

7:00 p.m. Call to Order.

Invocation.

Pledge of Allegiance.

Roll Call.

Proclamations:

1. Resolution of Respect for Christopher Forth

A. Consent Agenda:

1. Approval of City Council Meeting Minutes:
 - a. Regular Meeting of December 7, 2021.
 - b. Pre-Council Meeting of December 20, 2021.
2. Approval of the Accounts Payable Register of December 21, 2021 as presented.
3. Adopt the Resolution Establishing Poverty Exemption Guidelines for 2022.
4. Approve the purchase of body worn camera and in-car mobile video storage hardware from Insight Public Sector, Inc., in the amount of \$178,539.41, and authorize the Acting City Manager to execute all documents on behalf of the city.
5. Approve a contract in the amount of \$88,000 to Maple Lake Builders LLC, to replace the roof on the rental facility at Schrier Park and authorize the Acting City Manager to execute all documents related to the contract on behalf of the city.
6. Accept the vacant residential land donation at 1222 Schuring Road with estimated costs of \$3,800 to \$4,800 and authorize the Acting City Manager to execute all documents related to these actions on behalf of the city.
7. Rescind the:
 - a. City Council Remote Attendance Policy;
 - b. City Council Pre-Council Meetings Policy;and, cancel the previously scheduled Pre-Council Meetings for 2022.
8. Set a Special Meeting on Tuesday, January 18, 2022 at 5:30 p.m. for the purpose of interviewing potential search firms for the position of City Manager.
9. Set a special meeting on Friday, January 21, 2022 at 1:00 p.m. at Fire Station #2 (6101 Oakland Drive) for the purpose of conducting the annual City Council Goal Setting Session (Retreat).
10. Minutes of Boards & Commissions:
 - a. Planning Commission of October 21, 2021.
 - b. Zoning Board of Appeals of November 8, 2021.
11. Materials Transmitted of December 7, 2021
12. Calendar of Meetings:
 - Historic District Commission, January 5, 2022 at 8:15 a.m., City Hall Room #1.

- Park Board, January 5, 2022 at 6:30 p.m., City Hall Room #1.
- Human Services Board, January 6, 2022 at 6:00 p.m., City Hall Room #1.
- Planning Commission, January 6, 2022 at 7:00 p.m., Council Chambers.
- Youth Advisory Committee, January 10, 2022 at 6:00 p.m., City Hall Room #1.
- Zoning Board of Appeals, January 10, 2022 at 7:00 p.m., City Hall Room #1.
- *NOTE: All above meetings are subject to cancellation or inclusion 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. Major meetings may be viewed live on Charter channel 995 and AT&T channel 99.*

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:

1. Authorize the Acting City Manager to execute the National Opioid Distributor and Janssen Settlement Participation Form and related documents on behalf of the city.

I. Statements of Citizens:

J. Statements of City Council and City Manager.

Adjournment.

RESOLUTION HONORING

Christopher T. Forth

- WHEREAS,** Christopher Forth served the City of Portage as a member of the Community Development Department since 1988, in a variety of roles, first as an Intern, then Neighborhood Planner/Protection Officer, Deputy Director of Economic Development Services, supporting the Department as Interim Director and currently Deputy Director of Planning, Development & Neighborhood Services; and
- WHEREAS,** Christopher Forth provided excellent leadership and stability for both the Community Development Department, as well as the City of Portage as a whole, serving as an interim director and facilitating three Master Plan Updates; and
- WHEREAS,** Christopher Forth continued the high expectations of the City of Portage earning the American Institute of Certified Planners certification, several recognitions in the Key Concepts newsletter, and numerous citizen recognitions; and
- WHEREAS,** Christopher Forth fostered development and growth for the city, instituting many economic development initiatives, helping to establish the first Portage Downtown Development Authority, as well as Brownfield Redevelopment Authority, and numerous residential plats; and
- WHEREAS,** Christopher Forth has been instrumental in advancing the City of Portage commercial and industrial offerings, assisting such projects as the Southland Mall update, Crossroads Mall expansion, the implementation and expansion of the Pfizer, Zoetis and Stryker facilities, further improving the financial stability of the city and its job offerings, benefitting the residents of the City; and ensuring Portage continues to be a great place to move for future generations.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Portage, Michigan, acknowledge the many contributions of Christopher Forth to the City Administration and the citizens of the City of Portage, and acknowledge over thirty-two years of faithful and valuable service to this community; and

BE IT FURTHER RESOLVED that a copy of this resolution be placed in the Heritage Room of the Portage District Library so the contributions of Christopher Forth to the Portage community may be continually recognized by future generations of Portage citizens.

Dated: December 21, 2021

Mayor Patricia M. Randall

Councilmember Vic Ledbetter

Mayor Pro Tem Jim Pearson

Councilmember Terry Urban

Councilmember Lisa Brayton

Councilmember Chris Burns

Councilmember Lori Knapp



CITY COUNCIL MEETING MINUTES FROM DECEMBER 7, 2021

Mayor Patricia Randall called the Regular Meeting to order at 07:01 PM. The regular meeting was held in a partially virtual format as permitted by PA 228, in accordance with the December 2020 Kalamazoo County Emergency Declaration. Mayor Patricia M. Randall, Mayor Pro Tem Jim Pearson, and Councilmembers Lisa Brayton, Chris Burns, Lori Knapp (virtual - Estero, FL), Vic Ledbetter, and Terry Urban were present. Also in attendance were Acting City Manager Adam Herringa, City Attorney Catherine Kaufman, Deputy City Manager Mike Carroll, and City Clerk Erica Eklov.

At the request of Mayor Randall, the audience observed a moment of silence as the city enters the darkest month of the calendar year and for each person to act as a guiding light. Following the moment of silence, the City Council recited the Pledge of Allegiance.

PROCLAMATIONS: Motion by Pearson, seconded by Burns, to formally add the Public Hearing for Ordinance Amendment No 21-22: Veterinary Hospitals/Clinics as Item D.1 to the December 7, 2021, Regular Meeting agenda per Section 4.6(m) of the City Charter. Upon a roll call vote, motion carried 7 to 0.

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 Knapp, to adopt the Consent Agenda as presented. Upon a roll call vote, motion carried 7 to 0.

City Council Minutes: Motion by Pearson, seconded by Knapp, to approve the City Council Minutes for the Regular Meeting of November 16, 2021, and Pre-Council Meeting of December 6, 2021. Upon a roll call vote, motion carried 7 to 0.

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

2022 Fee Schedules: Motion by Pearson, seconded by Knapp, to adopt the: 2022 Freedom of Information Act fees; 2022 Proposed Recreation and Park Facility fees; 2022 Proposed Senior Center Facility fees; 2022 Proposed Community Development and Building Permit fees; 2022 Special Assessment Rates, and 2022 Cemetery Fee Schedule. Upon a roll call vote, motion carried 7 to 0.

Utility Management and Operation Services - Contract Extension: Motion by Pearson, seconded by Knapp, to approve a contract extension with Suez Environmental Services, Incorporated, for the provision of utility management and operation services for the period of March 1, 2022, through June 30, 2023, and authorize the Acting City Manager to execute all documents related to the action on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

Angling Road Storm Drainage Improvements - Bid Tabulation: Motion by Pearson, seconded by Knapp, to award a construction contract to Lounsbury Excavating, Incorporated, Paw Paw, Michigan, for the Angling Road Storm Drainage Improvement project in an amount not-to-exceed \$789,861.35, and an engineering services contract to Abonmarche Consultants, Incorporated, in the amount of \$71,020 to provide construction engineering services for the Angling Road Storm Drainage Improvements project, and authorize the Acting City Manager to execute all documents related to the contracts on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

Eliason Nature Reserve North Entrance - Tabulation of Proposals: Motion by Pearson, seconded by Knapp, to award a construction services contract in the amount of \$262,690.25 to Peters Construction Company for the Eliason Nature Reserve North Entrance and authorize the City Manager

to execute all documents related to these actions on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

Tree Removal and Pruning - Bid Tabulation: Motion by Pearson, seconded by Knapp, to award a contract to Tree Tech, LLC, in the amount of \$80,050 for street tree removal and pruning, and authorize the Acting City Manager to execute all documents related to these actions on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

Designation of 5185 Meredith Street as Blighted Property: Motion by Pearson, seconded by Knapp, to designate the property located at 5185 Meredith Street as blighted property in accordance with the Brownfield Redevelopment Financing Act. Upon a roll call vote, motion carried 7 to 0.

Portage Culinary Academy - Special License Liquor Permit: Motion by Pearson, seconded by Knapp, to approve a Special License Liquor Permit in the form of a Certified Council Resolution for the Portage Culinary Academy event. Upon a roll call vote, motion carried 7 to 0.

Cemetery Marker Height Waiver Request: Motion by Pearson, seconded by Knapp, to approve a cemetery marker height restriction waiver for Ms. Janeen Bertolina within Portage South Cemetery. Upon a roll call vote, motion carried 7 to 0.

Minutes of Boards & Commission: Motion by Pearson, seconded by Knapp, to receive the minutes of the Senior Citizens Advisory Board of October 27, 2021, and Historic District Commission of November 3, 2021. Upon a roll call vote, motion carried 7 to 0.

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

PETITIONS AND STATEMENTS OF CITIZENS:

At the invitation of Acting City Manager Herringa, Mr. Harold Thomas (7755 Chippewa), President of Kotobuki Seating International, spoke on behalf of the project at 5187 Meredith Street. Mr. Thomas provided the company's history, noting its Japanese and family-based origins, and explained the plans to expand the business locally. Mr. Thomas also acknowledged Byce and Associates, as well as Envirollogic for their assistance with the development project. Mayor Randall thanked Mr. Thomas for choosing Portage and inquired about the number of new jobs. Mr. Thomas replied there would be a minimum of 50 new jobs and noted Kotobuki Seating does not outsource. Councilmember Ledbetter asked whether the new jobs would have prerequisites for the positions. Mr. Thomas stated new staff would be trained, including an apprenticeship program, and that the company was seeking applicants interested in long-term positions.

PUBLIC HEARINGS:

Ordinance Amendment No 21-22: Veterinary Hospitals/Clinics: Acting City Manager Herringa summarized the proposed amendment, noting the nature of the economy in the City of Portage is changing and stated this project is a chance to revitalize the former Gander Mountain store and site. Community Development Director Kelly Peterson further explained the proposed ordinance amendment, noting this was an opportunity to update the Commercial Planned Development District (CPD) and launch a great project with Meyer C. Weiner Company. The property owner and project applicant Josh Weiner, Chief Executive Officer for Meyer C. Weiner Company, recalled the site's original designation as CPD and how such zoning was novel to offer such a variety and flexibility of use options. However, Mr. Weiner noted that a veterinary hospital was not one of those options and explained his desire to renew the former Gander Mountain site in light of the nationwide trend of

increased retail space vacancies. Mayor Pro Tem Pearson inquired about potential limitations with CPD zoning for veterinary use, citing a veterinary clinic on Portage Road. Mr. Weiner highlighted his intention to use the site for a veterinary hospital as opposed to a clinic and did not expect to be limited under the current plan. Acting City Manager Herringa noted the revision to the CPD will broaden the uses covered under the "medical" definition. Mayor Randall inquired about the number of new jobs expected. Mr. Weiner responded that exact numbers were pending but he estimated that 30 to 50 jobs would result from the project. Councilmember Urban asked whether the new vet hospital site would replace another in the area. Mr. Weiner responded that it would not.

Motion by Pearson, seconded by Burns, to close the public hearing. Upon roll call vote, motion carried 7 to 0. Motion by Pearson, seconded by Urban, to adopt Ordinance Amendment No. 21-22-A (Veterinary hospitals or clinics in the CPD, Commercial Planned Development District). Upon a roll call vote, motion carried 7 to 0.

COUNCIL COMMITTEE REPORTS: None.

STATEMENTS OF CITIZENS: None.

STATEMENTS OF CITY COUNCIL AND CITY MANAGER:

Councilmember Urban noted the recent Oxford, Michigan high school shooting incident and expressed concern with firearm access. He offered his condolences and prayers to those affected, as well as those forced into difficult conversations with their own school-aged children. He closed by urging increased responsibility regarding firearm safety.

Councilmember Ledbetter echoed Councilmember Urban's disappointment at the negative news for Michigan with the Oxford event overshadowing the earlier positive news of Pfizer's COVID-19 vaccine. He also stressed the need for firearms safety, including a focus on individuals in crisis or mentally ill. Councilmember Ledbetter closed by wishing everyone peace, good health, and prosperity with the holiday season.

Councilmember Knapp complimented the city's Holiday Tree Lighting event, highlighting the large community turnout, and thanked the Parks and Public Works departments for their efforts.

Councilmember Brayton echoed Councilmember Knapp's comments regarding the Tree Lighting event, and urged firearm safety and responsibility.

Councilmember Burns noted the November 27th active shooter incident with the Central County Transit Authority (CCTA). He stated the CCTA would be hosting its next meeting in person at the downtown Kalamazoo Transit Center to focus on citizen input and safety improvements.

Acting City Manager Herringa recognized the Senior Center staff for receiving national accreditation again and being one of only two senior centers in Michigan to do so. He then commended the Community Development Department for efforts on the two unique projects featured on the meeting agenda. Mr. Herringa closed by complimenting both the Parks and Public Works departments on their work with the annual Tree Lighting Ceremony.

Mayor Pro Tem Pearson expressed appreciation for the two development projects on the evening's agenda and congratulated Community Development Department staff for working to update and innovate city standards. He echoed Councilmember Burns' comments regarding the CCTA incident and continued efforts at transit safety as part of the upcoming December 13th meeting.

Mayor Randall congratulated city staff, as well as the Portage Northern High School choir for their work on the well-attended Tree Lighting event. She also congratulated Portage Senior Center Manager Kim Phillips for the re-accreditation of the Center and expressed anticipation of opening the

new Center soon. Mayor Randall also acknowledged the Finance Department for receiving a Certificate of Accomplishment in Financial Reporting award. She closed by issuing a reminder about the upcoming city Holiday Market on December 11th that would include the Kalamazoo County ID Program visit.

ADJOURNMENT.

Mayor Randall adjourned the meeting at 07:46 PM.

Erica L. Eklov, City Clerk

**PRE-COUNCIL MEETING
MINUTES FROM DECEMBER 20, 2021**

Mayor Patricia Randall called the meeting to order at 08:00 AM. The meeting was held in a partially virtual format as permitted by PA 228, in accordance with December 2020 Kalamazoo County Emergency Declaration. Mayor Patricia M. Randall, Mayor Pro Tem Jim Pearson (virtual – Portage, MI) and Councilmembers Lisa Brayton and Lori Knapp (virtual – Portage, MI) were present. Councilmembers Chris Burns, Vic Ledbetter, and Terry Urban were absent with excuse. Also in attendance were Acting City Manager Adam Herringa, Deputy City Manager Mike Carroll, and City Clerk Erica Eklov.

With regard to Item A.2, Accounts Payable Register, Mayor Pro Tem Pearson inquired about Check No. 319214 regarding a drain assessment for Austin Lake. He asked what the \$4,600 was for. Acting City Manager Herringa stated he would research and respond.

With regard to Item A.5, Schrier Park Roof, Mayor Pro Tem Pearson inquired why the city had received only one bid and asked whether the City Administration was happy with such a response. Acting City Manager Herringa responded that the lack of responses was not ideal and relayed the level of due diligence by the Purchasing Manager. He noted that the roofing industry overall is experiencing issues with adequate staffing and responding to jobs.

