

7:00 p.m. Call to Order.

Invocation.

Pledge of Allegiance.

Roll Call.

Proclamations:

A. Consent Agenda:

1. Approve the City Council Meeting Minutes of the:
 - a. Regular Meeting of November 15, 2022
2. Approve the Accounts Payable Register of December 6, 2022 as presented.
3. Approve the purchase of property addressed as 321 East Osterhout Avenue in the amount of \$148,000 and authorize the City Manager to execute all documents on behalf of the city.
4. Approve a fiscal year 2022-2023 budget amendment for the introduction of All Kids Bike in four elementary schools at a cost of \$24,000.
5. Adopt the Resolution of Support for Local Match for the Michigan Department of Natural Resources Spark Grant for the Ramona Park Accessible ADA Playscape renovation and enhancement project and authorize the City Manager to execute all documents related to this action on behalf of the city.
6. Grant tentative approval of the Preliminary Condominium Plan for Copperleaf Planned Development Phase 6, 3800 West Milham Avenue, subject to the condition that a letter or document from the school board or school board superintendent indicating awareness of the proposal shall be submitted, per Sec. 42-883. (3).i.
7. Adopt the final Brownfield Redevelopment Policy update.
8. Receive the report from City Administration responding to the Environmental Board request.
9. Receive the Annual Tax Abatements Status Report as information only.
10. Minutes of Boards & Commissions:
 - a. Planning Commission of October 6, 2022
 - b. Human Services Board of October 6, 2022
 - c. Environmental Board of October 12, 2022
 - d. Planning Commission of November 17, 2022
11. Materials Transmitted of November 30, 2022.
12. Calendar of Meetings:
 - Park Board: December 7, 2022 at 6:30 p.m. at City Hall.
 - Zoning Board of Appeals: December 12, 2022 at 7:00 p.m. at City Hall.
 - Environmental Board: December 14, 2022 at 7:00 p.m. at City Hall.
 - Planning Commission: December 15, 2022 at City Hall.

NOTE: All above meetings are subject to cancellation or inclusion/transition of a "virtual" aspect due to the on-going health crisis. Please monitor the City of Portage website at www.portagemi.gov for additional information. Major meetings may be viewed live on Charter channel 995 and AT&T channel

99 or live streaming at portagemi.gov/205.

- B. Petitions and Statements of Citizens:
 - C. Communications:
 - D. Public Hearings:
 - E. Regular Business Agenda:
 - F. Unfinished Business:
 - G. Council Committee Reports:
 - H. New Business:
 - I. Statements of Citizens:
 - J. Statements of City Council and City Manager.
- Adjournment.

CITY COUNCIL MEETING MINUTES FROM NOVEMBER 15, 2022

Mayor Patricia Randall called the Regular Meeting to order at 07:00 PM in the Council Chambers at Portage City Hall.

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

ABSENT: Councilmember Lori Knapp.

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 on supporting local businesses, the local economy, and local jobs.

Following the moment of silence, the City Council recited the Pledge of Allegiance with the assistance of Cub Scout Troop #235

PROCLAMATIONS:

Small Business Saturday 2022: John Paver of Paver Pet Supply read the proclamation for Small Business Saturday 2022.

CONSENT AGENDA: Mayor Randall shared where the public can access the meeting agenda and asked if any Councilmember or anyone in the audience would like an item removed from the Consent Agenda. Motion by Urban, seconded by Brayton, to approve Consent Agenda as presented. Upon a roll call vote, motion carried 6 to 0.

Approval of Minutes: Motion by Urban, seconded by Brayton, to approve the City Council Meeting Minutes of the Regular Meeting of November 1, 2022. Upon a roll call vote, motion carried 6 to 0.

Accounts Payable Register: Motion by Urban, seconded by Brayton, to approve the Accounts Payable Register of November 15, 2022, as presented. Upon a roll call vote, motion carried 6 to 0.

Vehicle Purchases - Cooperative Purchasing: Motion by Urban, seconded by Brayton, to approve the purchase of eleven vehicles and upfitting of one Ford F-550 at a total cost of \$620,701 using the State of Michigan MiDEAL Extended Purchasing Program and authorize the City Manager to execute all documents related to these purchases on behalf of the city. Upon a roll call vote, motion carried 6 to 0.

Health Insurance Contract Renewals: Motion by Urban, seconded by Brayton, to approve a one-year contract with Blue Cross Blue Shield of Michigan at a cost of \$209,535.39, and a one-year contract with Blue Care Network at a cost of \$2,127,062 for employee health insurance; maintain current employer/employee cost-sharing practices by taking action to exempt the city from requirements of P.A. 152 for the 2023 medical benefits plan year, and authorize the City Manager to execute all documents related to the contract renewals on behalf of the city. Upon a roll call vote, motion carried 6 to 0.

Design and Construction Engineering Services for Romence Road Parkway - Proposal Tabulation: Motion by Urban, seconded by Brayton, to award a contract to Prein&Newhof of Grand Rapids, Michigan in the amount not to exceed \$191,300 for design and construction engineering services for the Romence Road Parkway Reconstruction Project 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 6 to 0.

Amend the General Appropriations Act (budget): Motion by Urban, seconded by Brayton, to amend the General Appropriations Act (budget) for the fiscal year ending June 30, 2023. Upon a roll call vote, motion carried 6 to 0.

Board & Commission Interviews: Motion by Urban, seconded by Brayton, to set a Special Meeting on Tuesday, January 10, 2023, beginning at 5:45 p.m., to interview Board and Commission applicants. Upon a roll call vote, motion carried 6 to 0.

Calendar of Meetings: Motion by Urban, seconded by Brayton, to receive the Calendar of Meetings as presented. Upon a roll call vote, motion carried 6 to 0.

PETITIONS AND STATEMENTS OF CITIZENS: Alan Loveridge (23965 88th Street, Marcellus) spoke regarding online dating scam concerns.

COUNCIL COMMITTEE REPORTS: Councilmember Burns provided a CCTA update including Board restructuring for sub-committees to consolidate topics for operations and director reviews. Councilmember Brayton gave a Discover Kalamazoo Committee update with a focus on vacant storefronts in downtown Kalamazoo to be used for attractions and event advertising. Motion by Ledbetter, seconded by Urban, to receive the Council Committee Reports as presented. Upon a voice vote, motion carried 6 to 0.

NEW BUSINESS:

"I Love Portage" Essay Contest - Council Volunteers: Mayor Randall provided a history of the program and asked for volunteers from the City Council. Councilmembers Brayton, Burns, and Urban volunteered. Mayor Randall asked the City Manager's Office to coordinate the provision of the student essays. Councilmember Ledbetter offered to fill in as needed.

STATEMENTS OF CITIZENS: None.

STATEMENTS OF CITY COUNCIL AND CITY MANAGER: Councilmember Brayton congratulated two recently hired police officers, as well as two recent firefighter hires, with whom she was able to do a ride along and was impressed by the level of care provided. She then wished everyone a Happy Thanksgiving, including the first responders working during the holidays.

