021	317224	AT&T	ELECTRONIC COMMUNICATIONS	4,613.60
07/16/2021	317225	CINTAS CORP.	UNIFORM RENTALS	798.96
07/16/2021	317226	CONSUMERS ENERGY	12TH ST BLOCK STATION MAINTENANCE - GAS	2,354.00
07/16/2021	317227	HERTIG, JAMES	REFUND FOR ONE CEMETERY PLOT	1,075.00
07/16/2021	317228	LIBERTY SPORT INC	PPE GLASSES	1,356.95
07/16/2021	317229	ROUCH, JOEL	GRASSHOPPER MOWER	15,259.36
Total Paper Check				848,379.51

Check Type: Auto-Pay Payments

07/06/2021	CONSUMERS AUTOPAY	GAS-ELECTRIC	16,877.49
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Check Date	Check	Vendor Name	Description	Amount
07/07/2021		CONSUMERS AUTOPAY	GAS-ELECTRIC	1,198.27
07/09/2021		CONSUMERS AUTOPAY	GAS-ELECTRIC	9,887.30
07/12/2021		CONSUMERS AUTOPAY	GAS-ELECTRIC	26,860.50
07/13/2021		CONSUMERS AUTOPAY	GAS-ELECTRIC	894.55
07/14/2021		CONSUMERS AUTOPAY	GAS-ELECTRIC	602.00
07/15/2021		CONSUMERS AUTOPAY	GAS-ELECTRIC	10,694.18
07/16/2021		CONSUMERS AUTOPAY	GAS-ELECTRIC	458.46
Total Auto-Pay Payments				67,472.75

Check Type: Electronic Payment

07/01/2021	SBF	SPECIAL ASSESSMENT BILL POSTAGE	232.37
07/02/2021	ICMA	PENSION WITHHOLDINGS	44,924.96
07/06/2021	SBF	WATER/SEWER BILL POSTAGE	2,063.91
07/08/2021	SBF	SUMMER TAX BILL POSTAGE	7,352.19
07/15/2021	ATTORNEY	LEGAL & ARBITRATION	18,810.00
Total Electronic Payments			73,383.43

Check Type: Credit Card Transactions

06/03/2021	BESTBUYCOM806460921285	PRINTER FOR PDPS DIRECTOR	449.99
06/04/2021	COMMUNICATOR AWARDS	AWARD STATUETTES	524.68
06/04/2021	LEAGUE OF AMERICAN WHEEL	PARKS SMART CYCLING PROGRAM	120.00
06/09/2021	EXCEL MICRO	ANNUAL SOFTWARE SUBSCRIPTION RENEWAL	48.00
06/14/2021	DECATHLON	PARKS KIDS CAMP	35.62
06/14/2021	SCHOOLSIN	PARKS KIDS CAMP	121.21
06/14/2021	MICHIGAN TAX TRIBUNAL	FILING OF MOTION TO COMPEL	50.00
06/15/2021	SHANTY CREEK RESORTS	POLICE TRAINING	170.00
06/16/2021	ICSC-NY	COM DEV MEMBERSHIP	270.00
06/17/2021	MICHIGAN MUNICIPAL LEAGUE	CITY MANAGER TRAINING	160.00
06/18/2021	RELYCO SALES INC	AP CHECK STOCK	210.27
06/18/2021	APT US&C	INVESTMENT POLICY CERTIFICATION	200.00
06/18/2021	APT US&C	CPFA APPLICATION FEE	200.00
06/21/2021	HAMPTON INNS	CONCERT IN THE PARK PERFORMER STAY	120.99
06/21/2021	HAMPTON INNS	CONCERT IN THE PARK PERFORMER STAY	120.99

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Check Date	Check	Vendor Name	Description	Amount
06/21/2021		HAMPTON INNS	CONCERT IN THE PARK PERFORMER STAY	114.45
06/21/2021		HAMPTON INNS	CONCERT IN THE PARK PERFORMER STAY	120.99
06/21/2021		HAMPTON INNS	CONCERT IN THE PARK PERFORMER STAY	120.99
06/22/2021		SQ KELC	SOCIAL MEDIA CONFERENCE	75.00
06/22/2021		ICMA ONLINE	DEPUTY CITY MANAGER WEBINAR	149.00
06/23/2021		WESTIN (WESTIN HOTELS)	POLICE TRAINING	1,020.57
06/23/2021		HAMPTON INNS	CONCERT IN THE PARK PERFORMER STAY	(6.54)
06/23/2021		HAMPTON INNS	CONCERT IN THE PARK PERFORMER STAY	(106.54)
06/23/2021		HAMPTON INNS	CONCERT IN THE PARK PERFORMER STAY	(6.54)
06/23/2021		HAMPTON INNS	CONCERT IN THE PARK PERFORMER STAY	(6.54)
06/23/2021		HAMPTON INNS	CONCERT IN THE PARK PERFORMER STAY	(14.45)
06/25/2021		IN OLD TIME WOODEN NICKEL	FARMERS MARKET WOODEN COINS	380.55
06/25/2021		SMARTSHEET INC.	IT PROJECT TRACKING SOFTWARE	1,800.00
06/25/2021		HOLIDAY INN EXPRESS	POLICE TRAINING	192.00
06/25/2021		SPRINGHILL SUITES SAGI	POLICE TRAINING	283.05
06/28/2021		MICHIGAN CERTIFIED PUB ACCOUNTANTS	FINANCE DIRECTOR WEBINARS	337.00
06/29/2021		MEA PCP DTC JACKSON	CANDIDATE DRUG SCREENING	35.00
06/30/2021		ALLIANZ INSURANCE	TRAVEL INSURANCE	9.00
06/30/2021		IAAO ORG	ASSESSOR ANNUAL CONFERENCE	700.00
06/30/2021		WWW.DJI.COM	DRONE SERVICE/REPAIRS	161.00
			Total Credit Card Payments	8,159.74
			Grand Total	1,270,094.52

TO: Honorable Mayor and City Council

FROM: Joseph La Margo, City Manager



SUBJECT: West End Drive Special Assessment Petition

SUPPORTING PERSONNEL: Erica Eklov, City Clerk
 Meshia Rose, Director of Assessing
 Kendra Gwin, Director of Transportation & Utilities

ACTION RECOMMENDED: Accept the special assessment petition in favor of creating a special assessment district on West End Drive (South Shore Drive to road end) and refer the matter to the City Administration for review and report.

The attached petition was filed by property owners on West End Drive requesting the establishment of a special assessment district to install sanitary sewer leads on the west side of West End Drive (South Shore Drive to road end).

The petition was received on June 21, 2021. Presuming that the district boundaries will include 9001 West End Drive through 9103 West End Drive, the following is the summary of the petition received:

Summary of Properties Included in Proposed Project	
Total Properties	10
Total Assessed Value	\$ 2,319,000
Total Road Front Footage	540

Property Owners in Support of Proposed Project	
Total Properties	7
Total Assessed Value	\$ 1,346,000
Total Road Frontage	400

Percentage of Properties	70%
Percentage of Assessed Value	58%
Percentage of Road Frontage	74%

The City's Code of Ordinances (Chapter 62- Special Assessments) require that a petition be signed by not less than 60 percent of the frontage of property to be assessed for projects in which assessments are based on the frontage. The percentage of property owners in support is 70 percent. Transportation & Utilities Director Kendra Gwin has confirmed that no other special assessment petitions exist for the subject location.

Therefore, it is recommended that the City Council accept the special assessment petition in favor of creating a special assessment district on West End Drive (South Shore Drive to road end) and refer the matter to the City Administration for review and report.

FUNDING: N/A

Attachments:

1. Petition
2. Area Map

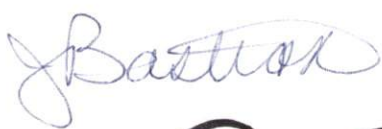
Dear Mr. Mike Carroll and Mr. Joe LaMargo

This document has the seven (7) required property owners and addresses on West End Drive along with their signatures.

Per our meeting last fall we are required to have 7 owners agree to paying the eighty some dollars per foot located on the west side of West End Drive for sewer leads for those lots. All lots have 50 foot of road frontage with the exception of Chris Payne's.....his being 100 feet.

The fees, as we were told, could be amortized over a period of time or paid in one payment.

FYI the water service is already on the west side of the street.

<u>Address</u>	<u>Owners Name</u>	<u>Signature</u>
9007	William Fries	
9011	Tom & Janie Vanderhorst	
9015	Jane Kuiper	
9019	Carol Warner	
9025	Diane Pelc	
⁹⁰²⁹ 9025-3CB	Jodie Bastian	
9033	Mark Caley	
9039	Chris Payne	
9043	Larry & Patricia Lutz	





West End Drive



Map Publication:
06/21/2021 3:17 PM



powered by
FetchGIS

Disclaimer: This map does not represent a survey or legal document and is provided on an "as is" basis. City of Portage expresses no warranty for the information displayed on this map document.

TO: Honorable Mayor and City Council

FROM: Joseph La Margo, City Manager



SUBJECT: Substantial Plan Amendment to the Community Development Block Grant Program (CDBG) FY 2020-21 Annual Action Plan

SUPPORTING PERSONNEL: Kelly Peterson, Director of Community Development

ACTION RECOMMENDED: Approve the Substantial Plan Amendment to the Community Development Block Grant Program (CDBG) FY 2020-21 Annual Action Plan that recommends allocating:

- a. \$50,000 from the U.S. Department of Housing and Urban Development (HUD) CDBG-CV3 grant to the Portage Community Center;
- b. \$50,000 for facility improvements in the Lexington Green neighborhood park;
- c. \$107,041 for housing rehabilitation projects and/or property acquisition to construct affordable housing, and
- d. \$30,000 for grant administrative costs;

and authorize the City Manager's Office to submit the Substantial Plan Amendment to HUD, and sign the required documents related to the funding request on behalf of the City.

The City of Portage received notification from the U.S. Department of Housing and Urban Development (HUD) that the city had been awarded a grant in the amount of \$237,041 to prevent, prepare for, and respond to the Coronavirus (COVID-19). This is the second Community Development Block Grant Program (CDBG) Coronavirus grant to be awarded to the city. The first grant (\$130,474) was awarded to Housing Resources, Inc. and the Portage Community Center. The primary purpose is to assist Portage residents, with an emphasis on low to moderate-income persons, who have been adversely affected by the COVID-19 pandemic.

In accordance with HUD requirements, a Substantial Amendment to the CDBG Program FY 2020-21 Annual Action Plan is required to receive the grant. The Human Services Board conducted a public hearing on the Substantial Amendment on July 22, 2021, followed by a 5-day public comment period. During the July 22, 2021 meeting, no public comment was received. After discussing the current stage of

the Coronavirus pandemic and other funds available from a variety of resources/agencies, the Board and staff have recommended the grant be used to: a.) continue to support the Portage Community Center (\$50,000) with subsistence/utility payments to income qualifying residents; b.) facility improvements in the Lexington Green neighborhood park (\$50,000), which is located in a HUD designated low/moderate-income neighborhood; c.) housing rehabilitation projects and/or property acquisition to construct affordable housing (\$107,041); and, d.) grant administration (\$30,000).

Attached is a Department of Community Development report dated July 16, 2021, that also recommends the CDBG-CV3 grant be allocated as noted above.

It is recommended that City Council approve the allocation of \$50,000 to the Portage Community Center; \$50,000 for facility improvements in the Lexington Green neighborhood park; \$107,041 for housing rehabilitation projects and/or property acquisition to construct affordable housing; and \$30,000 for grant administration; and authorize the City Manager's Office to submit the Substantial Plan Amendment to the FY 2020-21 Annual Action Plan for the Community Development Block Grant Program to the U.S. Department of Housing and Urban Development, and sign the required documents related to the funding request on behalf of the City.

FUNDING: FY 2020-21 Community Development Block Grant Program

- Attachments:**
1. 2021 07 23 CDBG-CV3 HSB Recommendation
 2. HSB Minutes 07.22.2021
 3. 2021 07 22 Com Dev Report



TO: Honorable Mayor and City Council

FROM: Human Services Board

DATE: July 23, 2021

SUBJECT: Substantial Amendment to the CDBG Program FY 2020-21 Annual Action Plan

On July 22, 2021, the Human Services Board met regarding allocation of the \$237,041 CDBG-CV3 grant received from the U.S. Department of Housing and Urban Development (HUD) to prepare for, respond to and prevent the coronavirus. This is the second CDBG-CV grant to be awarded to the city. The first grant of \$130,474 was awarded to Housing Resources, Inc. and Portage Community Center. The primary purpose is to benefit Portage residents, with emphasis towards the low/mod income persons, who have been adversely affected by the Covid-19 pandemic.

In accordance with HUD requirements, a Substantial Amendment to the CDBG Program FY 2020-21 Annual Action Plan is required. The Human Services Board conducted a public hearing on the Substantial Amendment on July 22nd followed by a 5-day public comment period. No public comment was received during the July 22nd. As a result, the Board is recommending, subject to any public comment received during the 5-day period, that City Council approve the FY 2020-21 Annual Action Plan Substantial Amendment and \$50,000 be allocated to Portage Community Center to assist those low/moderate income residents with subsistence payments, \$50,000 for the Lexington Green park trail improvements, \$107,041 for housing rehabilitation and/or property acquisition for affordable housing purposes and \$30,000 for grant administration.

If Council has any questions regarding this matter, please contact me at your earliest convenience.

Sincerely,

Fi Spalvieri

Fi Spalvieri
Chairperson

CITY OF PORTAGE HUMAN SERVICES BOARD

Minutes of the Meeting – July 22, 2021

CALL TO ORDER: The City of Portage Human Services Board meeting of July 22, 2021 was called to order by Vice-Chairperson Upshaw at 6:36 p.m. in Conference Room 1, Portage City Hall, 7900 South Westnedge Avenue.

MEMBERS PRESENT: Alice Mwanda, Fi Spalvieri, Effie Kokkinos, Barb Sagara, Stephanie Upshaw and Fayyaz Razi (Youth Advisory Committee representative)

MEMBERS EXCUSED: Nadeem Mirza, Tim Henson and Brooke Kolodzieczyk

MEMBERS ABSENT: Cristy Cate

STAFF PRESENT: Tina Perry, Neighborhood Program Specialist; Christopher Forth, Deputy Director; and Kelly Peterson, Director

APPROVAL OF MINUTES: Upshaw moved and Mwanda supported a motion to approve the June 3, 2021 minutes. Motion passed 5-0.

PUBLIC HEARINGS:

FY 20-21 Annual Action Plan Substantial Amendment: Forth summarized the July 16, 2021 Department of Community Development communication regarding a second \$237,041 Community Development Block Grant (CDBG) grant the city received from the Department of Housing and Urban Development (HUD) for a range of activities to prevent, prepare for and respond to the Coronavirus. The primary purpose is to assist Portage residents, with emphasis towards the low/mod income persons, who have been adversely affected by the Covid-19 pandemic. Mr. Forth indicated staff was recommending the grant be used to 1) continue to support the Portage Community Center (\$50,000) with subsistence/utility payments to income qualifying residents; 2) facility improvements in the Lexington Green neighborhood park (\$50,000), which is located in a HUD designated low/moderate income neighborhood; 3) housing rehabilitation projects and/or property acquisition to construct affordable housing (\$107,041); and grant administration (\$30,000). Mr. Forth also stated staff has been notified by HUD that the substantial plan amendment must be received by August 16, 2021 or the grant will be returned to the U.S. Department of Treasury. Mr. Forth indicated 80% of the grant must be spent within three of executing a grant agreement with HUD and the entire grant must be spent within six years. Recognizing community needs regarding the impacts of the pandemic are evolving, Mr. Forth stated an additional amendment(s) can be processed as needs change.

With regard to the housing rehabilitation projects and/or property acquisition to construct affordable housing, Mr. Forth stated housing rehab projects would address living conditions such as mold, lead-based paint or poor ventilation associated that affect health conditions. Property acquisition for the purposes of constructing affordable housing could involve a partnership with the County and the Housing for All millage. Mr. Forth mentioned, as an example, a parcel of land that had been foreclosed upon by the County for nonpayment of property taxes that could be acquired by the city for this purpose. Chairperson Spalvieri mentioned the LIFT Foundation project at 420 Gladys Street as another successful, small scale affordable housing project.

Chairperson Spalvieri opened the public hearing with a motion from Upshaw supported by Sagara. Motion passed 5-0. No public comments were received. Sagara moved and Mwanda supported a motion to close the public hearing. Motion passed 5-0. Upshaw commented that the proposed Lexington Green trail would be a valuable project for area residents. Razi asked about qualifying income levels. Forth noted that Portage Community Center does income qualify assistance recipients. The Board also briefly discussed PCC monthly/quarterly reporting requirements. Sagara stated city involvement should be limited to property acquisition and another organization(s) take the lead on building construction. Sagara also noted projects should be selected that impact the most families. Chairperson Spalvieri was supportive of the property acquisition allocation and would like to see more city involvement in facilitating affordable housing and leveraging the Housing for All millage. Chairperson Spalvieri also stated she was supportive of the allocation recommendation proposed by staff. There being no further discussion, Mwanda moved and Upshaw supported a motion to recommend approval of the CDBG Program FY 2020-2021 Substantial Plan Amendment and to submit the amendment as written to City Council for consideration at the July 27, 2021 City Council meeting. Motion passed 5-0.

NEW BUSINESS:

None

STATEMENTS OF CITIZENS: None Received

ADJOURNMENT: The next meeting of the Human Services Board is scheduled for September 2, 2021. The Board requested the meetings start at 6:00 p.m. Staff will reach out to the other Board members not present tonight to confirm a 6:00 p.m. meeting start time. There being no further discussion to come before the Board, a motion was made by Sagara and supported by Kokkinos to adjourn the meeting at 7:10 p.m. Motion was approved 5-0.

Respectfully Submitted,

Tina Perry,
Neighborhood Program Specialist

CITY OF PORTAGE

COMMUNICATION

TO: Human Services Board

DATE: July 22, 2021

FROM: Kelly Peterson, Director of Community Development 

SUBJECT: CDBG Program FY 2020-21 Annual Action Plan Substantial Amendment

As previously discussed with the Board, the Department of Housing and Urban Development (HUD) has awarded the City of Portage a second Cares Act CDBG-CV grant in the amount of \$237,041 for a range of activities to prevent, prepare for and respond to the Coronavirus. The purpose of the grant is to primarily benefit low/mod income residents who have been impacted by the Covid-19 pandemic.

As the Board may know, there are a number of COVID-19 relief funded programs in the county to assist both residents and business owners adversely effected by the pandemic. For example, Housing Resources, Inc. is administering a \$17 million COVID Emergency Rental Assistance Program for qualifying renters and landlords in Kalamazoo County to help cover past due rent. Given the amount of funds available to assist local residents with eviction prevention, allocation of additional money for this purpose is not needed. Also, there are a number of food banks/pantry's in the area to assist local residents. The Portage Community Center (PCC) has indicated a significant increase in requests for utility subsistence payments, including accumulated arrearages.

Use of the Cares Act CDBG-CV grant must "tie-back" to activities meant to prevent, prepare for and respond to the Coronavirus. There are a number of eligible activities that qualify including public services such as subsistence payments, housing rehabilitation including property acquisition to construct affordable housing funded from another source, public facility improvements, such as a park serving a low/moderate income area that promotes outdoor fitness and social space and grant administration. In light of the available eligible activities, staff has identified the following projects for consideration:

1. \$50,000 to Portage Community Center for utility subsistence payments. It is estimated that approximately 200 low/moderate income residents could be assisted.
2. \$50,000 for facility improvements in the Lexington Green neighborhood park. This project involves construction of a ten foot wide pedestrian and bike friendly trail that will meander through the park with lighting for security. This trail will also provide a future connection to the planned Sprinkle Road Bypass Trail North project that will connect to the City's trail network. This project would serve approximately 2,900 low/moderate income residents living in this area.
3. \$107,041 for housing rehabilitation projects and/or property acquisition to construct affordable housing. Funding for this project could serve approximately 10 low/moderate income residents to improve living conditions such as mold, lead-based paint and poor ventilation. An alternative project involves acquisition of property and then a partnership

with Kalamazoo County to construct scattered site affordable housing for low/moderate income qualifying residents utilizing a portion of the funds generated by the recently passed Housing For All millage. It is estimated that up to five properties could be acquired.

4. \$30,000 for grant administration. HUD allows up to 20% of the grant to be used for administration. The proposed \$30,000 represents only 12.6%.

In accordance with HUD requirements, a Substantial Amendment to the CDBG Program FY 2020-21 Annual Action Plan is required. Attached is the amendment. Wade Trim, the consultant retained to prepare the 2021-2025 Consolidated Plan, was also retained to prepare the FY 2020-21 Annual Action Plan Substantial Amendment and submitting it to HUD for final approval. After the substantial plan amendment is approved by HUD, the city has up to six years to spend the grant funds, of which 80% must be spent within the first three years.

HUD regulations require that a public hearing on the Substantial Amendment be held, followed by a 30-day public comment period. However, due to the COVID-19 pandemic, HUD allows a five day public comment period. The public comment period will expire on July 27, 2021.

Subject to any comments from Board members and other interested citizens received during the July 22, 2021 public hearing, the Board is advised to recommend to City Council the FY 2020-21 Annual Action Plan Substantial Amendment be approved and \$50,000 be allocated to Portage Community Center to assist those low/moderate income residents with subsistence payments, \$50,000 for the Lexington Green park improvements, \$107,041 for housing rehabilitation and/or property acquisition for low/moderate income qualifying residents and \$30,000 for grant administration.

For Board information, staff has been notified by HUD that the substantial plan amendment must be received by August 16, 2021 or the grant will be returned to the U.S. Department of Treasury.