With regard to Item A.6, Schuring Road Land Donation, Mayor Randall inquired how the donation came about. Acting City Manager Herringa responded that the representative contacted the city. Mayor Randall asked whether the donor would be recognized in this section of the future trail. Mr. Herringa confirmed.

With regard to Item A.8, City Manager Search, Mayor Randall noted that the following day was the deadline for Councilmembers to pass along potential search firms to the City Administration.

PETITIONS AND STATEMENTS OF CITIZENS: None.

ADJOURNMENT: Following a summary of the meeting, Mayor Randall adjourned the meeting at 8:09 AM.

Erica L. Eklov, City Clerk

TO: Honorable Mayor and City Council

FROM: Adam Herringa, Acting City Manager

SUBJECT: Accounts Payable Register

SUPPORTING PERSONNEL: Lauren VanderVeen, Finance Director

ACTION RECOMMENDED: Approval of the Accounts Payable Register of December 21, 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 November 28, 2021 through December 11, 2021 and notes \$229,858.50 in automated clearing house payments, \$1,082,463.36 in paper checks, \$99,731.57 in auto-pay payments, \$2,801,695.99 in electronic payments and \$8,817.29 in credit card payments (November) for a grand total of \$4,222,566.71.

FUNDING: Not Applicable

Attachments: 1. Accounts Payable Register of December 21, 2021

ACCOUNTS PAYABLE REGISTER
Check Dates From: 11/28/2021 to 12/11/2021

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Check Type: ACH Transactions

Check Date	Check	Vendor Name	Description	Amount
12/03/2021	16305(A)	BLUE CARE NETWORK-GREAT LAKES	HEALTH INSURANCE	1,158.46
12/03/2021	16306(A)	CHARTER COMMUNICATIONS	CABLE TV	302.00
12/03/2021	16307(A)	COOPER, SYDNIE	FIELD TRAINING OFFICER SEMINAR-PER DIEM	308.00
12/03/2021	16308(A)	FIDELITY SECURITY LIFE INSURANCE CO	VISION INSURANCE	1,221.62
12/03/2021	16309(A)	HUDSON, MAURICE	LED SMART TV-CITY HALL	475.94
12/03/2021	16310(A)	J + H OIL CO.	DIESEL DELIVERY	24,253.62
12/10/2021	16311(A)	AERCOR INC	NETMOTION PREMIUM SOFTWARE RENEWAL	4,813.41
12/10/2021	16312(A)	ALL-TRONICS, INC.	ALARM SYSTEM FOR 9125 PORTAGE ROAD PROP	3,465.87
12/10/2021	16313(A)	AMAZON.COM SALES, INC.	PING PONG SUP-SR CTR; MISC OFC SUP-HR, PARKS	223.13
12/10/2021	16314(A)	AMERICAN HYDROGEOLOGY CORP.	S WESTNEDGE PARK - PFAS GROUNDWATER EVAL	911.25
12/10/2021	16315(A)	ANIMAL REMOVAL SERVICE, LLC	ANIMAL REMOVAL SERVICES	1,150.00
12/10/2021	16316(A)	AUNALYTICS INC	DISASTER RECOVERY SERVICES	2,567.12
12/10/2021	16317(A)	B S & A SOFTWARE	BS&A ANNUAL RENEWAL	54,912.00
12/10/2021	16318(A)	BATTERIES PLUS	MISC BATTERIES	12.86
12/10/2021	16319(A)	BYRUM FISK COMMUNICATIONS LLC	COMMUNICATIONS/CONSULTANT PLANNING	12,500.00
12/10/2021	16320(A)	C M P DISTRIBUTORS, INC.	RIOT GEAR, MISC POLICE SUPPLIES	1,821.54
12/10/2021	16321(A)	C T S TELECOM, INC.	TELEPHONE SERVICE	2,335.53
12/10/2021	16322(A)	CARDINAL BUS, INC.	TRIP TRANSPORTATION-D O'DONNELL & GUN LAKE	1,376.00
12/10/2021	16323(A)	CLEANIT CORP	CAR WASHES	149.99
12/10/2021	16324(A)	D. WOOD PLUMBING LLC	BACKFLOW DEVICE REPLACEMENTS	1,039.00
12/10/2021	16325(A)	DATA CONSTRUCTS LLC	WEBSITE HOSTING SERVICES	97.95
12/10/2021	16326(A)	DEPATIE FLUID POWER CO., INC.	CALIBRATION-HYDRAULIC HOSE CRIMPING TOOL	50.00
12/10/2021	16327(A)	EXTREME POWER EQUIPMENT, INC.	SMALL EQUIP REPAIR/MAINT	24.95
12/10/2021	16328(A)	F D LAKE COMPANY	MAINTENANCE SUPPLIES	404.53
12/10/2021	16329(A)	FOREMOST SALES COMPANY LLC	PARK FACILITY CLEANING SERVICES	6,195.00
12/10/2021	16330(A)	GORDON WATER SYSTEMS	WATER SERVICE	404.35
12/10/2021	16331(A)	GRAINGER INC	DISPOSABLE MASKS	29.82
12/10/2021	16332(A)	GRIFFIN PEST SOLUTIONS	PEST CONTROL	145.00
12/10/2021	16333(A)	HARTFORD LIFE INSURANCE COMPANY	LIFE & LTD INSURANCE	10,447.34
12/10/2021	16334(A)	HOUSER, DANIEL	FIELD TRAINING OFFICER SEMINAR-PER DIEM	302.50
12/10/2021	16335(A)	INDUSCO SUPPLY CO., INC.	MISC PAPER AND CLEANING SUPPLIES	181.75
12/10/2021	16336(A)	INSIGHT PUBLIC SECTOR, INC.	BACKUP & DISASTER RECOVERY ENHANCEMENT	12,954.64
12/10/2021	16337(A)	INTERNATIONAL CODE COUNCIL, INC	PLUMBING CODE BOOKS FOR INSPECTOR	188.00
12/10/2021	16338(A)	INTERNATIONAL CODE COUNCIL, INC	INTERNATIONAL CODE COUNCIL MEMBERSHIP	145.00

ACCOUNTS PAYABLE REGISTER
Check Dates From: 11/28/2021 to 12/11/2021

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Check Date	Check	Vendor Name	Description	Amount
12/10/2021	16339(A)	IRISH AYRES ENTERPRISES, LLC	BROADLEAF WEED AND FEED	6,033.00
12/10/2021	16340(A)	JONS TO GO PORTABLE RESTROOM	PORTABLE RESTROOMS FOR TRADITIONAL HOL	350.00
12/10/2021	16341(A)	KENDALL ELECTRIC, INC.	LIGHT BULBS/FIXTURES	117.51
12/10/2021	16342(A)	KUSHNER & COMPANY, INC.	COBRA & FSA ADMINISTRATION	264.40
12/10/2021	16343(A)	LOEBIG, ELIZABETH	REIMB FOR APA COMM DEV JOB POSTING	431.00
12/10/2021	16344(A)	LOWE'S HOME CENTER	MISC SUPPLIES	33.24
12/10/2021	16345(A)	MAIL MANAGEMENT, INC.	LABELS, SURE SEAL GALLON FOR NEOPOST	104.79
12/10/2021	16346(A)	MARANA GROUP	METER SERVICE	273.00
12/10/2021	16347(A)	MATERIALS RESOURCES	LATEX GLOVES AND SUPPLIES	124.24
12/10/2021	16348(A)	MEEKHOF TIRE SALES & SERVICE INC.	TIRE SERVICE CALLS	9,329.94
12/10/2021	16349(A)	MEJEUR ELECTRIC LLC	MISC ELECTRICAL SERVICES	110.00
12/10/2021	16350(A)	MICHIGAN OFFICE ENVIRONMENTS	FIRE OFFICE EQUIPMENT-CONF TABLE/CHAIRS	1,765.05
12/10/2021	16351(A)	MUNICIPAL EMERGENCY SERVICES INC	FIRE PPE GEAR-HONEYWELL HELMETS	8,550.00
12/10/2021	16352(A)	NAPIER, PEGGY	TRAD HOLIDAY & GINGERBREAD REFUNDS	538.53
12/10/2021	16353(A)	NYE UNIFORMS	MISC UNIFORMS	847.91
12/10/2021	16354(A)	ONSTAFF USA INC	TEMPORARY EMPLOYEE SVC	13,639.50
12/10/2021	16355(A)	PHILLIPS, KIMBERLY	REIMB FOR COSTS EVENTS/ZOOM/MAILCHIMP	347.63
12/10/2021	16356(A)	PORTAGE COMMUNITY CENTER	PCC COVID CV-1 UTILITY ASSISTANCE	9,369.57
12/10/2021	16357(A)	R W LAPINE INC.	HVAC MAINTENANCE SERVICES	1,219.28
12/10/2021	16358(A)	RIDGE AUTO NAPA	EQUIPMENT REPAIR/MAINT SUPPLIES	167.60
12/10/2021	16359(A)	ROBERT LAMSON, LLC	POST OFFER CONDITION PSYCH EVALS	1,250.00
12/10/2021	16360(A)	ROE-COMM, INC.	FIRE RADIO REPAIR	191.75
12/10/2021	16361(A)	S B F ENTERPRISES, INC.	PRINT/PROCESS WATER AND SEWER BILLS	756.37
12/10/2021	16362(A)	SEVERANCE ELECTRIC COMPANY,INC	REPAIR IT FIBER RING, TRAFFIC SIGNAL REPAIRS	4,326.99
12/10/2021	16363(A)	SIMPLIFILE LLC	DOCUMENT RECORDING	99.75
12/10/2021	16364(A)	SNELL, DEBRA	FITNESS INSTRUCTION	288.00
12/10/2021	16365(A)	SYNERGISTIC ONLINE SOLUTIONS	HARDWARE MAINT & DISASTER RECOVERY	3,950.00
12/10/2021	16366(A)	TRUCK & TRAILER SPECIALTIES	WING GUIDANCE LASERS FOR PLOW TRUCKS	15,881.86
12/10/2021	16367(A)	USA SOFTBALL OF MICHIGAN	SLOW-PITCH SOFTBALLS	300.00
12/10/2021	16368(A)	WARNER OIL COMPANY INC	3 DEF DRUMS	154.20
12/10/2021	16369(A)	WEST MICHIGAN INT'L LLC	EQUIPMENT REPAIR/MAINT SUPPLIES	1,193.76
12/10/2021	16370(A)	WEST MICHIGAN STAMP & SEAL,INC	NAME PLATES & TAGS	140.00
12/10/2021	16371(A)	WIGHTMAN	2021 BIENNIAL BRIDGE INSPECTIONS	1,016.46
12/10/2021	16372(A)	WOLVERINE POWER SYSTEMS	GENERATOR SERVICE	125.00
Total ACH				229,858.50

ACCOUNTS PAYABLE REGISTER
Check Dates From: 11/28/2021 to 12/11/2021

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Check Date	Check	Vendor Name	Description	Amount
Check Type: Paper				
12/03/2021	319160	AT&T	ELECTRONIC COMMUNICATIONS	319.52
12/03/2021	319161	CITY OF KALAMAZOO TREASURER	KALAMAZOO DELINQUENT UTILITY BILLS	767.86
12/03/2021	319162	JUSTFOIA INC	JUSTFOIA FOIA AUTOMATION SOFTWARE	7,800.00
12/03/2021	319163	PETTY CASH-MEGAN HUBER	REPLENISHMENT CHECK	1,117.52
12/03/2021	319164	SCHEUMANN, CONNOR	PETTING ZOO FOR TRADITIONAL HOLIDAY	500.00
12/10/2021	319165	ABSOLUTE VIDEO PRODUCTIONS	PHOTOGRAPHY SERVICES	3,750.00
12/10/2021	319166	ADVANCE II LLC	TEMP STAFF - NOV, CITY GENERAL ELECTION	765.43
12/10/2021	319167	ALLEGRA PRINT & IMAGING	PRINTING SERVICES	1,040.00
12/10/2021	319168	AMERICAN PLANNING ASSOCIATION	APA EMPLOYEE MEMBERSHIP	1,406.00
12/10/2021	319169	AMICO LLC	MISC OFFICE SUPPLIES - BANKERS BOXES	356.80
12/10/2021	319170	ARTWEAR APPAREL GRAPHICS, INC.	STAFF WINTER JACKETS - EVENTS/PROGRAMS	371.88
12/10/2021	319171	ASCENSION MICH OCCUPATIONAL HEALTH	POST OFFER EXAMS	263.00
12/10/2021	319172	ASCENSION MICHIGAN AT WORK	HMP BIOMETRIC SCREENS	2,542.00
12/10/2021	319173	AVB CONSTRUCTION LLC	COMMUNITY SR CENTER CONSTRUCTION MGMT	901,565.20
12/10/2021	319174	BC SOUND	SOUND RENTAL FOR TRADITIONAL HOLIDAY	935.00
12/10/2021	319175	BLUE CROSS/BLUE SHIELD OF MICH	HEALTH INSURANCE	21,810.73
12/10/2021	319176	BUTCHER, ROBERT	TRIP REFUND 211130 BLUEGATE	264.00
12/10/2021	319177	C&C PROFESSIONAL CLEANING SERVICE	JANITORIAL SERVICES/MULT LOCATIONS	7,039.38
12/10/2021	319178	CAMPBELL AUTO SUPPLY	MISC AUTO SUPPLIES	12.60
12/10/2021	319179	CEDAM	COMMUNITY ECONOMIC DEVELOPMENT ASSOC	250.00
12/10/2021	319180	CHICAGO TITLE OF MICHIGAN, INC.	CDBG TITLE SEARCH FOR MORTON	150.00
12/10/2021	319181	CINTAS CORP.	UNIFORM RENTALS	606.56
12/10/2021	319182	CITY OF PORTAGE	2021 WINTER TAX PMT/MULT LOCATIONS	1,385.88
12/10/2021	319183	CLIMAX SOLAR	BD PAYMENT REFUND	132.00
12/10/2021	319184	CONSUMERS ENERGY	GAS & ELECTRIC 9303 PORTAGE ROAD	11.32
12/10/2021	319185	D L GALLIVAN INC.	COPY MACHINE USAGE CHARGES	118.38
12/10/2021	319186	DEV 5003 S WESTNEDGE, LLC	2021 TAX REFUND DUE TO MICHIGAN TAX TRIB	24,035.29
12/10/2021	319187	DIGITAL IMPACT DESIGN, INC.	BATHROOM DOOR MAGNETS	101.86
12/10/2021	319188	DRIESEN & ASSOCIATES INC	MATERIALS TESTING SVCS FOR COMM SR CENTER	3,510.00
12/10/2021	319189	DTN, LLC	WEATHER SERVICES	972.00
12/10/2021	319190	DUNN, DEREK	TUITION REIMBURSEMENT	317.25
12/10/2021	319191	DUNPHEY, LINDA	RENTAL DAMAGE DEPOSIT REFUND	100.00
12/10/2021	319192	ELECTIONS OPERATING LLC	ELECTION SUPPLIES	243.56