Councilmember Burns provided an additional update on the Kalamazoo Transit organization with a review of the master plan, scheduled for both December 12 and December 13. He noted the Executive Director has been in negotiations with the operator of the Crossroads Mall to improve the paved surfaces. Councilmember Burns also wished a Happy Thanksgiving to everyone and noted the Council Goal Setting Session scheduled for the end of the week.

Councilmember Ledbetter thanked the City Clerk's Office for their efforts with the November 8th election.

Councilmember Urban spoke regarding the recent meetings with Cub Scout Troop 235 and his enjoyment of talking with them, highlighting youth-centered installments with the city like the skate park. One Scout asked for a pizza vending machine.

City Manager McGinnis provided a reminder regarding the City Council Annual Goal Retreat scheduled for Friday at the Zhang Portage Community Senior Center. He then noted the launch of the Master Plan, including a review with the Youth Advisory Committee. Mr. McGinnis closed with congratulations to the entire Clerk's Office.

Mayor Pro Tem Pearson wished everyone a Happy Thanksgiving and safe travels.

Mayor Randall congratulated the Clerk's Office on a successful November election, noting the record voter turnouts in the city. She then highlighted Veteran's Day events from the prior week. Mayor Randall also referenced a recent recognition event for former Parks Director, Bill Deming, and the new Public Safety Department hires' pinning event. She stated that the Salvation Army's annual bell-ringing campaign kicks off this week and closed by wishing everyone a safe and Happy Thanksgiving.

ADJOURNMENT: Mayor Randall adjourned the meeting at 07:29 PM.

Erica L. Eklov, City Clerk

TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT: Accounts Payable Register

SUPPORTING PERSONNEL: Lauren VanderVeen, Finance Director

ACTION RECOMMENDED: Approve the Accounts Payable Register of December 6, 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 and electronic payments. The attached Accounts Payable Register covers the period November 6, 2022 through November 26, 2022 and notes \$1,751,440.49 in automated clearing house payments, \$2,301,560.66 in paper checks, \$92,776.36 in auto-pay payments and \$7,960,155.13 in electronic payments for a grand total of \$12,105,932.64.

FUNDING: Not Applicable

Attachments: 1. Accounts Payable Register of December 6, 2022

ACCOUNTS PAYABLE REGISTER
Check Dates From: 11/06/22 to 11/26/2022

Page 1 of 14

Check Type: ACH Transaction

Check Date	Check	Vendor Name	Description	Amount
11/14/2022	18238(A)	ABONMARCHE CONSULTANTS, INC	ENGINEERING SERVICES - MULT LOCATIONS	32,324.13
11/14/2022	18239(A)	ADP, INC.	ADP PAYROLL & ETIME SERVICES	4,450.53
11/14/2022	18240(A)	AMAZON.COM SALES, INC.	TV & ACCESSORIES-PD; FIRE PREVENTION SUP-FD	939.91
11/14/2022	18241(A)	ANALYTICAL TESTING & CONSULTING	CDBG LEAD TEST, MULT LOCS	3,000.00
11/14/2022	18242(A)	ANIMAL REMOVAL SERVICE, LLC	ANIMAL REMOVAL SERVICES	300.00
11/14/2022	18243(A)	C D W GOVERNMENT, INC.	IPAD CASE	53.00
11/14/2022	18244(A)	CARDINAL BUS, INC.	TRIP VENDOR PAYMENT	3,781.00
11/14/2022	18245(A)	CLEAN EARTH ENVIRONMENTAL SERV	VACUUM TRUCK FOR DRAIN LINES	1,724.70
11/14/2022	18246(A)	CONTINENTAL LINEN SERVICES	BLACK TABLE CLOTHS-SR CTR	107.62
11/14/2022	18247(A)	CROWN TROPHY	ALUMINUM PLAQUE	310.00
11/14/2022	18248(A)	DEER CONTRACTING & LANDSCAPE	SIDEWALK REPAIRS-CITY WIDE	29,599.21
11/14/2022	18249(A)	DEPATIE FLUID POWER CO., INC.	TINK CLAW REPAIR/MAINTENANCE	159.20
11/14/2022	18250(A)	EARLE, SHELIA L	FITNESS INSTRUCTION	515.00
11/14/2022	18251(A)	ED & TED'S EXCELLENT ADVENTURES	TRIP VENDOR PAYMENT-A SMOKY MT CHRISTMAS	44,776.00
11/14/2022	18252(A)	ELECTION SYSTEMS & SOFTWARE, INC.	ELECTION EQUIPMENT	6,517.35
11/14/2022	18253(A)	ENGINEERED PROTECTION SYSTEMS, INC.	PARKS ALARM MONITORING, KEY FOBS	1,215.44
11/14/2022	18254(A)	ETNA SUPPLY, INC.	REPAIR/MAINT SUPPLIES	159.80
11/14/2022	18255(A)	EXTREME POWER EQUIPMENT, INC.	BACKPACK & SNOWBLOWERS WINTER MAINTENANCE	319.82
11/14/2022	18256(A)	GORDON WATER SYSTEMS	WATER SERVICES	153.55
11/14/2022	18257(A)	GRAINGER INC	SHOP SUPPLIES, HOSE REEL REPL	2,229.96
11/14/2022	18258(A)	GRIFFIN PEST SOLUTIONS	PEST CONTROL SVCS	299.00
11/14/2022	18259(A)	HARTFORD LIFE INSURANCE COMPANY	LIFE & LTD INSURANCE	10,368.49
11/14/2022	18260(A)	HOFFMAN BROTHERS, INC.	CONDUIT, FLOWABLE FILL	920.00
11/14/2022	18261(A)	HYDRO-CHEM SYSTEMS, INC.	REPAIR VEHICLE POWER WASHER	261.63
11/14/2022	18262(A)	INDUSCO SUPPLY CO., INC.	PAPER & CLEANING SUPPLIES	479.95
11/14/2022	18263(A)	INSIGHT PUBLIC SECTOR, INC.	DATA CENTER HARDWARE REPLACEMENT	131,975.17
11/14/2022	18264(A)	KUSHNER & COMPANY, INC.	COBRA AND FSA ADMINISTRATION	301.39
11/14/2022	18265(A)	LAWSON PRODUCTS, INC	REPAIR & MAINT SUPPLIES	643.52
11/14/2022	18266(A)	LIBRA INDUSTRIES, INC. OF MICHIGAN	FIRE GAS MONITORS	1,026.86
11/14/2022	18267(A)	LRE	ENGINEERING SERVICES-HAMPTON CREEK BOG	4,910.53
11/14/2022	18268(A)	MACQUEEN EQUIPMENT LLC	SWEEPER REPAIR/MAINTENANCE	36.61
11/14/2022	18269(A)	MATERIALS RESOURCES	CLEANING SUPPLIES	182.78
11/14/2022	18270(A)	MCLEISH, ANGELA	SEASONAL REIMBURSEMENT FOOD ASSISTANCE	230.00