Attachment: CDBG Program FY 2020-21 Annual Action Plan Substantial Amendment

T:\COMMDEV\2020-2021 Department Files\CDBG\CDBG-CV3 Grant\Substantial Plan Amendment\2021 07 22 HSB CDBG-CV 3 Annual Action Plan - Substantial Amendment.docx

CITY OF PORTAGE
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
FY 2020-21 ANNUAL ACTION PLAN – SUBSTANTIAL AMENDMENT

Introduction

The FY 2020-21 Annual Action Plan, Strategy for Housing and Community Development Needs, includes activities and programs to fulfill identified needs outlined in the 2016-2020 Consolidated Plan. The five-year Consolidated Plan and the Annual Action Plan elements are required in order to apply for and receive Community Development Block Grant (CDBG) entitlement program funds from the U.S. Department of Housing and Urban Development (HUD), which have been awarded to the City since the mid-1970s.

The FY 2020-21 Annual Action Plan was approved by City Council on May 12, 2020, and subsequently submitted to the Detroit HUD Field Office on May 9, 2020 for review and approval. The 2020-21 Annual Action Plan was then substantially amended in October 2020 due to the first tranche of CDBG-CV funding through the CARES Act. The Activities and expenditures of CDBG funds must meet three national objectives: 1) benefit low- and/or moderate-income persons, 2) aid in the prevention or elimination of blight, and 3) meet urgent community development needs. In order to meet these national objectives, the approved FY 2020-21 Annual Action Plan includes five inter-related activities pertaining to three goals to be carried out during the program year. The table below lists the goals, the program activity, an activity description, and the planned objectives and outcomes.

Goal Name	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
Affordable Owner Housing	Affordable Housing	City-wide	Affordable Owner Housing	CDBG: \$192,896	-Homeowner Housing Rehabilitation: 12 Household/ Housing Units -Direct Financial Assistance to Homebuyers: 3 Households Assisted
Neighborhood Improvement	Non-Housing Community Development	Low- and Moderate-Income Areas	Neighborhood Improvement	CDBG: \$64,366	Housing Code Enforcement/Foreclosed Property Care: 350 Household/Housing Units
Public Services	Homeless, Non-Homeless Special Needs	City-wide	Public Services	CDBG: \$44,618	Public Service Activities for Low/Moderate Income Housing Benefit: 4,000 Households Assisted

The approved FY 2020-21 Annual Action Plan also allocated \$44,914 towards Grant Planning/Administration, which includes preparation of HUD-required plans and reports, Environmental Review, Fair Housing education and enforcement activities, and an update of the 2016-2020 Consolidated Plan.

Proposed 2nd Substantial Amendment to the FY 2020-21 Annual Action Plan

In response to the Coronavirus Pandemic (COVID-19) the United States Department of Housing and Urban Development (HUD) the City of Portage received an allocation of \$130,474 of Community Development Block Grant Program – Coronavirus Response funds (CDBG-CV) to be used to prevent, prepare for, and respond to COVID-19. This allocation was authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, which was signed by President Trump on March 27, 2020, to respond to the growing effects of this historic public health crisis.

In October of 2020, the City of Portage amended the FY 2020-21 Annual Action Plan to incorporate three additional projects using the additional CDBG-CV allocation amount \$130,474. Since then, the City of Portage has been notified that it will receive an additional allocation of Community Development Block Grant Program – Coronavirus Response funds (CDBG-CV3) in the amount of \$237,041. The City seeks to amend the FY 2020-21 Annual Action Plan again to incorporate these funds and implement the projects listed below.

As noted above, the City of Portage's federal Annual Action Plan details the funding strategy for the Community Development Block Grant (CDBG) program each year. The Annual Action Plan implements a jurisdictions multi-year Consolidated Plan and is developed through significant citizen participation, analysis, and planning. The third tranche of CDBG-CV funds will be incorporated into the City's 2020 Annual Action Plan through a Substantial Amendment.

Funding Requests – Amendment to the FY 2020-21 Annual Action Plan, CDBG-CV3 Incorporation

Below is a summary of the proposed budget. Through a substantial Amendment process, the City proposes including the following activities into the FY 2020-21 Annual Action Plan:

Project Name: Public Services (\$50,000)

National Objective: Low- and Moderate-Income Limited Clientele (LMC)
CDBG Eligible Activity: Public Services
Project Description: Funds will be used for emergency subsistence payments for qualifying low- and moderate-income individuals.

Project Name: Housing (\$107,041)

National Objective: Low- and Moderate-Income Housing Activities (LMH)
CDBG Eligible Activity: Rehabilitation and Property Acquisition
Project Description: Rehabilitation of owner-occupied housing, and/or the acquisition of vacant property for the future development of affordable housing in partnership with a nonprofit or housing agency for low- and moderate-income qualifying residents.

Project Name: Public Facilities Improvements (\$50,000)

National Objective: Low- and Moderate-Income Area Benefit (LMA)
CDBG Eligible Activity: Public Facilities and Improvements
Project Description: Development of an outdoor trail in the Lexington-Green Park.

Project Name: Administration/Planning (\$30,000)

National Objective: Not Applicable
CDBG Eligible Activity: General Administration
Project Description: Planning and Administration of CDBG-CV3 funding.

Public Process

During the first tranche of CDBG-CV funding, the City also made an amendments to the Public Participation Plan. As required by HUD the City hereby established expedited procedures for citizen involvement. The expedited process is outlined below.

The City of Portage held one public hearing regarding a proposed use of CDBG-CV3 funds with the Human Services Board on July 22, 2021. The purpose of said meeting was to receive input from Board members and citizens about the proposed amendment involving the use of CDBG-CV3 funds. The meeting was held in City Council Chambers at the Portage City Hall, 7900 South Westnedge Avenue, Portage, Michigan. A copy of the meeting minutes is attached as Appendix A. Please call 269-329-4477 between the hours of 8:00 am and 5:00 pm for instructions on providing additional public comment.

The City of Portage will provide a public notice advertising a 5-day public comment (Appendix B) period as part of the Public Participation Plan requirements. In order for timely response to the COVID-19 emergency, HUD has reduced the required public comment period from 30 days to 5 days.

The City of Portage will accept public comment during the five (5) day public comment period beginning on July 22, 2021 through July 27, 2021. Citizens are asked to provide comment on the Substantial Amendment to the FY 2020-21 Annual Action Plan, the proposed use of CDBG-CV3 funds, and the proposed amendment to the Public Participation Plan.

A copy of the 2020-21 Annual Action Plan CDBG-CV3 Substantial Amendment Summary and Public Participation Plan will be made available to review and posted on the City's website beginning on July 22, 2021.

The draft document is available for review at the following locations:

- Department of Community Development, City of Portage, 7900 South Westnedge Avenue, Portage, MI 49002
- Portage District Library, 5528 Portage Road, Portage, MI 49002
- Portage Community Center, 325 East Centre Avenue, Portage, MI 49002
- City of Portage web site (<http://www.portagemi.gov/180/Human-Services-Board>)

Public comments can be e-mailed to the Department of Community Development at forthc@portagemi.gov or can be mailed to the City of Portage Department of Community Development, located at 7900 S Westnedge Avenue, Portage, MI 49002. For more information call 269-329-4474.

It is anticipated the City of Portage City Council will take action on the proposed Amendments to the 2020-21 Annual Action Plan and Public Participation Plan at a meeting scheduled for July 27, 2021. For more information on how to access this meeting please call 269-329-4474.

The City will provide technical assistance to citizens and groups representative of persons of low- and moderate-income that request such assistance in the review of program activities and program amendments. In addition, the City will make adequate and reasonable provisions to assist non-English speaking residents in interpreting program opportunities and provisions on a case-by-case basis, as well as provide auxiliary aides and services for individuals with disabilities. Requests for special accommodations must contact the City Clerk's Office at 269-329-4511.

TO: Honorable Mayor and City Council

FROM: Joseph La Margo, City Manager



SUBJECT: Property Acquisition – 9303 Portage Road

SUPPORTING PERSONNEL: Kelly Peterson, Director of Community Development

ACTION RECOMMENDED: Approve the purchase of property addressed as 9303 Portage Road in the amount of \$375,000 and authorize the City Manager's Office to execute all related documents on behalf of the city.

In May 2021, the city received a request from Mr. Michael Valk, the owner of 9303 Portage Road, to consider purchasing the subject property. The 0.246 acre property located north of Lakeview Drive and south of Dixie Drive is zoned R1-A, one-family residential, and is in the Assessor's Plat of Dixie-Mac Park, Lots 16 and 17. The subject property is currently occupied by a single-family residential dwelling and attached garage, and is contiguous to property owned by the City of Portage as shown on the attached vicinity map.

The acquisition of the subject property is beneficial considering that it can be combined with the adjacent, city-owned property. The resulting combined parcel would be strategic to enhancing connectivity and placemaking within the Lake Center District corridor and is in alignment with the final Lake Center District Corridor & Placemaking Study. Options for future use include increasing the existing area of Lakeview Park, improving pedestrian/neighborhood connectivity between the park and the commercial corridor, and enhancing public spaces where residents may gather.

In June 2021, Mr. Valk reiterated his interest in selling the subject property to the city. The city advised Mr. Valk that no action would be taken unless and until the Lake Center District Corridor & Placemaking Study was accepted by the City Council. However, in anticipation that the Council would accept the study, the City Administration negotiated a price for the property of \$375,000 and presented the opportunity to the Council for initial feedback on June 8, 2021. The City Administration was requested to proceed with negotiations. At the City Council's request, additional information pertaining to a county drain easement is attached.

The City Council accepted the Lake Center District Corridor & Placemaking Study at the Regular Meeting on July 13, 2021, which includes strategic property acquisitions in the 1-Year Action Plan recommendations. As such, it is recommended that City Council approve the purchase of property

addressed as 9303 Portage Road in the amount of \$375,000 and authorize the City Manager's Office to execute all related documents on behalf of the city.

FUNDING: To be determined.

Attachments: 1. Vicinity Map and Release of Right of Way



9303 Portage Road

Date: 7/22/2021





RELEASE OF RIGHT OF WAY

For and in consideration of prospective benefits to be derived by reason of the cleaning out,
relocating, widening, deepening, straightening, tiling and extending
and maintaining

of a certain Drain under the supervision of the County Drain Commissioner
of the County of Kalamazoo and State of Michigan, as hereinafter described,

that We, George H. Kibler and Charline D. Kibler
of 9303 Portage Road, Kalamazoo, Michigan

do hereby convey and release to the said County of Kalamazoo

the Right of Way for a certain Drain, hereinafter more particularly designated and described, over and across the following lands¹ owned by us, and situated in the Township of Portage County and State aforesaid, and more particularly described as follows, to-wit:⁴

Lots 16, 17, 18 and 19 of the "Assessor's Plat of Dixie-Mac Park" as recorded in Book 14 of Plats on Page 20 in the office of the Register of Deeds for Kalamazoo County, Michigan, excepting a parcel of land lying twenty (20) feet either side of the following described centerline: Beginning at a point on the Easterly line of Portage Road which is one hundred three and sixty-nine hundredths (103.69) feet North 28°-28' East from the Southwest corner of Lot 16 of said Plat; thence South 59°-16' East across Lots 16, 17 and 18 of said Plat, one hundred forty and ninety-six hundredths (140.96) feet to a point twenty (20) feet North of the South line of said Lot 18; thence East parallel to the South line of Lots 18 and 19 of said Plat, fifty-two and eighty-three hundredths (52.83) feet to the East line of said Lot 19 for the place of ending.

The Right of Way hereby conveyed and released is for the sole and only purpose of cleaning out,
relocating, widening, deepening, straightening, tiling, extending and maintaining

over and across said premises a certain Drain, petition for which in writing was made on the 6th day of September A. D. 19 55, by Donald E. Scott

and others, and the necessity for which has been determined by the said Board of Determination in their order

bearing date the 20th day of June 19 57, the route and course of said Drain is described as follows, to-wit:⁴

Beginning at a point in the Westerly shore of Austin Lake which is 20 feet North of the Southeast corner of the "Assessor's Plat of Dixie-Mac Park" (said last mentioned point being the lower end of the Austin Lake-West Lake Channel); thence West parallel to the South line of said plat, 452.83 feet; thence North 59°-16' West, 263 feet to a point in the Easterly shore of West Lake (said point being the upper end of Austin Lake-West Lake Channel).

LIBER 750 PAGE 585

This conveyance is based upon the above described line of route and shall be deemed to include the extreme width of said Drain as shown in the survey thereof, to which survey reference is hereby made for a more particular description, and includes a release of all claims to damages in any way arising from or incident to the opening and maintaining of said Drain across said premises; and also sufficient ground on either side of the center line of said Drain, for the construction thereof; and shall be deemed a sufficient conveyance to vest in the County an easement in said lands for the uses and purposes of drainage together with such rights of entry upon, passage over, deposit of excavated earth and storage of material and equipment on such lands, as may be necessary or useful for the construction, maintenance, cleaning out and repair of such drain.

Witness, our hand, seal and this 11th day of August 1958.

WITNESSES:

Malcolm C. Harper
Malcolm C. Harper
Victor E. Bucknell
Victor E. Bucknell

George H. Kibler

Charline D. Kibler
Charline D. Kibler

STATE OF MICHIGAN, ss.

COUNTY OF KALAMAZOO

On this 11th day of August 1958, before me,
a Notary Public in and for
said County, personally appeared George H. Kibler and Charline D. Kibler

to me known to be the person described in and who executed the foregoing instrument, and
who acknowledged that they executed the same as their free act and deed.

Malcolm C. Harper
Malcolm C. Harper, Notary Public

My Commission Expires October 17, 1961

NOTE.

1. In space indicated by figure 1, insert "County Drain Commissioner" or "Drainage Board" as case may require.
 2. In space indicated by figure 2, insert "I" or "We" as the case may be, to be followed by the name or names and residence.
 3. In space indicated by figure 3, insert "owned" or "occupied" as the facts may require.
 4. Give description of land traversed by Drain.
 5. In space indicated by figure 5, insert "County Drain Commissioner" or "Drainage Board" as case may require.
 6. Give the Drain as surveyed.
 7. In space indicated by figure 7, insert "Notary Public" or "the subscriber" etc., as case may require.
 8. In space indicated by figure 8, insert "who" or "severally."
- The acknowledgment may be taken by the Drain Commissioner, by a Justice of the Peace, or a Notary Public. Every release should be entered by the Commissioner in his book of record.
Wife must sign release if she has an interest in the land other than her inchoate right of dower.

D-6

RELEASE OF RIGHT
OF WAY

IN THE MATTER OF
AUSTIN LAKE OUTLET EXTENSION
DRAIN

GEORGE H. KIBLER

CHARLINE D. KIBLER

TO

COUNTY OF KALAMAZOO

Received for Record, this

day of 19

DOUBLEDAY BROS. & CO.
241 E. MICHIGAN AVE., KALAMAZOO, MICHIGAN

15 10.00

TO: Honorable Mayor and City Council

FROM: Joseph La Margo, City Manager



SUBJECT: Property Acquisition - 9617 Portage Road and 2010 Woodbine Avenue

SUPPORTING PERSONNEL: Kelly Peterson, Director of Community Development

ACTION RECOMMENDED: Approve the purchase of properties addressed as 9617 Portage Road and 2010 Woodbine Avenue in the total amount of \$265,000 and authorize the City Manager's Office to execute all related documents on behalf of the city.

On April 12, 2021, the City Council Housing and Neighborhoods Committee directed the City Administration to review and consider the purchase of property at 9617 Portage Road. The vacant property is 13.36 acres and is zoned R1-B, one-family residential. The offering by the seller also included the abutting vacant property at 2010 Woodbine Avenue, comprising 0.22 acres and also zoned as R-1B, one-family residential. The property was listed by the owner, Colonial Engineering, Inc., for \$265,000.

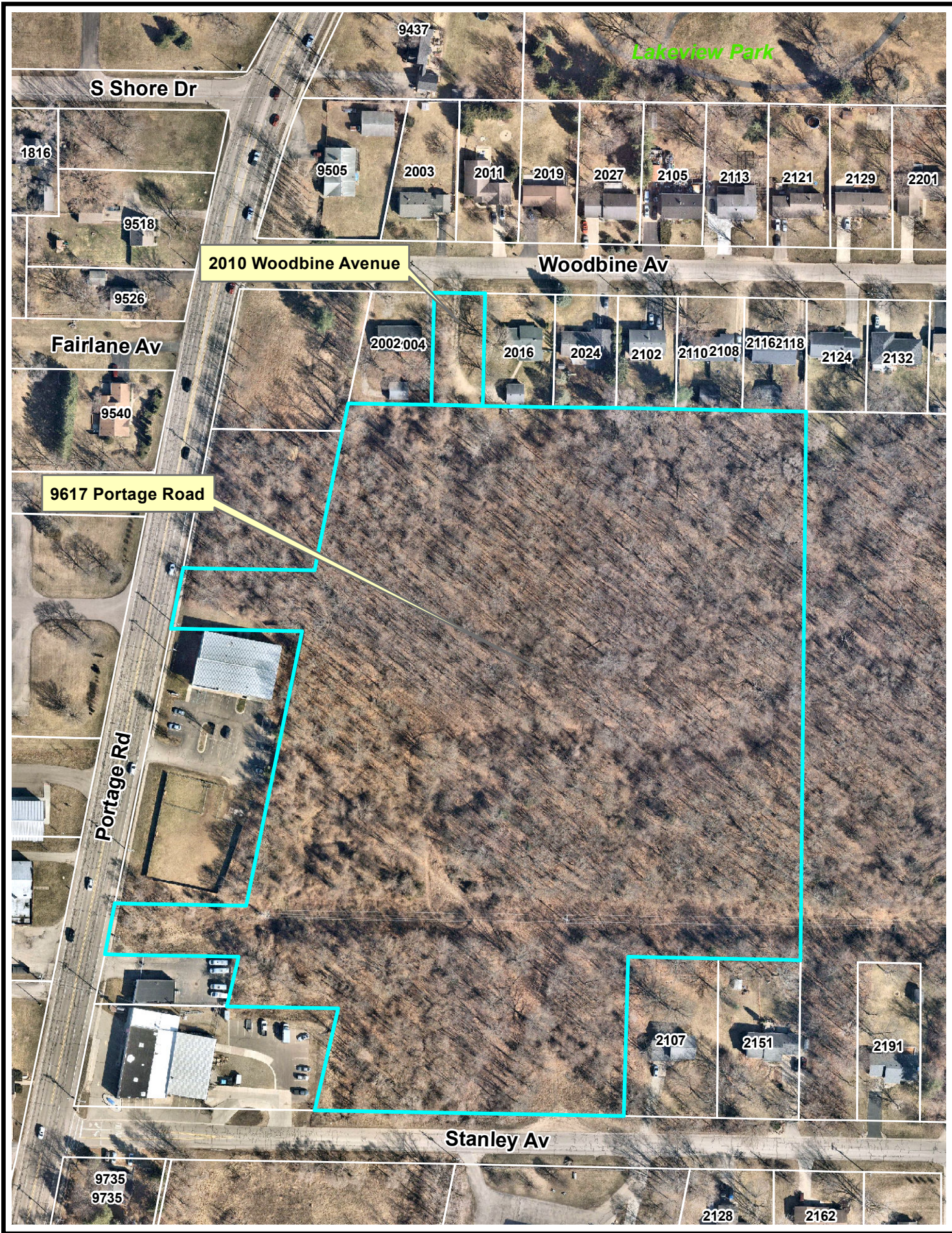
This opportunity identified by the City Council Housing and Neighborhoods Committee was initially brought before the Council for discussion on June 8, 2021, and the City Administration was advised to proceed with negotiating the purchase of the subject properties. Kal-Creek Commercial Appraisers performed an appraisal of the property (attached), which lists the market value at \$245,000.

Therefore, it is recommended that City Council approve the purchase of properties addressed as 9617 Portage Road and 2010 Woodbine Avenue in the total amount of \$265,000 and authorize the City Manager's Office to execute all documents on behalf of the city.

FUNDING: To be determined.

Attachments:

1. Vicinity Map
2. Property Appraisal for 9617 Portage Road and 2010 Woodbine Ave



Kal-Creek Appraisers, L.C.

P.O. Box 1512
Portage, Michigan 49081
Phone (269) 327-1100
E-Mail: jfrancis.kalcreek@gmail.com

Appraisal Report



**9617 Portage Road & 2010 Woodbine Avenue
Portage, Michigan 49002**



Vacant Land - Mixed Zoning



Prepared By: Joel Francis, SRA, GRI



Kal-Creek File: 2021-15234

This appraisal is being completed in the midst of the Corona Virus 19 pandemic (also referred to as Covid-19). The future effects of this virus on the parts of the economy affecting the subject's market segment are unknown. The appraisal is a "point-in-time" opinion of value. While many real estate market segment are currently robust, Covid-19 situation has the potential to change market conditions from minimal to possibly dramatically; and possibly in short order. Covid-19 is a highly unique and rare situation, and it is not reasonable to expect that appraiser's can forecast the resulting future to any reasonable degree of certainty.

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Kal-Creek Commercial Appraisers, L.C.

◆◆◆ Transmittal Information ◆◆◆

Client / Intended User	City of Portage 7900 South Westnedge Avenue Portage, Michigan 49002
Attention	Mike Carroll, JD Deputy City Manager / Chief Legal Officer and Kelly Peterson Director of Community Development
Subject Properties	9617 Portage Road & 2010 Woodbine Avenue Portage, Michigan 49002 (Vacant Development Land - Mixed Zoning)
Client's Instructions	• <i>Appraise</i> Subject property identified above • <i>Type of value</i> Market Value • <i>Property rights</i> Fee Simple • <i>Purpose/Intended use</i> Provide my opinion of market value, as of the effective date, to assist with the possible purchase of these properties.
Opinion of Value	• <i>Basis</i> Analysis of market data available when the report was prepared • <i>Property status</i> "As Is" • <i>Effective date</i> June 13, 2021 (date of value) • <i>Property tour date</i> June 13, 2021 • <i>Exposure time</i> 1-year or less • <i>Report signed</i> June 14, 2021 (date of report)
• Market Value	\$245,000 (Two hundred forty five thousand dollars)

Appraiser

Joel Francis, SRA, GRI
Certified General Appraiser, State of Michigan

Advocacy

It is unethical for me to be an advocate for anyone's value preferences, including the client. *I can only be an advocate for the value type(s) defined in this appraisal report.*

Appraisal History Disclosure - 3 Years

- I have not previously appraised this property
- I have had no relationship with this property in any capacity prior to this appraisal.