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12/10/2021	319193	EMERGENCY VEHICLE PRODUCTS	FIRE APPARATUS MAINT/POL VEH REPAIR-MAINT	1,020.68
12/10/2021	319194	EVENT PRODUCTION SERVICES OF MI LLC	NATIONAL NIGHT OUT MOVIE SHOWING	800.00
12/10/2021	319195	GERBER COLLISION & GLASS	VEHICLE REPAIRS	3,523.29
12/10/2021	319196	GIS CERTIFICATION INSTITUTE	GIS RECERTIFICATION MEMBERSHIP	285.00
12/10/2021	319197	GIVE 'EM A BRAKE SAFETY INC.	MESSAGE BOARD LED DIODE REPAIR	1,856.70
12/10/2021	319198	GORDON FOOD SERVICE	ICE AND WATER FOR PARK EVENTS	82.07
12/10/2021	319199	HAUGHEY, MARY	OVERPAYMENT FINAL WATER BILL	83.01
12/10/2021	319200	HERRINGA, ADAM	SCHRIER BLDG DEPOSIT REFUND	150.00
12/10/2021	319201	HI-TECH ELECTRIC(ELECTRIC)	BD PAYMENT REFUND	65.00
12/10/2021	319202	HOLOCENE ENVIRONMENTAL LLC	UST AB OPERATOR INSPECTION	175.00
12/10/2021	319203	HOME DEPOT	MISC BUILDING SUPPLIES	862.41
12/10/2021	319204	VOID		0.00
12/10/2021	319205	HOUSING RESOURCES INC	OVERPAYMENT FINAL WATER BILL	39.45
12/10/2021	319206	HOYT, CHRIS	REIMB REGISTRATION FEE FOR ICS 300 TRAINING	250.00
12/10/2021	319207	HUTT, LEE	TRIP REFUND 211222 FOUR WINDS CASINO	35.00
12/10/2021	319208	INSTITUTE OF TRANSPORTATION ENG	ITE MEMBERSHIP	330.00
12/10/2021	319209	INT'L FOUNDATION EMP BENEFIT PLANS	INTL FNDN BENEFIT PLANS MEMBERSHIP	325.00
12/10/2021	319210	INT'L INSTITUTE MUNI. CLERKS	MEMBERSHIP RENEWAL	330.00
12/10/2021	319211	INTERNATIONAL CODE COUNCIL, INC	ICC FIRE MEMBERSHIPS	145.00
12/10/2021	319212	J & J LOCKSMITHS	LOCK CHANGE - BEACON CLUB	179.00
12/10/2021	319213	JJB REALTY, LLC	BD PAYMENT REFUND	345.00
12/10/2021	319214	KALAMAZOO COUNTY DRAIN COMMISSIONER	DRAIN COMMISSION ASSESSMENT AUSTIN LAKE	4,600.00
12/10/2021	319215	KALAMAZOO COUNTY HAZMAT	FIRE HAZMAT MEMBERSHIP	1,400.00
12/10/2021	319216	KAMINGA, PHYLLIS	TRIP REFUND 211210 TURKEYVILLE	95.00
12/10/2021	319217	KENT COUNTY DPW	WASTE DISPOSAL RED MED/DRUG	90.00
12/10/2021	319218	KITCH DRUTCHAS WAGNER VALITUTTI & S	PROFESSIONAL SERVICES RENDERED	450.00
12/10/2021	319219	KNIGHT, ANDY	REIMB FOR BAND EQUIPMENT, MICROPHONE SYS	581.94
12/10/2021	319220	KONICA MINOLTA BUSINESS SOLUTIONS	COPIER - COMMUNICATION SERVICES	1,092.00
12/10/2021	319221	KZOO TIRE COMPANY	POLICE VEHICLE REPAIR/MAINT	18.50
12/10/2021	319222	LANGUAGE LINE, INC	LANGUAGE SERVICES	226.85
12/10/2021	319223	MCLOUTH, MARY	TRIP REFUND 211130 BLUE GATE	132.00
12/10/2021	319224	METRO CONSULTING ASSOCIATES, LLC	EASEMENT ACQUISITION SERVICES	450.00
12/10/2021	319225	MI ASSOC. OF CHIEFS OF POLICE	MACP MEMBERSHIP	100.00
12/10/2021	319226	MICH MUNICIPAL POLICE & FIRE REPAIR	POLICE VEHICLE REPAIR/MAINT	948.28
12/10/2021	319227	MICHIGAN ASSOC OF MUNICIPAL CLERKS	MEMBERSHIP RENEWAL	120.00

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Check Date	Check	Vendor Name	Description	Amount
12/10/2021	319228	MICHIGAN ASSOC. OF PLANNING	JOB POSTING FOR COM DEV DEP DIR OF PLNG	75.00
12/10/2021	319229	MICHIGAN MUNICIPAL LEAGUE	NEWLY ELECTED OFFICIALS TRAINING	165.00
12/10/2021	319230	MICHIGAN SECURITY & LOCK	MISC LOCK AND KEY SERVICES	150.00
12/10/2021	319231	MICHIGAN STATE UNIVERSITY	LEXINGTON GREEN PARK RARE SPECIES REVIEW	360.00
12/10/2021	319232	MID-MICHIGAN ASSO OF ASSESSING	MMAAO MEMBERSHIPS	60.00
12/10/2021	319233	MISS DIG SYSTEM, INC.	MISS DIG ANNUAL MEMBERSHIP FEE	6,673.72
12/10/2021	319234	MLIVE MEDIA GROUP	LEGAL NOTICES	429.81
12/10/2021	319235	MORRISON LANDSCAPE SERVICES LLC	TRAIL HEAD LANDSCAPING	2,750.00
12/10/2021	319236	O'REILLY AUTO PARTS	FIRE APPARATUS MAINT	41.97
12/10/2021	319237	OFFICE DEPOT, INC.	OFFICE SUPPLIES	1,597.78
12/10/2021	319238	OMEGA RAIL MANAGEMENT, INC.	GRAND ELK RR RENTAL AGREEMENT	1,042.83
12/10/2021	319239	OTTEN TROPHIES	RETIREMENT TROPHY	80.00
12/10/2021	319240	PAAM	PACC SUBSCRIPTION	100.00
12/10/2021	319241	PAYNE, TYLER	REFUND OF ROW PERMIT FEE	25.00
12/10/2021	319242	PETTY CASH-BARBARA GARLOW	REPLENISHMENT CHECK	1,024.70
12/10/2021	319243	PETTY CASH-JANET GATES	REPLENISHMENT CHECK	432.04
12/10/2021	319244	PETTY CASH-LARRY MOORE	REPLENISHMENT CHECK	277.14
12/10/2021	319245	PETTY CASH-PAULA GUSTAFSON	REPLENISHMENT CHECK	373.28
12/10/2021	319246	PLAYFORD, LOU	REIMB REG FEE-MACHINE RESCUE TECH COURSE	715.00
12/10/2021	319247	PLAYFORD, LOU	REIMB REG FEE-INCIDENT COMMAND SYS TR	250.00
12/10/2021	319248	QUADMED, INC.	EMERGENCY MEDICAL FIRST AID KITS	687.40
12/10/2021	319249	RATHCO SAFETY SUPPLY, INC.	TRAFFIC CONTROL SVCS & SUPPLIES	637.00
12/10/2021	319250	REAM ENTERPRISES LLC	TRADITIONAL HOLIDAY PHOTOGRAPHER	600.00
12/10/2021	319251	REPUBLIC SERVICES	WASTE SERVICES - FACILITIES	1,007.94
12/10/2021	319252	ROWLEY BROTHERS, INC.	BULK 15W40 OIL & HYDRAULIC FLUID DELIVERY	2,907.67
12/10/2021	319253	SECURALARM SYSTEMS, INC.	SOFTWARE UPGRADE TO INTERVIEW ROOMS	1,520.00
12/10/2021	319254	SMITH, BENJAMIN C	BD BOND REFUND	493.00
12/10/2021	319255	SPIRIT SHOPPE, INC.	2021 SOFTBALL T-SHIRTS TOURN & DIV WINNERS	3,015.15
12/10/2021	319256	STAFFORD, AUDREY	TRIP REFUND 211130 BLUEGATE	132.00
12/10/2021	319257	STAFFORD-SMITH, INC.	COMMUNITY SENIOR CENTER APPLIANCES	12,414.09
12/10/2021	319258	STATE OF MICHIGAN	REGISTRATION - FIRE INVESTIGATION TRAINING	850.00
12/10/2021	319259	STATE OF MICHIGAN	SOR REGISTRATION FEE	180.00
12/10/2021	319260	STATE OF MICHIGAN - BCC	STATE OF MI (LARA) REGISTRATION	150.00
12/10/2021	319261	STATE SYSTEMS RADIO, INC	RADIO SERVICES	561.00
12/10/2021	319262	STEENSMA LAWN & POWER EQUIPMENT	REPAIR/MAINTENANCE SUPPLIES	386.87

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Check Date	Check	Vendor Name	Description	Amount
12/10/2021	319263	SUPERIOR BUSINESS SOLUTIONS	PRINTING SERVICES	143.20
12/10/2021	319264	T-MOBILE USA INC	GPS LOCATE 20-19095	60.00
12/10/2021	319265	THE POSTMAN AND CONCRETE DESIGNS	REPAIR SOUTH FENCE-SKATE PK, HINGES-DOG PK	2,220.00
12/10/2021	319266	THIRD COAST TECH, LLC	AV UPGRADES IN BRIEFING ROOM	12,790.81
12/10/2021	319267	TYLER HOME IMPROVEMENTS	CDBG-REPLACE BATHROOM FLOOR & FIXTURES	4,274.15
12/10/2021	319268	ULINE, INC.	MISC EVIDENCE SUPPLIES	56.82
12/10/2021	319269	UNISON DESIGN INC.	STATION SIGNAGE DESIGN WORK	1,850.00
12/10/2021	319270	UNITED PARCEL SERVICE	UPS WEEKLY	49.91
12/10/2021	319271	USPS	PORTAGER POSTAGE JAN & FEB 2022	8,500.00
12/10/2021	319272	VALLEY CITY SIGN	ELIASON NORTH & MLK PARK MONUMENT SIGNS	3,736.00
12/10/2021	319273	VERIZON CONNECT NWF, INC.	WIRING HARNESS FOR GPS	90.69
12/10/2021	319274	VERIZON WIRELESS	WIRELESS SERVICE	48.18
12/10/2021	319275	WALKER, DOUG	TRIP REFUND 211130 BLUEGATE	142.00
12/10/2021	319276	WATSON, KATHERINE	REFUND DUPLICATE FINAL WATER BILL PAYMENT	117.71
12/10/2021	319277	WIETKE, TED	OVERPAYMENT FINAL WATER BILL	181.40
12/10/2021	319278	WIETKE, TED	OVERPAYMENT FINAL WATER BILL	177.37
12/10/2021	319279	WILLIAMS, SAMANTHA	REPLACE LOST PAYROLL CHECK	46.33
12/10/2021	319280	WMPIF	ANNUAL MEMBERSHIP DUES	50.00
12/10/2021	319281	ZEGAR, ROBERT	OVERPAYMENT FINAL WATER BILL	16.20
Total Paper Checks				1,082,463.36

Check Type: Auto-Pay Payments

11/29/2021	CONSUMERS AUTOPAY	GAS-ELECTRIC	135.17
12/06/2021	CONSUMERS AUTOPAY	GAS-ELECTRIC	10,226.83
12/07/2021	CONSUMERS AUTOPAY	GAS-ELECTRIC	6,403.30
12/08/2021	CONSUMERS AUTOPAY	GAS-ELECTRIC	53,063.50
12/09/2021	CONSUMERS AUTOPAY	GAS-ELECTRIC	28,904.54
12/10/2021	CONSUMERS AUTOPAY	GAS-ELECTRIC	998.23
Total Auto-Pay Payments			99,731.57

Check Type: Electronic Payments

11/26/2021	MULTIPLE	WEEKLY TAX DISBURSEMENT 11/19/21	35,482.60
11/26/2021	SBF	WINTER TAX BILL POSTAGE	7,840.56
11/26/2021	SBF	WATER/SEWER BILL POSTAGE	2,198.75
11/30/2021	HUNTINGTON NATIONAL BANK	DEBT SERVICE PAYMENT	2,148,266.33

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Check Date	Check	Vendor Name	Description	Amount
11/30/2021		ICMA	DEPT HEAD & NON-UNION PENSION PAYMENTS	15,540.18
12/03/2021		MULTIPLE	WEEKLY TAX DISBURSEMENT 11/26/21	4,808.24
12/03/2021		ICMA	PENSION WITHHOLDINGS	40,916.37
12/03/2021		MULTIPLE	UAW PENSION PAYMENTS	678.26
12/06/2021		FIFTH THIRD	INVESTMENTS	352,800.00
12/07/2021		FIFTH THIRD	INTEREST RECEIVABLE	308.35
12/10/2021		MULTIPLE	WEEKLY TAX DISBURSEMENT 12/3/21	192,856.35
Total Electronic Payments				2,801,695.99

Check Type: Credit Card

11/01/2021		BUZZSPROUT.COM PODCAST	MONTHLY PODCAST SUBSCRIPTION	24.00
11/01/2021		SMK SURVEYMONKEY.COM	ANNUAL SURVEY SUBSCRIPTION	384.00
11/01/2021		MMTA	VIRTUAL TRAINING	15.00
11/02/2021		MICHIGAN ASSESSORS ASSOC	MI ASSESSOR ASSOC ANNUAL MEMBERSHIP	92.25
11/03/2021		INTL PUBLIC SAFETY ASSOC	PUBLIC SAFETY ANNUAL MEMBERSHIP	50.00
11/03/2021		STATE TAX COMMISSION	TAX COMMISSION ANNUAL MEMBERSHIP	175.00
11/03/2021		STATE TAX COMMISSION	TAX COMMISSION ANNUAL MEMBERSHIP	175.00
11/04/2021		SHEETMUSICPLUS.COM	SHEET MUSIC FOR SENIOR CENTER BAND	46.12
11/04/2021		HOLIDAY INN EXPRESS HOLL	POLICE TRAINING HOTEL	21.25
11/04/2021		STATE TAX COMMISSION	TAX COMMISSION ANNUAL MEMBERSHIP	175.00
11/05/2021		PARTYCITY.COM	MONSTER MASH SUPPLIES RETURN	(78.71)
11/05/2021		SHEETMUSICPLUS.COM	SHEET MUSIC FOR SENIOR CENTER BAND	77.27
11/05/2021		SOCIETYFORHUMANRESOURCE	HUMAN RESOURCES ANNUAL MEMBERSHIP	219.00
11/08/2021		IACP	CANCELLED POLICE CONFERENCE	(425.00)
11/08/2021		HOLIDAY INN MT PLEASANT	SENIOR CENTER ANNUAL CONFERENCE	286.65
11/10/2021		MPPOA	MI PURCHASING OFFICER ANNUAL MEMBERSHIP	75.00
11/11/2021		AMERICAN SOCIETY OF ADMIN PROF	ADMINISTRATIVE PROFESSIONAL CONFERENCE	487.90
11/12/2021		EB TIS THE SEASON FOR	POLICE TRAINING	199.00
11/12/2021		ICMA ONLINE	CITY MANAGER ANNUAL MEMBERSHIP	1,080.00
11/12/2021		ICMA ONLINE	DEPUTY CITY MANAGER ANNUAL MEMBERSHIP	1,200.00
11/15/2021		DOLAN CONSULTING GROUP	POLICE TRAINING	195.00
11/15/2021		AMERICAN PLANNING ASSOC	PLANNING ASSOCIATION ANNUAL MEMBERSHIP	472.00
11/15/2021		CRYSTAL MTN LODGING	COMMUNITY DEVELOPMENT CONFERENCE	143.44
11/18/2021		MIBIZ / ENGINE	PLANNING STAFF ANNUAL SUBSCRIPTION	99.00
11/18/2021		MIWATERS WATER RESOURCES	HAMPTON BOG PUMPING PERMIT APPLICATION	510.00

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Check Date	Check	Vendor Name	Description	Amount
11/26/2021		HAMPTON INN AUBURN HILLS	POLICE TRAINING	128.12
11/30/2021		WEB POSITIVESSL SHOPP	WEB DOMAIN CERTIFICATES	149.00
11/30/2021		WWW.THEDRONEU.COM	DRONE TRAINING	347.00
11/30/2021		PIX4D SA	DRONE MAPPING SOFTWARE	2,495.00
			Total Credit Card Payments	8,817.29
			Grand Total	4,222,566.71

TO: Honorable Mayor and City Council

FROM: Adam Herringa, Acting City Manager

SUBJECT: Poverty Exemption Guidelines for 2022

SUPPORTING PERSONNEL: Meshia Rose, City Assessor

ACTION RECOMMENDED: Adopt the Resolution Establishing Poverty Exemption Guidelines for 2022.