ACCOUNTS PAYABLE REGISTER
Check Dates From: 11/06/22 to 11/26/2022

Page 2 of 14

Check Date	Check	Vendor Name	Description	Amount
11/14/2022	18271(A)	MCNALLY ELEVATOR CO.	ELEVATOR MAINTENANCE	492.00
11/14/2022	18272(A)	MEJEUR ELECTRIC LLC	AUTOMATE CHRISTMAS LIGHT CONTROLS	3,350.00
11/14/2022	18273(A)	MICHIGAN OFFICE ENVIRONMENTS	PORTAGE SENIOR CENTER OUTDOOR FURNITURE	22,865.63
11/14/2022	18274(A)	MOTOROLA SOLUTIONS, INC.	800 MHZ DUAL BAND RADIOS	381,963.00
11/14/2022	18275(A)	MUNICIPAL EMERGENCY SERVICES INC	FIRE UNIFORMS, PPE GEAR	8,850.00
11/14/2022	18276(A)	NYE UNIFORMS	MISC UNIFORMS	897.57
11/14/2022	18277(A)	ONE WAY PRODUCTS	JANITORIAL SUPPLIES	1,879.75
11/14/2022	18278(A)	ONSTAFF USA INC	TEMP EMPLOYEE SERVICES	3,205.30
11/14/2022	18279(A)	PERCEPTIVE CONTROLS, INC.	SCADA PROGRAMMING, FLOW METER REPL	16,165.83
11/14/2022	18280(A)	PETERS CONSTRUCTION CO.	MILL/PAVE PATCH-MULT LOCS; ELIASON PARKING PRJ	14,280.00
11/14/2022	18281(A)	PHILLIPS, KIMBERLY	REIMB EXPS FOR SR CTR, OFC SUP, ZOOM FEES	359.20
11/14/2022	18282(A)	PORTAGE COMMUNITY CENTER	FY 22-23 PUBLIC SERVICE & CDBG FUNDING	28,568.75
11/14/2022	18283(A)	PREMIER SAFETY	FIRE SCBA MAINTENANCE	750.00
11/14/2022	18284(A)	PRINTING SERVICES INC	EVENT BANNERS	456.00
11/14/2022	18285(A)	QUADRANT II MARKETING, LLC	NOV & DEC NEWSLETTER	2,195.00
11/14/2022	18286(A)	R W LAPINE INC.	HVAC REPAIR & MAINT, ON-CALL SERVICES	3,393.10
11/14/2022	18287(A)	RIDGE AUTO NAPA	EQUIPMENT REPAIR/MAINT SUPPLIES	346.73
11/14/2022	18288(A)	RIETH-RILEY CONSTRUCTION CO., INC	HMA FOR STREETS	212.83
11/14/2022	18289(A)	ROBERT LAMSON, LLC	POST-COE EVAL	415.00
11/14/2022	18290(A)	ROE-COMM, INC.	MISC RADIO SERVICES	39.99
11/14/2022	18291(A)	S B F ENTERPRISES, INC.	ENVELOPES FOR WATER/SEWER BILLS	3,748.50
11/14/2022	18292(A)	SMITH DAWSON & ANDREWS, INC.	FEDERAL ADVOCACY SERVICES	5,000.00
11/14/2022	18293(A)	STAPERT, BRETT	REIMB DETECTIVE BUREAU TRAVEL EXPS	123.58
11/14/2022	18294(A)	STOUT, MELISSA JOY	FITNESS CLASS INSTRUCTION	305.00
11/14/2022	18295(A)	TREYSTAR HOLDINGS, LLC	BROWNFIELD SUMMER 2022	29,619.14
11/14/2022	18296(A)	VEOLIA WATER CONTRACT OPERATIONS	REIMBURSEMENT FOR HYDRANT REPAIR	16,482.01
11/14/2022	18297(A)	WARNER OIL COMPANY INC	2- DEF DRUMS	369.50
11/14/2022	18298(A)	WEST MICHIGAN STAMP & SEAL, INC	INITIALS STAMP	28.00
11/14/2022	18299(A)	WIGHTMAN	ELIASON NORTH ENTRANCE A&E SERVICES	4,218.75
11/14/2022	18300(A)	ZHAO, BIQI	REIMBURSEMENT EXPS-MAP 2022 CONF	23.00
11/18/2022	18301(A)	ADP, INC.	TALENT MANAGEMENT AND ACTIVATION	507.84
11/18/2022	18302(A)	METRONET HOLDINGS LLC	INTERNET FIBER & CABLE ACCESS STREAM SVCS	1,922.40
11/18/2022	18303(A)	MICHIGAN PAVING & MATERIALS CO.	2022 SPRING MILL AND FILL	160,307.28
11/18/2022	18304(A)	MICHIGAN PAVING & MATERIALS CO.	RELEASE RETAINAGE-SPRING MILL & FILL	36,995.84

