FINAL AGENDA FOR THE COUNCIL MEETING
CITY OF PORTAGE
OCTOBER 18, 2022

5:30 p.m. Committee of Whole Meeting - Brownfield Redevelopment Incentive Policy

7:00 p.m. Call to Order.

Invocation.

Pledge of Allegiance.

Roll Call.

Proclamations:

1. Red Ribbon Week 2022
2. Rotary International 2022

A. Consent Agenda:

1. Approve the City Council Meeting Minutes of the:
   a. Board & Commission Interviews of October 4, 2022.
   b. Regular Meeting of October 4, 2022.
2. Approve the Accounts Payable Register of October 18, 2022 as presented.
3. Approve the purchase of a Pierce Velocity 100' Aerial Platform through the Sourcewell Cooperative Purchasing Agreement #113021-OKC-1 in the amount of $1,777,423.00, and authorize the city manager to execute all documents on behalf of the city.
4. Approve the proposed contract renewals with Michigan Claims Service, Inc. dba The ASU Group for $9,750/year and Midwest Employers Casualty Company for $100,555 for the first year and $101,558 for the second year plus payroll adjustments, with $750,000 specific excess retention for Police and Fire and $550,000 specific excess retention for all other employee groups, for the period of December 1, 2022 - November 30, 2024, and authorize the city manager to execute all documents on behalf of the city.
5. Approve the purchase of five (5) 2023 Ford Interceptor AWD vehicles from Gorno Ford in the amount of $257,830 using the State of Michigan MiDEAL program and authorize the City Manager to execute all documents related to this purchase on behalf of the city.
6. Award a contract to Overhead Door of Kalamazoo for the replacement of overhead doors at Fire Station No. 1 in the amount of $106,807 and authorize the City Manager to execute all documents related to the contract on behalf of the city.
7. Adopt the City of Portage partnership in the Kalamazoo County Urban Bird Treaty and support the application for federal designation as the Kalamazoo County Urban Bird Treaty through the U.S. Fish and Wildlife Service.
8. Receive the proposed 2023 Recreation and Open Space Plan Update and approve the distribution of the plan update to the planning commissions of adjacent communities and to the Kalamazoo County Planning Commission.
9. Minutes of Boards & Commissions:
   a. Environmental Board from August 10, 2022
   b. Human Services Board from September 1, 2022
   c. Planning Commission from September 15, 2022
10. Materials Transmitted.

11. Calendar of Meetings:

    - Senior Citizens Advisory Board: October 19, 2022 at 2:30 p.m. at Portage Zhang Senior Center.
    - Kalamazoo County Public Arts Commission: October 19, 2022 at 4:00 p.m. at the Epic Center.

B. Petitions and Statements of Citizens:

C. Communications:

D. Public Hearings:

1. Subsequent to public hearing, approve the Tentative Plan and Rezoning Application #22/23-4 to rezone 8150 Creekside Drive from OS-1 Office Service District and R-1C One-Family Residential District to PD Planned Development for a senior housing facility.

E. Regular Business Agenda:

1. Appoint individuals to fill the two remaining vacancies on the Human Services Board.

F. Unfinished Business:

G. Council Committee Reports:

H. New Business:

I. Statements of Citizens:

J. Statements of City Council and City Manager.

Adjournment.

CITY OF PORTAGE
PROCLAMATION

2022 Red Ribbon Week

"Celebrate LIFE – Live Drug Free"

WHEREAS, alcohol and other drug abuse in this nation has reached epidemic stages; and

WHEREAS, it is imperative that visible, unified prevention education efforts by community members be launched to eliminate the demand for drugs; and

WHEREAS, the National Family Partnership, together with Portage Public Schools, are sponsoring the National Red Ribbon Campaign offering citizens the opportunity to demonstrate their commitment to drug-free lifestyles (no use of illegal drugs, no illegal use of legal drugs); and

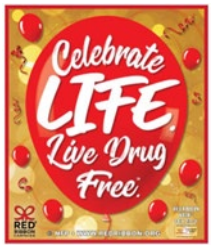
WHEREAS, the National Red Ribbon Campaign will be celebrated in every community in America during "Red Ribbon Week", October 23 – 31; and

WHEREAS, business, government, parents, law enforcement, media, medical, religious institutions, schools, senior citizens, service organizations, and youth will demonstrate their commitment to healthy, drug-free lifestyles by wearing and displaying Red Ribbons during this weeklong campaign; and

WHEREAS, the City of Portage further commits its resources to ensure the success of the Red Ribbon Campaign.

NOW, THEREFORE, BE IT RESOLVED THAT I, Patricia M. Randall, Mayor of the City of Portage, hereby declare the week of October 23rd through October 31st as Red Ribbon Week in the City of Portage and encourage all residents to participate in drug prevention education activities, showing our commitment to a drug-free community.

BE IT FURTHER RESOLVED THAT the City Council of the City of Portage encourages all citizens to echo the theme of the 2022 campaign: "Celebrate LIFE – Live Drug Free."



Signed this 18th day of October 2022.

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Patricia M. Randall, Mayor

CITY OF PORTAGE
PROCLAMATION

Rotary International Proclamation

WHEREAS, Rotary is a global network of neighbors, friends, leaders, and problem-solvers who unite and take action to create lasting change in communities across the globe; and

WHEREAS, the Rotary motto, Service Above Self, inspires members to provide humanitarian service, follow high ethical standards, and promote goodwill and peace in the world; and

WHEREAS, Rotary in 1985 launched PolioPlus and in 1988 helped establish the Global Polio Eradication Initiative, which today includes the World Health Organization, U.S. Centers for Disease Control and Prevention, UNICEF, the Bill & Melinda Gates Foundation, and Gavi, the Vaccine Alliance, to immunize the children of the world against polio; and

WHEREAS, polio cases have dropped by 99.9 percent since 1988 and the world stands on the threshold of eradicating the disease; and

WHEREAS, to date, Rotary has contributed more than $2.4 billion and countless volunteer hours to protecting nearly 3 billion children in 122 countries; and

WHEREAS, Rotary is working to raise an additional $50 million per year, which will be leveraged for maximum impact by an additional $100 million annually from the Bill & Melinda Gates Foundation; and

WHEREAS, these efforts are providing much-needed operational support, medical staff, laboratory equipment, and educational materials for health workers and parents; and

WHEREAS, in addition, Rotary has played a major role in decisions by donor governments to contribute more than $10 billion to the effort; and

WHEREAS, there are over 1.4 million Rotary members in 46,000 clubs throughout the world that sponsor service projects to address such critical issues as poverty, disease, hunger, illiteracy, and the environment in their local communities and abroad.

NOW, THEREFORE, BE IT RESOLVED THAT I, Patricia M. Randall, and the City Council of the City of Portage, Michigan do hereby declare October 24, 2022, as World Polio Day in the City of Portage and do further direct that the lights on the Zhang Portage Senior Center be lit up “PURPLE FOR POLIO” from sunset on October 23 through dawn on October 25, 2022 to recognize this important designation.

Signed this 18th day of October 2022.

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Patricia M. Randall, Mayor

BOARD & COMMISSION INTERVIEW SESSION MINUTES FROM OCTOBER 4, 2022

Mayor Patricia Randall called the Board & Commission Interviews to order at 05:16 PM in Conference Room #1 at Portage City Hall.

ROLL CALL: Councilmembers Lisa Brayton, Chris Burns, Lori Knapp (arrived at 5:50 PM), Victor Ledbetter, Mayor Pro Tem Jim Pearson, and Mayor Patricia Randall were present.

ABSENT: Councilmember Terry Urban.

ALSO PRESENT: City Manager Pat McGinnis, and City Clerk Erica Eklov.

EDC/TIFA AND BRA INTERVIEWS: From 5:16 p.m. to 5:25 p.m., City Council interviewed for an expiring term with the Economic Development Corporation/Tax Increment Finance Authority and Brownfield Redevelopment Authority. They interviewed current member John Herberg and applicant Roglio Batas. Mr. Herberg indicated a desire to be re-appointed and Mr. Batas indicated a desire to be considered for the Historic District Commission.

ENVIRONMENTAL BOARD INTERVIEWS: From 5:25 p.m. to 5:40 p.m., City Council interviewed David Lancaster, Lauren Tompkins, and Jason Beasley for the Environmental Board. Current Board Member David Lancaster summarized the role of the Environmental Board and current activities at the Mayor's request.

HISTORIC DISTRICT COMMISSION INTERVIEWS: From 5:45 p.m. to 5:58 p.m., City Council interviewed Roglio (RJ) Batas for the Historic District Commission. At the request of Mayor Randall, City Clerk Eklov provided a summary of the Commission. Mayor Randall asked Mr. Batas to describe his preference for the Historic District Commission.

HUMAN SERVICES BOARD INTERVIEWS: From 5:58 p.m. to 6:17 p.m., City Council interviewed Brooke Kolodzieczyk for the Human Services Board. City Clerk Eklov advised that returning member Effie Kokkinos had needed to leave early due to a conflict but desired reappointment, one applicant had withdrawn, and another had a sudden conflict with attending interviews that evening. At the Mayor's request, Ms. Kolodzieczyk relayed the recent activities of the Board and efforts to streamline the grant application process. There was additional discussion regarding measures to fill the remaining vacancies.

PARK BOARD INTERVIEWS: From 6:17 p.m. to 6:32 p.m., City Council interviewed Chelsea Huber, Angelique McGuire, and Jennifer Gomes for the Park Board. At the request of the Mayor, City Clerk Eklov advised that both expiring members Dustin Black and Charles Mosser desired to be reappointed. Councilmember Burns asked the applicants whether they would be interested in the Human Services Board as the Park Board only had two vacancies and the Human Services Board had three unfilled vacancies. Ms. Huber expressed a desire to pursue the Human Services Board citing her employment with the Kalamazoo County Prosecutor's Office.

SENIOR CITIZENS ADVISORY BOARD INTERVIEWS: From 6:32 p.m. to 6:44 p.m., City Council interviewed Joan Stommen for the Senior Citizens Advisory Board. City Clerk Eklov relayed that applicants Katie Ray and Renee Mielke had withdrawn and that existing members Sharon White and Linda Zoeller desired re-appointment.

PUBLIC COMMENT: None.

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BOARD AND COMMISSION APPOINTMENT DISCUSSION: City Council then deliberated as to which applicants should be appointed to the various boards and commissions.

ADJOURNMENT: Mayor Randall adjourned the meeting at 06:44 PM.

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Erica L. Eklov, City Clerk

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CITY COUNCIL MEETING MINUTES FROM OCTOBER 4, 2022

Mayor Patricia Randall called the Regular Meeting to order at 07:01 PM in the Council Chambers at Portage City Hall.

ROLL CALL: Councilmembers Lisa Brayton, Chris Burns, Lori Knapp, Victor Ledbetter, Terry Urban, Mayor Pro Tem Jim Pearson, and Mayor Patricia Randall were present.

ABSENT: None.

ALSO PRESENT: City Manager Pat McGinnis, Deputy City Manager Adam Herringa, Deputy City Manager Michael Carroll, City Attorney Catherine Kaufman, and City Clerk Erica Eklov.

At the request of Mayor Randall, the audience observed a moment of silence to reflect in gratitude for the dedication of the Portage Public Safety Department, especially the 18 years of exemplary service by Portage Deputy Director Daniel Mills. Following the moment of silence, the City Council recited the Pledge of Allegiance.

PROCLAMATIONS: Councilmember Brayton read the Resolution of Respect for Deputy Director Daniel J. Mills.

CONSENT AGENDA: Mayor Randall shared where the public can access the meeting agenda and asked if any Councilmember or anyone in the audience would like an item removed from the Consent Agenda. Councilmember Burns removed Item A.3. Motion by Burns, seconded by Knapp, to approve the Consent Agenda as amended. Upon a roll call vote, motion carried 7 to 0.

Approval of Minutes: Motion by Burns, seconded by Knapp, to approve the City Council Meeting Minutes of the Regular Meeting of September 20, 2022. Upon a roll call vote, motion carried 7 to 0.

Accounts Payable Register: Motion by Burns, seconded by Knapp, to approve the Accounts Payable Register of October 4, 2022, as presented. Upon a roll call vote, motion carried 7 to 0.

Rezoning Application No. 22/23-5 to rezone 505 and 515 E. Centre Avenue from OS-1 Office Service District to B-1 Local Business District to facilitate future commercial development: Motion by Burns, seconded by Knapp, to receive Rezoning Application No. 22/23-5 to rezone 505 and 515 East Centre Avenue from OS-1 Office Service District to B-1 Local Business District, and set a public hearing for November 1, 2022. Upon a roll call vote, motion carried 7 to 0.

Preliminary Plat approval for Oakland Farms No. 3 residential subdivision at 9840 Oakland Drive: Motion by Burns, seconded by Knapp, to approve the proposed Preliminary Plat for Oakland Farms No. 3 residential subdivision at 9840 Oakland Drive with the condition that prior to construction of the public water and sewer mains, a public utility plan shall be submitted and approved by the City of Portage. Upon a roll call vote, motion carried 7 to 0.

Romence Road Parkway Reconstruction Project - Tabulation of Proposals: Motion by Burns, seconded by Knapp, to award a contract to Orchard, Hiltz & McCliment, Inc. of Kalamazoo, Michigan in the amount not to exceed $166,997 for design and construction engineering services for the reconstruction of Romence Road Parkway from South Westnedge Avenue to Lovers Lane and authorize the City Manager to execute all documents related to the contract on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

New DDA Liquor License Supporting Resolution: Motion by Burns, seconded by Knapp, to adopt the Michigan Liquor Control Commission's Local Government Approval Resolution for a new

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Downtown Development (DDA) District, B-Hotel Liquor License for 850 Trade Centre Way (850 Trade Centre Way, LLC). Upon a roll call vote, motion carried 7 to 0.

Minutes of Boards & Commissions: Motion by Burns, seconded by Knapp, to receive the Minutes of the Planning Commission from September 1, 2022, and Historic District Commission from July 6, 2022. Upon a roll call vote, motion carried 7 to 0.

Calendar of Meetings: Motion by Burns, 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: Paul Selden (10630 Portage Road) spoke on behalf of Bike Friendly Kalamazoo. He highlighted the city's achievement of the Bicycle Friendly Community Silver Level Award from the League of American Bicyclists, as well as the Bike Friendly Kalamazoo's 2022 Civic Leadership Award. The Mayor then spoke about Mr. Selden's prior work regarding bike safety and accessibility in the Portage and Kalamazoo area, thanking him for his efforts.

REGULAR BUSINESS AGENDA:

Board and Commission Appointments: At the invitation of the Mayor, City Clerk Eklov read the various appointments into the record. The appointments were as follows: reappoint Sharon White and Linda Zoeller, as well as appoint Jean Stommen to terms ending October 1, 2025, to the Senior Citizen's Advisory Board; reappoint Joseph Chamberlin and David Lancaster, with terms ending October 1, 2025, and appoint Jason Beasley to an unfulfilled term ending October 1, 2024, and Lauren Tompkins to an unfulfilled term ending October 1, 2025, to the Environmental Board; reappoint Rebecca Lopez and Laura Glass, as well as appoint Roglio (RJ) Batas to terms ending December 31, 2025, to the Historic District Commission; reappoint Effie Kokkinos and Brooke Kolodzieczyk, with terms ending October 1, 2025, and appoint Chelsea Huber to an unfulfilled term ending October 1, 2023, to the Human Services Board; reappoint Dustin Black and Charles Mosser, as well as appoint Angelique McGuire to terms ending October 1, 2025, and appoint Jennifer Gomes to an unfulfilled term ending October 1, 2024, to the Park Board; and, reappoint John Herberg with a term ending December 31, 2028 to the Economic Development Corporation/Tax Increment Finance Authority and Brownfield Redevelopment Authority.

Motion by Burns, seconded by Brayton, to appoint individuals to the EDC/TIFA/BRA, Environmental Board, Historic District Commission, Human Services Board, Park Board, and Senior Citizens Advisory Board as noted. Upon a voice vote, motion carried 7 to 0.

Rezoning Application No. 22/23-3 to rezone 4670 Fox Valley Drive from R-1C One-Family Residential to RM-1 Multifamily Residential for future multifamily housing development: At the request of the Mayor, Councilmember Burns explained the rationale for removing the item from the Consent Agenda. Councilmember Burns noted that the proposed rezoning had a large portion of the agenda, as well as audience members in attendance for the matter. As such, he requested clarification regarding the business currently before the Council for this meeting. City Manager McGinnis responded, providing the history of the matter with the Planning Commission, and clarified that the action was to set a public hearing for the first Regular Meeting in November. He further explained that the majority of review, discussion, and voting was slated for the public hearing on November 1. Mayor Randall confirmed for the public in attendance that the Council had the documents for review in the agenda packet and planned for discussion to occur during the public hearing.

Mr. Ron Pelak (5155 Chasemoor Court) spoke regarding his interest in removing the item from the Consent Agenda and his concerns about bias or errors in the administrative report. He referenced the review of the item from the earlier Planning Commission meetings and the citizen opposition previously expressed. City Manager McGinnis responded, providing background information regarding

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the City Administration's measures to convey reports and information to the City Council. Mayor Randall also responded, as did Councilmember Urban, to Mr. Pelak's concerns.

Motion by Burns, seconded by Urban, to receive Rezoning Application No. 22/23-3 to rezone 4670 Fox Valley Drive from R-1C One-Family Residential to RM-1 Multifamily Residential for a future multifamily housing development, and set a public hearing for November 1, 2022. Upon a roll call vote, motion carried 7 to 0.

UNFINISHED BUSINESS:

Winters Drive Traffic Complaints - Follow-Up: At the invitation of Mayor Randall, City Manager McGinnis relayed the City Administration's efforts in the Winters Drive area since the previous City Council meeting when citizen concerns about traffic had been relayed.
Mayor Randall asked whether another speed study would be done for the installation of the noted traffic abatement measures. City Manager McGinnis confirmed.

Councilmember Burns asked whether a "Speed Enforcement Zone" sign installation was also a possibility. City Manager McGinnis responded that he would review the option. Councilmember Burns thanked the citizens for bringing their concerns to the City Council.

Councilmember Urban noted the history of Winters Drive issues as compared with the recommendations in The Manual on Uniform Traffic Control Devices (MUTCD) utilized by the State of Michigan and the allowable traffic warrant counts for this street.

Motion by Urban, seconded by Ledbetter, to receive the report from the City Manager regarding citizen complaints of traffic issues on Winters Drive - Information Only. Upon a voice vote, motion carried 7 to 0.

COUNCIL COMMITTEE REPORTS: None.

STATEMENTS OF CITIZENS: Ms. Katie Morgan (2022 Winters Drive) thanked the City Council for their efforts to address traffic on Winters Drive to date, but expressed concerns that some measures were insufficient. She requested clarity on the use of a solid yellow line on roadways and noted that semi-trucks still use Winters Drive despite warning signage. Ms. Morgan relayed that the residents would still like to try temporary speed humps or rumble strips. She also relayed that the current reflective signage is obscured by branches in need of trimming. Ms. Morgan also suggested the use of remote electronic enforcement. However, Councilmember Urban stated that remote traffic enforcement was illegal in the state of Michigan. Councilmember Burns suggested the installation of "Speed Enforcement Area" signs, which Ms. Morgan favored.

Mr. Tom Space (1909 Winters Drive) stated that the Winters Drive issue is more of a speed issue as opposed to increased traffic. He noted Metro Transit also uses the street as the quickest route. He also expressed concern about the line striping on Winters Drive.

Mr. Daniel DeVries (2027 Winters Drive) expressed appreciation for the City Administration's efforts so far but agreed that speed had been an issue since he had moved in the past year. He noted his wife had previously entered a SeeClickFix request for the installation of sidewalks for increased safety.

Mr. Ryan Sweeney (1930 Winters Drive) also spoke regarding Winters Drive concerns and made recommendations regarding adjacent traffic light timings.

STATEMENTS OF CITY COUNCIL AND CITY MANAGER: Councilmember Brayton stated she attended the new Kalamazoo Regional Educational Service Agency (KRESA) groundbreaking near Wings Event Center, as well as a ribbon-cutting event for the new City BBQ restaurant on South Westnedge

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Avenue. She also congratulated Deputy Director Dan Mills on his retirement and commended the residents of Winters Drive for bringing their concerns forward.

Councilmember Burns thanked Deputy Director Mills, noting it was a well-deserved retirement. He noted the fall season brings the last few Portage Farmers Markets and the Parks Department's Monster Mash event.

Councilmember Ledbetter recognized Public Safety Deputy Director Dan Mills for his service, congratulating him.

Councilmember Knapp also recognized Deputy Director Dan Mills for his service.

Councilmember Urban apologized for not attending the earlier Board and Commission interviews. He expounded on his history with Winters Drive and the recurring issues with the street. Councilmember Urban stated he was hopeful a potential solution was available. He closed by recognizing Deputy Director Dan Mills.

City Manager McGinnis also highlighted the Monster Mash event. He then commended Deputy Director Mills for his public service and Optimist Club representation as its governor.

Mayor Pro Tem Pearson congratulated Deputy Director Mills. He then thanked the residents in attendance for their comments on the Winters Drive and Fox Valley Drive matters.

Mayor Randall spoke regarding the interviews and preparations involved. She also spoke regarding the KRESA groundbreaking for the trades center, as well as a recent Salvation Army event. Mayor Randall closed by congratulating Dan Mills, highlighting his Friday retirement event and final call, which she would miss due to the birth of her new granddaughter.

ADJOURNMENT: Mayor Randall adjourned the meeting at 08:14 PM.

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Erica L. Eklov, City Clerk

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TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT:

SUPPORTING PERSONNEL: Lauren VanderVeen, Finance Director

ACTION RECOMMENDED: Approve the Accounts Payable Register of October 18, 2022 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 September 25, 2022 through October 8, 2022 and notes $548,395.49 in automated clearing house payments, $1,054,402.31 in paper checks, $63,712.75 in auto-pay payments, $1,966,616.69 in electronic payments and $194.97 in credit card payments (September) for a grand total of $3,633,322.21.

FUNDING: Not Applicable

Attachments: 1. Accounts Payable Register of October 18, 2022

ACCOUNTS PAYABLE REGISTER
Check Dates From: 9/25/22 to 10/08/2022

Check Type: ACH Transaction

Check Date	Check	Vendor Name	Description	Amount
09/30/2022	17975(A)	A I S CONSTRUCTION EQUIP. CO.	GODWIN PUMP MAINTENANCE SUPPLIES	522.02
09/30/2022	17976(A)	A NEW LEAF	CITY HALL PLANT CARE	98.50
09/30/2022	17977(A)	ADVANTAGE ROOFING, INC.	CDBG REPLACE ROOF	9,686.00
09/30/2022	17978(A)	AIRGAS USA LLC	WELDING SUPPLIES	75.17
09/30/2022	17979(A)	ALL CITY MANAGEMENT SERVICES, INC.	CROSSING GUARD CONTRACT	3,477.60
09/30/2022	17980(A)	AMAZON.COM SALES, INC.	OFFICE SUPPLIES-FN, HR; FIRE PREV SUPPLIES-FD	470.72
09/30/2022	17981(A)	APOLLO FIRE EQUIPMENT COMPANY	FIRE TOOLS MAINT	158.52
09/30/2022	17982(A)	ARISTA TRUCK SYSTEMS	AIR SEPARATOR FILTERS	406.85
09/30/2022	17983(A)	ARMOLD, NICHOLAS	IACP CONFERENCE - PER DIEM	379.50
09/30/2022	17984(A)	AUNALYTICS INC	MONTHLY DISASTER RECOVERY SERVICES	1,757.70
09/30/2022	17985(A)	BLUE CARE NETWORK-GREAT LAKES	HEALTH INSURANCE	153,842.41
09/30/2022	17986(A)	BOGARD, SCOTT T	NATL ASSOC PROF CANINE HANDLERS-PER DIEM	88.50
09/30/2022	17987(A)	C D W GOVERNMENT, INC.	REPL CYBERPOWER UPS, NEW WEBCAMS	1,391.12
09/30/2022	17988(A)	CARDINAL BUS, INC.	TRIP VENDOR PMT SEPT SURPRISE, TIGERS/WHT SOX	3,811.25
09/30/2022	17989(A)	CERTASITE LLC	PARKS BUILDING FIRE INSPECTION	793.06
09/30/2022	17990(A)	CHARTER COMMUNICATIONS	CABLE TV	479.95
09/30/2022	17991(A)	CLEAN EARTH ENVIRONMENTAL SERV	EMERGENCY SEWER BACKUP AT CENTRAL PARK	647.50
09/30/2022	17992(A)	CLEANIT CORP	CAR WASHES	66.00
09/30/2022	17993(A)	COMPLETE LANDSCAPING SOLUTIONS	CONTRACT MOWING FOR TALL GRASS & WEEDS	324.30
09/30/2022	17994(A)	CONTINENTAL LINEN SERVICES	LINENS FOR THE FUND RAISER PURSE SALE	108.88
09/30/2022	17995(A)	CROWN TROPHY	SUPPLIES FOR THE BUILDING-CUSTOM PLAQUE	135.00
09/30/2022	17996(A)	DATAWORKS PLUS LLC	ANNUAL SOFTWARE/HARDWARE SUPPORT	1,159.00
09/30/2022	17997(A)	DEER CONTRACTING & LANDSCAPE	RAMONA PK ENTRANCE WALL & PLANTER REPAIR	1,980.00
09/30/2022	17998(A)	DELTA DENTAL PLAN OF MICHIGAN	DENTAL INSURANCE	17,921.87
09/30/2022	17999(A)	DOPP, LYNLEY	MAHN CONFERENCE - PER DIEM	117.50
09/30/2022	18000(A)	EARLE, SHELIA L	FITNESS INSTRUCTIONS	710.00
09/30/2022	18001(A)	ED & TED'S EXCELLENT ADVENTURES	TRIP VENDOR PAYMENT 221022 NEW ORLEANS	59,928.00
09/30/2022	18002(A)	ENGINEERED PROTECTION SYSTEMS, INC.	ALARM MONITORING & SVC INSPEC AGREEMENT	3,576.14
09/30/2022	18003(A)	FERGUSON WATERWORKS #3386	FRAME FOR STORM WATER BASIN	150.00
09/30/2022	18004(A)	FIDELITY SECURITY LIFE INSURANCE CO	VISION INSURANCE	1,132.48
09/30/2022	18005(A)	FORSHEE, MARK	FALL SOFTBALL UMPIRE PAYROLL	100.00
09/30/2022	18006(A)	GORDON WATER SYSTEMS	WATER SERVICES	34.54

Check Date	Check	Vendor Name	Description	Amount
09/30/2022	18007(A)	GREATER KALAMAZOO UNITED WAY	UNITED WAY DONATIONS SEPTEMBER 2022	162.00
09/30/2022	18008(A)	GRIFFIN PEST SOLUTIONS	PEST CONTROL SVCS-MULT LOCS	472.00
09/30/2022	18009(A)	HOTRUM, ROBERT	FALL SOFTBALL UMPIRE PAYROLL	350.00
09/30/2022	18010(A)	INDUSCO SUPPLY CO., INC.	CLEANING, PAPER SUPPLIES	276.66
09/30/2022	18011(A)	INSIGHT PUBLIC SECTOR, INC.	MONTHLY MICROSOFT CLOUD SERVICE	5,800.68
09/30/2022	18012(A)	J & J LAWN SERVICE, INC.	UTILITY MOWING & TRIMMING	10,726.95
09/30/2022	18013(A)	JB PRINTING	SEPTEMBER PORTAGER NEWSLETTER	7,334.00
09/30/2022	18014(A)	JONS TO GO PORTABLE RESTROOM	PORTABLE RESTROOMS	125.00
09/30/2022	18015(A)	LAWSON PRODUCTS, INC	FLEET MAINTENANCE SUPPLIES - PLOW BOLTS	641.26
09/30/2022	18016(A)	LIFEGUARD STORE	RAMONA LIFEGUARD APPAREL	52.00
09/30/2022	18017(A)	MACKINDER, DEVIN	REIMB TRAINING EXPS MI GOVT MGMT SCIENCE	943.04
09/30/2022	18018(A)	MATTAWAN MUSHROOM CO	FOOD ASSISTANCE REIMBURSEMENT	173.00
09/30/2022	18019(A)	MCGINNIS, PATRICK	AUGUST 2022 EXPS, LUNCH W/REP MATT HALL	281.06
09/30/2022	18020(A)	MCGUIRE, INGRID	REIMB EXP 2022 MMTA FALL CONFERENCE	383.00
09/30/2022	18021(A)	MCNALLY ELEVATOR CO.	ELEVATOR MAINTENANCE	152.32
09/30/2022	18022(A)	MEEKHOF TIRE SALES & SERVICE INC.	TIRE MAINTENANCE	916.80
09/30/2022	18023(A)	MIDWEST ENERGY & COMMUNICATIONS	STREETLIGHT ENERGY COSTS	318.14
09/30/2022	18024(A)	MILLS, DANIEL	REIMB EXP MLEAC CONFERENCE	328.12
09/30/2022	18025(A)	MUNICIPAL EMERGENCY SERVICES INC	FIRE PPE GEAR	1,380.00
09/30/2022	18026(A)	NASON, RICHARD	REIMB AIRFARE EXP-LEADERSHIP & DEV	318.96
09/30/2022	18027(A)	NATURAL CYCLES FARM LLC	FOOD ASSISTANCE REIMBURSEMENT	76.00
09/30/2022	18028(A)	NYE UNIFORMS	MISC UNIFORMS	1,526.26
09/30/2022	18029(A)	ONSTAFF USA INC	TEMP EMPLOYEE SERVICES	6,184.39
09/30/2022	18030(A)	PEOPLEFACTS, LLC	BACKGROUND & SECURITY MONITORING	30.16
09/30/2022	18031(A)	PLAYFORD, LOUIE	NFPA-COMMAND & CONTROL TR - PER DIEM	96.00
09/30/2022	18032(A)	PORTAGE FIREFIGHTERS	IAFF UNION DUES FOR SEPTEMBER 2022	1,920.00
09/30/2022	18033(A)	PORTAGE ON-CALL FIREFIGHTERS	OCFF UNION DUES FOR SEPTEMBER 2022	20.00
09/30/2022	18034(A)	PORTAGE POLICE OFFICERS ASSOC	PPOA UNION DUES FOR SEPTEMBER 2022	602.00
09/30/2022	18035(A)	PRECISION PRINTER SERVICES INC	MONTHLY PRINTER SUPPORT SERVICES	1,148.12
09/30/2022	18036(A)	PREIN & NEWHOF	ENGINEERING SVCS - COOLEY DR RECONSTRUCTION	4,274.85
09/30/2022	18037(A)	PRINTING SERVICES INC	PRINTING SERVICES	36.00
09/30/2022	18038(A)	QUADIENT LEASING USA, INC	LEASE PAYMENT	732.30
09/30/2022	18039(A)	REYNHOUT, BRENT	IMPLICIT BIAS & DE-ESCALATION TR - PER DIEM	147.50

Check Date	Check	Vendor Name	Description	Amount
09/30/2022	18040(A)	RHODES, KEVIN	FALL SOFTBALL UMPIRE PAYROLL	475.00
09/30/2022	18041(A)	RIDGE AUTO NAPA	EQUIPMENT REPAIR/MAINT SUPPLIES	1,796.35
09/30/2022	18042(A)	VOID		0.00
09/30/2022	18043(A)	ROBERT LAMSON, LLC	PRE & POST CONDITIONAL OFFER OF EMPLOYMENT	715.00
09/30/2022	18044(A)	SARKOZY BAKERY LLC	FOOD ASSISTANCE REIMBURSEMENT	20.00
09/30/2022	18045(A)	SEVERANCE ELECTRIC COMPANY,INC	MISS DIG MARKINGS	9,337.57
09/30/2022	18046(A)	SMITH DAWSON & ANDREWS, INC.	FEDERAL ADVOCACY SERVICES	5,000.00
09/30/2022	18047(A)	TMK WORLWIDE, LLC	METER SERVICE	273.00
09/30/2022	18048(A)	UNITED AUTO. IMPLEMENT WORKERS 2290	UAW UNION DUES FOR SEPTEMBER 2022	574.77
09/30/2022	18049(A)	VANDERVEEN, LAUREN	REIMB EXP-MGFOA FALL TRAINING INSTITUTE	397.85
09/30/2022	18050(A)	VEOLIA WATER CONTRACT OPERATIONS	UTILITY OPERATION SYSTEM	195,796.20
09/30/2022	18051(A)	VIRIDIS DESIGN GROUP	DR MARTIN LUTHER KING JR PARK A&E,5 YR REC PLAN	4,000.00
09/30/2022	18052(A)	WARNER NORCROSS & JUDD LLP	LEGAL SERVICES	12,920.00
09/30/2022	18053(A)	WARNER OIL COMPANY INC	DEF DRUM	34.75
09/30/2022	18054(A)	WENTWORTH, JORDAN	NATL ASSOC OF PROF CANINE HANDLERS - PER DIEM	88.50
09/30/2022	18055(A)	WEST MICHIGAN STAMP & SEAL,INC	NAME BADGES, REGISTRARS	39.00
09/30/2022	18056(A)	WIGHTMAN	WEST FORK CULVERT INSPECTIONS	2,896.25
09/30/2022	18057(A)	WOLVERINE POWER SYSTEMS	FIRE FACILITY MAINT	365.00
09/30/2022	18058(A)	XEROX CORPORATION	XEROX COPIER FEE	207.60
			Total ACH	**548,395.49**

Check Type: Paper

09/30/2022	321795	ALLEGRA PRINT & IMAGING	PRINTING SERVICES	521.00
09/30/2022	321796	AT&T	ELECTRONIC COMMUNICATIONS	293.93
09/30/2022	321797	AURO PHYSICAL THERAPY	OVERPAYMENT OF STAX PARCEL 05501 005 O	4,253.72
09/30/2022	321798	BAILEY TERRA NOVA FARMS	FOOD ASSISTANCE DEPOSITS	91.00
09/30/2022	321799	BALKEMA EXCAVATING, INC.	UTILITY INSTALLATION PROJECTS	317,364.55
09/30/2022	321800	BEAR CREEK FARM AND MARKET LLC	FOOD ASSISTANCE REIMBURSEMENTS	25.00
09/30/2022	321801	BEL-AIRE HEATING & AIR CONDITI	KAL CO HRP - REPLACE FURNACE & AC	7,882.00
09/30/2022	321802	BETTS, MICHELLE	RAMONA PARK PAVILION REFUND	110.00
09/30/2022	321803	BLAIN SUPPLY, INC.	EQUIPMENT REPAIR/MAINT SUPPLIES	64.99
09/30/2022	321804	BLALOCK, TERI	SCHRIER BUILDING DEPOSIT REFUND	150.00
09/30/2022	321805	BLOOM SLUGGETT, PC	LITIGATION-S WESTNEDGE AVE STORM SEWER PRJ	1,067.00

Check Date	Check	Vendor Name	Description	Amount
09/30/2022	321806	BLUEBEAM, INC.	ADDITIONAL BLUEBEAM LIC FOR MECH INSPECTOR	661.08
09/30/2022	321807	BOLHUIS, TIMOTHY	CDBG REPLACE CONCRETE DRIVEWAY	8,100.50
09/30/2022	321808	BOTT, BARB	REIMBURSE FOR PCSC CHOIR MUSIC	119.63
09/30/2022	321809	BRINN, CHAUNCEY J.	PORTAGE CULINARY ACADEMY - SEPT, OCT	500.00
09/30/2022	321810	BRONSON HEALTHCARE GROUP	LEGAL BLOOD DRAWS	200.00
09/30/2022	321811	BURKETT SIGNS	FIRE PREVENTION SUPPLIES	2,000.00
09/30/2022	321812	CAPITOL STRATEGIES, LLC	CONSULTING FOR AUGUST 2022	6,000.00
09/30/2022	321813	CHARY, PARAG	OVERPAYMENT OF FINAL WATER BILL	368.39
09/30/2022	321814	CHEESE PEOPLE OF GRAND RAPIDS	FOOD ASSISTANCE REIMBURSEMENT	61.00
09/30/2022	321815	CHICAGO TITLE OF MICHIGAN	OVERPAYMENT OF STAX 22 PARCEL 00032 540	62.69
09/30/2022	321816	CHICAGO TITLE OF MICHIGAN	OVERPAYMENT OF STAX 22 PARCEL 00005 035	135.98
09/30/2022	321817	CHICAGO TITLE OF MICHIGAN, INC.	CDBG TITLE SEARCH	150.00
09/30/2022	321818	CINTAS CORP.	UNIFORM RENTAL FOR INSPECTORS	15.00
09/30/2022	321819	CLARK LOGIC LLC	OVERPAYMENT OF EXEMPT PARCEL	10.97
09/30/2022	321820	CORELOGIC	OVERPAYMENT OF STAX22 PARCEL 00581-036-A	3,271.76
09/30/2022	321821	CROSSROADS MALL REALTY HOLDING LLC	OVERPAYMENT FOR UNPAID WINTER TAX 21 BILL	16,958.28
09/30/2022	321822	CURTIS, KYLE	AMPHITHEATRE DEPOSIT REFUND	150.00
09/30/2022	321823	DAN WOOD CO	OVERPAYMENT OF PARCEL 90012 087 B	86.13
09/30/2022	321824	DAVID T CRANDELL, DDS	OVERPAYMENT OF STAX 22 00003-047-E	535.98
09/30/2022	321825	DEHAAN HEATING	CDBG BOILER REPLACEMENT	8,054.00
09/30/2022	321826	DELOOF BUILDERS LLC	BD BOND REFUND	1,212.00
09/30/2022	321827	DENTAL DREAMS	OVERPAYMENT PARCEL 91600-075-I	580.44
09/30/2022	321828	DICK, ROBERT	FOOD ASSISTANCE REIMBURSEMENTS	269.00
09/30/2022	321829	DIMMICK, CHERYL	LAKEVIEW PAVILION RENTAL REFUND	100.00
09/30/2022	321830	DUSSEL, NANCY	FOOD ASSISTANCE REIMBURSEMENT	49.00
09/30/2022	321831	EMERGENCY VEHICLE PRODUCTS	FIRE APPARATUS MAINT, VEH REPAIR/MAINT	4,692.74
09/30/2022	321832	VOID		0.00
09/30/2022	321833	ENG., INC.	DRAIN REHAB, RAMONA SANITARY SEWER/WATER	20,926.25
09/30/2022	321834	ESMAN, JUDY	TRIP REFUND 22SE28 MURDER ON THE ORIENT	190.00
09/30/2022	321835	FADER EQUIPMENT, INC.	REPAIR/MAINTENANCE SUPPLIES	358.19
09/30/2022	321836	FELDT, ERIC	PER DIEM FOR MAP 2022 CONFERENCE	224.00
09/30/2022	321837	FLETCHER ENTERPRISES	EXTERIOR & INTERIOR PAINTING-NEW PARKS OFC	10,080.00
09/30/2022	321838	FLOCK GROUP INC	ALRP CAMERAS W/INSTALLATION	39,375.00

Check Date	Check	Vendor Name	Description	Amount
09/30/2022	321839	FONTENOT, BRANDI	GRAIN ELEVATOR DEPOSIT REFUND	150.00
09/30/2022	321840	FORMULA K EQUIPMENT LLC	HURRICANE BLOWER REPAIR PARTS	111.15
09/30/2022	321841	GORDON FOOD SERVICE	FOOD/ICE SUMMER EVENT	35.58
09/30/2022	321842	GREATER KALAMAZOO FOP LODGE 98	PPCOA, FOP PORTION OF PPOA DUES - SEPT 2022	2,965.68
09/30/2022	321843	HOME DEPOT	RAMONA CABINET/COUNTERTOP, MAINT SUP	3,742.10
09/30/2022	321844	HOME DEPOT	BUILDING/MAINT SUPPLIES	206.44
09/30/2022	321845	ICE CREATIONS	ICE CREATIONS MONSTER MASH AND TRAD HOLI	750.00
09/30/2022	321846	INT'L ASSOC OF ARSON INVESTIGATORS	INTL ASSOC OF ARSON - MEMBERSHIPS	400.00
09/30/2022	321847	INTERSTATE OFFICE INTERIORS	OFFICE FURNITURE	448.80
09/30/2022	321848	J & B PROFESSIONAL TREE SERVIC	REMOVE TREE OVER WATER MAIN, HAUL BRUSH	3,800.00
09/30/2022	321849	J & J LOCKSMITHS	ATHLETICS/MASTER LOCKS	220.24
09/30/2022	321850	JAVAID, SOBIA	RENTAL DEPOSIT RETURN	150.00
09/30/2022	321851	JOSEPH, POULSON	RENTAL DEPOSIT RETURN	150.00
09/30/2022	321852	K2AVL INC	SEPT CONCERT SOUND AND STAGING	1,590.00
09/30/2022	321853	KALAMAZOO AVIATION HISTORY MUSEUM	BLACK HISTORY MONTH PRESENTATION VENUE	1,500.00
09/30/2022	321854	KALAMAZOO COUNTY TREASURER	OAKBROOK MOBILE HOME TAXES SEPTEMBER 22	770.00
09/30/2022	321855	KALAMAZOO PICKLEBALL	PICKLEBALL LEAGUE PAYMENT	2,000.00
09/30/2022	321856	KALAMAZOO VALLEY COMMUNITY COL	TUITION FOR POLICE ACADEMY	7,055.00
09/30/2022	321857	KLOBUCHER, BESS	TRIP REFUND ORIENT EXPRESS 22SE28	190.00
09/30/2022	321858	KNAPP, JESSICA	FIRE TRUCK BOOKS	287.76
09/30/2022	321859	KONICA MINOLTA BUSINESS SOLUTIONS	COPIER - COMMUNICATION SERVICES	364.00
09/30/2022	321860	KOTO BUKI SEATING INTERNATIONAL	OVERPAYMENT OF STAX 22 ON PARCELS	4,140.98
09/30/2022	321861	KSS ENTERPRISES	CLEANING SUPPLIES	234.53
09/30/2022	321862	KZOO TIRE COMPANY	POLICE VEHICLE REPAIR/MAINTENANCE	39.00
09/30/2022	321863	LAKEWOOD MANAGEMENT	OVERPAYMENT STAX FOR PARCEL 00019 095 C	3,592.79
09/30/2022	321864	LARSON, MARY ANN	SCHRIER BUILDING DEPOSIT REFUND	150.00
09/30/2022	321865	LAW ENFORCEMENT SEMINARS, LLC	IMPLICIT BIAS & DE-ESCALATION FOR LAW ENF-REG	395.00
09/30/2022	321866	LEWELLEN, CHARONA	OVERPAYMENT STAX PARCEL 05956-046-O	96.35
09/30/2022	321867	LI-HSIENG, LI	OVERPAYMENT ON STAX 22 PARCEL 02920 004	539.03
09/30/2022	321868	MAHATO, SUSMA	STUART MANOR RENTAL REFUND	400.00
09/30/2022	321869	MALL CITY MECHANICAL	FIRE FACILITY MAINT	148.50
09/30/2022	321870	MCDONALD'S TOWING & RESCUE, INC.	POLICE TOWING SERVICES	301.00
09/30/2022	321871	MESSER, LEIGH ANN	FOOD ASSISTANCE REIMBURSEMENT	19.00

Check Date	Check	Vendor Name	Description	Amount
09/30/2022	321872	MI GOVT FINANCE OFFICERS ASSOC	CASH MANAGEMENT TRAINING REGISTRATION	100.00
09/30/2022	321873	MICH MUNICIPAL POLICE & FIRE REPAIR	POLICE VEHICLE REPAIR/MAINTENANCE	91.40
09/30/2022	321874	MICHIGAN ASSOC. OF SENIOR CENTERS	MASC CONFERENCE REGISTRATION	235.00
09/30/2022	321875	MICHIGAN MUNICIPAL LEAGUE	WEBSITE CLASSIFIED ADS-SEVERAL POSITIONS	238.80
09/30/2022	321876	MIDWEST CUSTOM EMBROIDERY COMPANY	EMBROIDERED POLOS	214.00
09/30/2022	321877	MILBECK, ERICA	SCHRIER BUILDING RENTAL REFUND	350.00
09/30/2022	321878	MILLER, CANFIELD, PADDOCK & STONE	AUSTIN LAKE TRAIL LEGAL SERVICES	552.50
09/30/2022	321879	MILLER, SCOTT	SCHRIER BUILDING DEPOSIT REFUND	150.00
09/30/2022	321880	MILLER, VINCENT	FARMERS MARKET MUSICIAN	100.00
09/30/2022	321881	MISTEROVICH, MARIAN	LAKEVIEW PAVILION RENTAL REFUND	110.00
09/30/2022	321882	MOVATIC, INC.	BIKE SHARE LICENSING	1,200.00
09/30/2022	321883	MULDER WATERPROOFING & SEALANT	FIRE FACILITY MAINT	460.00
09/30/2022	321884	NUANCE COMMUNICATIONS	ADDITIONAL USER LICENSES FOR WINSCRIBE	540.44
09/30/2022	321885	OFFICE DEPOT, INC.	OFFICE SUPPLIES	313.76
09/30/2022	321886	OLSON, JON	OVERPAYMENT ON STAX PARCEL 01724 298 O	300.00
09/30/2022	321887	PAPPAS, LYNN M	FOOD ASSISTANCE REIMBURSEMENT	604.00
09/30/2022	321888	PARTNERS IN RECOGNITION, INC.	MEMORIAL WALL PLAQUE	2,056.21
09/30/2022	321889	PAVEMENT MAINTENANCE SYSTEMS, LLC	MAJOR AND LOCAL CHIP & FOG SEALING	110,434.13
09/30/2022	321890	PETERSON, KELLY	PER DIEM FOR MAP 2022 CONFERENCE	224.00
09/30/2022	321891	PETTY CASH-AMANDA JANSSEN	REPLENISHMENT CHECK	475.30
09/30/2022	321892	PETTY CASH-JANET GATES	REPLENISHMENT CHECK	434.92
09/30/2022	321893	PETTY CASH-MARY BETH BLOCK	REPLENISHMENT CHECK	186.02
09/30/2022	321894	PETTY CASH-PAULA GUSTAFSON	REPLENISHMENT CHECK	281.10
09/30/2022	321895	PLERUS	ABSENTEE VOTER SUPPLIES	3,601.15
09/30/2022	321896	PLUMMER'S ENVIRONMENTAL SERVICES	SANITARY SEWER TRUNK PIPELINE ASSESSMENTS	224,389.22
09/30/2022	321897	ROSEMA, CAROL	TRIP REFUND 220922 SEPTEMBER SURPRISE	120.00
09/30/2022	321898	ROWERDINK, INC.	EQUIPMENT REPAIR/MAINTENANCE SUP	152.07
09/30/2022	321899	ROWLEY BROTHERS, INC.	HYDRAULIC OIL	1,129.76
09/30/2022	321900	RYAN TAX COMPLIANCE SERVICES	OVERPAYMENT PARCEL # 00010-195-O	13,075.98
09/30/2022	321901	SCHARRER, NANCY	PORTAGE CULINARY ACADEMY REFUND	20.00
09/30/2022	321902	SCHWARTZ, JUSTIN	HAYLOFT & STUART MANOR DEPOSIT REFUND	300.00
09/30/2022	321903	SEELYE FORD, INC.	VEHICLE REPAIR/MAINTENANCE	525.45
09/30/2022	321904	SENIOR CARE PARTNERS PACE	RENTAL DEPOSIT RETURN	100.00

Check Date	Check	Vendor Name	Description	Amount
09/30/2022	321905	SHI INTERNATIONAL CORP.	LUCIDCHART RENEWAL	1,152.65
09/30/2022	321906	SMART SOURCE, LLC	PRINTING SERVICES/ART CHANGE	25.00
09/30/2022	321907	SMEMSIC	FIRE MEMBERSHIPS	150.00
09/30/2022	321908	SMEMSIC	EMSIC CONFERENCE REGISTRATIONS	630.00
09/30/2022	321909	SPIRIT SHOPPE, INC.	FIRE UNIFORMS	74.00
09/30/2022	321910	STATE OF MICHIGAN	BASIC INVESTIGATOR SCHOOL REGISTRATIONS	300.00
09/30/2022	321911	STATE OF MICHIGAN (DEPT LABOR)	MECH & PLUMBING LICENSE REGISTRATION	150.00
09/30/2022	321912	STATE OF MICHIGAN (DOT)	LOVERS LN RECONSTR, S WESTNEDGE MICROSURF	170,684.67
09/30/2022	321913	STEENSMA LAWN & POWER EQUIPMENT	SMALL EQUIP REPAIR/MAINT	1,541.29
09/30/2022	321914	STRATMAN, MARY	TRIP REFUND SHIPSHEWANA 221004	135.00
09/30/2022	321915	TACTRON, INC.	FIRE OPS SUPPLIES	25.66
09/30/2022	321916	THAD REEDER AUTOMOTIVE LLC	VEHICLE REPAIRS/ALIGNMENTS	160.92
09/30/2022	321917	THE POSTMAN AND CONCRETE DESIGNS	REPLACE PARKING LOT GATE AT LEXINGTON GR PK	2,100.00
09/30/2022	321918	THE RIDGE COMPANY	OVERPAYMENT OF STAX PARCEL 00022 160 O	1,436.86
09/30/2022	321919	TRUGREEN AND ACTION PEST CONTROL	HERBICIDE APPLICATIONS-MULT LOCS	2,182.00
09/30/2022	321920	TSUI, IYING AND AMY SI	OVERPAYMENT STAX22 PARCEL 00018-603-O	536.78
09/30/2022	321921	ULINE, INC.	WINTER MAINTENANCE SUPPLIES AND PPE	2,893.66
09/30/2022	321922	UNITED DISTRIBUTION GROUP	RAMONA CONCESSIONS	228.99
09/30/2022	321923	UNITED PARCEL SERVICE	UPS WEEKLY	12.00
09/30/2022	321924	VANGUARD FIRE & SUPPLY CO., INC.	FIRE FACILITY MAINT/INSPECTIONS	549.90
09/30/2022	321925	WADNEY, LUCY	TRIP REFUND 220918 TIGERS VS WHITE SOX	140.00
09/30/2022	321926	WASHCO, LLC	PARKS POWER WASHING/GRAFFITI REMOVAL	3,970.00
09/30/2022	321927	WASTE MANAGEMENT	WTP IRON WASTE REMOVAL	1,012.72
09/30/2022	321928	WIMSHURTS, GERALDINE	TRIP REFUND SEPTEMBER MYSTERY 220922	120.00
09/30/2022	321929	YASSAY, AMANDA	PHOTOGRAPHY SERVICES-CITY WEBSITE	1,250.00
09/30/2022	321930	YOUNG, TIMOTHY	MONSTER MASH CANDY REIMBURSEMENT	405.44
09/30/2022	321931	ZHAO, BIQI	PER DIEM FOR MAP 2022 CONFERENCE	224.00
10/07/2022	321932	T-MOBILE USA INC	MISC CELL PHONE CHARGES	308.39
10/07/2022	321933	CREATIVE DISPLAYS INC.	CHRISTMAS DECORATIONS	4,673.04
			Total Paper Checks	**1,054,402.31**

Check Type: Auto-Pay Payments

09/28/2022		CONSUMERS AUTO-PAY	GAS-ELECTRIC	137.20

Check Date	Check	Vendor Name	Description	Amount
09/30/2022		CONSUMERS AUTO-PAY	GAS-ELECTRIC	37.27
10/03/2022		CONSUMERS AUTO-PAY	GAS-ELECTRIC	15,308.52
10/05/2022		CONSUMERS AUTO-PAY	GAS-ELECTRIC	1,122.89
10/06/2022		CONSUMERS AUTO-PAY	GAS-ELECTRIC	23,403.41
10/07/2022		CONSUMERS AUTO-PAY	GAS-ELECTRIC	23,703.46
			Total Auto-Pay Payments	**63,712.75**

Check Type: Electronic Payments

09/26/2022		FIFTH THIRD	INVESTMENT PURCHASE	476,406.25
09/30/2022		HUNTINGTON NATIONAL BANK	DEBT SERVICE PAYMENTS	648,633.02
09/30/2022		ICMA	CM, DH, & NON-UNION PENSION PAYMENTS	161,053.71
09/30/2022		SBF	WATER/SEWER BILL POSTAGE	2,137.59
09/30/2022		MULTIPLE	WEEKLY TAX DISBURSEMENT 9/23/22	413,659.13
10/07/2022		ICMA	PENSION WITHHOLDINGS	42,260.34
10/07/2022		EAGLE CLAIMS	WORKERS COMPENSATION	6,659.55
10/07/2022		MULTIPLE	WEEKLY TAX DISBURSEMENT 9/30/22	215,807.10
			Total Electronic Payments	**1,966,616.69**

Check Type: Credit Card

09/02/2022		APT US&C	TREASURERS CONFERENCE REGISTRATION	499.00
09/08/2022		WEB POSITIVESSL	SSL CERTIFICATE	49.00
09/08/2022		HALLOWEENCOSTUMES.COM	MONSTER MASH SUPPLIES	227.96
09/08/2022		ASAP	VIRTUAL ADMIN PROFESSIONAL CERTIFICATION	375.00
09/08/2022		ICMA ONLINE	DEPUTY CITY MANAGER ANNUAL CONFERENCE	820.00
09/09/2022		PADDLESADDLE LLC	PICKLEBALL SUPPLIES	219.00
09/09/2022		MUNIWEB	POLICE RECORDS CONFERENCE REGISTRATION	200.00
09/09/2022		NIMCO	RED RIBBON WEEK STICKERS	52.80
09/14/2022		CRYSTAL MTN LODGING	DEPOSIT RETURNED	(167.55)
09/14/2022		CRYSTAL MTN LODGING	FULL AMT TREASURERS CONFERENCE HOTEL STAY	475.38
09/14/2022		MMTA	TREASURERS CONFERENCE REGISTRATION	359.00
09/15/2022		EB MOXIE MASTERMIND S	PRESENTATION REGISTRATION FOR MAYOR	28.16
09/15/2022		COMFORT INN & SUITES	POLICE CONFERENCE HOTEL STAY	178.50
09/15/2022		TERRACYCLE US LLC	K-CUP RECYCLING PROGRAM	214.00

Check Date	Check	Vendor Name	Description	Amount
09/19/2022		CALIBRE PRESS	POLICE TRAINING REGISTRATION	139.00
09/19/2022		BAVARIAN INN MOTOR LODGE	POLICE RECORDS CONFERENCE HOTEL STAY	160.50
09/19/2022		BEST WESTERN OKEMOS/EA	POLICE CONFERENCE HOTEL STAY	138.03
09/19/2022		SONESTA SELECT DETROIT	POLICE CONFERENCE HOTEL STAY	640.60
09/19/2022		BEST WESTERN OKEMOS/EA	POLICE CONFERENCE HOTEL STAY	907.36
09/20/2022		PAYPAL EASY IC	VIRTUAL TRAININGS - FIRE MARSHAL	299.00
09/23/2022		HILTON HOTELS COLUMBUS	DEPUTY CITY MANAGER ANNUAL CONFERENCE HOTEL STA'	822.52
09/26/2022		SONESTA SELECT DETROIT	POLICE CONFERENCE HOTEL STAY	640.60
09/26/2022		FRADULENT - UNDER DISPUTE		(8,004.01)
09/28/2022		4TE NJ CRIMINAL INTERDICT	POLICE TRAINING REGISTRATION	199.00
09/28/2022		DUNGAREES LLC	JACKETS FOR INSPECTOR	158.99
09/29/2022		RELYCO SALES INC	AP CHECK STOCK	226.76
09/29/2022		PAYPAL INSTITUTETR	TRANSPORTATION ENGINEERS CONFERENCE	35.00
09/29/2022		GIH GLOBALINDUSTRIALEQ	PLATFORM TRUCK FOR GYM MATS FOR NEW PARKS BLDG	263.88
09/30/2022		KINDLE SVCS	PURCHASING DEPT TRAINING MATERIALS	37.49
			Total Credit Card Payments	**194.97**
			Grand Total	**3,633,322.21**

TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT:

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

ACTION RECOMMENDED: Approve the purchase of a Pierce Velocity 100' Aerial Platform through the Sourcewell Cooperative Purchasing Agreement #113021-OKC-1 in the amount of $1,777,423.00, and authorize the City Manager to execute all documents on behalf of the city.

The Fiscal Year 2022-2023 Capital Improvement Program budget includes funding for the replacement of one aerial truck. The National Fire Protection Association (NFPA) 1901 recommends that apparatus older than 25 years be retired due to end-of-life and technological advancements in safety and operating features of new apparatus. The Fire Division seeks to replace a 1998 E-One 100' aerial truck which will soon reach end-of-life. With a projected build time for the new apparatus at 26-28 months, the existing aerial truck will be 27+ years old by the time a new aerial truck can be put into service.

The Department of Public Safety – Fire Division 2021 Apparatus Replacement Plan calls for the streamlining of apparatus to one manufacturer and that plan is supported by the Department of Public Works – Fleet Maintenance. To standardize the fleet to all Pierce fire trucks, the Fire Division seeks to replace a 1998 E-One 100' Aerial truck with a Pierce Velocity 100' Aerial Platform truck.

The City of Portage is registered with Sourcewell Cooperative Purchasing and has used this cooperative agreement for the purchase of various items in the past. This cooperative agreement is competitive with only 15 vendors awarded from a total of 33 participants. Pricing was confirmed to be a factor in the evaluation and subsequent award of this cooperative agreement. A proposal for furnishing the desired fire apparatus was provided by Halt Fire of Wixom, Michigan in the amount of $1,777,423.00, a 5.5% savings off regular pricing. The Fire Division has confirmed that this pricing is in line with the cooperative agreement. It should be noted that Pierce has had two price increases since the FY 22/23 CIP budget was compiled, totaling an increase of 14%. If a contract is not executed prior to November 1, 2022, the cost for this same apparatus will increase an additional 6.5% to $1,880,400.

The Pierce Velocity 100' Aerial Platform truck will best serve current and future development within the City of Portage and allow the Fire Department to efficiently and effectively operate at structure fires, technical rescues, and other fire/rescue incidents effectively and safely.

It is recommended that City Council approve the purchase of a Pierce Velocity 100' Aerial Platform truck in the amount of $1,777,423.00 utilizing Sourcewell Cooperative Purchasing Agreement #113021-OKC-1, and authorize the City Manager to execute all documents on behalf of the city.

FUNDING: The City of Portage has received state funding in the form of $1.1 million to build this apparatus. The FY 22-23 CIP Budget included up to $1.6 million for the purchase. Authorized funding is available to cover the gap between the state grant and the actual cost.

Attachments: 1. Halt Fire Proposal and Payment Options

PROPOSAL FOR FURNISHING FIRE APPARATUS

September 28, 2022

City of Portage Fire Department
7830 Shaver Road
Portage, MI 49002

The undersigned is prepared to manufacture for you, upon an order being placed by you, for final acceptance by Pierce Manufacturing, Inc., at its home office in Appleton, Wisconsin, the apparatus, and equipment herein named and for the following prices:

One (1) Pierce Mfg. 100' mid-mount platform mounted on a Pierce Mfg. Velocity custom chassis per the enclosed files	**$1,777,423.00**
Total	**$1,777,423.00**

****Please see 100% Upfront Payment in the bid binder****

Said apparatus and equipment are to be built and shipped in accordance with the specifications hereto attached, delays due to strikes, war, or intentional conflict, failures to obtain chassis, materials, or other causes beyond our control not preventing, within about **28.5-29.5** months after receipt of this order and the acceptance thereof at our office at Appleton, Wisconsin, and to be delivered to you at **Portage, Michigan**

The specifications herein contained shall form a part of the final contract, and are subject to changes desired by the purchaser, provided such alterations are interlined prior to the acceptance by the company of the order to purchase, and provided such alterations do not materially affect the cost of the construction of the apparatus.

The proposal for fire apparatus conforms with all Federal Department of Transportation (DOT) rules and regulations in effect at the time of bid, and with all National Fire Protection Association (NFPA) Guidelines for Automotive Fire Apparatus as published at the time of bid, except as modified by customer specifications. Any increased costs incurred by first party because of future changes in or additions to said DOT or NFPA standards will be passed along to the customers as an addition to the price set forth above.

Unless accepted within _**30**_ days from date, the right is reserved to withdraw this proposition.

PIERCE MANUFACTURING, INC.

By: Pat Wright & Todd Lincoln
Pat Wright & Todd Lincoln

HALT FIRE, INC.
50168 WEST PONTIAC TRAIL, UNIT 5
WIXOM, MI 48393
Phone: 248-669-0800 Fax: 248-669-8120

PAYMENT OPTIONS FOR THE
PORTAGE FIRE DEPARTMENT

September 28, 2022

Halt Fire and Pierce Manufacturing have included the following payment options as specified in the enclosed bid proposal:

Total contract amount - $1,777,423.00

100% upfront payment

Pay for the entire unit upfront with a signed contract and deduct a total of $86,463.00 from the total bid amount. Total amount due with a signed contract will be $1,690,096.00 made payable to Halt Fire, Inc.

TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT:

SUPPORTING PERSONNEL: Shannon Hertz, Director of Human Resources

ACTION RECOMMENDED: Approve the proposed contract renewals with Michigan Claims Service, Inc. dba The ASU Group and Midwest Employers Casualty Company, with $750,000 specific excess retention for Police and Fire and $550,000 specific excess retention for all other employee groups, for the period of December 1, 2022 - November 30, 2024, and authorize the city manager to execute all documents on behalf of the city.

Since 1993 the city has been self-insured in regard to workers' compensation coverage, administered through a third party with a provision for excess coverage to address catastrophic events. The city administration is recommending a two-year contract with our current TPA and Excess carrier.

Excess insurance provides coverage in the event a catastrophic occurrence exceeds $750,000 for Police and Fire and $550,000 for all other employee groups; the total of all claims exceed $3,203,792 in a policy period; or a liability claim against the city due to a work-related injury or illness exceeds either $750,000 for Police and Fire or $550,000 for all other employee groups.

The current contract with the city workers' compensation TPA, Michigan Claims Service, Inc. dba The ASU Group and the city excess insurance carrier, Midwest Employers Casualty Company (MECC), will expire on November 30, 2022. The city took action to go out to bid and bids were received from the current carrier, Michigan Claims Service, Inc. DBA The ASU Group for $9,750/year for two years; Comp One Administrators for $15,000 for first three years; and Mackinaw Administrators for $11,900 for first two years' self-insured TPA services. A bid was also received from Meadowbrook/MI Municipal League for fully insured coverage for $422,391 for one year. An excess insurance quote was received from MECC in the amount of $100,555 for the first year and $101,558 for the second year, with Safety National Casualty Corporation (SNCC) declining to quote due to inability to be competitive. MECC requires a $750,000 specific excess retention for Police and Fire, with $550,000 specific excess retention for all other employee groups. Michigan Claims Service, Inc., dba The ASU Group's renewal represents an annual fee increase of 8.4% and MECC's renewal represents an annual fee increase of 16.93% from the current contracts.

While increases of 8.4% and 16.93% respectively are significant, the city's ten-year self-insured workers' compensation average paid per year is $185,287.03. We did explore alternative possibilities of self-insuring for the excess (due to our low average claims and single claim history), however throughout several conversations with the State of Michigan Workers Compensation Disability Agency we learned

that this excess coverage is mandatory. Therefore, with Michigan Claims Service, Inc. dba The ASU Group's bid being the lowest self-insured quote, it is recommended that the city retain Michigan Claims Service, Inc. dba The ASU Group as it's self-insured workers' compensation TPA coupled with MECC for Excess insurance coverage. Bid tabulations are attached.

It is recommended that City Council approve the proposed contract renewals with Michigan Claims Service, Inc. dba The ASU Group and MECC, with $750,000 specific excess retention for Police and Fire and $550,000 specific excess retention for all other employee groups, for the period of December 1, 2022 - November 30, 2024, and authorize the city manager to execute all documents on behalf of the city.

FUNDING: Funds have been included in the 2022-2023 fiscal year budget to cover costs associated with workers' compensation. Funds will also be included for workers' compensation costs in the proposed 2023-2024 budget.

Attachments: 1. 2022 RFP WC Carrier Tabulation

2022 RFP WORKERS' COMPENSATION CARRIER INSURANCE SERVICES
RFP TABULATION
RFP OPENING ON SEPTEMBER 14, 2022 AT 3 PM

CompOne Administrators, Inc. 39500 High Pointe Blvd. Suite 400, Novi, MI 48375	See Firm's Exhibit C-Pricing Schedule
Mackinaw Administrators, LLC 26255 American Drive, Southfield, MI 48034	See Firm's Exhibit C-Pricing Schedule
Michigan Claim Service, Inc. **DBA The ASU Group** 2120 University Park Drive Okemos, MI 48864	See Firm's Exhibit C-Pricing Schedule
Michigan Municipal League, **Worker's Compensation Fund** 26255 American Drive Southfield, MI 48034	See Firm's Exhibit C-Pricing Schedule

Opened by: _____
Victoria Barboza, Purchasing Manager

Michigan Municipal League Workers' Compensation Fund

PRICING INDICATION FOR WORKERS' COMPENSATION

Quote # APP8583206

Insured:
Portage, City Of
7900 South Westnedge

Portage, MI 490025160

Agent:
Meadowbrook Insurance Group
26255 American Drive

Southfield, MI 480346112

Effective Date: 12/1/2022 **Expiration Date:** 07/1/2023 **Quote Date:** 09/12/2022

Location # 01 Address: 7900 South Westnedge
Portage, MI 490025160

STATE: MI COVERAGE: Statutory

CODE	CLASSIFICATION	ESTIMATED ANNUAL PAYROLL	RATE	PRORATED PREMIUM	ANNUAL PREMIUM
5509-00	Street Operations	1,677,287	6.59	64,220	110,533
7520-00	Water Operations	64,525	3.27	1,226	2,110
7704-01	Firefighters	2,839,070	4.38	72,248	124,351
7704-03	Public Safety	26,462	2.89	444	765
7720-01	Police Officers	4,885,457	2.53	71,813	123,602
8395-00	Garage Operations	51,886	3.01	907	1,562
8810-01	Clerical-Office	4,217,885	0.38	9,312	16,028
9015-00	Building Operations	136,068	4.07	3,218	5,538
9102-00	Parks & Recreation	715,979	2.82	11,731	20,191
9410-00	Municipal Employee	1,300,993	0.65	4,913	8,456
Totals:		15,915,612		240,032	413,136

PREMIUM SUBJECT TO MODIFICATION	240,032	413,136
Experience Modification: 1.10	24,003	41,314
TOTAL MODIFIED PREMIUM	264,035	454,450
Size of Premium Factor: -7.50 %	-17,928	-32,209
Expense Constant:	150	150
ESTIMATED PREMIUM	$246,257	$422,391
TOTAL ESTIMATED PREMIUM	246,257	422,391

Employers Liability Limit: $2,000,000

A - Annual

TPA Fees

A: Flat Annual Fee* **$9,750.00**

*ASU will handle all claims reported during the contract period on either a 'Life of Contract' or 'Life of Claim' basis for the flat fee amount listed above. Service fee will be billed monthly.

Included in the Annual Fee:

- Designated Account Team
- 24-Hour On-line Claim Reporting
- Reporting to Excess Carrier(s)
- Claim Indexing/ISO Reporting
- Two "seats" providing On-Line Access to Data
- Monthly Loss Runs as requested by the City
- Quarterly Claim Review Meetings upon request
- 1099 Preparation
- Mandatary Medicare Reporting
- Access to Mineral HR
- Subrogation Services

B. Medical Cost Containment Services

- Medical Bill Review at $ 1.50 per line with a 2-line minimum
- Preferred Provider Organization (PPO) at 30% of savings
  - Percent of savings is the difference between (a) State Mandated Reimbursement rates and (b) the PPO network fee schedule

➢ *Medical Cost Containment includes enrollment in Pharmacy Benefit Management program at no additional costs.*

C. Allocated Loss Expenses

Allocated loss expenses will be billed separate from ASU service fees and will be paid from the claim account. Allocated Loss Expense includes, but is not limited to the following:

- Fees to attorneys for claims in suit and representation at hearings or pretrial conferences
- Fees to court reporters
- All court costs, court fees and court expenses
- Interest paid as a result of litigation

- Fees for service of process
- Costs of undercover operative and detective services (i.e., surveillance, alive and well surveys), costs of employing experts for the preparation of maps, professional photographs, accounting, chemical or physical analysis, diagrams
- Costs for employing experts for their advice, opinions or testimony concerning claims under investigation or in litigation or for which a declaratory judgment is sought
- Costs for independent medical examination and/or evaluation for rehabilitation and/or to determine the extent of the Client's liability
- Costs of legal transcripts of testimony taken at coroner's inquests, criminal or civil proceedings
- Costs of copies of any public records and/or medical records
- Costs of depositions and court reported and/or recorded statement
- Costs and expense of subrogation when referred to outside attorneys
- Costs of engineers, handwriting experts and/or any other type of expert used in the preparation of litigation and/or used on a one-time basis to resolve disputes
- Any other similar cost, fee or expense reasonably chargeable to the investigation, negotiation, settlement or defense of a claim or loss or to the protection or perfection of the subrogation rights of the Client which must have the explicit prior approval of the Client
- Vocational rehabilitation, medical management and associated services
- Field investigations

Pricing Assumptions:

- Based upon claim numbers provided in RFP and subsequent addendum, plus experience as current TPA for the City (5 indemnity; 15 medical only)
- Based upon average duration of 66 days per claim.

5 Year Average Claim Spend

Indemnity	$45,904
Medical	$82,390
Legal	$1,892
Expense	$1,707
Total	$131,893

Annual WC Program Expense

	TPA Fee	$9,760
	Est. Excess	$101,558
	Est. Claim Expense	$131,893
	Est. Total Annual	$243,211

Service Fee Proposal
Workers' Compensation Claim Adjusting Services

Client –City of Portage

- **Self Insured Service Area - Michigan**
- **Program - WC Self-Insured Claim Service-Life of Contract**

Term –12/01/2022 to 11/30/2023 (One-Year Plan)

A. Annual Claim Service Fee

12/1/2022-11/30/2023	$11,900.00
12/1/2023-11/30/2024 (Optional)	$11,900.00
12/1/2024-11/30/2025 (Optional)	$12,375.00
12/1/2025-11/30/2026 (Optional)	$12,375.00
12/1/2026-11/30/2027 (Optional)	$12,870.00

Note: In the event the annual payroll increases greater than 15%, Mackinaw Administrators may amend the proposed flat service fee appropriately.

The "Annual Claim Service Fee" covers the cost of the following services:

- Claims Administration for new Indemnity and Medical Only claims
- One (1) Assure Claim System Logins
- Building and maintenance of hierarchy
- Data transfer from prior TPA
- Training of staff for secure view only access to Claims System
- Implementation and administration of imprest bank account
- Monthly bank reconciliation & processing of unclaimed checks
- Electronic filing of claims and other data as required by the state
- Excess Reporting and Reimbursement requests on behalf of the client
- CMS/Section 111 Reporting
- Telephonic claim reviews.
- ISO claims reporting on all Indemnity claims
- Preparation and filing of 1099s
- Filing of state required self-insured and claims forms
- Access to Safetysurance, our Risk Control Library
- Standard Reports provided monthly and Executive Reports provided annually.
- Custom Reports per client preference.

B. Self-insured Tail Claim Adjusting Fee (IF ANY) TBD

Tail claims are those claims that occurred prior to December 1, 2022. There is a **$425.00** charge for Lost Time and **no charge** for Medical Only tail claims adjusting service fees. If paper files are received from prior TPA, file storage in included for all closed files up to 24 months from date of closure. After 24 months, the files will be returned to the client.