The Board of Review meets annually in March, July and December to review poverty exemption requests permitted under the Michigan General Property Tax Act (MCL 211.7u). The Board of Review is statutorily required to determine eligibility based on policy adopted by the local unit. This policy must establish income guidelines and an asset test.

Historically, the City of Portage has adopted the federal poverty income guidelines updated annually by the United States Department of Health and Human Services. However, these guidelines do not take into consideration cost of living variations. During the 2021 tax year, approximately 26 poverty exemption applications were reviewed by the Board of Review. Poverty exemption requests that were denied had a reported income less than 120% of the 2021 federal poverty guidelines. Local units are permitted to establish income guidelines at or above federal poverty guidelines. Adopting income guidelines at 120% above the 2022 federal poverty guidelines would allow the Board of Review to provide relief to those additional applicants that may be slightly above the federal levels.

The attached resolution can be broken down to a four-part test to determine eligibility:

1. The property must be the applicant's principal residence.
2. The applicant must submit a completed application, including all required documents.
3. Household assets must not exceed \$25,000 (excluding motor vehicles required for transportation to and from a place of employment or education).
4. Household income may not exceed 120% above the federal poverty income guidelines as updated annually by the United State Department of Health and Human Services.

Therefore, it is recommended that the Council adopt the Resolution Establishing Poverty Exemption Guidelines for 2022 as the city's policy for granting Poverty Exemptions.

FUNDING: N/A

Attachments: 1. Resolution Establishing Poverty Exemption Guidelines for 2022

CITY OF PORTAGE

RESOLUTION ESTABLISHING POVERTY EXEMPTION GUIDELINES FOR 2022

Moved by Council Member

Supported by Council Member

WHEREAS, the adoption of guidelines for poverty exemptions is required of the City Council; and

WHEREAS, the principal residence of persons, who the Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 390 of 1994 (MCL 211.7u); and

WHEREAS, pursuant to PA 390 of 1994, the City of Portage, Kalamazoo County adopts the following guidelines for the Board of Review to implement when considering eligibility. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year;

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of and occupy as a principal residence the property for which an exemption is requested.
- 2) File a claim in the form of a complete application with the assessor or Board of Review, accompanied by federal and State income tax returns for all persons residing in the principal residence, including any property tax credit returns filed in the immediately preceding year or in the current year or a signed State Tax Commission Form 4988, Poverty Exemption Affidavit.
- 3) File a claim in the form of a complete application reporting that the combined assets of all persons do not exceed \$25,000. Assets include but are not limited to, real estate other than the principal residence, personal property, motor vehicles which are not required for transportation to and from place of employment or education, recreational vehicles and equipment, certificates of deposit, savings accounts, checking accounts, stocks, bonds, life insurance, retirement funds, etc.
- 4) Produce a valid driver's license or other form of identification if requested.
- 5) Produce, if requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.
- 6) Meet the federal poverty income guidelines as defined and determined annually by the United States Department of Health and Human Services or alternative guidelines adopted by the governing body providing the alternative guidelines do not provide eligibility requirements less than the federal guidelines.
- 7) The application for an exemption shall be filed after January 1, but one week prior to the last day of the Board of Review meetings in 2022. The filing of this claim constitutes an appearance before the Board of Review for preserving the right of appeal to the Michigan Tax Tribunal.

The following are the poverty thresholds as of December 31, 2021, for use in setting poverty exemption guidelines for the 2022 tax year. The annual allowable income includes income for all persons residing in the principal residence.

2021 Federal Guidelines for 2022 Assessments

Household/ Family Size	2021 U.S. Federal Poverty Guidelines	City of Portage Alternative Guidelines
1	\$12,880	\$15,456
2	\$17,420	\$20,904
3	\$21,960	\$26,352
4	\$26,500	\$31,800
5	\$31,040	\$37,248
6	\$35,580	\$42,696
7	\$40,120	\$48,144
8	\$44,660	\$53,592
9	\$49,200	\$59,040
10	\$53,740	\$64,488
11	\$58,280	\$69,936
12	\$62,820	\$75,384
13	\$67,360	\$80,832
14	\$71,900	\$86,280
Each additional person, add	\$4,540	\$5,448

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Review shall follow the above stated policy and City of Portage Alternative Guidelines in granting or denying an exemption in the full amount equal to 100% reduction in taxable value.

NOW, THEREFORE, BE IT FURTHER RESOLVED that all resolutions or parts of resolutions are to the extent of any conflict with this resolution, rescinded.

ADOPTED: YEAS:

 NAYS:

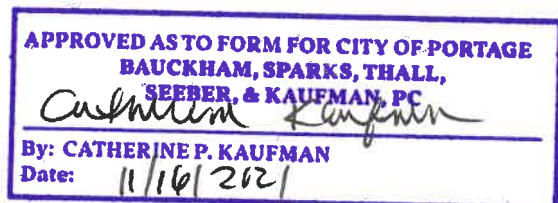
 ABSENT:

Erica Eklov, City Clerk

CERTIFICATE

I certify that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the City Council of the City of Portage, Michigan held on the 21st day of December 2021, the original of which resolution is on file in my office.

Erica Eklov, City Clerk



TO: Honorable Mayor and City Council

FROM: Adam Herringa, Acting City Manager

SUBJECT: Video Storage Hardware Replacement

SUPPORTING PERSONNEL: Nicholas Arnold, Director of Public Safety - Police / Fire Chief
Devin Mackinder, Director of Technology Services

ACTION RECOMMENDED: Approve the purchase of body worn camera and in-car mobile video storage hardware from Insight Public Sector, Inc., in the amount of \$178,539.41, and authorize the Acting City Manager to execute all documents on behalf of the city.

The current storage medium for all body worn camera (BWC) and in-car mobile video for the Portage Department of Public Safety – Police Division was installed in 2009, is at the end of its useful life and is no longer supported. The Police Division, assisted by Technology Services, determined the quantity and type of storage required for BWC and in-car video storage going forward.

Technology Services secured a quote from Insight Public Sector, Inc., of Tempe, Arizona. Insight Public Sector is the State of Michigan cooperative purchasing vendor for master computing program hardware (contract #210000000022) for replacement of the existing storage medium. A second quote was also requested from another provider; however, the firm was unable to provide an accurate quote for the required specifications.

It is recommended that City Council approve the purchase of video storage medium hardware, installation and startup services to Insight Public Sector, Inc., in the amount of \$178,539.41, and authorize the Acting City Manager to execute all documents on behalf of the city.

FUNDING: Funding for this expenditure is available in the FY 2021 - 22 budget for Police Mobile Computer/Video Replacement.

Attachments: 1. Insight Storage quote

SOLD-TO PARTY 10338202

CITY OF PORTAGE
7900 S WESTNEDGE AVE
PORTAGE MI 49002-5117

SHIP-TO

CITY OF PORTAGE
7900 S WESTNEDGE AVE
PORTAGE MI 49002-5117

We deliver according to the following terms:

Payment Terms : Net 30 days
Ship Via : PERIMETER INTERNATIONAL/LTL
Terms of Delivery : FOB DESTINATION
Currency : USD

Specific products, including software licensing, provided under this contract are non-returnable. Please contact your sales team or visit www.ips.insight.com/mmcp for a more detailed description of our return policy under this contract.

Quotation

Quotation Number : [224313225](#)
Document Date : 29-OCT-2021
PO Number :
PO Release :
Sales Rep : Joe Morley
Email : JOE.MORLEY@INSIGHT.COM
Telephone : +16169745803
Sales Rep 2 : Shannon McKay
Email : SHANNON.MCKAY@INSIGHT.COM
Telephone : +13172845156

Material	Material Description	Quantity	Unit Price	Extended Price
Q8H39A	HPE Nimble Storage Adaptive Flash HF40 Base Array - solid state / hard drive array STATE OF MICHIGAN MASTER COMPUTING PROGRAM HARDWARE(# 210000000022)	1	25,875.10	25,875.10
Q8B55B	HPE Nimble Storage HDD Bundle - hybrid hard drive - 4 TB - factory integrated (pack of 21) STATE OF MICHIGAN MASTER COMPUTING PROGRAM HARDWARE(# 210000000022)	1	24,600.00	24,600.00
Q8B63B	HPE Nimble Storage Cache Bundle - solid state drive - 960 GB - factory integrated (pack of 6) STATE OF MICHIGAN MASTER COMPUTING PROGRAM HARDWARE(# 210000000022)	1	17,570.08	17,570.08
Q8C03B	HPE Nimble Storage 4-port Adapter Kit - host bus adapter - 16Gb Fibre Channel x 4 STATE OF MICHIGAN MASTER COMPUTING PROGRAM HARDWARE(# 210000000022)	1	8,800.00	8,800.00
Q8G27B	HPE Nimble Storage NOS Default Software - license - 1 license STATE OF MICHIGAN MASTER COMPUTING PROGRAM(# 071B6600112)	1	0.44	0.44
Q8J18A	HPE Nimble Storage - power cable - NEMA 5-15P to IEC 60320 C13 - 6 ft STATE OF MICHIGAN MASTER COMPUTING PROGRAM HARDWARE(# 210000000022)	2	0.70	1.40

Material	Material Description	Quantity	Unit Price	Extended Price
Q8J27A	HPE Nimble Storage - power cable - IEC 60320 C13 to IEC 60320 C14 - 6 ft STATE OF MICHIGAN MASTER COMPUTING PROGRAM HARDWARE(# 210000000022)	2	0.70	1.40
R3P91A	HPE Nimble Storage AF/HF Array Standard Tracking - configuration option Coverage Dates: 29-OCT-2021 - 29-NOV-2021 STATE OF MICHIGAN MASTER COMPUTING PROGRAM(# 071B6600112)	1	0.70	0.70
HT6Z3A5	HPE Nimble Storage Foundation Care 4H Onsite Exchange Support with Defective Media Retention - extended service agreement - 5 years - on-site STATE OF MICHIGAN MASTER COMPUTING PROGRAM HARDWARE(# 210000000022)	1	0.00	0.00
HT6Z3A5#ZFR	HPE Nimble Storage Foundation Care 4H Onsite Exchange Support with Defective Media Retention - extended service agreement - 5 years - on-site OPEN MARKET	1	9,878.40	9,878.40
HT6Z3A5#ZFA	HPE Nimble Storage Foundation Care 4H Onsite Exchange Support with Defective Media Retention - extended service agreement - 5 years - on-site STATE OF MICHIGAN MASTER COMPUTING PROGRAM HARDWARE(# 210000000022)	1	5,804.40	5,804.40
HT6Z3A5#ZFG	HPE Nimble Storage Foundation Care 4H Onsite Exchange Support with Defective Media Retention - extended service agreement - 5 years - on-site STATE OF MICHIGAN MASTER COMPUTING PROGRAM HARDWARE(# 210000000022)	1	11,977.00	11,977.00
HT6Z3A5#ZG8	HPE Nimble Storage Foundation Care 4H Onsite Exchange Support with Defective Media Retention - extended service agreement - 5 years - on-site STATE OF MICHIGAN MASTER COMPUTING PROGRAM HARDWARE(# 210000000022)	1	5,716.20	5,716.20
HA114A1	HPE Installation & Startup Service - installation / configuration - on-site STATE OF MICHIGAN MASTER COMPUTING PROGRAM HARDWARE(# 210000000022)	1	0.00	0.00
HA114A1#5MR	HPE Installation & Startup Service - installation / configuration - on-site STATE OF MICHIGAN MASTER COMPUTING PROGRAM HARDWARE(# 210000000022)	1	3,000.00	3,000.00

Product Subtotal	76,849.12
Services Subtotal	36,376.00
TAX	0.00
Total	113,225.12

PURCHASE ORDER REQUIREMENTS:

Quote Number:224313225

Purchase Order Number: _____

Authorized by/Title: _____ (please print)

Authorized Signature: _____ Date: _____

Thank you for considering Insight. Please contact us with any questions or for additional information about Insight's complete IT solution offering.

Sincerely,

Joe Morley
+16169745803
JOE.MORLEY@INSIGHT.COM

Shannon McKay
+13172845156
SHANNON.MCKAY@INSIGHT.COM

Regarding tariff impacts on IPS contract quotes, Insight is communicating with the contracting officials on the contracts held by Insight to minimize the impact of tariffs to our clients.

Should the United States government impose tariffs on technology-based products, affected technology manufacturers will evaluate the impact of the tariffs and pass mandated cost increases on to partners such as Insight. The situation is fluid and manufacturers are providing frequent cost updates, in some instances, multiple times per day. For this reason, quote and ecommerce product pricing is subject to change as costs are updated. If you have any questions regarding the impact of the tariff on your pricing, please reach out to your sales team.

Insight Global Finance has a wide variety of flexible financing options and technology refresh solutions. Contact your Insight representative for an innovative approach to maximizing your technology and developing a strategy to manage your financial options.

This purchase is subject to Insight's online Terms of Sale unless you have a separate purchase agreement signed by you and Insight, in which case, that separate agreement will govern. Insight's online Terms of Sale can be found at the "terms-and-policies" link below.

Effective Oct. 1, 2018, the U.S. government imposed tariffs on technology-related goods. Technology manufacturers are evaluating the impact on their cost and are providing us with frequent cost updates. For this reason, quote and ecommerce product pricing is subject to change as costs are updated. If you have any questions regarding the impact of the tariff on your pricing, please reach out to your sales team.

SOFTWARE AND CLOUD SERVICES PURCHASES: If your purchase contains any software or cloud computing offerings ("Software and Cloud Offerings"), each offering will be subject to the applicable supplier's end user license and use terms

("Supplier Terms") made available by the supplier or which can be found at the "terms-and-policies" link below. By ordering, paying for, receiving or using Software and Cloud Offerings, you agree to be bound by and accept the Supplier Terms unless you and the applicable supplier have a separate agreement which governs.
<https://www.insight.com/terms-and-policies>

SOLD-TO PARTY 10338202

CITY OF PORTAGE
7900 S WESTNEDGE AVE
PORTAGE MI 49002-5117

SHIP-TO

CITY OF PORTAGE
7900 S WESTNEDGE AVE
PORTAGE MI 49002-5117

We deliver according to the following terms:

Payment Terms : Net 30 days
Ship Via : Insight Assigned Carrier/Ground
Terms of Delivery: : FOB DESTINATION
Currency : USD

Specific products, including software licensing, provided under this contract are non-returnable. Please contact your sales team or visit www.ips.insight.com/mmcp for a more detailed description of our return policy under this contract.