Personal Property / Non-Realty Items / Trade Fixtures

No personal property, non-realty items or trade fixtures are included in this appraisal.

Transmittal Information Continued on Next Page.....

Instructions to the Reader

- This appraisal report contains 48 pages which are all numbered; and must remain attached as a single document for the value opinion(s) to be valid.
- The reader is encouraged to review the entire appraisal report, particularly the:
 - Assumptions and Limitations of the Appraisal
 - Extraordinary Assumptions and Hypothetical Conditions
 - Scope of Work
- It is expected that the client/owner(s) will read the entire report and inform me of possible errors so these can be corrected, if warranted.

Appraisal Report

- The report may include abbreviated discussions of the data, reasoning, and analysis used in the appraisal process.
- Supporting documentation is retained in the Kal-Creek office files.
- Information in this report is specific to the needs of the client and for the stated intended use.
- I am not responsible for unauthorized use of this report.
- The appraised value is for a specific point in time. In this case it is the effective/inspection date of the appraisal and is valid only for this date. Market conditions change, sometimes rapidly and at times dramatically.

Market Value - Definition

The most probable price a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

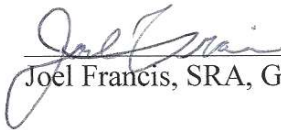
- Buyer and seller are typically motivated;
- Both parties are well informed or well advised, and acting in what they consider their own best interests;
- A reasonable time is allowed for exposure in the open market;
- Payment is made in terms of cash in U.S. dollars, or in terms of financial arrangements comparable thereto; and
- The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.

(Source: Office of the Comptroller of the Currency under 12 CFR, Part 34, Subpart C-Appraisals, 34.42 Definitions [f].)

Certification

I Certify that, to the best of my knowledge and belief:

1. The statements of fact contained in this report are true and correct.
2. The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.
3. I have no present or prospective interest in the property that is the subject of this report, and no personal interest with respect to the parties involved.
4. I have performed no services, as an appraiser, or in any other capacity regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.
5. I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
6. My engagement in this assignment was not contingent upon developing or reporting predetermined results.
7. My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
8. My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the *Uniform Standards of Professional Appraisal Practice*.
9. I have made a personal inspection of the property that is the subject of this report.
10. No one provided significant real property appraisal assistance to the person signing this certification.
11. The reported analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute.
12. The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.
13. As of the date of this report, I have completed the continuing education program for Designated Members of the Appraisal Institute.
14. In Michigan, appraisers are required to be licensed/certified and are regulated by the Michigan Department of Licensing and Regulatory Affairs, P.O. Box 30018, Lansing, Michigan 48909. (517)241-9201. The certification number for Joel Francis is 1201000573. The expiration date is July 31, 2021


Joel Francis, SRA, GRI

Assumptions and Limiting Conditions

- This appraisal is solely for property valuation, and I am not qualified to go beyond that narrow scope.
- The accuracy of the information and analysis in this appraisal is limited. It is important to read this entire section to understand the limitations.
- This appraisal report is not intended for use by any 3rd party without my express written permission.
- Any losses and/or damages resulting from this appraisal are limited to the amount of the appraisal fee; and then only if the fee has been paid in full to the appraiser.

1.) Appraisal is not a survey. Assumptions:

- Legal description is correct.
- Use of the land and improvements is within the property boundaries and no encroachment or trespass exists unless noted.
- Maps, plats and drawings are reliable. Exhibits are visual aids for matters discussed in the report and are not guaranteed to be correct. A surveyor should be consulted for property boundaries, setbacks, encroachments, or other survey matters.
- Survey, legal description, and plans and specifications that were not available for the appraisal, when finalized will conform to the preliminary information provided by the client.

2.) Appraisal is not a legal opinion. Assumptions:

- Title is good and marketable. Responsibility is not assumed for legal matters that affect title to the property nor is an opinion of title given. The value estimate is given without regard to any questions of title, boundaries, encumbrances, or encroachments.
- Full compliance with federal, state, and local environmental regulations and laws unless noncompliance is stated, defined, and considered in the appraisal report. A comprehensive examination of laws and regulations affecting the subject property was not performed for the appraisal.
- Applicable zoning, use regulations and restrictions have been complied with, unless a non-conformity has been stated, defined and considered in the appraisal report. Information and analysis shown in this report concerning these items is based on a rudimentary investigation. Questions, concerns and verifications should be addressed to local zoning officials, land use officials or an attorney.
- Required licenses, consents, or other legislative or administrative authority from any local, state, or national government or private entity or organization have been, or can be obtained or renewed for any use on which the value estimate contained in this report is based. Consult appropriate government officials or an attorney for questions or concerns. I am not qualified to comprehensively examine laws and regulations affecting the subject property.

3.) Appraisal is not an engineering or property inspection report

- The appraisal is not a report on the physical items, although the report may include general physical descriptions. The information is for the property valuation and not a complete or detailed physical report. I am not a construction, engineering, environmental, or legal expert, and any statements on these matters should be considered preliminary in nature.

- The description of the condition of the physical items is based on a casual inspection only. For example, I am not an expert on heating systems and no attempt was made to inspect the interior of the furnace. The structure(s) was not checked for building code violations, and it is assumed that all buildings meet applicable building codes unless stated.
- Conditions behind walls, above ceilings, behind locked doors, blocked from view, or under ground are not exposed to casual view and were not inspected. Insulation materials are seldom exposed and are assumed to conform with the subject's market segment unless otherwise stated.
- It is assumed that there are no hidden or unapparent conditions on the property, subsoil, or structures that would render it more or less valuable. No responsibility is assumed for such conditions, or for the engineering to discover these factors.
- Building ages are estimated and based on circumstantial evidence such as: architectural plans, a conversation with those familiar with the history of the property such as the property owner(s) or on-site personnel, or are sometimes available from property assessment records.
- No guarantee is made for the adequacy of the foundation, roof, exterior walls, interior walls, floors, mechanical systems or any other component of the subject improvements.
- Appraisals subject to satisfactory completion, repairs, or alterations, are contingent upon completion of the improvements in a professional workmanlike manner, and in conformance with the plans and specifications provided to the appraiser. Construction inspections performed by the appraiser are only to verify that specified phases of the construction process have been completed. I am not a building inspector/engineer. The inspection is not for the purposes of evaluating building techniques or the adequacy of the materials being used for construction.
- Well and septic systems, private or public utilities (if any), are assumed to be in good working condition, and of sufficient size and capacity.

4.) Appraisal is not an environmental audit

I am not an environmental expert, and do not have the expertise necessary to determine the existence of environmental hazards on the subject property or surrounding properties. If I am aware of any adverse conditions, they are discussed. Non-disclosure is not an indication that problems do not exist. Consult an environment expert if there are concerns.

5.) Appraisal is made under conditions of uncertainty with limited data

- Appraisals are performed with limited data. Data limitations result from: areas of expertise that are beyond the scope of the appraisal profession: certain components of the subject property are not accessible: and the inherent limitations of relying on information provided by others.
- The appraisal fee for this assignment did not contain unlimited funds for investigation. The appraiser has concentrated the investigation in areas pertinent to the appraisal problem. It is probable the appraiser does not have all information relevant to the subject property.
- Information provided by other sources such as governmental agencies, financial institutions, accountants, attorneys, and others is assumed to be true, correct and reliable. I assume no responsibility for the accuracy of such information.
- The comparable sales data is assumed to be from reliable sources. It is not possible to inspect each comparable in detail.

- Values in the appraisal report are projections based on analysis as of the effective date of the appraisal. These values may not be valid in other time periods or as conditions change. The appraiser takes no responsibility for events, conditions, or circumstances affecting the property's market value that take place after the effective date of value contained in this report, or the date of the field inspection.
- Mathematical models and other projections are based on estimates and assumptions subject to uncertainty. I do not represent them as results that will actually be achieved.
- No responsibility is assumed for incorrect analysis as a result of incorrect or incomplete information. If new information is provided after the completion of the appraisal, the value given in this report is subject to change without notice.
- Opinions and estimates in the appraisal are the appraiser's best judgment, but should not be taken as advice or recommendation to act. Actions should be based on your own judgment; and the decision process should consider many factors other than the value estimate and information given in this report.
- I assume that the property owner(s) or their representatives have represented the property accurately and completely, and have not withheld important information. This includes information regarding permits from appropriate governing authorities for any alterations or additions to the property.

6.) Appraisal report limitations

- Appraisal reports are addressed to the specific needs of the client. The report does not contain all of the information available concerning the subject property or the real estate market. No significant factors have been knowingly withheld. It is possible that information is not included which may be important to others but, in my opinion, is not applicable to this specific assignment.
- No consideration is given to personal property, or the cost of moving or relocating personal property, unless specifically stated.
- Unless stated in this report, the subject property is appraised without a specific compliance survey to determine conformance to the requirements of the Americans with Disabilities Act (ADA). Architectural and communications barriers that restrict access by disabled individuals may adversely affect the property's value, or marketability.
- I am not qualified to determine flood hazard area. Flood hazard information is from FEMA flood hazard maps.

7.) Appraisal restrictions

- This appraisal is prepared at the request of, and for the exclusive use of, the client to whom the appraisal is addressed. No third party has the right to use or rely upon this appraisal for any purpose.
- I am not required to give testimony or appear in court or pretrial conference or is my appearance required by subpoena with reference to the subject property, unless sufficient notice is given to allow for adequate preparation. Also, additional fees are to be paid by the client at our regular fees/rates for preparation and appearances.
- This report is made for the information and/or guidance of the client. The possession of this report, or a copy of the report, does not carry with it the right of publication. Neither all nor part of the contents of this report shall be conveyed to the public through news, advertising, public relations, sales, or other media without written consent and approval by the appraiser. Nor shall the appraiser, firm, or professional organization of which the appraiser is a member, be identified without the written consent of the appraiser.

- The client is advised not to give copies of the appraisal report to others. Legal advice should be obtained on potential liability issues before this is done. Anyone distributing incomplete or altered copies of the appraisal report (including all attachments) does so at their own risk and assumes complete liability for any harm caused.
- Values and conclusions are valid only when making a summation. They are not to be used independently for any purpose, and are invalid if so used. The allocation of the total value in this report between land and improvements applies only under the reported highest and best use of the property.
- No change of any item in the appraisal report shall be made by anyone other than me. I am not responsible for any unauthorized change(s).

8.) Miscellaneous assumptions

- Responsible ownership and competent property management are assumed.

Scope of Work

- The scope of this assignment is specific to the needs of ***City of Portage, the client and intended user.*** All other parties that choose to rely on the appraisal report do so at their own risk and should recognize that the assignment results were not developed or reported in a manner consistent with the needs or uses of parties other than the client. My primary contact was ***Mike Carroll.*** He also requested the appraisal. I have also had correspondence with Kelly Peterson.
- The property tour was performed within the context of the intended use and the intended user. The appraiser's viewing of the property is for valuation purposes only and is for the following ***intended use: provide my opinion of value, as of the effective date, to assist the client with possible purchase of the property.***
- I personally
 - Viewed the subject properties from the public road
 - Toured the surrounding area
- Reviewed public records and/or possibly conferred with public officials/employees such as assessor, treasurer and zoning/building officials concerning subject property information.
- Comparable sales data sources typically include: Kal-Creek files, assessor's records, Multiple Listing Service (MLS), Realtors, and appraisers.
- I personally viewed the comparable sales from the public road, and may have appraised some of them.
- The scope of work ***does not*** include:
 - Any attempt at discovery (or reporting) of potentially adverse neighborhood influences such as, but not limited to: nearby criminal activity, registered sex offenders, or interim rehabilitative facilities for felonious offenders.
 - A detailed analysis of every characteristic of the subject property's site and improvements relative to current zoning and building ordinances. Statements regarding zoning compliance are intended in the most general sense.
 - An environmental assessment of the subject property and should not be relied on as such.
 - An assessment of many site related issues. While no adverse site conditions were observed, many site related issues are beyond the scope of this assignment

and the expertise of the appraiser. A current boundary survey was not available which may reveal encroachments, easements, zoning violations, or other matters that could warrant modification of the appraiser's analysis and opinions.

- A complete or detailed physical report. I am not a construction, engineering, environmental, or legal expert. Any statements on these matters should be considered preliminary in nature.
- Appraisals are performed with limited data. There are areas of expertise that are beyond the scope of the appraisal profession; and there are inherent limitations by relying on information provided by others.
- The appraisal fee for this assignment does not contain unlimited funds for investigation. The investigation has been concentrated in areas pertinent to the appraisal problem. It is probable that I do not have all information relevant to the subject property. It is not reasonable or possible to deal with every aspect of the subject property or comparable properties in detail.
- My opinion of value is for a specific point in time, the effective date of appraisal, only. This value may not be valid in other time periods because of changing market conditions.
- **Additional Scope of Work items may be presented in other parts of this appraisal report.**

Hypothetical Conditions / Extraordinary Assumptions

Hypothetical Conditions

None

Extraordinary Assumptions

It is assumed that

- The subject property can be developed from a:
 - Legal perspective
 - Physical aspect
- Any potential environmental issue(s) would not prohibit redevelopment or adversely affect value(s).

Comments

The use of extraordinary assumptions and/or hypothetical conditions may affect the assignment results. I maintain the option to change the appraisal should these be incorrect.

3-Year Property History

Pasts Sales Activity None known

Listing Activity The property has, and currently is for sale by owner. I have not been informed of the asking price.

Purchase Options None known

Pending Sale There is the potential for a purchase. I have not been provided with any tentative pricing, terms or details.

Assessor's Record - 9617 Portage Road

9617 PORTAGE RD PORTAGE, MI 49002 (Property Address)

Parcel Number: 00026-070-J



Item 1 of 2 2 Images / 0 Sketches

Property Owner: COLONIAL ENGINEERING, INC

Summary Information

> Assessed Value: \$114,300 | Taxable Value: \$71,501
> Property Tax Information found
> 2 Special Assessments found
> 3 Building Department records found

Important Message

2021 valuations are tentative and subject to change pending the review process and County and State equalization

Owner and Taxpayer Information

Owner COLONIAL ENGINEERING, INC **Taxpayer** SEE OWNER INFORMATION
6400 CORPORATE AV
PORTAGE, MI 49002

General Information for Tax Year 2021

Property Class	RESIDENTIAL-VACANT	Unit	10 CITY OF PORTAGE
School District	PORTAGE PUBLIC SCHOOLS	Assessed Value	\$114,300
SECTION	Not Available	Taxable Value	\$71,501
BOOK	Not Available	State Equalized Value	\$114,300
PROPERTY TYPE	Not Available	Date of Last Name Change	05/18/2011
USER ALPHA 3	Not Available	Notes	Not Available
Historical District	Not Available	Census Block Group	Not Available
CODE	Not Available	Exemption	No Data to Display

Principal Residence Exemption Information

Homestead Date No Data to Display

Principal Residence Exemption	June 1st	Final
2021	0.0000 %	0.0000 %

Previous Year Information

Year	MBOR Assessed	Final SEV	Final Taxable
2020	\$114,300	\$114,300	\$70,514
2019	\$114,300	\$114,300	\$69,200
2018	\$114,300	\$114,300	\$67,579

Land Information

Zoning Code	R-18	Total Acres	10.500
Land Value	\$228,600	Land Improvements	Not Available
Renaissance Zone	No	Renaissance Zone Expiration Date	No Data to Display
ECF Neighborhood	SE RESIDENTIAL GRP 3	Mortgage Code	No Data to Display
Lot Dimensions/Comments	No Data to Display	Neighborhood Enterprise Zone	No

Lot(s)	Frontage	Depth
No lots found.		
Total Frontage: 0.00 ft		Average Depth: 0.00 ft

Legal Description

SECTION 26-3-11 BEG AT SW COR OF LOT 32 PLAT OF MCCAMLEY MANOR, TH S 10 DEG W 221.72 FT, TH W 165 FT, TH S 10 DEG W 67.13 FT, TH E 165 FT, TH S 10 DEG W 369.2 FT, TH W 165 FT, TH S 10 DEG W 67.15 FT, TH E 165 FT, TH S 10 DEG W 64.94 FT, TH E 165.15 FT, TH S 10 DEG W 134.13 FT, TH E 382.08 FT, TH N 200

1 of 2

5/10/2021, 10:35 AM

Parcel Number - 00026-070-J | City of Portage | BS&A Online

<https://bsaonline.com/SiteSearch/SiteSearchDetails?SearchFocus=A...>

FT, TH E 220 FT, TH N 712.60 FT, TH W TO P.O.B.

Sale History

Sale Date	Sale Price	Instrument	Grantor	Grantee	Terms of Sale	Liber/Page
10/05/2010	\$200,000.00	WD	BEEBE, ALLEN & JOYCE TRUST	COLOONIAL ENGINEERING, INC	21-NOT USED	2010-032543
07/19/2002	\$0.00	WD	BEEBE, ALLEN J & J J	BEEBE, ALLEN & JOYCE TRUST	21-NOT USED	
05/01/1995	\$35,000.00	WD			33-TO BE DETERMINED	1787-0956

****Disclaimer:** BS&A Software provides BS&A Online as a way for municipalities to display information online and is not responsible for the content or accuracy of the data herein. This data is provided for reference only and WITHOUT WARRANTY of any kind, expressed or inferred. Please contact your local municipality if you believe there are errors in the data.

Assessor's Record - 2010 Woodbine Avenue

2010 WOODBINE AVE PORTAGE, MI 49002 (Property Address)

Parcel Number: 05160-054-T



Property Owner: COLONIAL ENGINEERING, INC

Summary Information

- > Assessed Value: \$11,600 | Taxable Value: \$5,448
- > Building Department information found
- > Property Tax information found

Important Message

2021 valuations are tentative and subject to change pending the review process and County and State equalization

Owner and Taxpayer Information

Owner	COLONIAL ENGINEERING, INC 6400 CORPORATE AV PORTAGE, MI 49002	Taxpayer	SEE OWNER INFORMATION
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General Information for Tax Year 2021

Property Class	RESIDENTIAL-VACANT	Unit	10 CITY OF PORTAGE
School District	PORTAGE PUBLIC SCHOOLS	Assessed Value	\$11,600
SECTION	Not Available	Taxable Value	\$5,448
BOOK	Not Available	State Equalized Value	\$11,600
PROPERTY TYPE	Not Available	Date of Last Name Change	11/01/2010
USER ALPHA 3	Not Available	Notes	Not Available
Historical District	Not Available	Census Block Group	Not Available
CODE	Not Available	Exemption	No Data to Display

Principal Residence Exemption Information

Homestead Date No Data to Display

Principal Residence Exemption	June 1st	Final
2021	0.0000 %	0.0000 %

Previous Year Information

Year	MBOR Assessed	Final SEV	Final Taxable
2020	\$9,900	\$9,900	\$5,373
2019	\$9,900	\$9,900	\$5,273
2018	\$9,900	\$9,900	\$5,150

Land Information

Zoning Code	R-1B	Total Acres	0.220
Land Value	\$23,200	Land Improvements	Not Available
Renaissance Zone	No	Renaissance Zone Expiration Date	No Data to Display
ECF Neighborhood	SE RESIDENTIAL GRP 3	Mortgage Code	No Data to Display
Lot Dimensions/Comments	No Data to Display	Neighborhood Enterprise Zone	No

Lot(s)	Frontage	Depth
Lot 1	66.00 ft	145.00 ft
Total Frontage: 66.00 ft		Average Depth: 145.00 ft

Legal Description

MCCAMLEY MANOR, OUTLOT B

Sale History

Sale Date	Sale Price	Instrument	Grantor	Grantee	Terms of Sale	Liber/Page
10/05/2010	\$200,000.00	WD	BEEBE, ALLEN & JOYCE TRUST	COLONIAL ENGINEERING, INC	21-NOT USED	2010-032543
07/19/2002	\$0.00	WD	BEEBE, ALLEN J & J J	BEEBE, ALLEN & JOYCE TRUST	21-NOT USED	2002-039898
05/16/1995	\$35,000.00	WD			33-TO BE DETERMINED	1787-0956

Subjects Location

<i>Municipality</i>	City of Portage, Kalamazoo County, Michigan
<i>Classification</i>	Suburban
<i>School District</i>	Portage Public

Population Statistics

- ***City of Portage*** (The subject property is located in here)
 - 44,897 (2000 Census)
Change: **+3.1%**
 - 46,292 (2010 Census)
Change: **+6.8%**
 - 49,445 (2019 Census, estimate)
- ***City of Kalamazoo*** (Located immediately north of City of Portage)
 - 76,145 (2000 Census)
Change: **-2.5%**
 - 74,262 (2010 Census)
Change: **+2.6%**
 - 76,200 (2019 Census, estimate)
- ***Kalamazoo County***
 - 238,603 (2000 Census)
Change: **+4.9%**
 - 250,331 (2010 Census)
Change: **+5.9%**
 - 265,066 (2019 Census, Estimate)

Conclusions

Population trends have been favorable for this region in general for at least the past several years.