ACCOUNTS PAYABLE REGISTER
Check Dates From: 11/06/22 to 11/26/2022

Page 3 of 14

Check Date	Check	Vendor Name	Description	Amount
11/18/2022	18305(A)	PETERSON, KELLY	REIMB-SUPPLIES FOR MASTER PLAN MEETINGS	173.05
11/18/2022	18306(A)	PORTAGE COMMUNITY CENTER	COVID EMERGENCY ASSISTANCE	22,008.71
11/18/2022	18307(A)	REPUBLIC SERVICES OF WEST MICHIGAN	ANGLING RD BOARDWALK DISP, EAGLE SCOUT PJ	623.15
11/23/2022	18308(A)	A I S CONSTRUCTION EQUIP. CO.	TINK CLAW RETAINERS/BUSHINGS	608.00
11/23/2022	18309(A)	A NEW LEAF	CITY HALL PLANT CARE	98.50
11/23/2022	18310(A)	ABONMARCHE CONSULTANTS, INC	ENG SERVICES-ANGLING RD STORM, TRAF STUDY	16,296.25
11/23/2022	18311(A)	AERCOR INC	NETMOTION RENEWAL 1YR	3,600.00
11/23/2022	18312(A)	AIRGAS USA LLC	WELDING SUPPLIES	75.17
11/23/2022	18313(A)	ALL CITY MANAGEMENT SERVICES, INC.	CROSSING GUARD CONTRACT	4,298.70
11/23/2022	18314(A)	ALL-TRONICS, INC.	QUARTERLY SERVICE MONITORING	240.00
11/23/2022	18315(A)	AMAZON.COM SALES, INC.	MISC SUPPLIES-SR,COFFEE MAKER-PD,OFC SUP-CMO	1,391.20
11/23/2022	18316(A)	AMERICAN HYDROGEOLOGY CORP.	S WESTNEDGE PARK - PFAS	2,013.75
11/23/2022	18317(A)	AMERICAN SAFETY & FIRST AID	FIRST AID SERVICES	512.51
11/23/2022	18318(A)	ANIMAL REMOVAL SERVICE, LLC	ANIMAL REMOVAL SERVICES	5,820.00
11/23/2022	18319(A)	AUNALYTICS INC	MONTHLY DISASTER RECOVERY SERVICES	1,757.70
11/23/2022	18320(A)	B S & A SOFTWARE	ONLINE SVC FEE-PERMIT APPLICATIONS	1,162.00
11/23/2022	18321(A)	BATTERIES PLUS	REPLACEMENT BATTERY	35.09
11/23/2022	18322(A)	BLUE CARE NETWORK-GREAT LAKES	BCNA HEALTH INSURANCE	158,323.35
11/23/2022	18323(A)	C D W GOVERNMENT, INC.	REPL ARBITRATOR SET, EXTRA RAM FOR COM DEV	666.36
11/23/2022	18324(A)	CAPITAL ADVANTAGE FUNDING LLC	EQUIPMENT LEASE, KONICA COPIER LEASE	8,801.15
11/23/2022	18325(A)	CHARTER COMMUNICATIONS	CABLE TV	775.74
11/23/2022	18326(A)	CLEAN EARTH ENVIRONMENTAL SERV	VIDEO STORM SEWER PIPE	1,050.00
11/23/2022	18327(A)	CLEARNETWORK, INC.	UNIFIED SECURITY MONITORING SVCS	1,950.00
11/23/2022	18328(A)	CONSOLIDATED ELECTRICAL DIST INC	CITY ENTRANCE SIGN LIGHTING SUPPLIES	1,758.00
11/23/2022	18329(A)	CORMIER, STEVEN PAUL	SELF DEFENSE FOR WOMEN CLASS INSTRUCTION	400.00
11/23/2022	18330(A)	CROWN TROPHY	SOFTBALL LEAGUE TROPHIES, BADGES	684.76
11/23/2022	18331(A)	DATA CONSTRUCTS LLC	MONTHLY WEBSITE HOSTING SERVICES	97.95
11/23/2022	18332(A)	DEER CONTRACTING & LANDSCAPE	RETENTION BASIN MAINT, BLOCK WALL REPAIRS	6,600.00
11/23/2022	18333(A)	DELTA DENTAL PLAN OF MICHIGAN	DENTAL INSURANCE	18,661.26
11/23/2022	18334(A)	DEPATIE FLUID POWER CO., INC.	HYDRAULIC REPAIRS	55.46
11/23/2022	18335(A)	E J USA, INC.	GRATE -7045Z	2,547.55
11/23/2022	18336(A)	EARLE, SHELIA L	FITNESS INSTRUCTION	1,220.00
11/23/2022	18337(A)	EKLOV, ERICA	REIMB NOV ELECTION SUPPLIES	167.06
11/23/2022	18338(A)	ELECTION SYSTEMS & SOFTWARE, INC.	ACTIVATION CARD	57.50

ACCOUNTS PAYABLE REGISTER
Check Dates From: 11/06/22 to 11/26/2022

Page 4 of 14

Check Date	Check	Vendor Name	Description	Amount
11/23/2022	18339(A)	ENGINEERED PROTECTION SYSTEMS, INC.	NEW PARKS OFFICE ALARM MONITOR	162.67
11/23/2022	18340(A)	FERRELLGAS, LP	GENERATOR RENTAL AT CITY HALL	49.00
11/23/2022	18341(A)	FIRE SERVICE MANAGEMENT	FIRE PPE REPAIRS	804.30
11/23/2022	18342(A)	FOREMOST SALES COMPANY LLC	PARK FACILITIES CLEANING - SEPT & OCT	12,795.00
11/23/2022	18343(A)	GORDON WATER SYSTEMS	WATER SERVICES	287.51
11/23/2022	18344(A)	GORNO FORD	NEW VEH-ESCAPE SE HYBRID	27,238.00
11/23/2022	18345(A)	GRAINGER INC	HI VIZ SAFETY GEAR, DEWALT BATTERIES	1,786.08
11/23/2022	18346(A)	GREATER KALAMAZOO UNITED WAY	UNITED WAY CONTRIBUTIONS-NOVEMBER 2022	158.00
11/23/2022	18347(A)	GRIFFIN PEST SOLUTIONS	PEST CONTROL SERVICE	363.00
11/23/2022	18348(A)	HURLEY & STEWART, LLC	WOODHAMS STORMWTR REMD, VALLEYWOOD INSPC	8,094.42
11/23/2022	18349(A)	INDUSCO SUPPLY CO., INC.	PAPER/BATHROOM SUPPLIES	401.04
11/23/2022	18350(A)	INSIGHT PUBLIC SECTOR, INC.	VMWARE RENEWAL, CLOUD SERVICES, OFC SOFTWR	18,872.08
11/23/2022	18351(A)	J & J LAWN SERVICE, INC.	UTILITY MOWING AND TRIMMING	8,317.78
11/23/2022	18352(A)	J + H OIL CO.	BULK FUEL DELIVERY	26,883.01
11/23/2022	18353(A)	JB PRINTING	PORTAGER NEWSLETTER, SR CTR NEWSLETTERS	7,587.31
11/23/2022	18354(A)	KURZAVA, MATTHEW STEPHEN	FITNESS INSTRUCTION TAI CHI	500.00
11/23/2022	18355(A)	LANDS END	IC/RECORDS UNIFORMS	319.54
11/23/2022	18356(A)	LOWE'S HOME CENTER	FIRE FACILITY MAINT	12.03
11/23/2022	18357(A)	MAIL MANAGEMENT, INC.	INK CARTRIDGES	597.02
11/23/2022	18358(A)	MCGINNIS, PATRICK	REIMB-OFCE SUP, MOVING EXP, SEPT & OCT EXPS	713.14
11/23/2022	18359(A)	MCGUIRE, INGRID	REIMB-CLEANING SUP FOR TREASURY	18.12
11/23/2022	18360(A)	MCMILLAN, BRANDON	THE HONOR GAME & THE GUN GAME TR-PER DIEM	82.00
11/23/2022	18361(A)	MCNALLY ELEVATOR CO.	ELEVATOR MAINTENANCE	154.73
11/23/2022	18362(A)	MEJEUR ELECTRIC LLC	MISC ELECTRICAL SERVICES	985.00
11/23/2022	18363(A)	METRONET HOLDINGS LLC	TELEPHONE SERVICE	2,524.43
11/23/2022	18364(A)	MICHIGAN OFFICE ENVIRONMENTS	OFFICE FURNITURE	631.99
11/23/2022	18365(A)	MIDWEST ENERGY & COMMUNICATIONS	STREETLIGHT ENERGY COSTS	318.14
11/23/2022	18366(A)	NYE UNIFORMS	MISC UNIFORMS	1,489.70
11/23/2022	18367(A)	OFF THE CUFF CATERING	CATERING FOR PEEP SCREENINGS	337.50
11/23/2022	18368(A)	ONSTAFF USA INC	TEMPORARY EMPLOYEE SERVICES	13,008.56
11/23/2022	18369(A)	PARIS CLEANERS	LAUNDRY SERVICES	847.54
11/23/2022	18370(A)	PEERLESS-MIDWEST, INC.	SHUMAN WELL MAINTENANCE	3,715.00
11/23/2022	18371(A)	PEOPLEFACTS, LLC	SECURITY MONITORING SVC	85.37
11/23/2022	18372(A)	PERCEPTIVE CONTROLS, INC.	SCADA SYS SPARE PARTS; ALTITUDE VALVE REPL	17,396.00