C. Allocated Loss Adjustment Expense

Fees commonly known as "allocated claims adjustment expense" (ALAE) are not included in the above. They are considered part of the claim file and paid from the imprest or bank account established on your behalf to pay claims. Vendors utilized are client approved and are not employees of Mackinaw Administrators, LLC. We welcome the opportunity to provide a number of options to our clients.

Examples of ALAE expense include but are not limited to:
Litigation
Surveillance
*Bill Review (see below)
*PPO Administration (see below)
Pharmacy Benefit Management
CMS Services (Vendor services such as MSA, CSA, or Conditional Payment negotiations)
IME
Medical Case Management
Vocational Consulting
Court Costs
Expert Witness
Any outside vendor not an employee of Mackinaw Administrators

***Medical Bill Review & PPO Administration**
Mackinaw Administrators partners with ReviewWorks, a Michigan based medical cost containment service specializing in Michigan bill review since 1989. ReviewWorks utilizes a multi-phase approach for review including reasonable and customary application, professional review, followed by PPO discounts from a multi-tiered PPO process. ReviewWorks' fees are provided below. These fees are paid out of the client loss fund and are considered Allocated Loss Adjustment Expense.

- $1.05 Per line for Technical Review with a 3 line header
- $89.00 Per hour for Professional Review
- 28% PPO Savings
- No Charge Password protected access to document repository
- No Charge Duplicate bill identification/payment prevention
- No Charge Handling Provider Inquiries on EOB recommendations
- No Charge Management Reports
- No Charge Implementation (Building of Hierarchy and loading history)

D. Risk Control Services

Standard Service	**$125.00 per Hour**
Industrial Hygiene plus lab expenses	**$140.00 per Hour**

Our on-staff risk control team will perform loss control services. Services include general safety, job hazard analysis, ergonomic surveys, noise monitoring, air monitoring, ventilation studies and indoor air quality. They have expertise in industries such as municipalities, schools, health care, automotive, small businesses, service and general industries. **In addition to our proposed services, Safetysurance will be available to the client. Safetysurance is a virtual library that delivers accident-prevention and safety related information. The resources include handouts, videos, posters, and many other valuable materials to assist the client in promoting and enhancing safety awareness in the workplace.**

E. Continuation of Services

In the event of contract termination, the continuation of services, including, but not limited to claim adjusting, claim reviews, team meetings, loss runs, online service, file storage, and special reports will be billed at a negotiated fee.

F. Payment of Services

The Annual Claim Service Fee in Section A will be due at inception of contract. Additional fees, if any, will be due and payable upon invoice.

G. Service Tax

If in the event any Governmental Taxing Authority imposes any tax on the cost of services paid to Mackinaw Administrators, L.L.C., client agrees to pay said tax. Tax is defined but not limited to Business-to-Business Tax, Sales Tax or Service Tax.

H. Service Commitment & Guarantee

Mackinaw Administrators, LLC is committed to providing service that our Clients expect. Our Clients may replace Mackinaw Administrators, LLC due to performance at any time during the first 12 months of our service contract. Mackinaw Administrators, LLC will promptly transfer all files to a state approved TPA and return to Client 50% of Mackinaw Administrators' claim service fee earned & collected (excluding loss control fees, commissions to outside agents and ALAE fees for services rendered).

I. Confidential Work Product

This proposal contains information that is proprietary and confidential in nature between Mackinaw Administrators, LLC and Client. Copying, disclosing and distributing to other than the intended recipient(s) is expressly prohibited.

4.1 Exhibit C - Pricing Schedule

PROPOSAL FOR
WORKERS' COMPENSATION CLAIMS ADMINISTRATION, SAFETY & LOSS PREVENTION AND MEDICAL BILL REVIEW SERVICES

Submission Date: September 14, 2022

Prospective Client: City of Portage

Contract Term:
This proposal is for an initial contract period from December 1, 2022 – November 30, 2023 and four individual optional years commencing December 1, 2023 and concluding November 30, 2027.

Service Fee:
Flat Fee of $15,000 annually for the initial Contract period of December 1, 2022 – November 30, 2023 and the first two optional years of December 1, 2023 – November 30, 2024 and December 1, 2024 – November 30, 2025.

The third and fourth option years of December 1, 2025 – November 30, 2026 and December 1, 2026 – November 30, 2027 at $15,500 annually

Service Fee Includes:

- Claims Management
- Account Executive Services
- Claim System Access
- Claim Activity Reports

4.1 Exhibit C - Pricing Schedule cont.

EXPLANATION OF PROPOSAL

ITEM	TERM	CHARGE
Claims Management	Five Annual Contracts	The service fee is based on an annual Flat Fee of: December 1, 2022 – November 30, 2023 - $15,000 December 1, 2023 – November 30, 2024 - $15,000 December 1, 2024 – November 30, 2025 - $15,000 December 1, 2025 – November 30, 2026 - $15,500 December 1, 2026 – November 30, 2027 - $15,500
Standard Reports	Monthly	Included
ISO Indexing	Per Inquiry	Current ISO Pricing, allocated to file
CMS Sec 111 Reporting (EDI)	Quarterly	Included
Escrow Bank Fees	Monthly	Charged to Escrow
State EDI Reporting (FROI/ SROI – If Required)	Ongoing	$2 per report
Claim System Access	As Requested	Unlimited Read Only Access
Manual Claim Entry	As submitted	$10 Per manual entry (mail/Fax/Phone). Web Entry- Free

Life of Contract: Life of Contract applies to claim features reported during the contract term and covers handling until conclusion without additional charge as long as the client continues to renew subsequent contracts. If any subsequent contract is cancelled or not renewed, the client may require CompOne to return all open claims, unless CompOne and the client agree that CompOne will continue the administration of open claims for an additional negotiated fee per open claim feature.

WORKERS' COMPENSATION DEFINITIONS:

Indemnity Claim: Any claim resulting in lost time, litigation, serious injury, fractures, severe burns, cumulative trauma, chemical exposure, subrogation, or death.

Medical Only: Claims for minor injuries with no lost time, no litigation, no subrogation activity and that are expected to resolve in less than six months with medical treatment. Two (2) point contact with employer and medical provider. Medical only files automatically convert to Advance Medical only claim pricing at 6 months or when they reach $3,500 in paid medical expenses.

Record Only: The recording in CompOne's system of an incident that at some point in the future may have the potential to develop into a claim. Record Only claims will be identified as such upon presentation to CompOne and will have no adjuster/examiner involvement.

4.1 Exhibit C - Pricing Schedule cont.

MANAGED CARE SERVICES

ITEM	TERM	CHARGE	ESTIMATED ANNUAL COST
Case Management with ManageAbility	As case requires	**$102/hour**	Allocated to file
Standard Reports	As case requires	**$102/hour**	Allocated to file
ISO Indexing	As case requires	Current ISO Pricing, allocated to file	Allocated to file

Expert medical management remains a major contributor to mitigating Workers' Compensation claim costs. Managed care services are only utilized at customers' request and approval.

MEDICAL BILL REVIEW

ITEM	TERM	CHARGE
Fee Schedule/U&C Review	Ongoing	**$8.50 per bill**
PPO & Pharmacy Program % of Savings	Ongoing	**30% Savings**

SAFETY & LOSS PREVENTION

ITEM	TERM	CHARGE
Safety Consulting with Rizikon	Upon Request	**$8.50 per bill**

DATA MANAGEMENT

ITEM	TERM	CHARGE
Data Takeover/EDI Feed	As Requested	**$10,000.00**
Custom Development	Upon Request	**$250/hour**

Quote in effect until: **December 1, 2022**

TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT:

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

ACTION RECOMMENDED: Approve the purchase of five (5) 2023 Ford Interceptor AWD vehicles from Gorno Ford in the amount of $257,830 using the State of Michigan MiDEAL program and authorize the City Manager to execute all documents related to this purchase on behalf of the city.

The Fiscal Year 2022-2023 Capital Improvement Program budget includes the purchase of five (5) Ford Police Interceptor utility vehicles assigned to the Police Division. These new vehicles will replace older vehicles which have sustained accident damage or have reached the end of their serviceable life, presenting issues such as excessive mileage, rust, and ongoing maintenance costs. Replacement of these vehicles will allow the city to maintain current levels of service to the public.

The City of Portage is a member of the State of Michigan MiDEAL program. MiDEAL is the State of Michigan's extended purchasing program that allows Michigan cities, townships, villages, counties, school districts, universities, colleges, and nonprofit hospitals to buy goods and services from state contracts. The program is authorized by Michigan legislation and has been in existence since 1984. Local governments benefit directly from the reduced cost of goods and services and indirectly by eliminating the time needed to process bids.

The identified replacement vehicle will be a 2023 Ford Police Interceptor AWD. The Public Safety Department has secured a quote from Gorno Ford of Woodhaven, Michigan, the MiDEAL Michigan contract holder, as well as two other qualified MiDEAL Ford Dealers with the following results:

Ford Dealer	Cost Per Vehicle
Gorno Ford	$51,566
Owosso Motors Inc/Signature Ford	$52,045
Feldman Ford of Detroit	$56,630

Gorno Ford of Woodhaven, Michigan provided the lowest quote per vehicle of $51,566, for a total cost of $257,830 using the cooperative MiDEAL contract #071B7700181 (valid through November 30, 2022). The Department of Public Safety has made prior purchases with this vendor with favorable results.

It is recommended City Council approve the purchase of five (5) 2023 Ford Interceptor AWD vehicles from Gorno Ford in the amount of $257,830 using the State of Michigan MiDEAL and authorize the City Manager to execute all documents related to this purchase on behalf of the city.

FUNDING: The Department of Public Safety – Police Division has sufficient funds in its FY 22/23 CIP budget.

Attachments: 1. Gorno Ford Quote

MICHIGAN CONTRACT HOLDER

Robert K. Alderman
Gorno Ford
Woodhaven, Michigan
Bus: 734-671- 4017
ralderman@gornoford.com

PORTAGE POLICE DEPT **ATT: LT. STEVE CLARK** **8-23-22**
7810 SHAVER RD
PORTAGE, MI 49024
269-329-4567

2023 POLICE UTILITY INTERCEPTOR AWD, CONTRACT# 171B7700181,
3.3L V6 ENGINE
10SPD AUTO TRANS
AGATE BLACK
CLOTH FRONT SEATS / CLOTH REAR SEATS
CARGO DOME LAMP
LIFTGATE DISABLE
FRONT AUX LIGHT
DARK CAR FEATURE
ENGINE IDLE
DUAL SPOTS (WHELEN
BLIND SPOT INFO
KEYLESS FOB (4)
KEY ALIKE #1111
NOISE SUPPRESS
QUARTER GLASS LIGHTS
FRONT HEADLAMP PKG: (66A) LOW BEAM HIGH BEAM HEADLAMP / WIG WAG FUNCTION / (2) RED BLUE LED SIDE WARNING LIGHTS IN EACH HEADLAMP / DRIVERS SIDE WHITE RED / PASSENGER WHITE BLUE / INCLUDES PREWIRING FOR GRILL LED LIGHTS, AND SIREN AND SPEAKER
RR DR LKS INOP
REVERSE SENSING
RR TAILLAMP HSG
BALLISTIC DOOR PANELS (LEVEL III) DRIVER AND PASSENGER FRONT DOORS
READY FOR THE ROAD PACKAGE
WHELEN CENCOM LIGHT CONTROLLER HEAD WITH DIMMABLE BACCKLIGHT
WHELEN CENCOM RELAY CENTER SIREN / AMP W / TRAFFIC ADVISOR (MOUNTED BEHIND 2ND ROW SEAT)
LIGHT CONTROLLER / RELAY CENCOM WIRING HARNESS W/ADDITIONAL INPUT/OUTPUT PIGTAILS
PREWIRING FOR GRILLE LED LIGHTS, SIREN, AND SPEAKER/ REAR CONSOLE PLATE / GRILLE LED LIGHTS
100 WATT SPEAKER / TAIL LIGHT FLASHERS / HIDDEN DOOR PLUNGER / REAR HANDLE INOP

DELIVERED TO PORTAGE, MI ..... $ 51,566.00

TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT:

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

ACTION RECOMMENDED: Award a contract to Overhead Door of Kalamazoo for the replacement of overhead doors at Fire Station No. 1 in the amount of $106,807 and authorize the City Manager to execute all documents related to the contract on behalf of the city.

The Fiscal Year 2022-23 approved budget includes replacement of overhead doors at Fire Station No. 1 (7830 Shaver Road) and Fire Station No. 3 (8503 South Sprinkle Road). The existing overhead doors are original to the buildings, which were built in 1984 and 1994 respectively, and are in need of replacement.

A Request for Bid was posted to the Kalamazoo Gazette, the City of Portage LinkedIn and Twitter accounts, as well as on BidNet, where 37 suppliers were matched and notified of the project. Additionally, four (4) local vendors were notified of the project. On July 19, 2022, two bids were received for the overhead door replacement project with the low bid submitted by Overhead Door of Kalamazoo in the amount of $186,913, exceeding the allotted budget for this project by more than $36,000. A second Request for Bid was posted for replacement of overhead doors at Fire Station No. 1 only, with no bids received. Overhead Door of Kalamazoo has agreed to honor the pricing they provided in the original Request for Bid for the replacement of eight (8) overhead doors at Fire Station No. 1.

It is recommended that City Council award a contract to Overhead Door of Kalamazoo for the replacement of overhead doors at Fire Station No. 1 in the amount of $106,807 and authorize the City Manager to execute all documents related to the contracts on behalf of the city.

FUNDING: Funds are available in the Fiscal Year 2022-2023 Capital Outlay budget.

Attachments:
1. Overhead Door Company of Kalamazoo Proposal #1-9443
2. Original Bid Tab - Overhead Door Replacement

Overhead Door Company Of Kalamazoo
5291 WYNN RD.
KALAMAZOO, MI
49048
Telephone: (269) 381-9570
Fax: (269) 381-2442

The Genuine. The Original.

Proposal #: 1-9443
Q 20180

PROPOSAL SUBMITTED TO:			Date	Attention
CITY OF PORTAGE			9/21/2022	JEFF
STREET			Job Name	
7900 S. WESTNEDGEAVE.			FIRE STATION #1 - 8- DOORS & OPERATORS	
City	State	ZipCode	Job Location	
PORTAGE	MI	49002	7830 SHAVER RD. PORTAGE, MI 49024	
Phone Number	Fax Number		Job Phone	
			329-4482	

ITEM #	QTY	SERIES	DOOR WIDTH	DOOR HEIGHT	OPENING WIDTH	OPENING HEIGHT	OPERATION	MOUNTING	JAMB TYPE
1	8	592	12' 2"	14' 1"	12' 0"	14' 0"	ELECTRIC	STATION-1	
2	8	RSX-T					OPERATORS		

FURNISH AND INSTALL:
The above sized 592 series "Thermacore" sectional door(s), as manufactured by the Overhead Door Corporation. Door standard features to include the following:
.016" thick roll-formed hot-dipped galvanized, ribbed face steel sections, with metal/foam/metal sandwich, foamed-in-place homogeneous CFC/HCFC free polyurethane insulation. Insulating values: R = 17.50, U = .057 Section thickness 2", all sections to be fitted with tube seals to weatherstrip each joint. Air infiltration of .08 cfm per sq. ft. of door at 15 mph, and class 26 sound transmission. End stiles will be 16 ga. steel and incorporate a thermal break; hinges and fixtures will be galvanized steel. EPDM thermal break to be provided between interior and exterior skins to prevent thermal transmission. Patented water channel is provided for a drip free opening. The polyurethane foam insulation is fully encapsulated in non-permeable materials for no loss of thermal efficiency. Limited 10-year warranty against panel delamination of foam and steel skins.

RSX models are available in RSX Trolley, Center-mount Trolley and Dual Trolley for Sectional, and RSX Jackshaft with and without hoist for Rolling Steel.

All RSX Standard Duty models are available in Single phase 115vac, 208vac, 230vac, Three phase 208vac, 230vac, 460vac, and Three phase 575vac; 1/2, 3/4 and 1 Hp, Open, Drip Proof (ODP) continuous duty (60 cycles per hour at peak usage), Totally Enclosed Non Ventilated Motor (TENV), Totally Enclosed Fan Cooled Motor (TEFC), and NEMA 4 and 4X with enclosed brake and sealed electrical box.

Trolley models are available with or without brake on ½ hp models. Sidemount and Centermount direct couple to the door shaft with or without hoist. Hoist models are left hand or right hand. The RSX Trolley will operate Standard Lift Doors, and the Sidemount series will operate Lift Clearance and Vertical Lift Sectional Doors up to 24' high with a maximum weight of 1120 lbs for 1/2hp, 1370 lbs for 3/4 hp, and 1620 lbs for 1 hp. Trolley Rails for door heights up to 12' are standard.

PROPOSAL TO INCLUDE THE FOLLOWING:
Item 1 above to feature the following:
- (1) Baked-on polyester white exterior and interior (STD).
- (2) DSB Glazing For 2-Sash Sections, 1/2" Insulated.
- (2) Sash Sections, White paint Aluminum Intermediate, Open For Glass.

- (12.17) Top Seal, dual flap' (408972).
- (1) Lock, Inside Slide #1 (STD).
- (14.08) Track, 2", Continuous Angle Out (#3) WOOD JAMB (STD).
- (171.35) 50,000 Cycle Springs.
- (12.17) Solid Shaft, 1" In Lieu Of Tubing.
- TAKE DOWN AND DISPOSE OF EXISTING 8-DOORS AND OPERATORS.

Item 2 above to feature the following:
- 3/4HP 115V Drawbar Operators.
- (1) Extra track for doors up to 14' high.
- (2) STB Photo eye Kit (Includes mounting bracket per Operator
- (1) Two Channel Programmable Transmitter per Operator.

WE WILL ATTEMPT TO RE-USE THE EXISTING WIRING TO HOOK UP THE NEW OPRATORS AND WALL BUTTONS TOO BUT IF THERE IS AN ISSUE WITH THE WIRING AND AN ELECTRICIAN IS NEEDED, THIS WORK AND MATERIALS IS NOT INCLUDED IN THIS PROPOSAL.

THANK YOU,

We hereby propose to complete in accordance with above specification, for the sum of:

One Hundred Six Thousand Eight Hundred Seven Dollars and No Cents **106,807.00**

Signature _____
AL WHITAKER Direct Dial:

TERMS AND CONDITIONS

Payment to be made as follows:

Prices subject to change if not accepted in 30 days.

BY OTHERS: Jambs, spring pads, all wiring to motors and control stations, unless otherwise stated above, are not included. Purchaser agrees that doors shall remain in Seller's posession until paid in full. In the event Purchaser breaches or defaults under the terms and provisions of this Agreement, the Purchaser shall be responsible for the costs of collection, including reasonable attorneys' fees. The Seller shall be entitled to full and final payment on the Purchase Order. There shall be a 1 1/2% service charge per month for all payments due and owing after 30 days. (Agreements are contingent upon strikes, accidents, or delays beyond our control.)

ACCEPTANCE: Terms, Price, and specifications on all pages of this proposal are hereby accepted and the work authorized.

Purchaser: _____

Signature _____ Title _____ Date of Acceptance _____

2022 RFB REPLACEMENT OF OVERHEAD GARAGE DOORS
BID TABULATION
BID OPENING ON JULY 19, 2022 AT 3 PM

Overhead Door of Kalamazoo 5291 Wynn Rd. Kalamazoo, MI 49048	$	186,913.00
Garage Doors Plus More 415 E. Prairie Ronde Street Dowagiac, MI 49047	$	200,837.14

*Garage Doors Plus More provided a lower quote which contained smaller sized windows than what what is currently in place at the Fire Stations. This bid tab reflects the pricing provided by both vendors for "full view windows," the required size.

Opened by: _____
Victoria Barboza, Purchasing Manager

TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT:

SUPPORTING PERSONNEL: Kathleen Hoyle, Director of Parks & Recreation

ACTION RECOMMENDED: Adopt the City of Portage partnership in the Kalamazoo County Urban Bird Treaty and support the application for federal designation as the Kalamazoo County Urban Bird Treaty through the U.S. Fish and Wildlife Service.

The City of Portage Department of Parks and Recreation was contacted by the Audubon Society of Kalamazoo requesting the City to partner with them and the Kalamazoo Nature Center in efforts to make Kalamazoo County a bird-friendly community by applying for federal designation as the Kalamazoo County Urban Bird Treaty through the U.S. Fish and Wildlife Service. The Treaty is a non-binding partnership with the U.S. Fish and Wildlife Service to promote urban bird conservation due to the loss of nearly 3 billion North American birds since 1970, with the most affected species of forest, grassland, aerial insectivores, and coastal shorebirds. This effort is aligned with the city's current environmental efforts and programs for the park system.

The City of Portage will support the implementation of the Treaty's plan goals including: (1) Conserve urban habitat for birds, such as removing invasive species and promoting the planting of native species; (2) Reduce urban hazards to birds by creating awareness and identifying solutions to mitigate collisions with glass and structures; (3) Engage with other communities in urban bird recreation, education, conservation, and science with bird watching and other bird oriented programs, and participation in an annual Migratory Bird Day celebration or equivalent with a focus on birds.

With City Council's approval, the City of Portage will be joining Kalamazoo County, Oshtemo Township, City of Parchment, and Comstock Township, which have agreed to be signatories on this Treaty with other municipalities in process. It is recommended that City Council adopt the City of Portage partnership in the Kalamazoo County Urban Bird Treaty and support the application for federal designation as the Kalamazoo County Urban Bird Treaty through the U.S. Fish and Wildlife Service.

FUNDING: Not applicable.

Attachments:
1. Kalamazoo County Urban Bird Treaty Resolution
2. Park Board Letter of Support Urban Bird Treaty

RESOLUTION ADOPTING PARTNERSHIP IN THE KALAMAZOO URBAN BIRD TREATY BY THE PORTAGE CITY COUNCIL

Minutes of a regular meeting of the City Council for the City of Portage, Michigan held on October 18, 2022 at 7:00 p.m. at the City Hall in the City of Portage, Michigan.

PRESENT:

ABSENT:

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

WHEREAS, the City of Portage supports and partners with the Audubon Society of Kalamazoo and the Kalamazoo Nature Center in efforts to make Kalamazoo County a bird-friendly community by applying for federal designation as the Kalamazoo County Urban Bird Treaty through the U.S. Fish and Wildlife Service; and

WHEREAS, the Treaty is a non-binding partnership with the U.S. Fish and Wildlife Service to promote urban bird conservation due to the loss of nearly 3 billion North American birds since 1970 with the most affected species forest, grassland, aerial insectivores and coastal shorebirds; and

WHEREAS, we recognize that our own local urban habitats are important to many bird species and that cooperative protection and strategic enhancement of these habitats in the City of Portage including Eliason Nature Reserve, Bishop's Bog, West Lake Nature Preserve and Portage Creek Bicentennial Trail can help to mitigate these population declines; and

WHEREAS, we will support the implementation plan goals of: (1) Conserve urban habitat for birds including removing invasive species and promoting the planting of native species; (2) Reduce urban hazards to birds by creating awareness and identifying solutions to mitigate collisions with glass and structures; (3) Engage with other communities in urban bird recreation, education, conservation, and science with bird watching and other bird oriented programs, and participation in an annual Migratory Bird Day celebration or equivalent with a focus on birds; and

WHEREAS, the City of Portage understands its participation will promote the city's livability for both birds and people, that can also reduce energy costs, reduce heat island effects, improve sustainability, and make the City a healthier, greener, place to live, work and play; and

WHEREAS, the City of Portage understands it will receive priority in the National Fish and Wildlife Foundation Five Star and Urban Waters Restoration Grant program rating tool to continue its efforts with improved access to funding through this program due to the collaboration of partners with the Urban Bird Treaty program working to make the city more equitable and environmentally friendly;

NOW, THEREFORE, BE IT RESOLVED that the City of Portage City Council hereby adopts the City of Portage Partnership in the Kalamazoo County Urban Bird Treaty for improving the livability for birds and the residents of the City of Portage.

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

AYES:

NAYS:

ABSENT:

EFFECTIVE DATE:

CERTIFICATION:

APPROVED AS TO FORM FOR CITY OF PORTAGE
BAUCKHAM, SPARKS, THALL,
SEEBER, & KAUFMAN, PC

By: CATHERINE P. KAUFMAN
Date: 10-4-2022

PORTAGE
PARKS & RECREATION

October 5, 2022

Ms. Patricia Randall
Mayor
City of Portage
7900 South Westnedge Ave.
Portage, MI 49002

Madam Mayor,

The City of Portage Park Advisory Board supports the City of Portage becoming a partner in the Kalamazoo County Urban Bird Treaty and its submittal to the U.S. Fish & Wildlife Service for official federal designation. The City of Portage will join with other communities in Kalamazoo County and organizations including the Audubon Society of Kalamazoo and the Kalamazoo Nature Center to commit to the goals of the Urban Bird Treaty program and recognition of the importance of the conservation of migratory birds and their habitats for the welfare of the city and the people who live and recreate here. The goals of the Treaty are to conserve bird habitat such as West Lake Nature Preserve, Bishop's Bog, Eliason Nature Reserve, and Portage Creek Bicentennial Park; reduce bird hazards; and engage with other communities and organizations in bird-related education, recreation, science, and conservation efforts.

There are a total of 331 species of migratory birds documented in Kalamazoo County with 15 avian species listed as endangered, threatened or of special concern. Migratory bird populations provide valuable ecosystem services as they pollinate crops and help plants grow by dispersing seeds and preying on insects. These birds are currently under threat through habitat loss, invasive species, pollution and collisions with buildings and other structures.

The City of Portage Park Advisory Board is pleased to support the City of Portage becoming part of the Kalamazoo County Urban Bird Treaty and submittal of application for federal designation.

Sincerely,

Tara Gish, Chairperson
City of Portage, Park Advisory Board

TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT:

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

ACTION RECOMMENDED: Receive the proposed 2023 Recreation and Open Space Plan Update and approve the distribution of the plan update to the planning commissions of adjacent communities and to the Kalamazoo County Planning Commission.

The proposed 2023 Recreation and Open Space Plan Update, which is an element of the Comprehensive Plan, has been prepared by the Department of Parks and Recreation. The Park Board and the Planning Commission have begun their review of the 2023 Recreation and Open Space Plan Update. The Planning Commission reviewed and discussed the proposed update at their October 6, 2022 meeting and made a unanimous motion to recommend the document be forwarded to the City Council.

Pursuant to the Planning Enabling Act (Act 33 of 2008, as amended), once the Planning Commission has completed any review of a proposed amendment to the Comprehensive Plan, the draft document is submitted to the legislative body for review and comment. The City Council must then consider authorizing the distribution of the proposed 2023 Recreation and Open Space Plan Update to adjacent communities, and the County, for review and comment. At the conclusion of this review and 42-day comment period, the Portage Planning Commission will conduct a public hearing and review any comments regarding the 2023 Recreation and Open Space Plan Update. There is also a 30-day public comment period planned to begin on November 3, 2022, and close on December 7 with a public hearing at the Portage Park Board Meeting. The plan will be submitted to the City Council for final approval and adoption on January 10, 2023, and final submission to the MDNR by February 1, 2023.

A copy of the proposed 2023 Recreation and Open Space Plan Update is included with this agenda item. It is recommended that City Council receive the proposed 2023 Recreation and Open Space Plan Update and approve the distribution of the draft document to the above-noted entities.

FUNDING: Not Applicable

Attachments:
1. Park Board Letter to Initiate 2023 Park Recreation and Open Space 5 Year Plan
2. PC Chair Signed Transmittal
3. PCMin10.06.2022 DRAFT
4. DRAFT Portage 2023 Rec Plan Master - REV092822

PORTAGE
PARKS & RECREATION

October 5, 2022

Ms. Patricia Randall
Mayor
City of Portage
7900 South Westnedge Ave.
Portage, MI 49002

Madam Mayor,

During the October 5, 2022 meeting, the Park Board voted unanimously to approve and forward the 2023 Recreation and Open Space 5-Year Plan Update for 30-day public comment starting on November 3, 2022; public hearing on December 7, 2022 at its board meeting; and to forward approval to the Planning Commission. This plan is an element of the Comprehensive Plan and must be updated every five years to comply with the community recreation planning guidelines established by the Michigan Department of Natural Resources Grants Management Division.

This letter is to support and recommend forwarding the 2023 Recreation and Open Space Plan Update, prepared by the City of Portage Parks & Recreation Department, to the Planning Commission and Portage City Council to initiate the formal review, hearing, and approval process in accordance with the requirements of Public Act 33 of 2008, Michigan Planning Enabling Act.

Sincerely,

Tara Gish
Chairperson
City of Portage
Park Advisory Board

PORTAGE
A Natural Place to Move

Department of Community Development

TO: Honorable Mayor and City Council

FROM: City of Portage Planning Commission

DATE: October 6, 2022

SUBJECT: 2023 Draft Recreation and Open Space Plan

At the October 6, 2022 meeting, the Planning Commission reviewed and discussed the proposed 2023 Draft Recreation and Open Space Plan. Kathleen Hoyle, Director of Parks & Recreation, provided an overview of the major changes to the proposed plan update.

After a brief discussion, the Commission presented a motion to forward the 2023 Draft Recreation and Open Space Plan to City Council recommending the Plan be distributed to adjacent jurisdictions and to the Kalamazoo County per the Michigan Planning Enabling Act requirements. The motion was unanimously approved.

Sincerely,

CITY OF PORTAGE PLANNING COMMISSION

Dan Corradini
Chairman

Attachment: Draft October 6, 2022 Planning Commission meeting minutes.

T:\COMMDEV\2022-2023 Department Files\Board Files\Planning Commission\Update Rec Open Space Plan\2022 10 06 MCC 2023 Recreation & Open Space Plan Update CC Distribution (PC).docx

CITY OF PORTAGE PLANNING COMMISSION

Thursday, October 6, 2022

7:00 PM Portage

City Hall - Conference Room 1

The City of Portage Planning Commission meeting of October 6, 2022, was called to order by Chairman Corradini at 7:00 p.m.

IN ATTENDANCE

- Eric Feldt, City Planner/Project Manager
- Biqi Zhao, Deputy Director of Planning and Zoning
- Kelly Peterson, Director of Community Development
- Kathleen Hoyle, Director of Parks & Recreation
- Brandon Nolin, Houseal Lavigne

ROLL CALL

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

Vice Chair Joshi motioned to excuse Commissioners Pezzoli and Baldwin; Commissioner Freiman supported the motion. Motion carried 7-0.

APPROVAL OF MINUTES

Motion by Youngs, seconded by Commissioner Vice Chair Joshi to approve the Planning Commission Meeting Minutes of September 15, 2022. Motion carried 7-0.

PUBLIC HEARINGS

1. Draft 2023 Recreation and Open Space Plan

   Mr. Feldt summarized the attached memo indicating that the City of Portage Parks & Recreation Department is providing the 5-year update of the Recreation and Open Space Plan. He noted that the memo lists major changes between the existing and draft Recreation and Open Space Plans. Mr. Feldt stated that Kathleen Hoyle, Director of Parks & Recreation, is here to answer questions the Commission may have.

   Mr. Feldt stated that the Commission shall provide a motion to the City Council to distribute a 'Letter of Intent' to adjacent municipalities to comment on the draft Recreation and Open Space Plan, as required by the State. Chair Corradini asked Ms. Hoyle for a project update of the draft Recreation and Open Space Plan.

   Ms. Hoyle explained the major changes outlined in staff's memo. She stated that there was a distributed community-wide survey provided to help focus improvements to various parks, trails, and programming at parks. Ms. Hoyle stated that the survey showed large support for parks, trails, and bicycle paths.

DRAFT

The Commission had general questions about the survey, general updates of certain City parks, and programming throughout the year. Vice Chairman Joshi motioned that the Planning Commission recommend approval of the distribution of the 'Letter of Intent to Municipal Agencies' to City Council. Motion was seconded by Commissioner Kasper. Motion passed 7-0.

2. Briefing by consultant Houseal Lavigne on the City of Portage Master Plan Update

Ms. Peterson updated the Commission on recent staff kick-off activities with Housel Lavigne for planning consulting services related to the Master Plan Update process and indicated Ms. Biqi Zhao will serve as the project manager for the City. Ms. Zhao informed the Commission of the distributed binder containing the City's existing 2014 Master Plan, Lake Center District Study, City Council Strategic Priorities, and the 2025 Vision. Further, she stated dates of November 9th and 10th, 2022 for stakeholder meetings between local stakeholders and Housel Lavigne; driving tours for Housel Lavigne to learn the area; and a Planning Commission workshop.

Ms. Zhao introduced Brandon Nolin with Housel Lavigne, who joined remotely via Microsoft Teams. Mr. Nolin informed the Commission of Housel Lavigne's various planning work and accolades. He indicated that he will serve as the consultant project manager for this Master Plan update. Mr. Nolin presented a timeline of 18-months for updating the Master Plan and detailed various workshops and public engagements in upcoming weeks with the Planning Commission and smaller stakeholder groups to help inform the Existing Conditions element which will be drafted over the winter, and followed by public-wide workshops in February/March 2023. He provided an overview of upcoming activities that the consultant team will embark upon during their site visit to Portage on November 9, 10, and 11.

Following his presentation, Ms. Peterson asked each Commissioner to introduce themselves to Mr. Nolin and share one aspect of the Master Plan Update they are most excited about. Commissioner Fries expressed a desire for more high-density and urban development, as well as more user-friendly codes. Commissioner Reed stated a desire to build more support for residential expansion, better mixed-use properties with commercial and residential uses, and interested in future processes for the next five years. Commissioner Kasper expressed she would like to see more growth and innovation, continued modernization, and live/work experiences.

Commissioner Freiman stated his interest in sustainability. Commissioner Lee expressed his interest in the plan update vision. Chair Corradini expressed he wanted to see more information about existing conditions and information of Portage and interest in how the Lake Center District Plan will shape the greater Portage Road area. Vice Chair Joshi expressed support for mixed use, the opportunity to create a downtown – 'heart' of town and expressed interest in broad community engagement.

Mr. Nolin provided additional details about the activities and workshops that will take place primarily on November 9 and 10, including a workshop with the Planning Commission on November 10. The Commission agreed to meet from 6pm-8pm at the Portage Zhang Senior Center. Ms. Peterson mentioned the intention for a citywide public kick-off event in early 2023 to be centered as a celebration of the Portage while also serving as opportunity to receive input, feedback and the aspirations of residents regarding the future of the city.

SITE/FINAL PLANS
None.

NEW BUSINESS
None.

OLD BUSINESS
None.

STATEMENT OF CITIZENS
None.

STATEMENT OF COMMISSIONERS
None.

STATEMENT OF STAFF
None.

ADJOURNMENT:
There being no further business to come before the Commission, Chairman Corradini adjourned the meeting at 7:55 p.m.

Respectfully submitted,

Eric Feldt, AICP, CFM
City Planner/Project Manager

T:\COMMDEV\2022-2023 Department Files\Board Files\Planning Commission\Minutes\PCMin10.06.2022.docx

RECREATION AND OPEN SPACE PLAN

CITY OF PORTAGE 2023 PARK MASTER PLAN UPDATE

YOUR BACKYARD IS BIGGER THAN YOU THINK

1,000 Acres. 20 Parks. One City.

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Acknowledgments

CITY COUNCIL
Patricia M. Randall, Mayor
Jim Pearson, Mayor Pro-Tem
Lisa Brayton
Chris Burns
Lori Knapp
Vic Ledbetter
Terry R. Urban

CITY MANAGERS OFFICE
Patrick McGinnis, City Manager
Adam Herringa, Deputy City Manager
Michael Carroll, Deputy City Manager

COMMUNITY DEVELOPMENT
Kelly Peterson, Director
Karl Klemm, GIS Specialist

PARKS DEPARTMENT STAFF
Kathleen Hoyle, Director
Alexis Conklin, Recreation Program Manager - Events & Sponsorships
Megan Huber, Administrative Assistant
Daniel Jassim, Sports Coordinator
Peggy Napier, Rental Coordinator
Annie Pryor, Recreation Program Manager and Farmers Market
Joe Wilhelme, Senior Recreation Program Manager-Operations
Russell Phillips, Chief Ranger

PARK BOARD
Tara Gish. Chair
Dawn Smith, Vice Chair
Elanor Riley, Secretary
Dustin Black
Charles Mosser
Kandarp Patel
Jon Peer
Tim Young
Una Metzger, Youth Advisory Committee

CONSULTANT
VIRIDIS Design Group

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Table of Contents

1	Introduction	PAGE 1
2	Community Description	PAGE 7
3	Administrative Structure	PAGE 29
4	Recreation Inventory	PAGE 41
5	Parks Environmental Management	PAGE 99
6	Non-Motorized Trail and Bikeway Transportation Plan	PAGE 103
7	Description of the Planning Process	PAGE 111
8	Description of Public Input Process	PAGE 119
9	Goals and Objectives	PAGE 125
10	Action Plan	PAGE 129
11	Appendix	PAGE 139

Operating Budget
Programs
Documents from Public Hearings and Public Meetings
Community Survey Results
Post Completion Self-Inspection Reports

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Introduction

Parks, Recreation, and Open Space are important elements of all communities and provide many recreational, social, and environmental benefits that contribute to a high quality of life. The City of Portage has recognized the importance of recreation planning and has chosen to take an active role in the delivery of recreational opportunities by updating the Recreation and Open Space Plan. Recreation planning is an exercise engaged by local governments to anticipate change, and to promote the development and expansion of recreational facilities and services for the benefit of its community. Parks and recreation facilities provide many benefits to the community and the natural environment. Parks provide people with a place to gather, be active, socialize, and connect with the environment and community. Green infrastructure also enhances the livability of a community by increasing property values and connecting the community. Having the ability to recreate has also been shown to improve the quality of life by contributing to overall mental and physical health and reducing obesity brought on by inactivity. As the community continues to grow and change over time, the City continues to dedicate themselves to improving recreational offerings for its citizens. This plan represents the culmination of the planning efforts of the community and local officials; and reflects the City's desire to blend the available recreational resources and activities with the environmental and cultural elements of the community.

PLAN PURPOSE

The 2023-2027 Recreation and Open Space Plan is a guide for the future of recreation facilities in Portage. It is an adaptive tool to help the Parks Department prioritize future park improvements in a way that elevates the role of the parks

and recreation system in the daily lives of all Portage residents in the years to come. Driven by community priorities and the mission of the Parks Department, the Open Space Plan will serve as a guiding document for policy decisions, prioritizing and balancing demands and opportunities, and providing a framework for evaluating future land acquisitions, park improvements, and recreation programs.

The plan also provides recommendations for park facilities, programs, and services; maintenance operations; administration and management; and capital improvements. The City recognizes the significant role that recreation plays in providing a high quality of life and improved physical health of its citizens. This appreciation has been manifested in this effort to update the Recreation and Open Space Master Plan with the hopes of improving park systems and public trails, promoting the preservation of natural areas, and establishing a strong commitment to strengthening a sense of community. This plan provides the data and direction to ensure that parks and recreation offerings are aligned with the community needs and values. The plan

addresses current recreation issues and identifies and prioritizes future needs of the community and the means for meeting those needs over the upcoming five-year period.

In addition, the Open Space Plan aligns with the statewide planning process. Every five years the City is required to submit a master plan to the State of Michigan Department of Natural Resources (MDNR) to become eligible for recreation grant funding. The planning process incorporated community feedback toward the development of all MDNR plan components and was submitted to the State in February 2023.

PLAN SCOPE

The scope of this plan includes suggestions for the management, improvement, and expansion of the recreation system within the City of Portage. The plan also considers recreational facilities within the county and neighboring townships, that are available to citizens of the Portage community. Key planning issues are identified, a clear set of goals and objectives are outlined, and specific implementation strategies are delineated. The scope will include all of the City's recreation facilities, undeveloped open space, trail systems, and recreational programming. The scope of the planning effort is limited to the City boundaries. However, consideration is also made of regional facilities that influence use patterns. The use of City facilities by residents living in the surrounding communities, which may have limited recreation facilities of their own, is also a consideration of the planning process. In terms of an implementation time line, the Action Program section of this document covers development over the next five years.

CITYWIDE COORDINATION

The Open Space Plan comes during a time of multiple citywide planning efforts that invest in community health and equitable access to natural resources. Key ideas from the plan build

on and reinforce investment in connectivity improvements and preservation of natural areas. The Open Space Plan builds upon the following recent citywide planning efforts that have established a strong framework for the future of Portages' public realm:

City of Portage 2022 Master Plan Update

The City's Comprehensive Master Plan is currently in the process of being updated outlining the community's vision for the future of Portage. The current plan was updated in 2014 and focuses on issues on which city policy can have direct impact such as land use, economic development, zoning, and other quality of life aspects. The update will have significant public input and respond to the current and future needs of the City of Portage and is expected to commence in the fall of 2022. The Open Space Plan will be an informative tool that plugs into the greater Community Master Plan for how city leaders approach public green space in the future.

2022-2028 Capital Improvement Plan

In 2022 the city developed the 2022-2028 Capital Improvement Plan (CIP), a 6-year community plan focusing on projects that represent continued investment in the Portage community to help enhance the local economy and improve the quality of life for residents of Portage. Of the many goals established in the CIP, several align with the Open Space Plan including sidewalks, bikeways and trails, park improvements, and dam work along the Portage Creek.

Invasive Species Management Plan

In 2018 the city completed the Invasive Species Management Plan for all of the parks in the city with the purpose of providing guidance, information, and the steps to be taken to remove, mitigate, and suppress invasive species. Each park within the city was examined for their amount of support for wildlife, level of threat posed by invasive species, and the extent, abundance and effective control methods. The plan reinforces the City's commitment to maintaining healthy natural features and parks with quality habitat, healthy soil chemistry, natural hydrological patterns, and native ecosystems.

2015 Complete Streets Policy

The Open Space Plan also aligns with the City's 2015 Complete Streets Policy, an effort to make city streets safe and friendly for all modes of transit. The policy identifies elements of complete streets and reinforces the City's commitment to enhance the safety, access, convenience and comfort of all users of all ages and abilities through design, operation, and maintenance of the transportation network. Ultimately the goal of the policy is to enhance connectivity throughout the city to encourage citizens to fully utilize all available forms of transportation that will provide safe access for all users, promote healthy living, increase capacity and efficiency of the roadway network, and reduce negative environmental impacts.

THRIVING PARK SYSTEM

The 2023 Recreation and Open Space Plan considers all aspects of the previous 2018 plan update including physical assets and community needs within Portage. Many elements and goals of the 2018 plan remain relevant when considering improvements to today's park system and community. This updated plan maintains and expands upon these components where appropriate. The previous plan documented conditions and trends at the time and contained many ideas for improvements; some of which have been realized. The following identifies changes to the park system since the previous update:

2018:

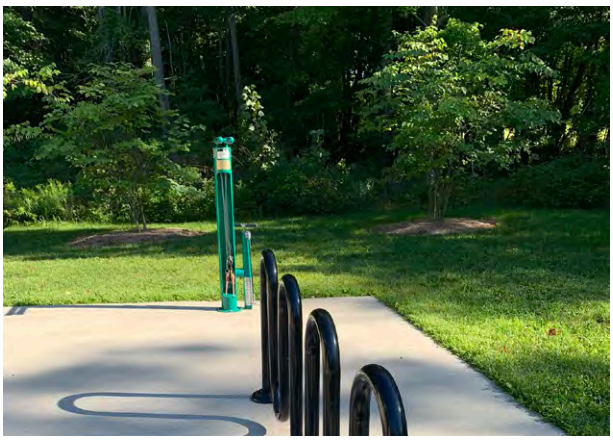
- Betty Lee Ongley Park Land Donation / Dedication
- Celery Flats Pavilion Construction
- Celery Flats Parking Lot Expansion
- Eliason Nature Reserve Pavilion Construction
- Hayloft Restroom Renovation
- Lexington Green Pickle ball/Tennis Court Renovation
- Celery Flats Historic Stuart Manor Roof
- Trail Deck Bridge Decking
- Portage Creek Bicentennial Park Overlook 3 and 4 Decking
- Millennium and Milham Trail Maintenance
- Romence Trail Maintenance

2019:

- Lexington Green Pickle ball and Basketball Court Renovation
- Lexington Green Park Bike Course Construction
- Ramona Park Playground Replacement Installation
- Haverhill Park Playground Replacement Installation
- Ramona Park Contact Station Entrance Driveway Expansion
- Ramona Park Beach Expansion
- MDNR Gourdneck State Game Area Collaboration
- Park Invasive Species Removal Program Launched
- Park Wayfinding Signs (All parks and citywide)
- Park Entrance Signs (All parks)
- Historic Area Hayloft Ramp Rebuild
- Portage Creek Bicentennial Park Restroom Remodel
- Kilgore Trailhead Restroom Remodel
- Schrier Park Parking Lot Maintenance
- Schrier Park Trail Renovation
- Lakeview Park Overlook Decking
- Garden Lane Trail Maintenance
- Millennium Park Roof

2020:

- Portage Road Trail Construction
- Schrier Park Chip Path Renovation
- Eliason Nature Reserve Boardwalk Construction
- Romence Road Trailway Extension
- Bike Repair Station Addition - Eliason Nature Reserve
- Portage Creek Bicentennial Trail Overlook Decking
- Ramona park Parking Lot Maintenance



2021:

- South Westnedge Park In-line Hockey Rink Renovation
- Bike Share Rental Addition
- Eliason Nature Reserve Entrance Landscaping
- Ramona Park Entrance Landscaping
- Bishops Bog Nature Boardwalk Replacement
- Elijah Root Dam Feasibility Study
- Portage Creek Bicentennial Trail Overlook Decking
- Lakeview Park Boardwalk Decking
- East Centre at Cox's Trail Maintenance

2022:

- Eliason Nature Reserve North Entrance/ Parking Construction
- Dr. Martin Luther King Jr. Park Construction
- Amphitheater Feasibility Study
- Ramona Park Pickle ball Tournament Court Expansion
- Ramona Beach House Concessions Expansion
- Bike Repair Station Addition - Celery Flats
- South Westnedge Park Softball Building Roof
- Westfield Basketball Court Renovation
- Schrier Park Building Roof
- Bishop Bog Super Decking Replacement
- Angling Boardwalk and Hand Rail Maintenance

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Community Description

Plan Jurisdiction

This section is intended to describe the jurisdiction and focus of the plan, provide a brief overview of the community, and identify important community based factors that should be considered in parks and recreational planning. This Recreation and Open Space Master Plan has been prepared to serve the City of Portage and is planned to focus on all aspects of the City's parks and recreation facilities and programs. Recreational facilities and programs that serve adjacent communities have also been considered and incorporated into this planning document. The plan is intended to contribute to the quality of life for the residents and visitors of the Portage community, but also provide recreational experiences to the residents in adjacent communities within the county.

Regional Setting

The City of Portage, containing approximately 33.65 square miles of land and water area, is located in southwest Michigan in the County of Kalamazoo approximately 130 miles equidistant to Chicago and Detroit. Portage is bordered by the City of Kalamazoo to the north, Pavilion Township to the east, Schoolcraft Township to the south, and Texas Township to the west. The location map on page 8 (Figure 2.1) shows the City's location in a regional context. Regional accessibility to the community is provided by several interchanges along the US-131 and I-94 expressways. The city is also distinguished by multiple "neighborhoods", which define specific areas based on land uses within the city. Refer to Figure 2.2 for the City Neighborhood Map in relation to existing park facilities.

History

The earliest European settlers arrived in the Portage area during the 19th century. Before they came, the Potowatami Indians occupied the area. Austin Lake is in the southeast part of the city and was named for Moses Austin, who emigrated to Portage Township from Genesee County, New York in 1833. A settlement grew on the north shore of the lake, known as Austin or Austin Lake. A post office named "Austin's Lake" was established on May 18, 1850, with Austin as postmaster. The rich soil of the area proved to be excellent for growing celery, and Portage came to be known as the Celery City of the Nation in the 1880s. The city was incorporated in December of 1963 from Portage Township.

Physical Characteristics

The topography within the City of Portage is characteristically flat, ranging between 850-900 feet above sea level. Much of the existing topography is to a large extent the result of glaciation. Out wash plains, laid down by glacier meltwater washing earth materials forward of the melting front of the ice sheet, cover most of the Portage area (see Figure 2.3). In the northern and eastern portions of the city, small segments of another glacial deposit known as "till plains" can be found. Unlike out wash plains, till plains are not washed by meltwaters into layers. In this situation, the deposits are laid down as a fairly flat plain of unstratified glacial drift. Till plains are typically undulating land forms.

Figure 2.1 - Location Map

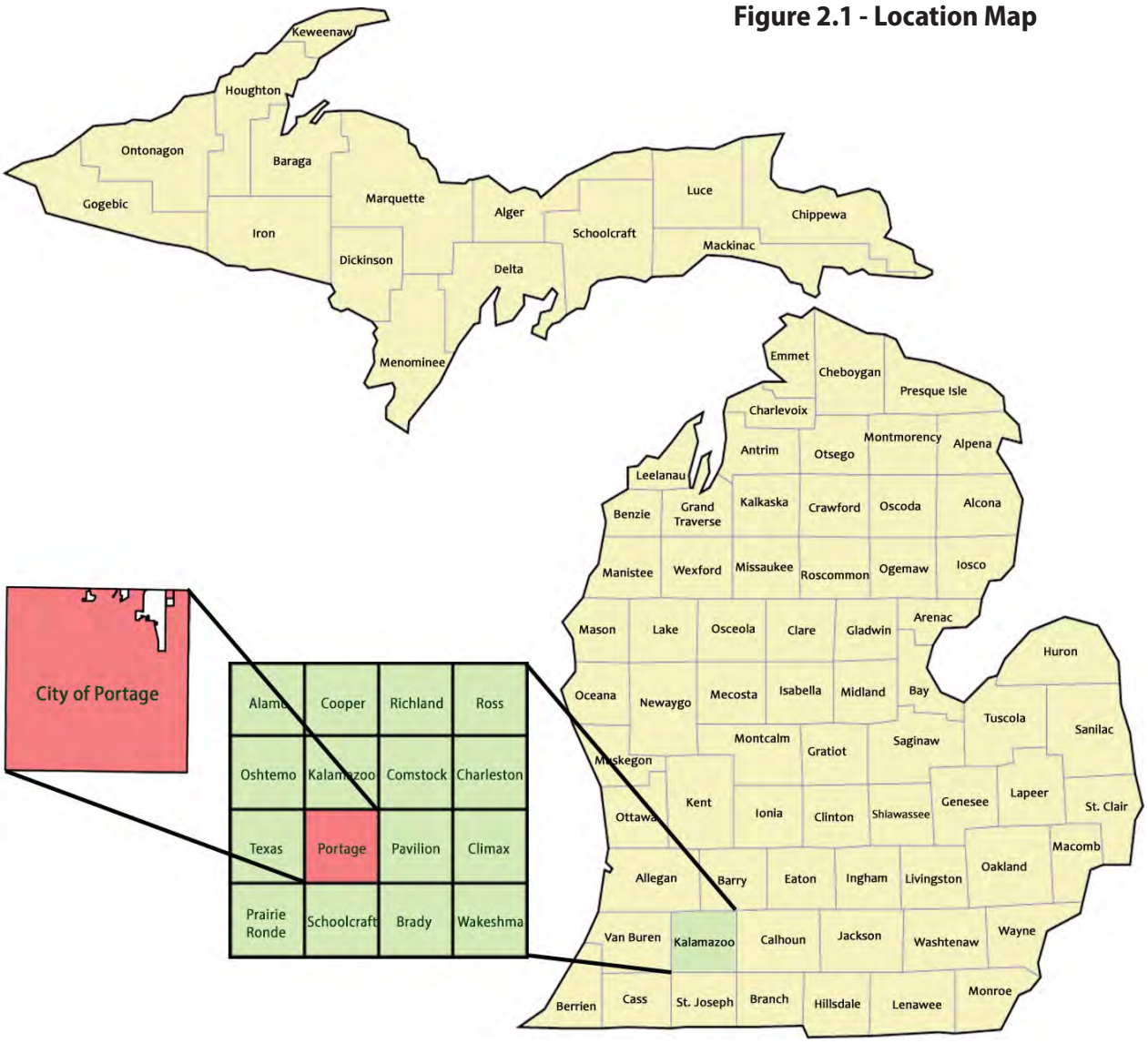
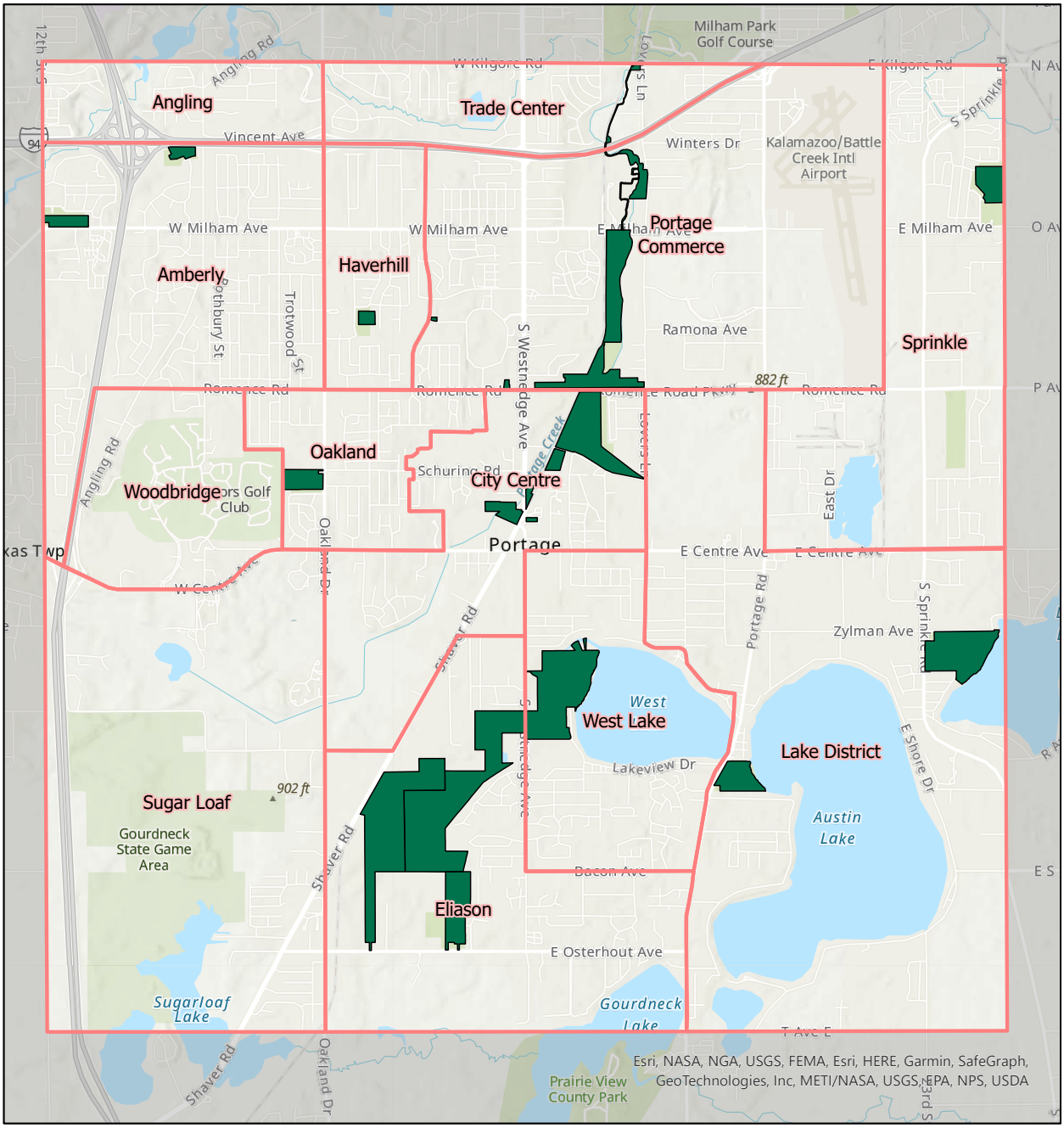


Figure 2.2 - Portage Neighborhood Map

City of Portage Neighborhoods



Neighborhood Residential Address Counts

Angling	711	Oakland	1309
Trade Center	732	Lake District	2112
Amberly	3635	Sugar Loaf	1849
Woodbridge	1138	West Lake	1553
Haverhill	1301	City Centre	1340
Portage Commerce	2980	Eliason	1467
Sprinkle	1762		

Neighborhood
Parks Property
Municipal Boundary

0 0.5 1 2 Miles

N

Glacial drainage channels, which resulted from receding glaciers, now tend to be occupied by organic soils. Water-filled pits were also created. Some of these pits were below the water table and formed the basins of many of the lakes in the area, including: West, Austin, Gourdneck and Long Lake.

Climatology

Lake Michigan, which is about 50 miles west of Portage, has a significant influence on the climate of the study area. The lake temperature, together with the prevailing westerly winds, moderates early seasonal temperature extremes. The frequent and sometimes rapid changes caused by storms traveling across the lakes from the west and southwest are typical of a humid continental climate. Seasonal temperature variations and precipitation patterns are typical of this climate type.

Soils

The characteristics of the majority of soils within Portage impose minor constraints on development. In general, loam, sandy loam and loamy sand soils are most common. Loamy soils are found primarily in the northern half of the city, sandy loam most commonly in the southeast quadrant and loamy sand soils predominately in the city's southwest quadrants. These soils are, for the most part, well drained. Physical limitations to their development, when they do occur, exist because of excessive slopes.

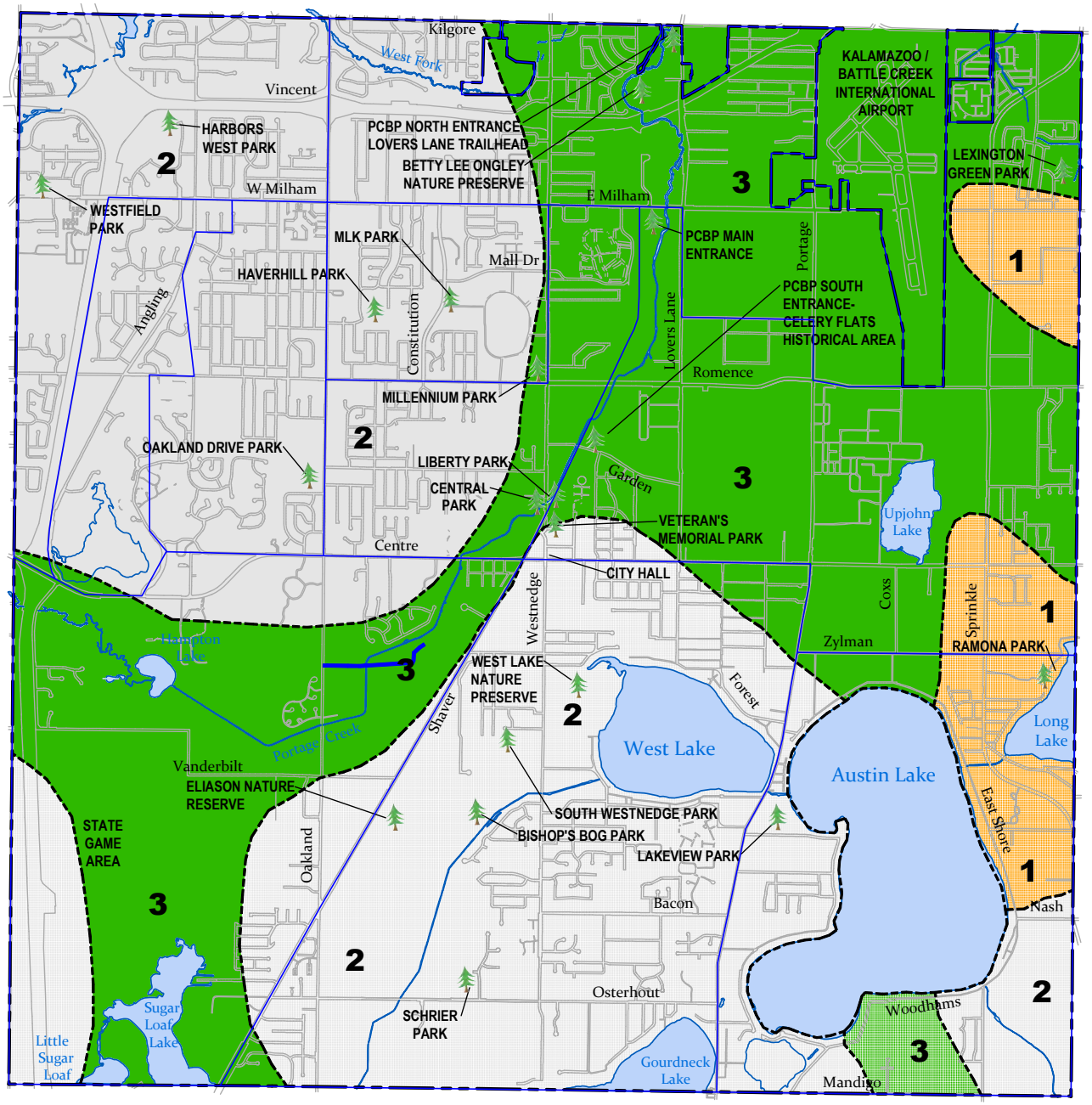
Organic soils offer the greatest physical constraint to development within the City. These soils are generally poorly drained, occurring primarily in depression areas. Most often these soils coincide with the wetland and floodplain areas of the city. Severe limitations are attached to development on organic soils due to poor drainage, low bearing capacity and frost action commonly exhibited.

Water Resources

A relatively large number of lakes are located in Portage. These include Austin, West and Hampton as well as portions of Long, Gourdneck, Sugarloaf and Little Sugarloaf. The lakes have historically been a valuable natural feature in the city. One of the earliest development in the city consisted of the construction of seasonal homes along the shorelines of Long Lake, Austin Lake and West Lake. This trend is still evident from the high market value of property adjacent to city lakes.

Careful planning in an effort to prevent the negative aspects of urbanization is essential to protect theses valuable resources. In 1988, the City of Portage enacted a sewer connection program. All structures within the city were required to connect to the municipal sanitary sewer system. This was particularly important for the residents of Austin and West Lakes in an effort to reduce the introduction of nutrients into

Figure 2.3 - Glacial Deposits Map



LEGEND

- 1 - GROUND MORAINE
- 2 - OUTWASH AND GLACIAL CHANNELS
- 3 - GLACIAL LAKE BEDS
- CITY BOUNDARY

City of Portage
Recreation and Open Space Plan
Glacial Deposits

0 2,100 4,200
Scale in Feet

North

the lakes from adjacent septic systems.

Portage is also characterized by a fairly extensive stream system including Portage Creek, the West Fork of Portage Creek and Davis Creek. Like the lakes, streams have proven to be a valuable resource for the community. Where the physical conditions permit, residential development has tended to congregate along these streams. Such a trend is quite common in view of the aesthetic and recreational advantage these areas have to offer.

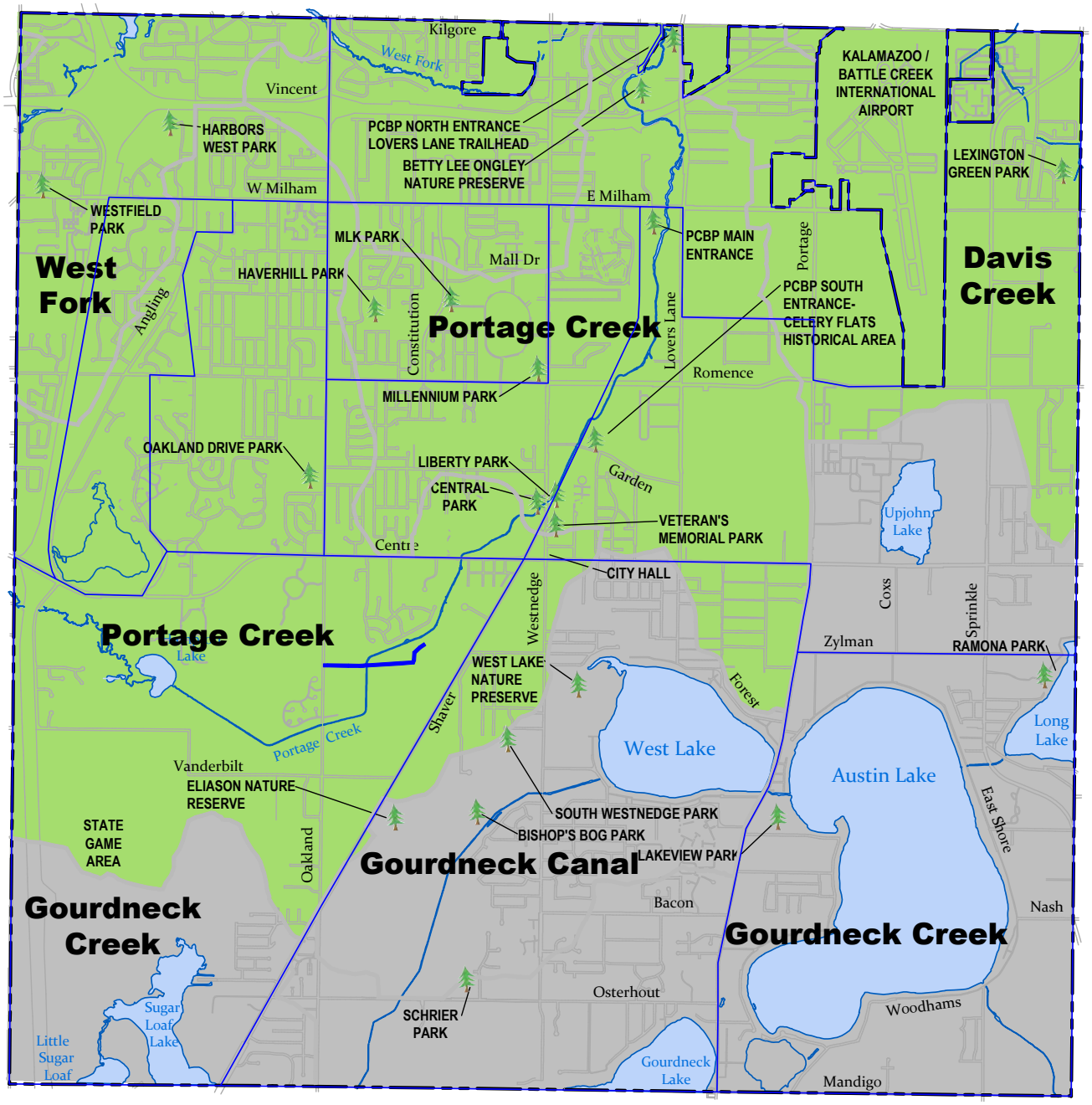
Figure 2.4 provides the location of the water resources in the city. The city has contributed significantly to maintaining the quality of the water resources over the past several years. Protecting these city resources is appropriate as they enhance the quality of life.

Austin Lake

Austin Lake is a shallow lake of approximately 1,090 acres, having a maximum depth of nine feet and subjected to dense growth of aquatic plants throughout much of the lake. It is a naturally eutrophic (nutrient rich) lake, but the nutrient loading process has been increased by cultural eutrophication resulting from concentrated residential development along most of its periphery. The bottom has a large layer of dead organic material known as detritus, which is nutrient rich. In most of the areas where the aquatic plants, known as macrophytes (plants that are large enough to be seen with a natural eye), are not present, algae concentrations are common. Plant growth has been abnormally increased by the provision of nutrients from septic tank seepage, lawn fertilizer runoff and the rich lake bottom. As the plants die and decompose, the bottom layer of detritus increases in thickness until a marsh is eventually created. The aging process is common to most lakes, but the extent of eutrophication for Austin Lake is so pronounced that this body of water is ranked among the major problem lakes of this county and region.

Austin Lake has been the subject of numerous studies in an effort to identify long- and short-term lake management strategies. Following an extensive review of available lake management

Figure 2.4 - Water Resources Map

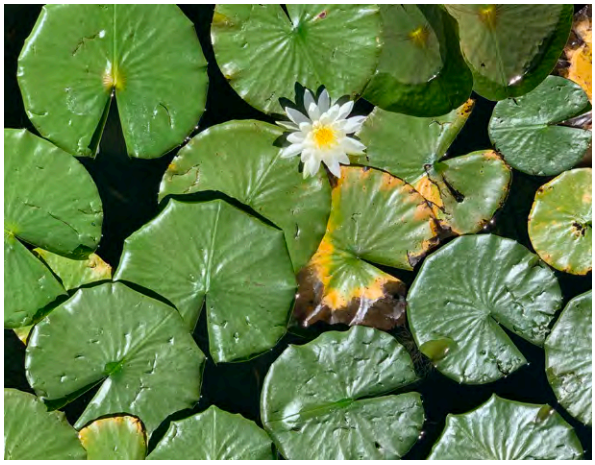


City of Portage
Recreation and Open Space Plan
Water Resources

0 2,100 4,200
Scale in Feet

North

options, in 2011 an aeration/bioaugmentation feasibility study was prepared for the Austin Lake Governmental Lake Board by Lakeshore Environmental, Inc. Aeration/bioaugmentation is a method used to introduce oxygen into a water system with the intent of enhancing microbial feeding and decomposition of organic sediment. The aeration is introduced into the lake bottom in conjunction with natural bacteria and enzymes to reduce lake bottom sediment and improve overall lake depth and water quality. The aeration/bioaugmentation was completed in 2017.



West Lake

West Lake is a shallow, naturally eutrophic lake with a total area of 335 acres and a maximum depth of ten feet. It also has substantial macrophyte growth through the lake. However, there are also large areas of clear water where no macrophytes or algae concentration are present.

Although most of the lakeshore is residentially developed, the large area of clear water indicates that cultural eutrophication is not as severe as in the case of Austin Lake. A five-year treatment program initiated by the City Administration in 1989 has resulted in a significant decrease in plant volume of nuisance weed species. At the same time, native lake plants were observed to have made a strong comeback. This treatment program, funded by a special assessment district, has contributed significantly to maintaining the quality of West Lake. New treatment programs in five-year increments were approved by the city, at the request of West Lake residents, to continue the lake management efforts.

Long Lake

The situation for Long Lake is quite similar to that for Austin Lake except Long Lake is slightly deeper. Long Lake consists of 575 acres, approximately 76 of which are located with the City of Portage. It is naturally eutrophic, shallow and substantially residentially developed. The growth of macrophytes is extensive throughout the lake and algae exist in the remaining areas where the aquatic plants are absent. Water quality for Long Lake is poor and the extent of eutrophication is comparable to Austin Lake. The level of Long Lake declined 4.5 feet in 1998-1999 due to a variety of factors creating concern for riparians and local governmental agencies. An aquifer-pumping program has been implemented to restore lake levels to court-approved levels.

Gourdneck Lake

This lake is a moderately shallow bog lake. It has undergone some eutrophication. A substantial amount of shoreline outside the city limits remains undeveloped. Large beds of macrophytes are apparent, but the lake has one of the highest rankings in the area for water quality and is not strongly eutrophic. Gourdneck Lake contains 222 acres, approximately 101 of which are located in Portage and is owned by the State.