Major Highway Access

US-131

- 4.5 miles west
- North-south highway running from the Michigan-Indiana border to the south; and continuing north a couple of hundred of miles
- Runs along the east side of the City of Portage
- Varies from
 - 2-lane full access highway
 - 4-lane divided full access highway
 - 4-lane divided limited access highway

Interstate 94

- 4 miles north
- Generally east-west highway
- Crosses multiple states
- Limited access highway
- Runs along the north side of the City of Portage
- Provides direct access to Chicago and Detroit

Other

Interstate 69 and Interstate 80 are within an approximately 45-minute commute time

Local Economy

Economic Constants

This part of Michigan has had overall stable real estate market and economic conditions for many years. This is the result of:

- Diverse economic base
- Strategic location nearly equi-distance between Detroit and Chicago
- Close proximity to Interstate and state highways
- Western Michigan University is located in Kalamazoo with approximately 21,500 prior to Covid-19. I have been unable to find more recent statistics.

Property Value Trends

- Beginning in approximately 2007-2008 real estate values generally declined, in many cases dramatically. This continued until approximately late 2012.
- Beginning in approximately early 2013, real estate market conditions generally stabilized. Many market segments have appreciated since this time period, particularly since early 2017.

Miscellaneous

- Mortgage interest rates:
 - Generally static in recent weeks.
 - At historically low levels and very favorable.
- Unemployment levels locally, in Michigan, and nationally were historically low prior to Covid-19. The levels have increased during Covid-19.

Land Uses

- The subject is part of the Commercial Corridor running along Portage Road. It is close to the southern end of commercial development.
- This part of the corridor serves the more outlying southern parts of the City of Portage.
- Land uses within the corridor vary including: some residential uses ranging from single family to apartment complexes; multiple types commercial uses; some office uses; light industrial.

- Most business are local in nature, however, there are some regional or national chain fast food restaurants, and gas station/convenience stores.
- Just outside of the corridor are single family plats and apartment complexes
- The subject property is adjacent to light industrial/commercial properties on the west side, and single family residential plats to the north, south and east.
- Several lakes are nearby, the closest being Austin and West Lakes.

Area Improvements

Public Utilities

Water, sewer, natural gas lines, electricity

Other Public Amenities

- Paved roads
- Street lights
- Hike/Bike trails are be developed throughout the area

Street Description

The subject property fronts on (3) public roads

- **To the west is Portage Road**
 - This is one of the primary commercial corridors for the greater Kalamazoo-Portage area.
 - The commercial corridor is 4-lanes or wider with a center turn lane to the north, but reduces to 2-lanes with a center turn lane in the vicinity of the subject property.
 - According to traffic studies conducted by the Road Commission of Kalamazoo County, the 2019 ADT taken nearly in front of the subject property was 15,469.
- **To the north is Woodbine Avenue**
 - This is a 2-lane 2-way residential side street with lower traffic levels.
- **To the south is Stanley Avenue**
 - This is a 2-lane 2-way residential side street with lower traffic levels.

Comments

- This is not generally viewed as a transitional area, however, there are properties that have transitioned in recent years, and others that are transitioning currently. It is not unusual for the uses of existing properties to change. This is accomplished by: building conversions; reconfigurations; or existing buildings are razed to create building sites for new buildings/uses. Contiguous parcels are often assembled to create more functional building-redevelopment sites.
- Currently, the market conditions for the residential market segment has been robust. Due to indications of increasing inflationary pressures, it is uncertain if this trend will continue.
- The subject property is close to the public access to Austin Lake.

Environmental Concerns and Adverse Conditions

- Radon has been detected at properties in this region.
- The subject is close to existing and prior light industrial properties. It is unknown if toxic substances were, or are used in these operations.
- **Note:** I am not an environmental expert. Concerns should be directed to an environmental auditing firm.

FEMA Flood Hazard Status

Flood Hazard	No
FEMA Map Zone	"X"
Map #	26077 C 0315 D
Map Date	2-17-10
Comment	I am not qualified to identify flood hazard areas. If there are concerns, a surveyor should be consulted.

Zoning

The subject property consists of 2 different zoning districts.

The subject has 2 what function as out-lots on the west side of the property:

- **Designation** "B-3" General Business
- **Conformance** Not applicable, site is currently vacant
- **Zoning Change** Unlikely or at least unknown for the near future

For the remainder of the property:

- **Designation** "R-1B"
- **Conformance** Not applicable, site is currently vacant
- **Zoning Change** Unlikely or at least unknown for the near future

Comment

- The scope of this assignment does not include a detailed analysis of every characteristic of the subject property's site and/or improvements relative to current zoning and building ordinances.
- Concerns, clarifications and any potential uses should be presented to the City of Portage.
- The (2) outlots that front on Portage Rd have commercial zoning. From a value perspective this is irrelevant because these would likely be used as points of ingress/egress for any future development in the main body of the subject property.

Real Estate Taxes, Assessed Value & Special Assessments

<u>Address</u>	<u>9617 Portage Rd</u>	<u>2010 Woodbine Avenue</u>
<u>Parcel #</u>	3910-00026-070-J	3910-05160-054-T
<u>Assessed Value (2021)</u>	\$114,300	\$11,600
<u>Taxable Value (2021)</u>	\$ 71,501	\$ 5,448
<u>Special Assessments</u>	None known	None known
 <u>Assessor's Market Value</u>	 \$228,600	 \$22,600
	(Assessed value multiplied by 2)	
<u>Property Taxes</u>		
• Winter 2020	\$ 334.35	\$ 25.45
• Summer 2020	<u>\$4,085.47</u>	<u>\$311.26</u>
• 1-Year Total	\$4,419.82	\$336.71
 <u>Assessed Value History</u>		
• 2021	\$114,300	\$11,600
Change	No change	+17%
• 2020	\$114,300	\$ 9,900
Change	No change	No change
• 2019	\$114,300	\$ 9,900
Change	No change	No change
• 2018	\$114,300	\$ 9,900

Comments

The composite assessor's value of the subject property is \$251,200 (\$228,600 plus \$22,600). Market data indicates a value of \$245,000. Based on this the subject property is 3% over-assessed.

Subject Land - Highlights

The subject property consists of 2 contiguous parcels

Parcel #1) 9617 Portage Road

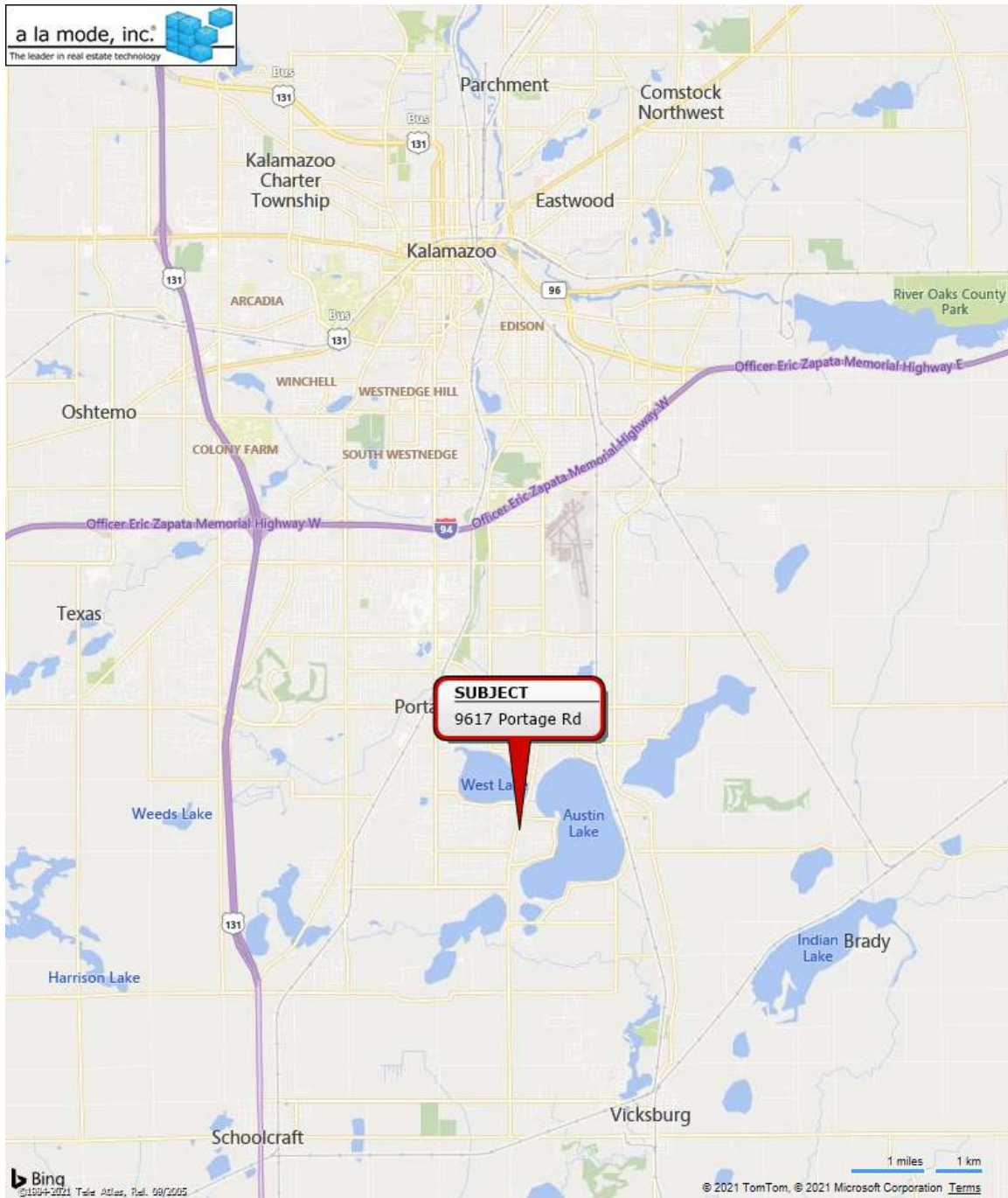
- ***Land Size (per City of Portage)***
 - Also expressed as 13.36 acres
- I was not provided a property boundary survey. *I maintain the option to change the appraisal if the actual size varies from my estimation as determined by a professional surveyor.*
- ***Shape***
 - Irregular (see maps)
- ***Road Frontage***
 - Portage Road (2) areas with 67.13 feet for a total of 134.26 feet
 - Stanley Avenue 382.08 feet
- ***Topography***
 - Mix of level to slightly rolling

- **Visibility**
 - Average
 - The main body of the property is not highly visible from Portage Road
 - **Accessibility**
 - Good
 - Can be accessed from Portage Rd, Stanley Ave. or Woodbine Ave.
 - **Functional Utility**
 - Appears to be adequately suited for uses permitted in "One Family" zoning districts
 - **Adverse Conditions & Encroachments**
 - None apparent
 - I was not provided with a property boundary survey
 - **Site Improvements & Comments**
 - No improvements were observed
 - The site appears to be mostly wooded
 - Power lines from east to west over the southern part of this property.
-

Parcel #2) 2010 Woodbine Avenue

- **Lot Size (estimated)**
 - 9,570 square feet
 - Also expressed as 0.22 acre
- I was not provided a property boundary survey. *I maintain the option to change the appraisal if the actual size varies from my estimation as determined by a professional surveyor.*
- **Shape**
 - Rectangular
- **Road Frontage**
 - 66 feet
- **Topography**
 - Primarily level
- **Visibility**
 - Average - situated on a residential side street
- **Accessibility**
 - Good
- **Functional Utility**
 - Appears to adequately suited to be used as an out-lot for 9617 Portage Road, possibly to provide a point of ingress/egress for future development.
- **Adverse Conditions & Encroachments**
 - None apparent
 - I was not provided with a property boundary survey
- **Site Improvements & Comments**
 - No improvements were observed

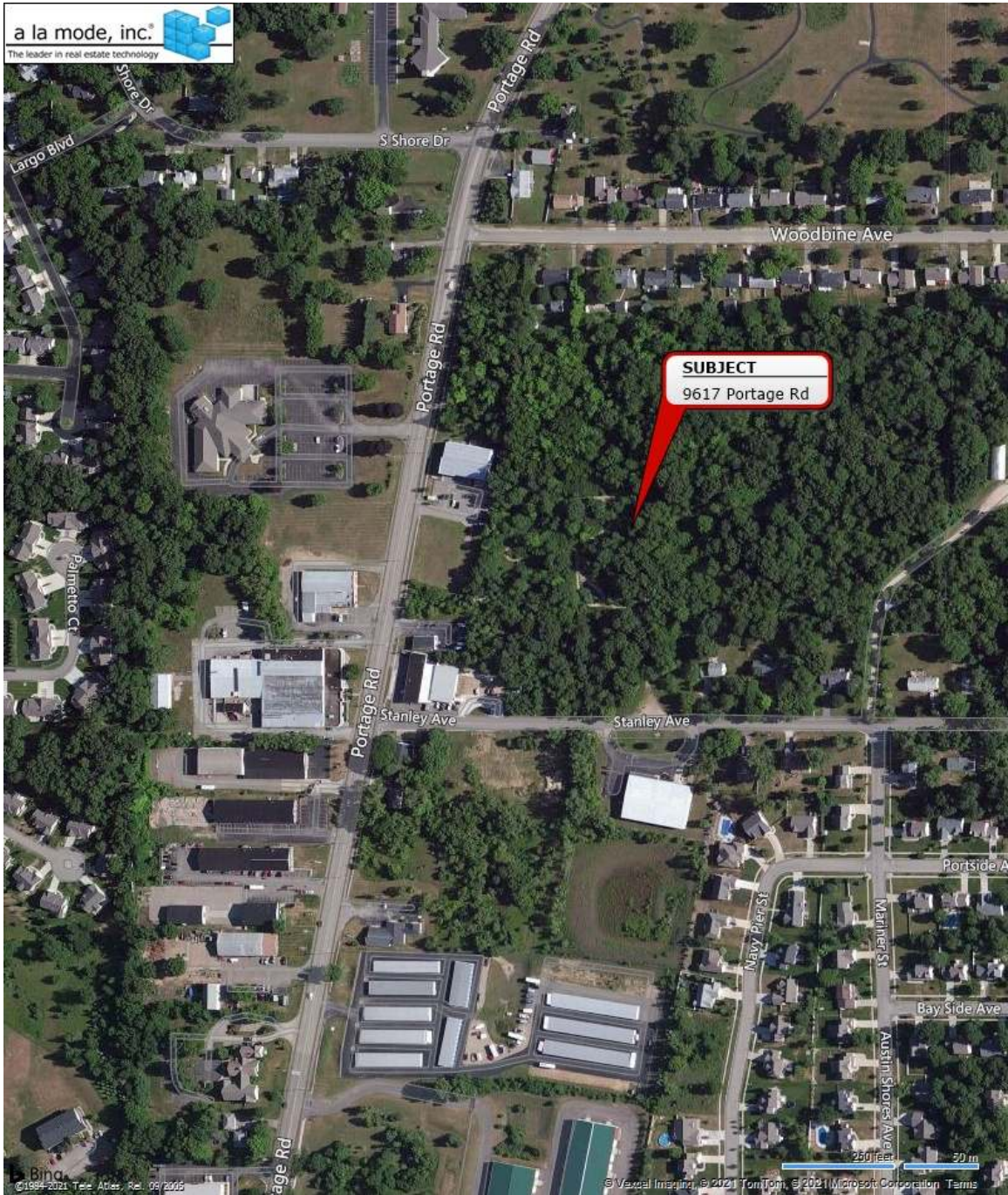
Regional Map



Local Aerial Map



Immediate Area - Aerial Map



Aerial Sectional Map



Subject Property - West Side



Portage Road - Looking South



Portage Road - Looking North



Subject North Out-Lot - Fronts on Portage Road



Subject South Out-Lot - Fronts on Portage Road

Subject Property - South Side



Stanley Ave. - Looking East



Subject Viewed From Stanley Ave.



Stanley Ave. - Looking West



Subject Viewed From Stanley Ave.



Subject Viewed From Stanley Ave.



Subject Viewed From Stanley Ave.

Subject Property - North Side



Woodbine Ave. - Looking West



Woodbine Ave. - Looking East



North Out-Lot Viewed From Woodbine Avenue

Highest & Best Use and Related Considerations

Typical Buyer

The typical purchaser in this market segment would intend to develop the subject site with a use that conforms with zoning and compliments the nearby surrounding area either now or speculate that this would occur in the near future.

Current Use

Vacant land

Highest and Best Use "As Improved"

Not applicable. The subject is a vacant site.

Highest and Best Use "As a Vacant Site"

- The subject property appears to be adequately suited for development due to several factors.
 - The subject fronts on (3) roads.
 - The (3) out-lots are at least 66 feet wide which would allow for ingress-egress driveways for the development choice.
 - The south road frontage of 382 feet would further provide for development flexibility.
- Possible development options
 - Single family residential plat / Site condominiums
 - During the 2007-2012 recession, many developers were stuck with non-performing residential developments. This has resulted in developers being very cautious regarding plats/site condominiums.
 - Even though the housing market is strong, few new plats are being developed. Much of the current development activity includes
 - Expansions of existing good performing developments.
 - Some new developments are occurring in strategic locations.
 - There is uncertainty if a developer would assume risks of such a project at this point in time due to the dramatic recent rise in construction costs due to a labor and materials perspective.
 - These developments have a significantly high risk level. It can take a couple of years or more for the lots/sites to be absorbed/sold off - as well documented by other projects in the region. Over this absorption period, the market change even dramatically and in a short period of time. This has the potential to elongate the adsorption period, and the developer has to endure paying holding costs for a longer period than anticipated. Examples of these costs include property taxes, insurance, and maintaining the unsold part of the development.
 - Condominium
 - There has been development activity in this market segment; and is a reasonable alternative.
 - A potential weakness is that the subject property is in more of an outlying suburban location, and is somewhat less convenient to city/suburban amenities.
 - Per the for sale by owner sign on the subject property, an assisted living facility is option.

- A concern related to this option is if demand is sufficient. Many new facilities have been constructed in the greater Kalamazoo/Portage area in recent years. There is the possibility of over-building.
- There are several acres of additional land adjacent to the east side of the subject property. If these (2 to 3) parcels could be assembled, this could enhance development options.
- An equally valid Highest and Best Use option, is to hold the property and leave it vacant until a feasible development option emerges.
- **Conclusion.** There is no obvious single development option. Development land can remain vacant for a long period of time, while other similar parcels in the region are developed with no apparent reason for one site selection over another.

Sales Comparison Analysis

- The sales comparison approach is the analysis of comparable property sales situated in the same or similar markets.
- Sales are rare in this market segment; therefore, it was necessary to include:
 - A broader geographical comparable sale search area than preferred.
 - Properties with diverse property features and characteristics, and that are not as similar to the subject as preferred.
 - Sales that are older than preferred.
- In addition to the sales comparison analysis, current competitive listings were also taken into consideration but are not included in the appraisal report.
- It is often appropriate to analyze the comparable sales using units of comparison. The most appropriate unit of comparison for this market segment is the price per acre.
- The comparable sale search included the greater Kalamazoo-Portage metropolitan area.

Comparable 1



9300 South Sprinkle Road
City of Portage, Kalamazoo County

<i>Price per Acre</i>	\$12,136
------------------------------	-----------------

<i>Price</i>	\$125,000
<i>Terms</i>	Conventional mortgage
<i>Sold</i>	6-1-21
<i>Grantor</i>	Ananda Properties, LLC
<i>Grantee</i>	Derek, Beverly L.
<i>Recording Instrument</i>	Warranty Deed, document #Not yet available, very recent sale
<i>Market Exposure Time</i>	223 days
<i>List Price</i>	Initial: \$129,900. Final: \$129,000
<i>3-Year Property History</i>	None known
<i>MLS #</i>	15033417
<i>Assessor's Parcel #</i>	3910-00023-502-O

Site

<i>Size (combined)</i>	10.3 acres (per City of Portage)
<i>Road Frontage</i>	1,101 feet
<i>Public Utilities</i>	Electricity
<i>Zoning</i>	"R-1B" Single Family Residential
<i>Corner</i>	No
<i>Topography</i>	Slightly undulating
<i>Water Feature</i>	Pond

Comments

- Public School District: Portage
- Per the Road Commission of Kalamazoo County, the ADT count taken in 2019 1/2 mile south of this property was: 9,067.
- The property is currently vacant.
- An estimated 15% of the parcel is wetlands.
- Located close to Austin and Long Lakes.
- Per the listing agent, the property has been approved for (4) well/septic locations

Comparable 1 - Aerial Sectional Map



Comparable 2



Stadium Drive

Texas Township, Kalamazoo County

<i>Price per Acre</i>	\$18,293
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<i>Price</i>	\$300,000
<i>Terms</i>	Conventional mortgage
<i>Sold</i>	5-28-21
<i>Grantor</i>	PPR Propertied, LLC
<i>Grantee</i>	Kaur, LLC
<i>Recording Instrument</i>	Warranty Deed, Document #2019-014558
<i>Market Exposure Time</i>	Not applicable, private sale
<i>List Price</i>	Not applicable, private sale
<i>3-Year Sales History</i>	None known
<i>MLS #</i>	Older expired listing, #2724260
<i>Assessor's Parcel #</i>	3910-00280-013-O and 3910-00280-013-O

Site

<i>Size</i>	16.4 acres (net of public road right-of-way)
<i>Road Frontage</i>	◆ 780+- on Stadium Dr. ◆ 840+- on S. 1st St.
<i>Zoning - Mixed</i>	> North 2/3 "C-4" Commercial District - Highway > South 1/3 "R-2" Residential District - Single Family
<i>Public Utilities</i>	Electricity
<i>Corner</i>	Yes, southeast corner of Stadium Dr. and S. 1st St.
<i>Topography</i>	Generally level

Comments

- This is currently used as tillable land
- Per the Road Commission of Kalamazoo County, the ADT count taken in 2018 a 1/2 mile west of this property was: 9,577.