Quotation	
Quotation Number	: 224319301
Document Date	: 01-NOV-2021
PO Number	:
PO Release	:
Sales Rep	: Joe Morley
Email	: JOE.MORLEY@INSIGHT.COM
Telephone	: +16169745803
Sales Rep 2	: Shannon McKay
Email	: SHANNON.MCKAY@INSIGHT.COM
Telephone	: +13172845156

Material	Material Description	Quantity	Unit Price	Extended Price
R6U02A-COP	HPE StoreOnce 3660 - NAS server - 80 TB STATE OF MICHIGAN MASTER COMPUTING PROGRAM HARDWARE(# 210000000022)	1	29,464.24	29,464.24
BB986A-COP	HPE - network adapter STATE OF MICHIGAN MASTER COMPUTING PROGRAM HARDWARE(# 210000000022)	2	2,071.94	4,143.88
BB987A-COP	HPE License To Use (LTU) STATE OF MICHIGAN MASTER COMPUTING PROGRAM(# 071B6600112)	2	0.94	1.88
BB994AAE-COP	HPE StoreOnce encryption license (electronic delivery) STATE OF MICHIGAN MASTER COMPUTING PROGRAM(# 071B6600112)	1	0.94	0.94
HF3A3AS-COP	CITY OF PORTAGE - HPE PARTNER READY MANAGED SVC PROGRAM STATE OF MICHIGAN MASTER COMPUTING PROGRAM HARDWARE(# 210000000022)	1	0.94	0.94
HU4A7A5-COP	HPE Pointnext Tech Care Essential Service with Defective Media Retention - extended service agreement - 5 years - on-site STATE OF MICHIGAN MASTER COMPUTING PROGRAM HARDWARE(# 210000000022)	1	0.94	0.94

Material	Material Description	Quantity	Unit Price	Extended Price
HU4A7A5#YHL-COP	HPE Pointnext Tech Care Essential Service with Defective Media Retention - extended service agreement - 5 years - on-site STATE OF MICHIGAN MASTER COMPUTING PROGRAM HARDWARE(# 210000000022)	1	29,126.04	29,126.04
HA124A1-COP	HPE Installation & Startup Service - installation / configuration - 1 incident - on-site STATE OF MICHIGAN MASTER COMPUTING PROGRAM HARDWARE(# 210000000022)	1	0.94	0.94
HA124A1#5VF-COP	HPE Installation & Startup Service - installation / configuration - on-site STATE OF MICHIGAN MASTER COMPUTING PROGRAM HARDWARE(# 210000000022)	1	2,574.49	2,574.49
Product Subtotal				33,610.94
Services Subtotal				31,703.35
TAX				0.00
Total				65,314.29

PURCHASE ORDER REQUIREMENTS:

Quote Number:224319301

Purchase Order Number: _____

Authorized by/Title: _____ (please print)

Authorized Signature: _____ Date: _____

Thank you for considering Insight. Please contact us with any questions or for additional information about Insight's complete IT solution offering.

Sincerely,

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+16169745803
JOE.MORLEY@INSIGHT.COM

Shannon McKay
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SHANNON.MCKAY@INSIGHT.COM

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<https://www.insight.com/terms-and-policies>

TO: Honorable Mayor and City Council

FROM: Adam Herringa, Acting City Manager

SUBJECT: Schrier Park Roofing - Bid Tabulation

SUPPORTING PERSONNEL: Rod Russell, Director of Public Works

ACTION RECOMMENDED: Approve a contract in the amount of \$88,000 to Maple Lake Builders LLC, to replace the roof on the rental facility at Schrier Park and authorize the Acting City Manager to execute all documents related to the contract on behalf of the city.

The roof on the rental facility at Schrier Park is in poor condition and in need of replacement based on an inspection of the fascia, soffits and storm water drainage system. If approved by the Council, repair work would consist of removal of the existing roofing shingles and application of metal roofing material similar to the work done at the Millennium Park Ice Rink.

Bids were requested via the BidNet website, where 204 vendors were alerted and eight viewed the notice. Information was posted in the Kalamazoo Gazette and direct contact was made to two contractors. However, only one contractor entered a qualified bid that was opened on November 30, 2021. The sole bid was received from Maple Lake Builders LLC of Paw Paw, Michigan for \$88,000. The bid Maple Lake Builders supplied is consistent with the anticipated cost of labor and materials for this type of project.

It is recommended that City Council approve a contract in the amount of \$88,000 to Maple Lake Builders LLC, to replace the roof on the rental facility at Schrier Park and authorize the Acting City Manager to execute all documents related to the contract on behalf of the city.

FUNDING: Funds are budgeted and available for this work in the 2021-2022 Schrier Park Capital Improvement Program budget.

Attachments: 1. Schrier Park Roofing - Bid Tabulation

TABULA

2021 RFB

Bid Opening: Novem

<u>FIRM</u>
Maple Lake Builders LLC

TION OF PROPOSALS

- Schrier Park Roofing

ber 30, 2021 at 3:00 pm local time.

<u>Proposed Total</u>
\$88,000.00

Next Council Meetings

Tuesday, December 7, 2021
Tuesday, December 21, 2021

TO: Honorable Mayor and City Council

FROM: Adam Herringa, Acting City Manager

SUBJECT: Donation of land at 1222 Schuring Road

SUPPORTING PERSONNEL: Kelly Peterson, Director of Community Development
Kathleen Hoyle, Director of Parks, Recreation & Senior Citizen Services

ACTION RECOMMENDED: Accept the vacant residential land donation at 1222 Schuring Road and authorize the Acting City Manager to execute all documents related to these actions on behalf of the city.

The city has received an offer of a donation of a 1.135-acre vacant residential parcel addressed as 1222 Schuring Road, Portage, Michigan, from Greg Watts, of Gigwatts Development LLC. The parcel has a 2021 SEV of \$24,200.

If approved, the parcel would eventually be used by the Department of Parks & Recreation. The property has been identified as a location to develop the Central Park Trail Loop connecting this densely populated neighborhood with the Portage trail network. The acceptance of this property would create an access route to connect with Celery Flats and the Northwest Portage Bikeway to the north and the Shaver Road Bikeway and Eliason Nature Reserve trails via Central Park to the south as shown on the attached map. The parcel located at 1222 Schuring Road is the only access off Schuring Road to connect to the north. Estimated costs for title work, survey and to conduct a Phase I Environmental Site Assessment are \$3,800 to \$4,800.

It is recommended that City Council accept the vacant residential land donation at 1222 Schuring Road and authorize the Acting City Manager to execute all documents related to these actions on behalf of the city.

FUNDING: Sufficient funding for the due diligence reports is available in the Parks budget, Department 2877.

Attachments: 1. Central Park Trail Loop Proposed

CENTRAL PARK TRAIL LOOP (Proposed)

- E Potential Easement
- Property Donation
- Proposed Future Trail Loop
- Existing Trail



TO: Honorable Mayor and City Council

FROM: Adam Herringa, Acting City Manager

SUBJECT: City Council Meeting Policies

SUPPORTING PERSONNEL: Erica Eklov, City Clerk
Catherine Kaufman, City Attorney

ACTION RECOMMENDED: Rescind the:

- a. City Council Remote Attendance Policy;
- b. City Council Pre-Council Meetings Policy;

and, cancel the previously scheduled Pre-Council Meetings for 2022.

The Michigan Legislature enacted and the Governor signed Senate Bill 1246 as 2020 Public Act 254, which modified the Open Meetings Act, 1976 PA 267 (OMA), effective last December 23, 2020. These revisions were made to address the continuation of remote attendance at meetings open to the public. Specifically, public bodies were allowed to hold wholly or partly electronic meetings by telephonic or video conferencing through December 31, 2021, to accommodate members of the public body absent due to (a) military duty, (b) a medical condition, or (c) a statewide or local state of emergency or state of disaster declared pursuant to law or charter or local ordinance by the governor or a local official, governing body, or chief administrative officer that would put the personal health and/or safety of the public body or members of the public at risk if held in person. In accordance with these provisions, the Kalamazoo County Board of Commissioners declared a countywide state of emergency in December 2020 in response to the ongoing COVID-19 pandemic, which included the City of Portage, and would remain in place until the OMA expiration.

In 2018, following a request from the City Council, the City Administration, in cooperation with the City Attorney, developed a City Council Remote Attendance Policy.

The policy adhered to the previously permissive requirements under the prior iteration of the OMA where a public body could allow its members to participate and vote remotely if a physical quorum of the Council was present and the remote members could be heard by all persons attending the meeting. It also addressed the number of Councilmembers that may attend virtually at one time, the maximum number of times a Councilmember can attend virtually, the types of meetings (regular, special, closed session, COW) where virtual attendance may be allowed, etc. Of note, the policy did not permit attendance for closed sessions of Council. The 2018 policy superseded and replaced the Teleconferencing Rules for Special Meetings of City Council adopted by Council in February 2014 for the purpose of conducting the previous City Manager search.

However, effective January 1, 2022, the only legal basis for a member of a public body to participate in a

meeting via telephonic or video conferencing as a member of the public body (i.e., to participate in a meeting, deliberate toward a decision, to be counted toward a quorum, or to vote), is if that member is absent due to military duty. The 2020 amendment to the OMA eliminates the previously permissive practice of a public body allowing its members to participate and, if necessary, vote remotely if a physical quorum was present.

Further, the current City of Portage Pre-Council meetings are held on every Monday at 8:00 a.m. preceding a regularly-scheduled Tuesday City Council meeting in order to provide a forum for Councilmembers to ask questions of the City Manager related only to matters scheduled for Council deliberation/action on the agenda for the next regularly scheduled Council meeting. In 2016, pre-Council meetings were elevated to a Meeting of the Whole, opened to the public and conducted with the option for Councilmembers to attend in person at City Hall or call in on a conference line (transitioning to the WebEx platform in 2020). Prior to that, pre-Council meetings only included the City Manager, Mayor and a rotating member of Council who was assigned to compile and present any Councilmember questions during the meeting.

Following the 2020 revisions to the OMA, it is recommended that City Council rescind its current Pre-Council Meetings Policy and transition to Councilmembers posing questions regarding upcoming agenda matters via direct e-mail or voicemail messages to the Office of the City Manager. Answers would continue to be provided to City Council as they traditionally have, compiled together in a written e-mail response from the City Manager to the entire City Council at least 24 hours before the upcoming meeting.

In light of the 2020 revision to the Michigan Open Meetings Act and the December 31, 2021 expiration of virtual attendance permissions, it is recommended that City Council rescind its Remote Attendance Policy, as well as the City Council Pre-Council Meetings Policy.

FUNDING: N/A

Attachments:

1. 2018 05-08 Remote Attendance Rules for Meetings of City Council FINAL
2. 2016 PreCouncil Policy (2017 amended)
3. City Attorney Opinion

Exhibit A

REMOTE ATTENDANCE RULES FOR MEETINGS OF CITY COUNCIL**I. Remote Participation.**

A. For purposes of these Rules, "remote attendance" means an electronic or virtual method used for participation by a councilmember who is not physically present for meetings of the City Council and which must enable the member, for the duration of the meeting, to clearly hear all those who are speaking from the Council table, podium and the dais and to be heard by all present at the meeting.

B. For purposes of these Rules, a "meeting" means a regular, special or Committee of the Whole meetings of City Council.

C. Although physical presence of councilmembers is the preferred method of participation in meetings, councilmembers are allowed to participate in meetings by remote attendance, subject to the provisions in these Remote Attendance Rules ("Rules").

D. At the commencement of the meeting, an electronic or virtual connection shall be established with the person or persons intending to participate remotely. Participation by remote attendance shall take place if the notice requirement of Section II (A) below is satisfied as well as other applicable requirements of these Rules. Councilmembers may make such inquiries as necessary. If a person participates in the meeting remotely, all actions taken by the Council with the participation of all such person(s) are valid.

E. A councilmember participating by remote attendance will be deemed to be present at the meeting for all purposes including being authorized to vote. All votes must be by roll call when any councilmember participates from a remote location. The person participating in a meeting by remote attendance shall announce if he or she is leaving the meeting or discontinuing participation. The person shall make every effort to participate in the entire meeting.

F. If the Mayor participates in a meeting by remote attendance, the Mayor Pro Tem, or the senior councilmember in the Mayor Pro Tem's absence, shall preside over and perform all functions of the Mayor at the meeting.

II. Procedures.

A. A councilmember who cannot be physically present for a meeting must notify the City Clerk of his or her absence and the reason for and facts supporting his or her request at least 6 hours prior (24 hours notice preferred) to the scheduled time of the meeting of his or her request to participate in the meeting remotely. The City Clerk shall give at least 4 hours notice of a councilmember's intention to participate in a meeting by remote attendance by posting at City Hall: i) the name of the councilmember participating remotely; and ii) the full address of the remote location. The notice requirements of this section may be waived by a majority of Council who are physically present at the meeting for good cause shown and if all other requirements of these Rules are satisfied.

B. Minutes of a meeting shall indicate those councilmembers physically present and those participating by remote attendance.

C. No City councilmember shall participate in a meeting remotely unless a quorum of councilmembers are physically present at the meeting.

D. No more than two (2) councilmembers may participate remotely at the same meeting unless waived by a majority of councilmembers physically present at the meeting and if all other requirements of these Rules are satisfied.

E. Councilmembers may attend a maximum of three (3) separate meetings remotely during a calendar year. However, separate meetings taking place within a 24 hour time period shall count as only one meeting. The Council may, if it so chooses, permit additional remote attendance at meetings for a councilmember with good cause shown. Determination as to whether to permit the councilmember to participate remotely shall follow the procedure in Section 1.D of these Rules.

F. A councilmember participating in a meeting remotely shall make reasonable efforts to accommodate members of the public who wish to attend and hear the meeting from the remote location, but is not required to provide notice or announce such remote participation to the public.

G. A councilmember participating remotely shall disclose the general location from which he or she is participating remotely and the names of any individuals who are present with the Councilmember or who arrive at a later time.

H. A councilmember who participates in a meeting remotely shall be reimbursed, upon submission of documentation, for connection charges incurred by the councilmember as the result of the remote participation from a location outside of the continental United States.

I. The Mayor, or in the Mayor's absence, the person chairing the meeting may decide how to address technical difficulties that arise as a result of utilizing remote attendance technology and make reasonable efforts to correct any problem that interferes with the remote participant's ability to hear or be heard clearly by all persons present at the meeting location. If technical difficulties result in a remote participant being disconnected for the remaining duration of the meeting, that fact and the time at which the disconnection occurred shall be noted in the meeting minutes and such member shall be deemed absent for purposes of the question before Council at the time of disconnection.

J. The Mayor, or any other councilmember who will chair the meeting in the absence of the Mayor, shall be physically present at the meeting location.

K. The failure or neglect to follow any of the provisions of these Rules shall not invalidate or void any final decision of Council where, at a minimum, the minutes reflect that a councilmember participated in a meeting by remote means and his or her vote was taken.

III. Applicability and Limitations.

A. Remote attendance shall not be permitted for any closed session of City Council.

B. These Remote Attendance Rules only apply to the City Council. Remote participation of members of City boards and commissions which are subject to the Open Meetings Act shall not be permitted without Council approval.

C. Councilmembers who participate remotely may vote on all questions except where prohibited by statute, rule or if a conflict of interest arises.