Sugarloaf Lake and Little Sugarloaf Lake

These two lakes are moderately deep bog lakes which are not showing disturbing signs of cultural eutrophication. Normally, bog lakes are nutrient poor and eutrophication is relatively slow. The lakes have substantial concentrations of macrophytes and algae, however. Residential development of these lakes is slight, and the source of nutrients is not known, but the lakes are more eutrophic than would be expected. Little Sugarloaf Lake contains a total of 93 acres, 17 of which fall within the City of Portage. Sugarloaf Lake contains 148 acres, 109 of which are located in Portage.

Hampton Lake

This is a small, cold water lake approximately 25 acres in area. Although it is relatively shallow with a maximum depth between the range of 20-30 feet, water temperatures are lower than would be expected due to the lake being spring fed. The shoreline of Hampton Lake remains primarily undeveloped. Although there have been no known studies conducted on the water quality of this lake, it appears to demonstrate a high standard. The lake supports a wide variety of game fish. In addition, that segment of Portage Creek flowing from Hampton Lake has been ranked as a top-quality, cold water stream. These indicators suggest that Hampton Lake should have one of the highest quality ratings of all the lakes in Portage.

Portage Creek

Portage Creek is the dominant waterway in the city stream system. Flowing from the central-western portion of the city, it meanders to the center of Portage and then proceeds in a northerly direction until it crosses the northern municipal boundary. Overall, this stream reflects a fairly good rating for environmental quality, but one segment is of particular value. As mentioned in the section on Hampton Lake, the Michigan Department of Natural Resources (MDNR) has identified the segment of Portage Creek flowing out of Hampton Lake as a top-quality cold water stream for game fish populations. Very few streams in southwestern Michigan have been placed in this classification.

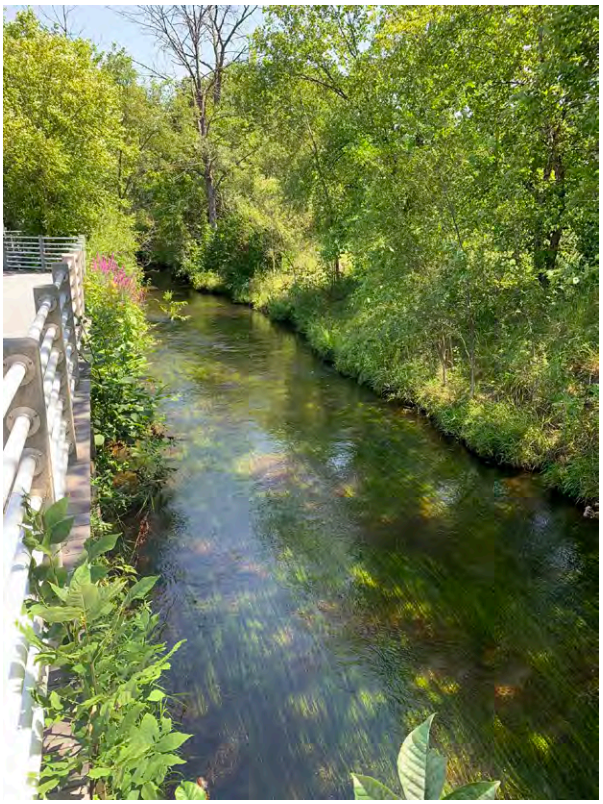
The MDNR regularly stocks Portage Creek with trout along this branch. The classification for Portage Creek changes to a second-quality cold water stream south of the stream's intersection with Centre Avenue. It may be of interest to note that the point of reclassification occurs in the vicinity of the first storm drain entering Portage Creek. Storm water runoff is receiving increasing attention as a potential source of surface water and groundwater pollution.

A survey and assessment of Portage Creek and the West Fork of Portage Creek was completed in 1991. The study provides an analysis of existing creek system conditions and provides recommendations for development of appropriate year-round monitoring/protection activities. Data obtained from the study is used to ensure that future development in the city will not result in degradation of the stream system. Due to this study, a concentrated city effort has been directed to eliminate storm water discharge into Portage Creek and restore altered stream banks to a more natural condition.

In 1998, an assessment of Portage Creek was completed from Hampton Lake to Portage Central Park. The focus of the assessment was to identify the factors responsible for the ability of Portage Creek to support trout and identify practices that may interfere with or diminish this quality. The report found that the portion studied has good water quality and the stream should continue to support trout and the food supply for trout. Future concerns should focus on maintaining shade, preventing stream bank erosion, limiting sources of sedimentation and managing stormwater discharge quality. Several of these issues have been addressed. Shade through natural growth continues as development along the creek is limited.

The city has taken proactive measures to minimize sedimentation into the stream and stormwater discharge has been eliminated in several locations. A study of the Portage Creek watershed was completed in 2006 by a regional committee of City of Portage, City of Kalamazoo, Kalamazoo County Road Commission and other interested agencies. This study will be used to further protect the sensitive nature of Portage Creek.

A Storm Water Management Review was initiated in 1992 with respect to environmental impacts and existing drainage programs to ensure an environmentally sensitive, efficient, cost-effective municipal storm water system.



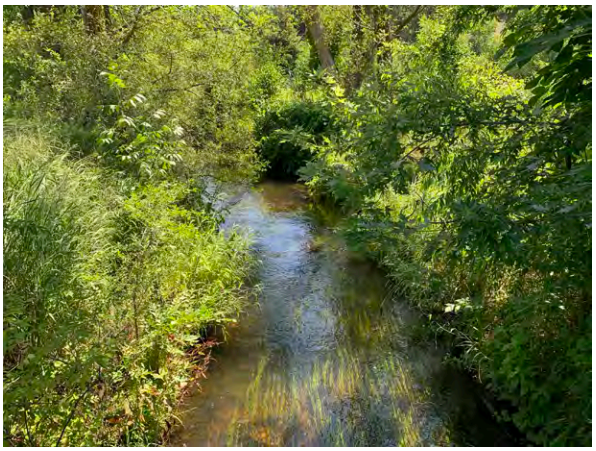
A University of Michigan study of the creek has also been completed. The storm water management review and University of Michigan study were the impetus for the Consolidated Drain Improvement Project. The Consolidated Drain Improvement Project completed in 2001 provides regional storm water improvements and environmental enhancements while addressing Environmental Protection Agency and National Pollution Discharge Elimination System (NPDES) mandates. In addition, the consolidated drain creates additional bikeway/walkway trail linkage to Portage Creek Bicentennial Park and reclaims approximately 14 acres of land for prime business development.

A second major NPDES project, the Storm Water Treatment/Enhancement Project (STEP) was completed in November 2004. Through STEP, storm water treatment systems have been designed to reduce pollution entering Portage Creek from the surrounding 29 acre watershed. Two other streams are also located in Portage. The West Fork of Portage Creek, is located north of I-94. This segment has been rated as a second-quality warm water stream. The second, Davis Creek, is located in the northeastern corner of the city. Little information is available on this stream. The West Fork and Davis Creek are likely to serve as vital environmental links in the ecology of the areas through which they pass.

Land Resources

In addition to substantial water resources, Portage contains significant areas of land that have remained relatively undisturbed. Collectively theses areas are not only significant in size but also demonstrate a wide variety of natural habitats. Several kinds of grasslands, forest and wetland communities can be identified in these areas. Such environmental diversification results in a wide array of wildlife that inhabit the City of Portage including a number of rare plants an animals. In addition, significant populations of game animals, such as deer and pheasant, can be found. Theses areas can serve a multitude of needs for the community simultaneously. This can provide educational, recreational, aesthetic and wildlife preservation benefits with minimal development or maintenance costs.

Natural areas are primarily located in the southwestern quadrant of the city, although several are located in the north central and southeastern sections. The southwest quadrant can be classified into three primary locations demonstrating significant natural resources.



These include the Hampton Lake area, the Sugarloaf area and Bishop's Bog Preserve. The Hampton and Sugarloaf lands are primarily under state ownership and are used as game areas. Bishop's Bog Preserve is a wetland area largely under public ownership. In the southeast quadrant, Mandigo Marsh and the West Lake Nature Preserve also demonstrate significant and unique natural resources.

Hampton Lake Area

This area may be generally classified as a wetland, but it demonstrates wide environmental diversification. A number of ecosystems can be identified, including bog, pond, wet meadow, hydric (considerably moist) forest, mesic (moderately moist) forest and open field. In addition to game species such as deer and pheasant, sizable populations of rare vertebrates, including the Blue-Spotted Salamander, Wood Frog, Chorus Frog, Box Turtle and Spotted Turtle have been found inhabiting the Hampton Lake area. More importantly, this locale is known as one of the outstanding centers for rare plant species in Michigan. It is the only known site in the state for the Climbing Fern. Other rare plants include Large Yellow Lady's Slipper, Small White Lady's Slipper, Pink Lady's Slipper, Snowy Lady's Slipper, Nodding Lady's Tresses, Indian Paint Brush, Small Fringed Gention, Closed Gention, Autumn Coral Root, Ground Pine, Running Pine, Michigan Holly, Rattlesnake Master, American Columbo and Clasping Leaved Milkweed.

The environmental quality of this vicinity is not only important to the natural resources within its boundaries but also to those of the Sugarloaf Lake area to the south. It is quite probable that game populations depend on both of these areas, in conjunction, for food and concealment. These areas are essentially separated by Vanderbilt Road which poses only minor constraints to game since it has remained largely undeveloped except at the west end and is moderately traveled. If these populations do rely on both areas, then loss of territory in either vicinity could effectively diminish the combined ability of the two areas to support game populations. Urbanization of this vicinity has become increasingly evident. Both multiple family and single family structures have been built to the north of Hampton Lake on property separating two state-owned tracts of land. In addition, single family residential development is

taking place along the southwestern and southeastern edges of the Hampton Lake area. As a result, the natural lands of the Hampton Lake area are becoming increasingly isolated from the Sugarloaf Lake region to the south.

Sugarloaf Lake Area

The Sugarloaf Lake area, in many respects, may be viewed as a continuation of the Hampton Lake area to the north. They both demonstrate similar environmental features. The Sugarloaf Lake vicinity has a comparable mixture of ecosystems including bog, pond, wet meadow, hydric forest, mesic forest and open field. Correspondingly, the same rare vertebrates as found in the Hampton Lake area are also found here, and resident game populations may inhabit both of these areas concurrently.

The Sugarloaf Lake region is also an outstanding location for rare plants. This area was extensively studied by Hanes in preparation of his book, Flora of Kalamazoo County, Michigan. He has reported over 20 species of orchids and an equal number of ferns, as well as many other rare plants in this vicinity. The Sugarloaf Lake area has realized increased urbanization along its eastern borders. Like the Hampton Lake area, it contains state-owned property, but the state tracts in the Sugarloaf region demonstrate a greater combined area and a higher degree of continuity. This may imply greater stability for natural resources in the Sugarloaf vicinity as compared to the Hampton Lake area, even though development in both areas is quite prominent.

West Lake Preserve

An inland fresh water marsh area bordering the west bank of West Lake is the only remaining portion of West Lake which is presently undeveloped. H. Lewis Batts, Jr. of the Kalamazoo Nature Center noted that "the West Lake marsh area (i.e., the Matteson property) is a beautiful area with unusual plant associations and animal communities for this urban area. This property should be preserved for public benefit especially as a natural area of extreme value to the total, overall West Lake ecosystem. Present are dense, extensive areas of flowering dogwood, some of which are unusually large for this species. In addition, mature oaks, hickories and scattered maples and many younger maples and black gum trees exist. Marsh flora consists predominantly of Heather (Chamaedaphne calyculata) with Steeplebush (Spiraea tomentosa) and scattered ferns."

In December 1979, the City of Portage acquired approximately 80 acres of this marsh area. An additional 30 acres was acquired in 1992. This area collectively forms the 110 acres of the West Lake Nature Preserve. There is over 1,400 feet of frontage along West Lake, all of which is a unique wetland bog. From a high point of 875 feet above sea level, the Preserve topography falls to the west and northwest to an elevation below 856 feet above sea level. Since the water level of West Lake fluctuates around 855, the marsh area often has large areas of standing water. The parcel has a significant contribution to make to Portage because of its wetland environment close to the City Centre. Providing recreational opportunities while preserving the natural amenities of the Preserve will illustrate by example the importance of wetland habitat to the total community. The marsh habitat is ideal for waterfowl production and important in feeding and brood rearing. It is also used extensively by migrating waterfowl. In addition to game species such as duck and pheasant, non-game species including muskrat, raccoon, beaver, rails and snipe benefit from this area. Dominant

plants for this habitat include cattail, sedges and lesser duckweed.

Bishop's Bog

A substantial portion of the wetland area west of S. Westnedge Avenue can be attributed to an extensive bog. Bishop's Bog Preserve has gained a reputation as an important location for many rare plant species including native orchids in the genus Cyprepidium and Habenaria. In addition, this type of habitat is often used in the spring by black ducks and ring-necked ducks. Common non-game species also found in bogs are bog lemming, mink, raccoon, tree swallows and snakes. This particular wetland area has remained essentially intact. Most of its approximately 210 acres is located in the floodplain and is characterized by organic soils. A majority of Bishop's Bog is under city ownership. Bishop's Bog Preserve was established in 1997 and in 2011, the Eliason Nature Reserve property was donated to the city.

In 2001, Bishop's Bog and the bog portion of West Lake Nature Preserve were studied for ecological value and potential by Dr. Barbara J. Madsen, Adjunct Professor for the University of Michigan Biological Station. Ms. Madsen stated that it was amazing that such fine wetland areas have survived in an urban area. With care, research and monitoring these wetlands will provide long-term benefits. The report recognized concerns with invasive plants that are being monitored by the city. Since 2002, the city has worked with a class from Kalamazoo College to conduct periodic research in Bishop's Bog to determine potential environmental changes and concerns. Several independent studies have also been conducted by college students and copies of the reports received by the city. These ongoing studies will help with future management needs.

Mandigo Marsh

Mandigo Marsh is a historically well-known wetland area south of Austin Lake, comprising many acres of wildlife habitat for the region. It is home to a wide variety of marshland birds and other types of waterfowl, and harbors an unusual assembly of plants that are peculiar to this area. Aside from its biological values, the marsh and its surroundings offer residents of this increasingly urbanized area opportunities to visit a natural setting which is comparatively "wild" for its location.

Mandigo Marsh has been classified by the Nature Conservancy as an example of a coastal plain marsh community. The community has historically been common along the Atlantic coast. The community and many of its characteristic plant and animal species have also long been known from the southwestern Great Lakes region, especially in the southwestern Lower Michigan Peninsula. Several are known in Kalamazoo County, including Mandigo Marsh, but none have been completely protected. Many of the species typifying the community are themselves far removed – often thousands of

miles – from their main range along the Atlantic coast, as a fluke of early plant migration and changes in geologic and weather conditions. Many of these species are listed by the State of Michigan and are protected under the Michigan Endangered Species Act. Other natural communities noted in and adjacent to the Mandigo Marsh basin include dry-mesic/mesic southern forest and the southern swamp/southern floodplain forest. The southern wet meadow community does not occur in the basin but is found along the Gourdneck Creek drainage channel to the south.

Additional Land Resources

Two other natural areas should be noted. Although these areas are of a smaller size and little information is available in comparison to those lands previously described, they may provide significant benefits to the city.

The Gourdneck Game Area is an undeveloped section of state land extending between Sugarloaf Lake and Gourdneck Lake. Although a majority of this game area is south of the Portage municipal boundary, the state does own a tract of approximately 1,500 acres that is within the city limits. The natural resources of the segment located in Portage are likely to be more significant when viewed in relation to the larger section to the south. This northerly portion is primarily a wetland area that borders Gourdneck Creek and may serve as an important environmental component to game populations that inhabit the general vicinity and Mandigo Marsh in particular. There are also a number of undeveloped areas bordering both Portage Creek and the West Fork of Portage Creek. Most of these areas are too small to support game populations, although deer and pheasant have been sighted along portions of the creek. Geographically these areas are significant, however, because they represent some of the only undisturbed land in the northern half of the city. Since this northerly portion demonstrates the highest degree of urbanization, the utilization of these natural resources for recreational, aesthetic and educational purposes is of special value. In addition, some of these areas may be of distinct ecological significance.

A segment of land bordering Portage Creek in the vicinity of the city northern municipal boundary has been identified as a prime habitat possessing

scarce species such as Belted Kingfisher and Queen Snake. It also is a site for wintering waterfowl. Other segments of land along Portage Creek might also demonstrate special attributes if investigations were conducted.

Sensitive Land Areas

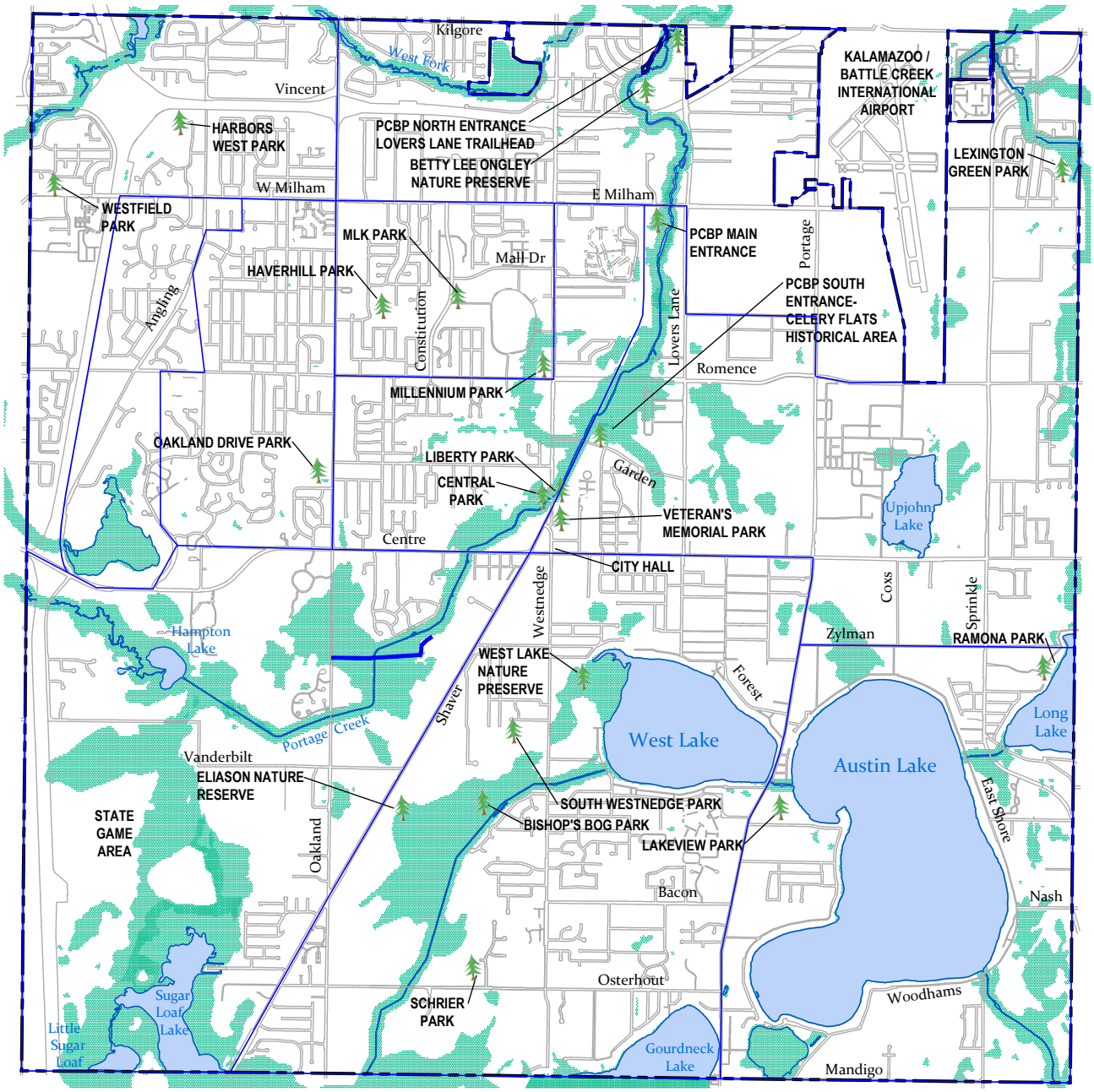
The City of Portage completed a sensitive land areas inventory in November of 1995 to improve its capability to consider natural resources protection during development review and long-term planning and zoning processes. Three types of areas were determined as sensitive (1) wetland, (2) a 400-foot wide corridor along Portage Creek, and (3) the 100-year floodplain of Portage Creek and other drainage areas (see Figure 2.5).

Few Michigan cities contain the quality and diversity of wetlands found in the City of Portage. The sensitive land inventory identified 161 individual wetland complexes within the city which include forested wetlands, marshes, bogs, fens and wet meadows representing all of the important types found in southern Michigan. Several of these wetlands, in particular the large complexes around Hampton Lake, Austin Lake, West Lake, Sugarloaf and Portage Creek have been studied intensively by consultants. The natural features of these wetland complexes, some of which contain rare or threatened plant and animal species, are well-documented in associated reports. These wetlands are also important to local groundwater recharge and as wildlife habitat.

The value of Portage Creek has also been documented by a previous study conducted. Portage Creek is a trout stream, a very rare resource in a southern Michigan city the size of Portage. At present, the chief threat to the stream is temperature increase which could result from the combined effects of direct industrial discharge of heated water, additional summer storm water runoff and water withdrawal from the basin aquifer. Loss of shade from removal of riparian vegetation could also negatively impact certain stretches. The Inland Lakes and Streams Act protects Portage Creek; however, the potential importance of Portage Creek as a recreational resource suggests that additional measures to maintain stream temperatures, protect water quality and maintain an aesthetically pleasing corridor along the stream should be considered. The sensitive land areas inventory therefore includes all lands within 200 feet of the stream as sensitive.

The 100-year floodplain as delineated on the FEMA Flood Insurance Maps is also included in the sensitive land areas inventory. Although primarily aimed at discouraging potential loss of property due to floods, the FEMA-mapped floodplain also represents a topographically-defined area where activities could add sediment or other pollutants to Portage Creek or other water bodies in the city.

Figure 2.5 - Sensitive Areas Map



LEGEND

SENSITIVE LAND AREAS

CITY BOUNDARY

City of Portage
Recreation and Open Space Plan
Sensitive Land Areas

0 2,100 4,200
Scale in Feet

North

Socioeconomic Characteristics

The review of trends in population growth is helpful in developing an understanding of the City's recreational needs. Also reviewing other demographic indicators such as age, education, income, and employment trends can assist in determining the type of recreational facilities that may be needed or desired and will allow facilities and programs to keep pace with demand.

Population Trends

Demographic information was gathered from the 2020 US Decennial Census. As of 2020, the City of Portage has a population of 48,891 which represents a 8.9% increase from the 2000 Census. The City has experienced a modest increase in population since 1990. Table 2.1 delineates population growth in the City over the last 40 years.

Table 2.1: Population Growth - Data Source: U.S. Census Bureau

Year	Population	# Change	% Change
1990	41,042	2,885	7.6%
2000	44,897	3,855	9.4%
2010	46,292	1,395	3.1%
2020	48,891	2,599	5.6%

To put the City's rate of growth into perspective, it is important to compare growth comparisons with other adjacent communities. This is useful in attempting to forecast areas of future growth in the area as well as future demands on the City's park system. Table 2.2 illustrates population growth comparisons with adjacent communities as well as the County and State. The table shows the growth rate in Portage has been slower than Schoolcraft and Texas Townships, but stronger than the City of Kalamazoo, Kalamazoo County, and the State. As the population continues to grow in Portage, as well as in adjacent communities, the Parks Department is faced with the challenge of providing additional park facilities to keep up with the growth trends. Strategic acquisition of park land and continued enhancement of current parks and trails should continue to be a focus.

Table 2.2: Population Comparison- Data Source: U.S. Census Bureau

Community	1990 Population	2000 Population	2010 Population	2020 Population	% Change 2010-2020
Pavilion Twp	5,500	5,829	6,222	6,387	2.6%
Schoolcraft Twp	3,695	7,260	8,214	9,183	11.7%
Texas Twp	7,711	10,919	14,697	17,691	20%
City of Kalamazoo	80,277	77,145	74,262	73,598	-1.0%
Kalamazoo County	223,411	238,603	250,331	261,670	4.5%
State of Michigan	9,295,297	9,938,444	9,883,640	10,077,331	1.9%

Age

The median age of the City of Portage is 37.1, which is 7.5% older than the County as a whole (34.5) but 7% younger than the State of Michigan (39.8). The median age represents the mid-point in the range of all ages within the City. Understanding the age demographics is useful in identifying the type of recreational facilities that may be needed, desired, or over provided. For example, a younger population may desire more active types of facilities while an aging population may desire more passive types of facilities. Table 2.3 illustrates the breakdown of population based on age (based on 2010 census).

Table 2.3 Population by Age - Data Source: U.S. Census Bureau

Age	Persons	Percentage
Male	23,859	**48.8**
Female	25,032	**51.2**
Under 18	11,196	**22.9**
18 and over	37,695	**77.1**
18-24	5,183	**10.6**
25-34	6,796	**13.9**
35-49	8,898	**18.2**
50-64	8,849	**18.1**
65 and over	7,969	**16.3**

A strong pattern for family oriented recreation is reflected in the age distribution with 32.1% of the population in the 25-49 range. Almost 23% of the population falls in the under 18 age group suggesting there may be a need for youth-oriented facilities. Conversely about 34.4% of the population is within the 50 and over age group suggesting the need for passive and senior based activities. The 18-24 group makes up the smallest portion of the population, likely due to the lack of higher education institutions located in Portage. These results reflect a need for a well-balanced park and recreation system that provides facilities for young, active families, as well as accessible facilities for the aging population.

Persons with Disabilities

The proportion of the population with some type of disability should be considered when planning parks and recreational facilities and programs. The Americans with Disabilities Act of 1990 mandates that all public services, including park facilities, be barrier-free. As the population ages, the proportion with one or more disabilities generally increases, and this trend is consistent for the City. Disabilities include vision, cognitive, auditory, ambulatory, self care, and living independently difficulties. According to the U.S. Census data, it is estimated that approximately 11.5% of City residents live with a disability, which is close to the State of Michigan at 14.5% and lower than the national 26%. In Portage, approximately 43% of those individuals living with a disability are 65 years and older. These figures indicate that, while the City population is modest, there still exists an important contingent of residents who rely on more accessible places to recreate.

Income

A successful parks and recreation system includes providing affordable recreational opportunities to the community. It is important to understand the availability of disposable income for recreation within the community as household incomes vary within the region. According to the U.S. Census Bureau, the estimated median household income level for 2020 is $65,571 for the City, which is about a 21% increase from 2010 ($54,040). The median household income in Portage is about 13% higher than Kalamazoo County ($58,836) and about 12% higher than Michigan ($59,234). Table 2.4 illustrates the median household income of the City, compared to other nearby communities.

Table 2.4 Median Household Income - Data Source: U.S. Census Bureau	
City of Portage	$65,571
Pavilion Township	$75,833
Schoolcraft Township	$62,306
Texas Township	$120,863
City of Kalamazoo	$43,222
Kalamazoo County	$58,836

As shown in the table, income is lower in the City compared to adjacent Pavilion and Texas Townships but slightly higher than Schoolcraft. This level of income in the City could make it possible to secure certain types of grants, but may not support the concept of a park millage.

Employment

Approximately 69.1% of City residents are employed in a range of employment categories. The most common industries in Portage include: manufacturing, health care and social assistance, educational services, retail trade, and professional, scientific, and technical services. The most common occupation groups, by number of people living in Portage, are management, sales, and office and administrative support. Major employers in the City include Stryker Instruments, Pfizer, Portage Public Schools, KRESA, Meijer, State Farm Insurance, Summit Polymers, and Wal-Mart. According to the U.S. Census the average commute time to work is approximately 19.1 minutes, which is lower than the national average of 25 minutes. The primary destination for employment for Portage workers is the City of Kalamazoo (33%). Approximately 25% of Portage residents are able to work in the City of Portage. Other destinations include Battle Creek, Grand Rapids, Matawan, and other neighboring Townships.

According to the U.S. Census, about 94.7% of the workforce drive automobiles to work (88% alone and 6.7% carpool), and 3.2% work from home. The remaining 2.1% use public transit, walk, bicycle, or use other means of transportation to get to work. Given this data was collected for the 2020 census and pre-pandemic, the percentage of the workforce working from home is likely currently higher and on the rise. According to the

U.S. Census, the estimated rate of unemployment in the City is 4.7%. The relative strength of the employment picture in the City suggests that the local economy is stable and that residents should be able to continue to fund the parks and recreation budget.

Land Use

The land use distribution and development pattern of a community is important when considering the geographic distribution of parks and recreational facilities because they should be placed where there are concentrations of residents and the related places of public gathering.

The City of Portage provides a variety of different housing opportunities based on both age and density. According to the U.S. Census data there are a total of 21,323 housing units in the City of which 94% are occupied and 68% is owner occupied. Single family structures make up 74% of the housing units in the City with 25% multi-family units and 1% mobile homes. Numerous single-family neighborhoods are located throughout the City, with the largest concentrations located in the northwest and southeast quadrants of the city.

Administrative Structure

The City of Portage operates under the Council/Manager form of government. The Council/Manager Plan is a system of local government that combines the political leadership of an elected City Council with the professional managerial experience of the City Manager. In order to understand how park and recreation functions are administered in the City, we must look at the administrative structure of the City (refer to Figure 3.1 for the City Organizational Chart)

City Council

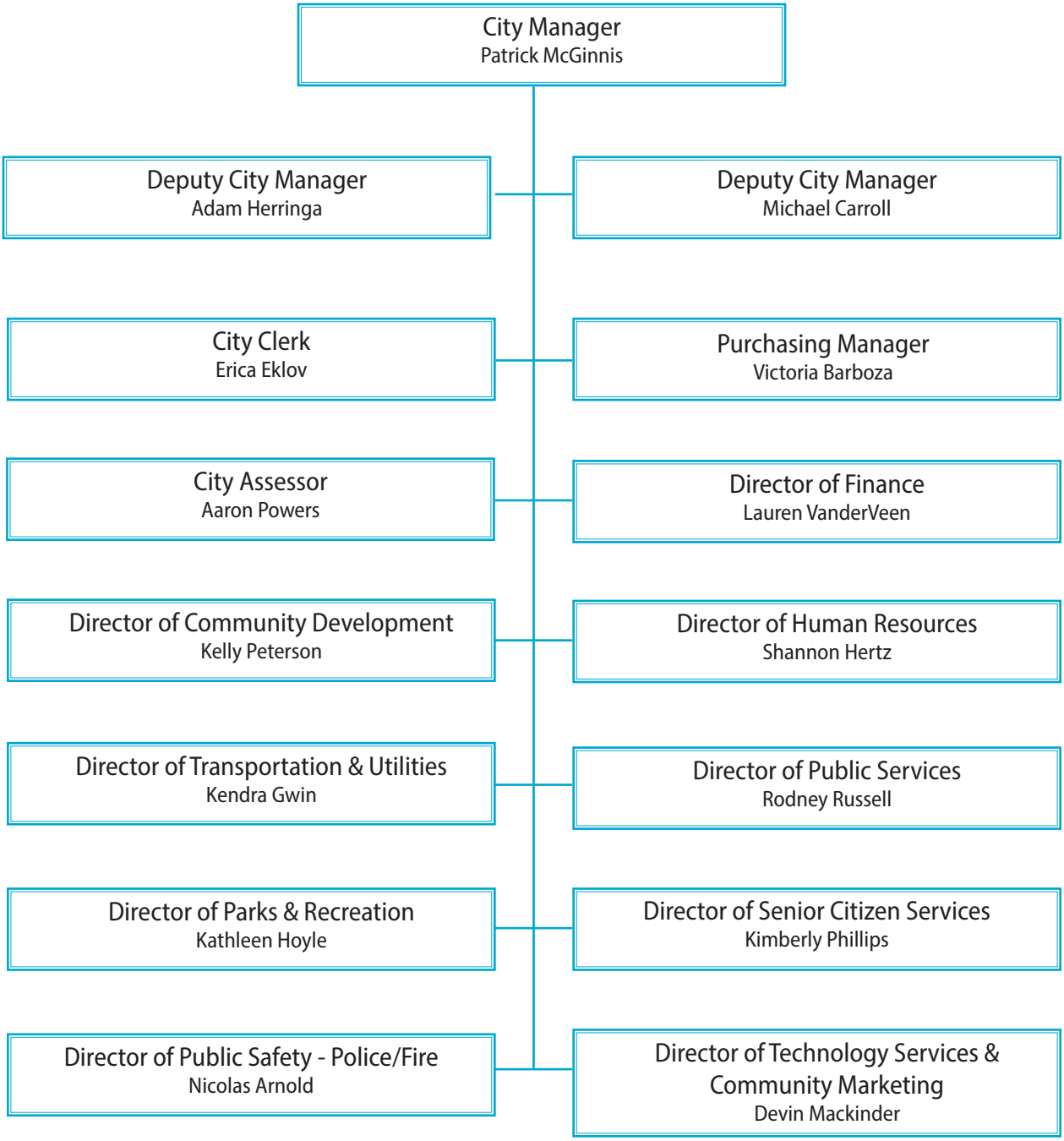
The Portage City Council consists of a Mayor and six Council Members, all elected at-large. The Mayor serves a term of two years, while members of the Council serve four year terms. The Council is the legislative and policy making body of the city and is responsible for the performance of all obligations and duties imposed on the city by the State of Michigan.

City Manager

The City Manager serves as the chief administrative officer and is responsible to the City Council for all administrative functions and business of the City. City employees are hired and discharged by the City Manager and are responsible to the City Manager in all aspects of job performance. The City Manager prepares and submits the annual budget proposal of the City. The City Manager acts as the chief purchasing agent of the City, seeks federal funds and represents the City in all contract and labor negotiations. The City Council appoints the City Manager who is responsible for advising the Council on various matters facing the City and implementing the policies of the Council. The City Manager is responsible for the day-to-day operation of all City services and programs.

Figure 3.1 - City Organizational Chart

City Management & Department Directors



Departmental Organizational Structure

Under the direction of the City Manager, three (3) municipal departments are actively involved in the administration, planning, and maintenance of the City's parks, recreation, programs, and services.

- Department of Parks and Recreation
- Department of Public Services: Parks Maintenance Division
- Department of Community Development

Parks and Recreation Department

The Parks, Recreation & Property Management Department was officially established in November 1969 with the hiring of its first full-time professional. From 1969 through 2012 duties of the Parks, Recreation & Property Management Department expanded to include senior citizen services, cemetery maintenance, municipal buildings and public grounds maintenance. In April, 2012, a transition occurred where the Parks, Recreation & Property Management Director assumed added supervisory responsibility for another department. This transition created the Department of Parks, Recreation & Public Services. In 2015, with the retirement of the director, another transition occurred in which Parks and Recreation became its own department again. In 2022 the Senior Center became its own department and is no longer under the Parks and Recreation Department. Figure 3.2 presents the current organization structure of the Parks and Recreation Department.

Today, the Parks & Recreation Division of the Department of Parks and Recreation oversees 18 park sites located throughout the City of Portage; manages the protection of natural and physical city assets and provides recreation, cultural and leisure programs for resident enjoyment. The department manages the popular Celery Flats Historical Area, Ramona Park beach and the Millennium Park Ice Rink. Numerous rental facilities are available to residents, schools and groups for a variety of events including weddings, banquets, graduations and meetings.

Responsibilities of the City of Portage Parks, Recreation and Senior Citizen Services Department may be summarized as follows:

- To create and maintain the finest recreation system which can be economically realized and which can effectively serve all citizens of Portage;
- To provide city-wide park areas which contain ample space for all passive and active recreation activities and such unique facilities as are deemed appropriate; to develop and maintain recreation facilities which are recognized to possess unique or unusual characteristics not generally available to the citizens in any other recreation facilities or by usual means of procurement;
- To establish suitable recreational and cultural programs for all citizens of the community.

The Parks and Recreation Department fulfills its responsibilities through the performance of seven primary functions. These include:

1. Planning and financial operations
2. Development operations
3. Recreational programming operations
4. Cultural programming operations
5. Public information operations
6. Property management operations

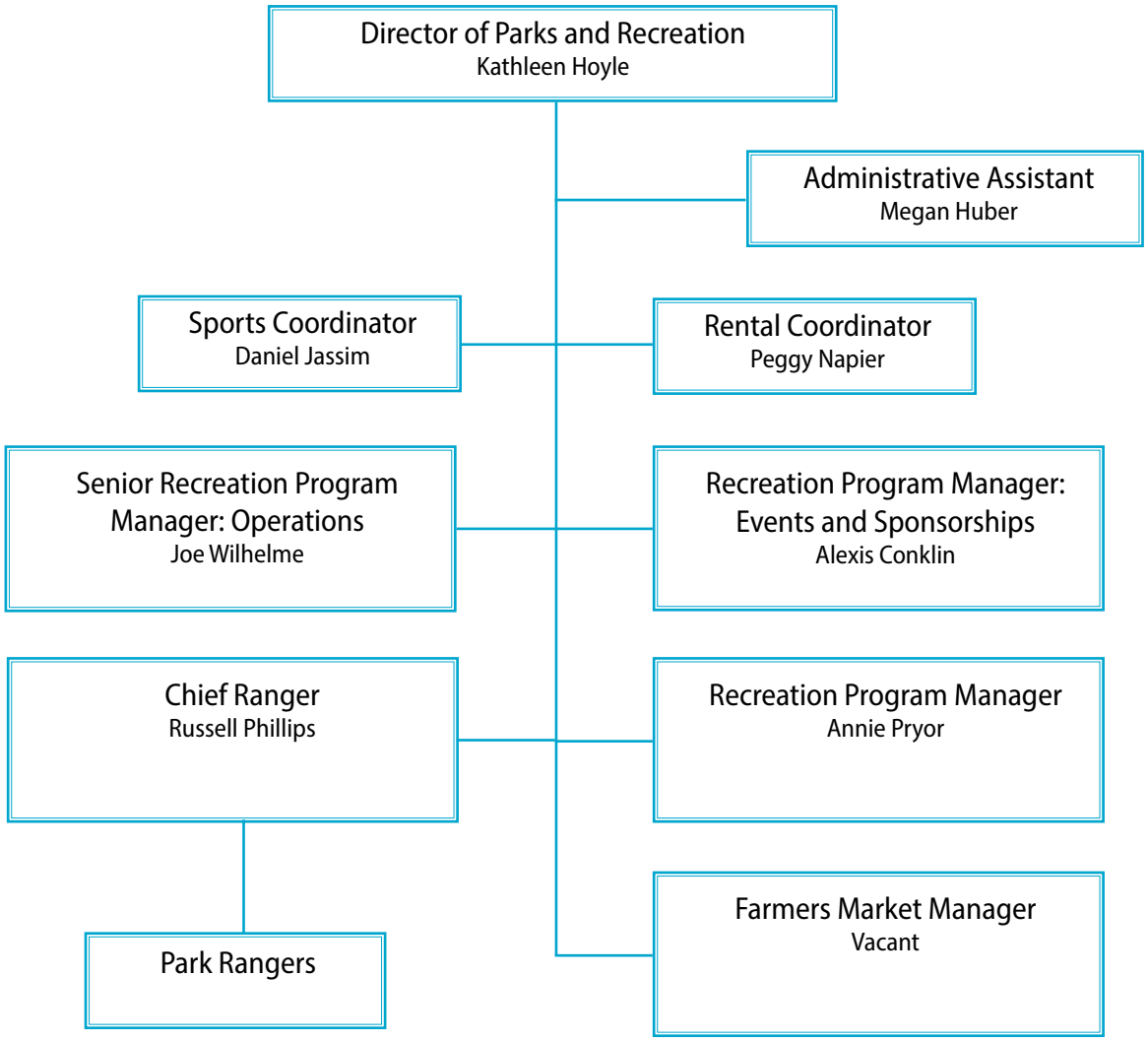
Vision and Mission of the Parks and Recreation Department

Vision - To connect people to each other and to the natural world.

Mission - Through a unique, vibrant and well managed parks and public space system, we promote environmental stewardship through public awareness and participation in engaging activities. We reach for excellence in providing a range and depth of recreation, leisure and cultural programs for people of all ages and

Figure 3.2 - Parks Organizational Chart

Parks and Recreation Department



abilities.

The primary services of the department are:

- Acquisition, development and maintenance of parks and open spaces being sensitive to effective planning and environmental integrity;
- Development and operation of recreation facilities; - Provision of varied recreation programs, activities and services for all ages and abilities;
- Facilitation of positive promotional and public relations activities that highlight the quality of life in Portage;
- Enhancement of cultural/historical facilities and operation of special cultural programs and activities.
- Provision of a range of services, activities and volunteer opportunities which promote personal growth, friendship, health and independence for adults aged 50 and older.

The operating philosophy of the department can be summarized by the following statements:

- We reach for excellence and take a quality approach toward providing services, opportunities and facilities.
- We are customer-oriented and aware of public wants and needs, balancing our responsibility to our clients and the taxpayer.
- We are visionary, dependent upon the use of innovation and creativity in management and planning for the future, recognizing the shift of emphasis from providing services toward facilitating or encouraging groups and individuals to meet their needs and interests.
- Our programs, activities and services are value-oriented, focusing on the human potential of each citizen, the importance of the natural environment, community self-help and the significant roles that parks and recreation, leisure and cultural programs provide.
- We value the use of teamwork, supporting and involving staff to ensure a healthy and productive work environment.

Financial Commitment

Sources of funding for the department are (in order of magnitude): municipal taxes (see General Fund Budget – Appendix); user fees and charges; and state and federal grants (see Figure 3.3 – Park Development Grant Summary). Additional resources are derived from community contributions and donations, including volunteer support. The department strives to offer services in the most cost effective manner, minimizing the impact on the tax rate and seeking alternative sources of revenue enhancement. The Parks and Recreation and Department annually prepares budget requests for City Manager review and recommendation to the City Council for adoption. Included are proposed comprehensive operational and special revenue budgets for the coming fiscal year and a ten-year capital improvement program for land acquisition and major capital projects.

Activities / Depth Drivers

The department responds to the needs and/or demands of the public, which are influenced by a variety of social and economic factors such as demographic shifts, disposable income and recreational leisure interests. Recreation and cultural program planning and park acquisition and development are tied closely to the Parks and Recreation Department long-range planning and park master planning. Community collaboration and volunteerism will be critical needs as the departmental responsibilities expand

Recreational Programming

The Parks and Recreation Department with review and recommendation of the City Manager and approval by City Council, develops a comprehensive leisure service program in accordance with planning and financial operations. Recreation programming is directed under the supervision of the Parks Director and Senior Center Director. These operations include the provision of a viable program of recreational and cultural activities for residents in the entire community. In order to meet the demand for these programs, the department utilizes city, school and private facilities. Refer to the Appendix for a comprehensive list of current programs.

Maintenance

The Department of Public Services, with review and approval by the City Manager, prepares maintenance and development schedules for the fiscal year in accordance with the development of the City budget and Capital Improvement Program. Maintenance operations are the primary assignment of the Parks Maintenance Division under the supervision of the Public Service Director. These operations include routine, recurring work, repair work, minor construction work and supervision of contractual/maintenance work. The intent of these operations is to maintain high-quality

standards in all city parks, recreation facilities, cemeteries and public ground areas.

Commissions and Advisory Boards

The City relies on citizen participation on many advisory boards and commissions to help serve the community. The citizens serving on the advisory boards and commissions provide the talent and experience needed to meet the diverse challenges facing the community. The recommendations from these groups assists the City Council and Administration in making decisions regarding parks and recreation. These groups include the following:

- Arts Committee
- Bicycle Advisory Committee
- Environmental Board
- Historic District Commission
- Park Board
- Planning Commission
- Senior Citizens Advisory Board
- Youth Advisory Commission

Portage Arts Committee

A new Arts Committee has been formed under the Portage Park Board to assist in expanding the arts in Portage. Members of this committee will have opportunities to be part of public art concept reviews and participate in art exhibitions, events, workshops, and festivals, as well as collaborate with other area artists. The City of Portage has plans to expand its opportunities for arts in Portage and is currently working on a public art mural program, expansion of exhibitions and festivals, and outdoor sculpture projects. The committee will meet approximately two to three times a year for feedback from members on programs, initiatives, and member ideas to further the arts in Portage.

Bicycle Advisory Committee

The Bicycle Advisory Committee is an ad hoc committee to the Portage Park Board. This committee provides citizen input for planning bicycle transportation infrastructure improvements and promoting bicycling initiatives within the City of Portage. These initiatives have included programs, events and other efforts to promote bicycle education and safety. The Committee reports directly to the Park Board, which submits recommendations, program concepts and reports to the Director of Parks and Recreation.

Environmental Board

The Environmental Board is a nine-member board tasked to advise City Council on matters pertaining to the environment and matters relating to the protection and enhancement of the groundwater resources of the city. The Environmental Board is available to ensure the appropriate consideration of environmental and groundwater issues as determined necessary by the City Council.

Historic District Commission

The commission is charged with reviewing plans and applications for the construction, alteration, repair of historic properties. In addition, the commission maintains the roster of established and potential districts, may initiate district modification procedures and reviews proposed exterior changes to properties within the Portage Historic District. The Historic District Commission is governed by the Michigan Local Historic Districts Act (PA 169 of 1970) in conjunction with Section 38 of the Portage Code of Ordinances.

Park Board

The Park Board is a nine-member board established for the purpose of advising the City Council regarding the provision of adequate park and recreation programs and facilities for the enjoyment of all citizens. This board promotes recreation programs and recommends planning and operating policies for City parks, as well as managing the City Adopt-A-Park program.

Planning Commission

The Planning Commission is authorized by Michigan statute and consists of nine members

appointed by the Mayor with concurrence of the City Council. The Commission has as primary responsibilities the preparation and adoption of a Comprehensive Plan that guides decision-making related to future land use, community development and capital investments, and making recommendations and advising City Council on land use, zoning and related development matters of importance in the community.

The Planning Commission was created under the Code of Ordinances of the City of Portage and was established for the purpose of planning in the city under the State of Michigan Municipal Planning Act (Public Act 285 of 1931) that was in effect at the time. Public Act 285 of 1931 was repealed in 2008 and replaced by the Michigan Planning Enabling Act (Public Act 33 of 2008). The Michigan Planning Enabling Act, together with the local ordinance, established the responsibility on the Planning Commission for creating and adopting a Comprehensive Plan for the physical development of the municipality. The Recreation and Open Space Plan is an integral element of the Comprehensive Plan as it functions as an important component to the land use and community facilities sections. The Planning Commission responsibility in this regard is exercised through the review and adoption of the Recreation and Open Space Plan as an element of the overall Comprehensive Development Plan of the City of Portage

Senior Citizens Advisory Board

The Senior Citizens Advisory Board consists of nine or more members who are at least 50 years of age. This board advises the City Council regarding the establishment and provision of services to aging persons in the City, and the board encourages, promotes, assists and safeguards the rights and abilities of older people to maintain maximum health, well-being and independence. This board recommends programs, activities and policies for the operation of the Portage Senior Center.

Youth Advisory Commission

The Youth Advisory Committee (YAC) consists of up to 30 high school youth representatives and is tasked with providing input to the City Council and City Administration regarding programs, services, projects and issues. Topics addressed by past Youth Advisory Committees include:

- Drug abuse and underage drinking prevention
- Summer Youth Activities
- Environmental Awareness

The Youth Advisory Committee is very active in the community and organizes several city-wide events. Examples include the annual Earth Day festival, Snow Party and Public Safety Movie Night. Among other items, the YAC also participates in Sticker Shock which is a program designed to discourage under-age drinking, volunteers at the Portage Community Center and learns about the role of local government.

Role of Volunteer

The City of Portage understands the growing importance of volunteer resources. Volunteer services are prominently promoted on the front page of the city website. A majority of the volunteer opportunities requested on the website relate directly to the Parks & Recreation Divisions. Once volunteers contact the city, the Human Resources Department provides the necessary intake and works with the Parks & Recreation Divisions on specific project needs. Volunteers also contact the department directly to coordinate projects. Examples of volunteer services include:

- Community Beautification Projects - Church groups, corporate citizens and service organizations often provide much-needed manpower for important beautification projects in the city. Projects range from park cleanup, park shelter upgrades, cleaning buildings at Celery Flats and other projects.
- Eagle Scout and Girl Scout Gold Award Projects - City staff work directly with

individual Eagle Scout and Girl Scout Gold Award candidates to design a service project that matches your skills and ambitions.

- Event Staffing - Volunteers are often utilized to staff recreational and special events. Jobs include everything from event set-up, staffing ticket booths and concession stands to crowd control and parking assistance.
- Department Staffing - City departments often use the help of volunteers, particularly the Office of the City Clerk and the Portage Senior Center. Among other tasks, volunteers assist with election activities, assist with special events at the Senior Center and drive the Senior Center van.
- Advisory Boards and Commissions - The Portage City Council relies on community volunteers for a variety of services and periodically asks Advisory Boards and Commissions to review programs developed by the City Administration and make recommendations. Meeting times and responsibilities of each of the Boards and Commissions vary.

Adopt A Park

The Adopt-A-Park Program provides an opportunity for individuals, volunteer groups, neighborhood associations and businesses to take an active role in the maintenance, improvement and beautification of local parks, trails and green spaces for all to enjoy. Neighbors and community groups volunteer their time to improve their assigned park. Adopters can work on a variety of projects including planting and maintaining flower beds; maintaining trails and paths; painting and caring for park structures; cleaning up litter; planting and mulching; and generally making sure the park is in order. Currently all Portage Parks have been adopted.

PORTAGE PARKS
FOUNDATION

Portage Parks Foundation

The Portage Parks Foundation is a 501(c)(3) nonprofit organization formed to support parks projects in the city. The Foundation provides an opportunity for individuals, volunteer groups, neighborhood associations, and businesses to take an active role in the improvement, maintenance, and beautification of local parks, trails and green spaces for all to enjoy. The Foundation is managed by a board of directors that help guide the Parks Department with vision, leadership and strategic direction. The mission of the Foundation includes the following:

- Promote Portage Parks: Provide support and volunteer opportunities for Portage residents to assist with park projects and events that benefit and promote the Portage Park system.
- Create Awareness: Increase the community's quality of life and create awareness of the City's natural park assets.
- Develop Funding: Develop funding programs for projects in the Recreation and Open Space Plan.

Budgeting and Funding

Budgets for parks, programs, services and maintenance are located in the Appendix of this document. The budget includes Operation and Maintenance, Capital Improvements, and Programs and Services. The basic sources for funding to support the operating and capital improvements budgets of the Parks and Recreation department are the following: taxes, fees and charges, government grants and gifts or bequests.

Taxes – Consisting of local real estate or property taxes; they are derived by assessing industrial or residential property within the borders of the municipality at a given rate.

Grants – Park development has benefited from a variety of grants as shown on the Park Development Grant Summary (Table 3.1).

Fees & Charges – Consisting of monies collected for program participation and facility rentals. Fees and charges are reviewed annually to assure an equitable system to offset departmental operating costs and provide value to program participants and facility users.

Gifts & Bequests – Included are gifts that come from private sources such as foundations, business firms or individuals. These are solicited when accompanying stipulations are such that the gift would be determined beneficial to City responsibilities for the provision of park and recreational services.

Grant Inventory

The City of Portage has been successful in obtaining grants from numerous sources for several decades. The following tables identify the City's grant history (MDNR Grants are highlighted).

Year	Project Title	Funding Source	Grant Amount	Local Match	Project Total
1970	Lakeview Park	Land and Water Conservation Fund	$18,000		$18,000
1975	Shrier Park	Land and Water Conservation Fund	$50,000		$50,000
1978	Percy Matteson Property (West Lake)	Land and Water Conservation Fund	$61,000		$61,000
1979	Ramona Park	Land and Water Conservation Fund	$30,000		$30,000
1983	Westfield Park	Land and Water Conservation Fund	$32,000		$32,000
1987	Portage Creek Bicentennial Park Gift Book	Donations from area individuals, business and organizations	$45,000	-0-	$45,000
1987	West Lake Nature Preserve Phase 1	Michigan Natural Resources Trust Fund	$100,000	$40,000	$140,000
1988	Portage Community Bandshell	Gilmore Foundation	$100,000	$80,000	$180,000
1988	Celery Flats Interpretive Center	Michigan Equity Fund	$25,000	$25,000	$260,000
		Upjohn Company	$100,000		
		Kalamazoo Foundation	$110,000		
1989	South Westnedge Park Improvements	Quality of Life Recreation Bond	$70,000	$30,000	$100,000
1989	West Lake Nature Preserve Phase II	Quality of Life Recreation Bond	$50,000	$50,000	$100,000
1990	Portage Creek Bicentennial Park Phase I	Land and Water Conservation Fund	$50,000	$50,000	$100,000
1991	Ramona Park Improvements	Michigan Natural Resources Trust Fund	$150,000	$80,000	$230,000
1992	Hayloft Theatre	Gilmore Foundation	$75,000	$150,000	$295,000
		Kalamazoo Foundation	$30,000		
		Upjohn Co. Foundation	$30,000		
		Dorothy Dalton Foundation	$10,000		
1994	Stuart Manor Portage Creek Improvements	Kalamazoo Foundation	$300,000	$50,000	$350,000
		Inland Fisheries	$10,000	$18,000	$28,000
1995	Celery Flats Amphitheatre	Michigan Equity Fund	$25,000	$40,000	$75,000
		Upjohn Co. Foundation	$10,000		

Year	Project Title	Funding Source	Grant Amount	Local Match	Project Total
1995	Ramona Park Improvements	Kalamazoo Foundation	$128,500	-0-	$128,500
1995	Bishops Bog Development	Michigan Natural Resources Trust Fund	$150,000	$50,000	$200,000
1996	Portage Creek Implementation	Inland Fisheries	$7,000	$20,915	$27,915
1998	S. Westnedge/PCBP Bikeway Connector	Kalamazoo County Infrastructure Fund	$50,000	$50,000	$100,000
1998	PCBP North Trail Development	MNRTF	$113,000	$112,000	$275,000
		Kalamazoo County Infrastructure Fund	$50,000		
1999	Shaver Road Bikeway	T-21	$165,710	$70,000	$235,710
1999	PCBP Trail	Clean Michigan Initiative	$220,000		$220,000
2000	PCBP II	CMI	$225,000	$100,000	$325,000
2000	Lakeview Park Development	Michigan Natural Resources Trust Fund	$200,000	$150,000	$350,000
2000	West Lake Interpretive Center	Michigan Natural Resources Trust Fund	$500,000	$290,000	$790,000
2000	Harbors West Park Development	Land and Water Conservation Fund	$100,000	$100,000	$200,000
2001	Lovers Lane Bikeway	T-21	$90,000	$38,100	$128,100
2001	Cultural Equipment	Dorothy Dalton Foundation	$10,000	-0-	$10,000
2002	NW Portage Bikeway	T-21	$276,000	$180,000	$456,000
2002	Bishops Bog Preserve	Kalamazoo Community Foundation	$10,000	-0-	$10,000
2002	South Westnedge Park Improvements	Land and Water Conservation Fund	$150,000	$150,000	$300,000
2003	South Westnedge Park Improvements	Kalamazoo Community Foundation	$10,000	-0-	$10,000
2004-2005	South Westnedge Skatepark Imp.	Various Donors (in-kind gifts)	$74,000	-0-	$74,000
2004-2005	South Westnedge Skatepark Imp.	Various Donors	$7,000	-0-	$7,000
2008	Ramona Playground	MRPA - Access to Recreation	$140,000	$60,700	$200,700
2010	NW Portage Bikeway Extension	TEA	$200,000	$199,800	$399,800
2012	Westfield Park Playground Renovation	Recreation Passport	$45,000	$20,000	$45,000
2016	Portage South Central Trail Development	Michigan Natural Resources Trust Fund	$291,500	$20,000	$291,500

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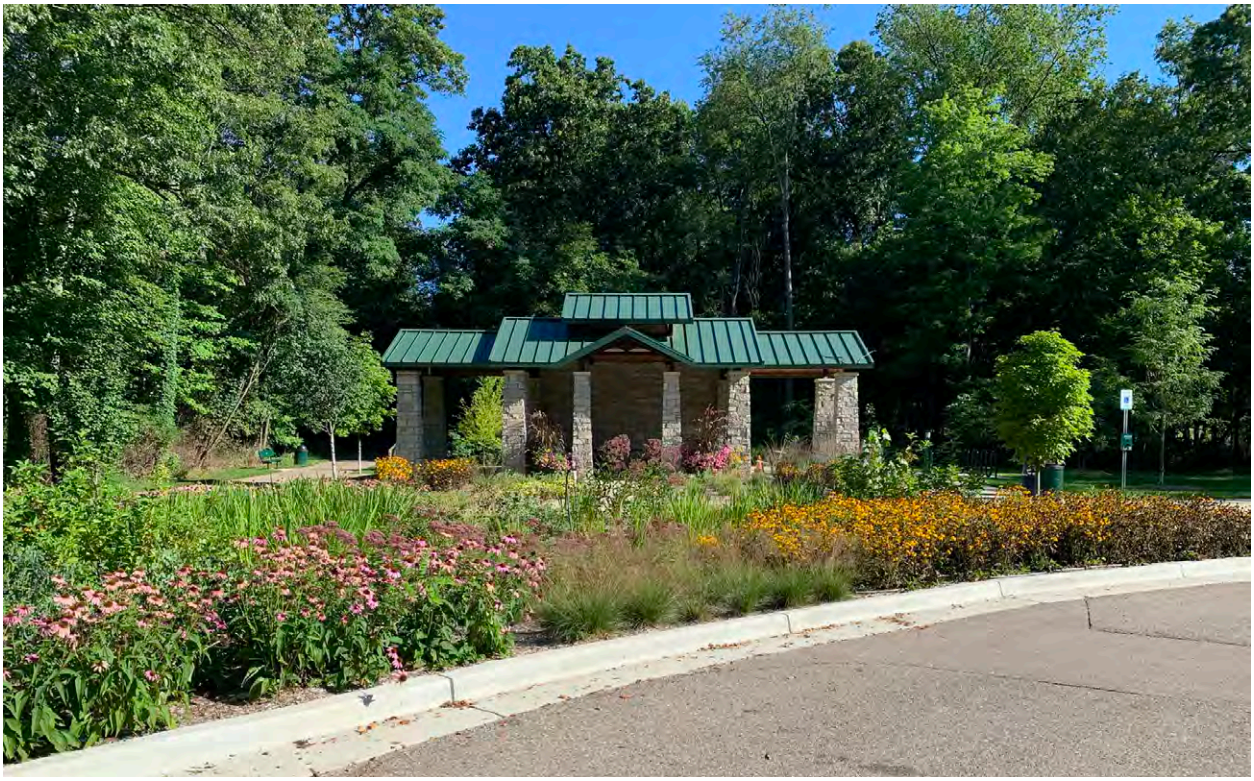


Recreation Inventory

Portage is known for its diverse, high-quality parks, open space, and recreational facilities. From large scale waterfront parks such as Ramona Park, to unique multi-faceted parks that draw visitors regionally, such as Celery Flats, the residents of Portage have many options to choose from when looking for recreational or leisurely activities.

To understand Portages' park and recreation system, we first completed an inventory and analysis of existing park facilities. The intent of the analysis is to evaluate the character, performance, and accessibility of the diverse spaces in the park system, and provide a comprehensive perspective of the opportunities and challenges of the existing recreational facilities the City has to offer its citizens. The inventory is based on feedback provided by City staff and stakeholders, site inventories carried out by VIRIDIS Design Group, park accessibility review, and a review of the 2018 Recreation and Open Space Plan.

Park and Recreation System Inventory

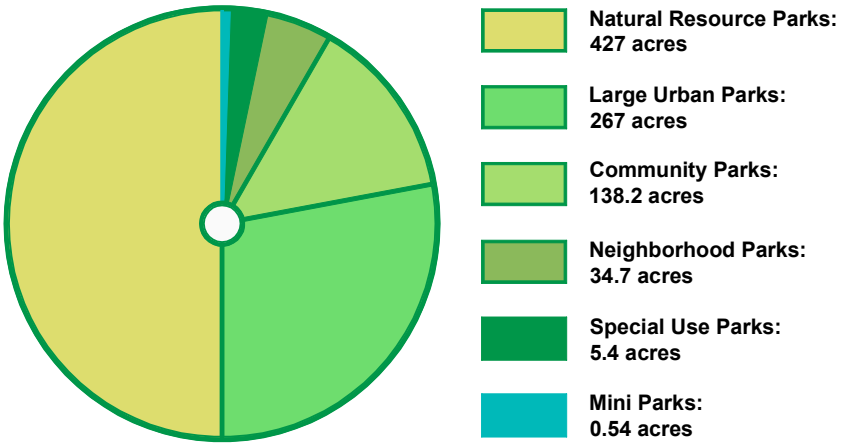
The park and recreation system inventory establishes a baseline understanding of the quantity, type, location, and quality of all park and recreation facilities in Portage. The project team visited each park facility and recorded its amenities, accessibility, and condition. The site inventory was supplemented by an aerial survey and verified against the City's GIS database. Overall, 20 parks and open spaces, as well as school sites were inventoried through this process.

Portage has a variety of park spaces and other public recreational trails and facilities. Numerous county, private and non-profit facilities are also found within the community and county and are highlighted as part of the inventory. The Portage Parks and Recreation Department controls and manages approximately **872.82 acres** of land which include developed parks, undeveloped land, natural areas, and trails (Refer to Figure 4.1).

The NRPA has established generally recognized standards for classifying types of parkland based on size and function which provide a means for determining the primary purpose or use of existing facilities in a community. These designations have been adopted by the MDNR; and provide one method of defining the purpose and use of facilities.

Typically, smaller open spaces address localized needs, while larger parks and open space draw users from farther away for destination activities. The uses offered at a park vary by category. Mini Parks are specialized facilities that serve a concentrated or limited population of specific groups. Neighborhood parks are considered the most critical for local, walkable park access and community health as these types of parks provide a range of playground amenities and recreational opportunities for residents. Community parks are larger in size and often feature a greater concentration of sports fields and other recreation amenities to meet demand for a broader area. Large urban parks serve a wider area than community parks and focus on meeting community based recreational needs as well as preserving unique landscapes. Natural resource areas are lands set aside for preservation of natural resources. These sites are typically unsuitable for development but can support recreational activities at a level that preserves the integrity of the natural resource. Special use parks are areas for specialized or single purpose recreational activities.

Approximately half of Portages' park acreage is held in four natural resource parks totaling 427 acres. Three neighborhood parks comprise 34.7 acres, six community parks add 138.2 acres, three large urban parks add 267 acres, three special use parks add 5.4 acres, and one mini park adds another half-acre to the park system.



Per the NRPA guidelines, park and recreation categories include associated service areas for each park type that indicate a minimum standard for geographic balance and availability of each park type in the park system.

Classifying parks ensures the entire community is served by a wide range of park and recreational activities. Service areas for park types include:

Mini Parks: 1/4 mile or less
Neighborhood Parks: 1/4 -1/2 miles
Community Parks: 1/2 to 3 miles
Large Urban Parks: varies based on use
Natural Areas: varies based on availability
Special Use Parks: varies based on use

Barrier Free Accessibility

Federal and State laws require all areas of public service to be accessible to all persons including

MINI PARK

- 1 Mini Park
- Under 1 acre
- Address unique, or specialized recreation needs
- Typically clustered in urban or dense areas
- Complement neighborhood parks in dense areas

NEIGHBORHOOD PARK

- 3 Neighborhood Parks
- 1 -10 acres
- Located in neighborhoods with family activities
- Walkable for residents
- Can provide active and passive uses

COMMUNITY PARK

- 6 Community Parks
- 10-50 acres
- Meet broad community recreation needs
- May contain specialized recreation facilities
- Contribute to a connected system

LARGE URBAN PARK

- 3 Large Urban Parks
- 50-75 acres
- Serve a broad purpose
- Focus on meeting community recreation needs
- May preserve unique landscapes/ open space

NATURAL RESOURCE PARK

- 4 Natural Resource Parks
- Acreage varies based on availability
- Preservation of significant natural resources
- Typically unsuitable for development
- Supports passive recreational activities

SPECIAL USE PARK

- 3 Special Use Parks
- Acreage varies based on use and location
- Single or specialized recreation activities
- May contain historic or cultural uses

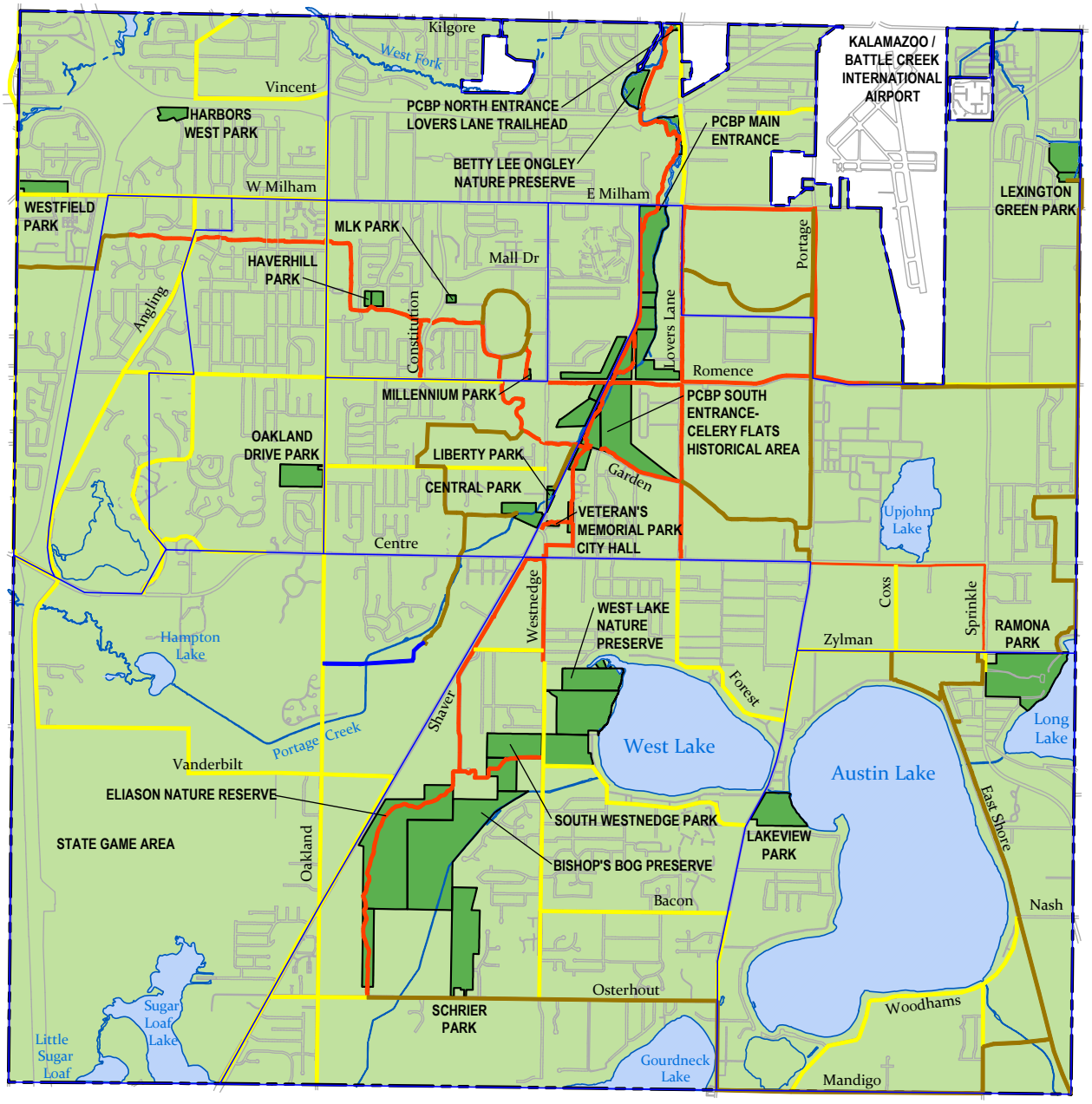
those with limited sight, hearing, mobility, and comprehension. Developed park facilities must comply with barrier-free design standards. Park facilities in the City of Portage have been reviewed to understand the need for improvements relating to barrier-free accessibility. In addition, as park development is considered in the future, barrier-free accessibility is a significant priority item to help ensure that recreation can be enjoyed by all residents and visitors of the City. Following is a ranking system in accordance with MDNR standards:

0 = Completely undeveloped, no paved surface, left in a natural state.
1 = None of the facilities in the park meet accessibility guidelines.
2 = Some of the facilities meet accessibility guidelines.
3 = Most of the facilities meet accessibility guidelines.
4 = All of the facilities meet accessibility guidelines.
5 = Universal design guidelines were used to design the entire park.

Existing Parks

As part of the methodology of determining present-day and future needs of the Portage Residents, the existing park facilities were examined. This combined with current trends, comparison to park standards, and community feedback (discussed later) will help the parks department anticipate and plan for future user needs. The team visited each park to observe existing facilities to understand defining features, quality and condition of existing facilities, quantity of amenities, and level of accessibility. This field analysis was completed during the summer months on 2022.

Figure 4.1 - Recreation Areas and Facilities Map



LEGEND

- PARKS PROPERTY
- CITY BOUNDARY
- MULTI-USE TRAIL
- PROPOSED TRAIL
- PAVED SHOULDER BIKEWAY

City of Portage
Recreation and Open Space Plan
Recreation Areas and Facilities

0 2,100 4,200
Scale in Feet

North

Betty Lee Ongley Nature Preserve

Location:	5223 Woodmont Road
Size:	11 Ac
Accessibility:	0
Park Type:	Natural Resource Park

Description

The Betty Lee Ongley Nature Preserve property was donated to the city by Claudette Reid and Richard Krass in 2017 and is named after the city's first female mayor who was a well-known community activist and volunteer. The vacant, wooded property is bounded by Portage Creek on the south and west side, the Grand Elk railroad on the east, and city owned property to the north. The preserve is also adjacent to the Portage Creek Bicentennial Park and trails, but does not have public access yet. The preserve will allow the city to maintain the natural features of the site and provide residents the opportunity to enjoy the flora and fauna of the site.