Comparable 2 - Aerial Sectional Map



Comparable #3



Eagle Ridge Drive
Richland Township, Kalamazoo County

Price per Acre**\$8,571**

<i>Price</i>	\$90,000
<i>Terms</i>	Cash
<i>Sold</i>	3-27-20
<i>Seller</i>	Carter, Scott
<i>Buyer</i>	Hammer, Diane L. Trustee
<i>Recording Instrument</i>	Warranty Deed, Document #2020-014019
<i>Market Exposure Time</i>	10 days
<i>List Price</i>	Initial and final: \$75,000
<i>3-Year Sales History</i>	None known
<i>MLS #</i>	20008815
<i>Assessor's Parcel #</i>	3903-32-151-049

Site

<i>Size</i>	10.5 acres
<i>Road Frontage</i>	78.45 feet on Eagle Ridge Drive
<i>Zoning</i>	"A" Single Family Residential
<i>Public Utilities</i>	Electricity, natural gas
<i>Topography</i>	Somewhat rolling
<i>Corner</i>	No

Comments

- Assessor's 2020 market value estimate: \$63,400. Based on the sales price of \$90,000 this property was 30% under-assessed at the time of sale.
- This east side of this property is adjacent to the Eastern Heights single family residential plat. An outlet is configured for this plat to connect to the subject property for future expansion of the plat.
- The south side of this property is adjacent to the public Eastern Hills Golf Course.
- The west and north sides of this property are adjacent to Consumers Power High Voltage Lines corridor.
- Public school district: Gull Lake
- Features: mix of wooded and open areas

Comparable 4



Meridian Avenue & 3005 Sunset Road
Oshtemo Township, Kalamazoo County

Price per Acre

\$12,916

<i>Price</i>	\$225,000
<i>Terms</i>	Land contract, short term - cashed out 4-20-19 Warranty Deed Document #2019-011984
<i>Closed</i>	4-30-18
<i>Grantor</i>	Trinity Enterprises, Inc.
<i>Grantee</i>	CH 56 LLC
<i>Recording Instrument</i>	Memorandum of Land Contract, document #2018-015066
<i>Market Exposure Time</i>	Not applicable - private sale
<i>List Price</i>	Not applicable - private sale
<i>3-Year Property History</i>	Only internal changes
<i>MLS #</i>	Not applicable - private sale
<i>Assessor's Parcel #</i>	3905-26-460-021 and 3905-26-456-140

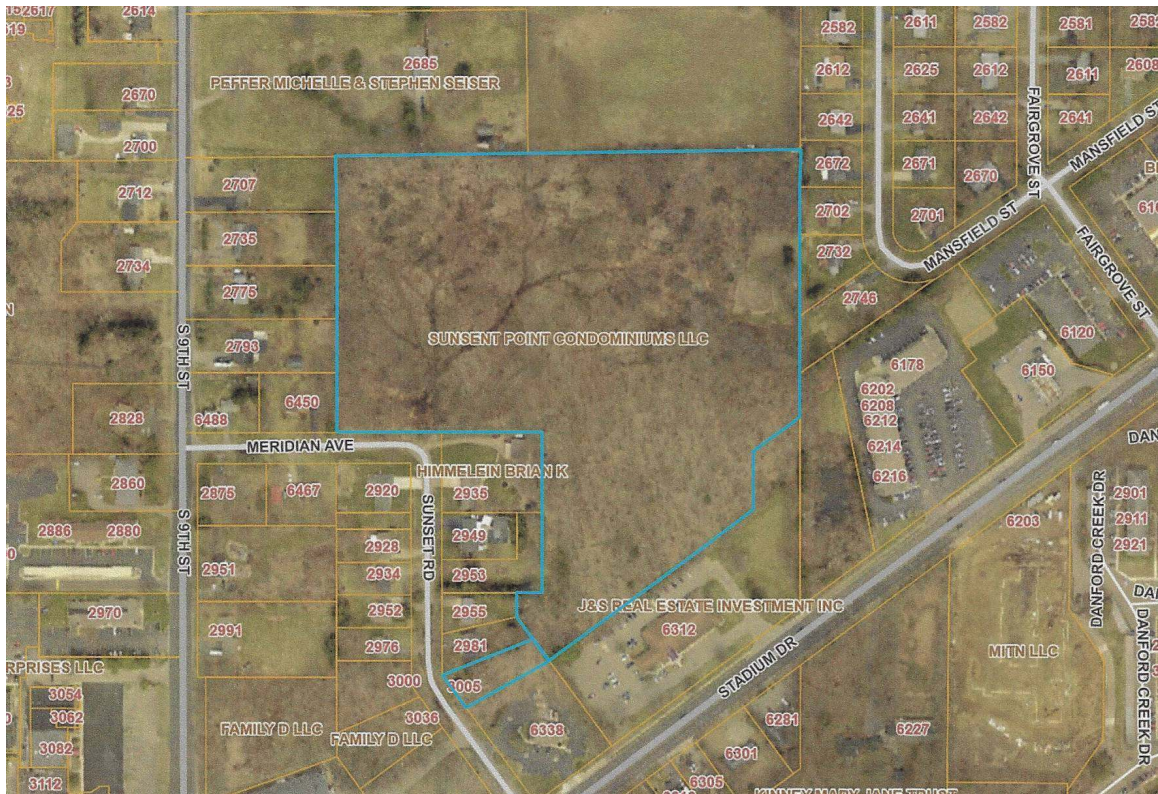
Site

<i>Size (combined)</i>	17.42 acres (based on on-line measuring tools)
<i>Road Frontage</i>	♦ 225 feet on Meridian Ave. ♦ 85.78 feet on Sunset Dr.
<i>Public Utilities</i>	Water, sewer, electricity, natural gas
<i>Zoning</i>	"R-2" Residence
<i>Corner</i>	No
<i>Features</i>	Generally level topography

Comments

- This property is comprised of 2 contiguous parcels
- This property fronts on residential sides streets. No ADT counts are available.
- 3005 Sunset Rd could be used as a point of ingress/egress for a future development.

Comparable 4 - Aerial Sectional Map [\(This property highlighted in blue\)](#)



Comparable 5



North 9th Street
Oshtemo Township, Kalamazoo County

<i>Price per Acre</i>	\$19,348
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<i>Price</i>	\$190,000
<i>Terms</i>	Cash
<i>Sold</i>	7-7-17
<i>Seller</i>	West Side Church of Christ
<i>Buyer</i>	Marroll, LLC
<i>Instrument Type</i>	Warranty Deed, document #2017-023742
<i>Market Exposure Time</i>	308 days
<i>List Price</i>	Initial and final: \$199,900
<i>3-Year Sales History</i>	Purchased by West Side Church of Christ on 12-23-15 for \$150,000
<i>MLS #</i>	16042646
<i>Assessor's Parcel #</i>	3905-14-130-017

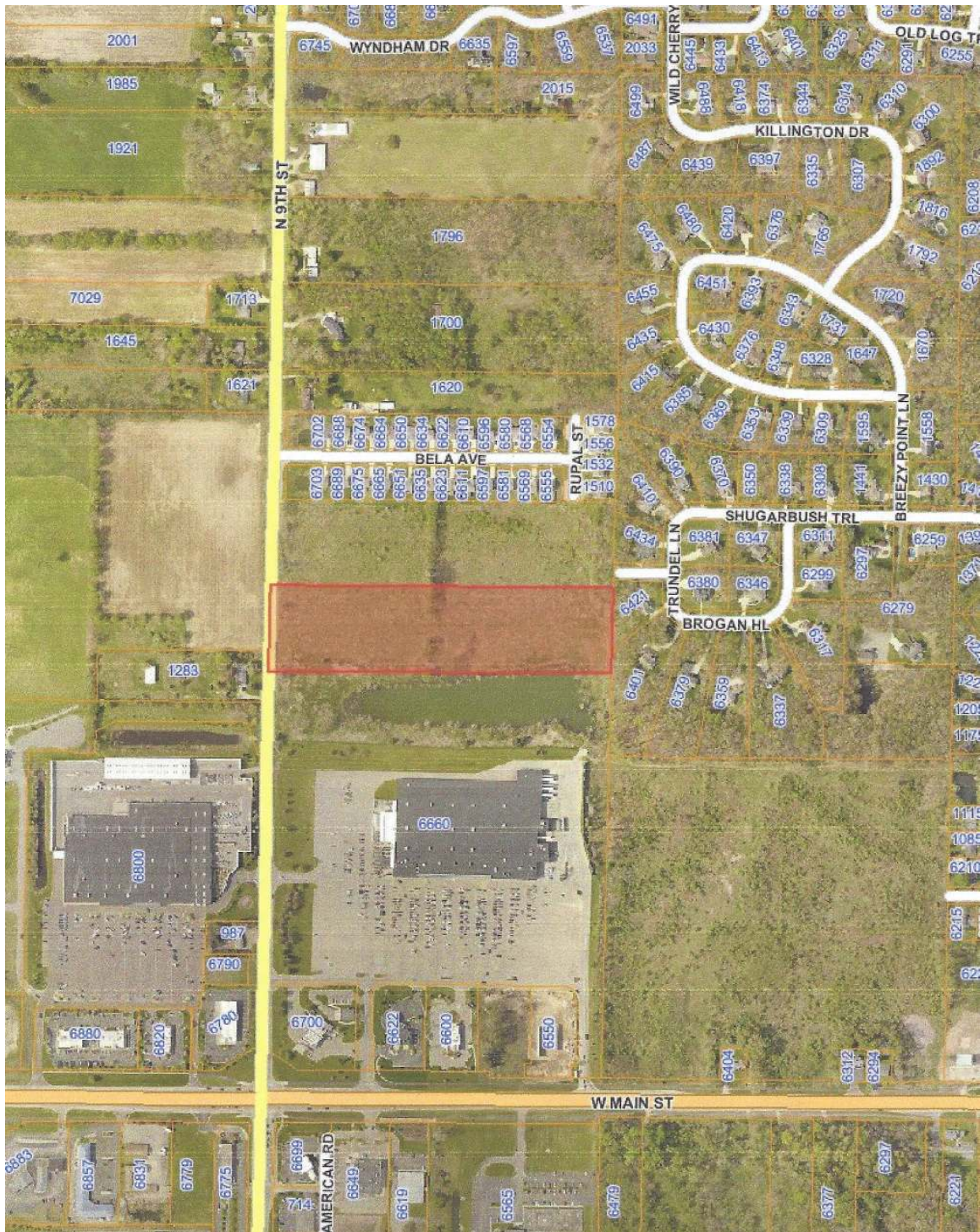
Site

<i>Size</i>	9.82 acres (net of public road right-of-way, believed to be 33 feet wide)
<i>Road Frontage</i>	332.76 feet
<i>Zoning</i>	"R-2" Residence District
<i>Public Utilities</i>	Water, sewer, electricity, natural gas
<i>Corner</i>	No
<i>Features</i>	Open, primarily level

Comments

- Public School District: Kalamazoo
- This is currently vacant land
- The property located immediately north is improved with a new facility for West Side Church of Christ. A newer residential plat is located just north of the new church. To the south is a Meijer superstore.
- The assessor's market value at the time of sale was \$39,800. Based on the sale price, this property was 79% under-assessed.

Comparable 5 - Aerial Sectional Map



Vacant Land - Comparable 6



1075 Bacon Avenue
City of Portage, Kalamazoo County

Price Per Acre**\$18,233**

<i>Price</i>	\$289,000
<i>Terms</i>	Cash
<i>Sold</i>	6-21-16
<i>Market Exposure Time</i>	0 (reported for comparable sale purposes)
<i>List Price</i>	Initial and final: \$289,900
<i>Grantor</i>	Argondelis, Anthony
<i>Grantee</i>	Wolverine Holding Co., LLC
<i>Recording Instrument</i>	Warranty Deed, document #2016-022125
<i>3-Year Sales History</i>	None known
<i>MLS #</i>	16028173
<i>Parcel #</i>	3910-00027-150-B

Site

<i>Size</i>	15.85 acres
<i>Road Frontage</i>	Access via 3 out-lots
<i>Water Feature</i>	None known
<i>Topography</i>	Rolling
<i>Public Utilities Available</i>	Water, sewer, electricity, natural gas
<i>Public Road</i>	Paved
<i>Zoning</i>	"R-1C" Residential, One Family

Other Features and Comments

- A mix of wooded and open area.
- School district: Portage
- This parcel was intended to provided space for new phases of adjacent existing residential plats.
- I appraised this property just prior to the sale.
- Some plat improvements had been completed such as partial clearing the woods for the road way
- The assessor's market value at the time of sale was \$155,400. Based on the sale price, this property was 46% under-assessed.

Comparable 6 - Aerial Sectional Map



Comparable 7



7110 West Main Street
Oshtemo Township, Kalamazoo County

Price per Acre

\$10,784

<i>Price</i>	\$220,000
<i>Terms</i>	Conventional
<i>Sold</i>	4-21-16
<i>Grantor</i>	Gruizenga, Jennette, Trust
<i>Grantee</i>	Ashbrook, Mark, Ranita, Caleb and Naomi
<i>Recording Instrument</i>	Warranty Deed, document 2016-014677
<i>Market Exposure Time</i>	On-off market since 6-2-09, 6+ years
<i>List Price</i>	Initial: \$650,000. Final: \$289,900
<i>3-Year Sales History</i>	None known
<i>Parcel #</i>	3905-15-285-010
<i>MLS #</i>	15005432

Site

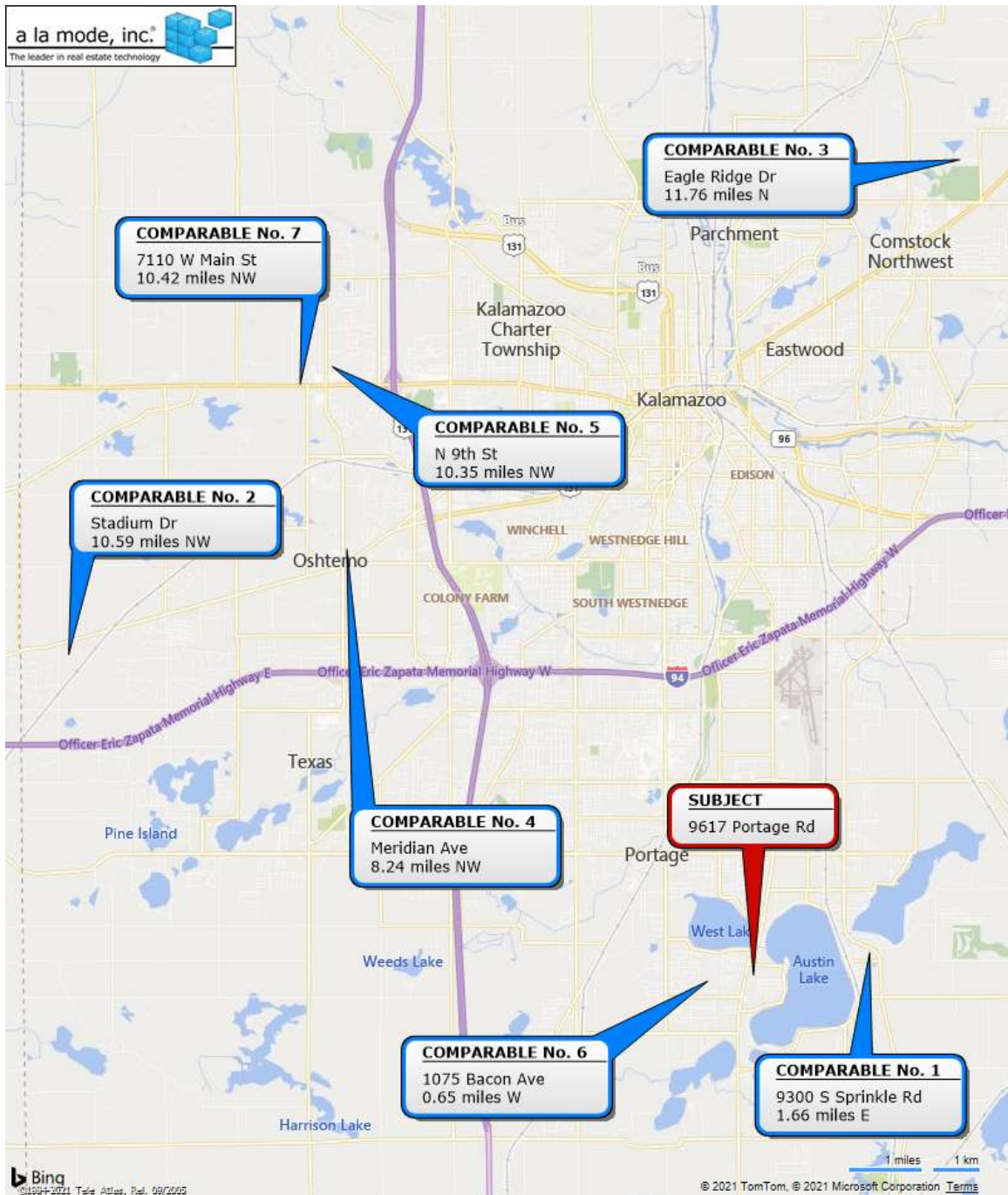
<i>Size</i>	20.4 acres (net of public road right-of-way)
<i>Road Frontage</i>	725± feet
<i>Water Feature</i>	None known
<i>Public Utilities</i>	Water, natural gas, electricity
<i>Topography</i>	Slightly rolling
<i>Zoning</i>	"R-2" Residence District

Comments

- Located a couple of hundred feet west of a newer Menards big box store. Intensive commercial development is nearby, as are some residential developments.
- Public school district: Kalamazoo
- There is an old unoccupied house, detached garage and small barn on the property. Per the listing agent, the value is in the land.
- The assessor's market value at the time of sale was \$167,400. Based on the sale price, this property was 24% under-assessed.

ANNEK RICHARD A & ADA D
1550
MCCLEUNG DUANE G
1550
PATTISON KELLEY H PATTISON LINDA L
HUDSPETH SCOTT A
STAN-MAR LLC
6790
6780
6700
SEE WRIGHT III LLC
6820
6800
6958
6984
SERVICES REALTY LLC
MENARDS INC
6800
6790
6780
6700
WAL-MART STORES INC
501
685
CRYSTAL CARWASH INC
6779 W MAIN ST LLC
HAMILTON ENTERPRISES INC
HAMILTON ENTERPRISES INC
SEECO INVESTMENTS LLC
N 9TH ST
N 8TH ST
W 1ST ST
W MAIN ST
EIG DOCHUG
BROWN SARAH S
7055
7041
7089
7021
745
725
DABRICK BRIAN
705
PARILLI MARTA T
695
STOVER JULIE L
651
DIPIERO JOHN C
625
575
573
FOATS ROBERT J GREEN JANET
HALLIDAY GEORGE M & EMogene E
7441
HUDECK NICHOLAS M
EAKER MARK
KALAMAZOO PUBLIC LIBRARY
CHARTER TOWNSHIP OF OSHTOMO
MARBO INVESTMENTS INC
REED WILLIAM R & LORIE D
992
966
BRANDI MARK
836
7194
7180
HEATH FRANKLIN R & LINDA
WEIRICK DAVID S
WOLFE LEE
HUBER KATHRYN A
GROOTEN ANDREW R & JENNIFER L
REED WILLIAM R & LORIE D
1260
REED WILLIAM R & LORIE D
1260
LINVILLE GARY L & SUSAN A
1260
BUFFINGA TIMOTHY & GWENDOLYN
VANEEK RICHARD A & ADA D
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MCCLEUNG DUANE G
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PATTISON KELLEY H PATTISON LINDA L
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6984
SERVICES REALTY LLC
MENARDS INC
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6790
6780
6700
WAL-MART STORES INC
501
685
CRYSTAL CARWASH INC
6779 W MAIN ST LLC
HAMILTON ENTERPRISES INC
HAMILTON ENTERPRISES INC
SEECO INVESTMENTS LLC

Comparable Sale Location Map



Sales Comparison Adjustment Grid

		<u>MLS Exposed Comp. 1</u>	<u>Private Sale Comp. 2</u>	<u>MLS Exposed Comp. 3</u>	<u>Private Sale Comp. 4</u>	<u>MLS Exposed Comp. 5</u>	<u>MLS Exposed Comp. 6</u>	<u>MLS Exposed Comp. 7</u>
<i>Address</i>	Subject 9617 Portage Rd	9300 S. Sprinkle Rd.	##### Stadium Dr.	##### Eagle Ridge Dr.	##### Meridian Ave	##### N. 9th St.	1075 Bacon Rd	7110 W. Main St.
Price per Acre	-----	\$12,136	\$18,293	\$8,571	\$12,916	\$19,348	\$18,233	\$10,784
<i>Time Adjustment</i>	6-21	<u>6-21</u> -0-	<u>5-21</u> -0-	<u>3-20</u> +4%	<u>4-18</u> +10%	<u>7-17</u> +12%	<u>6-16</u> +14%	<u>4-16</u> +15%
<i>Location Adjustment</i>	Average-Good	<u>Inferior</u> +20%	<u>Inferior</u> +10%	<u>Inferior</u> +15%	<u>Similar</u> -0-	<u>Similar</u> -0-	<u>Similar</u> -0-	<u>Similar</u> -0-
<i>Utility Adjustment</i>	Good	<u>Inferior</u> +20%	<u>Similar</u> -0-	<u>Similar</u> -0-	<u>Similar</u> -0-	<u>Similar</u> -0-	<u>Similar</u> -0-	<u>Similar</u> -0-
<i>Land Size Adjustment</i>	13.58 acres	<u>10.3 acres</u> -3%	<u>16.4 acres</u> + 3%	<u>10.5 acres</u> -3%	<u>17.42 acres</u> +4%	<u>9.82 acres</u> -4%	<u>15.85 acres</u> +2%	<u>20.4 acres</u> +7%
<i>Zoning Adjustment</i>	Residential	<u>Similar</u> -0-	<u>Similar</u> -0-	<u>Similar</u> -0-	<u>Similar</u> -0-	<u>Similar</u> -0-	<u>Similar</u> -0-	<u>Similar</u> -0-
<i>Other Adjustment</i>	See Comments	<u>Inferior</u> +15%	<u>Inferior</u> +15%	<u>Inferior</u> +10%	<u>Similar</u> -0-	<u>Similar</u> -0-	<u>Similar</u> -0-	<u>Similar</u> -0-
Net Adjustment		+52%	+28%	+26%	+14%	+8%	+16%	+22%
Adjusted Price Acre		\$18,447	\$23,415	\$10,799	\$14,724	\$20,896	\$21,150	\$13,156

Sale Comparison Analysis - Indicated Value

- The comparable sales have adjusted sales prices per acre ranging from \$10,799 to \$23,415. This is a broader range than preferred. Because sales are rare in this market segment, and each property is diverse in several aspects, it is difficult for market participants to establish pricing positions. As a result, sales prices are somewhat inconsistent.
- Comparables #2 and #4 are given the least weight because these were private sales. These comparable sales were not recently market tested and may not accurately reflect this market segment. Because sales are rare in this market segment, these were included for inferential purposes.
- Based on the sales comparison analysis, a rate of **\$18,000 per acre** is inferred as being reasonable for the subject property, multiplied by the subject's site area of **13.58 acres** equals \$244,440, rounded to **\$245,000**.
- I maintain the option to change the appraisal should it be discovered the site size is different via a professional source such as a property boundary survey; or other reliable source.
- I attempted to obtain the current asking price, however, they owner did not return phone calls.