D. These Rules and any amendment thereto shall not be passed except by a majority of Council at a regular meeting.

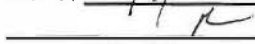
E. These Rules shall not become effective until such time as the equipment needed for a councilmember to participate in a meeting remotely is available for use and approved by Council. Such approval of equipment, however, may be made at the meeting at which remote attendance is requested.

CERTIFICATION

I, Adam Herringa, do hereby certify that I am the duly appointed and acting City Clerk of the City of Portage, Michigan, and that the foregoing Remote Attendance Rules was adopted by the City of Portage on the 8 day of May, 2018.


Adam Herringa, City Clerk

Approved as to form:

Date: 5/9/2018


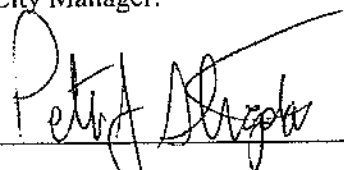
City Attorney

file:///Z:/Drive/Jody/Portage/Res/Remote Attendance Rules.5-9-18.CLEAN.docx

CITY COUNCIL POLICY PRE-COUNCIL MEETINGS

1. Pre-Council meetings will be held on every Monday preceding a regularly-scheduled Tuesday Council meeting at 9 a.m. in City Hall Conference Room #1
2. Pre-Council meetings shall be appropriately noticed to the public in accordance with the City Charter and should state the purpose of the pre-Council meeting, which is to ask questions of the City Manager related only to matters scheduled for Council deliberation / action on the agenda for the next regularly scheduled Council meeting.
3. The City Council Rules of Order and Procedure are not applicable except for where they are consistent with the intent and purpose of the pre-Council meeting.
4. The City Clerk shall prepare an agenda for each pre-Council meeting, take attendance, record the meeting and generate meeting minutes. Draft minutes shall be made available to the City Council and no later 24 hours after the conclusion of the pre-Council meeting.
5. Councilmembers may attend pre-Council meetings in person or via conference call. Attendance by City Councilmembers in person or via telephone is not required or expected.
6. City Councilmembers may only ask questions. The City Administration shall respond only to questions asked by Councilmembers. The City Council shall not deliberate upon or offer a motion concerning any topic, either as part of the City Council question period or otherwise.
7. The City Administration shall provide a written response to all City Councilmembers no later 24 hours after the conclusion of the pre-Council meeting.
8. The City Council shall allow time for public comment at pre-Council meetings. Public comments and questions shall be directed to and responded to by the City Manager.

Effective Date: February 9, 2016



Peter J. Strazdas, Mayor

DRAFT

* **ANGLING ROAD SANITARY SEWER PROJECT #417-S:** Motion by Pearson, seconded by Randall, to adopt Resolution No. 4 for the Angling Road Sanitary Sewer Project #417-S, setting a public hearing on the Assessment Roll for February 28, 2017, at 7:30 p.m. or as soon thereafter as may be heard. Upon a roll call vote, motion carried 6 to 0.

* **JANUARY 12, 2017 COMMITTEE OF THE WHOLE FOLLOW-UP: CONSOLIDATED DISPATCH MILLAGE:** Motion by Pearson, seconded by Randall, to accept the follow-up report to the January 12, 2017 Committee of the Whole meeting concerning the Consolidated Dispatch millage. Upon a roll call vote, motion carried 6 to 0.

* **2017 PRE-COUNCIL MEETING TIME ADJUSTMENT:** Motion by Pearson, seconded by Randall, to change the meeting time for the remaining Pre-Council meetings for the 2017 calendar year to 8:00 a.m. Upon a roll call vote, motion carried 6 to 0.

* **2017 COMMITTEE OF THE WHOLE MEETINGS:** Motion by Pearson, seconded by Randall, to set Committee of the Whole meetings on April 10, September 12 and November 14, 2017. Upon a roll call vote, motion carried 6 to 0.

COMMUNICATION:

MARY LOU CAMPBELL, 2628 CHOPIN AVENUE: Mayor Strazdas deferred to City Manager Shaffer for comment, who explained that the communication from Mary Lou Campbell pertained to the Chopin Avenue Water Project No. 317-W, and referred to his pledge during Petitions and Statements of Citizens where he promised to meet and have an education session with all of the affected property owners on Chopin Avenue. He said he would incorporate Ms. Campbell's representation at that meeting, come back to City Council and report on the results of the meeting.

Motion by Randall, seconded by Ford, to receive the communication from Mary Lou Campbell, 2628 Chopin Avenue. Councilmember Randall referred to the comment from Ms. Campbell in her letter that her water smells and is undrinkable and asked that the City check some of these wells in order to have the results as information for the meeting. Mayor Strazdas concurred and stressed the need for continued communication with the neighbors. Upon a voice vote, motion carried 6 to 0.

UNFINISHED BUSINESS:

* **UNSAFE/UNFIT STRUCTURE - ORDER TO ABATE DEBRIS LOCATED AT 3923 FLORINDA AVENUE:** Motion by Pearson, seconded by Randall, to approve an order to abate interior and exterior debris from the Unsafe/Unfit Structure located at 3923 Florinda Avenue. Upon a roll call vote, motion carried 6 to 0.

* **MINUTES OF BOARDS AND COMMISSIONS MEETINGS:** City Council received the minutes of the following Boards and Commissions:

Portage Youth Advisory Committee of January 9, 2017.
Portage Human Services Board of January 19, 2017.
Portage Planning Commission of January 19, 2017.

COUNCIL COMMITTEE REPORTS:

DISCOVER KALAMAZOO: Councilmember Randall indicated that Dr. Jorge Gonzales, President of Kalamazoo College, was the guest speaker at the Discover Kalamazoo meeting. She said he is charismatic, is thrilled to be here and has strong ties to the area. She mentioned that he would be

BAUCKHAM, SPARKS, THALL, SEEGER & KAUFMAN, P.C.

ATTORNEYS AT LAW

470 W. CENTRE AVE., SUITE A
PORTAGE, MI 49024-5362

TELEPHONE (269) 382-4500

FAX (269) 382-2040

www.michigantownshiplaw.com

ROBERT E. THALL
ROXANNE C. SEEGER
CATHERINE P. KAUFMAN
RANDALL L. BROWN
T. SETH KOCHES
LORI COATES HAY
JACOB G. ECCLESTON
JOSHUA E. THALL

JOHN H. BAUCKHAM
1923 – 2015

HARRY F. SMITH
1906 – 1972

OF COUNSEL
KENNETH C. SPARKS
MICHAEL D. SCHLACK

To: City of Portage Council

From: Catherine Kaufman, City Attorney

Re: Open Meetings Act

Date: December 17, 2021

ISSUE:

As the Council is aware, the Michigan Legislature amended the Open Meetings Act in 2020 to allow virtual participation by elected municipal officials in the following situations: 1) military duty, 2) a medical condition, or 3) statewide or local state of emergency or state of disaster declared pursuant to law or charter by the governor or local official. MCL 15.263(2). PA 254 of 2020. This authorization to allow virtual attendance (including participation) at a public meeting by elected officials expires on December 31, 2021, except in the case of active military duty.

Accordingly, after January 1, 2022, the City Council and other City boards and commissions must attend meetings in person in order to participate (including counting towards quorum, deliberation and voting). This 2020 amendment to the OMA clarifies the legality of any other remote attendance options. While staff, consultants and/or the public may attend public meetings through a virtual format, elected and/or appointed public officials must attend all meetings in person in order to comply with the Open Meetings Act.

TO: Honorable Mayor and City Council

FROM: Adam Herringa, Acting City Manager

SUBJECT: City Manager Search Firm Interviews

SUPPORTING PERSONNEL: Shannon Hertz, Director of Human Resources

ACTION RECOMMENDED: Set a Special Meeting on Tuesday, January 18, 2022 at 5:30 p.m. for the purpose of interviewing potential search firms for the position of City Manager.

The City Council is desirous of engaging the services of a firm to conduct the search for the next Portage City Manager. A Special Meeting is proposed at which time three or four search firms can be interviewed by City Council. Following the meeting, City Council would have the opportunity to deliberate the merits of each firm. The hope is that the search firm can be selected at the January 25th Regular Meeting.

FUNDING: Not Applicable at this time.

Attachments: None

TO: Honorable Mayor and City Council

FROM: Adam Herringa, Acting City Manager

SUBJECT: City Council Goal Setting Session

SUPPORTING PERSONNEL: Michael Carroll, Deputy City Manager

ACTION RECOMMENDED: Set a special meeting on Friday, January 21, 2022 at 1:00 p.m. at Fire Station #2 (6101 Oakland Drive) for the purpose of conducting the annual City Council Goal Setting Session (Retreat).

It is recommended that City Council set a special meeting on Friday, January 21, 2022 at 1:00 p.m. at Fire Station #2 (6101 Oakland Drive) for the purpose of conducting the annual City Council Goal Setting Session (Retreat). Further details will be provided to the Council in the near future.

FUNDING: N/A

Attachments: None

Minutes of Boards & Commissions

CITY OF PORTAGE PLANNING COMMISSION

**Thursday, October 21, 2021
7:00 PM Portage
City Hall Council Chambers**

The City of Portage Planning Commission meeting of October 21, 2021 was called to order by Chairman Corradini at 7:02 p.m.

IN ATTENDANCE

Eric Feldt, City Planner; Daniel Harrington, City Planner; and Catherine Kaufman, City Attorney.

ROLL CALL

Mr. Feldt called the role: Chairman Corradini (yes); Vice Chair Joshi (yes); Fries (yes); Pezzoli (yes); Baldwin (yes); Adams (yes); O'Dell (yes); Youngs (yes); and Freiman (excused).

APPROVAL OF MINUTES:

A motion was made by Vice Chair Joshi, supported by Commissioner Baldwin to approve the October 7, 2021 meeting minutes with amendments clarifying the conditions of Special Land Use Permit RNR Tire Express 6929 S. Westnedge Avenue. The motion was approved unanimously.

PUBLIC HEARINGS:

1. Zoning Amendment 5348 S Westnedge Ave Veterinary Hospital. Mr. Feldt explained a zoning amendment application has been submitted to permit Veterinary hospitals in the Commercial Planned Development (CPD) zoning district to facilitate the renovation of an existing building at 5348 S. Westnedge Avenue for a new veterinary hospital. This is the former Gander sports store. The zoning code does not permit animal hospitals in the underlying Commercial Planned Development (CPD) zoning district. If the Zoning Amendment is supported by this Board and subsequently approved by the City Council, the applicant would then file a Special Land Use Permit for this Board's consideration to allow the new veterinary animal hospital. As stated in the applicant's narrative, this hospital would offer a 24-hour/7-day a week/365-day emergency and specialty care services for dogs and cats. Staff expects the existing parking lot and site circulation areas will be utilized for staff and customer needs. Further, he mentioned existing veterinaries in the City of Portage. Also, Mr. Feldt stated existing land uses and businesses in the CPD areas within the city. Mr. Feldt explained how the zoning amendment is consistent with applicable City plans, such as the Comprehensive Plan and Zoning Code.

Mr. Feldt concluded his presentation by indicating two choices of procedure of the zoning amendment for the Planning Commission: 1) consistent with the Planning Commission policy, accept public comment at the initial meeting and continue the ordinance amendment consideration at a subsequent meeting where the Commission is advised to receive public comment during the October 21, 2021 meeting and adjourn the public hearing to the November 4, 2021 meeting; or 2) if no public comment is received and the Commission is supportive of the proposed amendment, staff advises the Planning Commission to waive the second public hearing and recommend to City Council that Ordinance Amendment No. 21-22-A: Veterinary Hospitals or clinics in the CPD, Commercial Planned Development District, be approved.

Vice Chair Joshi asked about restrictions such as no commercial boarding or kenneling and no cremations or crematories. Mr. Feldt stated that these conditions will affect all future animal hospitals in the Commercial Planned Development district; it is not specific to the subject case. Vice Chair Joshi asked if

the applicant wanted to expand into these businesses in the future would they need a Special Land Use Permit. Mr. Feldt confirmed this to be true.

Josh Weiner (applicant) at 700 Mall Drive. He stated that the CPD was designed for flexibility. He stated that he reviewed the background of the tenants, Veterinary Centers of America (VCA). Mr. Weiner reported that he likes VCA and what it does for his portfolio. He asked for the board to waive the second meeting for a public hearing.

Commissioner Pezzoli asked if the building will be done in phases. Mr. Weiner stated that it will be done in its entirety. O'Dell asked the applicant how they feel about the restrictions. Mr. Weiner stated he is okay with restrictions. Commissioner Baldwin asked if they are euthanizing a dog or cat, and what will they do if they cannot cremate on site? Mr. Weiner stated he does not know the answer. Commissioner Youngs stated he has taken animals to another veterinary business that does cremations. Chairman Corradini stated he thinks the business is a good idea and that the building has been vacant a long time. Chairman Corradini moved to close the public hearing and Vice Chair Joshi supported. Motion was approved unanimously.

MOTION MADE BY VICE CHAIR JOSHI AND SECONDED BY COMMISSIONER BALDWIN to waive the second hearing and to recommend to City Council that the Zoning Amendment to add Animal Veterinary Hospital/ Clinic to the Commercial Planned Development (CPD) district be approved. Motion passes unanimously.

NEW BUSINESS:

Catherine Kaufman leads a training on zoning, comprehensive planning, and various planning/ zoning laws for the Planning Commission.

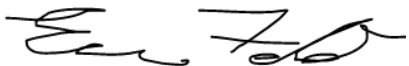
STATEMENT OF CITIZENS/COMMISSIONERS

None

ADJOURNMENT:

There being no further business to come before the Commission, Chairman Corradini adjourned the meeting at 8:30 p.m.

Respectfully submitted,



Eric Feldt, AICP, CFM
City Planner/ Project Manager

CITY OF PORTAGE ZONING BOARD OF APPEALS

Minutes of Meeting – November 8, 2021

The City of Portage Zoning Board of Appeals meeting was called to order by Chair Eichstaedt at 7:02 p.m. five people were in the audience.

MEMBERS PRESENT: Jay Eichstaedt, Linda Fry, Alexander Philipp, Lynn Haddow, Don Platt, Winifred Kurtz.

MEMBERS EXCUSED: Lena Jomaa, Linda Finch

IN ATTENDANCE: Jeff Mais, Zoning & Codes Administrator; Catherine Kaufman, City Attorney; Daniel Harrington, City Planner.

APPROVAL OF THE MINUTES: Fry motioned and Haddow seconded a motion to approve the October 7, 2021 minutes with amendments. Upon voice vote, the motion was approved 6-0.

NEW BUSINESS:

ZBA #21-07; 9033 West End Drive: Mais summarized the request for a use variance to construct an 8-foot by 10-foot accessory building on a lot separate from the principal use. Applicants, Suzy Suchyta and David Spangenberg, stated they are building a small shed for storage of lawn mowers and bikes. Platt inquired if the shed will be centered and if it will have a permanent foundation. Applicant stated that there will not be a permanent foundation and it will be on the south end of the lot. Eichstaedt asked if setbacks will be applied. Mais said yes. Fry asked if there is a building on the property currently. Applicant stated the previous owner had a temporary structure on the property. Eichstaedt asked if the applicant is building the shed from scratch. Applicant responded they are using a kit. Kurtz questioned how long the term is for a variance. Mais stated variances expire after a year if not acted upon.

Eichstaedt opened a public hearing. A letter from Larry Mutz in support of the accessory building was read. No one in the audience spoke for or against the request. The public hearing was closed.