ACCOUNTS PAYABLE REGISTER
Check Dates From: 11/06/22 to 11/26/2022

Page 5 of 14

Check Date	Check	Vendor Name	Description	Amount
11/23/2022	18373(A)	PETERS CONSTRUCTION CO.	REPAIR STORM PIPES, EMERG SEWER LEAD REPAIR	41,919.93
11/23/2022	18374(A)	PHILLIPS, KIMBERLY	REIMB-MI ASSOC OF SR CTR CONF EXPS, OPER EXPS	366.01
11/23/2022	18375(A)	PORTAGE FIREFIGHTERS	IAFF UNION DUES FOR NOVEMBER 2022	1,980.00
11/23/2022	18376(A)	PORTAGE ON-CALL FIREFIGHTERS	ON-CALL FF UNION DUES FOR NOVEMBER 2022	20.00
11/23/2022	18377(A)	PORTAGE POLICE OFFICERS ASSOC	PPOA UNION DUES FOR NOVEMBER 2022	630.00
11/23/2022	18378(A)	PRECISION PRINTER SERVICES INC	PRINTER SERVICES, SUPPORT	1,079.68
11/23/2022	18379(A)	PRINTING SERVICES INC	PRINTING SERVICES	1,630.81
11/23/2022	18380(A)	R W LAPINE INC.	VAV BOX & CONTROLLER PROG, HVAC ON-CALL SVCS	1,040.00
11/23/2022	18381(A)	RIESGRAF, ALEXANDRA	SPEED MEASUREMENT INSTRUCTOR TR-PER DIEM	147.50
11/23/2022	18382(A)	ROAD EQUIPMENT PARTS CENTER	MAINTENANCE SUPPLIES	321.60
11/23/2022	18383(A)	ROBERT LAMSON, LLC	POST-COE PSYCH EVAL	1,295.00
11/23/2022	18384(A)	S B F ENTERPRISES, INC.	PRINTING & PROCESSING QTLY WATER BILLS	562.50
11/23/2022	18385(A)	SAFETY SERVICES, INC.	HI-VIZ SAFETY CLOTHING	758.34
11/23/2022	18386(A)	SEVERANCE ELECTRIC COMPANY, INC	TRAFFIC SIGNAL MAINTENANCE	4,753.33
11/23/2022	18387(A)	SIMPLIFILE LLC	DEED RECORDING SERVICE	133.00
11/23/2022	18388(A)	SMITH DAWSON & ANDREWS, INC.	FEDERAL ADVOCACY SERVICES	5,000.00
11/23/2022	18389(A)	SNELL, DEBRA	FITNESS INSTRUCTION	480.00
11/23/2022	18390(A)	UNITED AUTO. IMPLEMENT WORKERS 2290	UAW DUES FOR NOVEMBER 2022	517.60
11/23/2022	18391(A)	VANCE OUTDOORS, INC.	6 SWAT RIFLES	8,352.00
11/23/2022	18392(A)	VEOLIA WATER CONTRACT OPERATIONS	UTILITY OPERATION SYSTEM	206,420.14
11/23/2022	18393(A)	VIRIDIS DESIGN GROUP	PROF DESIGN SVCS-5 YEAR RECREATION PLAN	2,000.00
11/23/2022	18394(A)	WARNER NORCROSS & JUDD LLP	LEGAL SERVICES	297.50
11/23/2022	18395(A)	WEST MICHIGAN INT'L LLC	REPAIR/MAINTENANCE SUPPLIES	479.96
11/23/2022	18396(A)	WEST MICHIGAN STAMP & SEAL, INC	NOTARY STAMP AND EMBOSSE	57.00
11/23/2022	18397(A)	WIGHTMAN	ELIASON NORTH ENTRANCE A&E SERVICES	14,319.25
11/23/2022	18398(A)	XEROX CORPORATION	XEROX SVC AGREEMENT	205.74
Total ACH				1,751,440.49

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11/11/2022	322242	ALLEGRA PRINT & IMAGING	PRINTING SERVICES	1,052.10
11/11/2022	322243	AMERICAN PLANNING ASSOCIATION	APA MEMBERSHIPS	1,082.00
11/11/2022	322244	AR ENGINEERING LLC	ENGINEERING SERVICES	1,340.75
11/11/2022	322245	ARTWEAR APPAREL GRAPHICS, INC.	SOFTBALL CHAMPION T-SHIRTS	2,168.00