Park Features

- Natural areas
- Nature viewing
- Hiking
- Named after first women mayor

Opportunities

- The preserve contains undeveloped natural areas that should remain undisturbed. However the addition of additional trails, boardwalks, and nature viewing decks could be added.
- Addition of entry parking area and signage.
- Pedestrian bridge.
- Nature based programs.
- Interpretive / education signage

Grant History

- None

Bishops Bog

Location:	9920 South Westnedge Ave
Size:	152 Ac
Accessibility:	2
Park Type:	Natural Resource Park

Description

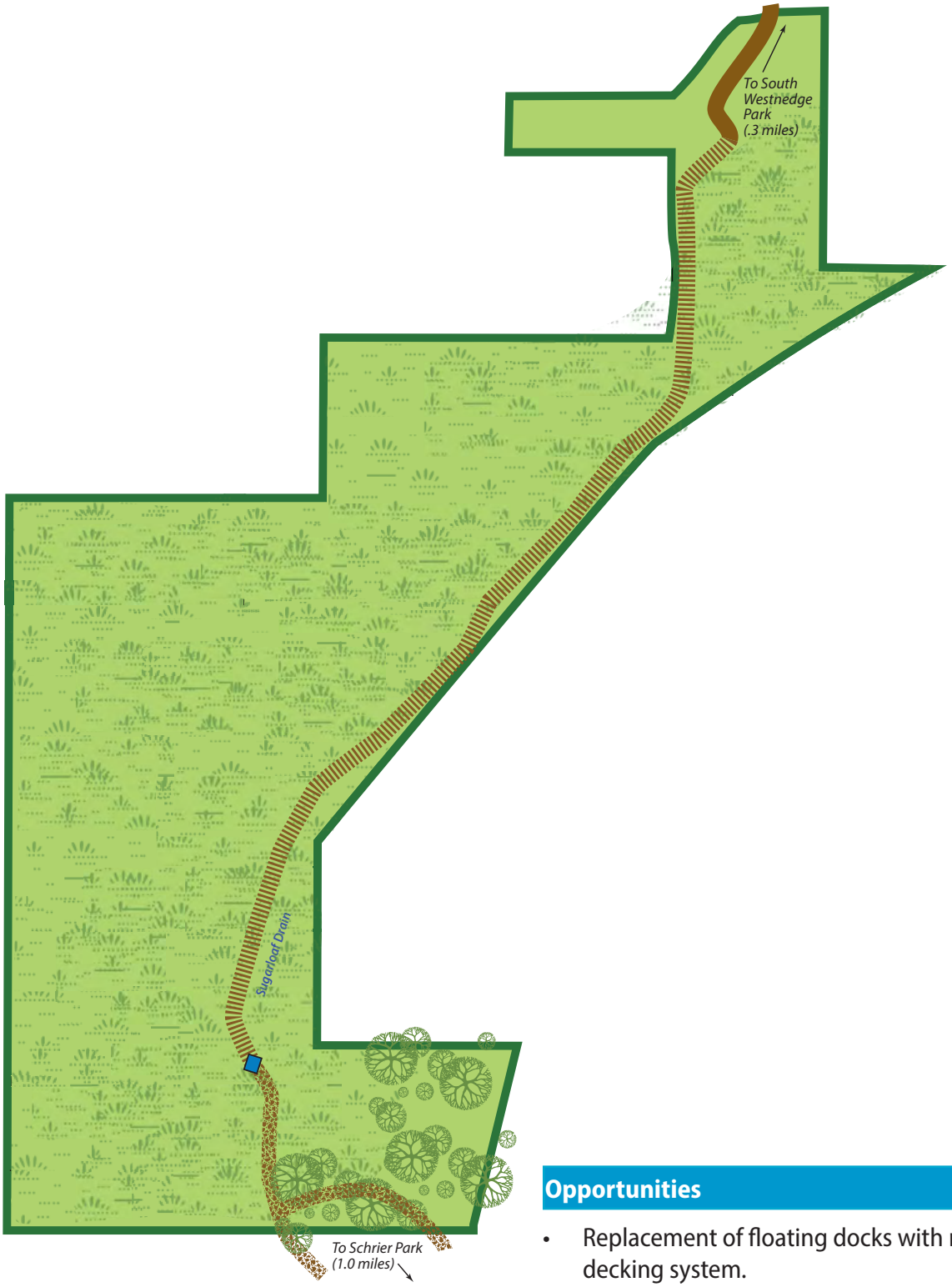
This natural park site is located northwest of Schrier Park and south of South Westnedge. Named for the original Bishop family that settled in this area of Portage, the land was donated in the early 1980's by Jake Dekkinga and Jack Jansma. Bishop's Bog, the largest "relict" bog in southern Michigan, has been registered with the Nature Conservancy. A "relic" bog is a wetland displaying conditions that existed immediately following the glacial retreat. It is uncommon for this type of bog which harbors a number of rare plants, to be found in southern Michigan. A linear trail connecting Bishop's Bog to South Westnedge and Schrier parks allows for passive nature study without disturbing this truly unique environment.

Park Features

- Multi-use recreational trail
- Wood chip nature trail
- Floating boardwalk
- Nature viewing
- Rare and protected flora and fauna
- Parking at South Westnedge Park

Grant History

- 1995 Michigan Natural Resources Trust Fund - $150,000
- 2002 Kalamazoo Foundation - $10,000.



Opportunities

- Replacement of floating docks with new decking system.
- Additional nature trails.
- Nature based programs.
- Interpretive / education signage
- Barrier free parking.

Celery Flats Historical Area

Location:	7735 Garden Lane
Size:	86 Ac
Accessibility:	4
Park Type:	Large Urban Park

Description

Celery Flats was named after the city's rich celery farming heritage, which began in the 1860's and significantly enhanced the growth of Portage. Established in 1988, the Celery Flats Historical Area was developed to preserve the waterway of Portage Creek, provide diverse recreational opportunities, and highlight Portage history. The first structure built was the Celery Flats Interpretive Center in 1988, which was replaced with a stone pavilion in 2019. Other historic structures, displaced by development, were moved to the area, including the District #8 One-room Schoolhouse, Grain Elevator, Hayloft Theater, and Stuart Manor.

Park Features

- Multi-use recreational trail
- Picnic Areas
- Restrooms
- Pavilion
- Historical Buildings
- Amphitheater
- Grain Elevator
- Hayloft Theater
- Stuart Manor
- District #8 Schoolhouse
- Pond
- Parking

Opportunities

- Continued maintenance.
- Parking for south side of site.
- Site furnishings.
- Lighting
- Landscaping

Grant History

- 1988 Michigan Equity Fund - $25,000
- 1988 Upjohn Company - $100,000
- 1988 Kalamazoo Foundation - $110,000
- 1992 Gilmore Foundation $75,000
- 1992 Kalamazoo Foundation - $30,000
- 1992 Upjohn Foundation - $30,000
- 1992 Dalton Foundation - $10,000
- 1994 Kalamazoo Foundation - $300,000
- 1994 Inland Fisheries - $10,000
- 1995 Michigan Equity Fund - $25,000
- 1995 Upjohn Foundation - $10,000

Central Park

Location:	7800 Shaver Rd
Size:	12 Ac
Accessibility:	3
Park Type:	Community Park

Description

Nestled in a bend of Portage Creek behind the City of Portage Public Safety complex, Central Park is a hidden jewel. Central Park is home to the Overlander Band shell which hosts several outdoor concerts throughout the summer season. Portage Creek also winds through the site offering passive recreational opportunities.

Park Features

- Multi-use recreational trail
- Band shell
- Playground
- Picnic shelter
- Restrooms
- Footbridge
- Parking
- Open free play space
- Nature observation
- Fishing

Grant History

- None

Opportunities /

- Some grills and benches are not barrier free.
- Updates to the restroom / picnic pavilion
-
-

Eliason Nature Preserve

Location:	1614 West Osterhout Ave
Size:	145 Ac
Accessibility:	3
Park Type:	Natural Resource Park

Description

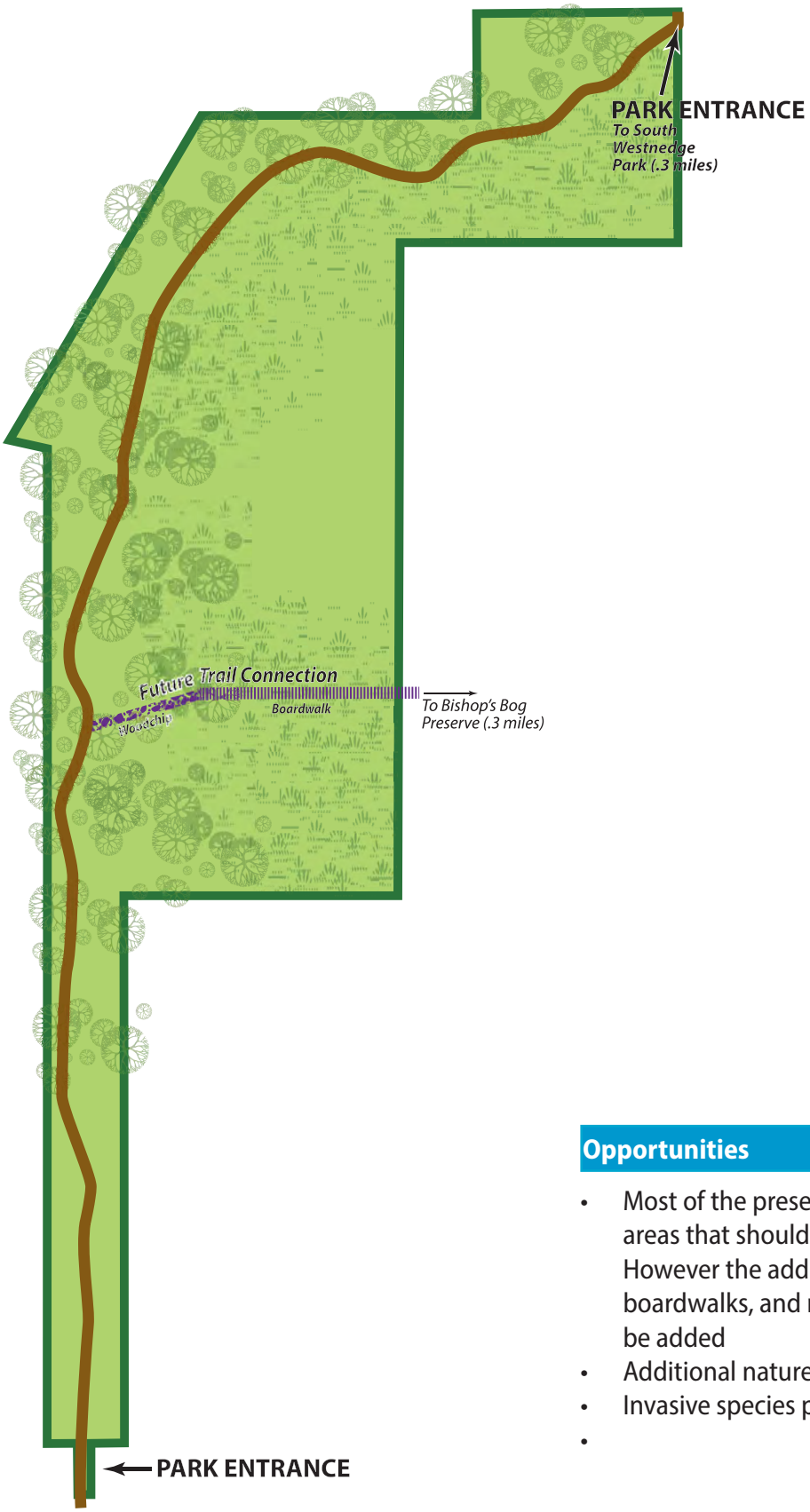
In 2011 Linda Eliason donated123 acres to the city as a memorial to her late husband, David J. Eliason, former president of the Eliason Company. In 2013, another 18 acres was purchased to provide for access to Osterhout Avenue. The property is a combination of upland and wetland ecosystems and contains a large segment of Bishop's Bog, bringing a majority of the bog under city ownership. The first phase development was completed in the summer of 2016 when a 1.6 mile recreational non-motorized trail was completed, linking Osterhout to the existing network of trails at Portage Industrial Drive. The preserve boasts a rich diversity of wildlife species including butterflies, grasshoppers, mound building ants, and numerous grassland birds.

Park Features

- Multi-use recreational trail
- Pavilion
- Bike repair and air fill stations
- Nature Observation
- Parking
- Connections to Bishop's Bog and Schrier Park

Grant History

- None



Opportunities

- Most of the preserve is undeveloped natural areas that should remain undisturbed. However the addition of additional trails, boardwalks, and nature viewing decks could be added
- Additional nature trails.
- Invasive species program
-

Harbors West Park

Location:	3458 Summersong Path
Size:	6 Ac
Accessibility:	3
Park Type:	Neighborhood Park

Description

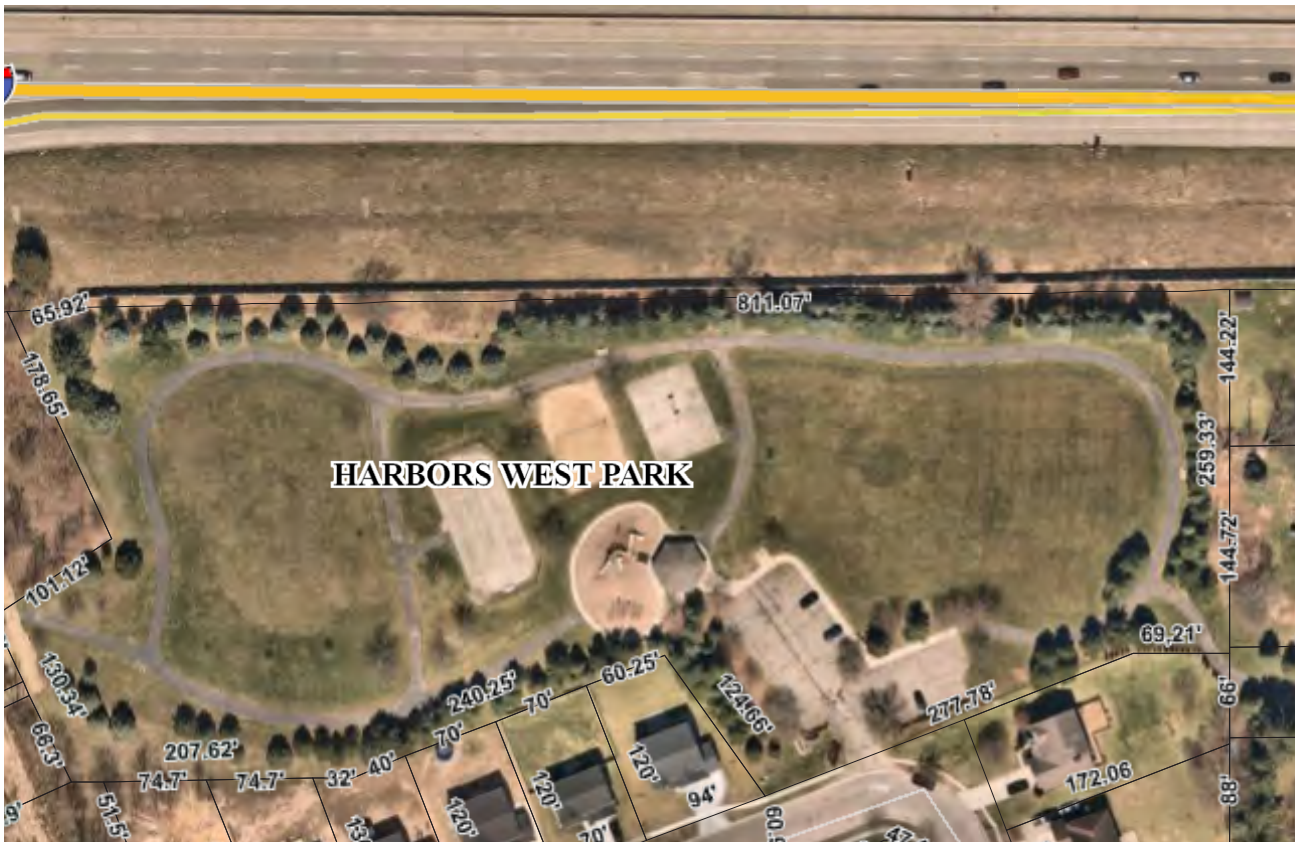
Harbors West is located north of Milham Avenue, just west of Angling Road in the Harbors West neighborhood. Harbors West Park features play equipment, volleyball and two basketball half courts, a restroom/picnic shelter and a youth in-line hockey rink. An asphalt walking trail system and open play spaces are also provided. The park is popular for family events and youth team activities.

Park Features

- Multi-use recreational trail
- Restroom / pavilion structure
- Sand volleyball court
- Basketball courts (2 half courts)
- In-line hockey
- Playground equipment
- Grills
- Picnic areas
- Open space for free play
- Parking

Grant History

- 2000 Land and Water Conservation Fund - $100,000.



Opportunities

- Add accessible paths to the sand volleyball courts and grills.
- Resurface parking lot.
-
-

Haverhill Park

Location:	6577 Hampton St
Size:	5.7 Ac
Accessibility:	3
Park Type:	Neighborhood Park

Description

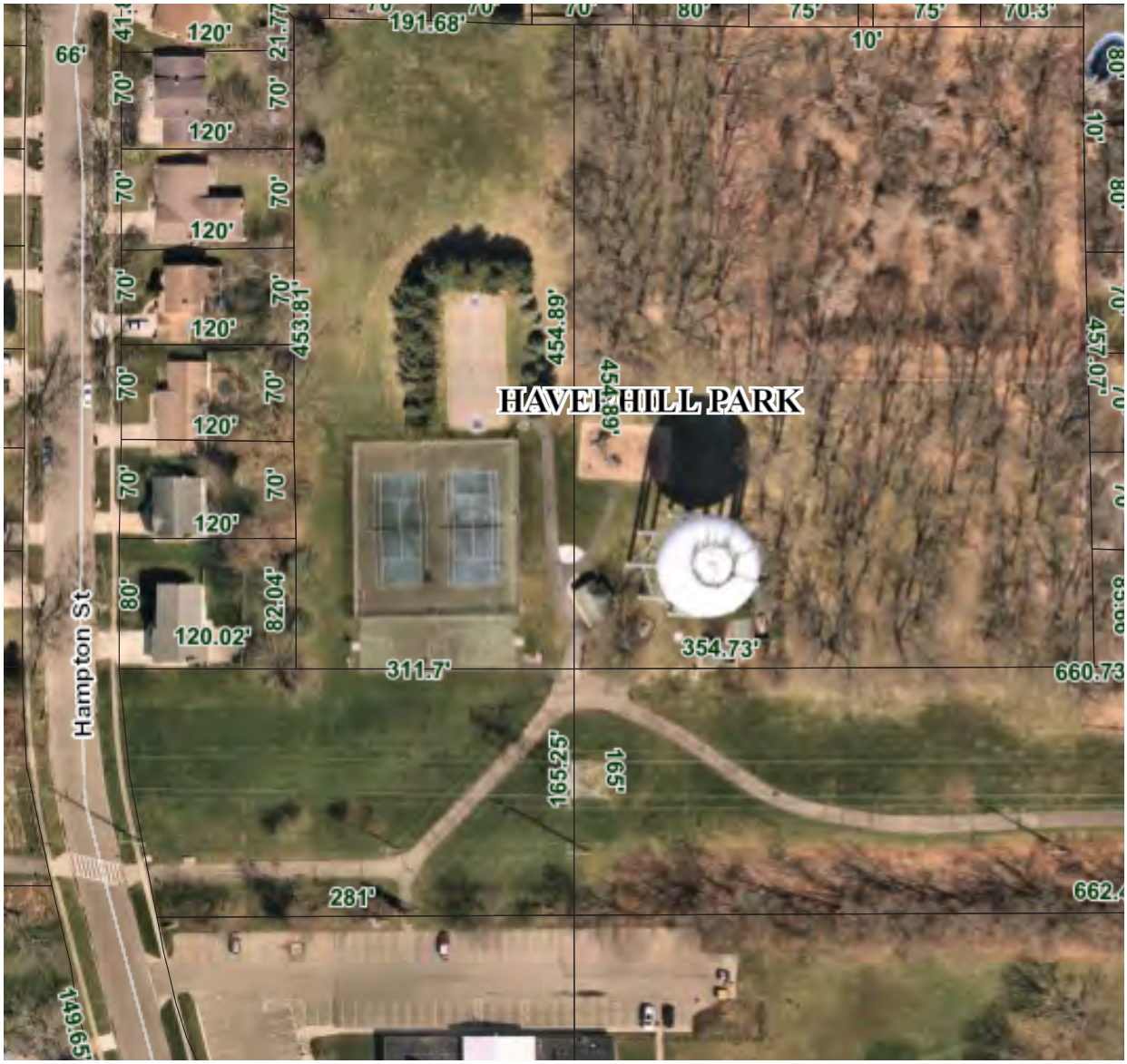
Nestled in the beautiful, oak-lined Haverhill neighborhood, this park offers basketball and tennis courts, open play areas with picnic tables, playground facilities, pickle ball courts a youth in-line hockey rink and restrooms. Haverhill Park is adjacent to Haverhill Elementary school which provides additional recreational space for this heavily populated portion of Portage. Directly connected to the Northwest Bikeway trail, Haverhill Park is a popular stopping point for trail users.

Park Features

- Multi-use recreational trail
- Two tennis courts (also lined for pickle ball)
- Restroom building
- Basketball courts (3 half courts)
- Playground equipment
- In-line hockey
- Picnic areas
- Parking at the adjacent school

Grant History

- None



Opportunities

- No designated barrier free parking spaces.
- Add paths to grills
-
-

Lakeview Park

Location:	9345 Portage Rd
Size:	26 Ac
Accessibility:	4
Park Type:	Community Park

Description

Lakeview is a scenic park with 1,200-feet of shoreline along the western shore of Austin Lake and is a popular location for picnicking as well as family reunions, birthday parties, and other gathering occasions. The park was established in 1970 and is one of the oldest parks in the City. Fishing piers provide access to anglers of all abilities and the interior trail system provides a variety of options and routes for exercise or relaxation. In addition, multiple active recreational facilities provide opportunities for all age groups to enjoy. Lakeview Park also offers a large rolling open area with walkways and a wildflower meadow for passive enjoyment.

Park Features

- Multi-use recreational trail
- Baseball / softball field
- Two playgrounds
- One tennis court
- Four pickle ball courts
- Two sand volleyball courts
- Two picnic pavilions
- Two basketball courts
- Restrooms
- Boardwalk
- Two overlook decks
- Fishing
- Grills
- Picnic areas
- Parking

PROPOSED

- A Underpass along Canal Walk
- B New bike/pedestrian trails from Portage Road, see Enlargement 1
- C New angled parking for 64 cars on one-way drive
- D New park entry and plantings across from Lakeview Drive
- E New drive, drop-off area, and parking for 16 cars
- F New sledding hill
- G New Canal Walk with solar lighting and activity pockets, see Enlargement 1
- H Amphitheater, see Enlargement 2
- I New pavilion/restroom/storage building as rentable space and for programs like fish school
- J New Flex Lawn
- K Kiosks and rentable roof deck
- L Lakeshore and pier improvements
- N New trail connections to restroom and parking lot
- O New swinging benches along existing trail, clear views while maintaining native vegetation
- P Inspiration Garden, see Enlargement 3
- R Replace pavilion and add new trail
- S Rain garden collects runoff
- T Remove existing pavilion
- Potential sculpture/art location

EXISTING

- A Existing parking (90 spaces) to remain
- B Existing walking and cross-country ski trails to remain

Opportunities

- Implement proposed improvements on current master plan

Grant History

- 1970 Land and Water Conservation Fund - $18,000
- 2000 Michigan Natural Resources Trust Fund - $200,000.

Lexington Green Park

Location:	1750 Pittsford Ave
Size:	23 Ac
Accessibility:	3
Park Type:	Neighborhood Park

Description

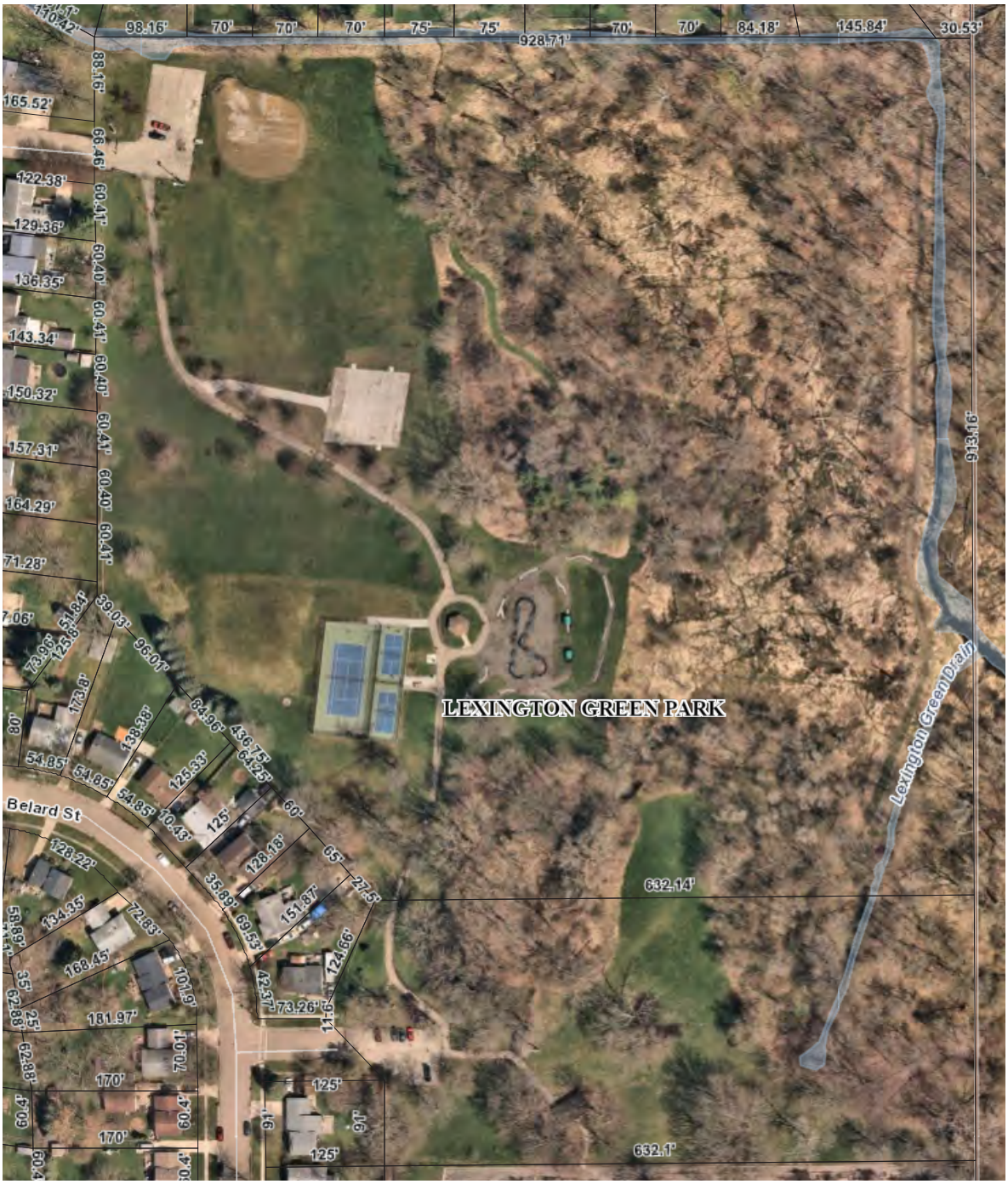
Lexington Green was established in 1975 and is located in the northeastern area of the City. The park is surrounded by the Lexington Green neighborhood and is heavily used by the adjacent community. The park is also accessible with parking from both Pittsford Ave and Belard St. The park is adjacent to Davis Creek, which is a major urban tributary to the Kalamazoo River and provides passive recreation opportunities around the lush forested and wetland areas.

Park Features

- Multi-use recreational trail
- Baseball / softball diamond
- Basketball courts (2)
- Tennis court
- Pickle ball courts (2)
- Bicycle skills course and pump track
- Picnic shelters (2)
- Restrooms
- Playground equipment
- In-line hockey
- Nature trails
- Open space for free play
- Picnic areas with grills
- Parking

Grant History

- None



Opportunities

- Accessible path to the ball field is needed.
- Many benches, picnic tables, and grills are not accessible.

Liberty Park

Location:	7619 South Westnedge Ave
Size:	3 Ac
Accessibility:	4
Park Type:	Special Use Park

Description

Liberty Park is located in the Portage City Centre, and was the result of an environmental and economic development initiative undertaken by the City of Portage. The park area cleans polluted storm water runoff from the South Westnedge Avenue drainage area and prevents pollutants from entering Portage Creek. This urban park features floral displays, a boardwalk and water features. A deck area overlooks Portage Creek and is a perfect spot for natures study.

Park Features

- Multi-use recreational trail
- Nature trails
- Boardwalk
- Fishing
- Shelter
- Wildlife and nature viewing
- Landscaping

Grant History

- None

Opportunities

- Invasive species program.
- Conintued maintenance

Martin Luther King Jr. Park

Location:	1000 Martin Luther King Jr Dr
Size:	0.54 Ac
Accessibility:	4
Park Type:	Mini Park

Description

One of the city's newer park developments, MLK Park celebrates the life and contributions of Dr. Martin Luther King Jr. Located at the intersection of Constitution Blvd and Martin Luther King Dr, this small urban park provides an opportunity to learn and reflect on the impact of this great leader.

Park Features

- Sculptures
- Gardens
- Parking
- Seating areas
- Lighting
- Walking paths
- Interpretive signage
- Digital informational kiosk

Grant History

- None.

DR. MARTIN LUTHER KING JR PARK INFORMATION:

This park was made possible by the efforts of the Park Design Committee: Sydney Davis, Dr. Monifa Jumanne, Donna Odom, and Dr. Romeo Phillips.

Thank you for working to bring this park to life.

PARK FEATURES:

1. **FIVE BRONZE SCULPTURES highlighting Dr. King and his messages, created by local artist Brent Harris:**
   - **1a - Dr. King**
   - **1b & 1c - Unity Arch**
   - **1d & 1e - Children Are The Future**
2. **GARDEN OF HOPE rose and flower garden, reflecting the *I Have A Dream World Peace Rose Garden*:**
   - **Pink roses representing Mrs. Coretta Scott King's continuation of Dr. King's work;**
   - **White roses honoring the special bond and similarity of peace movements between Dr. King and Mahatma Gandhi;**
   - **Red roses honoring all African Americans and their contributions to the history of the United States and the World.**
   - **Clusters of other flowers, such as hydrangeas, iris, coneflowers, and daylilies symbolize the nations of the world and Dr. Martin Luther King Jr.'s messages of peace through non-violence.**
3. **BEACON OF LIGHT landscape starburst corridors paying tribute to the brilliance of Dr. King's ideals**

Millennium Park

Location:	280 Romance Rd
Size:	1.3 Ac
Accessibility:	4
Park Type:	Special Use Park

Description

This high profile one-acre site on Romance Road is home to the first refrigerated outdoor ice skating rink in southwest Michigan. The city provides a staffed skate rental concession and warming house during the winter season. In the spring the park is transformed into a reflecting pond. Easily accessible by bicycle, Millennium Park is located in the heart of the shopping district.

Park Features

- Ice rink
- Ice skating and skate rentals
- Concessions
- Restrooms
- Warming house
- Bicycle trail
- Reflecting pond
- Parking

Grant History

- None

Opportunities

- Barrier-free parking spaces are not delineated.
- Reopen concessions.
- Summer activities.

Oakland Drive Park

Location:	7650 Oakland Dr
Size:	19.2 Ac
Accessibility:	3
Park Type:	Community Park

Description

Situated among mature wooded areas, Oakland Drive Park is a heavily used park that provides a diverse array of passive and active facilities. The park is located on Oakland Dr, approximately one-half mile north of Centre Ave. The meadow and woodlot provides opportunities for passive enjoyment and nature study, and the fields, courts, and play equipment provide opportunities for active recreation. The park also features a sledding hill which provides the community with activities in the winter.

Park Features

- Playground equipment
- Baseball/softball diamond
- Basketball courts (2)
- Restroom / pavilion structure
- Soccer fields (2)
- Tennis / pickle ball courts (2)
- Sand volleyball court
- Sledding hill
- Picnic areas with grills
- Nature trails
- Nature viewing
- Parking

Grant History

- None

Opportunities

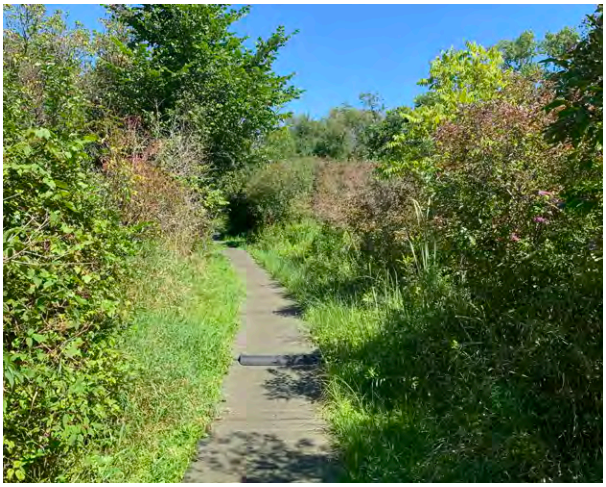
- Add barrier free paths to the sand volleyball court, soccer fields, or baseball field.
- Resurface parking lot
- Update playground equipment
- Update restrooms

Portage Creek Bicentennial Park

Location:	910 East Milham Ave
Size:	114 Ac
Accessibility:	4
Park Type:	Large Urban Park

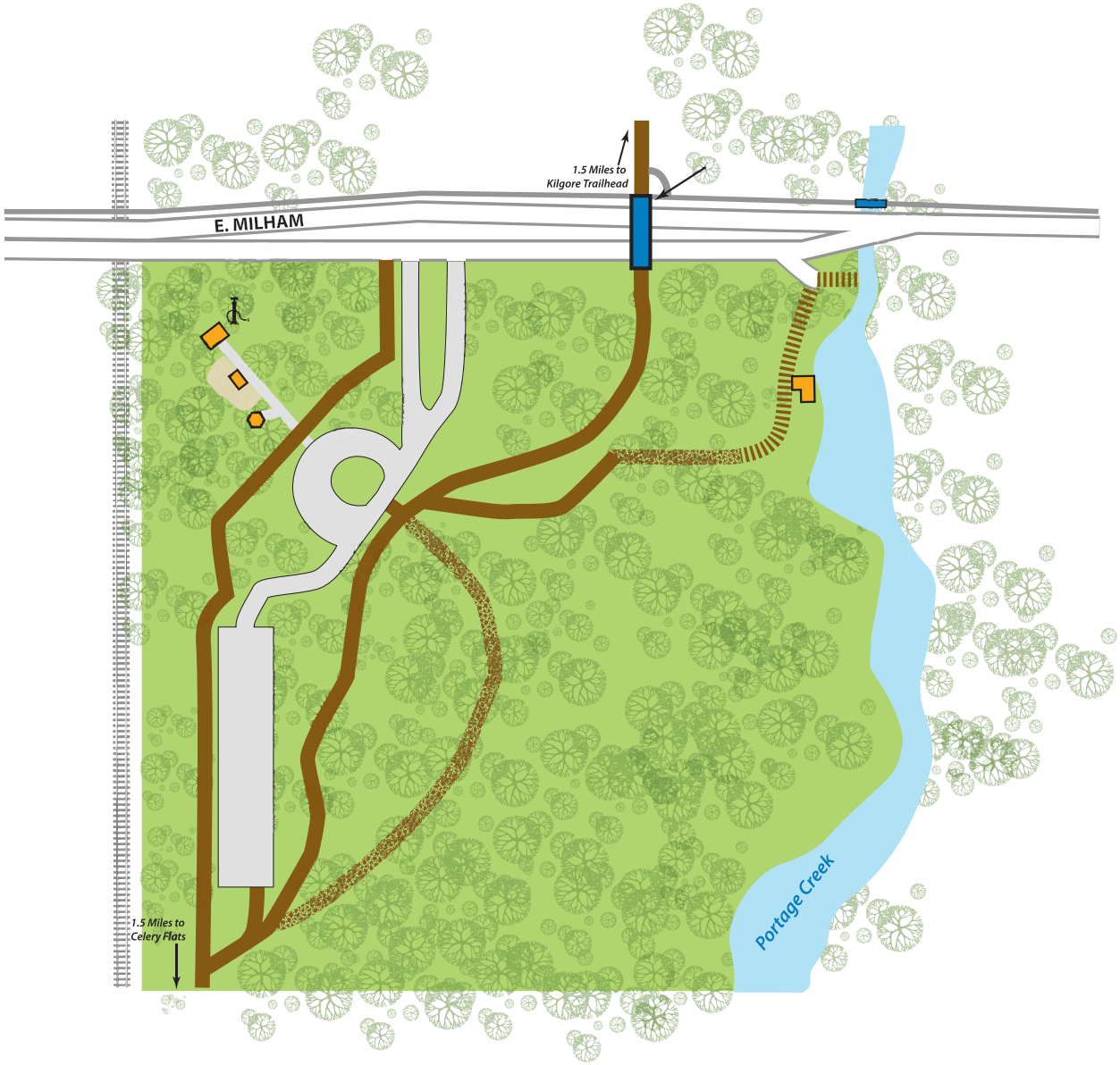
Description

The "backbone" of the Portage park system, Portage Creek Bicentennial Park (PCBP) was the official city project to honor the nation's 200th birthday. Spanning over 100 acres, PCBP is a linear facility that runs between the City Centre Area and the northern city limits at Kilgore Road, connected by a 3.5 mile multi-use trail. In total, PCBP has over 8 miles of hiking and biking trails with several opportunities to view scenic Portage Creek. The park is also served by a trail head facility at Lovers Lane to the north, and is connected to the Celery Flats Historical Area at Garden Lane to the south. The park protects the sensitive environment of the Portage Creek basin and offers residents many opportunities to enjoy the creek - from overlook decks to kayaking.



Park Features

- Multi-use recreational trail
- Air filling station
- Restrooms
- Playground equipment
- Boat launch
- Boardwalk
- Nature trails
- Overlook deck
- Nature viewing
- Gazebo
- Trailhead with restrooms and gazebo
- Fishing
- Picnic areas with grills
- Parking



Opportunities

- Replacement of floating docks with new decking system.
- Additional nature trails.
- Paved trail maintenance
-

Grant History

- 1987 Private Donation- $45,000
- 1980 Land and Water Conservation Fund - $50,000.
- 1998 Kalamazoo County Infrastructure Fund - $50,000
- 1998 Michigan Natural Resources Trust Fund - $113,000
- 1999 - Clean Michigan Initiative - $220,000
- 2000 - Clean Michigan Initiative - $225,000

Ramona Park

Location:	8600 South Sprinkle Rd
Size:	67 Ac
Accessibility:	3
Park Type:	Large Urban Park

Description

Ramona Park was established in 1968 with the purchase of land from Therese Remine, who had inherited the property from Henry and Carrie Waruf. The park gets its name from the title character of Helen hunt Jackson's immensely popular novel "Ramona" which was published in 1884. The park was once home to the Ramona Palace which was popular for music and dancing until the 1940's. the park also was previously used as a storage space for ice blocks cut from the lake. Ramona Park is located along the shore of Long Lake and features the city's only beach area. Ramona is used for all types of recreation and is a popular location for family events and gatherings. The park can host parties for large groups of over 150.

Park Features

- Multi-use recreational trail
- Baseball / softball diamond (2)
- Basketball courts (4)
- Playground equipment
- Tot lot
- Beach / swimming
- Fishing pier
- Soccer fields
- Picnic pavilions (2)
- Shade gazebo
- Beach house with concessions and restrooms
- Tennis court
- Pickle ball courts (12)
- Sand volleyball court
- Picnic areas with grills
- Nature trails
- Parking

Opportunities

- Update baseball fields.
- Pickle ball facility.
- Waterfront improvements.
- Barrier free improvements to waterfront and picnic areas

Grant History

$30,000

- 1991 Michigan Natural Resources Trust Fund - $150,000.
- 1995 Kalamazoo Foundation - $128,500
- 2008 Michigan Recreation and Parks Association, Access to Recreation - $140,000

Schrier Park

Location:	850 West Osterhout Rd
Size:	42 Ac
Accessibility:	3
Park Type:	Community Park

Description

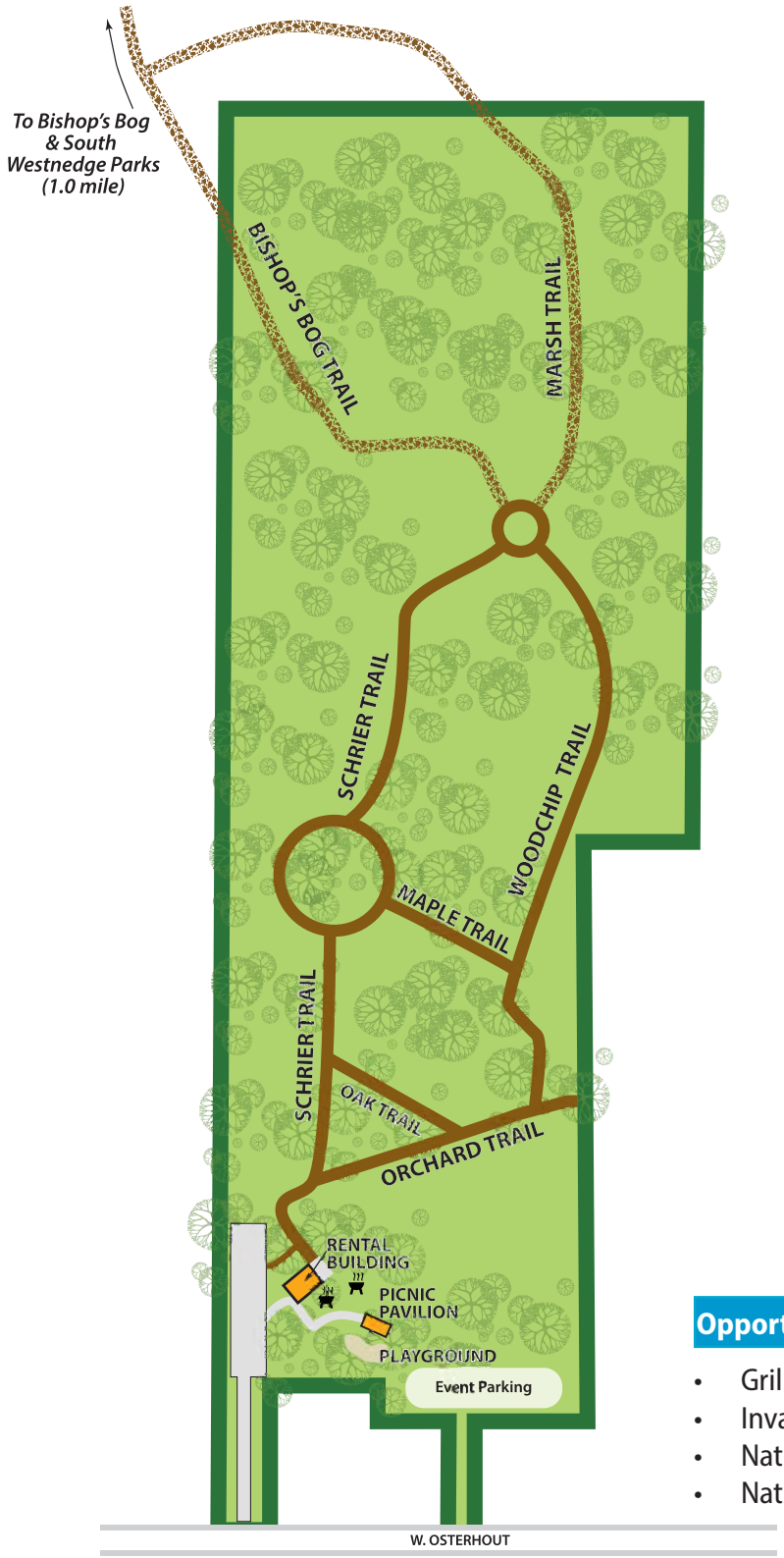
Schrier Park was named in recognition of Alice Schrier, whose generous estate provide the funds for a park in 1968 and made the acquisition on the park land in 1974. Located on Osterhout Rd, Schrier is the southern terminus of the South Central Greenway complex of five park facilities that include Bishop's Big, Eliason, South Westnedge, and West Lake. The park features an indoor park shelter with a fireplace that is a popular for year-round group rental; and several trail loops of varying lengths that offer peaceful hikes through natural areas as well as cross-country skiing in the winter.

Park Features

- Multi-use recreational trails
- Nature trails
- Indoor park structure with a fireplace
- Picnic pavilion
- Playground equipment
- Restrooms
- Picnic areas with grills
- Nature viewing
- Cross-country ski trails
- Parking at South Westnedge Park

Grant History

- 1975 Land and Water Conservation Fund - $50,000



Opportunities

- Grills and picnic tables are not accessible
- Invasive species management.
- Nature trails
- Nature based programming.

South Westnedge Park

Location:	9010 South Westnedge Ave
Size:	27 Ac
Accessibility:	3
Park Type:	Community Park

Description

South Westnedge Park is known as the premier softball complex in the region and is the largest field complex in the Portage park system. The park is home to adult softball leagues and tournaments between April - September and features the only lighted fields in the city. This park also features the only skate park and dog park in the city park system. The skate park is "street plaza" style and has become a popular destination for active youth and young adults. The dog park includes 2.5 acres of separate fenced in areas for both small dogs and large dogs and includes run areas, trails, water and waste stations, and seating areas.

Park Features

- Softball fields (6)
- Dog park (both large and small)
- Skate park
- In-line hockey rink
- Bicycle trails
- Restrooms
- Picnic pavilion
- Picnic areas with grills
- Concessions
- Soccer field
- Trail connections to Bishop's Bog
- Parking

Opportunities

- There are no accessible paths between the central parking lot, the lower softball fields, and the upper levels of the park.
- The existing stair case is not accessible.
- Picnic tables and grills are not accessible.

Grant History

- 1989 Quality of Life Recreation Bond - $70,000
- 2002 Land and Water Conservation Fund - $150,000.
- 2003 Kalamazoo Foundation - $10,000
- 2004 Private Donors - $74,000
- 205 Private Donors - $7,000

Veterans Memorial Park

Location:	7801 South Westnedge Ave
Size:	1.1 Ac
Accessibility:	4
Park Type:	Special Use Park

Description

This Veterans Memorial Park was created with the assistance of local Veteran Organizations, which provided the resources to construct the veterans memorial for commemorative ceremonies. The park was dedicated on November 11, 2005 and features five separate stones, flagpoles and displays the emblem of the Air Force, Army, Coast Guard, Marine Corps, and Navy. There are also stone engravings of quotes honoring those who served in the United States Military. The park also features a brick walkway with an estimated 1,100 engraved bricks honoring the names of veterans.

Park Features

- Paved pathways
- Flagpoles
- Lighting
- Bicycle trail connections
- Memorial stones with engravings
- Landscape and hardscape features
- Parking at the adjacent library

Grant History

- None.

Opportunities

- Site furnsihings.
- Historical programming / education.
- General Maintenance.

West Lake Nature Preserve

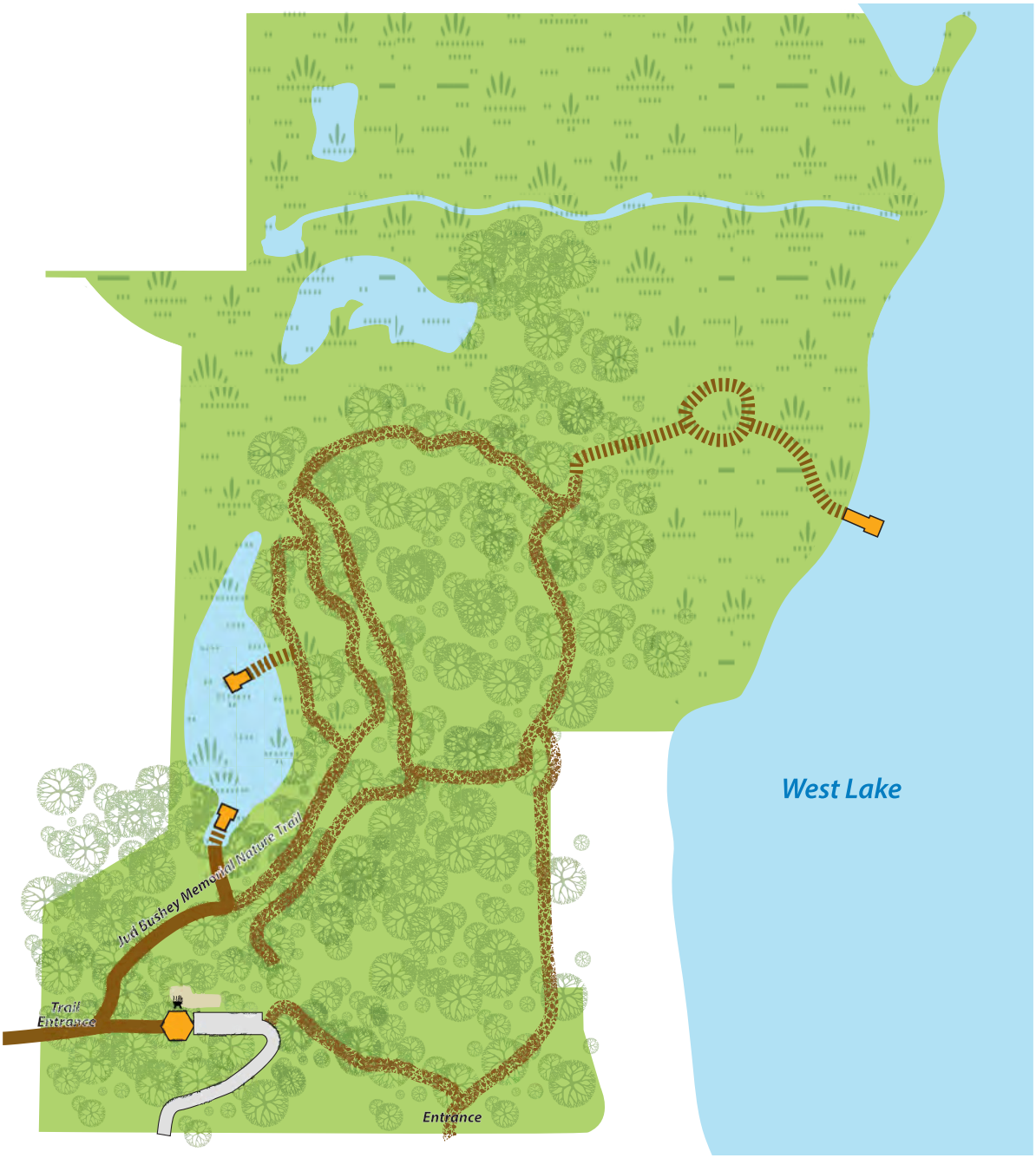
Location:	9001 South Westnedge Ave
Size:	110 Ac
Accessibility:	3
Park Type:	Natural Resource Park

Description

West Lake Nature Preserve is a wetland bog that features 1,400 feet of frontage along West Lake and is within close proximity to the City Centre. The park features 2 miles of nature trails that wind through the shaded lowland forest, and overlook decks that offer panoramic views of West Lake. The park balances excellent recreational opportunities with the thoughtful preservation of the fragile ecosystem. The initial 80-acre parcel was purchased in 1979 from the Percey Matteson family; an additional 28 acres was acquired from Robert and Opal Peck and the remaining acreage was acquired from the MDNR in 1992. The park is a favorite spot for bird watching with a large variety of both resident and migrating species.

Park Features

- Multi-use recreational trail
- Wood chip nature trail
- Floating boardwalk
- Viewing decks
- Bird watching
- Playground equipment
- Picnic shelter / restroom building
- Fishing
- Picnic areas with grills
- Unique plant species and animal habitat
- Upland, woodland, and sensitive wetlands
- Parking



Opportunities

- Replacement of floating docks with new decking system.
- Benches and grills are not barrier free.
- Playground does not have a barrier free ramp entrance.
- Invasive species program
- Nature / educational programming / signs

Grant History

- 1978 Land and Water Conservation Fund - $61,000
- 1987 Michigan Natural Resources Trust Fund - $100,000.
- 1989 Quality of Life Recreation Bond - $50,000
- 2000 Michigan Natural Resources Trust Fund - $500,000

Westfield Park

Location:	4500 West Milham Ave
Size:	12 Ac
Accessibility:	3
Park Type:	Community Park

Description

Situated in northwest Portage at the intersection of two major thoroughfares (Milham and 12th St), Westfield Park serves a heavily populated segment of the community. Westfield is a very popular park for all ages due to the variety of active recreational opportunities it provides.

Park Features

- Multi-use recreational trail
- Baseball / softball diamond
- Basketball courts (4)
- Sand volleyball court
- Picnic shelter
- Restrooms
- Playground equipment
- Picnic areas with grills
- Soccer fields (2)
- Tennis courts (2)
- Open free play
- Parking

Grant History

- 1983 Land and Water Conservation Fund - $32,000
- 2012 Recreation Passport - $45,000.

Opportunities

- No accessible path to sand volleyball
- Update playground equipment.
- Update restrooms.
- Resurface parking lot.

Inventory Summary Table

Table 4.1 summarizes the inventory of public-owned parks located within the City boundaries.

Betty Lee Ongley Preserve	Bishops Bog	Celery Flats	Central Park	Eliason Nature Preserve	Harbors West	Haverhill	Lakeview	Liberty	Lexington Green	MLK Park	Millennium	Oakland Dr	PCBP	Ramona	Schrier	South Westnedge	Veterans Memorial	West Lake Preserve	Westfield	**TOTAL**	
11	161	86	12	145	6	5.7	26	3	23	0.54	1.3	19.2	114	67	42	27	1.1	110	12	**873**	Size (Ac)
0	2	4	3	3	3	3	4	4	3	4	4	3	4	3	3	3	4	3	3		Accessibility Rating
NR	NR	LU	C	NR	N	N	C	SP	N	M	SP	C	LU	LU	C	C	SP	NR	C		Category
					2	3	2		4			3		2					3	**19**	Basketball
						2	1		1			2		1					2	**9**	Tennis
							4		2					12	1					**19**	Pickleball
							1		1			1		2		6			1	**12**	Baseball/softball
		1	1	1	1		2	1	2			1	2	3	1	1		1	1	**19**	Picnic Shelter
		1	1	1	1	1	1		1		1	1	2	2	1	2		1	1	**18**	Restrooms
			1		1	1	2		1			1	1	2	1			1	1	**13**	Play Equipment
												1		6					1	**8**	Soccer
														1						**1**	Beach
											1									**1**	Ice Skating
											1			1		1				**3**	Concessions
					1		2					1		2					1	**7**	Sand Volleyball
												X								**1**	Sledding Hill
		X					X	X					X	X				X			Fishing
					1	1			1							1				**4**	Inline Hockey
																1				**1**	Skate Park
																1				**1**	Dog Park
		X	X	X	X		X		X			X	X	X	X	X	X	X	X		Picnic Tables
		X	X		X	X	X		X			X	X	X	X	X		X			Grills
		X	X	X	X		X	X	X	X	X	X	X	X	X	X		X			Parking Lot
	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X		Paved Trails
	X	X	X	X	X		X		X			X	X		X	X		X			Nature Trails
		X		X					X				X								Bike Facilities
							2	1					1	1				1		**6**	Overlook Decks
	X						X	X					X	X				X			Boardwalk
			1																	**1**	Bandshell
		X		X	X		X					X		X		X		X	X		Open Play Space
		1													1					**2**	Indoor Meeting Room
			1																	**1**	Amphitheater
			X							X										**2**	Historic Features
													X							**1**	Boat Launch

Mini Park (M), Neighborhood Park (N), Community Park (C), Large Urban (LU), Special Use (SP), Natural Resource (NR)

Lake Areas

Seven lakes are located either entirely or partially within the city's jurisdictional boundaries, providing opportunities for water-related activities not generally found in an urbanized setting. Most water bodies within Portage are suffering the effects of over-development. Not only has extensive development impacted the quality of many lakes but also limited the number of public access points. At present, three lakes have improved public access sites: Austin Lake, Long Lake and Sugarloaf Lake, all state-owned facilities. Gourdneck Lake is inaccessible except through a very narrow channel running from Hogset Lake, which has a public access through Prairie View Park. Hampton Lake has no developed public access; however, because of its limited size, a developed public access is believed unwarranted. (See Figure 4.2)

Three lake areas in particular are of prime importance with respect to the provision of future recreational opportunities. Bordering on Austin Lake, Lakeview Park holds substantial potential for development of additional public access facilities. A seawall/boardwalk and permanent fishing platform have been constructed to enhance the view of the lake and provide additional opportunities for passive recreation.

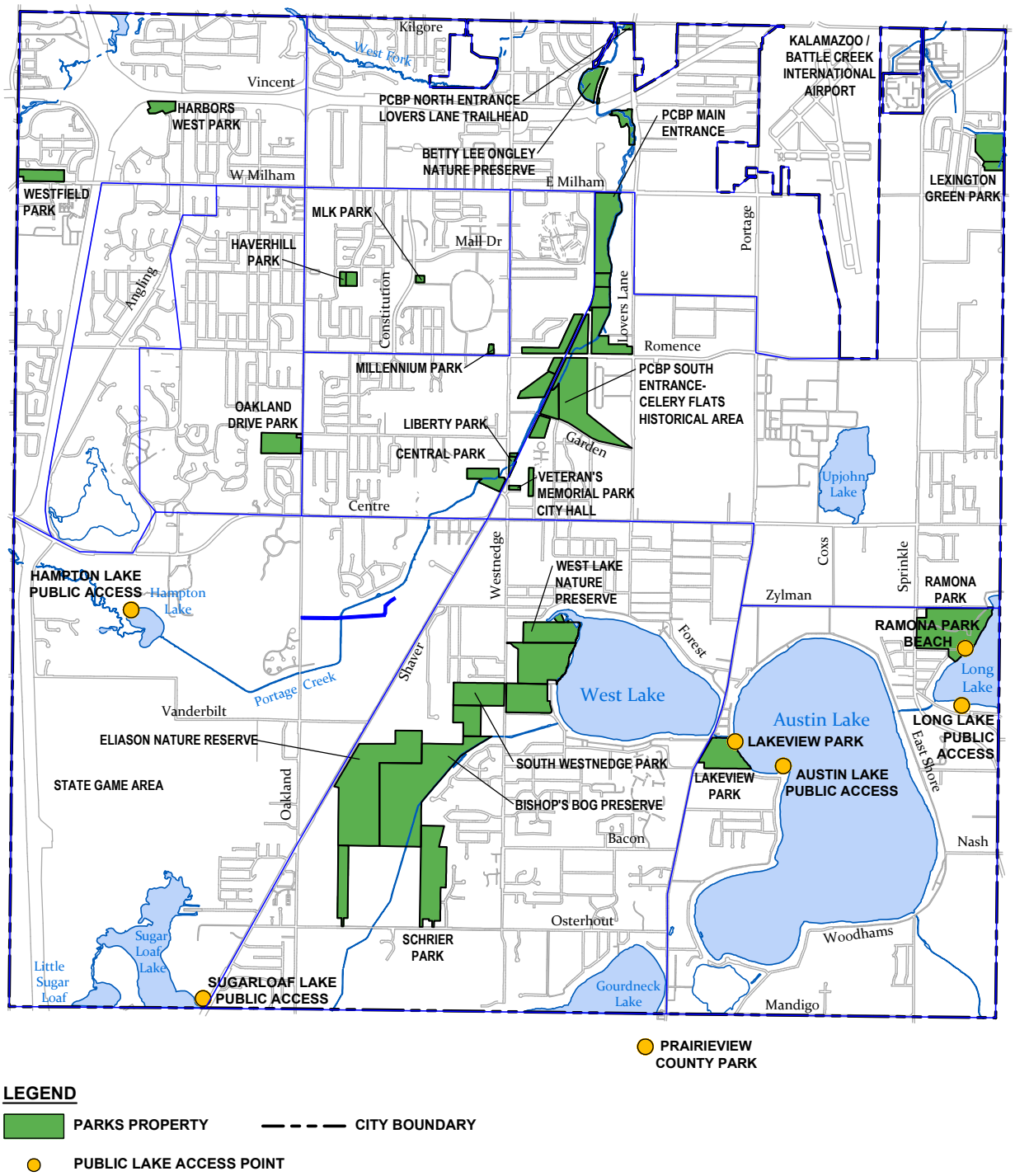
West Lake Nature Preserve provides similar recreational opportunities to the city. Being the only remaining undeveloped area bordering West Lake and an environmentally sensitive area, several concerns have been met with the acquisition of this property. Appropriate preservation and development projects associated with this property have been initiated.

The increased popularity of fishing, boating and swimming activities being experienced throughout the region is indicative of the need for additional areas for water-related activities. In addition, the preservation of city-wide water resources is of the utmost concern. Therefore, projects designed to both increase public utility and relieve the lake areas from existing or further developmental pressures are of high priority.

Through acquisition of lake-front and/or floodplain properties, the city may more adequately guard against new development. Reserving these areas for passive recreational activities or designating them as conservation areas will aid in improving the environmental quality of the city and the region.

In general, areas having severe development constraints or which have been identified as flood-prone through the Land and Water Resources Section of the Portage Comprehensive Plan have been designated as open space. The 100-year Floodplain has been utilized to define flood-prone areas, as identified by the

Figure 4.2 - Public Lake Access Map



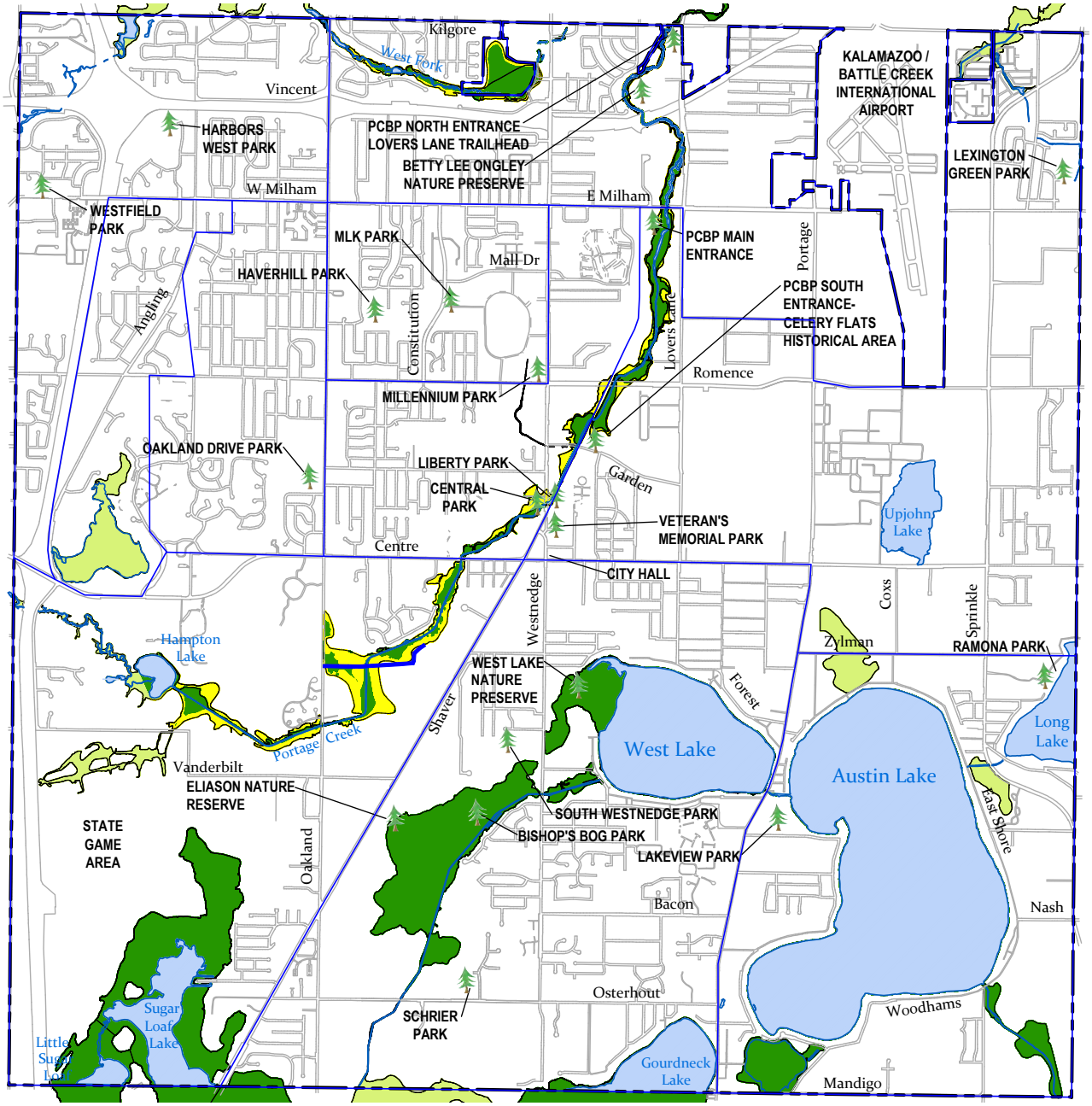
City of Portage
Recreation and Open Space Plan

Public Lake Access Points & Lake Properties

0 2,100 4,200
Scale in Feet

North

Figure 4.3 - Flood Prone Areas Map



LEGEND

- 500 YEAR FLOODPLAIN
- A - 100 YEAR FLOODPLAIN
- AE - 100 YEAR FLOODPLAIN WITH ELEVATION
- X - OUTSIDE OF FLOODPLAIN
- CITY BOUNDARY

City of Portage
Recreation and Open Space Plan
Flood Prone Areas

0 2,100 4,200
Scale in Feet

North

Portage Creek Flood Hazard Analysis1 and the Department of Housing and Urban Development Flood Hazard Boundary Maps (See Figure 4.3).

Open Space and Preservation Areas

Although no specific standards exist for the evaluation of open space areas, the preservation of natural areas is of prime importance in any urbanizing region. As indicated in the land and water resource sections of this plan, many existing open space areas in the city are experiencing pressures of urbanization. Maintenance of these areas in their natural state offers significant benefits to the community at large. If planned wisely, these areas may serve a variety of functions from recreational to flood control. If neglected, pressures of increased urbanization could result in their degradation and destruction. Neglect of these open spaces and natural areas may also result in exceptional monetary costs to the public for the provision and maintenance of necessary facilities to support their development. Protection of these areas should, therefore, be prioritized in future development and budget considerations.

Portage Creek Bicentennial Park (PCBP) does much in terms of preservation for the environmentally sensitive creek basin area of the city. The park has been designed primarily along the floodplain areas of Portage Creek. The park currently extends south from I-94 to approximately the Shaver Road/South Westnedge intersection. Portage Creek is a natural drain for major portions of the city. As the development of the city progresses, ever increasing amounts of runoff will be carried by the creek. PCBP preserves a portion of this drainage-way and serves to prevent severe environmental degradation. By preserving lands along the creek, a filter of vegetation and space for control facilities can be maintained and the Consolidated Drain and STEP projects aid in this endeavor.

Southcentral Portage Wildlife Corridor

The establishment of the South Central Greenway links West Lake Nature Preserve, South Westnedge Park, Bishop's Bog Preserve and Schrier Park via five miles of hiking and interpretive trails. The Greenway was recently expanded with the donation of the Eliason Nature Reserve and protects over 400 acres from development and environmental degradation in the rapidly growing South Westnedge residential corridor and Shaver Road business corridor.

The Portage Wildlife Corridor stretches from West Lake Nature Preserve through Bishop's Bog, Schrier Park and Eliason Nature Reserve to Osterhout Avenue. This range allows wildlife, whether they run, swim or fly to move along these routes without development barriers.

Combined the 110-acre West Lake Nature Preserve, 152-acre Bishop's Bog Preserve , 52-acre Schrier Park, and 13-acre South Westnedge Park, and 141-acre Eliason Nature Reserve provide a total 468-acre wildlife corridor in south/central Portage.

Community Senior Center

Established in 1979, the Portage Community Senior Center is the first Center in the State of Michigan to earn the National Senior Center Accreditation from the National Council on Aging. It is a vital, busy place offering a variety of services and activities that change with the needs and desires of its members. The Portage Senior Center provides programs and opportunities that promote personal growth, health, friendship and independence for adults aged 50 and over.

Cemeteries

There are four (4) cemeteries located in and maintained by the City, totaling approximately 28 acres. The two active cemeteries are Central Cemetery located near Portage District Library on South Westnedge Ave, and South Cemetery located at the intersection of South Westnedge Ave. and Osterhout Ave. The oldest of the cemeteries include Dry Prairie, located on West Milham Ave. and Indian Fields, located on East Milham Ave. both of which contain grave markers dating back to the early 1800s.

Portage Farmers Market

The Portage Farmer's Market started in May 2016 and is currently located in the City Hall parking lot with 24,794 visitors during the 2021 season with strong growth from 5,000 in 2016. The Farmer's Market implements five state and federal food assistance programs including SNAP, Double Up Food Bucks, Eat Smart Live Strong, WIC, and Senior Fresh. There are plans for the Market to move to its own location. The current site is limited to approximately 30 vendors; however, the City has demand for up to 70-80 stalls. A new facility would be built to add vendor space, expand electrical capacity for vendors and food trucks, easting areas, music facilities, additional parking, and access for large agricultural and refrigeration trucks. Ideally the new facility would be constructed to also accommodate craft fairs, art festivals and other public events.

Archery Facility

In collaboration with the MDNR, Portage Public Schools, Discover Kalamazoo, and USA Archery, the City of Portage has purchased land for a public archery facility. This facility will feature an outdoor tournament shooting range, indoor shooting range and field target area. The Archery Facility will serve the general public, hunters, and students, as well as house the City's archery instructional programs for all ages, as well as tournaments.

Ideaworx

IdeaWorx is a business development incubator that will assist the community in transforming their ideas into reality by participating in workshops and services at the Portage IdeaWorx located at the Portage Parks and Recreation Department office located at 320 Library Lane. This new facility will focus on food (i.e., restaurant/cafe, cottage food/farmer market, food truck, catering), arts (visual and performing), and science (nature and technology) ideas and help turn them into new business ventures. Classroom and a rentable commercial kitchen (coming soon) will offer a variety of programs in collaboration with the Small Business Development Center (SBDC) at Western Michigan University and MSU Extension. A variety of topics to help launch new businesses or grow existing small businesses will be held throughout the year including Starting a New Business, Marketing Plan Development, Cottage Food Law, Marketing Basics, Food Safety, Social Media Tools, Website Development, and Financial Management.

Facility Rental Program

The Parks & Recreation Department has 36 facilities for rent by the public in which there were 748 rentals in 2021 from May through September. These facilities include:

» Five buildings at Celery Flats Historic Area (Hayloft, Grain Elevator, Schoolhouse, Amphitheater, and Stuart Manor)
» One building at Schrier Park
» Nine Picnic Shelters (Lakeview Park-2; Westfield Park-1; Ramona Park-3; Schrier Park-1; South Westnedge Park Concessions-1; Central Park-1)
» One Band shell at Central Park
» Four Football Fields at Ramona Park
» Four Soccer Fields (Westfield Park – 1; Ramona Park – 3)
» Ten Softball Fields (South Westnedge Park-6; Ramona Park-2; Westfield Park-1; Lakeview Park-1)
» Two rooms in the Parks and Recreation Office at 320 Library Lane

Public Art Program

The city is identifying locations and will conduct a call for artists for a variety of art projects including sculpture and murals along the parks and trail network. Many of the works-or-art will also focus on the history of Portage located on sites from historical events. Additional, themes will include an outdoor focus on the City's focus on cycling, fishing, and water.

Bike Rental

The City of Portage installed its first bike share rental station with 10-bikes in the fall of 2021 at Celery Flats Park. This program, named Bike Portage, proved successful quickly with plans to install additional stations in other parks around the city.

Portage School Facilities

Public school facilities, including playgrounds and sports fields and courts, can add tremendous recreational value to a community. Elementary school sites constitute a portion of the neighborhood parks and playgrounds in the city. Since these areas are beyond the jurisdiction of the City of Portage, no detailed account of playground utilization is available. The eight elementary school sites, however,

are used extensively for community recreation as creative or updated playgrounds are now in place at all elementary schools. These eight sites are also used intensively for youth soccer, softball, baseball and football practices throughout the spring and fall seasons.

Other Public and Private Recreation Facilities Within the City

The MDNR owned Gourdneck State Game Area provides acres of land and several lakes and ponds that support a variety of wildlife and warm water game fish. Sugarloaf and Hogsett lakes have boat access sites and Hampton Lake has a walk in access off Centre Avenue. Access to Hogsett Lake is limited to May through December due to seasonal trail closures. Trails throughout the Game Area are used for hiking, jogging and skiing.