Adjustments

Time

Market activity is rare in the subject's market segment, therefore, it is not realistically possible to establish market derived time adjustments. Based on other real estate activity in general, I have observed an appreciation rate of approximately 3% per year (also expressed as 0.25% per month). This rate goes back to early 2017. Prior to that commercial property values were generally static.

Location

Comparables #1, #2 and #3 are situated in areas with inferior market appeal to varying degrees.

Utility

Comparable #1 is located on a curve making ingress/egress more difficult.

Site Size

Adjustments are based on the premise that, all else being equal, the larger the site the lower the price per acre.

Zoning

From a value perspective, no adjustments are warranted for zoning differences.

Other

This category was used to account for differences in available public utilities.

Review of Indicated Values

<i>Cost Approach</i>	Not applicable
<i>Sales Comparison Analysis</i>	\$245,000
<i>Income Approach</i>	Not applicable

Reconciliation

Cost Approach

The *Cost Approach* is not applicable to vacant land/site appraisals.

Sales Comparison Analysis

This valuation approach is relied on as the sole indicator of value. It more directly reflects conditions in the subject's market segment. Comparable sales provide adequate support for an indication of value, however, the reliability is diminished somewhat as a result of the diverse characteristics and features of each comparable property, and because sales are quite rare.

Income Approach

This approach is not included. I am not aware of land leases being used in this market segment. As a result, reliable and relevant related data is not available. It is not possible to development a reasonably supported indication of value by this valuation method.

Marketing Time / Exposure Time

- **Marketing times** typically range from a few days to a few years. There is no consistently predominate marketing time in this market segment. The comparable sales included in this report had market exposure times ranging from 10 days to 6+ years. If the subject property were offered for sale on the effective date of the appraisal, the marketing time would likely be 2 years or less; *assuming reasonable pricing; an adequate professional marketing effort; and continuing reasonably stable market conditions.*
- The value conclusion for the subject property is based on an **exposure time** of up to 2 years prior the effective date of the appraisal.

Value Conclusion

In my opinion, the *market* value for the subject property as of June 13, 2021 is:

\$245,000 (two hundred forty five thousand dollars)

Appraiser Information

Appraiser

Joel Francis, SRA, GRI

Professional Designations

- SRA Member of the Appraisal Institute, Continuing Education Completed
- GRI Designation, National Association of Realtors

Work History

- Kal-Creek Appraiser, L.C., 1993 - Present (Co-owner and Co-founder)
- Kalamazoo Appraisal Service, 1988 – 1993
- C. William Hurley Appraisers, 1983 - 1988

Education

- Institution Western Michigan University
- Degree Bachelors - Business Administration
- Major Real Estate Major (emphasis in Finance)
- Graduated 1982

License

- Level Certified General Appraiser License
- State Michigan
- License # 1201000573
- Expires July 31, 2021

Memberships, Affiliations and Approvals

- Associate Member - Greater Kalamazoo Association of Realtors
- Member - State and National Association of Realtors
- MDOT approved

Appraisal Experience

- **Property Types** Vacant land, Residential, Subdivisions, Plats, PUD's, Apartments, Commercial, Industrial, Mixed use, Special use, Unique properties, Properties with detrimental conditions.
- **Appraisal Purposes** Mortgages, Proposed Construction, Appraisal Reviews, Litigation and Expert Witness, Tax Appeals, Estates, Market Rent Studies including Section 8 for HUD, Eminent Domain, Relocation, Quality Control, Insurance
- **Geographical** Southwestern Michigan
- **Client Types** Lending Institutions, Relocation Services, Insurance Companies, Attorneys, Realtors, Individuals, Michigan Department of Transportation, Insurance Companies, Appraisal Management Companies.

PRIVACY NOTICE

Pursuant to the Gramm-Leach-Bliley Act of 1999, effective July 1, 2001, Appraisers, along with all providers of personal financial services are now required by federal law to inform their clients of the policies of the firm with regard to the privacy of client nonpublic personal information. As professionals, we understand that your privacy is very important to you and are pleased to provide you with this information.

Types of Nonpublic Personal Information We Collect

In the course of performing appraisals, we may collect what is known as "nonpublic personal information" about you. This information is used to facilitate the services that we provide to you and may include the information provided to us by you directly or received by us from others with your authorization.

Parties to Whom We Disclose Information

We do not disclose any nonpublic personal information obtained in the course of our engagement with our clients to nonaffiliated third parties, except as necessary or as required by law. By way of example, a necessary disclosure would be to our employees, and in certain situations, to unrelated third party consultants who need to know that information to assist us in providing appraisal services to you. All of our employees and any third party consultants we employ are informed that any information they see as part of an appraisal assignment is to be maintained in strict confidence within the firm.

A disclosure required by law would be a disclosure by us that is ordered by a court of competent jurisdiction with regard to a legal action to which you are a party.

Confidentiality and Security

We will retain records relating to professional services that we have provided to you for a reasonable time so that we are better able to assist you with your needs. In order to protect your nonpublic personal information from unauthorized access by third parties, we maintain physical, electronic and procedural safeguards that comply with our professional standards to insure the security and integrity of your information.

Please feel free to call us any time if you have any questions about the confidentiality of the information that you provide to us.

TO: Honorable Mayor and City Council

FROM: Joseph La Margo, City Manager



SUBJECT: Portage Community Senior Center - Audio/Video Systems

SUPPORTING PERSONNEL: Kathleen Hoyle, Director of Parks, Recreation & Senior Citizen Services
Kimberly Phillips, Senior Citizen Services Manager
Devin Mackinder, Director of Technology Services
Victoria Barboza, Purchasing Manager

ACTION RECOMMENDED: Approve Third Coast Tech, LLC for design and installation services for the Charles & Lynn Zhang Portage Community Senior Center audio and video systems under the Oakland County G2G Government Purchasing Marketplace pricing program in the total amount of \$152,465.74 and authorize the City Manager's Office to execute all documents related to this action on behalf of the city.

The new, modern and innovative Portage Community Senior Center calls for a state-of-the-art audio/video (AV) system throughout for patrons to utilize and enjoy. Some of the highlights will include:

- Meeting Rooms: Large LCD displays, digital media distribution center
- Multi-Purpose Rooms: Large projection screens, stage lighting, assistive listening system
- Demo Kitchen: Live streaming of cooking sessions, multiple PTZ cameras
- Conference Rooms: Turnkey video conferencing, casting capability, multi-device support
- Fitness Room: Background music, personal audio inputs, in-ceiling speakers
- Gallery Sound: Facility paging system, background music
- Courtyard: Hidden Outdoor sound system
- Scalable, durable, flexible, easy-to-use

Third Coast is a leading provider of AV systems in Michigan with a proven track record, competitive hourly rates, and staff who have the highest certifications offered, including CTS, CTS-D (design), and CTS-I (installation) certifications. Additionally, the project General Contractor, AVB, has worked successfully with Third Coast on previous projects. Reference checks were performed by the Technology Services Department for a previous city project, which were all very positive.

Third Coast is able to provide all equipment, engineering, and installation services under the pre-bid Oakland County G2G Government Purchasing Marketplace. Purchasing Manager Victoria Barboza has thoroughly reviewed the G2G purchasing program and has found it to be fully compliant with city purchasing requirements. Third Coast has received excellent reviews from participating member agencies.

The G2G purchasing program and Third Coast have been used for smaller AV projects throughout city facilities to standardize the equipment across the organization. The standardized equipment allows city staff to utilize identical technology regardless of city facility. Furthermore, Technology Services Department is able to maintain and troubleshoot identical technology and when a solution may be too complex to reach out to a single vendor for repair/consultation. The A/V technology in place at city facilities has proven to be user-friendly and reliable.

Third Coast clients/projects include:

- Detroit Lions – AV systems design and support, broadcast systems
- University of Michigan – Hybrid onsite/virtual learning technology in classrooms
- Ford Motor Company – Global Command Center in Dearborn, MI
- Oakland County – Video conferencing, training rooms, digital signage, cablecasting
- Genessee County – Conference rooms, training rooms, cablecasting
- Eaton County – Courtrooms, Sheriff training room, Emergency Operations Center

It is recommended that City Council approve Third Coast Tech, LLC, for design and installation services of the Charles & Lynn Zhang Portage Community Senior Center audio and video systems under the Oakland County G2G Government Purchasing Marketplace pricing program in the total amount of \$152,465.74 and authorize the City Manager's Office to execute all documents related to this action on behalf of the city.

FUNDING: Capital Improvement Program - Building Additions and Improvements 400-9044-709-9506-21PF01

Attachments: 1. Portage Community Senior Center AV

Proposal

Portage Community Senior Center AV
Project Quoted Based on G2G Pricing level Contract #005293
EXP 12/30/2022

Portage

7900 South Westnege
Portage, MI 49002 United States



Presented By:



Third Coast Tech, LLC.
4514 Pontiac Lake Rd.
Waterford, Michigan 48328
800-828-9517
www.thirdcoasttech.com

Modified: 7/6/2021
Revision: 5

Open 015

Lower level open space will be outfitted with three LCD displays around the room with local HDMI input, as well as one input that will be displayed on all TVs at the same time. Additionally, room will have sound system with wireless microphones and audio inputs throughout for external devices such as iPods and wired microphones.

Features:

- * Two 75 inch and one 86 inch LCD displays throughout the room
- * local HDMI inputs at each display
- * One HDMI input distributed to all displays
- * Room sound system with wireless microphone system(one hand held and one lapel)
- * wired audio inputs throughout the room for Ipad etc.
- * System will be controlled from easy to use control panel wall mounted near entrance to the room

1	Audio Technica	\$831.60
	ATW-RC13 Rack-mount receiver chassis, ATW-RU13x2 receiver unit, ATW-T1002 handheld dynamic unidirectional microphone/transmitter and ATW-T1001 UniPak® transmitter with MT830cW lavalier microphone.	
1	Biamp Systems	\$1,623.75
	TesiraFORT DSP fixed I/O server with 12 analog inputs, 8 analog outputs, 8 channels configurable USB audio and 32 x 32 channels Dante	
3	Chief	\$751.80
	Chief upgraded fixed wall mounts based on installer feedback and direct observations of installers in the field. Many new features join Fusion favorites like Centerless shift, Centris tilt, ControlZone leveling adjustment and ClickConnect Latching.	
1	Crestron	\$700.00
	The Crestron RMC3 is a compact and cost-effective 3-Series Control System designed to provide control and monitoring for a single display device, a small AV system, lighting and shading, climate control, security, energy management, and many other specialized applications. Its tiny form factor allows it to be placed just about anywhere with the option to attach it to a flat surface or DIN rail using the mounting bracket provided. It can fit easily behind a video display or above a projector, and provides enough control ports to control the display device along with a screen or lift. Cresnet and Ethernet connectivity provides full support for the full line of Crestron touch screens, keypads, dimmers, shades, thermostats, and other peripherals. Featuring the 3-Series control engine, the RMC3 provides a robust, feature-packed controller that's ideal for mass deployment across college campuses, corporate office buildings, museums, MDUs, hotels, and convention centers.	

* Price Includes Accessories

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9	Crestron Saros® 6.5" 2-Way In-Ceiling Speaker, White Textured, Single (must be ordered in multiples of 2)	\$1,293.75
1	Crestron Electronics The TSW-560 delivers the ultimate touch screen experience in an unobtrusive, space-saving design featuring a brilliant 5 inch capacitive touch screen display with Smart Graphics and 5 soft-touch buttons. PoE connectivity and a range of mounting options make installation a breeze for both new and retrofit applications. Additional advanced features include the abilities to control any function using voice commands, view security cameras and other video sources, communicate using built-in intercom and phone capabilities, and browse the Internet.	\$600.00
1	Crimson AV Wall Mounted Rack Enclosure With Hinged Back Door (19") (12U)	\$382.40
1	Crown Cdi Series Professional Amplifier	\$642.39
2	Panasonic 75", 350 cd/m² 4k ultra HD resolution delivering the highest detail and image quality. Non-4K sources are also beautifully compensated. Simple signage with built in USB media player. Synchronized playback on multiple displays via USB and LAN. Extensive connectivity features. 4K/60p video input signals via 2 x HDMI. Supports CEC over HDMI® for power on/off. Easy set up and safe operation. Failover and Failback function for any unexpected troubles. Monitoring of multi-displays can be done through the free Multi Monitoring & Control software.	\$4,972.80
1	Panasonic 86" LCD Display. Thin and stylish design with narrow bezel, offering meeting room application with easy installation and high connectivity, ideal for corporate installations	\$3,711.40
1	TCT Quoted at \$49/Hour as per G2G contract	\$3,920.00
1	TCT Quoted at \$95/Hour as per G2G Contract	\$1,800.00

* Price Includes Accessories

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Third Coast Tech, LLC.

1 **TCT Lot- Wire & Materials**
TCT Lot- Wire & Materials

\$719.95

Open 015	Equipment Total:	\$16,229.84
	Labor Total:	\$5,720.00
	Total:	\$21,949.84

* Price Includes Accessories

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Open 015 Upgrade

Add video distribution switch to system allowing for full video routing

- | | | |
|---|--|--------------|
| 1 | Crestron
DigitalMedia isn't just for large, expensive homes and facilities. The DM-MD6X4 DigitalMedia Distribution Center provides a very simple and cost-effective solution for distributing multiple high-definition sources to up to four rooms as part of a complete Crestron system. Featuring DigitalMedia 8G+ technology, the DM-MD6X4 delivers ultra-reliable, ultra high-bandwidth signal routing over inexpensive CAT5e wiring[1]. Everything about the DM-MD6X4 is engineered to deliver a transparent user experience and the highest performance.
HD Matrix Switcher
The DM-MD6X4 provides six HDMI inputs to handle HDTV receivers, DVD or Blu-ray Disc players, media servers, computers, and other HD digital sources. Outputs include one HDMI and three DigitalMedia ports, furnishing simple one-wire connectivity for a local display or audio processor, and three additional displays anywhere in the house. QuickSwitch HD matrix switching allows any display to view any source at any time | \$2,470.00 |
| | | |
| 3 | Crestron
The HD-TX-101-C-1G-E (-B-T or -W-T) is a wall plate DM Lite transmitter designed to pair with a DM Lite receiver to form a point-to-point signal extender for HDMI signals. The DM Lite family of products offers a very simple and versatile solution for extending HD, UHD, 2K, and 4K video signals, with stereo or surround sound audio, over a single CAT5e (or better) cable. A cable length of up to 230 ft (70 m) is supported for HD 1080p, WUXGA, and 2K signals, or up to 130 ft (40 m) for UHD and 4K. | \$1,434.00 * |
| 3 | Crestron
The HD-RX-101-C-E is a surface-mountable DM Lite receiver designed to pair with a DM Lite transmitter to form a point-to-point signal extender for HDMI signals. The DM Lite family of products offers a very simple and versatile solution for extending HD, UHD, 2K, and 4K video signals, with stereo or surround sound audio, over a single CAT5e (or better) cable. A cable length of up to 230 ft (70 m) is supported for HD 1080p, WUXGA, and 2K signals, or up to 130 ft (40 m) for UHD and 4K | |
| | | |
| 1 | TCT
Quoted at \$49/Hour as per G2G contract | \$784.00 |
| | | |
| 1 | TCT
Quoted at \$95/Hour as per G2G Contract | \$1,800.00 |

Open 015 Upgrade	Equipment Total:	\$3,904.00
	Labor Total:	\$2,584.00

* Price Includes Accessories

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Total: \$6,488.00

* Price Includes Accessories

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Multi-Purpose Room 106

Multipurpose room will feature large 133" screen, projector, media distribution system, sound system with wireless microphones audio wallplate inputs and assistive listening system. All features of the new AV system will be controlled from wall mounted control panel near entrance to the room.

Features:

- *133" projection screen with Large venue projector
- * Two line array speaker systems (wall mounted one on each side of the stage)
- * Media distribution system with HDMI input plates at stage and one at the back of the room
- * wireless presentation gateway
- * Wireless microphone system (two handheld and two lapel)
- * Assistive listening system with 12 beltpacks, 12 earbuds and 3 neck loops
- * Lighting control capability (lighting system and interfaces by lighting contractor)
- * Rack mounted BlueRay player

2	Audio Technica	\$1,663.20
	ATW-RC13 Rack-mount receiver chassis, ATW-RU13x2 receiver unit, ATW-T1002 handheld dynamic unidirectional microphone/transmitter and ATW-T1001 UniPak® transmitter with MT830cW lavalier microphone.	
1	Biamp	\$2,843.70
	The TesiraFORT DAN VT is a digital audio server with 12 analog inputs and 8 analog outputs, and includes Acoustic Echo Cancellation (AEC) technology on all 12 inputs. It includes up to 8 channels of configurable USB audio, a 2-channel VoIP interface, a standard FXO telephone interface, and Dante digital audio networking.	
1	Crestron	\$3,000.00
	The DMPS3-4K-150-C from Crestron provides an ultra high-definition presentation switcher and control solution thats perfect for huddle rooms, conference rooms, and classrooms. It integrates the control system, multimedia switcher, 4K video scaler, mic preamp, and audio DSP all into one compact device that mounts conveniently under a conference table or in an equipment rack. Built-in Crestron Connect It functionality affords a complete collaboration solution thats easy and affordable to deploy in any small to medium sized meeting space. Without requiring any programming, the DMPS3-4K-150-C is easily configurable for a variety of media presentation applications using a choice of touch screen, iPad, or computer for setup and control. Auto-switching HDMI, VGA, and analog audio inputs provide the essential connectivity needed to manage multiple computers and other media sources. A full-featured microphone input is also included for applications requiring high-quality speech reinforcement	

* Price Includes Accessories

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2	Crestron	\$980.00
	The DM-TX-4K-100-C-1G provides a simple, cost-effective interface solution for a single HDMI, DVI, or Dual-Mode DisplayPort source as part of a complete Crestron DigitalMedia system. It functions as a DM 8G+ transmitter and control interface, providing a single HDMI input along with RS-232 and IR control ports.[1] In addition to DM 8G+, it is also compatible with HDBaseT, allowing it to be connected directly to an HDBaseT certified receiver or display device. Its 1-gang mountable design allows the DM-TX-4K-100-C-1G to be flush mounted in a wall or presentation lectern. It can also be mounted beneath a table or attached to a suitable flat surface using the mounting bracket provided. It connects to the head end or display location using a single CAT type twisted pair cable.[2] Standard gang-box mounting allows for installation adjacent to an Ethernet jack (Crestron MP-WP183 or equivalent) for a total connectivity solution.[3]	
1	Crestron	\$980.00
	A Crestron touch screen offers an ideal user-interface for controlling all the technology in your home, boardroom, classroom, courtroom, or command center. Touch screens do away with piles of remote controls, cluttered wall switches, and cryptic computer screens, simplifying and enhancing the way you use technology. For controlling audio, video, lighting, shades, HVAC, security, and other systems, Crestron touch screens are fully-customizable with easy-to-use controls and icons, true feedback and real-time status display, live streaming video, voice recognition, web browsing, and advanced navigation of digital media servers, tuners, and other devices.	
1	Crestron Electronics	\$1,080.00
	The DMRMC4KZSCALERC provides an advanced onebox interface solution for a single display device as part of a complete Crestron DigitalMedia system. Functioning as a DM 8G+ receiver, 4K60 4:4:4 HDR video scaler, and control interface, the DMRMC4KZSCALERC provides DM 8G+ and HDMI inputs, an HDMI output, and an analog audio output.[1, 2, 3] RS232, IR, Ethernet, and relay control ports are also provided.	
1	Crimson AV	\$201.50
	Projector mounting kit	
1	Crimson AV	\$124.08
	Universal mount for projector with micro adjust and additional extender	
1	Crimson AV	\$747.00
	Durable floor standing cabinet features a reversible tempered glass front door with a lock, removable side panels and a dual ventilation fan system. Also features lockable vented double swing rear doors and cable routing knockouts on both top and bottom. Based on heavy duty casters and leveling feet which bring the static load rating to 1760 lb.	