ACCOUNTS PAYABLE REGISTER
Check Dates From: 11/06/22 to 11/26/2022

Page 6 of 14

Check Date	Check	Vendor Name	Description	Amount
11/11/2022	322246	ASCENSION BORGESS HOSPITAL	POST OFFER EXAMS & DOT PHYSICALS	1,580.00
11/11/2022	322247	ASSOC OF STATE FLOODPLAIN MANAGERS	CFM MEMBERSHIP	175.00
11/11/2022	322248	AUTO TRIM	WINDOW TINT VEHICLE	138.00
11/11/2022	322249	AVB	HYDRANT METER DEPOSIT PARTIAL REFUND	80.80
11/11/2022	322250	BALKEMA CONSTRUCTION, INC.	MLK PARK CONSTRUCTION SERVICES	150,159.58
11/11/2022	322251	BAREITHER, CHAD	STRATEGIC PLANNING	2,905.00
11/11/2022	322252	BLAIN SUPPLY, INC.	MISC MAINT SUPPLIES	209.81
11/11/2022	322253	BUNCA INC.	INTERIOR CAR WASHES	28.00
11/11/2022	322254	BYCE & ASSOCIATES	RENTAL DEPOSIT RETURN	100.00
11/11/2022	322255	CAPITOL STRATEGIES, LLC	CONSULTING SERVICES	6,000.00
11/11/2022	322256	CARDNO, INC.	INVASIVE SPECIES TREATMENT SERVICES	1,774.75
11/11/2022	322257	CINTAS CORPORATION NO. 2	UNIFORM RENTAL FOR INSPECTORS	15.00
11/11/2022	322258	CITY OF KALAMAZOO TREASURER	SANITARY SEWER CHARGES	527,878.79
11/11/2022	322259	COLE, DENISE	GRAIN ELEVATOR DEPOSIT REFUND	150.00
11/11/2022	322260	COMBS, TIMOTHY	APWA MICHIGAN ROADS SCHOLAR PROGRAM	145.75
11/11/2022	322261	CORELOGIC CENTRALIZED REFUNDS	2022 SUMMER TAX REFUND DUE TO PRE CHANGE	3,513.53
11/11/2022	322262	COSTAR REALTY INFORMATION, INC.	COSTAR SUBSCRIPTION	396.61
11/11/2022	322263	COWLEY, LISA	GRAIN ELEVATOR DEPOSIT REFUND	150.00
11/11/2022	322264	CURTIS, ANISA	SCHRIER PARK DEPOSIT REFUND	150.00
11/11/2022	322265	D L GALLIVAN INC.	COPY MACHINE USAGE CHARGES	136.17
11/11/2022	322266	DEVON TITLE AGENCY	TITLE SEARCH FEE	375.00
11/11/2022	322267	DEVON TITLE AGENCY	REFUND OVERPAID FINAL WATER BILL	100.55
11/11/2022	322268	DURKEE, REBECCA	SCHRIER PARK DEPOSIT REFUND	150.00
11/11/2022	322269	ELECTIONS OPERATING LLC	ELECTION MATERIALS	2,312.97
11/11/2022	322270	EMERGENCY VEHICLE PRODUCTS	EQUIPMENT REPAIRS	1,229.64
11/11/2022	322271	EMPIRE FRANCHISE GROUP, LLC	PARKS DEPT OFFICE MOVE	1,641.00
11/11/2022	322272	ENG., INC.	RAMONA PK SAN SEWER & WATER, DRAIN REHAB	13,568.93
11/11/2022	322273	EVENT PRODUCTION SERVICES OF MI LLC	MONSTER MASH MOVIE EQUIPMENT	1,250.00
11/11/2022	322274	EXERGY MACHINING LLC	LONG & SHORT PINS FOR TINK CLAWS	1,073.00
11/11/2022	322275	FELDT, ERIC	REIMBURSEMENT FOR MAP TR EXPENSES	104.00
11/11/2022	322276	FERGUSON ENTERPRISES, LLC	WATER METER READING EQUIPMENT	3,911.91
11/11/2022	322277	GALL'S, LLC	RANGER UNIFORMS	728.11
11/11/2022	322278	GMRI, INC	2022 SUMMER TAX REFUND DUE TO MTT DOCKET	3,047.87
11/11/2022	322279	GORDON FOOD SERVICE	COFFEE BAR SUPPLIES, FIRE PREV SUPPLIES	854.36

ACCOUNTS PAYABLE REGISTER
Check Dates From: 11/06/22 to 11/26/2022

Page 7 of 14

Check Date	Check	Vendor Name	Description	Amount
11/11/2022	322280	GUJARATI CULTURAL ASSOC	RENTAL REFUND	100.00
11/11/2022	322281	HABA, JOE	REIMB-ASBESTOS BLDG INSPECTOR REFRESHER CRS	100.00
11/11/2022	322282	HABA, JOE	REIMB-ASBESTOS BLDG INSPECTOR RENEWAL LIC	150.00
11/11/2022	322283	HANDY, NIKI	SCHRIER PARK DEPOSIT REFUND	150.00
11/11/2022	322284	HOME DEPOT	REPAIR/MAINT SUP,EAGLE SCOUT PROJ-ANGLING RD	7,267.61
11/11/2022	322285	VOID		0.00
11/11/2022	322286	HOOSIERLAND EXCAVATING	HYDRANT METER DEPOSIT REFUND	100.00
11/11/2022	322287	HOYLE, KATHLEEN	REIMB-CLEANING SUPPLIES NEW PARKS OFC	503.01
11/11/2022	322288	HUDSON, MARGARET & SOFIA KAY	REFUND FOR 3 TRIPS	870.00
11/11/2022	322289	HUNDEN STRATEGIC PARTNERS, INC.	AMPHITHEATRE FEASIBILITY STUDY	3,500.00
11/11/2022	322290	INT'L SOCIETY OF FIRE SERVICE INSTR	FIRE MEMBERSHIPS	185.00
11/11/2022	322291	JOSHI, AASHCA	RENTAL DEPOSIT RETURN	100.00
11/11/2022	322292	KALAMAZOO CORNHOLE, LLC	CORNHOLE LEAGUE 2022	588.00
11/11/2022	322293	KALAMAZOO COUNTY TREASURER	REFUND PRE ADJ FEES FOR 2019, 2021, 2022	430.17
11/11/2022	322294	KALAMAZOO LANDSCAPE SUPPLIES	RESTORATION SUPPLIES FOR CEMETERIES	120.00
11/11/2022	322295	KALAMAZOO PICKLEBALL	OCTOBER PICKLEBALL CLINICS	110.00
11/11/2022	322296	KALAMAZOO ROD AND GUN CLUB	KALAMAZOO ROD & GUN CLUB ANNUAL MBRSHIP	200.00
11/11/2022	322297	KANTOLA PRODUCTIONS	KANTOLA TRAINING CONTRACT	5,504.05
11/11/2022	322298	KCI	POSTAGE FOR 2023 PERSONAL PROPERTY STMTS	236.80
11/11/2022	322299	KENT COUNTY DPW	WASTE DISPOSAL RED MED/DRUG	90.00
11/11/2022	322300	KONICA MINOLTA BUSINESS SOLUTIONS	MAINTENANCE AGREEMENT	334.00
11/11/2022	322301	KSS ENTERPRISES	SENIOR CENTER CLEANING/VACUUM UNIT	19,611.52
11/11/2022	322302	LAWLER, FAY	TRIP REFUND 220929 SHOP HOP	70.00
11/11/2022	322303	MAIN STREET FINANCIAL ADVISORS	RENTAL DEPOSIT ADDT REFUND	50.00
11/11/2022	322304	MCCANN INDUSTRIES, INC.	CASE LOADER ANTI-FREEZE	116.00
11/11/2022	322305	MCCRUMB, LINDA	TRIP REFUND 221025 FIREKEEPERS	40.00
11/11/2022	322306	MCDONALD'S TOWING & RESCUE, INC.	POLICE TOWING SERVICES	390.00
11/11/2022	322307	MICHIGAN ASSOCIATION OF FIRE CHIEFS	FIRE MEMBERSHIP	125.00
11/11/2022	322308	MICHIGAN URBAN SEARCH AND RESCUE	REGISTRATIONS-ROPES RESCUE OPERATIONS TR	2,175.00
11/11/2022	322309	MID-AMERICA APPRAISAL CO.	PROPERTY APPRAISAL	760.00
11/11/2022	322310	MLIVE MEDIA GROUP	LEGAL AFFIDAVITS	1,886.79
11/11/2022	322311	MORRIS, JESSICA	SCHRIER PARK DEPOSIT REFUND	150.00
11/11/2022	322312	MULDER'S NURSERY LLC	TREE REPLACEMENTS	2,384.94
11/11/2022	322313	MULLINS, JORDAN	FOOD ASSISTANCE REIMBURSEMENTS	55.00