Private Recreational Facilities Within the City

Golf Courses
Moors Golf Club
Golf Performance Academy

Health Clubs / Fitness / Wellness
Airborne Adventure Park
Anytime Fitness
Burn Boot Camp
Courthouse Athletic Center
CrossFit Azo
Curves for Women
Family Fitness of Portage
Finesse Yoga
Fit Zone for Women
Hotworx
Intentional Yoga
Just Move Fitness and More
Kneading Serenity
Orangetheory Fitness
Planet Fitness
Portage Family Healing Center
Portage Fit Body Boot Camp
Pure Barre
Raw Strength
Title Boxing Club
Walker's Tae Kwon Do Academy
YMCA - Portage Facility
Yoga Ahimsa

Bowling Lanes
Airway Lanes

Entertainment
Jungle Joe's Family Fun Center

Skating Centers
Great Skate Roller Rink

Soccer Facilities
Kingdom Soccer Center (Indoor)
Portage Community Soccer Complex
Soccerzone (Indoor)

Gymnastics / Dance
Academy of Dance Art
Kids Gym
The Little Gym of Kalamazoo
Mosaic Hall and Dance Center
West Michigan Dance Center

Portage Little League

Portage Little League is made up of two separate leagues, West Portage and South Portage. Although the Little League is a separate entity from the Portage Parks Department, they provide recreational services to the youths of the

community from ages 4-16 for both baseball and softball. South Portage plays at the privately held Kounelis Complex which is located on Centre Ave and contains four (4) softball fields, four(4) baseball fields, and two (2) large baseball fields. West Portage Little League utilized the fields located at the 12th Street Elementary School which includes 16 fields used for baseball and softball. Both facilities also include concessions, storage buildings, batting cages, and practice areas.

Regional Facilities

There are a wide range of regional recreational public and private facilities available to City of Portage residents outside the city but within close proximity. The following describes available regional facilities (see Figure 4.4).

Public Recreational Facilities

Fulton State Game Area is comprised of 670 acres for the purpose of hunting and trapping and is located in Wakeshma Township in southwest Kalamazoo County. The habitat for the park is dominated by wetlands centered along Bear Creek and provides hunting opportunities of small game, waterfowl, and deer. The wetlands range from open marshes to flooded timber and provide excellent habitat for a variety of waterfowl species.

Kalamazoo County Parks and Recreation provides a variety of large public park spaces in close proximity to Portage residents including Coldbrook County Park, Prairie View County Park, Scotts Mills County Park, Expo Center and Fairgrounds, River Oaks County Park and Markin Glen County Park.

Kal-Haven Trail State Park is a 34-mile crushed limestone path connecting South Haven and Kalamazoo for walking, bicycling or cross-country skiing. Some areas adjacent to the trail are also available for equestrian use. The trail meanders through wooded areas, past farm lands and over rivers and streams. Trail highlights include a camel back bridge and covered bridge.

Kalamazoo River Valley Trail is a paved asphalt trail that is 12-feet wide and is designed to generally follow the course of the Kalamazoo River. The trail will connect Battle Creek's 30-mile Linear Park in the east to the 35-mile Kal-Haven Trail State Park in the west and the 40-mile Portage Creek Bicentennial Trail to the south creating a total trail network of approximately 130 miles.

Texas Drive Non-Motorized Trail is an eight-foot wide paved multipurpose trail that starts in Texas Corners, traverses east and north to Texas Drive Park and continues along Texas Drive to the entrance drive of the Al Sabo Preserve Parking lot. From there it traverses through the Preserve, crosses through a Consumers Power property to 12th street and heads north on 12th Street and connects to the round-about. There is also an eight-foot side path that connects the trail along Texas Drive that travels south to the Rudgate Subdivision, and there is a second eight-foot side path along 12th Street that travels south and connects to the 12th Street Elementary School site. The total length of the trail is approximately 4 miles. This trail provides a safe non-motorized connection from downtown Texas Corners to the City of Portage trail system.

Private Recreational Facilities

Archery Centers
Brooks Archery
Potawatomi Bowmen

Auditorium/Arena
Chenery Auditorium
Miller Auditorium
Kalamazoo State Theater
South County Players
Vicksburg Community Auditorium
Wings Stadium

Boating
Austin Lake Boating Access Site
Barton Lake Boating Access Site
Eagle Lake Boat Ramp
Hogset Lake Boating Access Site
Jg Marine
Long Lake Boating Access Site
Portage Lake Boating Access Site
Sugarloaf Lake Boat Launch

Bowling Lanes
Continental Lanes
Eastland Bowl
Revel & Roll

Camps / Campgrounds
Camp Rota-Kiwan (Boy Scouts)
Cold Brook County Park
Fort Custer Recreation Area
Indian Lake Nazarene
Kline's Resort
Markin Glen Park
Nazarene Camp
Oak Shores Resort
Pioneers Point
Pretty Lake Camp
Sherman Lake YMCA

Community Parks
6th Street Park
Mayor's Riverfront Park
Milham Park
Prairie View County Park
Spring Valley Park
Texas Drive Park

Clubs
Kalamazoo Curling Club
Kalamazoo Go Club
VFW Post 1527

Golf Courses
Angel's Crossing
Grand Prairie
Indian Run
Kalamazoo Country Club (private)
Milham Municipal Golf Course
Olde Mill
Prairies Golf Club
Red Arrow
States

Gymnastics
Greater Kalamazoo World of Gymnastics
Branch Gymnastics Center

Health Clubs
Borgess Health and Fitness Center
Bronson Athletic Club
Curves for Women
Endurance Fitness Centers
Kalamazoo County YMCA
Powerhouse Gym
Strength Beyond Fitness
West Hills Athletic Club
YWCA

Nature Areas
Al Sabo Nature Preserve
Kellogg Forest
Kellogg Bird Sanctuary
Fulton State Game Area
Fort Custer Recreation Area
Kalamazoo Nature Center

Museums
Air Zoo Aerospace and Science
Kalamazoo Institute of the Arts
Kalamazoo Valley Museum
Vicksburg Historic Village

Skating Centers (Roller and Ice)
Rollerworld
Wings Stadium
Lawson Ice Arena

Skiing Resorts
Bittersweet
Timber Ridge

Tennis Courts
Stowe Stadium - Kalamazoo College
West Hills Athletic Club
YMCA - Main Facility

Recreational Programs

The Department of Parks and Recreation develops a comprehensive leisure service program. Activities include youth and adult fitness and athletic programs, cultural arts programs, outdoor education, aquatics and a wide variety of special events for all ages. In addition, the Department operates the Celery Flats Historical Area and the Millennium Park Ice Rink facilities for public benefit.

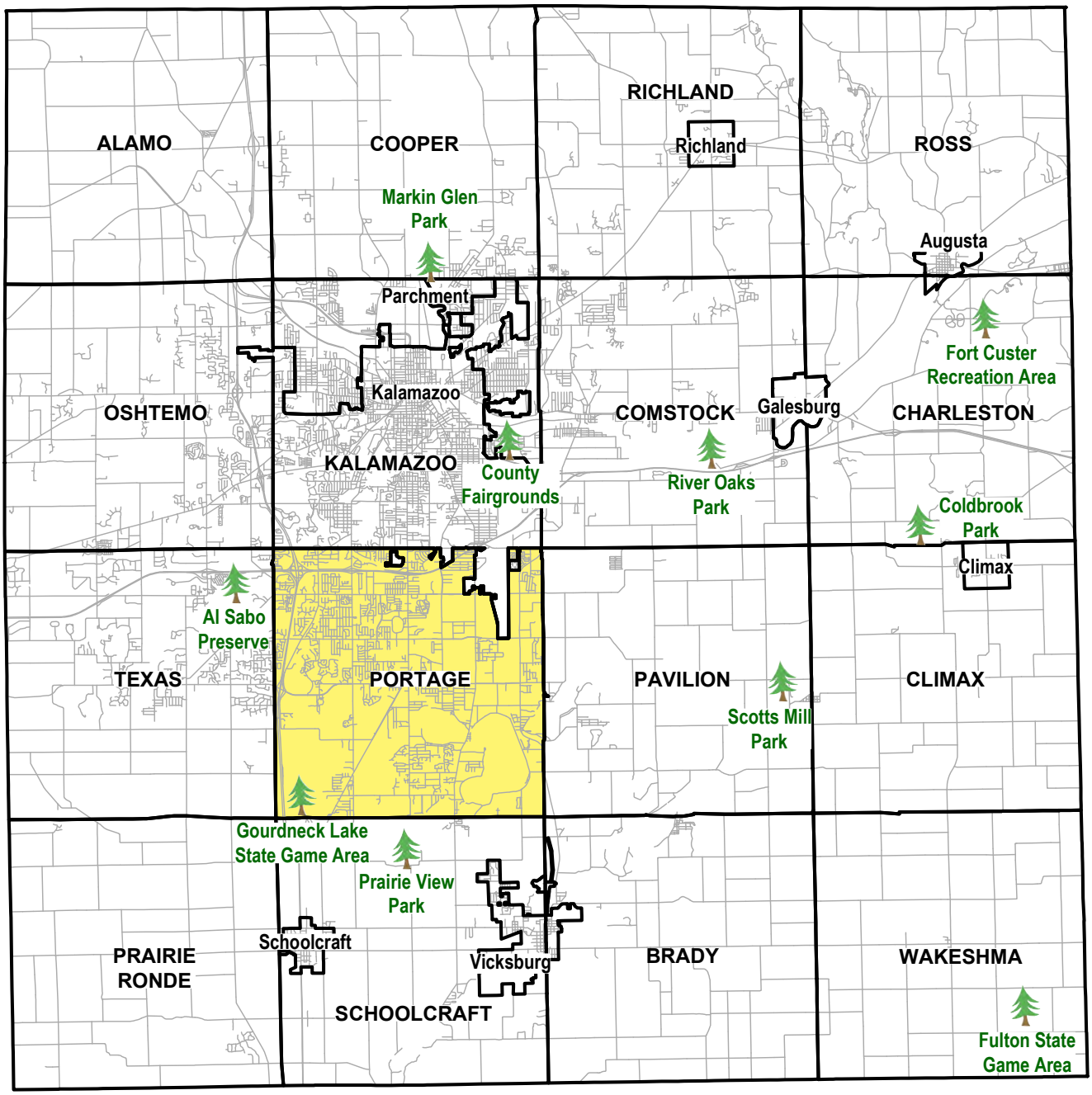
Through Senior Citizens Services management of the Portage Senior Center, a wide range of services, recreation, and evidenced-based fitness programs for adults 50 years of age and older are offered. These programs include chair volleyball, table tennis, pool, community educational opportunities, and a wide variety of health, safety, and fitness classes.

A list of programs is provided in the appendix.

Friday At The Flats
Great Food, Great Music
PORTAGE

Portage Parks & Recreation
Junior
PARK RANGER
PORTAGE PARKS
JUNIOR RANGER

Figure 4.4 - State and County Open Space



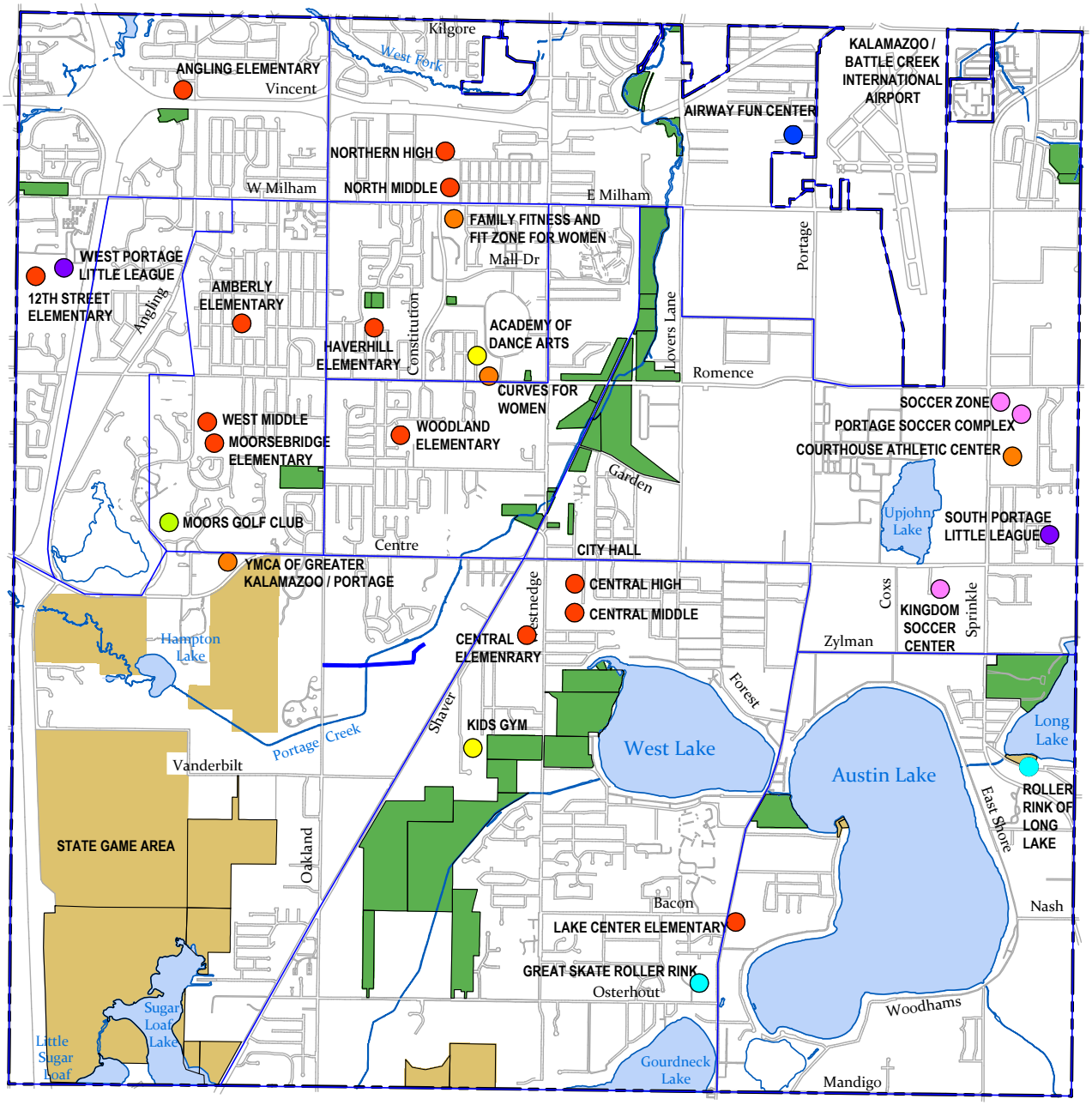
City of Portage
Recreation and Open Space Plan

State and County Open Space

0 1 2 4
Scale in Miles

North

Figure 4.5- Other Recreation Areas & Facilities



LEGEND

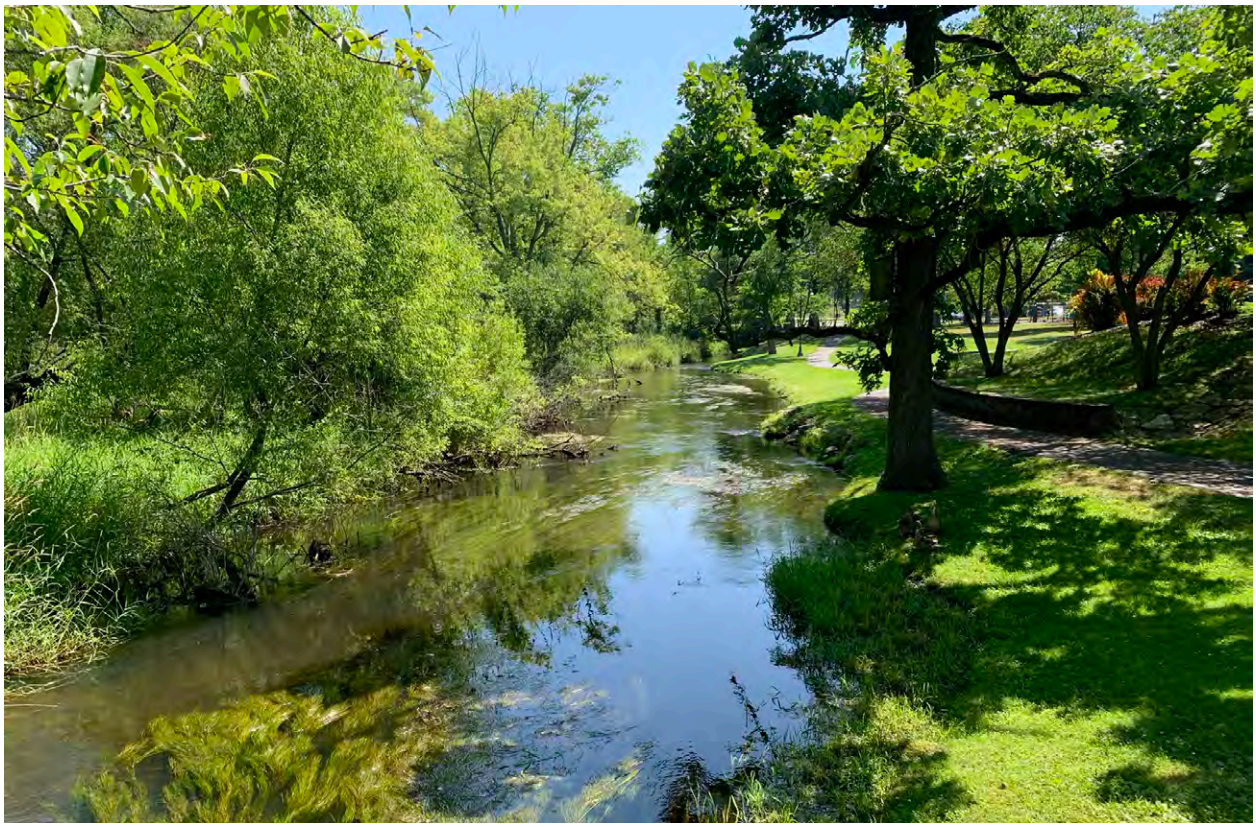
- PARKS PROPERTY
- CITY BOUNDARY
- DNR OWNED PROPERTY
- SCHOOLS
- SOCCER FACILITIES
- GOLF COURSES
- LITTLE LEAGUE BASEBALL DIAMONDS
- BOWLING LANES
- SKATING CENTERS
- GYMNASTICS
- HEALTH CLUBS AND COURT SPORTS

City of Portage
Recreation and Open Space Plan

Other Recreation Areas and Facilities

0 2,100 4,200
Scale in Feet

North



Parks Environmental Management

As part of the greater ecological system, parks can play a significant role in promoting biodiversity and mitigating the negative impacts of climate, air, and water pollution. Parks serve as areas that can encourage biodiversity, a crucial element to the overall health, sustainability, and resilience of our ecosystems. With their vegetation and tree canopy, parks also help reduce the heat island effect for nearby houses, which will become increasingly important as average temperatures are projected to rise. Trees in parks and along city streets sequester carbon and remove pollutants from the air, serving as a form of filter, while open space provides permeable surfaces to absorb and filter stormwater before reaching nearby water bodies. These environmental benefits of parks all correlate to future cost savings for the city, such as reducing the cost of managing stormwater.

The development of the Portage landscape has significantly modified existing habitats, soils, and plant communities that characterized its ecosystems. While restoring pre-development conditions is not feasible, by identifying the defining characteristics of the City's pre-existing landscape, we can create a framework that can raise awareness of the City's ecological diversity in the public eye and inform decisions on the City's park system and larger regional landscape.

Creating a Natural Footprint

The natural environment is one of the primary reasons people move to Portage and maintaining this asset is a main focus for the City. Creating or maintaining natural shorelines for clean water and wildlife habitats, planting pollinator gardens, and removing invasive species are some of the ways the City is working to create a natural footprint in Portage.

The combination of Portages' topography, hydrology, and historic vegetation communities creates a framework of distinctive ecological zones that can be used as landscape typologies to inform and diversify the parks of Portage. With this framework, the parks system can reveal and celebrate the natural habitats of Portage. The ecological framework, a potential legacy for the park system, can inform future design, maintenance, and environmental education in the park system. The City is working on the following initiatives to help the community build the framework to continue the natural legacy for the future.

Shoreline Landscape

Portage is home to a diverse number of ecosystems which we are all stewards to protect. One of these environments are the 11 lakes and wetlands in the City of Portage featuring 48.52 miles of shoreline. Shorelines are important for attracting and providing habitats for butterflies,

fish, frogs, and turtles, in addition to limiting erosion and creating healthier lakes and streams. Natural shorelines also discourage geese and other waterfowl to your lawn since they typically choose property that has easy access to a large open lawn that also can't hide predators. This is the perfect time of year to enhance shorelines with native plantings. The city has resources to help you choose plantings to beautify your yards naturally, develop rain gardens, and prevent the spread of aquatic invasive species.

Promotion of Native Plant Gardening

The city is promoting the development of specialized gardens within parks including native plantings to attract pollinators, songbirds, monarch butterfly, and Hummingbirds. The city is also promoting deer resistant, shoreline buffer, and woodland gardens.

Wildlife Management

The city has recently coordinated with Michigan State University on a Turtle Survey in Bishop's Bog and West Lake Nature Preserve. The city is also collecting data to publish a Deer Resistant Plant List.

Invasive Species Management

The city has completed an Invasive Species Management Plan in collaboration with the Kalamazoo Nature Center for all of the parks in the city. The city also organizes seasonal invasive pulls of Garlic Mustard and Purple Loosestrife, and has developed an invasive plant removal

program in Eliason Nature Preserve, Bishop's Bog, Schrier Park, and West Lake Nature Preserve.

Public Eliason Oak Savannah Restoration

Efforts have begun with Michigan State University and the Michigan Department of Natural Resources on identifying plant species and planning for restoration efforts over the next few years.

Mosquito Surveillance Project

Coordinating on a project with Michigan State University and the Kalamazoo County Health Department to monitor mosquitoes for any diseases such as EEE.

Bird Friendly Community

The City is working on becoming part of the Urban Bird Treaty, and identifying programs to include birdwatching.

Tree Canopy Management

As part of its Climate Action Plan, the City of Portage is working on various initiatives to sustain our natural environment for future generations. One of these efforts is monitoring the city's tree canopy which is the surface area of city land that is covered by the combined leaves, branches, and trunks of all standing trees. According to a national analysis by the U.S. Forest Service, a 40-60 percent urban tree canopy is attainable in forested states. Portage currently is estimated at a 45% tree canopy, which is the level the city would like to maintain as its minimum tree coverage. Planting more trees will help maintain and hopefully increase our tree canopy in the future. The tree canopy is important for summer cooling; improves air quality by filtering pollutants; reduces greenhouse gases; helps to manage stormwater and flooding; improves water quality; suppresses soil erosion; supports wildlife populations and enhances recreational opportunities.

Fish Management

The city is working on various fish management projects including the Eliason Dam Restoration and fishing and kayaking on Portage Creek, one of the few cold water brown trout streams for fishing in southwest Michigan.

Figure 5.1 - Tree Canopy Map

Non-Motorized Trail and Bikeway Transportation Plan

Non-motorized transportation, with facilities designed primarily for pedestrians and bicyclists (paved shoulders, bike lanes, and shared use paths), is a critical element of an integrated parks and recreation system. A connected system of non-motorized facilities could help promote physical activity and healthy lifestyles, relieve traffic congestion, reduce air pollution and fuel consumption, and improve quality of life. Trails, greenways and park systems provide important, carbon-free transportation options and link residents to popular destinations and to one another. As the City acquires new parkland and invests improvements to existing park spaces, coordination with other city initiatives and departments, such as Community Development and Transportation and Utilities, is crucial to ensure access to all community members.

23 Miles Off-Road Trails

41 Miles Bike Lanes

The City of Portage recognizes the benefits of bicycle and pedestrian travel and aspires to provide accessible non-motorized facilities to its residents and visitors. Through many initiatives, including the city's Complete Streets Policy and the "Move Portage" program, the City has been working to establish a connected local and regional non-motorized system. The city's "cycling vision" includes designing cities that support active living through improving non-motorized infrastructure, facilities, availability, local business support, community support, and programs and education.

Infrastructure

Making improvements to infrastructure that focus on providing safe routes is a high priority for the City. As of 2021, the city experienced approximately 609 bicycle crashes and 29 fatalities per 10,000 bicycle commuters. The city is focused on the following concepts to improve user safety when using the non-motorized system:

- Promote trails as a pedestrian transportation network
- Combination of non-motorized trails and bikeway lanes
- Safe routes to work, schools, residences, parks, and shopping areas
- City-wide connectivity
- Developing Celery Flats as a non-motorized transportation hub
- Increase separation and protection of bicyclists based on motor vehicle speed and volume
- Explore a system of bicycle boulevards, speed limit reduction, traffic calming, and road diets to help create an attractive, convenient, and comfortable cycling environment.

Facilities

Ridership increases as safer non-motorized routes are developed. Currently less than 1% of the city population commutes via non-motorized facilities. The city is focused on the following improvements to existing non-motorized facilities to help increase ridership:

- Adding bike racks around the city
- Water bottle filling stations
- Hand towels
- Bike repair stations
- Tire air filling stations
- Wayfinding signage
- Destinations (parks, attractions, shopping)

Availability

In order to promote non-motorized transportation, the city must have adequate available facilities. The City currently maintains approximately 55 miles of trails and bikeways within the City and is currently planning multiple additional routes. The city has recently been recognized by the League of American Bicyclists for its efforts to provide high-quality non-motorized facilities with receipt of the silver-level Bicycle Friendly Community Award.

Business Support

The City has developed the new **"Move Portage"** initiative which is designed to promote cycling culture, reduce CO2 emissions, and create a health-focused program for the community. The city is collaborating with local businesses to offer amenities to cyclists to assist in their travels in an effort to create a more bike-friendly environment for the community. To become a "Move Portage" bike friendly business, each business submits an application to the city and is evaluated based on their bicycle amenities and cycling advocacy. If accepted the business is provided with a "Move Portage" decal which can be displayed by the business to signify their participation in the program. Examples of bike friendly businesses include:

- Convenient and secure bicycle parking
- Water bottle filling
- Encourage employees to bike to work by providing showers, lockers, and other amenities
- Supporting local and state bicycling opportunities and events
- Advocating for the bicycling in the community

We are a ...
Bike Friendly Business

MOVEPORTAGE

Community Support

Examples of community support initiatives that the city is promoting to encourage more residents to cycle include the Driving Change Program, bicycle friendly driver education, creation of bike to work week and bike to school week, and development of annual and signature public bike riding events.

Programs and Education

In September 2021, the city launched the **"Bike Portage"** bike share rental program. Through this program, users download the Movatic app and rent a bicycle from the bike station on the Portage Creek Bicentennial Park Trail, just north of the Celery Flats Pavilion. After the app is downloaded, users create an account then follow the prompts to pay on the app and unlock their bike. Once the bike is unlocked, they are free to explore the Portage park trail system on two wheels! Bicycles must be returned to the rental location by park close each day.

BIKEPORTAGE

Portage also promotes the **"Share the Road"** imitative which is designed to educate cyclists and motorists about bike safety and road safety in Portage. The program is modeled after the League of American Bicyclists "five rules of the road".

SHARE THE ROAD
PORTAGE

Non-Motorized Facilities

There are a number of different types of trails that can provide both transportation and recreation opportunities. Trails may be located within parks, on an independent right-of-way, or within the road right of way. Connector Trails are defined as "multipurpose trails that emphasize safe travel for pedestrians to and from parks and around the Community" (J.D. Mertes and J.R. Hall, Park, Recreation, Open Space and Greenway Guidelines, 1995). These trails are generally located within the road right-of-way and can be divided into two types. Type I has separate paths for different user types, such as pedestrians and bicyclists. Type II has mixed uses and is suited to lighter use patterns.

Portage has 23 miles of off-road trails and 41 miles of bicycle lanes. In addition to multiple trail systems within park facilities, the following major connector trails are managed by the City of Portage.

Portage Creek Bicentennial Park Trail - 3.5 miles from Trailhead at Lovers Lane to the Library

Northwest Portage Bikeway - 4.7 miles from McGillicuddy to Romence Road

Millennium Trail - 1 mile from Garden Lane to Romence Road

Garden Lane Trail - 1 mile connecting to the Bicentennial Park trail from the east and west.

Romence Road Trail - 1.75 miles between S. Westnedge Avenue and Sprinkle Road.

Shaver Road Bikeway - 2.3 miles from Library Lane to S. Westnedge Park.

Lovers Lane Bikeway Trail - 2 miles from Milham Avenue south to Centre Avenue.

East Centre/Sprinkle Road Bikeway Trail - 1.5 miles from Portage Road east to Sprinkle Road and Sprinkle Road south to Zylman Road

East Milham Bikeway Trail - .75 miles from Lovers Lane east to Portage Road.

Bicentennial Trail - 3.75 miles from Kilgore Road to Centre Avenue.

Eliason Nature Reserve - 1.6 miles from Portage Industrial Drive to Osterhout Ave.

Portage Rd Trail - 1.1 miles from Ramona Ave to Centre Ave.

Figure 6.1 - Trail and Sidewalk Map

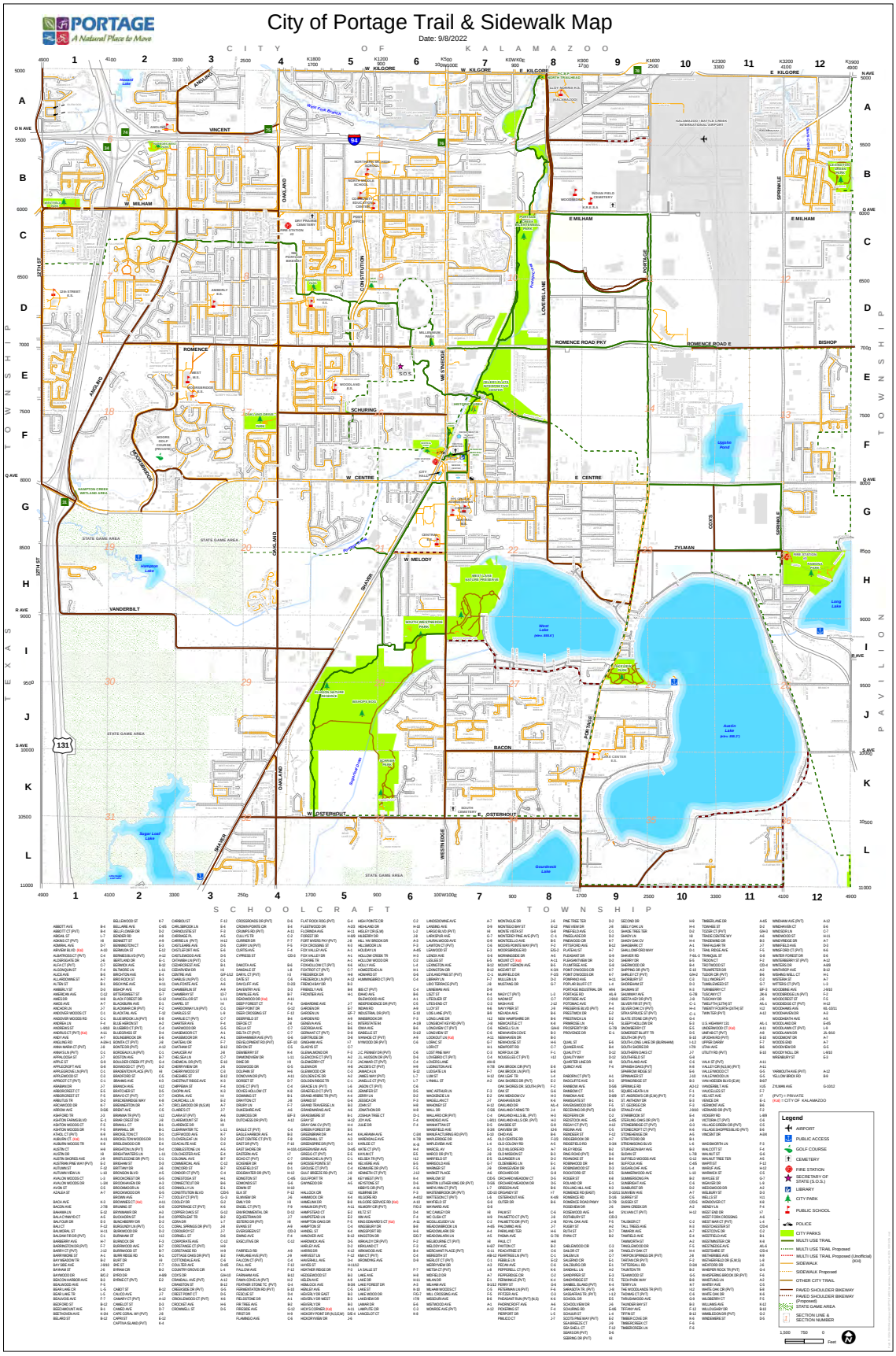


Figure 6.2 - Trails and Metro Bus Stop Locations

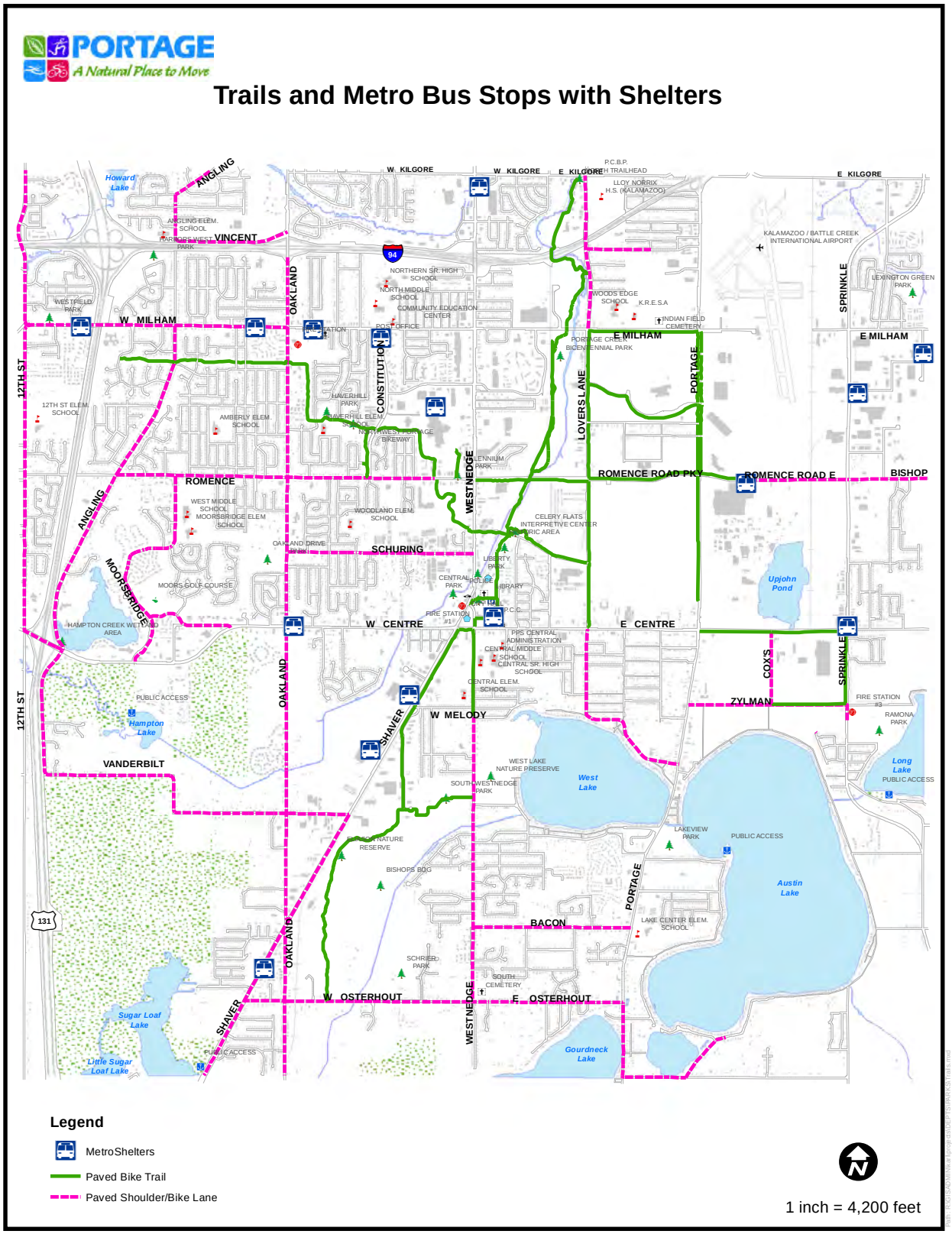
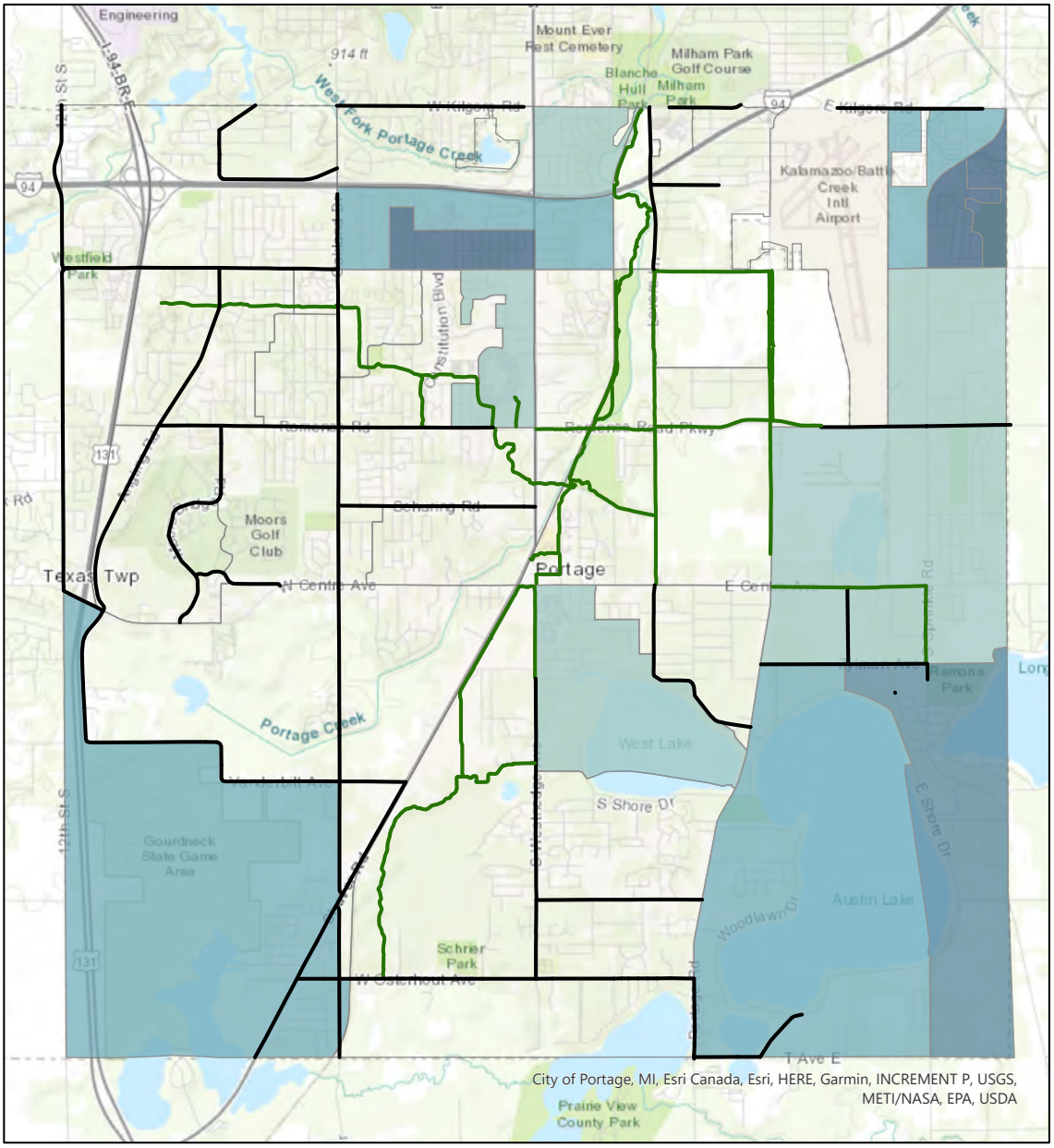


Figure 6.3 - Non-Motorized Coverage



PORTAGE
A Natural Place to Move

N

0 0.5 1 Mile

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Percentile

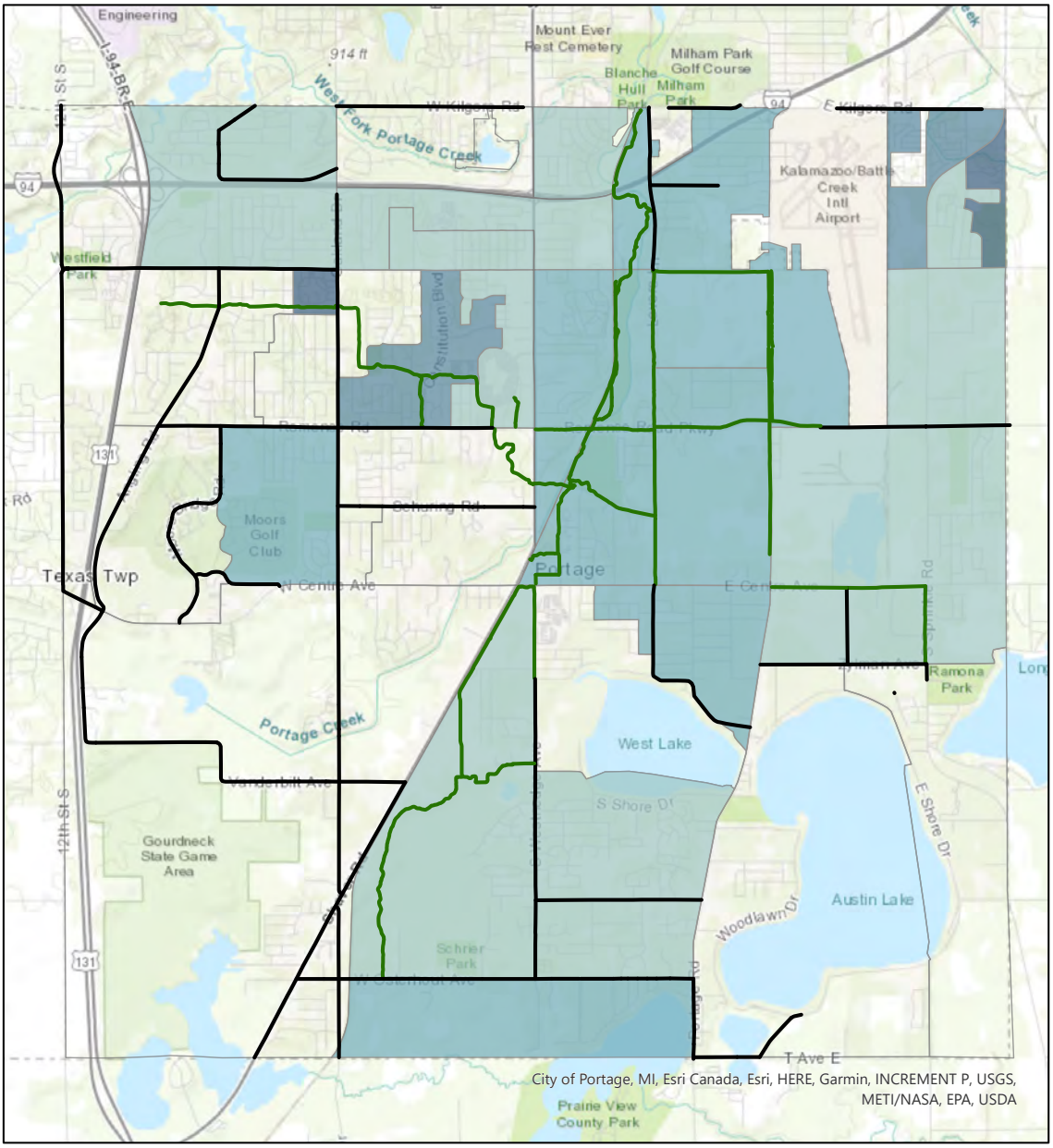
- 0
- 1-20
- 21-40
- 41-60
- 61-80
- 81-100
- Bikeway Trail
- Shoulder Bikeway

City of Portage Bicycle Access Coverage

The purpose of this map is to identify areas with below average access (or "non-coverage areas") to the City of Portage bicycle network. Areas within a 1/4 mile of a City of Portage multi-use trail or paved shoulder bikeway have been identified. The percentage of each block group with "non-coverage" areas have been calculated and standardized for each Census Block group and displayed as a percentile. Areas with the highest percentile are considered to have the least access to the City of Portage bicycle trail network. Areas with above average access to the bicycle trail network are not shaded.

Data Source: 2013-2018 Census American Community Survey
Methodology based on: Equity of Access to Bicycle Infrastructure, Rachel Prelog, September 2015

Figure 6.4 - Non-Motorized Equity Map



PORTAGE
A Natural Place to Move

0 0.5 1 Mile

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Layer
BEI
0-20
21-40
41-60
61-80
81-100
Bikeway Trail
Shoulder Bikeway

Bicycle Equity Index Map

The purpose of this map is to identify disadvantaged areas that would benefit from access to the City of Portage bicycle network. Using 2018 Census estimates, a Bicycle Equity Index (BEI) is a composite measure that uses common indicators of disadvantage including age/race/ethnicity/income and vehicle ownership. A BEI value has been calculated for each Census Block group and displayed as a percentile. The higher the percentile, the higher the level of disadvantaged groups within each block group.

Data Source: 2013-2018 Census American Community Survey
Methodology based on: Equity of Access to Bicycle Infrastructure, Rachel Prelog, September 2015

Description of the Planning Process

During the early phase of the planning process background data was gathered from site investigations and available reports in order to develop a current snapshot of the City and a comprehensive understanding of the needs of the community. This chapter looks to assess community need for parks and recreation facilities against facility availability and program offerings. There are a variety of methods for accessing community need for recreation services. This Plan uses the combination of the following methods to identify the recreational needs of the City:

1.Location and distribution of park space throughout the city
2. Quantity of park acreage and amenities
3. Analysis of demographic trends

Level of Service Analysis

Level of Service Standards are guidelines that define service areas based on population that support investment decisions related to parks, facilities, and amenities. Standards may change over time as demographics, program life-cycles, and needs of the community change. The National Recreation and Park Association (NRPA) maintains a data base of park system data in the U.S. which, combined with a yearly agency performance review report, has taken the place of outdated park standards. Our team used information from the NRPA Park Metrics database as well as the 2022 NRPA Agency Performance Review to understand national trends and metrics in park and recreation elements and to benchmark Portage with comparable cities. The NRPA Park Metrics and Agency Performance Review help inform

conversations and policies about the role of parks and recreation planning, land acquisition, and development of park, recreation and open space property at the local level.

Building on data from the park and recreation system inventory, Portage was compared to similar systems (cities in the range of 20,000 – 49,999 people) in the National Recreation and Parks Association (NRPA)'s park metrics database. The NRPA database contains self-reported information from parks and recreation departments across the country. This comparison allows the project team to benchmark the level of service in terms of park acreage and amenities per capita between Portage and mid-sized peer cities nationally to evaluate the relative adequacy or inadequacy of the City's recreation system. It should be noted that these comparisons are to be used as a guide and should be interpreted according to local needs, trends, and current situations. The purpose of recreation planning is to address the specific needs of the community, based on its own particular resources and resident preferences/demands so that the plan best suits the community's desires for recreation.

Service Area Analysis

NRPA guidelines classify parks, open space, and greenways in accordance with their size and the role they play in the overall park system. They also include associated service areas for each park type that indicate a minimum standard for geographic balance and availability of each park type in the community. Classifying parks in the system ensures the entire community is served by a wide range of park and recreational facilities. Figure 5.1 delineates the service area for each park in the City of Portage park system and Figure 5.2 delineates park proximity to Portage Neighborhoods. Service areas for the parks types include:

- Mini Parks 1/4 miles or less
- Neighborhood Parks 1/4 to 1/2 miles
- Community Parks 1/2 to 3 miles

Evaluation

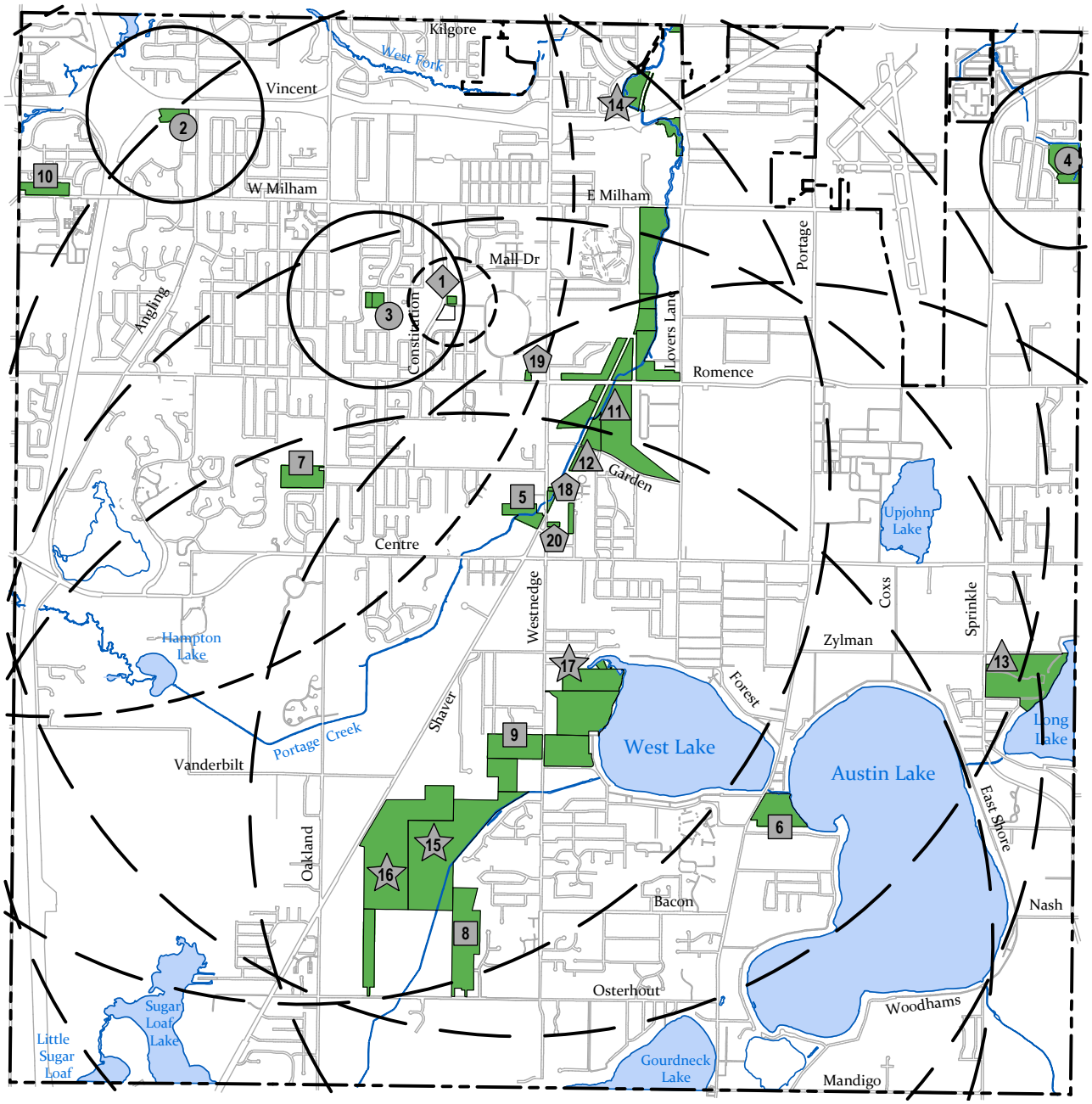
Analysis of the geographic distribution of park facilities throughout the city reveal that while overall park coverage is good, the City should consider addressing the following:

- Overall coverage is good and all residents have access to some type of park
- All neighborhoods in the city have access to Community parks
- Natural resource area parks are mostly clustered in the south side of the city.
- The north side of the city has access to neighborhood parks
- Several special use parks are located in the core of the city.
- The city is in need of more mini parks.
- There are no neighborhood parks in the southeast area of the city.
- The northwest side of the city does not have a natural resource park.

Needs

- Addition of mini parks in the higher dense neighborhoods.
- Addition of neighborhood parks in the south side neighborhoods.
- Expand natural resource parks along the Portage Creek on the west side of the city.

Figure 7.1 - Park Service Areas



LEGEND

- PARKS PROPERTY
- CITY BOUNDARY
- MINIPARK 1/4 MILE RADIUS
- NEIGHBORHOOD PARK 1/4 MILE TO 1/2 MILE RADIUS
- COMMUNITY PARK 1/2 MILE TO 3 MILE RADIUS

MINI PARKS
1. MARTIN LUTHER KING JR PARK

NEIGHBORHOOD PARKS
2. HARBORS WEST PARK
3. HAVERHILL PARK
4. LEXINGTON GREEN PARK

COMMUNITY PARKS
5. CENTRAL PARK
6. LAKEVIEW PARK
7. OAKLAND DRIVE PARK
8. SCHRIER PARK
9. SOUTH WESTNEDGE PARK
10. WESTFIELD PARK

LARGE URBAN PARKS
11. PORTAGE CREEK BICENTENNIAL PARK
12. CELERY FLATS HISTORIC AREA
13. RAMONA PARK

NATURAL RESOURCE AREAS
14. BETTY LEE ONGLEY NATURE PRESERVE
15. BISHOP'S BOG PRESERVE
16. ELIASON NATURE RESERVE
17. WEST LAKE NATURE PRESERVE

SPECIAL USE PARKS
18. LIBERTY PARK
19. MILLENNIUM PARK
20. VETERANS MEMORIAL PARK

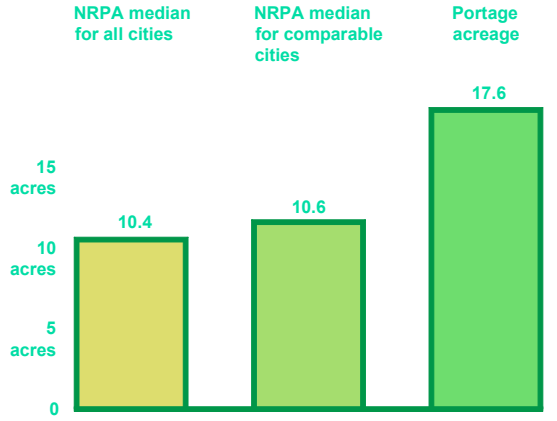
City of Portage
Recreation and Open Space Plan
Park Service Areas

0 2,100 4,200
Scale in Feet

North

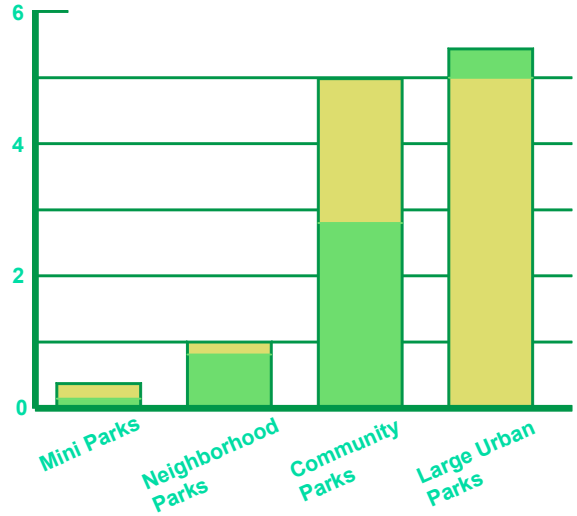
Park and Open Space Acreage

A basic measure of the level of service is the amount of park and open space acreage available per resident. In this Master Plan, the analysis begins by considering "accessible", usable acreage, which excludes golf courses, cemeteries, undeveloped sites, and school sites. The analysis showed that "accessible" park acreage per capita in Portage exceeds comparable cities. The NRPA database demonstrated a median of 10.6 acres per 1,000 residents in similarly sized cities, while Portage measures at 17.6 acres of parkland per 1,000 residents. Portage also exceeds the NRPA database median of 10.4 acres per 1,000 residents for all cities of all sizes. This positions the City well with capacity for additional population growth. This also demonstrates an opportunity to expand park facilities within the City's own holdings, upgrade existing facilities, and improve general park maintenance.



Park and Open Space in Acres per 1,000 Residents

In addition to overall acreage, NRPA metrics recommend a certain number of park acres per units of population for different types of park classifications. NRPA standards state that per 1,000 residents, 0.25 acres of mini parks, 1 acre of neighborhood parks, and 5 acres for community and regional parks is needed to meet the needs of the community. Portage is below the standard for three park types. It should be noted that these standards are to be used as a guide and interpreted according to local needs, character, trends, and current Department capacity, and the demand may be greater or less than the national standard.



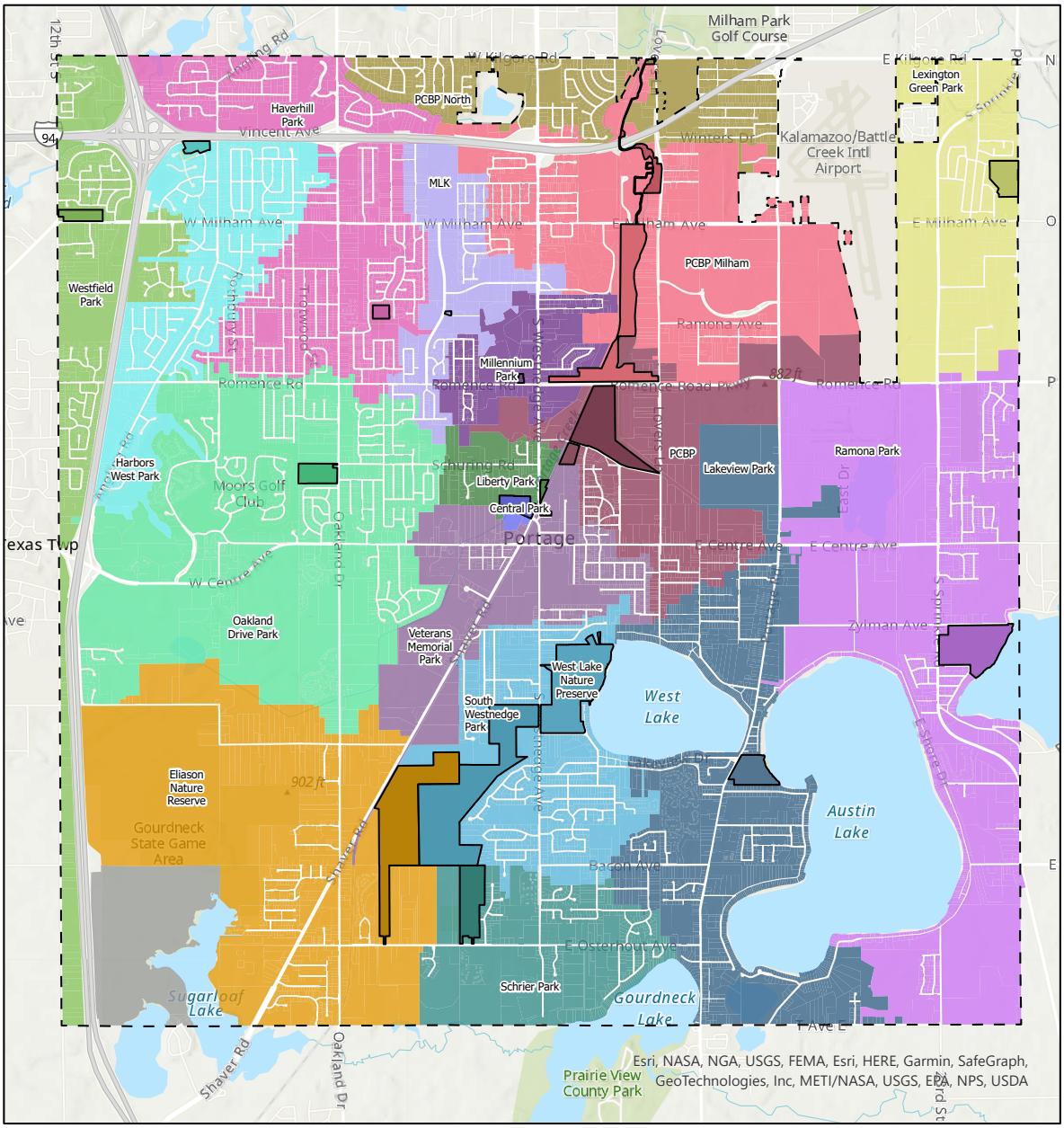
Park Types in Acres per 1,000 Residents

Park Amenities

Park amenities are the built elements within Portages' parks that support various forms of recreation. Passive recreation and active recreation are the primary types of recreational uses. Passive recreation includes less intense activities that are more quiet and non-exertive for a limited numbers of users. Active recreation requires space and facilities capable of accommodating exertive activities. Examples include: sports fields, play apparatus areas, open areas, special facilities, such as pools and court areas, and areas for organized activities. Recreation areas must provide for both types of use and preferably include a variety of opportunities for each to respond adequately to a wide range of interests and age groups. For many users these are crucial components that help them feel welcome and safe. It is critical that Portages' parks supply the right number and types of amenities to meet the needs of their users. As the demographics of Portage changes over time (race, age, population, etc.) park amenities need to be assessed for their relevance to the changing user groups.

Figure 7.2 - Park Proximity

Portage by Closest City Park



Legend

- None
- Central Park
- Eliason Nature Reserve
- Harbors West Park
- Haverhill Park
- Lakeview Park
- Lexington Green Park
- Liberty Park
- MLK Park
- Millennium Park
- Oakland Drive Park
- PCBP
- PCBP Milham
- PCBP North
- Ramona Park
- Schrier Park
- South Westnedge Park
- Veterans Memorial Park
- West Lake Nature Preserve
- Westfield Park
- Municipal Boundaries

0 0.5 1 2 Miles

N

To understand gaps and surpluses among amenities in Portage, Level of Service metrics from the NRPA benchmarking database were used. The analysis showed that in Portage's "basic" park amenities per capita, in categories with comparable NRPA benchmarks, are on par with comparable cities, without major gaps in service by number or by geography, although there are minor deficits in the total number of playgrounds, tennis courts, and dog parks. Still, amenities that should serve a walkable population, such as playgrounds, are fairly equitably-distributed across the city.

While the NRPA benchmarking analysis is limited by the availability of amenity categories in the database, focus groups during the engagement process, revealed community interest in more specialized amenities such as a farmers market, splash pad, and art installations.

The combination of the benchmark analysis and public input give clear direction for the city. The city has done a good job of providing basic park amenities across the community. There is a desire for new, innovative and specialized amenities to add diversity to the system. At the same time, the community has demonstrated need for more trails, access to natural areas, and gathering spaces. Focusing on walking and biking trails within the system would provide the greatest benefit for the largest number of residents within the City of Portage. Respondents indicated they were very supportive of upgrading and expanding walking and biking trails and the community has also voiced that indoor facilities for fitness and sports are high priorities for the future. (Additional detail on public engagement is discussed within the following chapter).

Trends Analysis

A number of recent reports and surveys exist regarding parks and recreation participation patterns within the United States. Inferences can be made about the City parks and recreation

program and service needs by cross referencing the research data with Portage population demographics.

According to the *Outdoor Participation Topline Report 2022*, by the Outdoor Foundation, 54% of the U.S. population, ages 6 and over, participated in outdoor recreation in 2021, which in Portage would equate to 26,401 people. In addition, the report states that the Midwestern region of the US, which includes Michigan, has the second highest rate of outdoor participation in the Country. Of those who participate in outdoor recreation nationally it is split 53.5% males and 46.5% female. This report also found the following trends:

- Since the COVID-19 pandemic was declared in March 2020, the number of new outdoor recreation participants has increased by 26%.
- The most popular outdoor activities by participation rate include hiking, camping, fishing, running, and biking.
- The number of kids participating in outdoor recreation is up, but they are participating less frequently.
- The number of participants 55 years and older increase more than 14% since 2019.
- The most popular team sports include basketball, baseball, soccer, softball, and football.
- The number 1 reason for participating in outdoor recreation was to get exercise.

According to the *2022 Participation Report* by the Physical Activity Council, 76% of the U.S. population ages 6 and over are active on some level which in Portage would equate to 37,157 active people. The Participation Report also found:

- Interest in outdoor recreation is on the rise due to people wanting to experience nature, join fitness classes, and participate in team sports.
- Fitness sports (67%), outdoor sports (54%), individual sports (42%), and team sports (22%) show the highest participation rates.
- Racket sports (14%), water sports (14%), and winter sports (8%) show lower participation rates.
- Participation in fitness sports and outdoor sports are trending up over the last 5 years.
- Participation in individual sports, team sports, and water sports are seeing declining rates over the last 5 years.

According to the 2022 NRPA Americans' Engagement with Parks Report 1 in 5 Americans ride bikes to parks. Gen Xers are more likely to walk to a park while Millennial's are more likely to ride a bike to parks. The report also indicates that 62% of respondents visit parks to be with family and friends while 54% visited parks for exercise.

Taking these use patterns and transferring them to Portage, the following activities would

capitalize on trends as they relate to outdoor recreation and population in Portage:

- Look for non-motorized/walking trail opportunities to connect parks. This aligns with desires noted in the on-line survey.
- Consider adding fitness equipment in parks.
- Consider expanding team sport activities.
- Consider providing camping and fishing activities.
- Consider developing adventure sports such as BMX biking and cross-country skiing.

Age also plays an important role in recreation as it relates to activity and participation. According to the *2022 Participation Report* by the Physical Activity Council, the most active group (82%) is those 18 and under, followed by those 18-34 (76%), those 35-49 (72%), and those 50 and older (67%). The report also found the following:

- Outdoor sports and team sports have the highest participation rates for those 18 and under
- Fitness sports and outdoor sports have the highest participation rates for those 18-34 and 35-49, however the younger group is more likely to participate in water sports.
- Those 50 and older prefer fitness activities, particularly low impact activities such as walking, cycling, or aquatics.
- The 18 and under group are growing up in the age of technology. Nationally, the use of technology while engaging in outdoor recreation is high in this age group. Recreation participants in this group are more likely to use smart phones and other

devices to engage in outdoor recreation.

- The top three factors that motivate youth/families to participate in outdoor activities and visit recreational facilities are to be with family and friends (61%), participate in organized team sports (59%), and to experience excitement/adventure (46%).
- The top three factors that hamper youth/families from participating in outdoor recreation are lack of time (38%), lack of interest in available activities (20%), and safety concerns (17%).
- Most participants under the age of 18 are visiting parks with parents/families, and relying on family to get to park facilities.
- Those in the middle aged group are more likely to visit parks to be closer to nature and for fitness exercises.
- Those in the 23-43 age group are more likely to visit parks to experience excitement and adventure. Family oriented recreational facilities will also be important to these groups.

The largest population group in the City is the 50 and older group (34%). The second largest group is the 18-34 group (22.9%), and the third largest group is the 18 and under group (22.9%). These three groups make up most of the population.

The following activities would capitalize on trends as they relate to these age groups:

- Develop programs and facilities that support adventure recreation.
- Continue to develop youth sports programs.
- Offer technology focused activities as an integral component to recreation programs and facilities.
- Offer family oriented programming and park amenities including team sports.
- Provide opportunities to experience and enjoy nature by providing nature trails, interpretive signage, boardwalks, and other passive based recreation.

Description of the Public Input Process

The City of Portage encourages its residents to take an active role in planning for their community's recreational opportunities. The City appreciates the fact that recreation planning plays an important role in maintaining the quality of life in a community and therefore tries to be responsive to citizen needs and desires for parks and recreation. Community outreach is one way of obtaining a perspective on the needs and desires of the community and engaging in a process that includes; developing realistic alternatives; formulating goals, policies, and recommendations for public and private decisions; developing criteria to measure change; and involving people in the planning, design and decision processes.

In order to ensure that the City's parks and recreation offerings are aligned with the needs of the community, and to understand the community perception of the level of service being provided, the City engaged in a public input process.

Community Outreach

The community outreach process included the following: an on-line survey, staff and park ranger input meeting, a Park Board workshop, a public input workshop, a 30-day public review period, and open public hearings. In addition, City stakeholders and the Youth Advisory Committee were provided with input worksheets to complete. The input and opinions received at these meetings helped the administration and facilitator provide the basis for revising the goals and objectives from the previous plan.

On-Line Survey

In August of 2022 the City developed an on-line survey to solicit input and ideas from its residents regarding current use and future needs of the City's parks, recreation and programs, services, maintenance, and facilities. The survey was conducted over a 60-day period using an on-line survey tool (Survey Monkey).

The survey was promoted to the community using a number of methods including: publication in the City monthly newsletter, posting at City Hall, standard press release notification, and through social media platforms including the City website and Facebook page. One-hundred (100) individuals elected to fully complete the survey. Respondents were 56% female and 37% male (7% chose not to answer). Seventy-eight (78) percent of the respondents were City residents. About 43% of the respondents were in the 25-44 age group, and 42% were in the 45-64 age group which indicates the results may focus on family and senior recreation. See Figures 6.1 through 6.3 for more detailed results of selected categories. The Appendix contains the full survey results.

Public Input Workshop

The City understands the importance of meaningful citizen input and is committed to using this input to assist in evaluating trends and forming goals and actions. Prior to development of the plan, the City solicited input and participation from the residents of the City through a public input workshop. The workshop was intended to develop a general consensus among the participants as to the current issues, needs, desires, and deficiencies regarding parks and recreation in the City.

VIRIDIS Design Group led the workshop and facilitated the discussions. The workshop took place on September 8th at 6:00 pm at City Hall, with 25 people in attendance. The meeting followed a typical format to ensure a productive outcome, but encouraged an open and informal atmosphere. Attendees were encouraged to engage in the process to provide perspective and to think about the big picture, in other words the attendees were asked to dream big.

The public workshop was an open house style meeting which allowed participants to come and go during the allotted time. Three interactive stations were set up and participants were able to move through the meeting at their own pace. Upon checking into the meeting, each participant was provided with a leave-behind worksheet, poling dots, post-it notes, and comment cards. The first station included a map of the existing city park system and participants were asked to provide feedback regarding the existing park system. Questions such as "what is the city doing well" or "what could be done better" were posed to participants. Station 2 was the poling station, where images of park amenities, programs, and activities were displayed and participants were asked to place dots on their top priorities.