* Price Includes Accessories

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2	Crown Xti 2 Series Professional Amplifier	\$3,864.00
1	Da-Lite Designed to eliminate the extra step of finishing the screen with trim, the Advantage line of projection screens is designed with ceiling trim already in place. Once the screen is installed, the screens trim conceals the rough opening eliminating the need to complete additional trim work. Sliding installation brackets make it easy to attach the screen housing to the structure above the drop ceiling. The Advantage Electrol screen features simple in ceiling installation that can be done in two stages. The screen case can be installed during the rough-in construction stage and the fabric assembly can be completed during the finishing stage. The Advantage Electrol does not include the automatic closure door or the Tensioning Cable System. See Tensioned Advantage Electrol for Tensioning Cable System or Tensioned Advantage Deluxe Electrol for both the Tensioning Cable System and the additional aesthetic of the automatic closure door.	\$2,160.00
1	Denon Pro The Denon Professional DN-500BD Blu-ray disc player is a compact, high performance unit that handles all popular optical video playback formats for unrivaled capability from a single disc playback device. The DN-500BD offers a tremendous amount of performance and flexibility in a space-saving single rack unit (1RU) chassis. It provides the wide range of connection and control capabilities that are essential to the professional user, making it ideal for use in corporate A/V, education, theaters, house of worship, and more. These include RS-232C and IP controllability and XLR balanced audio outputs. The DN-500BD also has discrete 7.1 channel analog outputs for simple connection to powered speakers or signal management devices. The Denon Professional DN-500BD will play virtually every Blu-ray, DVD, and audio CD format, making it easy to utilize multiple disc formats within a system	\$336.00
2	Jbl Pro Straight Line Array Column	\$3,975.00
2	Jbl Pro Straight Line Array Column	\$2,175.00
1	Nec NEC's PA803UL is a 8000-lumen LCD projector with advanced professional installation features for higher education and corporate users. The newly developed sealed optical engine creates a filter/maintenance free projector. With its multitude of digital inputs, connection to any computer or high definition device is possible. Enjoy design and installation flexibility with a complete line of optional powered lenses (lens shift, focus and zoom), tilt-free and portrait installation capabilities along with built-in edge blending and stacking. The HDBaseT input and separate HDBaseT repeater provide single connections for uncompressed full HD digital video, audio, Ethernet power and various control signals.	\$5,047.40

* Price Includes Accessories

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1	TCT Quoted at \$49/Hour as per G2G contract	\$5,880.00
1	TCT Quoted at \$95/Hour as per G2G Contract	\$3,600.00
1	TCT Lot- Wire & Materials TCT Lot- Wire & Materials	\$1,319.93
1	Vivitek Professional presentation collaboration system USB Dongle (2-Pak)	\$418.50
1	Vivitek NovoPRO supports true screen mirroring from iOS and Android devices. It features screen preview/moderator control, 4-to-1 projection, video streaming, instant response system (IRS), file sharing, and access to cloud-based resources. Built-in, whiteboard-interactive features encourage meeting or classroom participation, and all Novo's can be managed remotely over the network. The built-in Ethernet port allows for dual-network connection to accommodate Corporate/Guest or Student/Faculty networks. The NovoPRO can also be optionally equipped with the Launcher; a USB-connected device with software preloaded that, with the insertion and click of the Launcher, displays the computer screen. A true plug-n-play-to-display solution.	\$604.50
1	Williams AV FM Large-area Dual FM and Wi-Fi assistive listening system with 12 FM R37 receivers. Features coaxial cable and rack panel kit for professional installation. System Includes (1) FM T55 transmitter (12) PPA R37N receivers (12) EAR 022 surround earphones (3) NKL 001 neckloops (1) CHG 3512 12-bay charger (12) BAT 026-2 AA NiMH rechargeable batteries (1) ANT 005 remote coaxial antenna (1) IDP 008 ADA wall plaque (1) RPK 005 rack panel kit	\$3,084.25

Multi-Purpose Room 106	Equipment Total:	\$34,489.06
	Labor Total:	\$9,595.00

* Price Includes Accessories

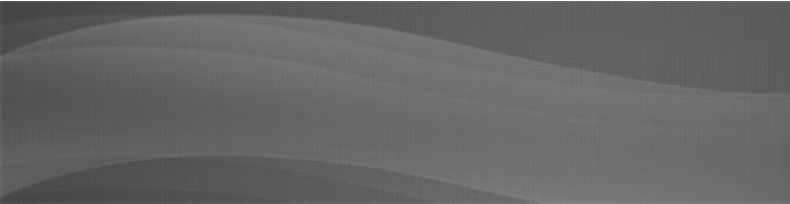
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Total: \$44,084.06

* Price Includes Accessories

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Demo Kitchen

Tct will install camera and display outside of the demo kitchen area. Chef will be able to wear a microphone and audio will be reinforced onto the multipurpose room PA.

1	Chief Micro-Adjust Tilt Wall Mount, Medium	\$155.61
1	JBL CSA series audio amplifier, 1 x 40 watt	\$231.84
2	Jbl Pro 5.25" Two-Way Vented System, Built-In Invisiball® Installation System, 150W Program Power, 8 ohms. Black, Priced as Each, Packed as Pairs. Master Pack Quantity: 6 Pieces.	\$262.08
1	Panasonic 55" 4K LCD Display	\$1,024.44
1	PTZOptics The PTZOptics ZCAM-12X is a 1080p box camera with 12X optical zoom for capturing HD video even at a distance. With support for 3G-SDI & IP streaming, this camera is ideal for broadcasting high definition video signals for broadcast or video conferencing applications up to 1080p/60 resolution.	\$699.00
1	TCT Quoted at \$49/Hour as per G2G contract	\$1,568.00
1	TCT Cabling & Hardware	\$569.97
1	TCT Quoted at \$95/Hour as per G2G Contract	\$450.00

Demo Kitchen	Equipment Total:	\$2,942.94
	Labor Total:	\$2,018.00
	Total:	\$4,960.94

* Price Includes Accessories

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Demo Kitchen Streaming Upgrade

TCT will add equipment to allow for cooking sessions to be streamed live to facebook live, youtube and local area network.

1	EIPHAN Record, stream and switch up to three full HD video inputs from HDMI™, SDI, and USB sources. Epiphan Pearl Mini™ takes your video production to the next level.	\$3,816.40
1	PTZOptics Camera Mount	\$90.00
1	PTZOptics 1080p Video conferencing camera with SDI support, 12X optical zoom, gray	\$2,122.96
1	TCT Quoted at \$49/Hour as per G2G contract	\$1,568.00

Demo Kitchen Streaming Upgrade	Equipment Total:	\$5,569.36
	Labor Total:	\$2,028.00
	Total:	\$7,597.36

* Price Includes Accessories

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Pickleball Court

Pickleball court area will be outfitted with new sound system. It will consist of ceiling speakers, wireless microphone system as well as input for wired microphone and music from iPod.

1	Audio Technica ATW-RC13 Rack-mount receiver chassis, ATW-RU13x2 receiver unit, ATW-T1002 handheld dynamic unidirectional microphone/transmitter and ATW-T1001 UniPak® transmitter with MT830cW lavalier microphone.	\$831.60
1	Crimson AV Wall Mounted Rack Enclosure With Hinged Back Door (19") (12U)	\$382.40
1	ISP HDDS Rack Mount VCA controlled 6-Zone Master Control Module and Power Supply for HDDS Systems .	\$1,013.60
8	ISP The HDDS SM800 is a wall mountable speaker providing full, high fidelity sound that ISP has become so well known for. The SM800 works excellently for foreground and background music plus music-plus-paging systems. These speakers are ideally suited for a wide variety of applications, from restaurants and specialty retail stores to professional offices and airports. Low frequency output can be augmented with the addition of our HDDS subwoofer, the SB112. Installation of the SM800 is quick and easy, only requiring a single Cat6 cable to be run from the Master Control Module. The loudspeaker is packaged with a bracket for easy wall mounting.	\$3,005.60
1	Jbl Pro 4 Input Audio Mixer	\$311.55
1	TCT Quoted at \$49/Hour as per G2G contract	\$3,920.00
1	TCT Lot- Wire & Materials TCT Lot- Wire & Materials	\$0.00

Pickleball Court	Equipment Total:	\$5,544.75
	Labor Total:	\$3,920.00

* Price Includes Accessories

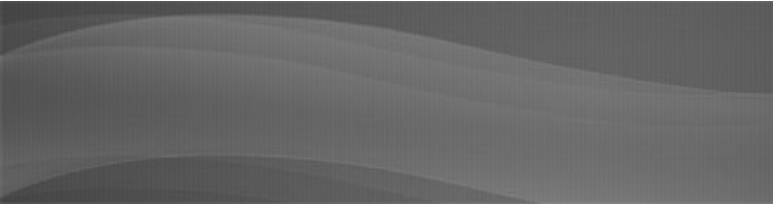
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Third Coast Tech, LLC.

Total: \$9,464.75

* Price Includes Accessories

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Conference Room125

Room will feature new wall mounted 65" 4K LCD display, sound bar with built in conferencing camera, and microphone array. Owner provided small form factor PC will be installed behind the new display. Wireless keyboard & mouse will be provided for convenient operation of PC. Sound bar will be integrated with the PC and allow users to conduct skype, zoom, webex etc. conferencing sessions. Owner to provide electrical outlets for LCD display. System will be controlled with wall mounted keypad controller. Wireless presentation gateway will be provided with USB dongle. There will be HDMI wall plate below the display as a backup hard wired connection. Quote includes parts, labor and 1 year warranty.

System Features:

- * 65 Inch 4K LCD commercial display
- * Sound bar with built in conferencing camera and microphone array
- * Wireless presentation gateway
- * Wall mounted keypad controller
- * HDMI wall plate

1	Barco Commercial	\$2,220.09
	With ClickShare CX-30 you can start a meeting wherever you are with co-workers and stakeholders around the world. Complete with full Bring Your Own Device (BYOD) support, ClickShare CX-30 enables meeting participants to use whichever device they prefer, which makes remote collaboration a breeze when joining the meeting from another location, and when participating in the meeting from smaller meeting and huddle rooms where colleagues can use their laptops, tablets or even smartphones.	
1	Chief	\$250.60
	Chief upgraded fixed wall mounts based on installer feedback and direct observations of installers in the field. Many new features join Fusion favorites like Centerless shift, Centris tilt, ControlZone leveling adjustment and ClickConnect Latching.	
1	Crestron	\$437.50
	4x1 4K HDMI® Switcher	
1	Crestron Electronics	\$32.50
	The MPC3-101/102/201-RMB retrofit mounting bracket enables the installation of a MPC3-101-B, MPC3-102-B, or MPC3-201-B 3-Series media presentation controller over a flush wall-mounted 2-gang U.S. electrical box, and facilitates the upgrade replacement of an existing MPC-M5 series media presentation controller. A white metal cover is included to hide any screws and may be painted to match the wall surface.	

* Price Includes Accessories

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1	Crestron Electronics The 3-Series Media Presentation Controller 201 (MPC3-201-B) is a wall-mounted, PoE powered 3-Series Control System and control panel in one. It features a modern appearance with six backlit capacitive buttons, which can each be labeled using the icon chips provided, or custom labeled using laser-engravable chips (sold separately). Each button is backlit white when inactive and blue when active. Four additional buttons are provided at the bottom for control of volume, mute, and power. Each bottom button is backlit white when inactive, and the volume and power buttons turn red when active. A volume gauge is also provided. A key click sound can be enabled to provide audible confirmation when any button is pressed.	\$390.00
1	Crestron Electronics All in one incredible front-of-room device, the Crestron UC Video Conference Smart Sound Bar & Camera (UC-SB1-CAM) facilitates effortless conferencing without any other microphones, speakers, or camera to install. Mounted on the wall or placed on a credenza beneath the main room display(s), the smart sound bar looks great and sounds even better in any small to medium-sized meeting space. High-powered stereo speakers, adaptive beamforming microphone, and advanced digital signal processing deliver exceptional full-duplex speakerphone performance with highly intelligible, echo-free voice clarity. A perfect view of the room is achieved through the built-in, high-end conferencing camera featuring HD 1080p video resolution, ultra-wide 150 diagonal field of view, and Genius Framing digital autozoom. Its compact, all-in-one design reduces clutter on the conference table, and even accommodates rooms with no table at all.	\$1,190.00
1	Panasonic 65", 350 cd/m² 4k ultra HD resolution delivering the highest detail and image quality. Non-4K sources are also beautifully compensated. Simple signage with built in USB media player. Synchronized playback on multiple displays via USB and LAN. Extensive connectivity features. 4K/60p video input signals via 2 x HDMI. Supports CEC over HDMI® for power on/off. Easy set up and safe operation. Failover and Failback function for any unexpected troubles. Monitoring of multi-displays can be done through the free Multi Monitoring & Control software.	\$1,619.80
1	TCT 5-Port Gigabit Ethernet PoE Switch/4-Port PoE/802.3at/af, 60W PoE+	\$94.00
1	TCT Quoted at \$49/Hour as per G2G contract	\$1,568.00

* Price Includes Accessories

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Third Coast Tech, LLC.

1	TCT Cabling & Hardware	\$419.98
1	TCT Quoted at \$95/Hour as per G2G Contract	\$450.00

Conference Room125	Equipment Total:	\$6,654.47
	Labor Total:	\$2,018.00
	Total:	\$8,672.47

Meeting space 1 & 2

Each meeting space room will have 75 inch interactive display on mobile cart. This displays will be capable of casting to eachother so if rooms are combined, both displays show same source. Displays will be interactive and capable of whiteboarding as well as access to web. Users will be able to cast their presentation to the displays wirelessly or through HDMI connection.

2	Crimson AV heavy duty mobile cart for displays from 50" - 90"	\$1,305.60
1	TCT Quoted at \$49/Hour as per G2G contract	\$784.00
1	TCT Cabling & Hardware	\$419.98
2	Vivitek 75"interactive TV with micro PC and Wirelss screen share	\$9,100.00

Meeting space 1 & 2	Equipment Total:	\$10,825.58
	Labor Total:	\$784.00
	Total:	\$11,609.58

* Price Includes Accessories

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Meeting Space 1& 2 Upgrade

TCT will add conferencing sound bars and wireless gateways to portable cart systems

- | | | | |
|---|-----------------------------|---|------------|
| 2 | Barco Commercial | <p>With ClickShare CX-30 you can start a meeting wherever you are with co-workers and stakeholders around the world. Complete with full Bring Your Own Device (BYOD) support, ClickShare CX-30 enables meeting participants to use whichever device they prefer, which makes remote collaboration a breeze when joining the meeting from another location, and when participating in the meeting from smaller meeting and huddle rooms where colleagues can use their laptops, tablets or even smartphones.</p> | \$4,440.18 |
| | | | |
| 2 | Crestron Electronics | <p>All in one incredible front-of-room device, the Crestron UC Video Conference Smart Sound Bar & Camera (UC-SB1-CAM) facilitates effortless conferencing without any other microphones, speakers, or camera to install. Mounted on the wall or placed on a credenza beneath the main room display(s), the smart sound bar looks great and sounds even better in any small to medium-sized meeting space.</p> <p>High-powered stereo speakers, adaptive beamforming microphone, and advanced digital signal processing deliver exceptional full-duplex speakerphone performance with highly intelligible, echo-free voice clarity. A perfect view of the room is achieved through the built-in, high-end conferencing camera featuring HD 1080p video resolution, ultra-wide 150 diagonal field of view, and Genius Framing digital autozoom. Its compact, all-in-one design reduces clutter on the conference table, and even accommodates rooms with no table at all.</p> | \$2,380.00 |
| | | | |
| 1 | TCT | <p>Quoted at \$49/Hour as per G2G contract</p> | \$980.00 |

Meeting Space 1&2 Upgrade	Equipment Total:	\$6,820.18
	Labor Total:	\$980.00
	Total:	\$7,800.18

* Price Includes Accessories

Presented By: Third Coast Tech, LLC.

Project Name: Portage Community Senior Center AV

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Third Coast Tech, LLC.

Kim's office 129

Office 129 will be outfitted with wall mounted 55 inch display with wireless presentation gateway.

1	Chief Micro-Adjust Tilt Wall Mount, Medium	\$155.61
1	Panasonic 55" 4K LCD Display	\$1,024.44
1	TCT Quoted at \$49/Hour as per G2G contract	\$392.00
1	TCT Cabling & Hardware	\$269.99
1	Vivitek NovoPRO supports true screen mirroring from iOS and Android devices. It features screen preview/moderator control, 4-to-1 projection, video streaming, instant response system (IRS), file sharing, and access to cloud-based resources. Built-in, whiteboard-interactive features encourage meeting or classroom participation, and all Novo's can be managed remotely over the network. The built-in Ethernet port allows for dual-network connection to accommodate Corporate/Guest or Student/Faculty networks. The NovoPRO can also be optionally equipped with the Launcher; a USB-connected device with software preloaded that, with the insertion and click of the Launcher, displays the computer screen. A true plug-n-play-to-display solution.	\$604.50

Kim's office 129	Equipment Total:	\$2,054.54
	Labor Total:	\$392.00
	Total:	\$2,446.54

* Price Includes Accessories

Presented By: Third Coast Tech, LLC.

Project Name: Portage Community Senior Center AV

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Fitness room

There will be small sound system in this room which will play background music and have input for Ipod.

4	Crestron Saros® 6.5" 2-Way In-Ceiling Speaker, White Textured, Single (must be ordered in multiples of 2)	\$575.00
1	Crimson AV Wall Mounted Rack Enclosure With Hinged Back Door (19") (12U)	\$382.40
1	Jbl Pro VMA Series mixer/amplifier 60 Watt max output power per channel	\$399.10
1	TCT Quoted at \$49/Hour as per G2G contract	\$1,568.00
1	TCT Lot- Wire & Materials TCT Lot- Wire & Materials	\$419.98

Fitness room	Equipment Total:	\$1,776.48
	Labor Total:	\$1,568.00
	Total:	\$3,344.48

* Price Includes Accessories

Presented By: Third Coast Tech, LLC.

Project Name: Portage Community Senior Center AV

Project No.: TCT-0586

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Conference Room 208

Room will feature new wall mounted 65" 4K LCD display, sound bar with built in conferencing camera, and microphone array. Owner provided small form factor PC will be installed behind the new display. Wireless keyboard & mouse will be provided for convenient operation of PC. Sound bar will be integrated with the PC and allow users to conduct skype, zoom, webex etc. conferencing sessions. Owner to provide electrical outlets for LCD display. System will be controlled with wall mounted keypad controller. Wireless presentation gateway will be provided with USB dongle. There will be HDMI wall plate below the display as a backup hard wired connection. Quote includes parts, labor and 1 year warranty.

System Features:

- * 65 Inch 4K LCD commercial display
- * Sound bar with built in conferencing camera and microphone array
- * Wireless presentation gateway
- * Wall mounted keypad controller
- * HDMI wall plate

1	Barco Commercial	\$2,220.09
	With ClickShare CX-30 you can start a meeting wherever you are with co-workers and stakeholders around the world. Complete with full Bring Your Own Device (BYOD) support, ClickShare CX-30 enables meeting participants to use whichever device they prefer, which makes remote collaboration a breeze when joining the meeting from another location, and when participating in the meeting from smaller meeting and huddle rooms where colleagues can use their laptops, tablets or even smartphones.	
1	Chief	\$250.60
	Chief upgraded fixed wall mounts based on installer feedback and direct observations of installers in the field. Many new features join Fusion favorites like Centerless shift, Centris tilt, ControlZone leveling adjustment and ClickConnect Latching.	
1	Crestron	\$437.50
	4x1 4K HDMI® Switcher	
1	Crestron Electronics	\$32.50
	The MPC3-101/102/201-RMB retrofit mounting bracket enables the installation of a MPC3-101-B, MPC3-102-B, or MPC3-201-B 3-Series media presentation controller over a flush wall-mounted 2-gang U.S. electrical box, and facilitates the upgrade replacement of an existing MPC-M5 series media presentation controller. A white metal cover is included to hide any screws and may be painted to match the wall surface.	

* Price Includes Accessories

Presented By: Third Coast Tech, LLC.

Project Name: Portage Community Senior Center AV

Project No.: TCT-0586

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1	Crestron Electronics The 3-Series Media Presentation Controller 201 (MPC3-201-B) is a wall-mounted, PoE powered 3-Series Control System and control panel in one. It features a modern appearance with six backlit capacitive buttons, which can each be labeled using the icon chips provided, or custom labeled using laser-engravable chips (sold separately). Each button is backlit white when inactive and blue when active. Four additional buttons are provided at the bottom for control of volume, mute, and power. Each bottom button is backlit white when inactive, and the volume and power buttons turn red when active. A volume gauge is also provided. A key click sound can be enabled to provide audible confirmation when any button is pressed.	\$390.00
1	Crestron Electronics All in one incredible front-of-room device, the Crestron UC Video Conference Smart Sound Bar & Camera (UC-SB1-CAM) facilitates effortless conferencing without any other microphones, speakers, or camera to install. Mounted on the wall or placed on a credenza beneath the main room display(s), the smart sound bar looks great and sounds even better in any small to medium-sized meeting space. High-powered stereo speakers, adaptive beamforming microphone, and advanced digital signal processing deliver exceptional full-duplex speakerphone performance with highly intelligible, echo-free voice clarity. A perfect view of the room is achieved through the built-in, high-end conferencing camera featuring HD 1080p video resolution, ultra-wide 150 diagonal field of view, and Genius Framing digital autozoom. Its compact, all-in-one design reduces clutter on the conference table, and even accommodates rooms with no table at all.	\$1,190.00
1	Panasonic 65", 350 cd/m² 4k ultra HD resolution delivering the highest detail and image quality. Non-4K sources are also beautifully compensated. Simple signage with built in USB media player. Synchronized playback on multiple displays via USB and LAN. Extensive connectivity features. 4K/60p video input signals via 2 x HDMI. Supports CEC over HDMI® for power on/off. Easy set up and safe operation. Failover and Failback function for any unexpected troubles. Monitoring of multi-displays can be done through the free Multi Monitoring & Control software.	\$1,619.80
1	TCT 5-Port Gigabit Ethernet PoE Switch/4-Port PoE/802.3at/af, 60W PoE+	\$94.00
1	TCT Quoted at \$49/Hour as per G2G contract	\$1,568.00

* Price Includes Accessories

Presented By: Third Coast Tech, LLC.