ACCOUNTS PAYABLE REGISTER
Check Dates From: 11/06/22 to 11/26/2022

Page 8 of 14

Check Date	Check	Vendor Name	Description	Amount
11/11/2022	322314	MURSCH, MELANIE	TRIP REFUND 230726 MYSTERY TRIP	50.00
11/11/2022	322315	O'REILLY AUTO PARTS	FIRE APPARATUS MAINT	83.96
11/11/2022	322316	OFFICE DEPOT, INC.	OFFICE SUPPLIES	1,191.68
11/11/2022	322317	PAPER CENTRAL	COPY PAPER	1,357.00
11/11/2022	322318	PETERSON, KELLY	REIMB EXPS FOR MI ASSOC PLAN CONF	462.50
11/11/2022	322319	PETTY CASH-MEGAN HUBER	REPLENISHMENT CHECK	1,374.13
11/11/2022	322320	PETTY CASH-PAULA GUSTAFSON	REPLENISHMENT CHECK	275.17
11/11/2022	322321	PIPELINE MANAGEMENT COMPANY, LLC	SANITARY SEWER TRUNK PIPELINE ASSESSMENT	11,587.20
11/11/2022	322322	PNC BANK, NATIONAL ASSOCIATION	TEMPORARY GRADING EASEMENT	317.00
11/11/2022	322323	PORTAGE GLASS & MIRROR	CDBG-WINDOW GLASS REPLACEMENT	628.76
11/11/2022	322324	PROGRESSIVE AE	CONSULTING SERVICES FOR AQUATIC NUISANCE	7,250.00
11/11/2022	322325	Q3 TECHNOLOGIES LLC	RAMONA PICKLEBALL WIRELESS EQUIP/INSTALL	2,708.67
11/11/2022	322326	RATHCO SAFETY SUPPLY, INC.	TRAFFIC SIGNS AND MAINTENANCE	2,687.50
11/11/2022	322327	RENEWED EARTH, INC.	COMPOST SITE MANAGEMENT	9,083.33
11/11/2022	322328	RIVERSIDE INTEGRATED SYSTEMS, INC.	MONITOR FIRE ALARM	270.00
11/11/2022	322329	ROBERT BAILEY CONTRACTORS, INC.	HYDRANT METER DEPOSIT REFUND	100.00
11/11/2022	322330	ROBINSON, JOANNIE C	FOOD ASSISTANCE REIMBURSEMENT	1.00
11/11/2022	322331	SANDERSON DEHAAN IRRIGATION	FIRE FACILITY MAINT	94.00
11/11/2022	322332	SCHINDLER ELEVATOR CORPORATION	TROUBLESHOOT MALFUNCTION	351.77
11/11/2022	322333	SCOTT, ROD	CDBG INTERIOR & EXTERIOR UPDATES	2,000.00
11/11/2022	322334	SEECCLICKFIX, INC.	PLUS & WORK ANNUAL LICENSES	11,228.83
11/11/2022	322335	SKILLQUEST INTERNATIONAL LLC	PRE-HIRE DRUG SCREENS	1,450.00
11/11/2022	322336	STAR TITLE AGENCY	DECEMBER BOARD OF REVIEW CHANGE ON PARCEL	547.72
11/11/2022	322337	STATE OF MICHIGAN	SOR REGISTRATION FEE	30.00
11/11/2022	322338	STATE OF MICHIGAN (DEPT LABOR)	LICENSE REGISTRATION (ELECTRICAL)	75.00
11/11/2022	322339	STATE OF MICHIGAN (EGLE)	PUBLIC WATER SUPPLY ANNUAL FEE	12,365.69
11/11/2022	322340	STATE SYSTEMS RADIO, INC	ANNUAL TOWER LEASE CONTRACT	1,746.42
11/11/2022	322341	STEENSMA LAWN & POWER EQUIPMENT	SMALL EQUIPMENT REPAIR/MAINTENANCE	187.74
11/11/2022	322342	STRYKER SALES CORPORATION	AED UNITS FOR NEW BUILDING	4,350.00
11/11/2022	322343	SUMMIT FIRE PROTECTION CO.	SEMI ANNUAL SVCS FIRST CYLINDER INSPECTION	185.00
11/11/2022	322344	SUPERIOR PLUMBING SERVICES INC	BD PAYMENT REFUND-4801 BERMUDA	221.00
11/11/2022	322345	SUPERIOR PLUMBING SERVICES INC	BD PAYMENT REFUND-4825 BERMUDA	221.00
11/11/2022	322346	SUPERIOR PLUMBING SERVICES INC	BD PAYMENT REFUND-LIVE OAK TR	237.00
11/11/2022	322347	SUPERIOR PLUMBING SERVICES INC	BD PAYMENT REFUND-4837 BERMUDA	240.00

ACCOUNTS PAYABLE REGISTER
Check Dates From: 11/06/22 to 11/26/2022

Page 9 of 14

Check Date	Check	Vendor Name	Description	Amount
11/11/2022	322348	SUPERIOR PLUMBING SERVICES INC	BD PAYMENT REFUND-7136 HEARTWOOD CT	240.00
11/11/2022	322349	SUPERIOR PLUMBING SERVICES INC	BD PAYMENT REFUND-7238 HEARTWOOD CT	240.00
11/11/2022	322350	SUPERIOR PLUMBING SERVICES INC	BD PAYMENT REFUND-7256 HEARTWOOD CT	240.00
11/11/2022	322351	SWANK MOTION PICTURES, INC.	MOVIES IN THE PARK & MOMASH MOVIE	465.00
11/11/2022	322352	T.I.M.E. TO ACCOMPLISH, INC	BULK DIESEL FUEL SAMPLING/ANALYSIS	300.00
11/11/2022	322353	TRUGREEN AND ACTION PEST CONTROL	PARKS FALL WEED AND FEED	1,962.09
11/11/2022	322354	ULINE, INC.	FOAMING SOAP & DISPENSER	298.60
11/11/2022	322355	UNION STREET HYDRAULICS	TINK CLAW HYDRAULIC CYLINDER REPAIRS	1,784.00
11/11/2022	322356	UNITED PARCEL SERVICE	UPS WEEKLY	6.00
11/11/2022	322357	VANBELKUM COMPANIES, LLC.	PARKS OFFICE - WIRING INSTALLATION	4,518.00
11/11/2022	322358	WAYNE COUNTY APPRAISAL LLC	ASSESSING SERVICES	37,835.83
11/11/2022	322359	WILD, JED	REIMB EXP-VISION 20/20 CRR TR, FIRE PREV SUP	272.60
11/11/2022	322360	WILLIAMS & WORKS	SITE PLAN REVIEW	2,850.00
11/11/2022	322361	WOLVERINE ENGINEERS AND SURVEYORS	ENGINEERING SERVICES - WEST END DRIVE	15,000.00
11/11/2022	322362	WRAPS N SIGNS	VEHICLE GRAPHICS INSTALLATION	69.00
11/11/2022	322363	YEO & YEO	2021-2022 AUDIT AND ACFR PREPARATION	17,400.00
11/18/2022	322364	CRIPPS FONTAINE EXCAVATING, INC.	VALLEYWOOD DRAINAGE IMPROVEMENT PROJ	6,240.98
11/18/2022	322365	VERIZON WIRELESS	CELLULAR PHONES/WIRELESS CARD SVCS	3,745.17
11/23/2022	322366	ACTIVE911, INC.	FIRE ACTIVE 911 RENEWAL	1,350.00
11/23/2022	322367	ALLEGRA PRINT & IMAGING	PRINTING SERVICES	1,611.00
11/23/2022	322368	AVB CONSTRUCTION LLC	COMMUNITY SR CENTER CONSTRUCTION MGMT	1,038,592.37
11/23/2022	322369	B + A HOMES	BD BOND REFUND	800.00
11/23/2022	322370	BAY AREA TOUCHLESS CARWASH LLC	CAR WASHES	238.00
11/23/2022	322371	BLOOM SLUGGETT, PC	LITIGATION-S WESTNEDGE AVE STORM SEWER PRJ	437.00
11/23/2022	322372	BRAYSHER, ALAN & EILEEN	TRIP REFUND 230611 LAKES GRAPES	100.00
11/23/2022	322373	BRIGGS, PRESTON	SHOE ALLOWANCE	92.69
11/23/2022	322374	BRONNER DISPLAY & SIGN ADVERTISING	CHRISTMAS DECORATIONS	4,938.90
11/23/2022	322375	BRONSON HEALTHCARE GROUP	LEGAL BLOOD DRAWS	200.00
11/23/2022	322376	BURKE, JOYCE & CUTLER, SUE	TRIP REFUND CELTIC WOMAN 230414	360.00
11/23/2022	322377	C&C PROFESSIONAL CLEANING SERVICE	JANITORIAL SERVICES-MULT LOCS	3,197.14
11/23/2022	322378	CAMPBELL AUTO SUPPLY	MISC AUTO SUPPLIES	69.38
11/23/2022	322379	CEREAL CITY WINDOW CLEANING	PARKS BUILDING WINDOW CLEANING	170.00
11/23/2022	322380	CHICAGO TITLE	REFUND OVERPAID FINAL WATER BILL-7443 KI	26.85
11/23/2022	322381	CHICAGO TITLE OF MICHIGAN, INC.	CDBG TITLE SEARCH	150.00