Eichstaedt motioned to grant a use variance to construct an 8-foot by 10-foot accessory building on a lot separate from the principal use, conditioned upon the building on lot 45 be owned and used in conjunction with the dwelling (principal use) located on lot 12-A, for all of the following reasons: that the condition, location, or situation of the specific piece of property or of the intended use of the property is unique to that property and the zoning district in which it is located, which include the lake front parcel and the rear portion parcel have had a historic development pattern, that the building, structure or land cannot be reasonably used in a manner consistent with the uses allowed in the zoning district in which it is located, due to historic development pattern, that the use variance will not alter the essential character of the neighborhood or the intent of the comprehensive plan, nor be a detriment to adjacent properties, the variance will not materially impair the intent and purpose of this article or the district in which the property is located, that the immediate unnecessary hardship causing the need for the variance request was not created by the applicant. Upon roll call vote: Eichstaedt-Yes, Fry-Yes, Philipp-Yes, Haddow-Yes, Platt-Yes, Kurz-Yes.

ZBA #21-08; 5816 Vermont Avenue: Mais summarized the request for a variance to retain an 8-foot by 10-foot bathroom addition that was constructed without permits and results in the expansion of a nonconforming use. Applicants, Syed Hasan and builder, Randall Stewart 52315 Chardonnay Paw Paw, were present to answer questions. Eichstaedt asked about the variance. Stewart stated the intent is to bring the bathroom up to code. Platt inquired if there will be two separate tenants renting the dwelling. Hasan stated there was another resident who was looking for another rental. Mais stated the two residents was an enforcement issue earlier this year. Kaufman clarified that the buildings were rented to two tenants unlawfully. Haddow asked if these bathrooms are full bathrooms. Hasan replied yes. Eichstaedt asked if there is currently only one tenant and if they have access to the garage.

Applicant stated there is only one tenant and has no access to the garage. Eichstaedt inquired why the applicant did not get a permit. Applicant stated the contractor said they would get a permit. Mais asked counsel who is responsible in securing a permit. Kaufman stated that usually the contractor secures a permit but the property owner has the responsibility to make sure all work happens legally.

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

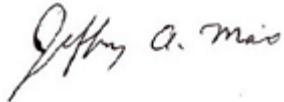
Kurtz motioned to deny the request for a variance to retain an 8-foot by 10-foot bathroom addition that was constructed without permits and results in the expansion of a nonconforming use, for one or more of the following reasons: there are no exceptional or extraordinary circumstances or conditions applying to the property that do not apply generally to other properties in the same zoning district, 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 the non-improvement that was performed and existing bathrooms in the dwelling, the immediate practical difficulty causing the need for the variance request was created by the applicant, and the variance would materially impair the intent and purpose of the zoning ordinance. Upon roll call vote: Eichstaedt-Yes, Fry-Yes, Philipp-Yes, Haddow-Yes, Platt-Yes, Kurz-Yes.

OTHER BUSINESS: Mais advised the Board that training by the City Attorney's office would be conducted for the Board at an upcoming meeting. Attorney Kaufman stated she would coordinate with staff to arrange a time for the training session. Mais stated Board members would be contacted once a date has been set.

STATEMENT OF CITIZENS: Platt advised he would be stepping down from the Board after the December 13, 2021 meeting due to health reasons.

ADJOURNMENT: The meeting was adjourned at 8:01 pm.

Respectfully submitted,

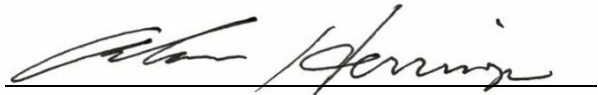
A handwritten signature in cursive script that reads "Jeff A. Mais".

Jeff Mais
Zoning & Codes Administrator

MATERIALS TRANSMITTED

Tuesday, December 7, 2021

1. Communication from the Acting City Manager regarding the Bi-Monthly Financial Report – Information Only.



Adam Herring, Acting City Manager

cc Michael Carroll, Deputy City Manager

TO: Honorable Mayor and City Council

FROM: Adam Herringa, Acting City Manager

SUBJECT: Monthly Financial Report

SUPPORTING PERSONNEL: Lauren VanderVeen, Finance Director

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

Attachments: October 31, 2021 Financial Report

11/17/2021

BUDGET REPORT FOR CITY OF PORTAGE
Calculations as of 10/31/2021

Calculations as of 10/31/2021		2021-22	2021-22	2021-22	34%
Fund	DESCRIPTION	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY	Percent of Amended Collected/Used
REVENUES					
0000		26,292,710	26,292,710	20,136,415	77%
1720 - City Manager		500	500	500	100%
2053 - Finance Treasury		1,500	1,500	201	13%
2110 - Technology Services		4,750	4,750	3,700	78%
2133 - Public Information		218,000	218,000	0	0%
2415 - City Clerk		166,050	166,050	61,110	37%
2491 - City Clerk Elections		0	0	14,084	0%
2865 - Parks Maintenance		1,000	1,000	0	0%
2876 - Cemeteries		58,500	58,500	28,513	49%
2877 - Parks & Rec - Parks		50,300	50,300	51,760	103%
2878 - Parks & Rec - Kalamazoo In Bloom		0	0	0	0%
2881 - Parks & Rec - Farmers Market		11,000	11,000	3,980	36%
2882 - Parks & Rec - Team Sports		105,280	105,280	28,655	27%
2885 - Parks & Rec - Programs		10,400	10,400	5,174	50%
2886 - Parks & Rec - Ramona Park		69,200	69,200	46,184	67%
2887 - Parks & Rec - Special Events		15,000	15,000	14,300	95%
2888 - Parks & Rec - Millennium Park		47,800	47,800	0	0%
3005 - Police Administration		109,950	109,950	46,117	42%
3010 - Police Patrol		1,500	1,500	2,810	187%
3021 - Police Training-Grant Funded		8,000	8,000	3,957	49%
3030 - Police Public Safety Dispatch/ts		12,000	12,000	10,173	85%
3050 - Police Drug Law Enforcement		100	100	0	0%
3065 - Police Facility Management		70,000	70,000	17,500	25%
3310 - Fire Admin		110	110	0	0%
3340 - Fire Prevention		950	950	245	26%
3710 - Comm Dev Building Services		750,000	750,000	333,601	44%
3720 - Comm Dev Planning & Development		50,050	50,050	18,500	37%
3730 - Comm Dev Neighborhood Services		209,000	209,000	149,344	71%
6720 - Senior Center		275,207	277,507	29,237	11%
6721 - Senior Center Trips		200,000	200,000	0	0%
6722 - Senior Center Activities		20,000	20,000	0	0%
6725 - Aging Mastery Program		0	0	0	0%
Total Revenues- General Fund		28,758,857	28,761,157	21,006,060	73%

11/17/2021

BUDGET REPORT FOR CITY OF PORTAGE
Calculations as of 10/31/2021

Fund	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY	34% Percent of Amended Collected/Used
EXPENDITURES					
1001 - City Council		93,600	93,600	18,109	19%
1085 - City Council-Human Services		178,750	178,750	6,500	4%
1720 - City Manager		902,011	902,011	311,397	35%
2001 - Finance Accounting		313,466	313,466	87,631	28%
2002 - Finance & Budget		409,182	409,182	88,833	22%
2053 - Finance Treasury		176,897	176,897	59,805	34%
2110 - Technology Services		946,701	946,701	243,725	26%
2133 - Public Information		433,537	433,537	115,491	27%
2209 - Assessor		473,740	473,740	114,778	24%
2247 - Assessor Board Of Review		36,144	36,144	6,363	18%
2310 - Attorney		251,000	251,000	75,450	30%
2415 - City Clerk		169,161	169,161	57,540	34%
2416 - City Clerk Records Management		71,032	71,032	21,008	30%
2491 - City Clerk Elections		255,710	255,710	67,764	27%
2610 - Human Resources		700,204	700,204	198,073	28%
2733 - Purchasing		82,740	82,740	22,753	27%
2734 - Purchasing Risk Management		24,685	24,685	4,915	20%
2865 - Parks Maintenance		1,403,011	1,403,011	399,077	28%
2876 - Cemeteries		72,073	72,073	20,330	28%
2877 - Parks & Rec - Parks		700,618	700,618	195,915	28%
2878 - Parks & Rec - Kalamazoo In Bloom		17,000	17,000	0	0%
2880 - Parks & Rec - Rec Admin		221,286	221,286	67,639	31%
2881 - Parks & Rec - Farmers Market		21,360	21,360	8,824	41%
2882 - Parks & Rec - Team Sports		63,500	63,500	18,177	29%
2885 - Parks & Rec - Programs		42,650	42,650	5,721	13%
2886 - Parks & Rec - Ramona Park		194,472	194,472	67,623	35%
2887 - Parks & Rec - Special Events		149,574	149,574	45,782	31%
2888 - Parks & Rec - Millennium Park		86,275	86,275	7,959	9%
3005 - Police Administration		1,192,373	1,192,373	231,335	19%
3006 - Police Youth Services		510,066	510,066	129,604	25%
3007 - Police Investigation		710,665	710,665	227,403	32%
3010 - Police Patrol		5,948,325	5,948,325	1,862,642	31%

11/17/2021

BUDGET REPORT FOR CITY OF PORTAGE
Calculations as of 10/31/2021

Fund	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY	34%
					Percent of Amended Collected/Used
3020 - Police Training		296,634	296,634	80,326	27%
3021 - Police Training-Grant Funded		9,000	9,000	0	0%
3030 - Police Public Safety Dispatch/ts		60,619	60,619	8,607	14%
3031 - Police Emergency Sirens		38,676	38,676	0	0%
3040 - Police Records & PST		719,449	719,449	205,612	29%
3050 - Police Drug Law Enforcement		341,537	341,537	108,203	32%
3065 - Police Facility Management		415,420	415,420	35,599	9%
3310 - Fire Admin		1,049,432	836,885	190,296	23%
3311 - Fire - Aerial Truck Replacement		0	212,547	212,547	
3320 - Fire Operations		3,860,709	3,860,709	1,255,019	33%
3330 - Fire On Call Firefighters		106,037	106,037	25,346	24%
3331 - Fire Emergency Operations		4,950	4,950	1,250	25%
3340 - Fire Prevention		139,711	139,711	41,684	30%
3350 - Fire Training		263,966	263,966	64,029	24%
3365 - Fire Facility Management		143,700	143,700	60,246	42%
3710 - Comm Dev Building Services		629,391	629,391	160,253	25%
3720 - Comm Dev Planning & Development		527,618	527,618	125,697	24%
3730 - Comm Dev Neighborhood Services		450,274	450,274	119,926	27%
3765 - Comm Dev Building Maintenance		232,761	232,761	79,073	34%
4210 - City-wide Services		696,100	696,100	187,033	27%
6050 - Contagious Diseases		0	0	6,390	0%
6720 - Senior Center		536,568	538,868	114,421	21%
6721 - Senior Center Trips		225,143	225,143	10,845	5%
6725 - Aging Mastery Program		0	0	0	0%
9610 - Transfers Out		1,159,354	1,159,354	0	0%
TOTAL EXPENDITURES - GENERAL FUND		28,758,857	28,761,157	7,880,570	27%
202	Major Street Fund- Revenues	5,413,589	5,413,589	935,179	17%
	Major Street Fund- Expenditures	5,413,589	5,413,589	1,007,151	19%
203	Local Street Fund- Revenues	1,945,952	1,945,952	290,526	15%
	Local Street Fund- Expenditures	1,945,952	1,945,952	487,333	25%
204	Municipal Street Fund- Revenues	1,421,060	1,421,060	1,382,844	97%

11/17/2021

BUDGET REPORT FOR CITY OF PORTAGE
Calculations as of 10/31/2021

Fund	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY	34% Percent of Amended Collected/Used
	Municipal Street Fund- Expenditures	1,421,060	1,421,060	0	0%
223	Curbside Recycling- Revenues	773,352	773,352	843,310	109%
	Curbside Recycling- Expenditures	772,732	772,732	66,693	9%
226	Leaf Pickup/Spring Cleanup- Revenues	879,375	879,375	747,628	85%
	Leaf Pickup/Spring Cleanup- Expenditures	878,236	878,236	80,664	9%
230	CDBG Program Income Fund- Revenues	175,000	175,000	9,900	6%
	CDBG Program Income Fund- Expenditures	175,000	175,000	2,550	1%
252	West Lake Weed Mgmt- Revenues	36,025	36,025	96	0%
	West Lake Weed Mgmt- Expenditures	32,500	32,500	10,621	33%
296	Community Development Block Grant- Rev	218,239	218,239	52,073	24%
	Community Development Block Grant- Exp	218,239	218,239	85,286	39%
298	Cable Television Fund- Revenues	749,400	749,400	2,188	0%
	Cable Television Fund- Expenditures	749,400	749,400	73,262	10%
400	Capital Improvement General- Revenues*	12,434,700	12,467,754	5,077,080	41%
	Capital Improvement General- Expenditures*	12,434,700	25,640,467	2,720,285	11%
490	Capital Improvement Sewer- Revenues*	1,200,000	5,205,000	0	0%
	Capital Improvement Sewer- Expenditures*	1,200,000	3,729,356	8,152	0%
491	Capital Improvement Water- Revenues*	5,065,000	11,301,974	0	0%
	Capital Improvement Water- Expenditures*	5,065,000	10,876,603	380,698	4%
590	Sewer Fund- Revenue	9,430,042	9,430,042	3,895,413	41%
	Sewer Fund- Expenditures	9,415,762	9,415,762	1,618,364	17%
591	Water Fund- Revenues	6,835,288	6,835,288	3,517,458	51%
	Water Fund- Expenditures	6,678,416	6,678,416	1,387,515	21%
TOTAL REVENUES - ALL FUNDS**		75,335,879	85,613,207	37,759,755	
TOTAL EXPENDITURE - ALL FUNDS**		75,159,443	96,708,468	15,809,143	

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

**Debt Service and Internal Service Funds not included.

TO: Honorable Mayor and City Council

FROM: Adam Herringa, Acting City Manager

SUBJECT: Participation in the National Opioid Settlement Agreement

SUPPORTING PERSONNEL: Catherine Kaufman, City Attorney

ACTION RECOMMENDED: Authorize the Acting City Manager to execute the National Opioid Distributor and Janssen Settlement Participation Form and related documents on behalf of the city.

Very recently, the City of Portage was notified by the Michigan State Office of the Attorney General that the city is eligible for disbursement of funding related to the national Johnson & Johnson \$26 billion opioid settlement. The State of Michigan has an approval deadline for localities to participate of January 2, 2022. Research has indicated that the default disbursement of the funding is 15% to state governments, 15% to local governments, and 70% to a state opioid abatement fund. The State of Michigan has written a state-specific agreement that distributes the state's allocation as 50% to the State of Michigan and 50% to the local units. It is estimated that the State of Michigan will receive approximately \$800 million, of which \$400 million will be disbursed to local communities over the course of 18 years.

Should the City of Portage elect to participate, the first payment is expected to be released as early as April 2022, the second as early as July 2022, and subsequent payments in July of each year. The exact amount of the city's allocation depends upon the percentage of participating localities and cannot be determined at this time. However, based on the allocation percentage identified for Portage and the settlement amount anticipated by the State of Michigan, it is estimated that the City of Portage will receive at least \$225,000. Allocation expenditures will be limited to opioid remediation. Though more details regarding expenditures are expected, the following have been noted as eligible: opioid use disorder treatment, treatment and recovery support, prevention, training, and research. The purchase of Nalaxone is also a covered expense. There will, of course, be reporting requirements, but those details will be part of a consent judgment that, to date, has not been finalized.