Project Name: Portage Community Senior Center AV

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Third Coast Tech, LLC.

1	TCT Cabling & Hardware	\$419.98
1	TCT Quoted at \$95/Hour as per G2G Contract	\$450.00

Conference Room 208	Equipment Total:	\$6,654.47
	Labor Total:	\$2,018.00
	Total:	\$8,672.47

Gallery Sound system

TCT will install sound system for background music and paging throughout public areas of the facility. Areas include Gallery 1, gallery 2, Hub, Caffe and corridors. Background music and paging will also be fed into other local sound systems.

24	Crestron Saros® 6.5" 2-Way In-Ceiling Speaker, White Textured, Single (must be ordered in multiples of 2)	\$3,450.00
1	Crown Cdi Series Professional Amplifier	\$975.17
1	TCT Quoted at \$49/Hour as per G2G contract	\$5,880.00
1	TCT Quoted at \$95/Hour as per G2G Contract	\$3,600.00
1	TCT Lot- Wire & Materials TCT Lot- Wire & Materials	\$1,469.90

Gallery Sound system	Equipment Total:	\$5,895.07
	Labor Total:	\$9,480.00
	Total:	\$15,375.07
Project Equipment Subtotal:		\$109,360.74

* Price Includes Accessories

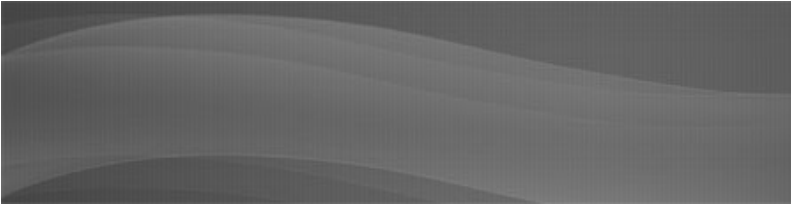
Presented By: Third Coast Tech, LLC.

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Third Coast Tech, LLC.

Project Labor Subtotal: \$43,105.00

Project Subtotal: \$109,360.74

* Price Includes Accessories

Presented By: Third Coast Tech, LLC.

Project Name: Portage Community Senior Center AV

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Third Coast Tech, LLC.

Project Summary

Equipment: **\$109,360.74**

Labor: **\$43,105.00**

Grand Total: **\$152,465.74**

Client: **Devin Mackinder**

Date

Contractor: **Third Coast Tech, LLC.**

Date

* Price Includes Accessories

Presented By: Third Coast Tech, LLC.

Project Name: Portage Community Senior Center AV

Project No.: TCT-0586

7/6/2021

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TO: Honorable Mayor and City Council

FROM: Joseph La Margo, City Manager



SUBJECT: Millennium Park Ice Rink Chiller - Recommendation

SUPPORTING PERSONNEL: Rod Russell, Director of Public Works

ACTION RECOMMENDED: Approve the sole source purchase for the design, removal and installation of an updated chiller from CIMCO in the amount of \$95,649.23, and authorize the City Manager's Office to execute all documents related to this action on behalf of the city.

The current chiller for the Millennium Park Ice Rink was originally installed in 2000 and more recently, the ice rink was closed as part of COVID-19 prevention efforts in 2020-21. However, during the 2020-21 winter staff attempted to start the chiller with the hope that the rink might be able to be opened. Unfortunately, a catastrophic failure of this piece of equipment occurred. Staff researched various options to return the chiller to service but all options proved to be too costly and required unrealistic logistical maneuvers.

Following a review of options and future ice rink possibilities, the route that appeared most realistic was to have the original manufacturer, CIMCO of Toronto, Ontario, design and manufacture another chiller that would fit in the existing ice rink building and easily connect to existing infrastructure. The proposed replacement chiller will fit in the building that currently houses the chiller and the designers will be able to use many portions of the existing pipes, valves, and under the concrete slab coolant piping.

Sole source purchasing is recommended due to the specialty of the chiller equipment and repair process. Since CIMCO was the original firm that gathered a team of engineers to design and obtain the necessary components to make the current chiller operational, it is prudent to use the talents of this engineering team once again to develop a plan to get the Ice Rink back to working order. Using CIMCO's files of equipment designs and component measurements, the firm's engineering team has devised the least expensive repair plan possible using many existing components and repair procedures. Utilizing CIMCO to provide a custom repair will ensure that the Ice Rink will be ready for operation late this fall. This project was reviewed and approved by City Council as part of the FY 2021-22 Capital Improvement Plan.

It is recommended that sole source purchase order requisition be issued to CIMCO in the amount of

\$95,649.23 for designing, removing and installing an updated chiller package for the Millennium Park Ice Rink.

FUNDING: Funds are budgeted and available from the FY 2021-2020 Capital Improvement Program.

Attachments: 1. Manufacturer's Quote Sheet

CIMCO is pleased to provide pricing for a Chiller Replacement at the The Ice Rink at Millenium Park.

Scope of Work

- Pump refrigerant (R-22) in to the available storage vessels (2 surge drums on the system) and if needed, the remainder of the refrigerant in to 150lb bottle(s)
- Remove brine from chiller barrel and valve off the brine in the floor
- Store excess brine in storage container for re-use
- Remove existing chiller
- Replace with custom built chiller, meeting exact standards and requirements of the original (existing) chiller
- Insulate chiller
- Pressurize chiller vessel and leak check
- Connect pump, charge system with stored brine
- Re-fill system with R-22
- Ensure proper operation of vessel
- Clean up work site and remove and dispose of failed chiller vessel

*Replacement or repair of anything deemed necessary while doing this work is not included in this quote and will be quoted and repaired with permission given by the City of Portage.

Pricing

CIMCO Price: \$95,649.23 (All Shipping & Taxes Extra)

Price is valid for 30 days.

Standard Terms & Conditions Apply

Exclusions

- All work required outside of CIMCO regular working hours requested or required by owner.
- Cutting/patching/sealing within building to allow for the passage of piping and conduit.
- Modification or installation of any required bases, pads, stands, seismic or other required supports for equipment
- All costs associated with opening, modifying, and repairing the building to allow for the placement and final operation of the CIMCO supplied equipment or piping.
- Additional refrigerant charge, top up of oil or other fluids.
- All costs associated with faulty isolation valves during pump out.
- It is understood that CIMCO will use professional care in performing the above services and shall not be liable for failure to other components associated with this repair.

- Disposal or abatement of existing refrigerant, water, asbestos, equipment, material, or any other substance not mentioned including any environmental testing or verification that may be required to complete scope of work.
- Any material or work not clearly stated within the scope of work will be the responsibility of the owner.

Agreement

The information contained in this proposal constitutes the terms between CIMCO Refrigeration Inc., and the client The Ice Rink at Millenium Park.

All prices agreed upon will be honored by both parties. Continued services after that time will require a new agreement.

Authorized Signature: The undersigned agrees to the terms of this contract on behalf of the organization or business

Signature of Client: _____ Date: _____

Purchase Order :

TO: Honorable Mayor and City Council

FROM: Joseph La Margo, City Manager



SUBJECT: Purchase of Two Palo Alto 3220 Firewalls

SUPPORTING PERSONNEL: Devin Mackinder, Director of Technology Services

ACTION RECOMMENDED: Approve the purchase of two Palo Alto 3220 series firewalls, three-year maintenance and support services from the preferred Palo Alto vendor, Trace 3, in the amount of \$88,108 and authorize the City Manager's Office to execute all documents related to this action on behalf of the city.

The city network security infrastructure includes two Palo Alto 3020 firewalls, which were purchased in 2018 for \$66,368. The maintenance and support agreement was renewed in February 2021 in the amount of \$19,642. Palo Alto recently released the PA-3220 series firewall, which provides additional network security features and threat protection as compared to the PA-3020 series. The Technology Services Department conducted a two-month onsite product demo of the PA-3220 under real world conditions and found it to be superior for identifying and blocking exploits, malware and spyware, pushing out security policies and securing encrypted traffic. Additional features were also identified such as enforcement of security policies to both on-premise and remote devices.

The city is able to procure two PA-3220 series firewalls through a special firewall replacement option offered by Trace 3, which is the Palo Alto preferred vendor for the City of Portage. Preferred vendor status means that Trace 3 is the only re-seller eligible for discounted pricing from Palo Alto Networks, Inc. As part of the replacement option, Trace 3 is also applying a prorated credit of \$23,090 for the PA-3020 firewalls purchased in 2018 and a second prorated credit of \$8,630 for the one-year maintenance and support renewal, which brings the purchase total to \$88,108. The prorated credits offset the remaining life-cycle value of the PA-3020 firewalls, as well as the expired months of the maintenance and support agreement. Trace 3 applied an 18 percent annual depreciation value to calculate the prorated credit on the PA-3020 firewalls, which is in-line with the Financial Accounting Standards Board (FASB) straight line depreciation estimation model.

Given the continued increase and sophistication of malicious cyber-attacks targeting public sector agencies, the Technology Services Director recommends the immediate upgrade of the city's Palo Alto firewalls. The prorated credits offered by Trace 3 against the total purchase price is fair and equitable using the (FASB) model and expected resale value.

Therefore, it is recommended that City Council approve the purchase of two Palo Alto 3220 series firewalls, as well as three-year maintenance and support services from preferred Palo Alto vendor, Trace 3, in the amount of \$88,108 and authorize the City Manager to execute all documents related to this action on behalf of the city.

FUNDING: Funds are available in the Capital Improvement Budget for this purpose: 400-9040-709.9510-20PF01

Attachments: 1. Trace 3 Upgrade Quote



Quote: COPP2A2321

Date 7/21/21

Exp Date: 8/15/21

Trace3 | 5555 Corporate Exchange CT SE | 877.575.8877 | www.trace3.com

Company City of Portage

Proposed by Alex Peschel

Email Alex.Peschel@trace3.com

Phone 616.464.7104

Qty	Part Number	Description	Unit Price	Ext. Price
2		Palo Alto Networks PA-3220 with redundant AC power supplies		\$ 22,680.00
2		Palo Alto Networks PA-3220, PA-3250, and PA-3260 4 post rack mount kit		\$ 180.00
2		GlobalProtect subscription for device in an HA pair year 3, PA-3220		\$ 11,600.00
2		Threat prevention subscription for device in an HA pair year 3, PA-3220		\$ 11,600.00
2		PANDB URL filtering subscription for device in an HA pair year 3, PA-3220		\$ 11,600.00
2		WildFire subscription for device in an HA pair year 3, PA-3220		\$ 11,600.00
2		IOT subscription for device in an HA pair year 3, PA-3220, Does not Require Data Lake		\$ 11,600.00
2		Premium support year 3, PA-3220		\$ 18,468.00
1		QuickStart & PA Install service for IoT with CDL - Initial integration of up to 5 NGFW or VM-series to the IoT subscription		\$ 20,500.00

Total: \$ 119,828.00

Prorated Credit for HW Upgrade: \$ 10,890.00

Prorated Credit for Support: \$ 8,630.00

Prorated Credit for Subscriptions: \$ 12,200.00

City of Portage Total: \$ 88,108.00

This quote is subject to the Terms and Conditions found on our website (www.trace3.com/legal). These terms are considered to be the most recent and take precedent over any other previously written or implied terms and conditions.

Thank you for the opportunity to earn your business.

The information contained in this communication is confidential, is intended only for the use of the recipient named above, and may be legally privileged. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. If you have received this communication in error, please re-send this communication to the sender and delete the original message or any copy of it from your computer system. Thank you.

TO: Honorable Mayor and City Council

FROM: Joseph La Margo, City Manager



SUBJECT: Application for Liquor License - 468 Winery (8135 Cox's Drive)

SUPPORTING PERSONNEL: Erica Eklov, City Clerk

ACTION RECOMMENDED: Recommend approval by the Michigan Liquor Control Commission (MLCC) of the Application for a Tasting Room Permit for 468 Winery (8135 Cox's Drive).

The Michigan Liquor Control Commission (MLCC) requires that the local government consider the attached Local Government Approval Resolution prior to the MLCC review of a request for a Tasting Room and Alcohol Sales Permit.

The applicants, Brian and Lauren Bodamer, are seeking to open a local wine business under the name 468 Urban Winery. Per their attached business summary, the winery will be located in 8135 Cox's Drive, currently known as the Kasten Office & Industrial Park (former Cox's Elementary), specifically Suite #207. Wine will be crafted on-site with plans to sell to local hospitality businesses and large events. Following discussions with staff, the Bodamers additional plans to hold small public events and public tastings will not be pursued at this time as the location is zoned I-1 light industrial and such a use would require a Special Land Use review by the Planning Commission.

Positive reviews of the application were completed by the departments of Finance, Community Development, and Public Safety - Fire Division. As such, it is recommended that City Council recommend approval by the Michigan Liquor Control Commission (MLCC) of the Application for a Tasting Room Permit for 468 Winery (8135 Cox's Drive).

FUNDING: Not Applicable

Attachments:

1. 468 Urban Winery Request
2. Tasting Room Resolution
3. 468 Wine Tasting Room Proposal - Additional Information



City of Portage,

Thank you for taking the time to review our request for a tasting room at our urban winery we are starting here in Portage.

468 is an urban winery located at 8135 Cox's Drive in Portage. We will produce and sell our own branded wine, while also making custom labeled wines for special events, private labeled wines to local restaurants and establishments, and novelty wines for holidays. Wine will be brought in as juice and fermented, in finished bulk form and bottled, and/or already bottled and ready for a label.

Part of the winery space will be used to invite potential clients and customers to join us at the winery for personal tastings. This will allow them to sample our offerings and choose what they believe will be best suited for the event. In addition to this, we plan to host private events such as wine and cheese nights, wine and canvas, etc. During limited hours, the public would also be able to join us in our tasting room.

Our goal is to support local businesses and our community through the sale of our wine. With each purchase we will donate a portion of the proceeds to local charities who are in need.

Thank you again for your consideration and if you have any additional questions, please do not hesitate to reach out!

Cheers,

Lauren Bodamer

Owner

468 Wine

269-271-0384

cheers@468wine.com



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

From: [Brian Bodamer](#)
To: [Erica Eklov](#)
Cc: [John Lovely](#); [Christopher Forth](#)
Subject: Re: 468 Wine Tasting Room Proposal - Agenda Item for 7/27
Date: Friday, July 23, 2021 4:06:29 PM

CAUTION: THIS EMAIL IS FROM AN EXTERNAL SENDER

Do not click on links or open attachments unless this is from a sender you know and trust.

Hi Erica,

Thank you for getting back to me. Since I've had more conversations with John recently, we'll definitely need revise the topic of hosting wine and cheese events and other items. It really is meant to be a place to have a wedding couple come in and sample wine and so that will be our focus. A true "retail" shop is definitely in our plans, but not for this location. That would be something we would seek in the future.

I hope this helps and have a great weekend,
Brian

From: Erica Eklov <eklove@portagemi.gov>
Sent: Friday, July 23, 2021 9:04 AM
To: Brian Bodamer <cheers@468wine.com>
Cc: John Lovely <lovelyj@portagemi.gov>; Christopher Forth <forthc@portagemi.gov>
Subject: RE: 468 Wine Tasting Room Proposal - Agenda Item for 7/27

Mr. and Mrs. Bodamer,

As staff have been working to review your proposal for placement on the next City Council agenda, we've encountered some confusion on the proposed business plan for your location. Your proposal to me and discussions with Plan Review Engineer John Lovely to produce and sell your wine in large quantities to weddings and restaurants works at the Cox's Drive location as it is zoned I-1 (light industrial). However, the additional proposal in the summary you sent me regarding the hosting of "private events such as wine and cheese nights, wine and canvas, etc. During limited hours, the public would also be able to join us in our tasting room..." requires an additional review and approval of the Planning Commission for a special land use. Not a difficult matter but legally required.

We need a clarification on your plan in order to best advise you and sign off with the MLCC. The deadline to finalize the City Council agenda for the 7/27 meeting is today at 12 noon. I look forward to your response.

Sincerely,

Erica Eklov
City Clerk
City of Portage | Office of the City Clerk
[7900 South Westnedge Avenue | Portage, MI 49002](#)

office [\(269\) 329-4513](tel:2693294513) | fax [\(269\) 324-8070](tel:2693248070)
www.portagemi.gov

From: Brian Bodamer <cheers@468wine.com>

Sent: Tuesday, July 20, 2021 10:53 AM

To: City Clerk <CityClerk@portagemi.gov>

Subject: 468 Wine Tasting Room Proposal - Agenda Item for 7/27

CAUTION: THIS EMAIL IS FROM AN EXTERNAL SENDER

Do not click on links or open attachments unless this is from a sender you know and trust.

Hello,

Please see the attached memo regarding our plans for 468 Wine and the tasting room for the 7/27 meeting agenda. I've also attached the form required by the State of Michigan. If you have any questions, please don't hesitate to contact me!

Thank you,
Lauren Bodamer

Minutes of Boards & Commissions

CITY OF PORTAGE ZONING BOARD OF APPEALS

Minutes of Meeting – June 14, 2021

The City of Portage Zoning Board of Appeals virtual meeting was called to order by Chair Finch at 7:00 p.m. Due to audio difficulties, the meeting did not get underway until 7:12

MEMBERS PRESENT: Linda Finch, Linda Fry, Lena Jomaa, Alexander Philipp, Lynn Haddow, Don Platt.

MEMBERS EXCUSED: Jay Eichstaedt

IN ATTENDANCE: Jeff Mais, Zoning & Codes Administrator; Robert Thall, Assistant City Attorney.

APPROVAL OF THE MINUTES: Jomaa moved and Fry seconded a motion to approve the May 10, 2021 minutes as submitted. Upon roll call vote, the motion was approved 6-0.

NEW BUSINESS:

ZBA #20-19; 4317 West Milham Avenue: Mais summarized the request to construct a duplex 10 feet from the (east) side property line where a minimum 30-foot setback is required. Roy Gooch stated he agreed with the staff report and was available to answer questions. Fry inquired if Mr. Gooch was a contractor. Mr. Gooch responded no, but he has hired a contractor. Jomaa inquired when the applicant purchased the property. Mr. Gooch responded in January with the intent to construct a duplex. Jomaa inquired when he intends to start construction. Mr. Gooch stated as soon as possible.

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

After additional discussion, a motion was made by Philipp, seconded by Jomaa, to grant a variance to construct a duplex 10 feet from the (east) side property line and 12.3 feet from the (west) side property line where a minimum 30-foot setback is required, for the following reasons: there are exceptional or extraordinary conditions applying to the property that do not apply generally to other properties in the same zoning district, which include the narrow lot and previous zoning; the variance is necessary for the preservation and enjoyment of a substantial property right similar to that possessed by other properties in the same zoning district, the right to build and improve one's property; the immediate practical difficulty causing the need for the variance request was not created by the applicant; the variance will not be detrimental to adjacent property and the surrounding neighborhood, and; the variance will not materially impair the intent and purpose of the zoning ordinance. In addition, the application and supporting materials, staff report, and all comments presented at this hearing be incorporated in the record of this hearing and the findings of the Board, and that action of the Board be final and effective immediately. Upon roll call vote: Finch-Yes, Jomaa-Yes, Haddow-Yes, Philipp-Yes, Platt-Yes, Fry-Yes. Motion passed 6-0.

ZBA #20-20; 2057 Katie Court: Mais summarized the request for a variance to construct a 1,500 square-foot accessory building, where a maximum of 921 square feet of additional accessory building areas is permitted. Jomaa noted a conforming alternative might be to acquire additional land from an adjacent property owner, and wondered if any neighbors were interested in selling. Mr. Kinney responded he hadn't spoken to his neighbors about that but did not believe that was the case. Fry inquired where the pole barn's driveway access would be. Mr. Kinney stated off Katie Court, not Oakland Drive. Fry inquired if the applicant might be open to a lesser variance. Mr. Kinney responded he might. Jomaa inquired when the applicant intended to start construction. Mr. Kinney stated he did not know as the cost of building materials has increased significantly in recent months.

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

After additional discussion, a motion was made by Finch, seconded by Haddow, to deny the request for a variance to construct a 1,500 square-foot accessory building, where a maximum of 921 square feet of additional accessory building areas is permitted for the following reasons: there are no exceptional or extraordinary conditions applying to the property that do not apply generally to other properties in the same zoning district; the variance is not necessary for the preservation and enjoyment of a substantial property

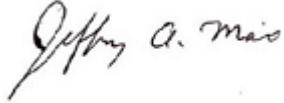
right similar to that possessed by other properties in the same zoning district in the vicinity because there are conforming alternatives available such as erecting a 30-foot by 30-foot accessory building, or acquiring more land; the immediate practical difficulty causing the need for the variance request was created by the applicant; the variance will be detrimental to adjacent property and the surrounding neighborhood, and; the variance will materially impair the intent and purpose of the zoning ordinance. In addition, the application and supporting materials, staff report, and all comments presented at this hearing be incorporated in the record of this hearing and the findings of the Board, and that action of the Board be final and effective immediately. Upon roll call vote: Finch-Yes, Jomaa-Yes, Haddow-Yes, Philipp-Yes, Platt-Yes, Fry-Yes. Motion passed 6-0.

OTHER BUSINESS: Finch inquired when the Board would be returning to in-person meetings. Mais responded no official announcements have been made yet, but believed it would be soon.

STATEMENT OF CITIZENS: None.

ADJOURNMENT: The meeting was adjourned at 7:35 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jeff A. Mais".

Jeff Mais
Zoning & Codes Administrator