Figure 6.1: Demographics of Survey Respondents

Gender	Survey Respondents
Male	37%
Female	56%

Live in the City Limits	Survey Respondents
Yes	78%
No	22%

Age	Survey Respondents
0-17	3.05%
18-24	4.05%
25-44	43.4%
45-64	42.4%
65-84	7.1%
85+	0%

Figure 6.2: Patterns of Park Use

Top Facilities with Most Importance	Survey Respondents
Nature Trail	77%
Walking/Jogging	73%
Biking	48%
Playground	36%
Swimming	27%

Top Ranked Needed Facilities	Survey Respondents
Walking/Nature Trails	57%
Farmer's Market	50%
Bike Path/Trails	48%
Restrooms	38%
Splash pad	35%

Highest Program Participation	Survey Respondents
Food Trucks	38%
Attended None	33%
Holiday Events	26%
Summer Concerts	25%
Run/Walk Comps	17%

Top Ranked Needed Programs	Survey Respondents
Fitness Classes	55%
Nature Based	42%
Holiday Events	40%
Kayaking	33%
Special events	30%

Park Visits	Survey Respondents
Weekly	51%
Monthly	19.4%
Daily	12.3%
<Every 6 Months	11.2%
Every 6 Months	6.1%

Reason Preventing Park Use	Survey Respondents
Lack Awareness	42%
Program not Offered	27%
Too Far from Home	23%
Time/day not convenient	18%
Maintenance / Cleanliness	11%

Figure 6.3: Satisfaction Levels

Benefits of parks	Survey Respondents
Preserve Open Space	82.5%
Improve Health	69%
Quality of Life	69%
Reduce Stress	67%
Reduce Crime	60%

Top Maintenance issues	Survey Respondents
Lighting	48%
Clean Restrooms	43%
Park Safety	43%
Beach/Waterfront	36%
Barrier Free Access	32%

What to focus on for next 5-years	Survey Respondents
Farmer's Market	47%
Non-Motorized Trails	42%
Land Acquisition	36%
Cleanliness	35%
Safety	34%

Overall Appearance of Parks	Survey Respondents
Excellent	20%
Good	40%
Fair	10%
Poor	5%
Unsure	25%

The third station posed a series of questions regarding the future of park facilities and participants were asked for feedback on what is important to them to add to the park system. Refer to Figure 6.4 for a summary of public workshop feedback.

WELCOME!
You feedback is important. As we envision the future of Portage public parks and natural areas, your participation and input will inform the vision and improvement priorities for the park system. Please use this sheet to tell us what you are excited and concerned about. After you visit each station, return your notes to check-in.

Please check the top 3 recreational activities you would like the Parks Department to invest in:

- ☐ Walking/Nature Trails
- ☐ Bike Trails/Paths
- ☐ Playgrounds
- ☐ Picnic Shelters
- ☐ Sports Fields
- ☐ Water access (swimming, boating, fishing, etc.)
- ☐ Winter activities (sledding, ice skating, cross country skiing etc.)
- ☐ Restroom facilities
- ☐ Pickleball
- ☐ Court Games (tennis, basketball, etc)
- ☐ Art Exhibitions / Sculpture
- ☐ Outdoor Performance Space/Amphitheater
- ☐ Historical/Cultural Exhibits
- ☐ Splash Pad
- ☐ Other (please describe)

What excites you the most about future improvements to City parks? What's your biggest concern?

Let's dream big! What is important to you in terms of long-term, system-wide improvements to our parks and natural spaces? Check all that apply.

- ☐ Redevelop/upgrade existing parks to support a broader range of activities
- ☐ Acquire land for future parks and open space
- ☐ Focus effort on better maintenance of existing facilities
- ☐ Develop additional non-motorized trails
- ☐ Provide additional recreational programs and activities
- ☐ No additional parks or changes to current facilities
- ☐ Other (please describe)

Please use this space to share additional feedback and comments. To complete our full online survey, scan the QR code with your smartphone or visit https://www.surveymonkey.com/r/VQLJG3C

VIRIDIS

Staff and Ranger Input Meeting

In addition to resident input, the City also sought and received input from its Parks Department staff as well as the team of park rangers that are tasked with patrolling the parks. VIRIDIS also facilitated a workshop style meeting with this group onJuly 28th, 2022 and posed a series of questions to solicit input. The group provided great feedback that was recorded by the facilitator. Feedback was focused on improving maintenance of facilities, increasing staff to keep up with demand, safety and security of the parks, and communication and awareness of what the park rangers do for the parks. When asked what was important to them in terms of new park facilities the top responses included: adding a dedicated farmer's market site, tournament level disc golf course, splash pad, regional trail connections, and a large rentable event venue.

Park Board Workshop

On September 7th, at a regularly scheduled public Park Board meeting, VIRIDIS facilitated a work shop with park board members, members from the Art Council, Bike Committee, and Park Foundation, and community members. Participants were posed a series of questions

Figure 6.4: Public Input Workshop Summary

What are three ways the City can improve the parks and recreation system?
Trail connections between parks
Dedicated Farmers Market site
Splash pad
Nature based activities
Water based activities / water access

What new amenities should the City consider adding to the park system?
Wildlife viewing
Winter activities
Outdoor music
Nature based activities, programs, trails
Accessible boat launch

What new programs would interest you?
Nature education / invasive species removal
Habitat restoration
Holiday activities
Water based activities
Fitness based

What are three long term goals the City should focus on related to parks and recreation?
Maintain what we have / cleanliness
Security / safety (lighting, cameras)
Trails - connect to other communities
Art based facilities
Concerts / special events

related to their opinions of the existing park system and what was important to them regarding new park facilities and programs. When asked how the existing park system could be improved, the top themes that were discussed included: environmental and financial sustainability, trail connections between parks and other communities, providing an equitable park system and resources, public awareness, and improved safety. When asked what new facilities would be most important to them, the top responses included: urban farms, healing space, splash pad, cultural based recreation including historic and art themes, trail connections, tracking trends, and engaging in partnerships with other agencies. Lastly, when asked what long-term goals the city should invest in, the common themes discussed included: land acquisition including the Gourdneck State Game Area, an east/west non-motorized trail system, farmer's market site, centralized large event facility or amphitheater, and consideration of the impacts of climate change.

30-Day Public Review

Once the draft Parks and Recreation and Open Space Plan was complete, citizens were provided with a 30-day period to review and comment on the plan. A copy of the plan was made available at Portage City Hall, the Portage Library, and on the City's website for review by the public on November 3, 2022. To notify the residents that a draft of the plan was available for review, a notice was published on the City website, posted at the City Hall, and noticed in the local newspaper, describing the purpose of the 30-day review period. A copy of the notice that was published/posted is included in the Appendix.

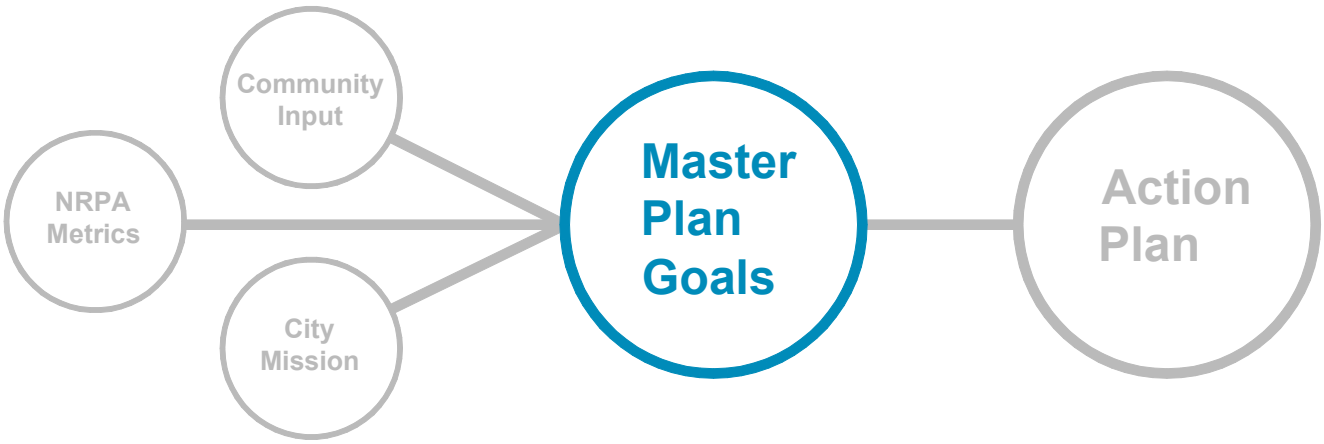
Public Hearings and Meetings

A series of public hearings were held for review of the Recreation and Open Space Plan. These meetings were held at regularly scheduled meeting dates and provided the public with additional opportunities to review the plan, ask questions, and make their opinions heard. These meetings were all publicly noticed to inform the public that the Open Space Plan would be discussed. On December 7, 2022 the Portage Park

Board held a public hearing to review the plan and recommend approval to City Council. On December 15, 2022, the Portage Planning Commission held a public hearing to review the plan and recommend approval to City Council. On January 10, 2023 the Portage City Council held a public hearing to review and adopt the plan. Copies of the meeting announcements, resolution of adoption, and meeting notes are located in the Appendix.

Goals and Objectives

As a result of the recreation inventory, public input, survey results, and trends, the City of Portage has developed the following goals and objectives in order to guide the management and development of recreation opportunities for the next 5 years. Goals and objectives are meant to guide the intent of the actions to be taken, but flexible enough to reflect changing attitudes and opportunities. A degree of flexibility is essential for the City to be responsive to its citizens. The goals are long-range in nature and intended to be broad in scope to accommodate future change. The objectives are short-range in nature and intended to direct specific program and development decisions to be made in the next five years. The goals are listed in no particular order.



GOAL 1

Enhance existing recreation facilities to provide a high quality, accessible, and safe recreational experience at all City parks and facilities.

- Provide access to all users by meeting or exceeding barrier-free standards.
- Update existing playgrounds to meet current safety and ADA guidelines.
- Evaluate security measures such as emergency call boxes, security systems, lighting, and park visibility.
- Work with enforcement agencies and community organizations to provide a safe environment for park users.
- Maintain park facilities by providing adequate staff, equipment, and response systems.
- Incorporate low maintenance products and equipment that save energy, reduce wear, reduce environmental impact, and reduce demands on st

GOAL 2

Preserve, protect, and improve historic, natural, scenic, and environmentally sensitive areas for appropriate public use and enjoyment and habitat protection.

- Develop management / maintenance strategies for natural areas including eradication of invasive species.
- Identify land acquisition opportunities to preserve environmentally sensitive areas including land along Portage Creek.
- Provide programs and facilities that educate the public about the environment.
- Provide programs and facilities that support the conservation, protection, and preservation of the natural environment.

GOAL 3

Expand the diversity of recreation facilities available at new or existing recreation facilities to offer year-round opportunities for individuals of all ages and abilities in order to meet current and future demands.

- Identify new innovative equipment and/or facilities.
- Provide playground equipment for toddlers.
- Provide wide range of active and passive recreation facilities and programs with four season activities for all ages.

GOAL 4

Encourage community partnerships and joint ventures with groups and organizations that have a supportive relationship.

- Identify organizations with similar goals that can be collaborative and share costs for activities and events.
- Collaborate with local agencies, adjacent municipalities, and other public organizations
- Coordinate with local school district and non-profit organizations to identify synergistic programs and activities.
- Explore opportunities to partner with private organizations to encourage philanthropic investment in City park and recreation facilities.
- Facilitate partnerships that support venues for cultural, sports, and recreational activities.

GOAL 5

Provide non-motorized and way finding connections between parks, neighborhoods and community facilities, and municipalities.

- Identify potential opportunities for regional non-motorized trail connections to adjacent communities.
- Provide non-motorized connections to connect users with facilities throughout the community.
- Develop a way finding system to assist users locate facilities more easily and locate their proximity within the park system.
- Explore opportunities for easement acquisition for future trail connections.
- Explore opportunities to connect trail systems to local businesses.
- Develop a funding mechanism for long term trail maintenance.

GOAL 6

Acquire property as it becomes available to ensure recreational opportunities keep pace with the needs of the community.

- Plan for long-range needs to develop existing City owned land, expansion of existing park facilities, and acquire new park property.
- Provide a geographically balanced park system throughout the City.
- Encourage new residential projects to include parkland and/or open spaces to serve future residents

GOAL 7

Increase community awareness of available park facilities and programs through communication, promotion, and branding.

- Promote volunteer opportunities and other methods of citizen support for programs and parks.
- Encourage public engagement in park facility development and programs through community out reach projects, stewardship programs, and interpretive programs.
- Continue to publicize park events, facilities and programs through social media, newsletters, press releases, web site, promotional events, and other media outlets.
- Increase resident awareness of the City's park goals, events, and accomplishments to get the community involved in programs and increase use of park facilities.

GOAL 8

Promote healthy and active lifestyles through park and recreation facilities and programs.

- Promote awareness of fitness programs that support healthy lifestyles.
- Provide four season recreation opportunities.
- Provide recreation facilities that encourage healthy habits.
- Target programs for specific age groups based on current trends.

GOAL 9

Explore sustainable funding opportunities for future park development and maintenance.

- Explore partnerships with local corporations.
- Develop a fundraising arm or friends group for trail maintenance.
- Continue to seek funding opportunities from grants, foundations, millages, and donations.

GOAL 10

Identify opportunities for place making and public space development

- Integrate technology into parks and public spaces.
- Provide space for public art display.
- Provide for the display/use of sustainable technologies in public spaces.
- Use public space to promote the branding and identity of the park system.

Action Plan

While the Master Plan sets out an ambitious vision for the future of Portages' parks and recreation system, realizing this vision will require a carefully considered implementation plan with clear, actionable steps. The Action Plan and Capital Improvement Plan of the Portage Recreation and Open Space Plan states the proposed course of development or improvement that will be taken over the next five years. The Goals and Objectives, from the previous section, serve as guidelines for the development of the Action Program. The Capital Improvement Plan which follows will focus on the needs identified in the Action Program and will project potential expenditures for the five-year action period on a park by park and project by project basis. The five-year period will begin in 2023 and extend through 2027. This time period will not be sufficient to accomplish all of the goals and objectives, but begins to prioritize those projects that may be achievable within the initial five years.

The Action Plan focuses on reduction of deficiencies, and expansion and improvements of facilities in a manner that not only meets current needs, but also diversifies the type and quality of recreational opportunities within the City. These needs were identified during the public input process and were identified during the review and comparison of park standards and demographic/population trends.

The Action Plan describes specific priorities to be taken to address these needs; and the Capital Improvement Plan specifically itemizes those projects which will be most feasible during the next five years. The proposed schedule will allow for flexibility as funds become available and as opportunities are presented.

The priorities and action plan items for the 2023 Recreation and Open Space Plan are as follows (not listed in particular order):

Action A: Expansion of Non-Motorized trails

Projects that include non-motorized transportation/recreation trail planning and development are a priority including projects that enhance greenway corridors, connect parks and lakes, support existing trail extensions, eliminate barriers, and enhance the overall trail system. The City has scheduled a number of trail projects in their CIP plans for the next five years and have a number of trail projects pending. Projects listed in the CIP as high priority are approved for CIP funding; as medium priority are pending CIP funding; and as low are to be determined.

Bike Trails

Portage continues developing its trail system to connect neighborhoods along a safe non-motorized route, encouraging a healthier lifestyle. Currently, additional trails are planned to connect the east side of the City to the main trail system including the Sprinkle Road Bypass, Portage Road Interconnect, Austin Lake Nature Trail, and the Garden Lane Trail to provide neighborhoods with safe, bike and pedestrian friendly routes to area parks and enhance trail recreation to all parts of the City. In the future additional trail developments focus on connecting the south and west sections of the city, including Osterhout Trail, Mandigo Marsh Trail, City Centre Trail Connection, and West Gourdneck Trails.

Action B: Improvements to existing facilities

The most efficient use of City resources is to focus on projects that improve existing facilities and maximize the potential of City owned property. Projects that renovate or re-use existing facilities are considered a high priority. This may include improvements that eliminate barriers to increase accessibility for all users, renovations and upgrades to existing equipment and features to ensure modern and clean facilities, and redevelopment or expansion of existing parks to eliminate redundancy and maximize the potential of the site.

Ramona Park Renovation

To accommodate continued growth at Ramona Park, the beach area is planned to be expanded, and could feature a dock for new swimming programs; expanded concessions patio at beach house; and parking connections.

Lakeview Park

A master plan has been completed for Lakeview Park which include the following planned enhancements: construction of a boardwalk along the canal and lake shore, bike and pedestrian trails, sledding hill, amphitheater, pavilion/restroom/storage building, flex lawn, kiosks and rentable roof deck, pier improvements, memorial gardens with pergola, sculptures, walkway entrance arches, parking lot / drop-off improvements.

Millennium Park Renovation

This one acre park could be activated for warm weather use with the addition of game tables around the fountain, creation of a small café with tables on the patio, and offer concessions with coffee and bagels in the morning and light lunch in the afternoon. Other programming could be developed

including enhancement of public Wi-Fi connectivity.

Eliason Nature Reserve
The final phase of the Eliason Nature Reserve development could feature drive in access at the northern section of the trail off Industrial Drive. The enhancements could include picnic shelter, restroom facility, parking, playgrounds and extending the nature walking paths.

Bishop's Bog and West Lake Nature Preserve
Enhancements at both locations could include replacement of the plastic floating decking with a new decking system that is slightly elevated thus reducing time it is impassable due to flooding and allowing vegetation growth underneath.

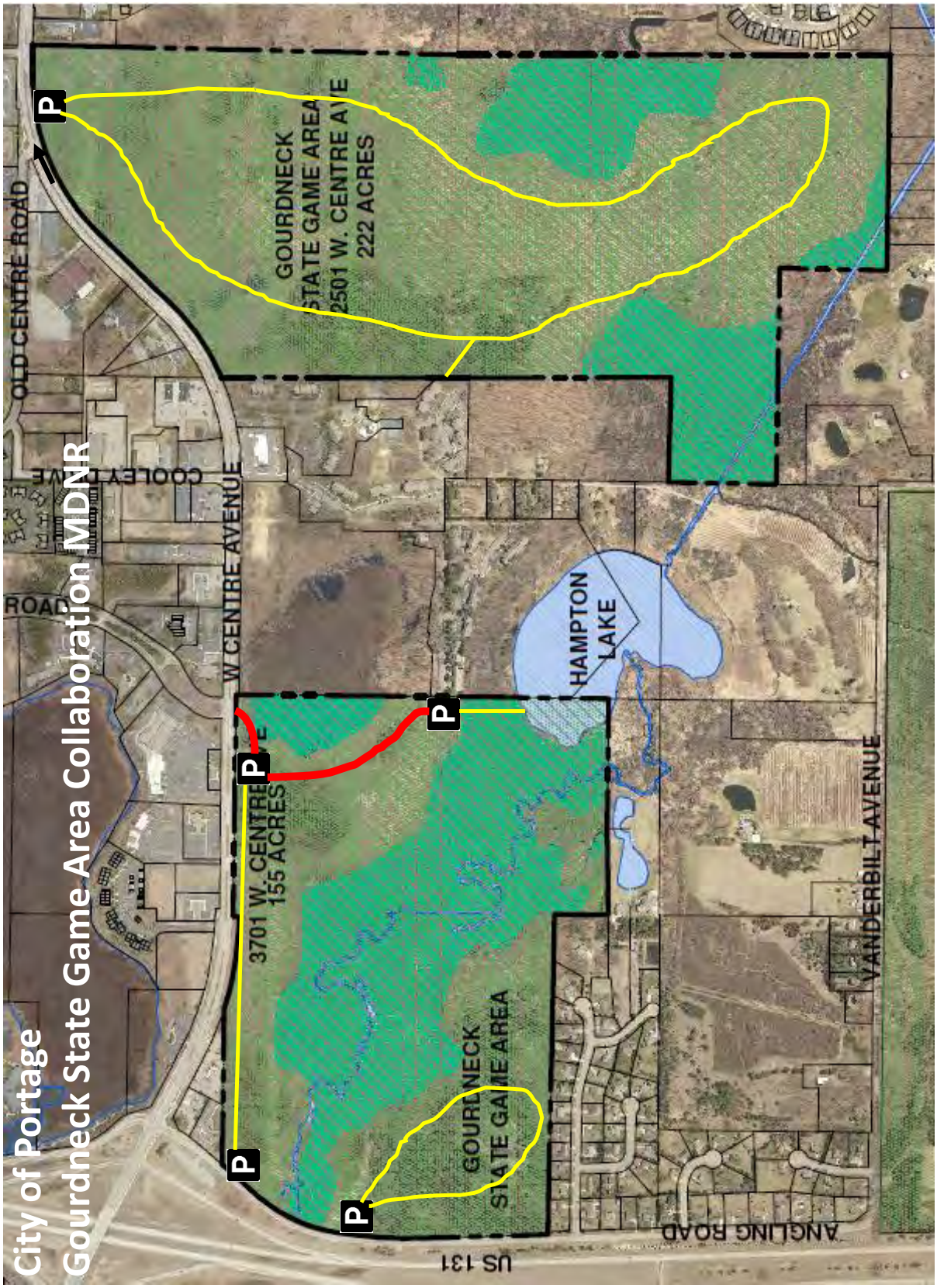
Lexington Green Park Renovation
The existing 23 acre park could receive a renovation to include family friendly activities for the northeast part of the City. Renovations may include: enhance wooded walking paths and track; increase the size of the playground and locate near the restroom; remodel current restroom and construct a second facility to the north.

Action C: Reduce or minimize operating costs
With budgets getting tighter and grants becoming more competitive, projects that can help reduce operating costs are a priority. Examples include: projects that increase efficiency in operations and reduce maintenance, removal or replacement of equipment or features that are costly or inefficient to maintain, projects that consider the use of alternative energy sources and use of recycled materials, and projects that could generate revenue.

Action D: Conserve, preserve, and enhance natural features and environmentally sensitive areas.
During the community outreach process, the community expressed a strong desire to further utilize and protect the City's extensive natural areas and features, and to implement environmentally sustainable maintenance practices. This includes invasive species management, nature programming, additional trails including soft trails, use of native species, interpretive signage, using recycled materials and alternative sources of energy, and employing environmentally sustainable design and maintenance practices.

Action E: Planning for future parks and recreational needs
As the community continues to grow and change over time, the City continues to dedicate themselves to improving recreational offerings for the community. The City understands that in order to continue to ensure that park and recreation offerings adapt to and meet the needs of the growing community, they must be willing to continually invest in and look for new opportunities in parks and recreation programs, facilities, and services. This makes planning for future parks and recreation facilities a high priority. This is reflected in projects that spark or are a part of economic development, projects that seek opportunities for land acquisition, and the pursuit of additional funding mechanisms. The following are examples of projects the City is considering to meet this focus:

Figure 10.1- Future MDNR Collaboration



Land Acquisition
The City will look for opportunities to purchase additional land for recreational or preservation purposes as it becomes available within the or adjacent to the City limits. Future land acquisitions are planned to grow current parks and trails for neighborhood connections to recreation and natural areas. Acquisition of 377 acres of Michigan Department of Natural Resources State Game Area land located at 2501 West Centre Ave (222 acres), and 3701 West Centre Ave (155 acres), to preserve open space for active and passive recreational uses (see State Game Area Map 7.1). Other land acquisitions may be located near Portage Creek where possible to facilitate additional use of the waterways for recreational opportunities.

Farmers Market
Provide a dynamic space to expand food vendor space from 30 to over 70 kiosks with farm vehicle access to stalls. The market could include space for entertainment, dining, and outdoor cooking classes. The market could include a section that can be enclosed in the colder months for small retail venues for more permanent market vendors. On off days when not used for the farmer's market the area could be used as a festival site.

Winter Recreation
The public feedback indicated that winter recreation is a high priority for programs to add to the City park system. Such activities include cross-country skiing, sledding, ice skating, and snowmobiling.

Celery Flats Historic Area
Celery Flats Historic Area could be enhanced as land becomes available to allow for a circular path through the park without going onto Garden Lane for horse carriage and/or vintage car rides. The enhancements could also include additional historic structures including potentially a baggage car behind the grain elevator, train switching station, wigwam, and other identified structures. Historic oriented programs, tours, demonstrations, exhibitions and speaker series could be offered to enhance Portage's Sense of Place.

Action F: Develop diverse, balanced, and innovative park facilities
Given that the City's park system is a mature system, developing diverse park facilities and incorporating exciting new park features is a high priority for the City. This is also important given the City's highest population group is those under 18. The following are examples of projects the City is considering in response to resident needs:

Kayak Livery / Boat Launch Sites
Given that the City's park system is a mature system, developing diverse park facilities and incorporating exciting new park features is a high priority for the City. This is also important given one of the City's highest population groups is those under 18. The following are examples of projects the City is considering in response to resident needs:

Outdoor Amphitheater
A focus will be placed on enhancing Celery Flats as the Portage entertainment district, by conducting a feasibility study to increase music facilities. The plan for the area could reflect development in the

wooded setting and possibly enhanced with a sculpture garden tucked among the surrounding forest area.

Elijah Root Sawmill Trout Fishing Area
Historic site of the 1830s Elijah Root Lumber Mill, which is located on Portage Creek along the Bicentennial Trail. Development of this area could include historical markers commemorating the site and elimination of a portion of the dam to revitalize brown trout fishing on Portage Creek. This site would be used to provide educational opportunities on Portage's past, and restore Portage Creek as a premier trout fishing creek with access to the only cold water trout fishing creek in southwest Michigan.

Cultural Center
As part of a collaborative effort between area organizations, and the Portage Parks & Recreation, a cultural center exhibition area could be created to enhance history and cultural opportunities in Portage. This center would be located along the existing trail system and feature exhibitions, presentations and potentially art, classroom and gallery space.

Mountain Bike Trails
As an addition to the outdoor experiences found in the Portage Parks system, a mountain bike trail could be developed that will appeal to bikers of all levels from gentle grades through a peaceful forest setting to trails for the more adrenaline charged. This area may include programs on bicycle safety and building cycling skills.

Kayak Livery / Waterways
Visitors to Celery Flats Recreation Area will be able to glide right though the scenic beauty of the Bicentennial Trail with a new livery and revitalized waterway system. The project includes construction of a livery by the kayak launch, with visitor information, kayak and fishing equipment rental, as well as removal of fallen trees blocking the creek to ensure safe passage.

Edible Trail
Creating edible forest landscapes of fruit and nut trees, berry bushes, and more along the trail to encourage stops along the route to pause and enjoy nature, while enjoying some of what nature provides. The Edible Trail project could provide learning opportunities on nurturing the ecosystem while increasing access to local, sustainable food.

Outdoor Gym
An Outdoor Gym could be developed in the public park including fitness equipment available all year for adult, children and the disabled. This fitness area may be set with a forested area and encourage stretching and strength exercises to accompany walking and biking experiences.

Botanical Gardens
A themed garden area could be developed as a place of beauty and serenity to reconnect with the outdoors and provide good stewardship of the land. Educational opportunities may be built into all garden exhibits and events, and foster appreciation of native plants of southwestern Michigan. Programs could focus on plant education, gardening, and the environment.

Sculpture Garden Park
To enhance cultural experiences in the parks, sculptures may be used to guide visitors along walkways in a peaceful setting. Many of the sculptures could have a nature and/or local history oriented theme and use the park setting as the backdrop.

Native American Interpretive Area
Future park expansions are planned to include Native American cultural education interpretation, events, exhibitions and other activities. The interpretation is planned in collaboration with the local Potawatomi tribe.

Disc Golf Course
Development of an 18-hole Disc Golf course will enhance Portage and Kalamazoo County's attractiveness to hold large tournaments and attract professional players from a wider area. Disc Golf is also growing as sports programs increase in area schools.

Camp Site
Plans include development of camp sites/facilities to align with current trends for those ages 37 and younger, which consists of 44% of the population in the City of Portage, that desire camping as one of their top five outdoor recreation activities. Camping also aligns with the many activities found in the park system including biking, fishing and trail walking/hiking.

Action G: Continue to provide a diverse slate of programs for all ages and seasons
In addition to providing cutting edge park facilities, it is equally important to provide exciting programs and activities. This need was discussed during the community outreach process and the City recognizes the need for diverse programs that cover all ages and seasons.

Capital Improvement Plan

As stated in the Action Program, improvements and development will occur as funds and opportunities evolve. Assistance will be solicited from all available sources and will include both physical and financial support. Local businesses, service organizations, land developers, and governmental agencies will be solicited for monetary and material support. The City will also seek funding assistance from all available sources such as trusts, charitable foundations, and all Federal and State funding programs. The Capital Improvement Plan shows a breakdown of the anticipated projects, priorities, estimated costs, and projected funding sources for the next five years. All projections are based upon year 2022 costs and will be refined as the program progresses. It should be noted that changes in the program may occur if projected funding levels increase or decrease, but it is anticipated that the changes would be related more to adjustments in the time schedule rather than specific projects..

Figure 10.2- Capital Improvement Plan

City of Portage Recreation and Open Space Master Plan					
2023 - 2027 Capital Improvement Program					
	Project	Cost Estimate	Relates to		Priority
			Action	Goal	
TRAILS					
East Central Trail	Portage Rd to Lovers Lane (2023)	$700,000	A	1, 5	High
Multi-Use	Trail System Improvement (2023 - 2027)	$936,000	A	1, 5	High
Austin Lake	Trail around north & east side of Austin Lake (2023-26)	$3,350,000	A	1, 5	Medium
Bishop Road Extension	Sprinkle Rd to Lexington Green connector (2024-27)	$700,000	A	1, 5	High
Sprinkle Road Bypass North	Romence Rd/Bishop Rd to Lexington Green (2024-27)	$2,265,000	A	1, 5	High
Sprinkle Road Bypass South	Center Ave to Romence R/Bishop Rd (2026-28)	$354,000	A	1, 5	Medium
Northwest Trail Extension	Engineering (2026-27)	$200,000	A	1, 5	Medium
Bikeway Improvements	Various locations (2023-27)	$150,000	A	1, 5	High
PARKS					
Elijah Root Mill	Dam Removal and remediation (2022-23)	$5,000,000	D, E	2, 3	High
Lakeview Park	Park Renovations (2022-26)	$6,495,000	B	1, 5	High
West Lake Nature Preserve	Trail Improvements (2022-26)	$3,130,000	A, B	1, 2, 5	High
Schrier Park	Park Improvements (2022-23)	$442,000	B	1, 2, 3	High
Ramona Park	Waterfront Improvements (2022-23)	$150,000	B	1, 2, 3	High
Ramona Park	Pickleball Facility (2022-23)	$120,000	B	1, 3	High
Haverhill Park	Court surfacing and repair (2022-26)	$437,000	B, C	1	High
Celery Flats	Park Improvements (2022-26)	$1,135,000	B	1, 3, 7	Medium
Various	Art Displays (2022-28)	$180,000	E	3, 4, 7	Medium
South Westnedge Park	Achery Facility (2024-26)	$1,110,000	B	1, 3	Medium
Ramona Park	Park Renovation (2023-2025)	$395,000	B	1, 3	Medium
TBD	City Marketplace and Farmers Market (2023-2028)	$550,000	E	9, 10	High
Various	Playground Improvements and Amenities (2023-28)	$685,000	B	1	High
Lexinton Green	Forest Trail (2023-24)	$150,000	B, D	1, 2, 3	Medium
MDNR State Game Area Land	MDNR Collaborative Project (2023-25)	$250,000	D, E	2, 4	High
Millennium Park	Ice Rink Iprovements (2024-25)	$125,000	B, C	1, 8	High
Various	Restroom and Shelter Improvements (2023-28)	$710,000	B, C	1	Medium
Celery Flats	Historic Area Improvements (2023-25)	$308,000	B	1, 3	Medium
Various	Parking Lot and Walkway Improvements (2023-26)	$488,000	B	1	Medium
Various	Lighting Improvements (2023-28)	$740,000	B, C	1	Medium
Various	Picnic Support Equipment Improvement (2023-27)	$291,000	B, C	1	Low
Ramona Park	Sports Field Improvements (2023-24)	$234,000	B	1	Low
Ramona Park	Softball Field Improvements (2023-26)	$469,000	B	1	Low
Central Park	Perimeter Fencing Improvements (2023-26)	$225,000	B	1	Low
Betty Lee Ongley Nature	Park Master Plan	$335,000	B, D, E	1, 3	High

Potential Funding Sources / Resource Partners

A variety of funding sources and resource partners may exist to assist with the implementation of proposed recreation projects. A summary of the primary sources are listed below:

Michigan Natural Resources Trust Fund

The MNRTF can provide assistance for the City's outdoor recreation projects, including land acquisition and physical development of park facilities. This assistance is intended to bolster existing facilities, protect critical natural resources and establish new parkland. Development project grants may range between $15,000 and $300,000; there is no limit to acquisition requests. The minimum required local match is 25%.

Michigan Natural Resources Passport Grant

The Passport grant fund program is primarily focused on renovating and improving existing parks, however the development of new parks is considered eligible. The Minimum grant request is $7,500 and the maximum grant request is $150,000. The minimum required local match is 25%.

Land and Water Conservation Fund

The LWCF is similar to the Trust Fund grant described above, in that it is meant to help fund land acquisition and park development. The minimum grant request amount is $30,000 and the maximum grant request amount is $300,000. The minimum required local match is 50%. Natural feature preservation has historically been the primary award criteria; and as such, this opportunity should especially be taken into account when planning for new passive recreation facilities. In addition, the LWCF now places emphasis on trails, "green" technology in outdoor recreation, universal design and coordination among recreation providers.

MDOT Transportation Alternatives Program (TAP)

The TAP fund is a grant program that funds non-motorized paths and streetscapes that enhance the community's intermodal transportation system and provide safe alternative transportation options. The program uses federal funds to promote walkability, alternative transportation options, and place based economic development to improve the quality of life for communities. The minimum required local match is 20%.

City Funds

The general fund, a special millage, the parks budget, bonds, and the parks capital improvement account are possibilities to help fund new and improved facilities in the Township.

Park Millage

A special millage can help the City generate funds for development, acquire park land, or to use as leverage for grant applications.

Donations & Foundations

Residents, property owners, businesses, and organizations will frequently contribute to causes that improve local quality of life. While these contributions are often pecuniary, they may also include land donations, volunteer services, or the gift of equipment or other facilities.

Clean Michigan Initiative Local Recreation Grants

The program provides funding for the development and renovation of indoor or outdoor public recreation facilities and infrastructure. The goal of the program is to enhance or develop recreational opportunities by improving or replacing an existing public facility, by meeting the recreational needs of the local residents, or by attracting tourists. Grants are awarded for non-acquisition projects in amounts between $15,000 to $750,000, based on the need for the project, capability of the local community to operate and maintain the improvement, and quality of the site and project design.

Michigan Natural Resources Tree Planting Grants

Through the Michigan Department of Natural Resources (MDNR), there are two tree planting grant programs that will assist in funding park landscape enhancements and reforestation projects. Applicants must provide at least 50% of the total project cost.

- Arbor Day Mini-Grants. This mini-grant program is designed to provide information and technical assistance to municipal governments and volunteer groups for urban and community forest activities related to Arbor Day. Applications are due in July with maximum grant request of $20,000.
- Urban Community Forestry Program. This program provides the same services as above plus management plans, inventories and maintenance activities. These activities do not have to be related to Arbor Day. Applications are due in July with maximum grant requests of $20,000.

Wetland Program Development

The goals of the Environmental Protection Agency's wetland program and the Clean Water Action Plan are to increase the quantity and quality of wetlands in the U.S. by conservation and increasing wetland acreage, and improving wetland health. State, tribal, and local governmental agencies, interstate, intertribal, and local government associations are eligible to receive grant funds. Applications are due in the fall with a required 25% minimum local match. For more information, visit their website at: www.epa.gov/owow/wetlands/grant guidelines.

Appendix

- City Budget
- City Programs
- Documents from Public Hearings and Public Meetings
- On-Line Community Survey Results

Minutes of Boards & Commissions

City of Portage Environmental Advisory Board
Meeting Minutes for August 10, 2022

7:09 p.m. Meeting called to order Welcome and introduction of guests

Members present: Justin Gish, Jerry Kroehn, David Lancaster, Loren Kimeldorf, Diedre Courtney

Portage City Staff Present: Jaime Harmon

Guests Present: Rick Freiman

7:10 p.m. **Public Comment-** Rick F. offered information on where individuals can see where tree cover is missing within a city. That website is treeequityscore.org. Board member Jerry Kroehn suggested that any new tree trimming regulations in the city should be sent to the environmental board for review before it is sent to the public for comment.

7:18 p.m. **Approval of the June Minutes-** June Minutes were approved with a motion by Loren Kimeldorf, seconded by Diedre Courtney, David Lancaster, Justin Gish.

7:32 p.m. **Updates on City of Portage Projects-** Noresco projects are wrapping up across the city. Some projects are waiting on supplies but those will be completed within a reasonable time frame. The first residential development that will be LEED Gold Status has been submitted to the city. Portions of this development will have a green roof. The City of Portage received a grant for the purchase of an electric snowplow.

7:37 p.m. **Possible fall event discussion-** Events tend to be clustered in the spring- Greenathon, Invasive species work. No events have been planned at this time, but members will work up ideas for a fall event to be discussed at the September meeting. David suggested that an event around leaf composting would be a good idea and the board seemed enthused. There was also a suggestion of working to get videos around leaf composting on the social media pages.

7:45 p.m. **Review of 2022 Garlic Mustard Pulls-** Jerry K. suggested that data on volunteer participation should be collected. Jaime Harmon would like to see more leadership from the board leading these events and coordinating with the Friends of the Park and working to get more volunteers at the pulls by contacting service groups and coordinate the dropping off of supplies at the event.

8:00 p.m. **Discussion on Celebrating Arbor Day-** Jerry K. would like to see an Arbor Day event at Celery Flats Park to replace a dying Cherry Tree. Loren K. suggested this

topic should be discussed when the full board is present, and that the board work closely with the current city units that put on the Arbor Day celebrations. Jerry attended a DNR event at the Gourdneck State Game Area and was pleased with the information he learned from speaking with DNR staff and commended the City of Portage for placing and monitoring trash cans on the property.

8:18 p.m. **Board Feedback/Committees-** Board members should bring ideas to the next meeting to form committees. Committee ideas should reflect and subsequently define the board's priorities for the next year. Loren suggested that the committees be functional by the December 2022 meeting. Jerry K. suggested that the board should focus on advising the city council and that motions should not be addressed to individual city departments. Dierde C. asked if the mission of the board will be formally changed from the focus on water quality. Jaime H. responded that this is not necessary and that the board advises the city council on all environmental topics.

8:29 p.m. **Meeting to adjourn-** Loren K called the meeting to adjourn. Deirdre C David L, Jerry K, and Justin G. agreed.

CITY OF PORTAGE HUMAN SERVICES BOARD

Minutes of the Meeting – September 1, 2022

CALL TO ORDER: The City of Portage Special Human Services Board meeting of September 1, 2022, was called to order by Brooke Kolodzieczyk at 6:10 p.m. in Conference Room 1, Portage City Hall, 7900 S. Westnedge Avenue, Portage MI.

MEMBERS PRESENT: Jihan Young, Effie Kokkinos, John Dillworth, Brooke Kolodzieczyk, and Monica Lloyd.

MEMBERS EXCUSED: HSB – Barbara Sagara, Fiorella Spalvieri, Erin Tornello

MEMBERS ABSENT: None

STAFF PRESENT: Tina Perry, Neighborhood & Housing Specialist, Jonathon Hallberg, Deputy Director of Economic Development

OTHERS PRESENT: Chris Buckley Portage Community Center, Fayyaz Razi Youth Advisory Council (YAC)

APPROVAL OF MINUTES: The Minutes of May 5, 2022 were approved by a motion by John Dillworth and supported by Jihan Young. The motion was unanimously approved, 5-0.

NEW BUSINESS:

Public Hearing on the CDBG Consolidated Annual Performance Evaluation Report (CAPER)

Brooke Kolodzieczyk opened the Public Hearing for comments on the CAPER. No comments were received. Brooke Kolodzieczyk closed the hearing. The CAPER is at various city locations as posted in the Kalamazoo Gazette. Written comments may be received until 5 p.m. on September 16, 2022. Tina Perry explained how the five-year Consolidated Plan (CP) gets created and steers how CDBG funds are appropriated to achieve goals identified in the plan. Within the CP is the first Annual Action Plan (AAP) listing year-one activities. In the remaining four years of the CP, separate AAPs are created. Following the FY, the CAPER is due to HUD, listing the accomplishments of the prior year AAP. Tina Perry provided a brief explanation of the goals and accomplishments performed. Over the next three years of the CP, the goals include programs to assist in rehabilitation of five rental housing units and to add five homeowner housing units, not yet addressed by current activities. John Dillworth recommended approaching Habitat for Humanity as a priority organization. Brooke Kolodzieczyk suggested a project or agency review of a program to provide public water for homes currently on well water. Chris Forth had reviewed that possibility previously utilizing HUD COVID dollars without success; assessment charges to homeowners may not be paid using federal dollars.

HSB Member Updates & Chairperson nomination: With terms ending and resignation by vice chairperson Upshaw, Jihan Young nominated Brooke Kolodzieczyk as the new HSB Chairperson; Monica Lloyd supported the motion, and it was unanimously approved, 5-0. Brooke Kolodzieczyk nominated Jihan Young as Vice Chairperson; Monica Lloyd supported the motion, and it was unanimously approved, 5-0. Brooke wants to assure the Board recognize Fiorella Spalvieri. Discussion was noted to change the HSB meeting time to 5:30 from 6:00 p.m. This was tabled for further discussion.

HSB Agency Presentation Schedule Discussion: Jonathon Hallberg reviewed the process for educating the HSB about the various organizations applying for CDBG and General Fund grants to assist Portage residents, which has typically occurred through agency presentations over numerous meetings in prior years. He suggested, in lieu of agency presentations that are time consuming, an open house type showcase of agencies could be conducted at the Portage Senior Center (PSC) or Portage Library. HSB discussed and supported the open house type of meeting, tentatively scheduled for November 3, 2022 from 4:30 – 6:30 p.m. to be held at the PSC. Include invitation to other organizations, such as YAC to attend and create awareness of their activities. Agencies may find volunteers for their boards or programming in addition to sharing what they offer to residents. The public will have the opportunity to attend and raise awareness about the programs helping Portage citizens. Upon receipt of funding applications for FY2023-24, requesting agencies may be contacted by HSB for more specific questions. Discussion included finding a meeting draw such as food trucks, student extra credit for participation, senior center tours, marketing on MLIVE, the Portager, and Facebook.

Housing Rehabilitation Program & Housing Millage Guideline Revisions: Tina Perry, in cooperation with Community Development Director, Kelly Peterson, reviewed guidelines created in 2013-2014. Staff revised outdated responsibilities and incorporated the Kalamazoo County Housing Millage definitions and loan terms. Staff recommended changes to the guidelines with respect to the mortgage to transition from a 0% deferred loan to matching that of the Kalamazoo County Housing Millage, being a five-year forgivable loan. Program income is anticipated to remain viable for several years to come as outstanding loans to be repaid exceed $1,190,000. The change alleviates a hardship on families after the deaths of originating mortgagees and provides consistency going forward in the home repair program loan terms. John Dillworth made a motion to accept the revisions, supported by Jihan Young and unanimously supported, 5-0.

Red Ribbon Week Proclamation: Jihan Young is leading the charge in continuing to bring awareness to the community, and in particular, students in the fifth grade of the Red Ribbon campaign. Red Ribbon week is celebrated annually on October 23 – 31. This year's title: "Celebrate LIFE – Live Drug Free." The Proclamation was prepared and presented for review. Motion by John Dillworth, supported by Monica Lloyd, to approve the language and recommend City Council adopt it at their October 16, 2022 meeting. Students will attend to read the Proclamation at the meeting. It was unanimously supported, 5-0.

OLD BUSINESS: None

STATEMENTS OF CITIZENS: Chris Buckley, Portage Community Center Director indicated their position on spending of the CDBG COVID dollars has dropped off significantly compared to the previous year.

ADJOURNMENT: Jihan Young made a motion to adjourn this meeting. Monica Lloyd supported the motion and it unanimously passed, 5-0. Meeting was adjourned at 7:53 p.m.

Respectfully Submitted,

Tina Perry

Tina Perry,
Neighborhood and Housing Specialist

CITY OF PORTAGE PLANNING COMMISSION

Thursday, September 15, 2022

7:00 PM Portage

City Hall Council Chambers

The City of Portage Planning Commission meeting of September 15, 2022, was called to order by Chairman Corradini at 7:00 p.m.

IN ATTENDANCE

- Eric Feldt, City Planner/Project Manager
- Catherine Kaufman, City Attorney
- Biqi Zhao, Deputy Director of Planning and Zoning
- Pat McGinnis, City Manager

ROLL CALL

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

Vice Chair Joshi motioned to excuse Commissioner Baldwin; Commissioner Freiman supported the motion. Motion carried 8-0.

APPROVAL OF MINUTES

Motion by Vice Chair Joshi, seconded by Commissioner Fries to approve the Planning Commission Meeting Minutes of September 1, 2022. Motion carried 8-0.

PUBLIC HEARINGS

1. Edward Rose & Sons requests rezoning application No. 22/23-3 to rezone 4670 Fox Valley Drive from R-1C One-Family Residential to RM-1 Multifamily Residential for a future multifamily housing development.

   Mr. Feldt indicated that this project was tabled to today's Planning Commission meeting from the August 18th meeting at the request of the applicant. Further, he stated that staff received additional public comment which is in the packet. Mr. Feldt also indicated that there have been no changes to the proposal. Staff's recommendation is if no additional public comment is requested and the Commission is supportive of the proposed rezoning request, that the Planning Commission recommend to City Council approval of the rezoning application No. 22/23-3 to rezone 4670 Fox Valley Drive from R-1C One-Family Residential to RM-1 Multifamily Residential for a future multifamily housing development.

   Applicant, Kirsten Rimes, 6101 Newport Road, Portage Michigan, representative for Edward Rose and Sons stepped forward. She described the zoning request and addressed the concerns of traffic, property values, crime, and open space. She further assured that the proposed rezoning and future development of a multifamily would have minimal impact on the surrounding neighborhoods.

   Chair Dan Corradini asked how they would guarantee that an increase of neighborhood traffic would not occur. He then opened the public hearing.

- Aimee Kirnowicz, 5306 Barrymoore Street, Portage, MI. expressed concerns about perceived traffic volume and safety issues at Milham approaching traffic circle at 12th Street and Texas Corners.

- Mohan Gullapalli, 5127 Chasemoore Court, Portage, MI. expressed concerns about perceived traffic issues and impacts to property values.

- Robert Williams, 10930 South Westnedge Avenue, Portage, MI. expressed that he felt there was an abundance of apartments in the City and voiced opposition to building more.

- Susan Hagenbarth, 4673 Chasemoor Drive Portage, MI. expressed concerns about perceived traffic issues.

- Lynnae Stankus, 4759 Chasemoor Drive Portage, MI. expressed concerns about perceived increases in traffic volume and safety concerns with the addition of new apartments.

- Ron Pelak, 5155 Chasemoor Court Portage, MI., and Fox Valley HOA President, expressed perceived concerns related to traffic and crime in relation to the rezoning, and general concern about area density.

- Matt Quardokus, 4783 Idlewood Portage Michigan. expressed the need for housing in Portage but stated he did not believe the location for the Fox Valley rezoning is appropriate.

Vice Chair Joshi motioned to close public hearing; Commissioner Pezzoli supported the motion to close the public hearing. Chair Corradini asked each Planning Commission for their comments on the proposal.

Commissioner Adams asked Attorney Kaufman if the City is opening itself up to any type of litigation by approving a project considering it is not concurrent with the City's Master Plan. Catherine Kaufman replies that "zoning that is in compliance with the Master Plan is more defensible."

Commissioner Youngs stated that he would prefer changes be made to Fox Valley area to address and mitigate traffic concerns if the project were to be developed.

Commissioner Pezzoli expressed issues of traffic flow and the current shortage of housing; stating that Portage demographics are changing and there is an increased need of apartments.

Commissioner Fries broached the issue of the City's current Master Plan (2014) being outdated, and stated that it would consider higher density living if it were updated today.

Vice Chairwoman Joshi reiterated the need for more affordable housing but expressed the opinion that the proposed site may not be a great location for the project.

Commissioner Freiman stated support for need of higher density housing but expressed his opinion that the site wasn't the most logical location for the project.

Commissioner Kasper expressed an opinion that the property is not appropriate for increased density housing.

Chair Corradini stated that he read all public comments, researched the proposal, summarized the proposal, described the neighborhood, indicated the lot is land-locked location. He expressed that he perceived that the project would result in increased traffic. He stated that he has a hard time seeing any RM-1 development on this lot. Further, Mr. Corradini indicated the use of the existing Comprehensive Plan for reviewing this proposal, and that the City will be updating the plan soon. Lastly, he summarized his comments in consistency with the current 2014 Master Plan and expressed that he was not supportive of the rezoning.

Vice Chair Joshi motioned to recommend denying rezoning application No. 22/23-3 Fox Valley Drive from R-1C Single-Family Residential to RM-1 Multifamily Residential for future multi-family housing development to City Council. The motion was seconded by Commissioner Kasper.

Attorney Kaufman clarified that the motion as presented by staff is to recommend approval. However, the motion presented by Vice Chair Joshi is to recommend denial. Attorney Kaufman helped clarified to the Commission that a 'yes' vote means that the Commission is voting to recommend against the rezoning. Upon roll call vote: Chairman Corradini (yes); Vice Chair Joshi (yes); Fries (no); Pezzoli (no); Baldwin (excused); Adams (yes); Youngs (yes); Casper (yes); and Freiman (yes). The motion to recommend denying rezoning No. 22/23-3 passed 6-2.

2. <u>A Preliminary Plat approval for Oakland Farms No. 3 residential subdivision at 9840 Oakland Drive.</u>

Mr. Feldt summarized the project and indicated that staff analysis found that the proposal is consistent with City of Portage subdivision regulations. Mr. Feldt indicated that staff recommends that the Planning Commission recommend to City Council for approval of preliminary plat for Oakland Farms No. 3 residential subdivision at 9840 Oakland Drive with the following conditions:

1. A minimum of 5-foot wide soft/hard surface groomed trail shall be installed within the city's water main easement area (between the new Windflower Lane cul-de-sac and Honey Creek Trail/ Oakland Farms Trail intersection.)
2. Prior to construction of the public water and sewer mains, a public utility plan shall be submitted and approved by the City of Portage.

Mr. Feldt stated that the first condition is recommended because it will provide a new trail to increase pedestrian connections and pedestrian safety within the neighborhood; it's within the existing City easement; and does not prevent future housing development. He indicated that the developer opposes this condition due to liability issues, maintenance issues, and is undesirable by future homeowners. He added that the second condition is a standard recommended for developments connecting to City utilities.

Applicant, Dan Martz, 7545 South 10th Street Portage, MI. provided a summary of the project, and stated his opposition of Condition 1, as it would interrupt the proposed and future lots and houses near the proposed trail.

Commissioner Fries asked if the proposed trail would change the setback on impacted lots/houses. Mr. Martz explains that due to the zoning, the front and side setbacks would remain the same; although it may restrict Lot 57 more than others.

Commissioner Kasper asked if these were the same conditions set for any of the other phases in the planning process. Mr. Martz answered that this is a new condition.

Chairman Corradini opened the public hearing.

- Karen Wyatt, 9944 Mozart Street Portage, MI voiced concerns of forested areas being altered due to construction of new homes.

- Judith Davidson 2604 Chopin Ave Portage, MI voiced concerns of altered nature aesthetic due to the construction of new homes.

Vice Chair Joshi motioned to close public hearing; Commissioner Fries supported. Motion passed 8-0.

Commissioner Kasper made a motion to recommend to City Council approval of preliminary plat for Oakland Farms No. 3 residential subdivision at 9840 Oakland Drive without the City's condition of adding a trail along the City's watermain easement. Commissioner Kasper added to the motion Condition 2 that prior to construction of the public water and sewer mains, a public utility plan shall be submitted and approved by the City of Portage. Chair Corradini clarified the motion from Mr. Feldt who indicated that the motion was the same as indicated in the staff report without Condition 1. Motion was seconded by Commission Pezzoli. Motion passes 8-0.

3. Craft Investments, LLC requests rezoning application No. 22/23-5 from OS-1 Office Service District to B-1 Local Business District for 505 and 515 E. Centre Avenue to facilitate future commercial development.

   Mr. Feldt summarized the project, the surrounding area, presented the City's zoning map and Comprehensive Plan Future Land Use Map, and showed pictures of the two sites and adjacent properties. He stated that staff supports the proposed rezoning as it is consistent with the intent of Comprehensive Plan.

   Applicant Sean Craft, 1403 South Burdick Street, Kalamazoo, MI spoke on opening zoning districts in order to conduct more business, explained difficulty of the existing office district, and possibly starting more family businesses in area.

   Chairman Corradini opened the public hearing. No public testimony was received. Vice Chair Joshi motioned to close public hearing; Commissioner Fires supported. Motion passed 8-0.

   Commissioner Fries motioned to recommend the City Council approve rezoning application 22/23-5 from OS-1 Office Service district to B-1 Local Business district for 505 and 515 E. Centre Avenue to facilitate future commercial development. Motion was seconded by Commission Pezzoli. Motion passed 8-0.

SITE/FINAL PLANS
None.

NEW BUSINESS

None.

OLD BUSINESS
None.

STATEMENT OF CITIZENS
None.

STATEMENT OF COMMISSIONERS
Commissioner Kasper asked about future rezoning and development of properties west of 505 E. Centre Avenue, and if the City would rezone properties without approval or notification of property owners. Mr. Feldt indicated that there is some support for future rezoning consistent with the City Centre Future Land Use Map within the current Comprehensive Plan and that standard notification processes would be followed.

Commissioner Pezzoli stated he would be absent for the next Planning Commission meeting (October 6, 2022).

STATEMENT OF STAFF
None.

ADJOURNMENT:
There being no further business to come before the Commission, Chairman Corradini adjourned the meeting at 8:59 p.m.

Respectfully submitted,

Eric Feldt, AICP, CFM
City Planner/Project Manager

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TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT: Staff analysis has been prepared based on items A-G, Sec 42-375 Tentative Plan 'Planned Development' requirements, Comprehensive Plan, surrounding development patterns, and general land use considerations. Issues to be analyzed include consistency with the Future Land Use Map, preliminary evaluations from Development Review Team (DRT), suitability of the existing zoning classification, and the impacts of the proposed zoning classification.

Comprehensive Plan

Rezoning applications are reviewed for consistency with the City of Portage Comprehensive Plan establishing long term land use goals and the Future Land Use Map. The Future Land Use map designates the subject property, and others fronting W. Centre Avenue in the neighborhood, as 'Office'. A magnified view of the Future Land Use Map is attached. This designation encourages office-based land use and matches the current OS-1 Office Service district. Office space and employment have been evolving in recent years due to the COVID pandemic, revealing a decrease in demand for traditional commercial office space, and a challenging market in which to retain office tenants and fill vacant office spaces. This has required property owners and landlords to re-evaluate office space needs, and the City to reevaluate related zoning and land use. Due to the distant location from W. Center Avenue, the subject site may be more attractive to other land uses while being appropriate in the overall context of the neighborhood.

As developable land becomes scarce and housing demand increases within the Portage area, the need for building and facilitating higher density development (including specialized housing needs) also increases. Centre Avenue has become a high traffic road as it provides access to many neighborhoods, commercial areas, highways, and parks. As a result, new higher density housing along this road is becoming more attractive and marketable.

The applicant proposes development features that help lessen negative impacts on adjacent residences, including the following: large building setback distances (these are noted earlier in the report), parking facing Creekside Drive and adjacent commercial uses, lower traffic demand compared to a multifamily development of this site, and preserving and enhancing existing natural vegetation and berm to the south buffering adjacent residents. The applicant submitted a concept profile view of the southern berm showing areas of preserved natural vegetation, new landscaping and a retaining wall. The southern building height (single-story) would be at or below the height of the existing and proposed landscaping.

Therefore, staff finds that the proposed rezoning and Tentative Plan for a senior

housing facility, which provides a transitional housing service to accommodate unique demographic needs within the community, meets the intent of the Comprehensive Plan.

Zoning Map

The subject site is split zoned where the majority of the property is zoned OS-1 and the southern 130-foot section is zoned R-1C. The subject property and others to the east were rezoned from Residential to Office, but the subject property was left split zoned. This split was intentional to provide a stronger buffer between future office uses and existing residences to the south. The Community Development Department recommended the applicant seek a rezoning of the entire property to 'Planned Development' for the following reasons:

- The proposed use of a senior housing facility is residential in nature and does not require a buffer for abutting residential property. However, due to the size and scale of the proposed building and parking lot, retaining a buffer to the south is recommended.
- There is a natural vegetated berm along the southern property line. The applicant is preserving the majority of this berm and vegetation. Some of the northern section of the berm will be cut back to accommodate a perimeter access drive. A retaining wall will be installed along the berm and additional landscaping will be planted atop of the berm. The applicant has submitted a profile view of the resulting berm design and access drive (see attachment). Therefore, the berm will continue to buffer residences to the south.
- Further, the southern wall of the building is designed 129.5 feet away from the southern lot line. This distance is much larger than the 12-foot side yard and 40 feet rear yard setbacks required by R-1C. The proposed building distances from the property lines as shown on the plans become the setbacks for the development.
- Lastly, there is no parking lot between the southern wall of the building and the southern lot line; all parking is located to the east and north (facing commercial businesses).

Therefore, staff finds it appropriate for the applicant to rezone the entire property to 'Planned Development'.

Preliminary Evaluations from the Development Review Team (DRT)

This project was reviewed by the Development Review Team (DRT) who ensures that the proposed development is consistent with the City's infrastructure, engineering, and other requirements including streets, sewers, water mains, storm water, parking, landscaping, and others. The DRT is comprised of representatives from the Department of Transportation and Utilities, Fire Department, Department of Parks and Recreation, Office of the City Assessor, and Department of Community Development. DRT's preliminary review does not recommend any additional improvements at this time. The following are DRT discussion items which have been addressed in the submitted plans:

- Through DRT discussions, the applicant was encouraged to avoid placing parking close to residential areas to the west and south. The applicant was able to meet this and only have perimeter driving aisles along those areas and shift the parking facing east toward an existing office development.
- Also, the development was required to install a City Fire Department access drive to W. Center Avenue, which requires significant grade changes to navigate the steep rise in elevation to reach W. Center Avenue. This is met and shown in the submitted plans.
- Further, DRT discussed how the project could provide a sidewalk to W. Centre Avenue consistent with zoning requirements Sec. 42-521. L.2. The applicant indicated that providing a sidewalk would be very challenging for the following reasons:

    - Providing a sidewalk directly to E. Centre Avenue would require extensive grade changes, landings, switchbacks and other features to navigate the steep hill to reach the higher elevations of the street.
    - Further, installing a sidewalk along the abutting Creekside Drive (private drive) to reach W. Centre Avenue, also has challenges as it is bordered by retaining walls, has established landscaping required for adjacent development, and the space is relatively narrow.
    - StoryPoint will provide its residents a shuttle service to reach off-site destinations.
    - Staff has reviewed and agrees with the applicant's reasons for not providing an external sidewalk. The planned internal sidewalk around the proposed building will offer StoryPoint residents and employees a pedestrian pathway and is consistent with the 'Planned Development' site development requirements.

Planned Development - Sec 42-374 Site Development Requirements and Sec 42-375 Plan review and approval (PD, planned development); Tentative Plan
Staff finds these sections are met with the submitted application and discussed earlier in the report. Sec 42-375 (D - G) indicates required public hearings by the Planning Commission and City Council.

Public Noticing Requirement
Required public notice was sent to all property owners/occupants within 300 feet of the subject property on August 17, 2022. As well as a public notice published in the Kalamazoo Gazette on August 17, 2022. As of the date of this report (August 26, 2022), staff have not received any public comment.

SUPPORTING PERSONNEL: Kelly Peterson, Director of Community Development

ACTION RECOMMENDED: Subsequent to public hearing, approve the Tentative Plan and Rezoning Application #22/23-4 to rezone 8150 Creekside Drive from OS-1 Office Service District and R-1C One-Family

Residential District to PD Planned Development for a senior housing facility.

OVERVIEW

The applicant (Jim DuRussel, representative of StoryPoint) wishes to establish a senior housing facility at 8150 Creekside Drive and has filed a Tentative Plan application and rezoning application to rezone the property from OS-1 Office Service and R-1C One-Family Residential districts to Planned Development district to permit a new senior housing development. The proposed housing facility, "StoryPoint Portage South," provides senior living communities across the US, including an existing facility in Portage located at 3951 West Milham Avenue, which was approved through a rezoning from R-1B one-family residential to PD, Planned Development on July 10, 2001. Similar to the existing West Milham Avenue facility, the proposed project will provide various retirement and senior citizen services to assist personal care with independent living, assisted living, memory care, and others. These services provide a transitioning care model that allows individuals to maintain their housing at one facility as their needs may increase over time.

The proposed StoryPoint Portage South development consists of a new one- and two-story 177,064-square-foot building, new parking lot and access drive around the building, a new emergency access drive to West Centre Avenue, site lighting and landscaping, access directly to Creekside Drive (private drive), and connection to city water and sewer utilities. Site amenities include dining venues, café, pub and bistro, outdoor activity areas, postal services, salon/ barber, fitness, library, media room, business center, and multi-purpose room for large gatherings per the attached plans and drawings. The development is expected to generate 100 jobs, 40 of which are expected to be full-time, benefit-eligible positions. If approved, construction of the entire project is expected to start in May 2023 and will take approximately 22 months to complete.

The components and associated units of StoryPoint Portage South housing services are detailed as the following:

- Independent Living – 93 Units with full kitchens/kitchenettes
- Enhanced Living – 37 Units
- Assisted Living – 21 Units
- Memory Care – 21 Units
- **Total – 172 Units**

The project is proposed on 9.11 acres on Unit 5 Creekside Commons Condominium and has its primary access along the west side of Creekside Drive near the cul-de-sac. The Creekside Commons Condominium consists of several properties fronting Creekside Drive and maintains this private drive.

BACKGROUND INFORMATION

The current property owner (Creekside Commons, LLC) is expected to sell the property to the applicant if the project is approved. The property is currently vacant and only the Creekside Drive portion is maintained.

The following table summarizes existing conditions in this general area:

Existing Land Use / Zoning	- The subject site is undeveloped and zoned OS-1 Office - North: Sanitor Manufacturing, 1221 W. Centre Ave.; Ryders Auto Service, 1201 W. Centre Ave.; and Versatile Revenue Management EMS (billing service), 1111 W. Centre Ave.; Zoned I-1 Light Industrial - South: Single Family Homes; 1230, 1220, and 1210 Woodview Drive; Zoned R-1C Single Family Residential - East (Across Creekside Drive): Multi-tenant Office Building, 8175 Creekside Drive, Zoned OS-1 Office - West: Vacant Land: Single-family Homes,8107, 8115, 8123, 8135, 8143 Brookwood Dr.; Zoned R-1C Single Family Residential
Public Streets	The surrounding roadway network: Creekside Drive – private driveway, no traffic counts are provided. W. Centre Avenue – 2019 Kalamazoo Area Transportation Study (KATS) recorded 22,631 total AADT (Annual Average Daily Trips) trip counts.
Public Utilities	City sanitary sewer and water are available along Creekside Drive and Centre Avenue.
Environment	The subject site is undeveloped, having a forested area with a mix of natural vegetation. The site topography rises toward W. Centre Avenue.
Unique Conditions	No mapped wetlands, historic buildings/ structures, or flood hazards exist on the site.

Applicable Zoning Regulations
The following sections of Chapter 42. Division 4. Zoning Districts and District Regulations apply, and are addressed further in this report:

- Subdivision 11 – PD, Planned Development District, and
- Division 8 – Administration and Enforcement (for Rezoning Application)

Proposed Planned Development Tentative Plan
The applicant has submitted a Tentative Plan 'Planned Development' application and rezoning application seeking approval for a senior housing facility consisting of 172 residential units per Sec 42-375. The Planned Development review process involves the following two steps, per Sec. 42-375:

- Step 1) Tentative Plan review (Items A-G, Sec 42-375) identifies part(s) or whole project features; analyzes the impact on neighborhoods, streets, utilities, and the natural environment; and determines consistency with adopted local plans. *The filed Tentative Plan is at this step.*
- Step 2) Final Plan review (Items H-M, Sec 42-375) identifies and analyzes detailed drawings of project improvements (streets, utilities, lot dimensions, etc.). *A Final Plan application has not been submitted at this time, awaiting approval of the Tentative Plan.*

The attached project narrative addresses Planned Development criteria under Sec 42-375. The applicant has also submitted site drawings showing the building footprint, setback distances, parking and landscaping, and lighting; building floor plans showing various units and common areas; and building elevations showing the front, back, and sides of a concept building rendering are attached. The Planning

Commission reviewed the project for consistency with Sec 42-375 'Tentative Plan' items A-E during a public hearing on September 1, 2022, Planning Commission meeting, and voted unanimously (8-0) in favor of recommending approval to the City Council.

Per Sec 42-373 and -374, the Planned Development (PD) allows the developer to incorporate a variety of housing styles, flexibility in building heights, and yard setbacks. The following project features are being sought under the PD district:

- The development consists of a facility providing senior housing needs with on-site services.
- Housing consists of four different residential categories with varying services offered: 'independent living', 'enhanced living', 'assisted living 2', and 'memory care'.
- The proposed building setbacks, building heights, and parking are discussed below.

The proposed building is located in the center of the site and consists of various building 'wings' with 1- and 2-story building height segments. The tallest section is along the east (facing the existing office building) and consists of three stories with a mid-point roof height of 44 feet. The 'independent living' housing is planned within this section. The shorter sections are along the north and south wings, consisting of a single-story with a mid-point roof height of approximately 23 feet. These areas are dedicated to 'enhanced living', 'assisted living 2', and 'memory care' housing. Per Sec 42-374, building heights exceeding 45 feet require Planning Commission approval. The tallest proposed building has a height of 44 feet and does not require Commission approval.

The overall building will be located 49.8 feet away from the front (east) lot line, 93.3 feet away from the north lot line, 129.5 feet away from the south lot line, and 54.4 feet away from the back (west) lot line. There are no defined building yard setbacks under the Planned Development district. Per Sec 42-374, the Planning Commission reviewed the proposed building location to determine neighborhood appropriateness. Therefore, the building distance mentioned above has become the established yard setbacks for the subject of the Planned Development project. Staff note that the proposed building setback distances are significantly larger than those required under the OS-1 Office district (27 feet front setback, 15 feet side setback; and 20 feet rear setback).

A total of 172 resident units will be provided, within four main areas: 'independent living', 'enhanced living', 'assisted living 2', and 'memory care'. This results in a density of 18.8 units per acre. Per Sec 42-374, the 'PD' establishes a maximum density of 7 units per acre. Staff find that the proposed use is unique and not similar to the density effects of a typical multifamily development for the following reasons:1) StoryPoint operation generally consists of a semi-controlled senior care facility; 2) it provides on-site daily needs services for its tenants; 3) and it provides specific vehicle transportation for off-site needs of senior residents of the facility. Therefore, staff find the proposed housing units acceptable.

The proposed parking areas will be provided immediately north and east of the building, facing existing commercial businesses and Creekside Drive. A perimeter drive will also be provided to access parking areas, back service areas, refuse access, and Fire Division access will be provided around the building. A sidewalk will be established around the building, connecting to various exterior doors, and provide an on-site pedestrian amenity. A required emergency access-only drive for Fire Division use will be constructed uphill to connect to West Centre Avenue. A total of 192 parking spaces (including 8 ADA and 25 deferred spaces for overflow) will be provided for the 172 units. The applicant's narrative indicates that the parking demand of the proposal is not typical of a multifamily development and that only one parking space for every two units will be provided. Per Sec 42-520, staff may accept a lower

parking plan when an applicant indicates a forecasted lower parking demand. Based on the project description, staff find the amount of parking proposed for the unique use to be acceptable. Landscaping will be provided throughout the site and parking areas.

The development will connect to existing city water and sewer utilities within Creekside Drive. An existing stormwater pond located northeast of the site (immediately north of 8175 Creekside Drive), across Creekside Drive, has been designed at a regional level to address stormwater needs of the developed and undeveloped properties along Creekside Drive. This pond is maintained by the Creekside Commons Condominium. The proposed senior housing facility will direct all stormwater to this pond.

ANALYSIS

Staff analysis has been prepared based on items A-G, Sec 42-375 Tentative Plan 'Planned Development' requirements, Comprehensive Plan, surrounding development patterns, and general land use considerations. Issues to be analyzed include consistency with the Future Land Use Map, preliminary evaluations from the Development Review Team (DRT), suitability of the existing zoning classification, and the impact of the proposed zoning classification.

Comprehensive Plan

Rezoning applications are reviewed for consistency with the City of Portage Comprehensive Plan establishing long-term land use goals and the Future Land Use Map. The Future Land Use map designates the subject property, and others fronting West Centre Avenue in the neighborhood, as 'Office.' A magnified view of the Future Land Use Map is attached. This designation encourages office-based land use and matches the current OS-1 Office Service district. Office space and employment have been evolving in recent years due to the COVID pandemic, revealing a decrease in demand for traditional commercial office space, and a challenging market in which to retain office tenants and fill vacant office spaces. This has required property owners and landlords to re-evaluate office space needs, and the City to reevaluate related zoning and land use. Due to the distant location from West Centre Avenue, the subject site may be more attractive to other land uses while being appropriate in the overall context of the neighborhood.

As developable land becomes scarce and housing demand increases within the Portage area, the need for building and facilitating higher density development (including specialized housing needs) also increases. Centre Avenue has become a high-traffic road as it provides access to many neighborhoods, commercial areas, highways, and parks. As a result, new higher density housing along this road is becoming more attractive and marketable.

The applicant proposes development features that help lessen negative impacts on adjacent residences, including the following: large building setback distances (noted earlier in the report), parking facing Creekside Drive and adjacent commercial uses, lower traffic demand compared to a multifamily development of this site, and preserving and enhancing existing natural vegetation and berm to the south buffering adjacent residents. The applicant submitted a concept profile view of the southern berm showing areas of preserved natural vegetation, new landscaping and a retaining wall. The southern building height (single-story) would be at or below the height of the existing and proposed landscaping.

Therefore, staff find that the proposed Tentative Plan and Rezoning for a senior housing facility, which provides a transitional housing service to accommodate unique demographic needs within the community, meets the intent of the Comprehensive Plan.

Zoning Map

The subject site is split zoned where the majority of the property is zoned OS-1 and the southern 130-foot section is zoned R-1C. The subject property and others to the east were rezoned from Residential to Office, but the subject property was left split zoned. This split was intentional to provide a stronger buffer between future office uses and existing residences to the south. The Community Development Department recommended the applicant seek a rezoning of the entire property to 'Planned Development' for the following reasons:

- The proposed use of a senior housing facility is residential in nature and does not require a buffer for abutting residential property. However, due to the size and scale of the proposed building and parking lot, retaining a buffer to the south is recommended.
- There is a natural vegetated berm along the southern property line. The applicant is preserving the majority of this berm and vegetation. Some of the northern section of the berm will be cut back to accommodate a perimeter access drive. A retaining wall will be installed along the berm and additional landscaping will be planted atop of the berm. The applicant has submitted a profile view of the resulting berm design and access drive (see attachment). Therefore, the berm will continue to buffer residences to the south.
- Further, the southern wall of the building is designed 129.5 feet away from the southern lot line. This distance is much larger than the 12-foot side yard and 40 feet rear yard setbacks required by R-1C. The proposed building distances from the property lines as shown on the plans become the setbacks for the development.
- Lastly, there is no parking lot between the southern wall of the building and the southern lot line; all parking is located to the east and north (facing commercial businesses).

Therefore, staff find it appropriate for the applicant to rezone the entire property to 'Planned Development'.