Other local units of government participating include the City of Kalamazoo, which had the matter added to their agenda last evening, and Kalamazoo Township. The City of Novi also voted last evening to participate. Therefore, it is recommended that the City Council authorize the Acting City Manager to execute the National Opioid Distributor and Janssen Settlement Participation Form and related documents.

FUNDING: Not Applicable

Attachments:

1. National Opioids Settlement Form
2. Allocation Percentages

PARTICIPATION INSTRUCTIONS

Thank you for registering your subdivision on the national settlement website and for considering participating in the proposed Settlement Agreement with Johnson & Johnson, Janssen Pharmaceuticals, Inc., Ortho-McNeil-Janssen Pharmaceuticals, Inc., and Janssen Pharmaceutica, Inc. (collectively “Janssen”). This virtual envelope contains a Participation Agreement including a release of claims. The documents in this envelope must be executed, without alteration, and submitted in order for your subdivision to be considered potentially “participating.” If your subdivision does not participate, it will not be eligible to receive direct payments under this settlement.

The sign-on period for subdivisions ends on January 2, 2022. On or after that date, the states (in consultation with the subdivisions) and Janssen will determine whether the subdivision participation rate is sufficient for the settlement to move forward. If the deal moves forward, your release will become effective. If it does not, it will not.

As a reminder, if you have not already started your review of the settlement documentation, detailed information about the Settlements may be found at: <https://nationalopioidsettlement.com/>. This national settlement website also includes links to information about how the Settlements are being implemented in your state and how settlement funds will be allocated within your state, including information about, and links to, any applicable allocation agreement or legislation. The Michigan Attorney General’s Office has also set up a State-specific website, which may be found here: [Michigan.gov/agopioids](https://michigan.gov/agopioids). If you have questions, including questions on the amount of your allocation, please contact your legal counsel or send an e-mail to AG-OpioidLitigation@michigan.gov.

Settlement Participation Form

Governmental Entity: Portage city	State: MI
Authorized Signatory:	
Address 1:	
Address 2:	
City, State, Zip:	
Phone:	
Email:	

The governmental entity identified above (“Governmental Entity”), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to the Settlement Agreement dated July 21, 2021 (“Janssen Settlement”), and acting through the undersigned authorized official, hereby elects to participate in the Janssen Settlement, release all Released Claims against all Released Entities, and agrees as follows.

1. The Governmental Entity is aware of and has reviewed the Janssen Settlement, understands that all terms in this Election and Release have the meanings defined therein, and agrees that by this Election, the Governmental Entity elects to participate in the Janssen Settlement and become a Participating Subdivision as provided therein.
2. The Governmental Entity shall, within 14 days of the Reference Date and prior to the filing of the Consent Judgment, dismiss with prejudice any Released Claims that it has filed.
3. The Governmental Entity agrees to the terms of the Janssen Settlement pertaining to Subdivisions as defined therein.
4. By agreeing to the terms of the Janssen Settlement and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.
5. The Governmental Entity agrees to use any monies it receives through the Janssen Settlement solely for the purposes provided therein.
6. The Governmental Entity submits to the jurisdiction of the court in the Governmental Entity’s state where the Consent Judgment is filed for purposes limited to that court’s role as provided in, and for resolving disputes to the extent provided in, the Janssen Settlement.
7. The Governmental Entity has the right to enforce the Janssen Settlement as provided therein.



8. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes in the Janssen Settlement, including but not limited to all provisions of Section IV (Release), and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in their official capacity elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in any forum whatsoever. The releases provided for in the Janssen Settlement are intended by the Parties to be broad and shall be interpreted so as to give the Released Entities the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The Janssen Settlement shall be a complete bar to any Released Claim.
9. In connection with the releases provided for in the Janssen Settlement, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

General Release; extent. A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the Janssen Settlement.

10. Nothing herein is intended to modify in any way the terms of the Janssen Settlement, to which Governmental Entity hereby agrees. To the extent this Election and Release is interpreted differently from the Janssen Settlement in any respect, the Janssen Settlement controls.



I swear under penalty of perjury that I have all necessary power and authorization to execute this Election and Release on behalf of the Governmental Entity.

Signature: _____

Name: _____

Title: _____

Date: _____



Political Subdivision	Final Allocation Percentage
Ada Township	0.0042278554%
Adrian City	0.0328126789%
Alcona County	0.0934629817%
Alger County	0.0879525875%
Algoma Township	0.0016941585%
Allegan County	0.4460242903%
Allen Park City	0.0620457416%
Allendale Charter Township	0.0044901249%
Alpena County	0.3552566921%
Alpine Charter Township	0.0014679355%
Ann Arbor City	0.2674253148%
Antrim County	0.2666725680%
Antwerp Township	0.0007581775%
Arenac County	0.1805504304%
Auburn Hills City	0.0679438259%
Bangor Charter Township	0.0063071908%
Baraga County	0.0830045795%
Barry County	0.2499588316%
Bath Charter Township	0.0310575579%
Battle Creek City	0.1976545014%
Bay City	0.0662640083%
Bay County	1.1889740912%
Bedford Township	0.0238194433%
Benton Charter Township	0.0523760917%
Benzie County	0.1559708495%
Berkley City	0.0207220905%
Berrien County	1.4353008205%
Beverly Hills Village	0.0265585450%
Big Rapids City	0.0141485793%
Birmingham City	0.0595211261%
Bloomfield Charter Township	0.1382971973%
Branch County	0.3823019725%
Brandon Charter Township	0.0172309269%
Brighton Township	0.0005844508%
Brownstown Charter Township	0.0597655290%

Political Subdivision	Final Allocation Percentage
Burton City	0.0191573337%
Byron Township	0.0082898139%
Cadillac City	0.0572782844%
Caledonia Charter Township	0.0026644035%
Calhoun County	1.7844560932%
Cannon Township	0.0031972842%
Canton Charter Township	0.2635380816%
Cascade Charter Township	0.0117082940%
Cass County	0.4127454052%
Charlevoix County	0.2142857345%
Cheboygan County	0.3054122146%
Chesterfield Charter Township	0.1219762582%
Chippewa County	0.2775926422%
Clare County	0.2705014687%
Clawson City	0.0134773906%
Clinton Charter Township	0.6524315825%
Clinton County	0.5402667258%
Coldwater City	0.0074666730%
Commerce Charter Township	0.0192121087%
Comstock Charter Township	0.0081656838%
Cooper Charter Township	0.0009266020%
Crawford County	0.2886252314%
Davison Township	0.0085451532%
Dearborn City	0.2895118016%
Dearborn Heights City	0.1017944247%
Delhi Charter Township	0.0190090980%
Delta Charter Township	0.0391807240%
Delta County	0.2697501609%
Detroit City	7.3863527308%
Dewitt Charter Township	0.0355251274%
Dickinson County	0.2772928270%
East Bay Township	0.0014150822%
East Grand Rapids City	0.0200332982%
East Lansing City	0.1928772515%
Eastpointe City	0.1620457585%
Eaton County	1.0040379149%
Egelston Township	0.0057198661%

Political Subdivision	Final Allocation Percentage
Emmet County	0.1751859110%
Emmett Charter Township	0.0078634499%
Escanaba City	0.0187485817%
Farmington City	0.0212789632%
Farmington Hills City	0.1595279696%
Fenton Charter Township	0.0017899625%
Fenton City	0.0463367531%
Ferndale City	0.0860957347%
Flat Rock City	0.0165965372%
Flint Charter Township	0.0247094958%
Flint City	2.8492826162%
Flushing Charter Township	0.0036163716%
Fort Gratiot Charter Township	0.0091219411%
Fraser City	0.0773787868%
Frenchtown Charter Township	0.0472286300%
Fruitport Charter Township	0.0124893804%
Gaines Township	0.0086869609%
Garden City	0.0348032319%
Garfield Charter Township	0.0003928875%
Genesee Charter Township	0.0125078610%
Genesee County	2.1561040586%
Genoa Township	0.0000730563%
Georgetown Charter Township	0.0069588066%
Gladwin County	0.2077497604%
Gogebic County	0.0721438406%
Grand Blanc Charter Township	0.0202728576%
Grand Haven Charter Township	0.0108943696%
Grand Haven City	0.0335954698%
Grand Rapids Charter Township	0.0036296214%
Grand Rapids City	1.3440305744%
Grand Traverse County	0.9563577517%
Grandville City	0.0268602038%
Gratiot County	0.3525171058%
Green Oak Township	0.0310802595%
Grosse Ile Township	0.0206969233%
Grosse Pointe Park City	0.0273525288%
Grosse Pointe Woods City	0.0194917954%

Political Subdivision	Final Allocation Percentage
Hamburg Township	0.0327814289%
Hamtramck City	0.1045696825%
Harper Woods City	0.0291877050%
Harrison Charter Township	0.1197690060%
Hartland Township	0.0002817888%
Hazel Park City	0.0425097355%
Highland Charter Township	0.0169953269%
Highland Park City	0.0226020911%
Hillsdale County	0.4179676993%
Holland Charter Township	0.0168424444%
Holland City	0.0955964916%
Holly Township	0.0023667091%
Houghton County	0.2492719347%
Huron Charter Township	0.0404726791%
Huron County	0.1691383539%
Independence Charter Township	0.0476500991%
Ingham County	2.3910799665%
Inkster City	0.0963789326%
Ionia City	0.0259372614%
Ionia County	0.5298085345%
Iosco County	0.3597971837%
Iron County	0.1234778574%
Iron Mountain City	0.0102890396%
Isabella County	0.6406627159%
Jackson City	0.1975960490%
Jackson County	0.6266962818%
Kalamazoo Charter Township	0.0300335110%
Kalamazoo City	0.2186435127%
Kalamazoo County	2.1433241424%
Kalkaska County	0.0950485976%
Kent County	3.0032910409%
Kentwood City	0.0821691991%
Keweenaw County	0.0039070602%
Lake County	0.0815750583%
Lansing City	0.6157258774%
Lapeer County	0.4570551035%
Leelanau County	0.1385869050%

Political Subdivision	Final Allocation Percentage
Lenawee County	0.8823790089%
Lenox Township	0.0064611477%
Leoni Township	0.0052492697%
Lincoln Charter Township	0.0103038346%
Lincoln Park City	0.0917234908%
Livingston County	1.4441655813%
Livonia City	0.4479739512%
Luce County	0.0715137120%
Lyon Charter Township	0.0034804545%
Mackinac County	0.0525087280%
Macomb County	8.9600697690%
Macomb Township	0.0624612667%
Madison Heights City	0.0833167256%
Manistee County	0.3495467119%
Marion Township	0.0001148028%
Marquette City	0.0180973752%
Marquette County	0.6035272233%
Mason County	0.2785769407%
Mecosta County	0.1917457546%
Melvindale City	0.0300027854%
Menominee County	0.0912256468%
Meridian Charter Township	0.0408752583%
Midland City	0.1745254871%
Midland County	0.3108652798%
Milford Charter Township	0.0037106999%
Missaukee County	0.0578937210%
Monitor Charter Township	0.0025502597%
Monroe Charter Township	0.0069121111%
Monroe City	0.1213473624%
Monroe County	1.7767045087%
Montcalm County	0.6957831869%
Montmorency County	0.0985847841%
Mount Clemens City	0.0290390165%
Mount Morris City	0.0026794798%
Mount Pleasant City	0.0206549613%
Mundy Charter Township	0.0087055516%
Muskegon Charter Township	0.0208333463%

Political Subdivision	Final Allocation Percentage
Muskegon City	0.1009248080%
Muskegon County	1.9100367830%
Muskegon Heights City	0.0288916451%
New Baltimore City	0.0277364435%
Newaygo County	0.5231811022%
Niles City	0.0336753397%
Niles Township	0.0124323128%
Northville Charter Township	0.0937410207%
Norton Shores City	0.0405173975%
Novi City	0.0846232347%
Oak Park City	0.0599120079%
Oakland Charter Township	0.0158387451%
Oakland County	6.0626269110%
Oceana County	0.2437641356%
Oceola Township	0.0002087325%
Ogemaw County	0.6231250992%
Ontonagon County	0.0564870701%
Orion Charter Township	0.0279774995%
Osceola County	0.2155121164%
Oscoda County	0.0566748663%
Oshtemo Charter Township	0.0071811704%
Otsego County	0.3179204956%
Ottawa County	0.8561297014%
Owosso City	0.0346613348%
Oxford Charter Township	0.0127384634%
Park Township	0.0040071188%
Pittsfield Charter Township	0.0274648128%
Plainfield Charter Township	0.0085009554%
Plymouth Charter Township	0.0357383127%
Pontiac City	0.3248498872%
Port Huron Charter Township	0.0083327500%
Port Huron City	0.1504374166%
Portage City	0.0567022991%
Presque Isle County	0.1629846266%
Redford Charter Township	0.1223763279%
Riverview City	0.0278625766%
Rochester City	0.0230459632%

Political Subdivision	Final Allocation Percentage
Rochester Hills City	0.0390185719%
Romulus City	0.1043054243%
Roscommon County	0.4301835283%
Roseville City	0.2467127304%
Royal Oak City	0.1498737243%
Saginaw Charter Township	0.0399524841%
Saginaw City	0.2486892685%
Saginaw County	1.8697499899%
Sanilac County	0.3884583961%
Sault Ste. Marie City	0.1102861372%
Schoolcraft County	0.0455825815%
Scio Charter Township	0.0029747576%
Shelby Charter Township	0.2924370238%
Shiawassee County	0.8126038392%
South Lyon City	0.0149498906%
Southfield City	0.2271237501%
Southfield Township	0.0000642545%
Southgate City	0.0512897499%
Spring Lake Township	0.0060017466%
Springfield Charter Township	0.0025808909%
St Clair County	2.2355263751%
St Joseph County	0.2462634133%
St. Clair Shores City	0.1962330188%
Sterling Heights City	1.0160154348%
Sturgis City	0.0345993898%
Summit Township	0.0084993840%
Superior Charter Township	0.0069991428%
Taylor City	0.2173451175%
Texas Charter Township	0.0030056684%
Thomas Township	0.0073384407%
Traverse City	0.0694748526%
Trenton City	0.0278175688%
Troy City	0.1362571155%
Tuscola County	0.4964108264%
Tyrone Township	0.0055627194%
Union Charter Township	0.0000295731%
Van Buren Charter Township	0.0769291242%

Political Subdivision	Final Allocation Percentage
Van Buren County	0.4404295489%
Vienna Charter Township	0.0049907472%
Walker City	0.0333201255%
Warren City	1.2684334598%
Washington Township	0.0466960473%
Washtenaw County	2.6615283392%
Waterford Charter Township	0.1262119884%
Wayne City	0.0938477408%
Wayne County	11.4087490300%
West Bloomfield Charter Township	0.1514104788%
Westland City	0.3653115305%
Wexford County	0.3345380363%
White Lake Charter Township	0.0337978902%
Wixom City	0.0213271541%
Woodhaven City	0.0330180645%
Wyandotte City	0.0563902282%
Wyoming City	0.1474722212%
Ypsilanti Charter Township	0.0334144094%
Ypsilanti City	0.0518771364%
Zeeland Charter Township	0.0035509487%