Preliminary Evaluations from the Development Review Team (DRT)

This project was reviewed by the Development Review Team (DRT) who ensures that the proposed development is consistent with the city's infrastructure, engineering, and other requirements including streets, sewers, water mains, storm water, parking, landscaping, and others. The DRT is comprised of representatives from the Department of Transportation and Utilities, Fire Department, Department of Parks and Recreation, Office of the City Assessor, and Department of Community Development. The preliminary review of the DRT does not recommend any additional improvements at this time. The following are DRT discussion items which have been addressed in the submitted plans:

- Through DRT discussions, the applicant was encouraged to avoid placing parking close to residential areas to the west and south. The applicant was able to meet this recommendation and only have perimeter driving aisles along those areas and shift the parking facing east toward an existing office development.
- Also, the development was required to install a city Fire Division access drive to West Centre Avenue, which requires significant grade changes to navigate the steep rise in elevation to reach West Centre Avenue. This requirement is met and shown in the submitted plans.
- Further, DRT discussed how the project could provide a sidewalk to West Centre Avenue consistent with zoning requirements per Sec. 42-521. L.2.The applicant indicated that providing a sidewalk would be very challenging for the following reasons:

- Providing a sidewalk directly to West Centre Avenue would require extensive grade changes, landings, switchbacks and other features to navigate the steep hill to reach the higher elevations of the street.
- Further, installing a sidewalk along the abutting Creekside Drive (private drive) to reach West Centre Avenue, also has challenges as it is bordered by retaining walls, has established landscaping required for adjacent development, and the space is relatively narrow.
- StoryPoint will provide its residents with a shuttle service to reach off-site destinations.

Staff have reviewed and agree with the applicant's reasons for not providing an external sidewalk. The planned internal sidewalk around the proposed building will offer StoryPoint residents and employees a pedestrian pathway and is consistent with the 'Planned Development' site development requirements.

Planned Development - Sec 42-374 Site Development Requirements and Sec 42-375 Plan review and approval (PD, planned development); Tentative Plan
Staff finds these sections are met with the submitted application and discussed earlier in the report. Sec 42-375 (D - G) indicates required public hearings by the Planning Commission and City Council.

PUBLIC HEARING(S)
A public hearing for this tentative plan and rezoning application was opened at the September 1, 2022, Planning Commission meeting at which the Commission discussed the proposed tentative plan and rezoning. The applicant representative, Jim DuRussel, StoryPoint, was present to support the proposed application and explain the project details. There was no public comment on this item at the meeting. The Planning Commission determined no further discussion was needed and voted to close the public hearing.

After careful consideration, the Planning Commission voted unanimously (8-0) to recommend to City Council the approval of the Tentative Plan and Rezoning Application #22/23-4, from OS-1 Office Service District and R-1C One-Family Residential District to PD Planned Development for a senior housing facility at 8150 Creekside Drive.

RECOMMENDATION
It is therefore recommended that City Council approve the Tentative Plan and Rezoning Application #22/23-4 to rezone 8150 Creekside Drive from OS-1 Office Service District and R-1C One-Family Residential District to PD Planned Development for a senior housing facility.

FUNDING: Not Applicable

Attachments:
1. Rezoning Application
2. Commercial Development Application
3. Project Narrative
4. Elevation - Southern Property
5. Comprehensive Plan - Future Land Use Map
6. Zoning Map
7. Site Pictures; 7.1.22

8. Proposed Adoption of Ordinance
9. 2022 09 01 Planning Commission Meeting Minutes
10. 2022 09 15 Planning Commission Transmittal
11. Applicant's Development Drawings

PORTAGE
A Natural Place to Move

Department of Community Development

APPLICATION FOR ZONING AMENDMENT

Application number_____

Date _____

APPLICATION INFORMATION:

Meetings of the Portage Planning Commission are held on the first and third Thursday of each month at 7:00 p.m. in the Council Chambers of Portage City Hall, 7900 South Westnedge Avenue, Portage, Michigan. All zoning amendment applications must be properly filled out and submitted to the Department of Community Development and the zoning amendment fee paid at least 15 working days prior to the meeting at which the public hearing is held. The applicant will be notified in writing of all such public hearing/meetings. *Please note: City Staff and/or Planning Commissioners may visit the subject property while the application is under review.*

For more detailed information about the zoning amendment process, please refer to Portage Land Development Regulations, Article 4, Division 8, Subdivision 2.

TO THE PLANNING COMMISSION:

I (WE), the undersigned, do hereby respectfully make application and petition the Portage Planning Commission to amend the Zoning Ordinance and/or change the Zoning Map as hereinafter requested. In support of this application, the following is submitted:

ZONING MAP AMENDMENT

1. a. Platted Land:

The property is part of the recorded plat: The property sought to be rezoned is located at 8150 Creekside Drive between Oakland Drive Street and Shaver Road Street on the West side of the street, and is known as Lot Number(s) Unit 5 of Creekside Commons Plat (Subdivision). It has a frontage of IRR. feet and a depth of IRR. feet.

b. Unplatted Land:

The property is in acreage, and is not therefore a part of a recorded plat. The property sought to be rezoned is located and described as follows: (Indicate total acreage and parcel number). 9.11 acres Parcel #10-00021-125-E

2. a. Do you own the property to be rezoned? Yes ____ No NO

b. Name of the owner of the property to be rezoned: _____

Address Creekside Commons, LLC 8150 Creekside Drive

3. My (our) interest in the property and purpose for submitting the proposed Zoning Amendment: Purchaser

4. CURRENT ZONING: OS-1 & R1-C PROPOSED ZONING: PD

ZONING TEXT AMENDMENT

1. The proposed language to be considered is (attach additional sheets as necessary):
Propose changing zoning to PD, refer to plan drawings

2. The Zoning Code Chapter and Section wherein the proposed text would be modified/inserted.
N/A

3. My (our) interest in and purpose for submitting the proposed Zoning Ordinance Amendment.
N/A

We attach a statement hereto indicating why, in our opinion, the change requested is necessary for the preservation and enjoyment of substantial property rights, and why such amendment will advance the public health, safety and welfare. An assessment of the impact of the proposal on the community and property of other persons in the vicinity of the amendment or affected by the amendment is also attached.

StoryPoint - Jim DuRussel, Owners Representitive

(Signature of Applicant) (Signature of Applicant)

7927 Nemco Way Ste 200, Brighton, MI 48116

(Address) (Address)

810-588-7248

(Phone) (Phone)

A copy of all actions taken regarding this application shall be attached and shall be considered a part of this application.

T:\COMMDEV\2021 2022 Department Files\Forms\Zoning Forms\2022 Application for Zoning Amendment.docx

COMMERCIAL DEVELOPMENT APPLICATION

Department of Community Development
7900 South Westnedge Avenue – Portage, Michigan 49002 – (269) 329-4477

Applicant must complete all items in sections 1-9 (if applicable).

Please note: Separate applications must be submitted for Plumbing, Mechanical and Electrical Work Permits

No Work is to Start Prior to the Issuance of Building Permit

1) PROJECT INFORMATION

Project Description	Address
StoryPoint Portage South	8150 Creekside Drive

2) IDENTIFICATION (OWNER)

Name StoryPoint - Jim DuRussel, Owners Representitive		Address 7927 Nemco Way, Ste 200	
City Brighton	State MI	Zip 48116	Phone 810-588-7248

3) ARCHITECT OR ENGINEER

Name Jordan London, AIA	Address 20750 Civic Center Dr. Suite 610	City Southfield
State Michigan	Zip 48076	Phone 248-353-4820
License Number 1301034183	Expiration Date 10/25/2024	Email server@ela-architects.com

4) BUILDING CONTRACTOR

Company name TBD	Address	City
State	Zip	Phone
Email	Federal Employer ID	
Builder License Number	Expiration Date	
Workers Comp Insurance Carrier	MESC Employer Number	

5) TYPE OF DEVELOPMENT PROJECT

☒ Site Plan ☐ Building Plan ☐ Final Plan in Planned Development

☐ Subdivision ☐ Condominium ☐ Land Division Requiring Public Improvements

☐ Landscape Plans ☒ Public Water Main ☐ Public Sanitary Sewer Main

☐ Other:_____

(Note: Please provide a Portable Document Format (PDF) of the plans for the project at time of document submittal. The submitted format shall be CD/DVD or USB. If a PDF is not submitted, an additional $25 fee plus $1 for each plan sheet after 20 sheets will apply.)

6) TYPE OF IMPROVEMENT

☒ New Building ☐ Alteration ☐ Addition ☐ Repair ☐ Demolition ☐ Foundation Only

☐ Relocation ☐ Special Inspection ☐ Solar ☐ Other:_____

7) DESCRIPTION OF WORK

A) construction of a an approx. 170,600 sq ft senior housing building and associated site improvements

B) Valuation of Project: $ TBD

8) CHARACTERISTICS OF THE BUILDING

A) Water Meter Size

☐ 5/8" ☐ ¾" ☐ 1" ☐ 1 ½"

☒ Other TBD ☐ Irrigation Size TBD ☐ Fire Sprinkler Size TBD

B) Electric Service Size

☐ 200 AMP ☐ 400 AMP ☐ 600 AMP ☐ 800 AMP ☐ 1000 AMP ☒ Other TBD

C) Type of Mechanical

Air Conditioning? ☒ Yes ☐ No Fire Suppression? ☒ Yes ☐ No Hood System? ☒ Yes ☐ No

9) CONSTRUCTION PLANS SUBMITTED

Required submittals for plan review:

- Plans shall be signed and sealed when required in accordance with State of Michigan Act No.299 of Public Acts of 1980.
- All plans shall be drawn on uniform sheets no greater than 30"X42".
- All plans shall be drawn to an architectural scale.
- All plans shall be clear, legible and accurate.
- Plans shall be stapled along the left margin.

Type of Plan Submitted:

☒ Building ☐ Electrical ☐ Plumbing ☐ Mechanical ☐ Energy

Building Code: Site plan, foundation plan, soil bearing capacity, floor plans, building elevations, building sections, framing plan, details, roof plan, roof finish schedule, roof live and dead loads.

Electric Code: Lighting layout, circuiting, switching, conductor and raceway sizes, wattage schedule, service location and riser diagram, load calculations, and appropriate plans showing standard symbols of all electrical equipment.

Plumbing Code: Site plan, floor plans, DWV riser diagrams and water distribution system and roof plan, Show direction of flow, pipe sizes, grade of horizontal piping, elevations, drainage fixture unit loading of both stacks and drains in the DWV system, supply fixture unit load for the water system, branch supplies serving more than one plumbing fixture, appliance or hose outlet, meter locations.

Mechanical Code: Plans indicating heating equipment, air conditioning equipment, ductwork material and layout, fire dampers, ventilation of rooms and areas, location of chimneys and vents, piping layouts, kitchen equipment layout, and combustion air. (Plans for fire suppression systems may be submitted after permit issuance, but are required prior to installation.)

Energy Code: Floor plans, building sections, details, average annual degree days, exterior envelope components materials, "U" values of elements, "R" values of insulating materials, size and type of apparatus and equipment, energy calculations.

Note: Additional plan review fee(s) required of all non-concurrent plan submittals

APPLICANT INFORMATION

Applicant is responsible for the payment of all fees and charges applicable to this application and must provide the following information:

Name StoryPoint - Jim DuRussel, Owners Representitive	Phone 810-588-7248
Address 7927 Nemco Way, Ste 200	City Brighton
State MI	Zip 48116

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his/her authorized agent, and I agree to conform to all applicable laws of the State of Michigan and ordinances of the City of Portage. All information submitted on the application is accurate to the best of my knowledge.

Signature of Applicant: _____ ***Date:*** 6·20·22

FOR DEPARTMENTAL USE ONLY

□ Vacant
□ A-1: Assembly (Theaters)
□ A-2: Assembly (Restaurants)
□ A-3: Assembly (Library, ETC.)
□ A-4: Assembly (Indoor Sports)
□ A-5: Assembly (Outdoor Sports)
□ B: Business
□ E: Educational
□ F-1: Factory (Moderate hazard)
□ F-2: Factory (Low Hazard)
□ H-1: High Hazard (Detonation)
□ H-2: High Hazard (Deflagration)
□ H-3: High Hazard (Physical)
□ H-4: High Hazard (Health)
□ H-5: High Hazard (HPM)
□ I-1: Institutional (Supervised)
□ I-2: Institutional (Hospital)
□ I-3: institutional (Prisons)
□ I-4: Institutional (Day Cares, ETC.)
□ M: Mercantile
□R-1: Residential (Hotels. Motels, ETC.)
□R-2: Residential (Multi Family, ETC.)
□ R-3: Residential (1 & 2 Fam. Townhomes)
□ R-4: Residential (Assisted living)
□ S-1: Storage (Moderate hazard)
□ S-2: Storage (Low hazard)
□ U: Utility (Garage, Shed)

CHARACTERISTICS OF BUILDING

Frame:

☐ Masonry ☐ Wood Frame ☐ Structural Steel ☐ Reinforced Concrete ☐ Other

Heating System:

☐ Gas ☐ Electricity ☐ Solar ☐ Other_____

New Sewer Connection:

☐ Yes ☐ No

New Water Connection:

☐ Yes ☐ No

Type of Mechanical:

☐ (Y) Air Conditioning ☐ (Y) Fire Suppression

DIMENSIONS / DATA

Number of Stories_____ Use groups_____ Construction Type_____

Number of Occupants_____

Floor Area	Existing	Alterations	New
Basement			
1st Floor			
2nd Floor			
3rd Floor			
4th Floor			
5th Floor			
Total			

StoryPoint™
Shine. Everyday.

July 18, 2022

Re: StoryPoint Portage South - Preliminary Development Plan – Narrative and Proposal

Dear Members of the Planning Commission,

The purpose of our narrative is to gain PD approval on unit 5 at 8150 Creekside Drive from its current zoning to allow StoryPoint to develop and build a one hundred seventy-two (172) unit senior housing development.

The general purpose of this planned development is for the construction of a senior housing continuing care community. The proposed StoryPoint Portage South project located on unit 5 on 8150 Creekside Drive. It will provide one hundred seventy-two (172) apartments; ninety-three (93) independent living units, fifty-eight (58) assisted living units and twenty-one (21) memory care units in a 177,064 square foot building that will include one (1) and three (3) story building areas. The building is designed to allow residents to age in place, ability to transition from one product within the community to another, as the residents' level of care or needs changes.

StoryPoint Senior Living is an experienced and substantial developer and operator of senior living communities with a property portfolio of 74 communities (7,000+ units). We are a privately held and highly capitalized company with over 6,200 employees. Utilizing our 40 years of experience in operating senior living communities, we develop and directly manage and operate our communities.

Our communities' building design and operation are focused on our residents' overall experience and wellbeing. The locations are analyzed in incredible detail to ensure that there is both a need and a successful fit into the geographic marketplace. We build and design to provide the optimum environment for our residents, while also maintaining a manageable market-rate rent structure.

Our StoryPoint community will be attractive to Portage because it addresses a needed demand within the community and our sister community StoryPoint Portage on W. Milham Ave. The development of this StoryPoint project will initially create hundreds of construction jobs. Once open and stabilized, the StoryPoint project will generate approximately one hundred (100) jobs, with over forty (40) jobs being full-time, benefit-eligible positions. The project will be built in its entirety over a 22 month construction schedule. StoryPoint will wholly operate the community.

The independent living community will be delivered through a three-story building consisting of ninety-three (93) apartments, all with full kitchens and/or kitchenettes. The community also provides thirty-seven (37) un-licensed enhanced living apartments, twenty-one (21) licensed assisted living apartments and twenty-one (21) secured memory care apartments.

Amenities for the entire community will include a variety of dining venues, café, pub and bistro, outdoor activity areas, postal services, salon/barber, fitness, library, business center, as well as a media room / multi-purpose room for larger gatherings or other group activities.

StoryPoint will have 167 parking spaces, including 8 ADA spaces. The proposed parking and drive layout is of a nature to allow vehicular and pedestrian traffic flow. By keeping our sidewalks on the inside of the traffic loop, we minimize pedestrian-vehicle conflicts. We propose one (1) space for each two (2) dwelling units, with an additional one (1) space for each employee. Our current proposed parking plan for this community is based on the following:

93 Independent Living apartments:	46 spaces
37 Enhanced Living apartments:	18 spaces
21 Assisted Living apartments:	10 spaces
21 Memory Care apartments:	10 spaces
Standard/Van ADA:	8 spaces
Events:	15 spaces
Employees:	60 spaces
Total:	167 parking spaces proposed
Landbank parking	33 spaces (8 spaces removed)
Total w/ Landbank parking:	192 parking spaces provided

1. *A statement of purpose and objectives;*

The general purpose of this planned development is for the creation of senior housing and special care housing for those requiring more supervised living conditions:

The independent senior housing portion of the development will be delivered through a three-story building which is approximately 44'-0" tall from grade to the midpoint of the highest roof. The ninety-three (93) apartments will be made up of Studio, One-bedroom, & Two-bedroom apartments ranging from approximately 560 sq ft to 1,100 sf ft. Residents receive a chef prepared dinner meal service, biweekly housekeeping, weekly linens, and transportation. Community amenities will include a variety of dining venues, indoor and outdoor activity spaces, postal services, beauty/barber salon, library, business center, multipurpose rooms, and fitness center. Common space courtyards provided.

The enhanced living will be delivered through a one story building. The thirty- seven (37) apartments will be made of Studio, One-bedroom, and Two-bedroom apartments ranging from x to x. Residents receive three chef prepared dinner meal service, daily tidy, biweekly housekeeping, weekly linens, personal laundry and transportation. Community amenities will include a dining room, indoor and outdoor activity spaces, postal services, as well as the other community amenities such as: beauty/barber salon, library, business center, multipurpose rooms, and fitness center. Common space courtyards provided.

Assisted Living is for those requiring more services and assistance with twenty-one (21) assisted living apartments offering assistance with everyday activities in a licensed setting. Residents enjoy all of the benefits our community; three chef prepared meals,

snacks, daily housekeeping tidies, biweekly housekeeping, weekly linens, weekly personal laundry and transportation. Our wellness team provides personal care services, medication administration and coordinate all wellness needs specific to each resident's plan. These apartments are located within the single-story portion of the building and includes, Studio, one bedroom, & Two-bedroom apartments ranging from approximately 420 sq ft to 1,100 sf ft. Common space courtyards provided.

Finally, a secured twenty-one (21) apartment Memory Care for seniors to accommodate residents with associated dementias affecting memory and other cognitive abilities. Our team assists in all personal care and activities of daily living. Residents enjoy all of the benefits our community; three chef prepared meals, snacks, daily housekeeping tidies, biweekly housekeeping, weekly linens, weekly personal laundry, and transportation. These apartments are also located within the single-story portion of the building and include twenty-one (21) Studio apartments approximately 350 sq ft in size. Common space courtyard provided.

2. *A general plan of development, including a designation of proposed uses by relative intensity and proportion of land area for each land use;*

   Applicant contemplates constructing a 177,064 square foot, multi-story building with private roads. The anticipated first floor elevation of the three story is expected to be approximately 857.62. The existing grade of Creekside Drive at the proposed driveway is 853.59. There are significant elevation differences across the site. The ground elevation along the southwest corner of the site is 869.11 and the northwest site corner is 862.18. The southeast site elevation is 862.80. A retaining wall will be required along the south and southwest portions of the site. We are anticipating this wall to be 8-10 foot tall along the south and southwest portions of the site. The proposed wall along the west will step down to zero as the existing grade lowers to match the proposed site grading.

   This proposed wall well be offset 3-feet from the back of the proposed curb and gutter. The proposed wall will be approximately 80-feet away from the southern property line. The proposed retaining wall on the southwest side of the property will be approximately 5-feet off the west property line.

   The original Creekside Commons development proposed approximately 100,000 more square feet of impervious area than what this StoryPoint Portage South development is planning.

   Generous landscaping is planned for the site. This landscaping will include perimeter screening and interior parking lot landscaping.

3. *A program of development outlining the proposed stages of development;*

   This senior living community, 172-unit project, as described herein is planned to be developed in one stage.

4. *The time schedule;*

Upon site plan approval we will finalize our construction documents and archive all required approvals from the city building department and governing agencies. Achieving this will allow us to break ground and will complete the project 22 months thereafter. Our intent is to commence construction in May 2023.

5. *A statement demonstrating the independence of each stage and integration of the proposed development into the proposed of existing development pattern;*

   The senior living building will be built in its entirety at once over 22-month construction schedule thereby eliminating any phasing as typically done with residential developments.

6. *The general location and size of the area involved and the nature of the landowner's interest in the land proposed to be developed;*

   The location of the property is 9.11-acre parcel, unit 5, and located withing the association known as "Creekside Commons" off West Centre Avenue, Portage MI.

   The landowner will operate the building/property through StoryPoint, a seasoned senior living operator who has been in the senior living business for over 40 years.

7. The density of land used to be allocated to parts of the area to be developed;

   The senior living facility will consist of 172 units comprised of studio, one bedroom and two-bedroom units on 9.11 acres. The density based on the zoning ordinance for a residential use is 7 per acre which calculates to a max of 63 units on the site, however this project is not just a standard residential development with standard apartments. This is a senior facility, with independent living, assisted living and memory care. This type of facility is a current need for the community based on demand and market preformance. The majority of assisted living are small studio apartments with kitchenettes instead of full apartment units. The memory care apartments are studios apartments.

8. *Location, function, ownership and manner of maintenance of common open space;*

   Common open space in the planned development with this request includes significant green/open spaces areas north, south, and east of the facility, which will be properly maintained. The 9.11-acre parcel associated with this request will be maintained by StoryPoint, the operator of the facility, in a first-class manner similar to its other 74 communities and our StoryPoint on W. Milham Ave. in Portage, MI.

9. *The use, approximate height, bulk and location of buildings and other structures;*

   The independent senior housing portion of the development will be delivered through a three-story building which is approximately 44'-0" tall from grade to the midpoint of the highest roof. The building will have a one-story memory care and assisted living. Our three-story plan enables us to preserve green space and provide closer access to the common amenities for our residents. Our community amenities include: a variety of dining venues, café, pub and bistro, outdoor activity areas, postal services, salon/barber, fitness,

library, media room, business center, as well as a multi-purpose room for larger gatherings or other group activities.

The proposed building and parking lot setbacks from the property lines are as follows;

Building:	
Front :	49.8' proposed
Side:	93.3' proposed north side 129.5' proposed south side
Rear	54.4' proposed
Parking:	
Front:	8'-2"
Side (south)	83.6'
Side (north)	18.0'
Rear	11.5' minimum

10. *The feasibility of the proposals for the disposition of sanitary waste and storm water;*

    A regional storm water detention basin was designed and constructed as part of the original Creekside Commons development. The original Creekside Commons development provided for 319,900 square feet of impervious area whereas the proposed StoryPoint Portage South development will have approximately 220,000 square feet of impervious area. This private storm management design will be based on the Storm Water Design Criteria Manual including the Add No. 1 to the Storm Water Design Criteria Manual.

    A proposed 6-inch diameter sanitary sewer lateral will be installed from the building to the existing public sanitary sewer in Creekside Drive.

11. *The substance of covenants, grants of easements or other restrictions to be imposed upon the use of the land, buildings, and structures, including proposed easements for public utilities;*

    It is anticipated that a 20-foot-wide public water main easement will be required and provided for the proposed water main loop around the building. We will issue any easements required for public utilities. There will be no other restrictions necessary for the site as it will be used in its entirety for senior living.

12. *The provisions for parking vehicles, the location and with of proposed streets and public ways, and the relationship of proposed streets and other public facilities in proximity to the proposed planned development; see site plan*

This proposed amendment plans on having 167 parking spaces + 33 landbank for a total of 192 parking spaces. StoryPoint will have a shuttle bus to transport residents. A shuttle bus parking area has been designated on the north side of the property near the residential main parking lot (see site plan). There will be a 26-foot road that encircles the building, providing access for emergency vehicles to all areas of the building.

13. *The required modifications in the regulations otherwise applicable to the subject property;*

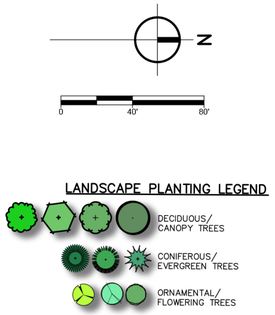
    We foresee no modification in regulations.

14. *In the case of plans which call for development over a period of years, a schedule showing the time within which the application for final approval of all parts of the planned development are intended to be filed;*

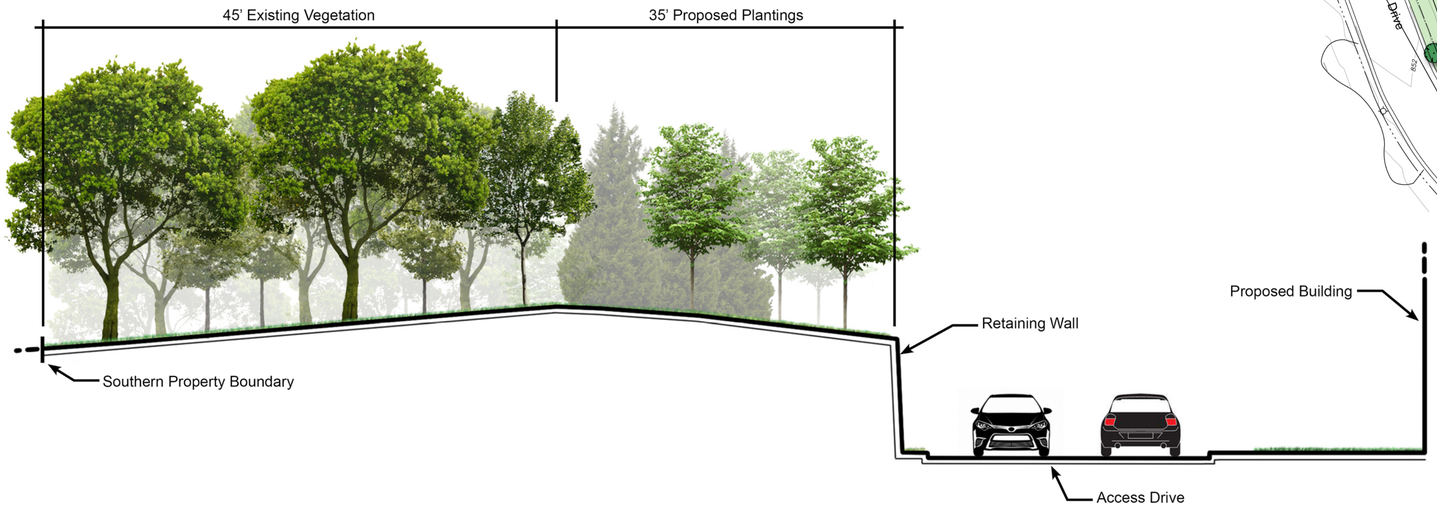
    The project is planned to be developed in on stage. See item # 4 for schedule.

15. *The proposed conditions and form of performance bonds or irrevocable bank letters of credit to ensure the proper implementation of the plan;*

    The development will have a construction lender that will require 100% of the project funding secured prior to commencement of any construction. The development will be completed in its entirety by the time we receive the Certificate of Occupancy, thereby protecting the community from any risk.



South Property Line Elevation



edmund london & associates, inc.
architects & planners
20750 civic center drive, suite 610, southfield, michigan 48076
tel: 248-353-4820 email: server@ela-architects.com

ela

StoryPoint Portage South

Portage, Michigan

landscape rendering

ISSUED:
07/18/2022
PRELIMINARY REVIEW

PRELIMINARY
NOT FOR CONSTRUCTION

DRAWN BY:
STAFF

APPROVED BY:
J.E.V.

JOB NUMBER
4201

SHEET NUMBER
L-2.0

Prein&Newhof
Engineers•Surveyors•Environmental•Laboratory
PHONE: (616) 364-8491
info@preinnewhof.com
PN# 2220609

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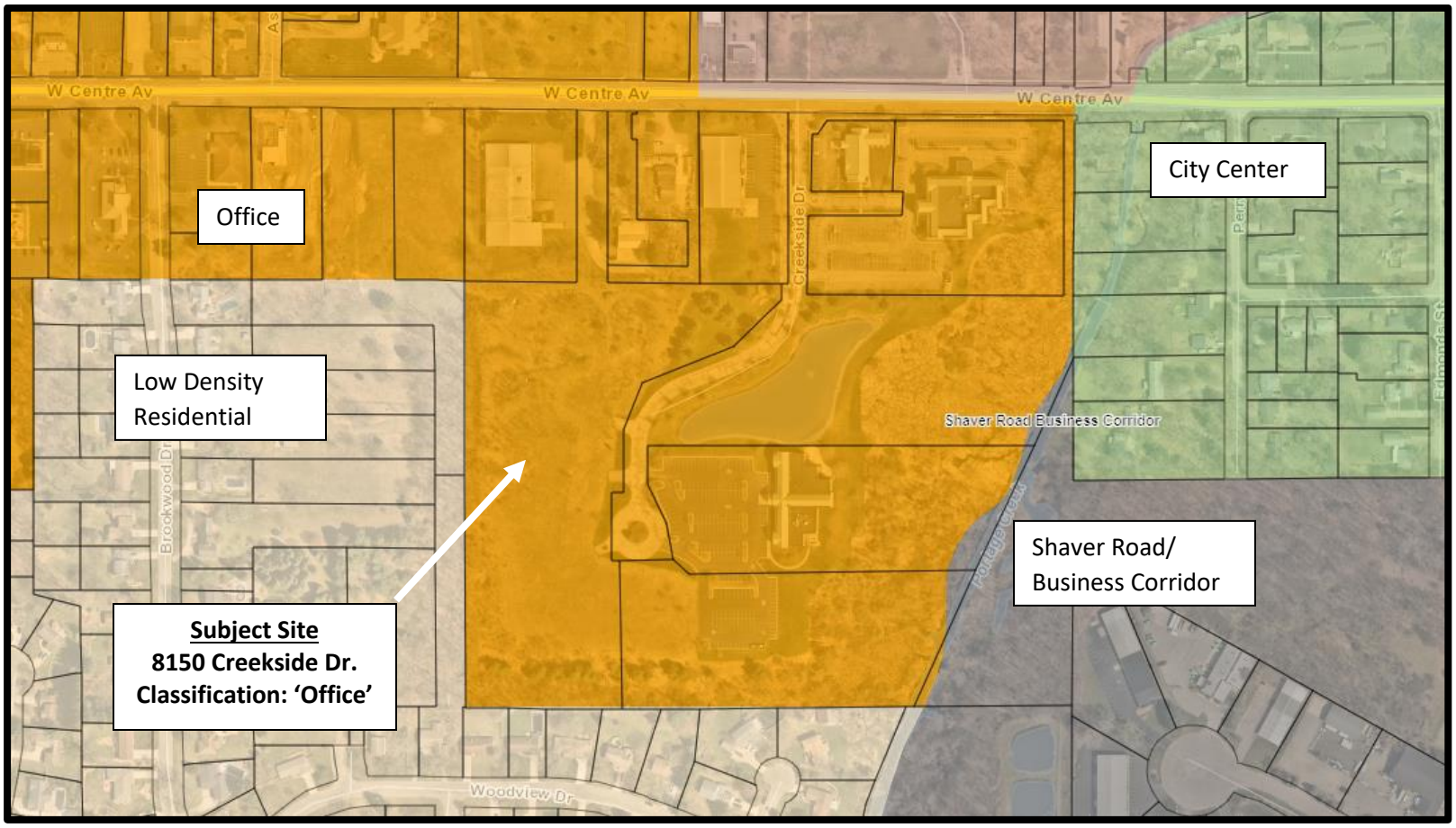
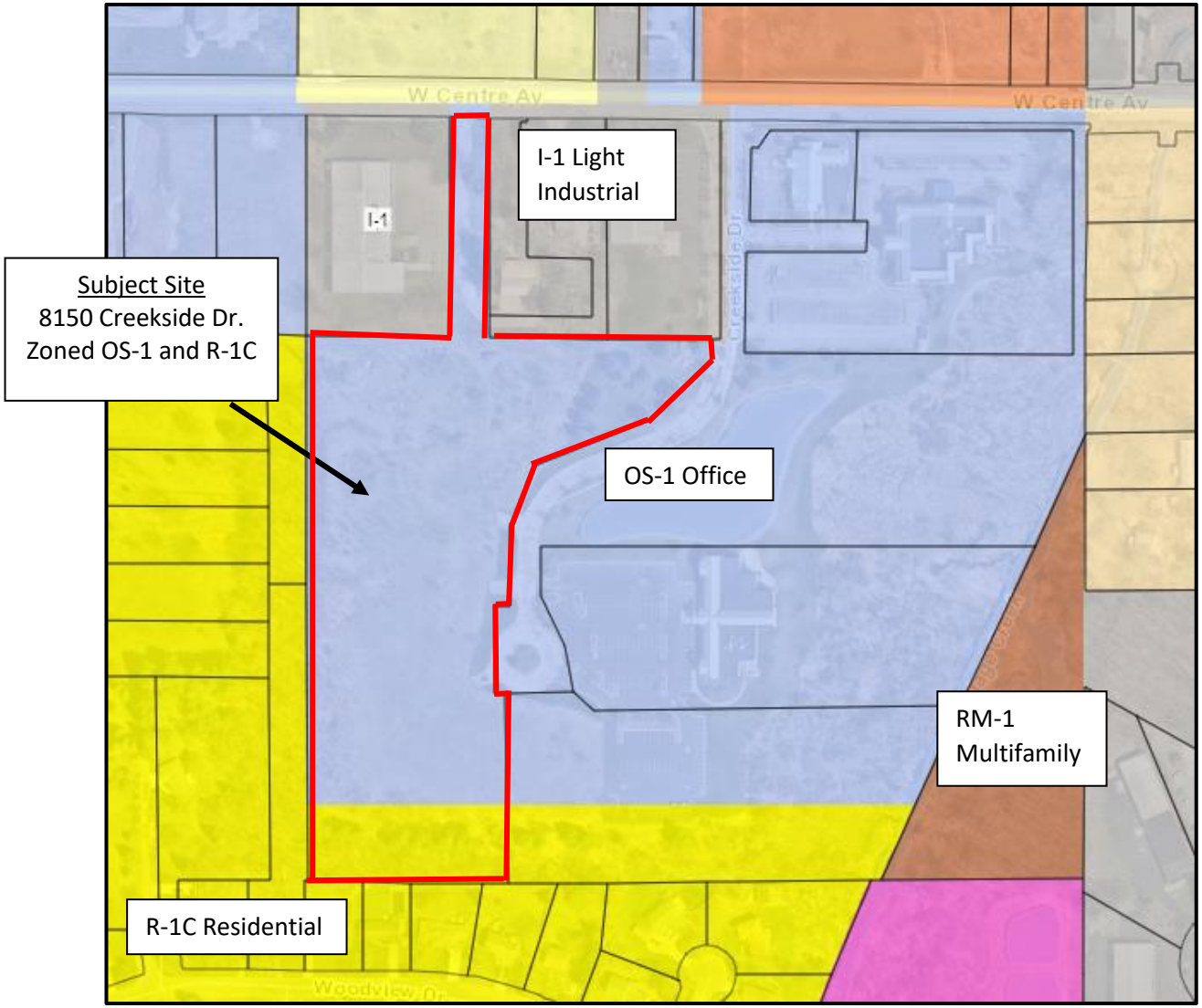
C:\USERS\DMANNS\APPDATA\LOCAL\TEMP\ACPUBLISH_21144\2220609 - L100 LANDSCAPE - DMANNS - Jul. 18, 2022 - 04:10pm - PreinNewhof

Comprehensive Plan – Future Land Use Map



Zoning Map


W Centre Av
W Centre Av
I-1
Creekside Dr
I-1 Light Industrial
Subject Site
8150 Creekside Dr.
Zoned OS-1 and R-1C
OS-1 Office
RM-1 Multifamily
R-1C Residential
Woodview Dr

July 1, 2022 Staff's Site Pictures

Figure 1. Looking south at entrance of Creekside Drive (Private Road – Creekside Commons Condominium) from W. Centre Avenue.

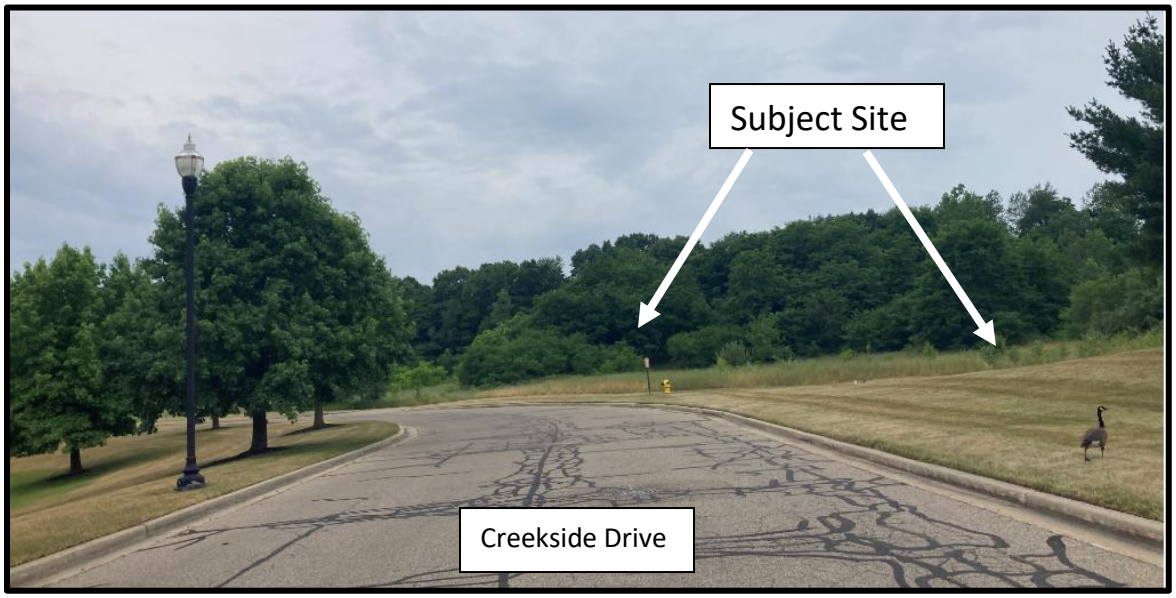


Figure 2. Looking south along Creekside Drive with the subject site to the right (west along Creekside Drive).

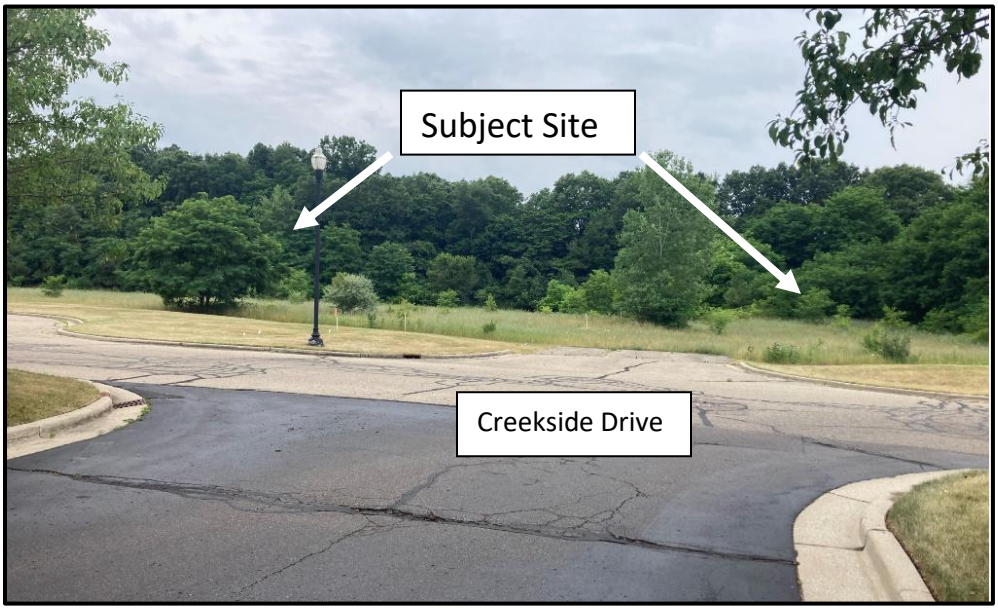


Figure 3. Looking west toward subject site across Creekside Drive.

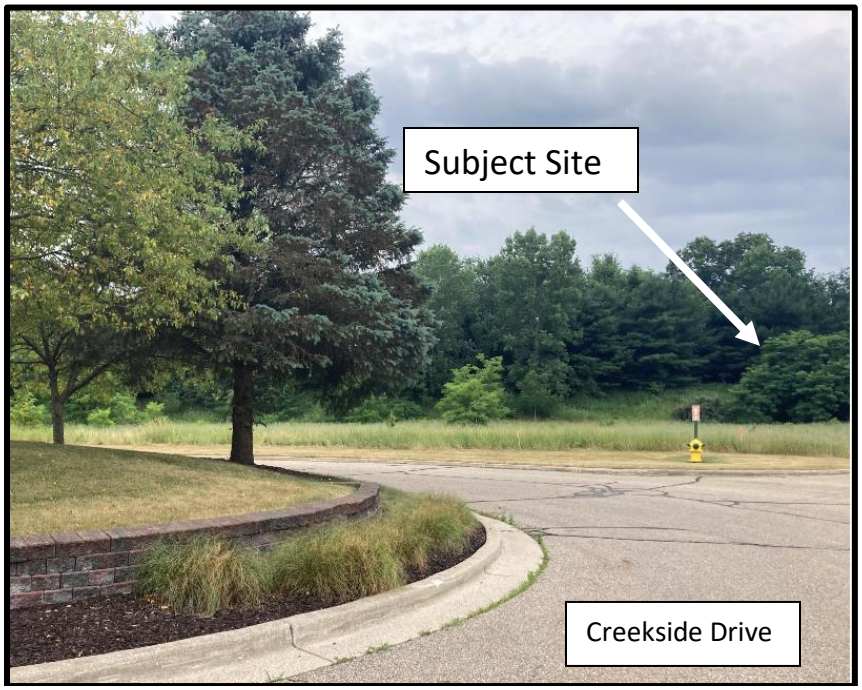


Figure 4. Looking south toward vegetated berm in background; Creekside Drive cul-de-sac in foreground.

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

THE CITY OF PORTAGE ORDAINS:

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

Street Address	Parcel ID Numbers
8150 Creekside Drive	00021-125-J

as more specifically described: Unit 5, Creekside Commons Condominium, according to the Master Deed recorded in Instrument No. 2000-003766, Kalamazoo County records, and amendments thereto, if any, designated as Kalamazoo County Condominium Subdivision Plan No. 115, together with right in General Common Elements and Limited Common Elements as set forth in the above Master Deed and as Described in Act 59 of the Public Acts of 1978, as amended.

From OS-1 Office Service and R-1C One-Family Residential District to PD Planned Development District.

FIRST READING:

SECOND READING:

EFFECTIVE DATE:

_____
Patricia M. Randall, Mayor

STATE OF MICHIGAN)
) SS
COUNTY OF KALAMAZOO)

I do hereby certify that I am the duly appointed and acting City Clerk of the City of Portage and that the foregoing Ordinance was adopted by the City of Portage on the _____ day of _____, 2022.

_____
Erica Eklov, City Clerk

Approved as to Form:
Date: 9-15-2022
By: Catherine Kneifnecker
City Attorney

ADOPTION OF ZONING ORDINANCE
CITY OF PORTAGE, MICHIGAN
NOTICE

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

NOTICE IS HEREBY GIVEN, that an Ordinance to amend Article 4 (Zoning) of Chapter 42 of the Codified Ordinances of Portage, Michigan, was adopted by the City Council at a regular meeting held on the _____ day of _____, 2022, and will become effective _____, 2022.

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

THE CITY OF PORTAGE ORDAINS:

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

Street Address	Parcel ID Numbers
8150 Creekside Drive	00021-125-J

as more specifically described: Unit 5, Creekside Commons Condominium, according to the Master Deed recorded in Instrument No. 2000-003766, Kalamazoo County records, and amendments thereto, if any, designated as Kalamazoo County Condominium Subdivision Plan No. 115, together with right in General Common Elements and Limited Common Elements as set forth in the above Master Deed and as Described in Act 59 of the Public Acts of 1978, as amended.

From OS-1 Office Service and R-1C One-Family Residential District to PD Planned Development District.

PLEASE TAKE NOTICE that a copy of the Ordinance as amended may be purchased or inspected at City Hall on any business day except public and legal holidays from and after publication of this Notice from 8:00 a.m. to 5:00 p.m. local time. Further, a copy of a map showing the property rezoned is also available at the time and days noted above.

Dated: _____

_____
Erica Eklov, City Clerk

APPROVED AS TO FORM FOR CITY OF PORTAGE
BAUCKHAM, SPARKS, THALL,
SEEBER, & KAUFMAN, PC
Catherine Kaufman
By: CATHERINE P. KAUFMAN
Date: 9-15-2022

FIRST READING
CITY OF PORTAGE, MICHIGAN
NOTICE

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

NOTICE IS HEREBY GIVEN, that an Ordinance to amend Article 4 (Zoning) of Chapter 42 of the Codified Ordinances of Portage, Michigan, was introduced for first reading at a regular meeting of the City Council held on _____, 2022, and that the Council will hold a public hearing on the proposed amendment at the Portage City Hall in said City on _____, 2022, at 7:00 p.m. or as soon thereafter as may be heard.

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

THE CITY OF PORTAGE ORDAINS:

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

Street Address	Parcel ID Numbers
8150 Creekside Drive	00021-125-J

as more specifically described: Unit 5, Creekside Commons Condominium, according to the Master Deed recorded in Instrument No. 2000-003766, Kalamazoo County records, and amendments thereto, if any, designated as Kalamazoo County Condominium Subdivision Plan No. 115, together with right in General Common Elements and Limited Common Elements as set forth in the above Master Deed and as Described in Act 59 of the Public Acts of 1978, as amended.

From OS-1 Office Service and R-1C One-Family Residential District to PD Planned Development District.

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

Dated: _____

_____
Erica Eklov, City Clerk

APPROVED AS TO FORM FOR CITY OF PORTAGE
BAUCKHAM, SPARKS, THALL,
SEEBER, & KAUFMAN, PC
Catherine P. Kaufman
By: CATHERINE P. KAUFMAN
Date: 9-15-2022

CITY OF PORTAGE PLANNING COMMISSION

Thursday, September 1, 2022

7:00 PM Portage

City Hall Council Chambers

The City of Portage Planning Commission meeting of September 1, 2022, was called to order by Chairman Corradini at 7:00 p.m.

IN ATTENDANCE

- Eric Feldt, City Planner/Project Manager
- Catherine Kaufman, City Attorney

ROLL CALL

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

Commissioner Baldwin motioned to excuse Vice Chair Joshi. Commissioner Freiman supported the motion. Motion carried 8-0.

APPROVAL OF MINUTES

Motion by Commissioner Baldwin, seconded by Commissioner Pezzoli to approve the Planning Commission Meeting Minutes of August 18, 2022, with one correction. Motion carried 8-0.

PUBLIC HEARINGS

1) A Tentative Plan and Rezoning Application #22/23-4, from OS-1 Office Service District and R-1C One-Family Residential District to Planned Development for a senior housing facility at 8150 Creekside Drive. Mr. Feldt summarized the project, the surrounding area, and the site plan. The subject parcel is mostly zoned OS-1 but includes a portion of R-1C. The Planned Development zoning is required because the use itself is not permitted in either district. Staff advises the Planning Commission to waive the second public hearing and recommend to City Council that the Tentative Plan and Rezoning be approved. Commissioner Adams asked if there was a zoning district for this type of project. Mr. Feldt stated that it did not fit well into other zoning districts and that is why Planned Development was recommended. Chairman Corradini asked about the emergency road affecting adjacent businesses. Mr. Feldt stated the road will not impact the businesses.

   Applicant, Jim DuRussel 11363 Toma Road, Pickney Michigan, representative for StoryPoint stepped forward. He described the businesses portfolio and explained that the emergency access road will have a gate. Commissioner Youngs asked if the proposal will be similar to the existing StoryPoint facility in Portage. Applicant stated the unit size and operation will be similar, but the building size will be a little smaller. Commissioner Adams asked about greenspace and non-motorized amenities. Applicant stated there are sidewalks around the site, a greenspace located in the Northeast, and inner courtyards.

   Chairman Corradini opened the public hearing. There being no public comment, Commissioner Baldwin made the motion and Commissioner Casper supported the motion to close the public hearing. Commissioner Fries motioned to waive the second hearing and to recommend to City Council the approval of a tentative plan and rezoning application #22/23-4, from OS-1 Office Service District and

R-1C One-Family Residential District to Planned Development for a senior housing facility at 8150 Creekside Drive. Commissioner Freiman supported the motion. Motion passed 8-0.

NEW BUSINESS
None.

OLD BUSINESS
None.

STATEMENT OF CITIZENS
None.

STATEMENT OF COMMISSIONERS
Commissioner Adams discussed the new Kalamazoo County Housing Plan prepared by the W.E. Upjohn Institute and the Southcentral Michigan Planning Council. Commissioners discussed some of the findings for Portage and how the findings may affect the future City of Portage Comprehensive Plan.

STATEMENT OF STAFF
None.

ADJOURNMENT:
There being no further business to come before the Commission, Chairman Corradini adjourned the meeting at 7:48 p.m.

Respectfully submitted,

Eric Feldt, AICP, CFM
City Planner/Project Manager

T:\COMMDEV\2022-2023 Department Files\Board Files\Planning Commission\Minutes\PCMin09012022.docx

PORTAGE
A Natural Place to Move

Department of Community Development

TO: Honorable Mayor and City Council

FROM: City of Portage Planning Commission

DATE: September 15, 2022

SUBJECT: A Tentative Plan and Rezoning Application #22/23-4, from OS-1 Office Service District and R-1C One-Family Residential District to PD Planned Development for a senior housing facility at 8150 Creekside Drive.

At the September 1, 2022 meeting, the Planning Commission reviewed and discussed Tentative Plan and Rezoning Application # 22/23-4 from OS-1 Office Service District and R-1C One-Family Residential District to PD Planned Development for a senior housing facility at 8150 Creekside Drive. The applicant representative, Jim DuRussel, Story Point, was present to support the proposed application and explain the project details. There was no public comment on this item at the meeting.

The Planning Commission voted unanimously (8-0) to recommend to City Council the approval of a Tentative Plan and Rezoning Application #22/23-4, from OS-1 Office Service District and R-1C One-Family Residential District to PD Planned Development for a senior housing facility at 8150 Creekside Drive.

Sincerely,

CITY OF PORTAGE PLANNING COMMISSION

Dan Corradini
Chairman

Attachments: September 1, 2022 Planning Commission meeting minutes.

StoryPoint Portage South

8150 Creekside Drive, Portage, Michigan 49024

SHEET INDEX:

A-0.0 COVER SHEET & SITE INFORMATION

C-1.0 EXISTING CONDITIONS & REMOVALS
C-2.0 SITE PLAN
C-3.0 GRADING PLAN
C-3.1 WALL CROSS SECTION
C-4.0 UTILITY PLAN

L-1.0 LANDSCAPE PLAN
L-2.0 LANDSCPAE RENDERING

A-1.0 CONCEPTUAL ARCHITECTURAL SITE PLAN
A-2.1 CONCEPTUAL FIRST FLOOR PLAN
A-2.2 CONCEPTUAL SECOND FLOOR PLAN
A-2.3 CONCEPTUAL THIRD FLOOR PLAN
A-3.1 CONCEPTUAL COMPOSITE EXTERIOR ELEVATIONS

Owner: Lockwood Companies

Owner/ Applicant: StoryPoint Portage II
7927 Nemco Way, Suite 120
Brighton, MI 48116
810-534-5190
PH.

Landscape Architect: Prein&Newof
3355 Evergreen Dr. NE
Grand Rapids, MI 49525
616-364-8491

Civil Engineer: Prein&Newof
3355 Evergreen Dr. NE
Grand Rapids, MI 49525
616-364-8491

Architect: Edmund London & Associates
20750 Civic Center Dr,
Suite 610
Southfield, MI 48076
248-353-4820

LEGAL DESCRIPTION

Legal description (River Valley Title, Commitment Number 2022015772, Commitment Date: December 22, 2021 at 08:00 AM)

The Land is described as follows:
Unit 5, Creekside Commons Condominium, according to the Master Deed recorded in Instrument No. 2000-003766, Kalamazoo County records, and amendments thereto, if any, designated as Kalamazoo County Condominium Subdivision Plan No. 115, together with right in General Common Elements and Limited Common Elements as set forth in the above Master Deed and as Described in Act 59 of the Public Acts of 1978, as amended.

PARKING CALCULATION

USE	REQUIREMENT	PARKING SPACES REQUIRED
MULTIFAMILY RESIDENTIAL SENIOR ADULT HOUSING	1.5 spaces per unit 93 units * 1.5 = 140 spaces	140 + 48 = 188 parking spaces @ 9 ft x 18 ft
ASSISTED LIVING	0.5 spaces per unit + (1) per employee at the largest shift 79 units * 0.5 = 40 + 10 = 48 spaces	TOTAL PARKING SPACES PROVIDED = 167 SPACES (9 x 18 spaces) ACCESSIBLE PARKING SPACES PROVIDED = 8 SPACES (4 VAN ACCESSIBLE) PLUS 33 LANDBANK PARKING SPACES (-8 minus) = TOTAL NUMBER OF SPACES = 192 *TOTAL NUMBER OF PARKING SPACES PROVIDED AT PORTAGE I = 178 SPACES (FOR 194 UNITS)*

SITE AND BUILDING DATA

ZONING & CURRENT USE

SITE: ZONED - OS-1 OFFICE SERVICE & R1-C ONE FAMILY RESIDENTIAL

NORTH: ZONED - I-1 - LIGHT INDUSTRIAL

EAST: ZONED - OS-1 OFFICE SERVICE

SOUTH: ZONED - RC-1 ONE FAMILY RESIDENTIAL

WEST: ZONED - RC-1 ONE FAMILY RESIDENTIAL

SETBACK AND BUILDING HEIGHT REQUIREMENTS

PD - SETBACK BASED ON RM-1 or RM-2 MULTI FAMILY RESIDENTIAL

FRONT: 30'-0" REQUIRED
49.8' PROPOSED

SIDE YARD: 30'-0" MINIMUM
93.3' PROPOSED - NORTH SIDE
129.5' PROPOSED - SOUTH SIDE

REAR YARD: 30'-0" REQUIRED
54.4' PROPOSED

MAXIMUM HEIGHT OF STRUCTURES: 35'-0"

3 STORY BUILDING HT 44'-0" (TO MID OF ROOF)
(49'-0" TO TOP OF PEAK)

1 STORY BUILDING HT 18'-8" (TO MID OF ROOF)
(26'-0" TO TOP OF PEAK)

BUILDING AREA

RESIDENTIAL USE

FIRST FLOOR	-	101,370 SF
SECOND FLOOR	-	37,556 SF
THIRD FLOOR	-	38,138 SF
TOTAL FLOOR AREA =		177,064 SF

GARAGE 162 S.F

UNIT COUNTS

MULTI-FAMILY RESIDENTIAL
SENIOR ADULT HOUSING
(IL - INDEPENDENT LIVING)

1ST FLOOR
0 - STUDIOS
14 - (1) BEDROOM UNITS
5- (2) BEDROOM UNITS
2ND FLOOR
2 - STUDIOS
24 - (1) BEDROOM UNITS
12 - (2) BEDROOM UNITS
3RD FLOOR
1 - STUDIOS
23 - (1) BEDROOM UNITS
12 - (2) BEDROOM UNITS
TOTAL 3 - STUDIOS
61 - (1) BEDROOM UNITS
29 - (2) BEDROOM UNITS
93 TOTAL UNITS

MULTI-FAMILY RESIDENTIAL
SENIOR ADULT HOUSING
(EL - ENHANCED LIVING)
1ST FLOOR
9- STUDIOS
25 -(1) BEDROOM UNITS
3- (2) BEDROOM UNITS
TOTAL 37 TOTAL UNITS

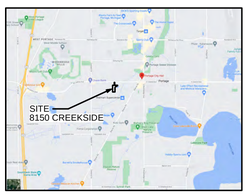
ASSISTED LIVING
(AL-2 - ASSISTED LIVING)
1ST FLOOR
13- STUDIOS
8 -(1) BEDROOM UNITS
0- (2) BEDROOM UNITS
TOTAL 21 TOTAL UNITS

ASSISTED LIVING
(MC - MEMORY CARE)
1ST FLOOR
21- STUDIOS
0 -(1) BEDROOM UNITS
0- (2) BEDROOM UNITS
TOTAL 21 TOTAL UNITS

DENSITY CALCULATIONS

OVERALL SITE AREA	9.11 ACRES (396,831.6 S.F.)
OVERALL BUILDING FOOTPRINT W/O BALCONIES	101,370 S.F. + 162 SF/ 396,831.6 = 25.6% LOT COVERAGE
OVERALL PARKING LOT (EXCLUDED SIDEWALKS & LANDBANK PARKING)	109,770 S.F.
OVERALL PARKING LOT W/ LANDBANK PARKING (EXCLUDED SIDEWALKS)	109,770 S.F. +10,346 S.F. = 120,116 S.F.
SIDEWALK & PATIO AREA	16,383 S.F.
OVERALL IMPERVIOUS AREA	119,667 S.F. (PAVING) + 16,383 S.F. (SIDEWALK) + 101,370 S.F. (BUILDING) = 237,420 S.F.
PREVIOUS APPROVED CREEKSIDE COMMONS DRAINAGE AREA CALCULATION BASED ON AREAS: #2, #3, #4	APPROXIMATE IMPERVIOUS AREA 310,900 S.F.

PARCEL ID: #10-00021-125-E
UNIT #5
8150 CREEKSIDE DRIVE, PORTAGE, MI 49024



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LOCATION MAP
(NOT TO SCALE)

Architects seal

Engineer's Seal

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StoryPoint Portage South
Portage, Michigan

cover sheet & site plan information

ISSUED:
06/17/2022
PRELIMINARY SITE PLAN & REZONING SUBMISSION

07/18/2022
REVISED PRELIMINARY SITE PLAN & REZONING SUBMISSION

DRAWN BY:
MC, JL, TC

APPROVED BY:
JL

JOB NUMBER
4201

SHEET NUMBER
A-0.0

BENCHMARKS

BM#1 NORTHWEST FLANGE BOLT UNDER "E" IN "EJIW"	ELEVATION 874.11
BM#2 NORTH FLANGE BOLT UNDER "E" IN "EJIW"	ELEVATION 858.85
BM#3 SOUTH FLANGE BOLT UNDER "W" IN "EJIW"	ELEVATION 856.91

811 Know what's below. Call before you dig.

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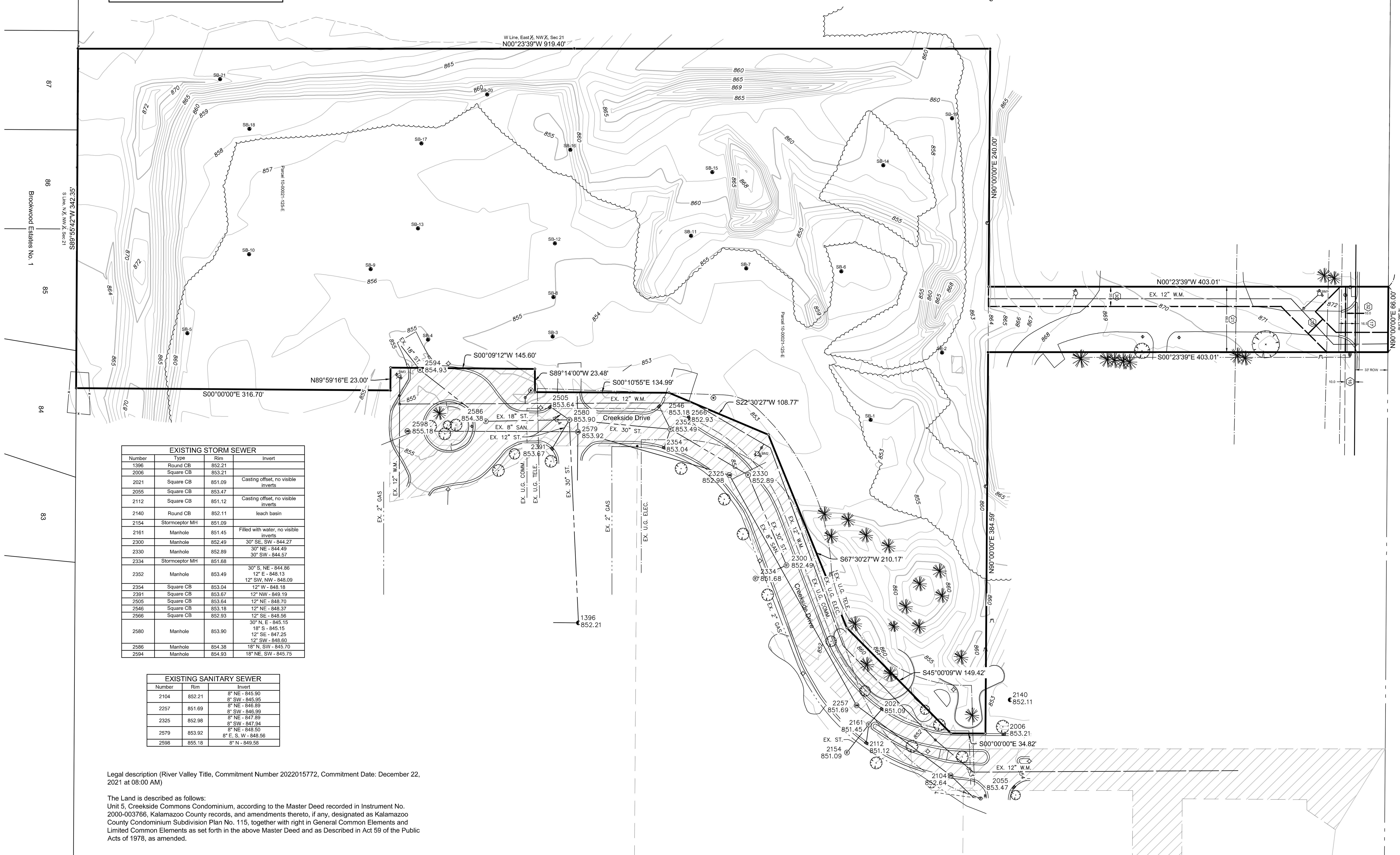


EXISTING STORM SEWER			
Number	Type	Rim	Invert
1396	Round CB	852.21	
2006	Square CB	853.21	
2021	Square CB	851.09	Casting offset, no visible inverts
2055	Square CB	853.47	
2112	Square CB	851.12	Casting offset, no visible inverts
2140	Round CB	852.11	leach basin
2154	Stormceptor MH	851.09	
2161	Manhole	851.45	Filled with water, no visible inverts
2300	Manhole	852.49	30" SE, SW - 844.27
2330	Manhole	852.89	30" NE - 844.49 30" SW - 844.57
2334	Stormceptor MH	851.68	
2352	Manhole	853.49	30" S, NE - 844.86 12" E - 848.13 12" SW, NW - 848.09
2354	Square CB	853.04	12" W - 848.18
2391	Square CB	853.67	12" NW - 849.19
2505	Square CB	853.64	12" NE - 848.70
2546	Square CB	853.18	12" NE - 848.37
2566	Square CB	852.93	12" SE - 848.56
2580	Manhole	853.90	30" N, E - 845.15 18" S - 845.15 12" SE - 847.25 12" SW - 848.60
2586	Manhole	854.38	18" N, SW - 845.70
2594	Manhole	854.93	18" NE, SW - 845.75

EXISTING SANITARY SEWER		
Number	Rim	Invert
2104	852.21	8" NE - 845.90 8" SW - 845.95
2257	851.69	8" NE - 846.89 8" SW - 846.99
2325	852.98	8" NE - 847.89 8" SW - 847.94
2579	853.92	8" NE - 848.50 8" E, S, W - 848.56
2598	855.18	8" N - 849.58

Legal description (River Valley Title, Commitment Number 2022015772, Commitment Date: December 22, 2021 at 08:00 AM)

The Land is described as follows:
Unit 5, Creekside Commons Condominium, according to the Master Deed recorded in Instrument No. 2000-003766, Kalamazoo County records, and amendments thereto, if any, designated as Kalamazoo County Condominium Subdivision Plan No. 115, together with right in General Common Elements and Limited Common Elements as set forth in the above Master Deed and as Described in Act 59 of the Public Acts of 1978, as amended.

SCHEDULE B PART II: EXCEPTIONS

14 Easement granted to Consumer Power Company disclosed by instrument recorded in Liber 743, Page 588 and Partial Release recorded in Instrument No. 1999-053891, Kalamazoo County Records. (Does not affect the subject property due to Partial Release, therefore not shown.)

15 Easement Granted to Consumers Energy Company disclosed by instrument recorded in Instrument No. 1999-020960, Kalamazoo County Records. (Does not affect the subject property, therefore not shown.)

16 Easement granted to Michigan Bell Telephone Company disclosed by instrument recorded in Liber 966, Page 107, Kalamazoo County Records. (Affects the subject property and shown hereon.)

17 Easement granted to Michigan Bell Telephone Company disclosed by instrument recorded in Liber 1223, Page 583, Kalamazoo County Records. (Affects the subject property and shown hereon.)

18 Easement granted to Kalamazoo County disclosed by instrument recorded in Liber 834, Page 168, Kalamazoo County Records. (Does not affect the subject property, therefore not shown.)

19 Easement granted to Kalamazoo county disclosed by instrument recorded in Liber 870, Page 751, Kalamazoo County Records. (Does not affect the subject property, therefore not shown.)

20 Building and Use restrictions and other covenants and conditions, but deleting any covenant, condition or restriction, indicated a preference, limitation or discrimination based on race, color, religion, sex, handicap, familial status, or national origin to the extent such covenants, conditions, or restriction violate 42 USC 3604(c), disclosed in instrument recorded in Liber 1402, Page 1265, Kalamazoo County Records. (Affects the subject property, but not plottable.)

21 Terms, conditions, reservations and provisions which are recited in Warranty Deed recorded in Liber 831, Page 373, Kalamazoo County Records. (Affects the subject property and shown hereon.)

22 Terms, conditions, reservations, and provisions which are recited in Joint Driveway Easement Agreement recorded in Instrument No. 1999-020191, Kalamazoo County Records. (Does not affect the subject property, therefore not shown.)

23 Terms, conditions, reservations, and provisions which are recited in 1999 Major Throughfare Plan recorded in Instrument No. 1999-032730, Kalamazoo County Records. (Affects the subject property, but not plottable.)

24 Terms, conditions, reservations, and provisions which are recited in Easement Agreement recorded in Instrument No. 1999-053893, Kalamazoo County Records. (Does not affect the subject property, therefore not shown.)

25 Terms, conditions, reservations, and provisions which are recited in General Easement and Right of Way Grant recorded in Instrument No. 2001-022179, Kalamazoo County Records. (Does not affect the subject property, therefore not shown.)

26 Terms, conditions, reservations, and provisions which are recited in Sanitary Sewer Easement and Right of Way Grant recorded in Instrument No. 2001-022180, Kalamazoo County Records. (Does not affect the subject property, therefore not shown.)

27 Terms, conditions, reservations, and provisions which are recited in General Easement and Right of Way Grant recorded in Instrument No. 2002-061614, Kalamazoo County Records. (Does not affect the subject property, therefore not shown.)

28 Terms, conditions, reservations, and provisions which are recited in General Easement and Right of Way Grant recorded in Instrument No. 2002-061615, Kalamazoo County Records. (Does not affect the subject property, therefore not shown.)

29 Terms, conditions, reservations, and provisions which are recited in General Easement and Right of Way Grant recorded in Instrument No. 2002-061617, Kalamazoo County Records. (Does not affect the subject property, therefore not shown.)

30 Terms, conditions, reservations, and provisions which are recited in Water Main Easement and Right of Way Grant recorded in Instrument No. 2003-078759, Kalamazoo County Records. (Affects the subject property and shown hereon.)

31 Terms, conditions, reservations, and provisions which are recited in Bikeway/Trailway Easement and Right of Way Grant recorded in Instrument No. 2004-054686, Kalamazoo County Records. (Does not affect subject property, therefore not shown.)

32 Terms, conditions, reservations, and provisions which are recited in Sidewalk Easement and Right of Way Grant recorded in Instrument No. 2007-003025, Kalamazoo County Records. (Affects the subject property and shown hereon.)

ALTA/NSPS LAND TITLE SURVEY TABLE A ITEMS

1 Monuments placed (or a reference monument or witness to the corner) at all major corners of the boundary of the surveyed property, unless already marked or referenced by existing monuments or witnesses in close proximity to the corner. Shown on survey.

2 Address(es) of the surveyed property if disclosed in documents provided to or obtained by the surveyor, or observed while conducting the fieldwork. 8150 Creekside Drive, Portage, MI 49024

4 Gross Land Area. Subject property contains 9.11 acres.

5 Vertical relief shown on the drawing using a 1 foot contour interval, obtained via ground survey.
Datum: NAVD88; Geoid 18
Benchmarks:
Benchmark 1: Northwest flange bolt under "E" in "EJIW" - Elevation 874.11'
Benchmark 2: North flange bolt under "E" in "EJIW" - Elevation: 854.85'
Benchmark 3: South flange bolt under "W" in "EJIW" - Elevation: 856.91'

8 Substantial features observed in the process of conducting the fieldwork (in addition to the improvements and features required pursuant to Section 5 above) (e.g., parking lots, billboards, signs, swimming pools, landscaped areas, substantial areas of refuse). Shown on survey.

11(a) Evidence of underground utilities existing on or serving the surveyed property (in addition to the observed evidence of utilities required pursuant to Section 5.E.iv.) as determined by: plans and/or reports provided by client (with reference as to the sources of information). Shown on survey.

Symbol Legend

Symbol	Denotes
	Benchmark
	Square Catch Basin
	Round Catch Baisn
	Deciduous Tree
	Coniferous Tree
	Found Iron
	Found PK Nail
	Guy Anchor
	Hydrant
	Light Pole
	Rock
	Soil Boring
	Section Corner
	Set Iron
	Sign
	Sanitary Manhole
	Storm Manhole
	Tree Stump
	Telephone Pedestal
	Power Pole
	Valve Box
	Water Manhole
	GENERAL COMMON ELEMENT

REMOVAL LEGEND

- LIMITS OF REMOVALS
- TREE PROTECTION FENCING
- PROTECT UTILITY
- TREE TO BE PROTECTED
- TREE TO BE REMOVED

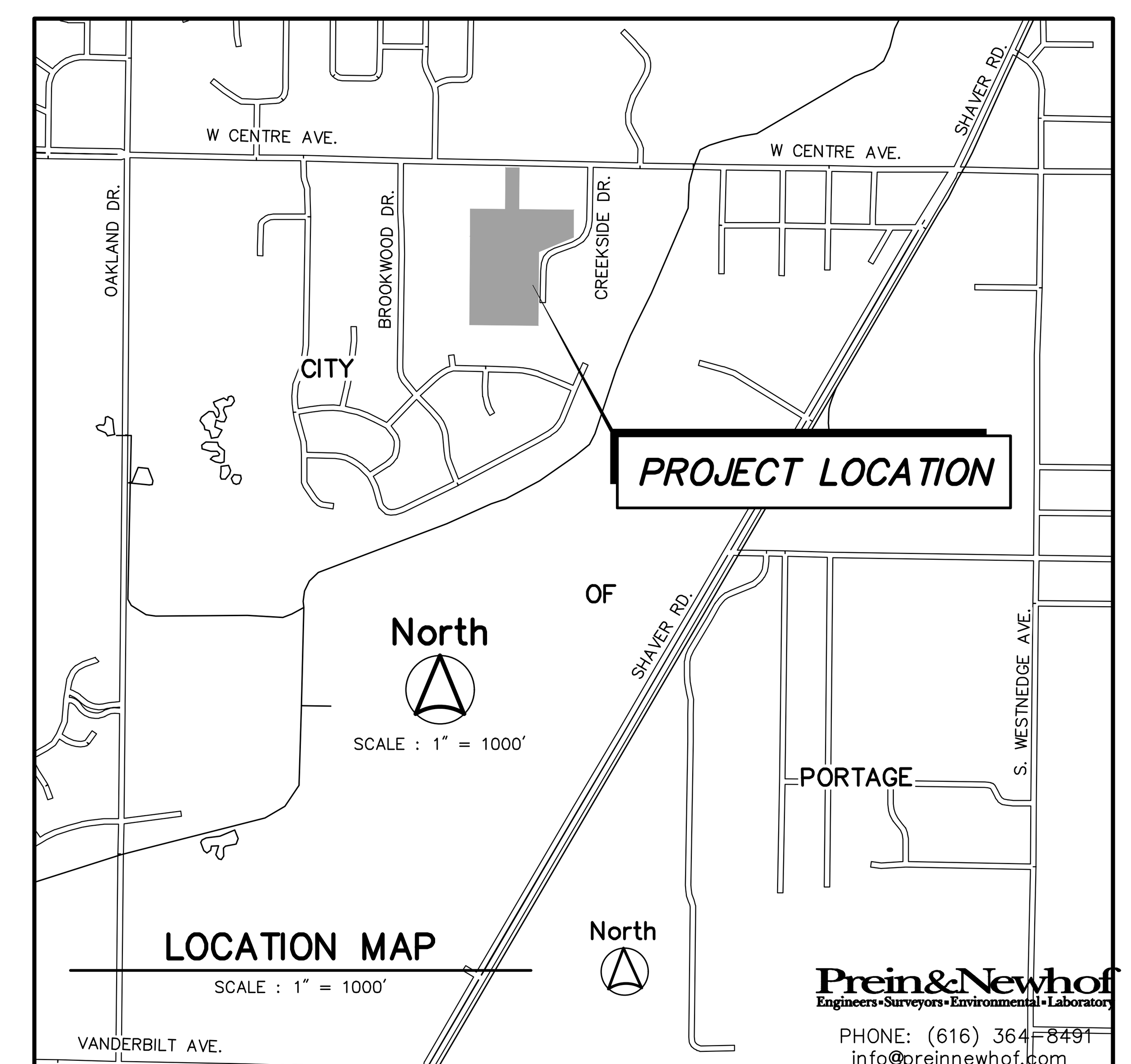
N

0 60' 120'

SITE REMOVAL NOTES

1. REFER TO ARCHITECTURAL DRAWINGS & SPECIFICATIONS FOR PARTIAL REMOVAL, RECONSTRUCTION & RECONNECTION TO ALL EXISTING BUILDINGS, PRIVATELY OWNED.
2. PROTECT ALL EXISTING SITE SIGNS WITHIN THE CONSTRUCTION LIMITS (TRAFFIC, PARKING & INFORMATIONAL, ETC.), UNLESS NOTED OTHERWISE ON THE DRAWINGS OR AS DIRECTED BY THE OWNER TO BE REMOVED & DISPOSED OF ENTIRELY.
3. PROTECT & SALVAGE EXISTING BUILDING IDENTIFICATION SIGN(S), FLAGPOLE, MONUMENT MARKERS & DUMPSTERS WITHIN THE CONSTRUCTION LIMITS FOR RELOCATION OR RETURN TO OWNER, UNLESS NOTED OTHERWISE ON THE DRAWINGS OR REMOVE AND DISPOSED IN ENTIRETY AS DIRECTED BY THE OWNER.
4. COORDINATE SITE ELECTRICAL REMOVALS WITH WITH ALL ELECTRICAL PLANS FOR ANY REMOVAL OR RELOCATION OF SITE ELECTRICAL ITEMS, COORDINATE WITH ALL PROPOSED SITE ELECTRICAL UTILITIES.
5. REFER TO INDIVIDUAL UTILITY PLANS FOR ANY MODIFICATIONS TO EXISTING UTILITIES THAT ARE TO REMAIN.
6. REMOVE ALL UTILITY STRUCTURE MANHOLES & CATCH BASINS SHOWN TO BE REMOVED IN THEIR ENTIRETY. RAISE OR LOWER STRUCTURES TO REMAIN (WHETHER NOTED OR NOT) TO MATCH PROPOSED FINISH GRADES. THIS INCLUDES, BUT IS NOT LIMITED TO, SANITARY, STORM, WATER, ELECTRICAL, COMMUNICATIONS, GATE VALVE BOXES & HAND HOLES.
7. PROTECT OR SALVAGE FOR RE-USE ALL EXISTING FIRE HYDRANTS & GATE VALVES TO BE REMOVED OR SALVAGED AND RELOCATED, AND CLASSIFIED IN GOOD WORKING CONDITION ACCORDING TO THE UTILITY OWNER, FOR RE-USE. FINAL APPROVAL OF THE RE-USE OF ANY SALVAGED FIRE HYDRANT OR GATE VALVE MUST BE GIVEN BY THE UTILITY OWNER.
8. ANY CITY/MUNICIPAL/UTILITY OWNED UNDERGROUND SERVICES (GAS, WATER, SANITARY, ETC) SHOWN TO BE REMOVED MUST BE DONE SO IN THEIR ENTIRETY & AS INDICATED ON THE DRAWINGS. CAP/BULKHEAD ALL REMAINING PORTIONS AT THE PROPERTY LINE PER CITY/MUNICIPAL/UTILITY COMPANY STANDARDS. THE CONTRACTOR MUST OBTAIN ALL REQUIRED PERMITS & PROVIDE ADVANCED NOTICE TO CITY/MUNICIPAL/UTILITY COMPANY PRIOR TO DISTURBANCE OF SAID UTILITY SERVICES.
9. IT IS THE CONTRACTOR'S RESPONSIBILITY TO LOCATE & ISOLATE ANY UNDERGROUND LAWN/PLANTING BED IRRIGATION SYSTEMS PRIOR TO CONSTRUCTION TO PREVENT DAMAGE TO THE EXISTING IRRIGATION SYSTEMS THAT ARE TO REMAIN IN GROUND & OPERABLE. ANY LAWN OR PLANTING BED IRRIGATION SYSTEMS THAT ARE DAMAGED BY CONSTRUCTION MUST BE REPLACED WITH LIKE TO THE OWNER'S SATISFACTION & AT NO ADDITIONAL COST.
10. FIELD VERIFY THE PURPOSE & LOCATION OF UNDERGROUND ELECTRICAL, TELECOM & FIBER OPTIC UTILITIES & RELOCATE AS REQUIRED PRIOR TO COMMENCEMENT DEMOLITION SUCH THAT THE OWNER DOES NOT EXPERIENCE ANY "OUTAGES" OR "FAILURES" WITH THEIR INTERNAL ELECTRICAL, TELEPHONE, SECURITY OR COMPUTER SYSTEMS. REPAIR ANY CONTRACTOR-CAUSED DAMAGES AT NO COST TO THE OWNER. REFER TO THE ELECTRICAL SITE PLAN FOR COORDINATION.
11. FILL ALL PIPES CALLED TO BE ABANDONED ON THE DRAWINGS WITH FLOWABLE FILL. MEASURE VOLUME OF FILL DURING TIME OF CONSTRUCTION & SUBMIT TO ENGINEERS FOR REVIEW.
12. THE CONTRACTOR IS RESPONSIBLE FOR ALL DAMAGE TO EXISTING UTILITIES & FOR LOCATING THE DEPTH & PLACEMENT OF ANY AND ALL UTILITIES WITHIN THE CONSTRUCTION WORK LIMITS. PROCEED WITH CAUTION WHEN WORKING WITH & AROUND THESE UTILITIES. THE COST TO REPAIR DAMAGE TO ANY UTILITIES (SEWERS, WATER, GAS, ELECTRICAL, UNDERDRAIN SYSTEMS, & SPRINKLER SYSTEMS, ETC.), KNOWN OR OTHERWISE, WILL BE BORNE SOLELY BY THE CONTRACTOR. IT IS THE OWNER'S RESPONSIBILITY TO ACCEPT & APPROVE SAID REPAIRS OF THE DAMAGED UTILITY.
13. REMOVAL OF ANY EXISTING CHAINLINK FENCE INCLUDES THE REMOVAL OF CONCRETE FOOTINGS WITH THE EMBEDDED POSTS. COORDINATE THE LIMITS OF EXISTING CHAINLINK FENCE REMOVALS WITH THE LIMITS OF PROPOSED CHAINLINK FENCE. REFER TO LANDSCAPE DRAWINGS FOR COORDINATION.
14. RETAINING WALLS THAT ARE SHOWN TO BE SAWCUT & REMOVED MUST BE DONE SO ENTIRELY & INCLUDES ANY FOOTINGS & FOOTING DRAINS, UNLESS NOTED OTHERWISE SPECIFIED ON THE DRAWINGS. THE CONTRACTOR IS RESPONSIBLE FOR ACCURATELY ESTIMATING THE EXTENT OF REMOVALS BELOW GRADE & IS RESPONSIBLE FOR PROTECTING ANY REMAINING PORTIONS OF THE RETAINING WALLS FROM DAMAGE DURING ALL PHASES OF CONSTRUCTION.
15. FULL DEPTH SAWCUT CONCRETE WALKS, PAVING AND CURB & GUTTER SHOWN TO BE REMOVED AT THE NEAREST EXISTING JOINT & REMOVE.
16. CONTRACTOR TO COORDINATE WITH OWNER REGARDING THEIR NEED FOR EXCESS SOIL SPOILS ON SITE. IF THE OWNER DOES NOT WANT THE SOIL, THE CONTRACTOR IS TO REMOVE THE SOIL AND HAUL DISPOSE OF IT OFFSITE.
17. REMOVE TREE AND STUMPS IN THEIR ENTIRETY AS IDENTIFIED ON THE DRAWINGS & WHEN FOUND IN THE FIELD & LOCATED WITHIN THE CONSTRUCTION AREA, OR AS DIRECTED BY THE OWNER.
18. REMOVAL OF LANDSCAPE AREAS AROUND BUILDINGS & THE SITE THAT ARE CALLED OUT TO BE REMOVED INCLUDES THE REMOVAL OF EDGING OR FENCING AND ANY ASSOCIATED PLANTINGS. REFER TO LANDSCAPE PLANS & SPECIFICATIONS FOR CARE OF AND RELOCATION OF ANY PLANT MATERIAL
19. REMOVE ANY EXISTING AGGREGATE BASE OR DELETERIOUS MATERIALS BENEATH ALL PROPOSED LAWNS AND LANDSCAPE PLANTING AREAS.

(NOT ALL ITEMS NOTED MAY PERTAIN TO ALL PROJECT SITES)



LOCATION MAP
SCALE : 1" = 1000'

Prein&Newhof
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StoryPoint Portage South
Portage, Michigan

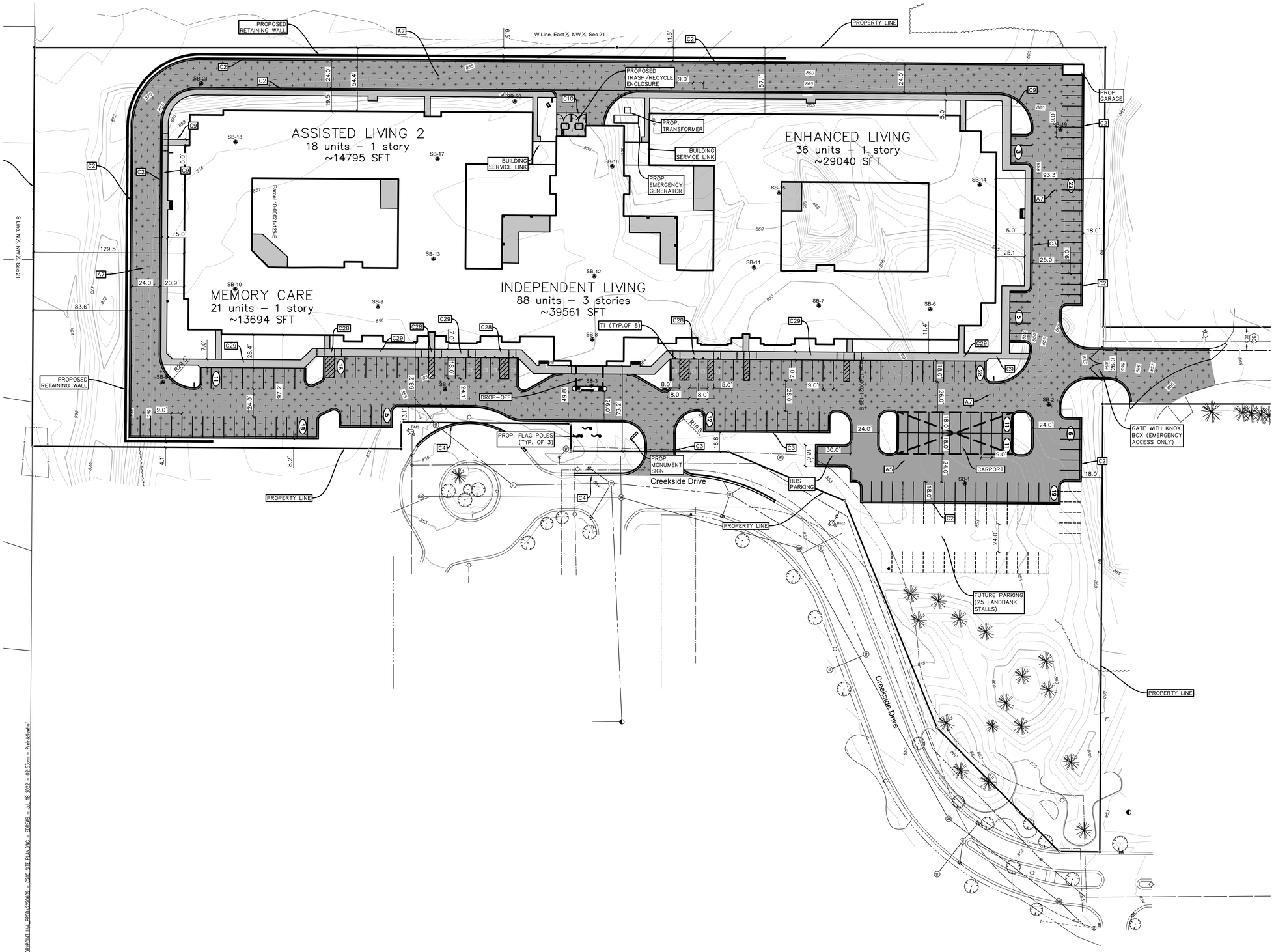
existing conditions & removals

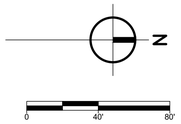
ISSUED:
07/18/2022
PRELIMINARY REVIEW

PRELIMINARY NOT FOR CONSTRUCTION

DRAWN BY: STAFF
APPROVED BY: J.E.V.
JOB NUMBER 4201
SHEET NUMBER C-1.0

T:\CIVIL3D PROJECTS\2022\2220609_STORYPOINT_STORYPOINT II\4_PROD\2220609 – C100 REMOVAL.DWG – EDREWS – Jul, 18 2022 – 02:50pm – Prein&Newhof





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SITE LEGEND LAYOUT

- CONCRETE CURB & GUTTER
- CONCRETE STRAIGHT CURB
- SIGN
- BARRIER FREE RAMP
- PARKING AREA STRIPING ISLAND
- STANDARD DUTY CONCRETE PAVEMENT
- STANDARD DUTY BITUMINOUS PAVEMENT
- HEAVY DUTY BITUMINOUS PAVEMENT
- GRAVEL PAVEMENT
- LANDSCAPE MAINTENANCE STRIP
- H.D. CONCRETE PAVEMENT
- TRAFFIC FLOW
- PARKING STALL COUNT
- TRANSITION FROM NORMAL TO REVERSE SLOPE GUTTER SECTION (5' TRANSITION LENGTH)
- LIGHT POLE (REFER TO AE PLANS)

SITE LAYOUT NOTES

1. SEE ELECTRICAL PLANS FOR LOCATION AND DETAILS ON SITE LIGHTING AND TRANSFORMER.
2. REFER TO SPECIFICATIONS FOR BITUMINOUS PAVEMENT MIX REQUIREMENTS.
3. REFER TO ARCHITECTURAL DRAWINGS FOR CONCRETE STOOP CONNECTION DETAILS AND DUMPSTER ENCLOSURE DETAILS.
4. REFER TO SPECIFICATIONS FOR PAVEMENT EXPANSION AND CONTROL JOINTS.
5. REFER TO MECHANICAL DRAWINGS FOR LOCATION AND DETAILS OF EQUIPMENT PADS.
6. ALL BUILDING WORKING POINTS AND REFERENCE POINTS ARE GIVEN AT THE OUTSIDE CORNER OF BUILDING.
7. COORDINATE WITH IRRIGATION AND ELECTRICAL CONTRACTOR FOR SIZE AND PLACEMENT OF ALL SLEEVES PRIOR TO PAVING, CONCRETE AND RESTORATION WORK.
8. STANDARD PAVEMENT MARKINGS SHALL BE YELLOW. BARRIER FREE PAVEMENT MARKINGS SHALL BE BLUE

SITE DATA

ZONING	= OS-1 OFFICE SERVICE
SITE AREA	= ±8.4 ACRES

SITE LAYOUT KEY

A5	STANDARD DUTY BITUMINOUS PAVEMENT	SEE DETAIL A5
A7	HEAVY DUTY BITUMINOUS PAVEMENT	SEE DETAIL A7
C2	ROLLED CONCRETE CURB & GUTTER	SEE DETAIL C2
C3	TYPE 1 CONCRETE CURB & GUTTER	SEE DETAIL C3
C4	TYPE 2 CONCRETE CURB & GUTTER	SEE DETAIL C4
C9	STANDARD DUTY CONCRETE WALKWAY/PAVEMENT	SEE DETAIL C9
C10	HEAVY DUTY CONCRETE WALKWAY/PAVEMENT	SEE DETAIL C10
C28	CONCRETE FLUSH TURNED DOWN WALK	SEE DETAIL C28
C29	CONCRETE TURNED DOWN WALK	SEE DETAIL C29
C36	BARRIER FREE CONCRETE WALK RAMP	SEE DETAIL C36
M16	MISCELLANEOUS CROSS WALK STRIPING	SEE DETAIL M16
M21	MISCELLANEOUS BARRIER FREE SYMBOL	SEE DETAIL M21
M22	BARRIER-FREE PARKING SPACE LAYOUT	SEE DETAIL M22
M23	BARRIER-FREE PARKING SPACE LAYOUT – VAN	SEE DETAIL M23
T1	BARRIER FREE PARKING SIGN	SEE DETAIL T1
W3	MODULAR BLOCK RETAINING WALL	SEE DETAIL W3

Prein&Newhof
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StoryPoint Portage South
Portage, Michigan

site plan

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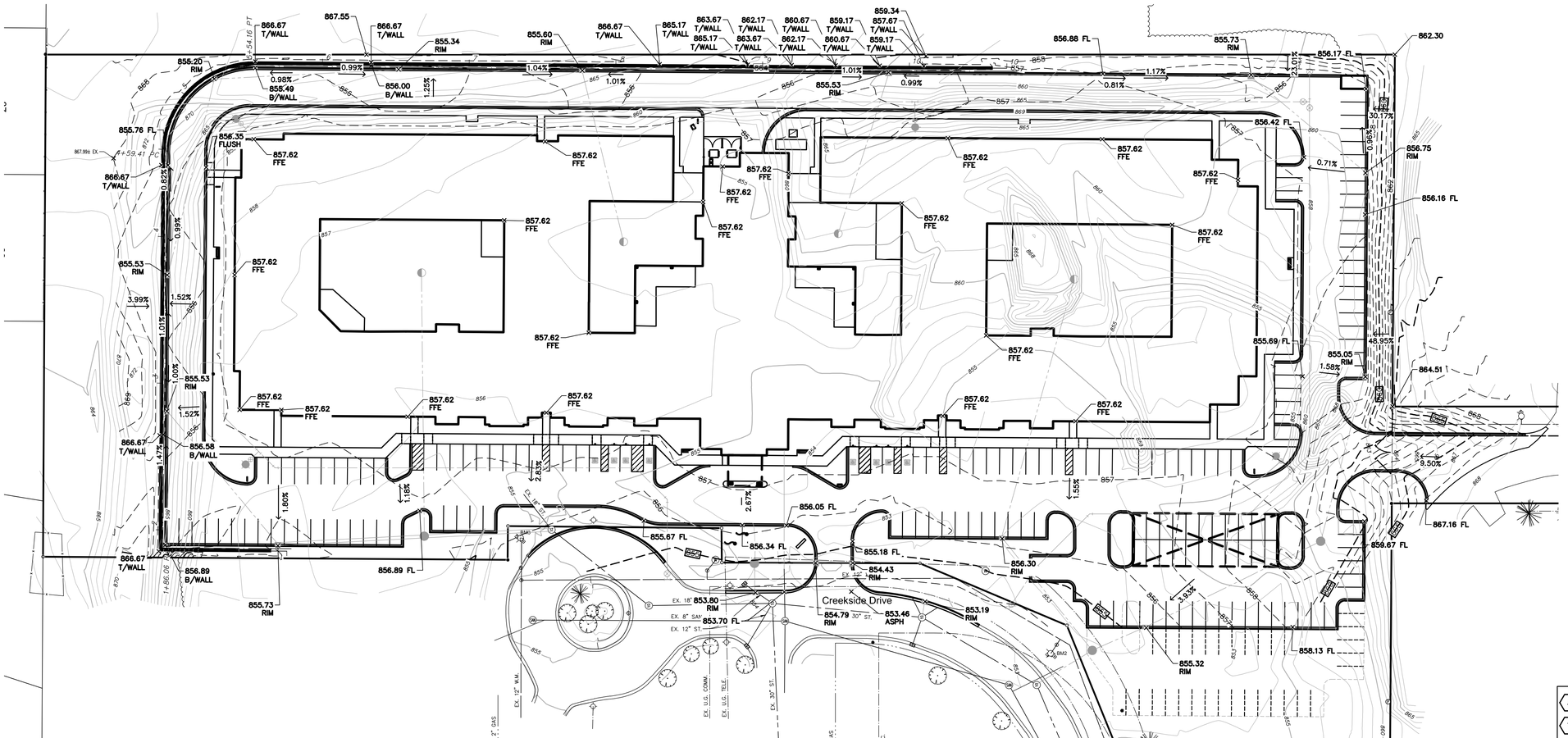

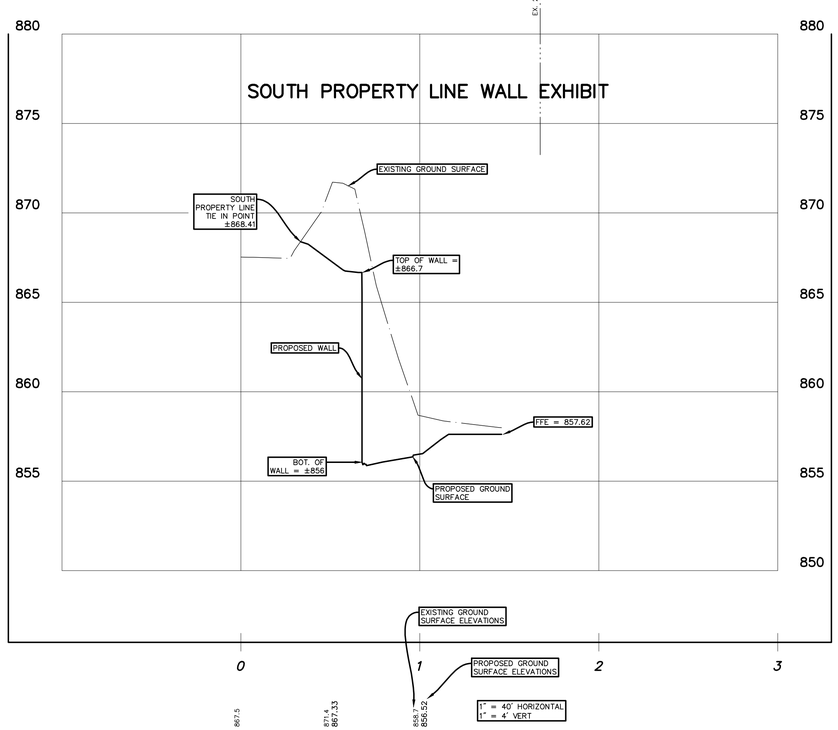

EROSION CONTROL NOTES

1. THE CONTRACTOR SHALL COMPLY WITH MUNICIPALITY RULES & REGULATIONS FOR SOIL EROSION CONTROL & SUBMIT A SCHEDULE OF SOIL EROSION ACTIVITIES TO THE LOCAL ENFORCING AGENCY PRIOR TO ANY EARTH CHANGE.
2. THE CONTRACTOR SHALL INSPECT ALL TEMPORARY & PERMANENT EROSION CONTROL MEASURES WEEKLY & IMMEDIATELY (WITHIN 24 HOURS) AFTER A SIGNIFICANT RAINFALL EVENT. ALL MEASURES REQUIRING MAINTENANCE REPAIR, OR REPLACEMENT SHALL BE CORRECTED IMMEDIATELY AT NO ADDITIONAL COST TO THE OWNER.
3. PERMANENT SOIL EROSION CONTROL MEASURES, PLANTINGS & MULCHING FOR ALL SLOPES, CHANNELS, DITCHES, OR DISTURBED LAND AREA SHALL BE COMPLETED WITHIN FIVE (5) CALENDAR DAYS AFTER FINAL GRADING OR FINAL EARTH CHANGE HAS BEEN COMPLETED.
4. ALL SLOPES SHALL BE TRACKED PERPENDICULAR TO THE SLOPE TO AID IN EROSION CONTROL OF SLOPED AREAS.
5. WHERE SEASONAL LIMITATIONS OR CONSTRUCTION DELAYS PREVENT SCHEDULED INSTALLATION OF PERMANENT CONTROL FACILITIES, APPROVED TEMPORARY MEASURES SHALL BE INSTALLED WITHIN FIVE (5) CALENDAR DAYS & MAINTAINED UNTIL REPLACED BY PERMANENT FACILITY.
6. THE LOCATION OF ANY TOPSOIL STOCKPILE SHALL BE DESIGNATED BY THE OWNER PRIOR TO CONSTRUCTION. THIS AREA SHALL BE ENCLOSED BY SILT FENCE A REASONABLE DISTANCE FROM THE TOE OF SLOPE UNTIL SUCH TIME IT IS USED TO TOPSOIL THE SITE.

CONSTRUCTION SEQUENCING

1. APPLY FOR & OBTAIN ALL REQUIRED PERMITS INCLUDING BUT NOT LIMITED TO SOIL SEDIMENT CONTROL PERMIT AND STATE NPDES PERMIT BY RULE FOR CONSTRUCTION ACTIVITIES.
2. INSTALL SILT FENCING & PERIMETER SOIL EROSION CONTROL MEASURES INDICATED ON THE PLANS & MAINTAIN AT ALL TIMES DURING CONSTRUCTION.
3. STRIP TOPSOIL AND REMOVE UNSUITABLE MATERIALS UNDER THE PROPOSED HARD SURFACED AREAS. STOCKPILE TOPSOIL IN AN AREA OUTSIDE OF THE IMPROVED AREAS AS DESIGNATED BY THE OWNER.
4. CONSTRUCT PROPOSED IMPROVEMENTS
5. RESTORE ALL DISTURBED AREAS IN ACCORDANCE WITH THE SPECIFICATIONS.
10. AFTER ALL DISTURBED AREAS HAVE BEEN RESTORED & VEGETATION IS ESTABLISHED, REMOVE SOIL EROSION CONTROL MEASURES.

N

0 40' 80'

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GRADING LEGEND

SPOT ELEVATION	× 780.20
FLOW DIRECTION WITH GRADE	2.0%
SLOPE LABEL	5:1
CATCH BASIN (EX. | PROP.)	
CULVERT END SECTION W/ RIPRAP	
HYDRANT & VALVE (EX. | PROP.)	
MANHOLE (EX. | PROP.)	
CLEANOUT	©
SWALE/DITCH	
GRADE BREAK	
PROP. CONTOUR LINE	780
EX. CONTOUR LINE	780
GRADING LIMIT	
SILT FENCE	x x x

GRADING NOTES

ASPH	=	BITUMINOUS PAVT.
CONC	=	TOP OF CONC.
FL	=	FLOW LINE
FC	=	FLUSH CURB
G	=	GROUND SPOT
INV	=	PIPE/END SECTION INVERT
RIM	=	UTILITY STRUCTURE
WALK	=	SIDEWALK
BC	=	BACK OF CURB
TW	=	TOP OF WALL

1. REFER TO SPECIFICATIONS FOR ADDITIONAL ABBREVIATIONS FOR CIVIL/SITE AMMENTITIES.
2. SIDEWALK CROSS-SLOPES HAVE BEEN DESIGNED AT 1.5%, AND MUST NOT EXCEED 1.8%.

SOIL EROSION CONTROL LEGEND

3 PERMANENT/TEMPORARY SEEDING (T/P)	26 GEOTEXTILE SILT FENCE (T)
7 RIPRAP (P)	29 INLET PROTECTION SILT SACK (T)
(T) TEMPORARY CONTROL MEASURE (P) PERMANENT CONTROL MEASURE	33 MULCH BLANKETS & HIGH VELOCITY MULCH BLANKETS (P)

29 PLACE CATCH BASIN SILT SACK OR EQUIVALENT AT ALL EXISTING AND PROPOSED CATCH BASINS. ADDITIONALLY, PLACE FILTER SOCKS AROUND ALL INLETS IN UNPAVED AREAS.

INSTALL SILT FENCE AROUND THE ENTIRE SITE PERIMETER

ALL MEASURES PLACED IN ACCORDANCE OF MDOT STANDARD DETAIL R-96-D SOIL EROSION AND SEDIMENTATION CONTROL MEASURES

TEMPORARY SEEDING SHALL BE CAST ON ALL AREAS WITHIN 1 WEEK OF DISTURBANCE

WESTERN EXCELSIOR "EXCEL SS-2" DOUBLE NET SOIL EROSION CONTROL BLANKET (OR APPROVED EQUAL) SHALL BE PLACED ON ALL DISTURBED SLOPES 1 AND 4 OR STEEPER AND ON ALL DISTURBED DITCH BOTTOMS

WESTERN EXCELSIOR "EXCEL SR-1" SINGLE NET SOIL EROSION CONTROL BLANKET (OR APPROVED EQUAL) SHALL BE PLACED ON ALL DISTURBED AREAS 1 AND 4 OR FLATTER

4" OF TOPSOIL AND SEED SHALL BE INSTALLED AT ALL DISTURBED AREAS

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StoryPoint Portage South
Portage, Michigan

grading plan

ISSUED:
07/18/2022
PRELIMINARY REVIEW

PRELIMINARY
NOT FOR CONSTRUCTION

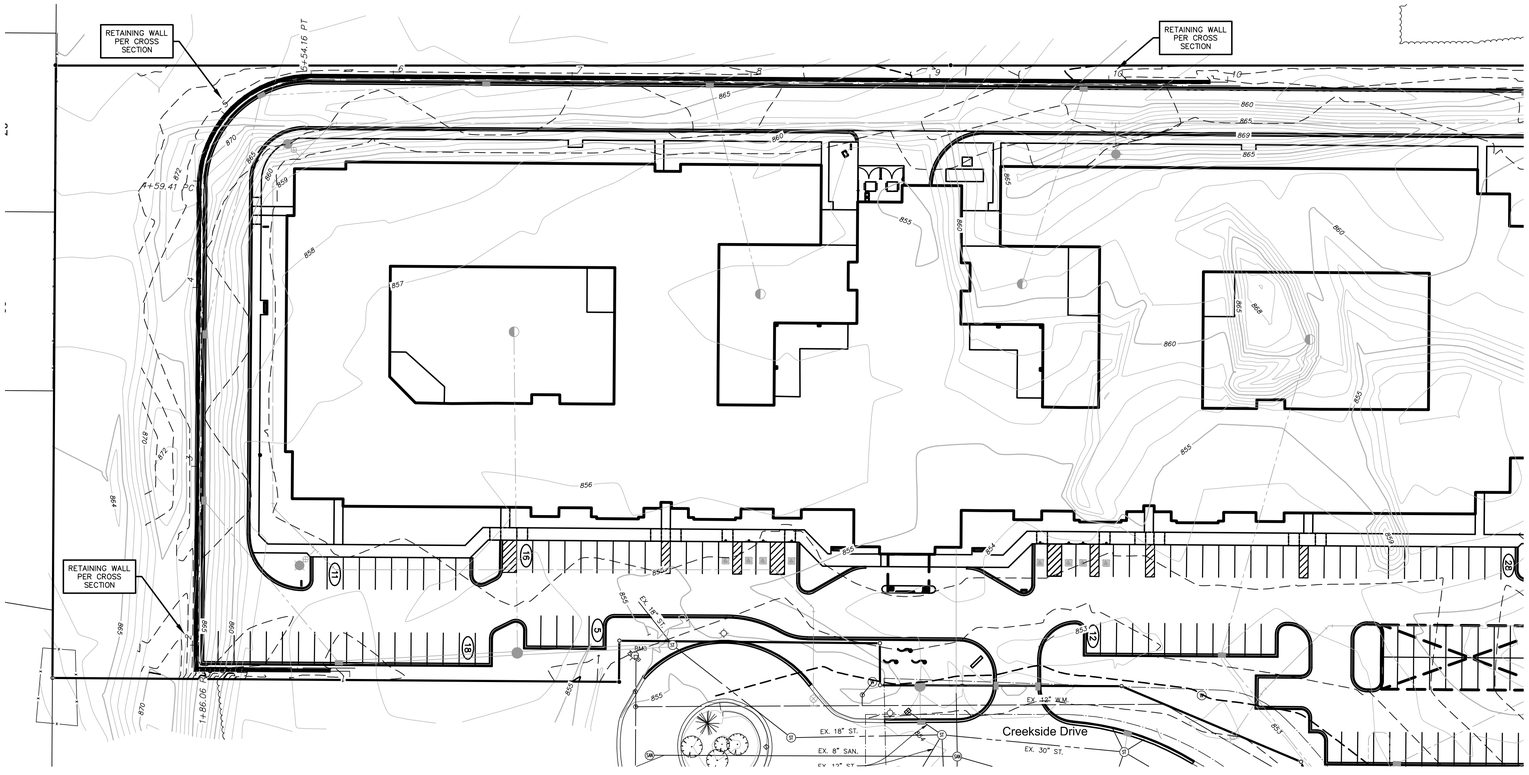
DRAWN BY:
STAFF

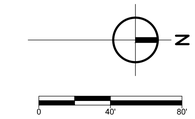
APPROVED BY:
J.E.V.

JOB NUMBER
4201

SHEET NUMBER
C-3.0

T:\CIVIL3D PROJECTS\2022\2220609_STORYPOINT_STORYPOINT\4_PROD\2220609 - C300 GRADING.DWG - EDREMS - Jul, 18 2022 - 02:51pm - PrintMyself

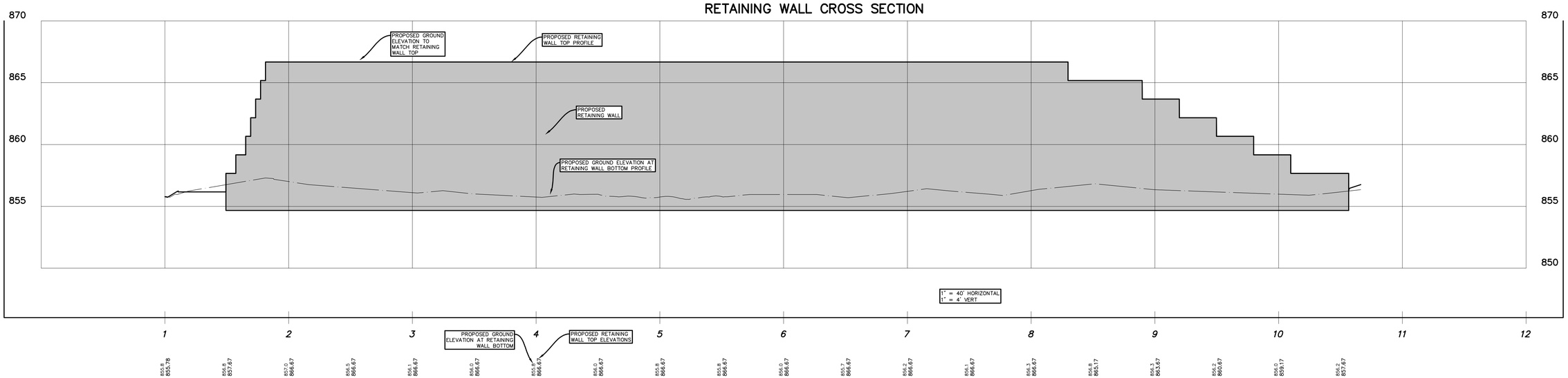




811 Know what's below. Call before you dig.

UTILITY LOCATIONS ARE DERIVED FROM ACTUAL MEASUREMENTS OR AVAILABLE RECORDS. THEY SHOULD NOT BE INTERPRETED TO BE EXACT LOCATIONS NOR SHOULD IT BE ASSUMED THAT THEY ARE THE ONLY UTILITIES IN THIS AREA.

RETAINING WALL CROSS SECTION



1" = 40' HORIZONTAL
1" = 4' VERT

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wall cross section

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DRAWN BY: STAFF

APPROVED BY: J.E.V.

JOB NUMBER: 4201

SHEET NUMBER: C-3.1

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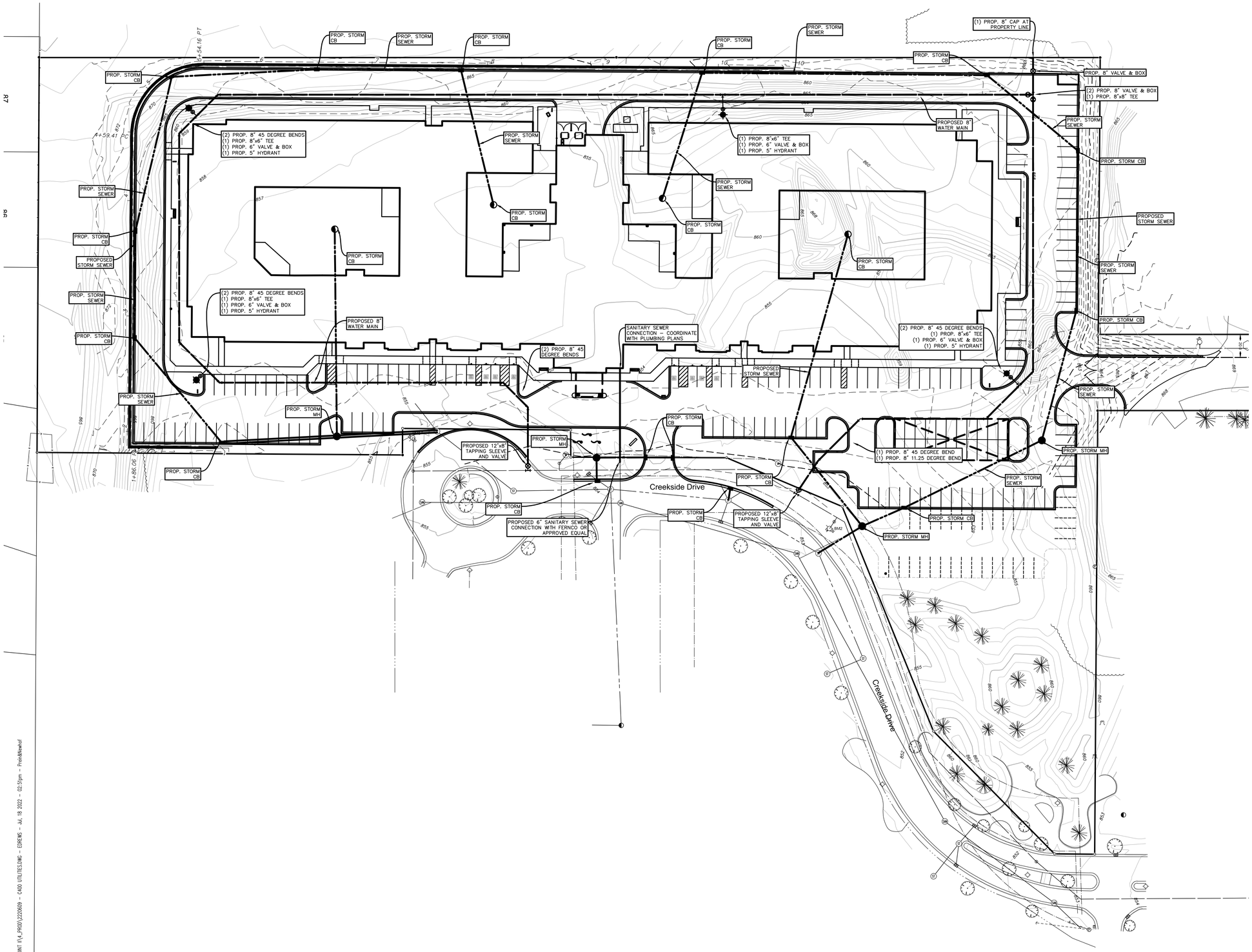

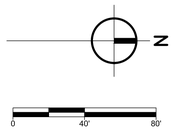

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UTILITY LEGEND

- EX. MANHOLE
- EX. CATCH BASIN
- EX. CLEANOUT
- EX. VALVE (WATER)
- EX. HYDRANT
- PROP. MANHOLE
- PROP. CATCH BASIN
- PROP. CLEANOUT
- PROP. VALVE (WATER)
- PROP. HYDRANT
- PROP. LIGHT POLE (SEE ARCH. PLAN FOR MORE DETAIL)
- EX. GAS SERVICE
- EX. WATERMAIN
- EX. SANITARY SEWER
- EX. STORM SEWER
- PROP. WATER MAIN
- PROP. RESTRAINED JOINT WATER MAIN
- PROP. SANITARY SEWER
- PROP. STORM SEWER

STORM SEWER NOTES

O.C. = OUTLET CONTROL STRUCTURE
FES = FLARED END SECTION
C.O. = CLEAN OUT
CB = CATCH BASIN
MH = MANHOLE
YD = YARD DRAIN (2.0' DIA.)

1. ALL TEXT & FEATURES SHOWN SCREENED ARE EXISTING. ALL STRUCTURES SHALL BE LOCATED IN RELATION TO THE PROPOSED IMPROVEMENTS.
2. UTILITIES SHOWN WERE EITHER FIELD LOCATED, OR TAKEN FROM EXISTING RECORD/DESIGN DRAWINGS & ARE SHOWN ACCORDINGLY; THE CONTRACTOR SHALL EXERCISE CAUTION & FIELD VERIFY REQUIRED LOCATIONS PRIOR TO EXCAVATION & CONSTRUCTION.
3. THE DRAINAGE STRUCTURES AND THE STORM WATER SYSTEM UNDER MUNICIPALITY JURISDICTION SHALL BE MUNICIPALITY TESTED MATERIAL.
4. UNDERDRAIN SHALL BE INSTALLED UNDER ALL CURB AND GUTTER AND IN THE GREEN SPACE IN LOW AREAS; SEE DETAILS ON CITY OF PORTAGE STORMWATER DETAIL SHEET(S).
5. ALL ROOF DRAIN CONNECTIONS SHALL BE CONNECTED TO THE STORM SEWER WITH FABRICATED ADS HP REDUCING TEES.
6. CONTRACTOR TO COORDINATE INVERT ELEVATIONS AND PIPE SIZE OF ROOF DRAINS WITH PLUMBING PLAN. ROOF DRAINS MUST BE CONNECTED TO THE STORM SEWER WITH FABRICATED ADS HP REDUCING TEES, OR TIED INTO MANHOLES. WHERE NO INVERT ELEVATIONS ARE GIVEN ON THE PLANS, CONTRACTOR MUST CONNECT TO MANHOLES AND PROVIDE AT LEAST 2 FT OF COVER OVER PIPE IN GREEN SPACE, AND AT LEAST 3 FT OF COVER UNDER PAVEMENT. CONTRACTOR MUST INSTALL PIPE(S) WITH SLOPE IN ACCORDANCE WITH CITY OF PORTAGE STANDARDS.

SANITARY SEWER NOTES

1. ALL TEXT & FEATURES SHOWN SCREENED ARE EXISTING. ALL STRUCTURES SHALL BE LOCATED IN RELATION TO THE PROPOSED IMPROVEMENTS.
2. UTILITIES SHOWN WERE EITHER FIELD LOCATED, OR TAKEN FROM EXISTING RECORD/DESIGN DRAWINGS & ARE SHOWN ACCORDINGLY, THE CONTRACTOR SHALL EXERCISE CAUTION & FIELD VERIFY REQUIRED LOCATIONS PRIOR TO EXCAVATION & CONSTRUCTION.
3. CONTRACTOR TO COORDINATE INVERT ELEVATIONS AND PIPE SIZE OF LATERALS WITH PLUMBING PLAN.
4. MDOT CL II SAND BACKFILL REQUIRED UNDER ALL PROPOSED PAVEMENT AREAS.

WATER MAIN NOTES

1. ALL TEXT & FEATURES SHOWN SCREENED ARE EXISTING. ALL STRUCTURES SHALL BE LOCATED IN RELATION TO THE PROPOSED IMPROVEMENTS.
2. UTILITIES SHOWN WERE EITHER FIELD LOCATED, OR TAKEN FROM EXISTING RECORD/DESIGN DRAWINGS & ARE SHOWN ACCORDINGLY, THE CONTRACTOR SHALL EXERCISE CAUTION & FIELD VERIFY REQUIRED LOCATIONS PRIOR TO EXCAVATION & CONSTRUCTION.
3. MINIMUM BURY DEPTH OF WATER LINE IS 5.5 FEET TO TOP OF PIPE.
4. THE DRAINAGE STRUCTURES AND THE STORM WATER SYSTEM UNDER MUNICIPALITY JURISDICTION SHALL BE MUNICIPALITY TESTED MATERIAL.

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utility plan

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07/18/2022
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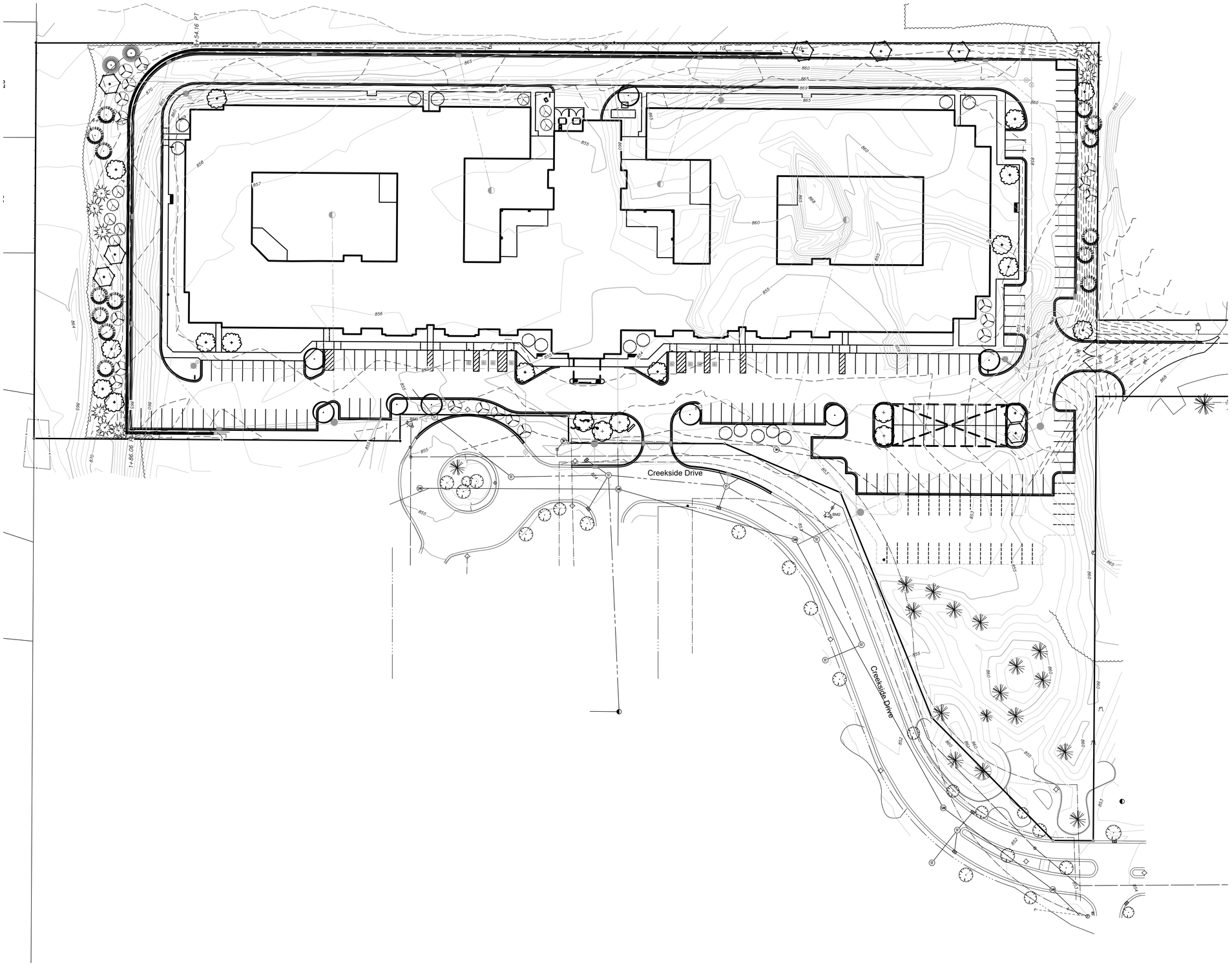

LANDSCAPE PLANTING LEGEND

DECIDUOUS/ CANOPY TREES

CONIFEROUS/ EVERGREEN TREES

ORNAMENTAL/ FLOWERING TREES

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landscape plan

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LANDSCAPE PLANTING LEGEND

DECIDUOUS/ CANOPY TREES

CONIFEROUS/ EVERGREEN TREES

ORNAMENTAL/ FLOWERING TREES

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landscape rendering

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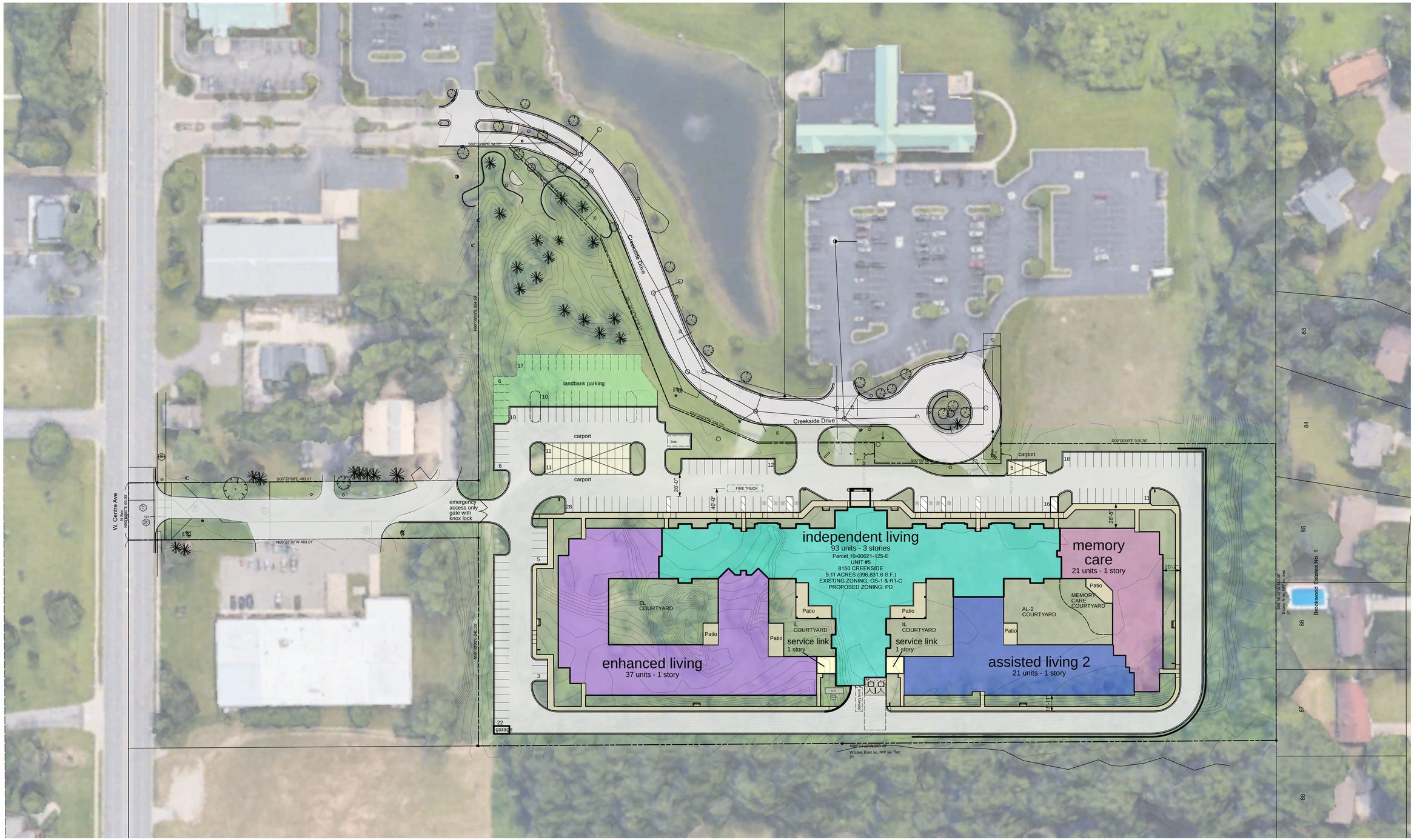

N

conceptual site plan

SCALE: 1" = 50'-0"

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07/14/2022
OWNER MEETING

07/18/2022
REVISED PRELIMINARY SITE PLAN & REZONING SUBMISSION

DRAWN BY:
MC, JL, TC

APPROVED BY:
JL

JOB NUMBER
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SHEET NUMBER
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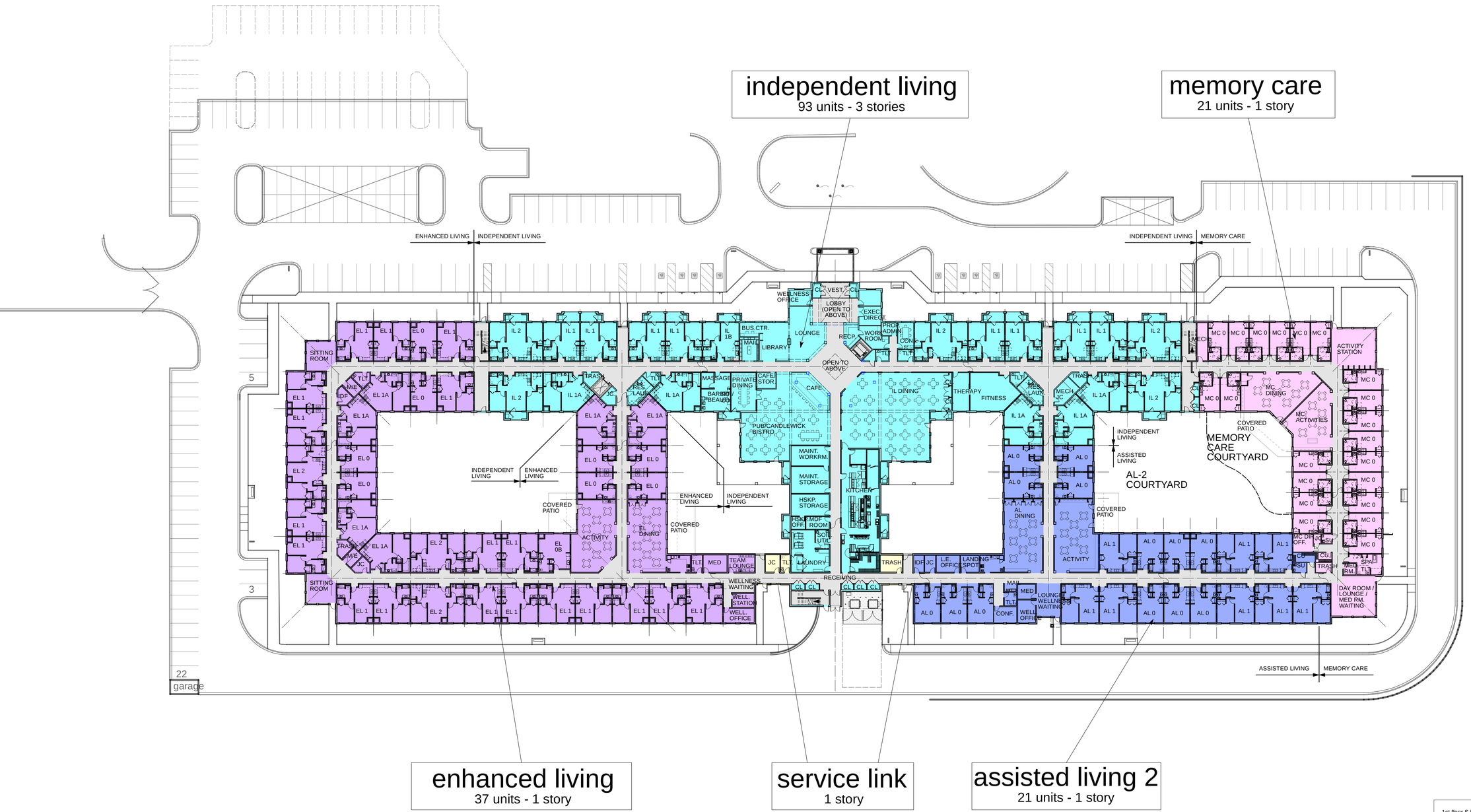

ENHANCED LIVING UNIT COUNTS (1ST FLOOR)	
(9)	STUDIO
(25)	ONE BEDROOM UNITS
(3)	TWO BEDROOM UNITS
37	TOTAL UNITS

INDEPENDENT LIVING UNIT COUNTS (1ST FLOOR)	
(0)	STUDIO
(14)	ONE BEDROOM UNITS
(5)	TWO BEDROOM UNITS
19	TOTAL UNITS

INDEPENDENT LIVING UNIT COUNTS (ALL FLOORS)	
(3)	STUDIO
(61)	ONE BEDROOM UNITS
(29)	TWO BEDROOM UNITS
93	TOTAL UNITS

ASSISTED LIVING 2 UNIT COUNTS (1ST FLOOR)	
(13)	STUDIO
(8)	ONE BEDROOM UNITS
(0)	TWO BEDROOM UNITS
21	TOTAL UNITS

MEMORY CARE UNIT COUNTS (1ST FLOOR)	
(21)	STUDIO
(0)	ONE BEDROOM UNITS
(0)	TWO BEDROOM UNITS
21	TOTAL UNITS

1st floor S.F. ----------	101,370 S.F.
2nd floor S.F. ----------	37,556 S.F.
3rd floor S.F. ----------	38,138 S.F.
Overall S.F. ----------	177,064 S.F.

Total Unit Count: 172

N

COMPOSITE FIRST FLOOR PLAN

SCALE: 1" = 30'-0"

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Portage, Michigan

conceptual first floor plan

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06/17/2022
PRELIMINARY SITE PLAN & REZONING SUBMISSION

07/18/2022
REVISED PRELIMINARY SITE PLAN & REZONING SUBMISSION

DRAWN BY:
MC, TC, JW

APPROVED BY:
JL

JOB NUMBER
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SHEET NUMBER
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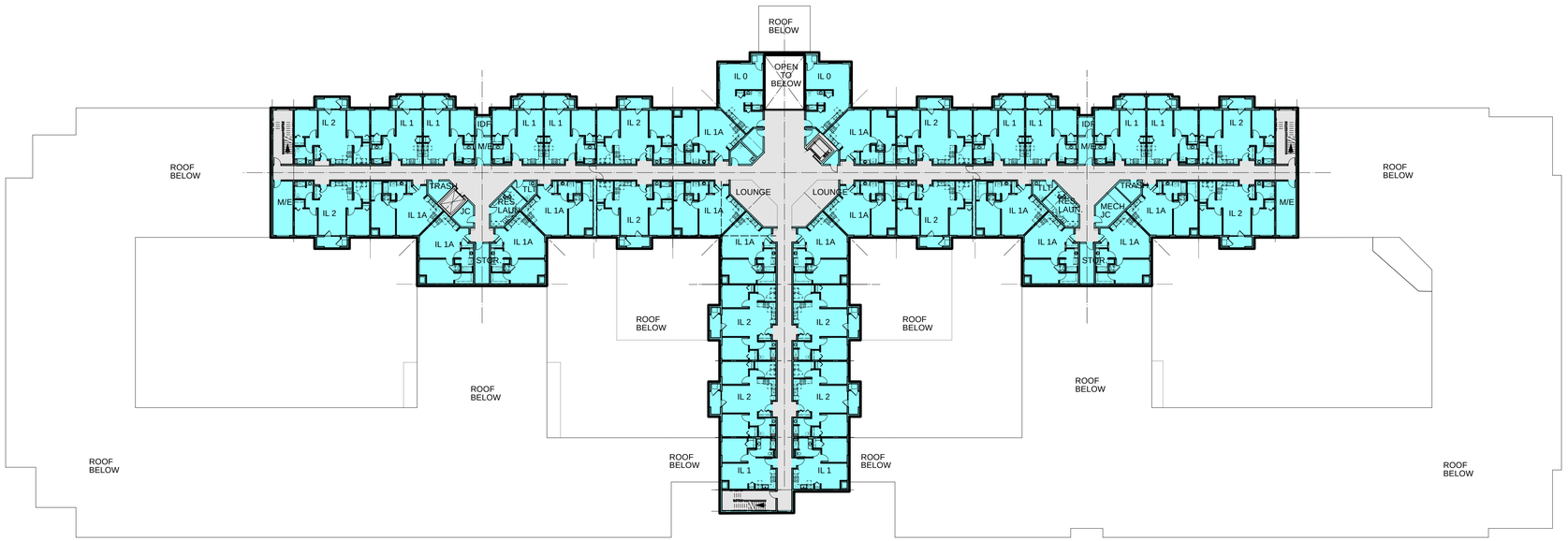

INDEPENDENT LIVING UNIT COUNTS (2ND FLOOR)

(2)	STUDIO
(24)	ONE BEDROOM UNITS
(12)	TWO BEDROOM UNITS
38	TOTAL UNITS

N

COMPOSITE SECOND FLOOR PLAN

SCALE: 1" = 30'-0"

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Portage, Michigan

composite second floor plan

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PRELIMINARY SITE PLAN & REZONING SUBMISSION

07/18/2022
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APPROVED BY:
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JOB NUMBER
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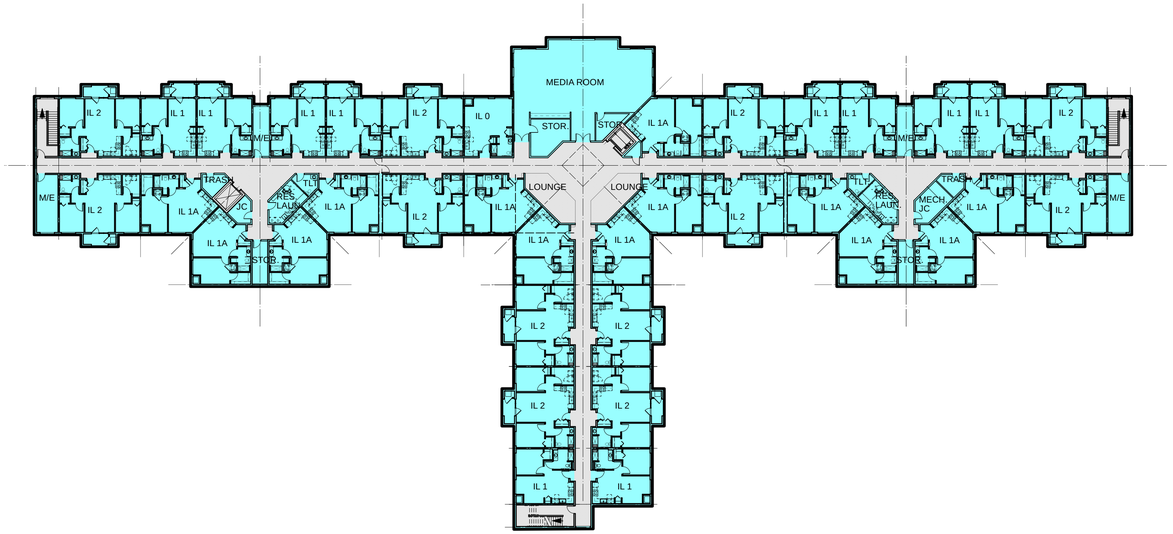
SHEET NUMBER
A-2.2



INDEPENDENT LIVING
UNIT COUNTS (3RD FLOOR)

(1)	STUDIO
(23)	ONE BEDROOM UNITS
(12)	TWO BEDROOM UNITS
36	TOTAL UNITS

N

COMPOSITE THIRD FLOOR PLAN

SCALE: 1" = 30'-0"

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PRELIMINARY SITE PLAN & REZONING SUBMISSION

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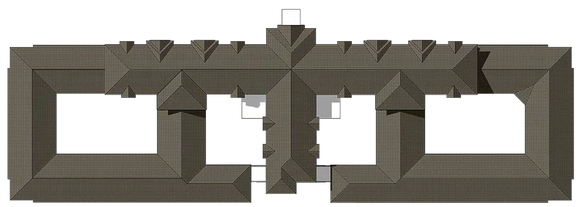

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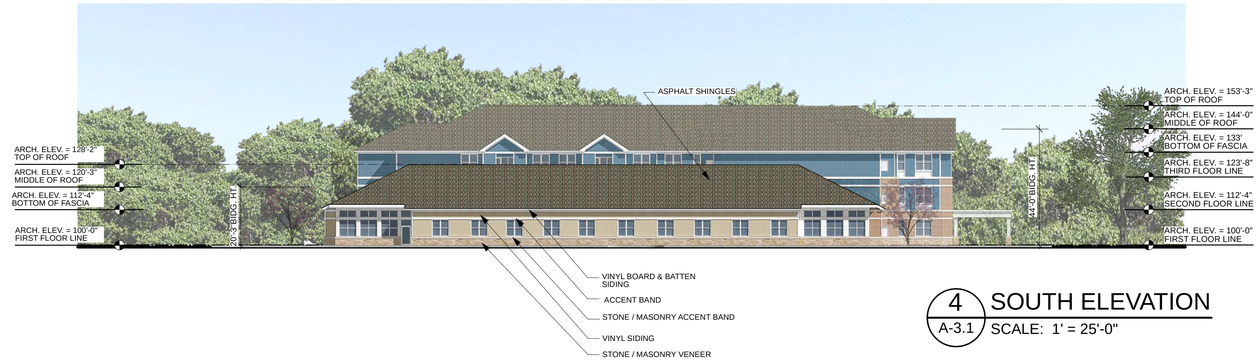
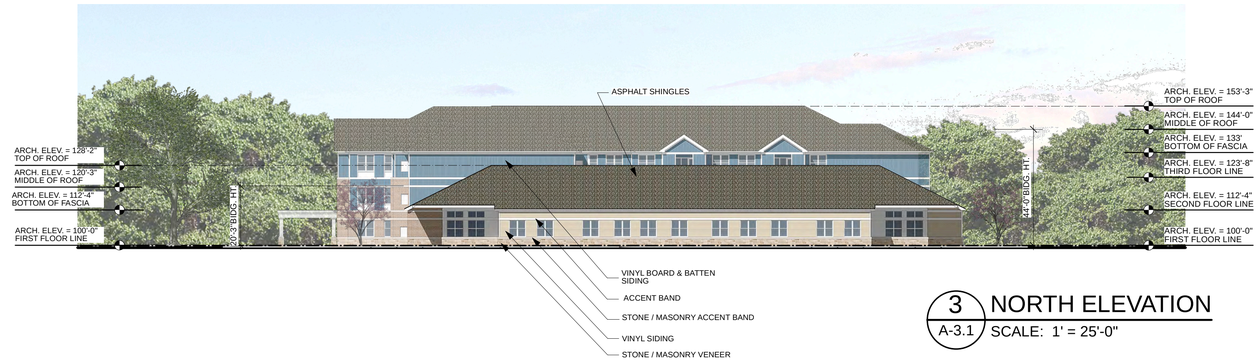
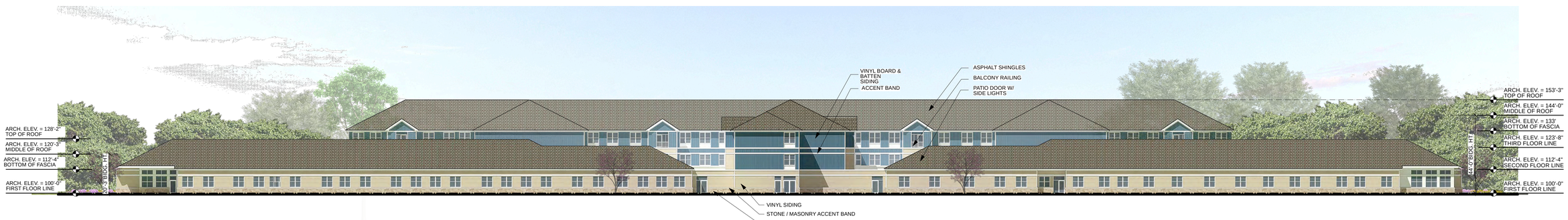
KEY PLAN
NO SCALE



4 A-3.1 SOUTH ELEVATION
SCALE: 1' = 25'-0"



3 A-3.1 NORTH ELEVATION
SCALE: 1' = 25'-0"



2 A-3.1 WEST ELEVATION
SCALE: 1' = 25'-0"

1 A-3.1 EAST ELEVATION
SCALE: 1' = 25'-0"

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conceptual composite exterior elevations

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06/17/2022
PRELIMINARY SITE PLAN & REZONING SUBMISSION

07/18/2022
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APPROVED BY:
JL

JOB NUMBER
4201

SHEET NUMBER
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TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT:

SUPPORTING PERSONNEL: Erica Eklov, City Clerk

ACTION RECOMMENDED: Appoint individuals to fill the two remaining vacancies on the Human Services Board.

Due to applicant resignations and scheduling conflicts during the October 4 Board & Commission Interviews, new appointees were unable to be ascertained for the two vacant positions on the Human Services Board. As discussed during the interviews, the current Chairperson noted the fall season is a particularly busy time for the Board with its community outreach and requires a full contingent of members. As such, it is recommended to appoint two new members from the pool of applicants to fill the open positions on the Human Services Board with terms ending October 1, 2023.

FUNDING: Not Applicable

Attachments: None