ACCOUNTS PAYABLE REGISTER
Check Dates From: 11/06/22 to 11/26/2022

Page 10 of 14

Check Date	Check	Vendor Name	Description	Amount
11/23/2022	322382	CINTAS CORPORATION NO. 2	UNIFORM CHARGES	453.55
11/23/2022	322383	CITY OF KALAMAZOO TREASURER	BIO DIESEL FUEL	658.32
11/23/2022	322384	DANIEL R CUNNINGHAM	REIMB EXPS FOR INSTANT POT CLASSES	209.58
11/23/2022	322385	DAVIS, MARY	REPLACE PAYROLL CHECK	162.77
11/23/2022	322386	DELISLE ASSOCIATES LTD	ASBESTOS AND LEAD SURVEY	1,904.00
11/23/2022	322387	DETROIT SALT CO.	SALT DELIVERY	77,362.17
11/23/2022	322388	DIAMOND, MICHAEL	KAL CO HRP CHIMNEY REBUILD	1,500.00
11/23/2022	322389	DOXEY, PEGGY	RENTAL REFUND	150.00
11/23/2022	322390	DTN, LLC	WEATHER SERVICES	1,026.00
11/23/2022	322391	ECO-COMPTEUR INC.	MOBILE MULTI PEDESTRIAN/CYCLIST COUNTER	5,460.00
11/23/2022	322392	EMERGENCY VEHICLE PRODUCTS	CHANGE OVER POLICE VEHICLES, REPAIR/MAINT	8,570.36
11/23/2022	322393	ERTZ, CHRISTINE	TRIP REFUND 230414 CELTIC WOMAN	180.00
11/23/2022	322394	FADER EQUIPMENT, INC.	REPAIR/MAINTENANCE SUPPLIES	85.70
11/23/2022	322395	FLETCHER ENTERPRISES	RAMONA PARK PAINTING	320.00
11/23/2022	322396	FLURI, SUSAN	TRIP REFUND 230414 CELTIC WOMAN	175.00
11/23/2022	322397	FRIES JR, WILLIAM & GLEASON, CATHER	BD BOND REFUND	600.00
11/23/2022	322398	GOLLIN, KENNEDY	HORSE & CARRIAGE FOR FALL FEST & TRAD HOL	1,400.00
11/23/2022	322399	GORDON FOOD SERVICE	FIRE PREVENTION SUPPLIES	204.69
11/23/2022	322400	GRACE, LISA	MRS CLAUSE FOR TRADITIONAL HOLIDAY	150.00
11/23/2022	322401	GREATER KALAMAZOO FOP LODGE 98	FOP PORTION OF PPOA DUES FOR NOVEMBER 20	3,075.52
11/23/2022	322402	GREEN EARTH ELECTRONICS RECYCLING	SHREDDING OF PD STORAGE HARD DRIVE	510.00
11/23/2022	322403	GREENLEAF HOSPITALITY GROUP, INC.	BREAKFAST CATERING VETERANS DAY	5,312.50
11/23/2022	322404	HARTMANN, SHELLY	PORTAGE CULINARY ACADEMY NOVEMBER	100.00
11/23/2022	322405	HAVENAAR, ROBERT	SHOE ALLOWANCE	169.59
11/23/2022	322406	HEALTHSOURCE SOLUTIONS, LLC	22-23 PEEP PLATFORM SVCS	1,850.45
11/23/2022	322407	HOME DEPOT	REPAIR/MAINT SUP, MONSTER MASH & TRAD HOL SUP	2,063.65
11/23/2022	322408	ICE CREATIONS	ICE CARVING DEMOS-MONSTER MASH & TRAD HOL	800.00
11/23/2022	322409	ID NETWORKS, INC.	FINGERPRINT MACHINE MAINT	4,214.00
11/23/2022	322410	INT'L INSTITUTE MUNI. CLERKS	MEMBERSHIP DUES	340.00
11/23/2022	322411	INTERSTATE OFFICE INTERIORS	REPLACEMENT CLERK TABLE BASE	330.36
11/23/2022	322412	JOSHI, AASHCA	DAMAGE DEPOSIT REFUND	50.00
11/23/2022	322413	JRD CONSTRUCTION LLC	CDBG-REPL ENTRY DOORS & SLIDER	6,948.00
11/23/2022	322414	K2AVL INC	SOUND SYSTEMS FOR TREE LIGHTING EVENT	1,201.00
11/23/2022	322415	KALAMAZOO AREA TRANSPORTATION STUDY	KATS MEMBERSHIP, TRAFFIC TECH SERVICES	3,798.00

ACCOUNTS PAYABLE REGISTER
Check Dates From: 11/06/22 to 11/26/2022

Page 11 of 14

Check Date	Check	Vendor Name	Description	Amount
11/23/2022	322416	KALAMAZOO COUNTY HEALTH & COMMUNITY	HHW PROGRAM 2022	1,765.65
11/23/2022	322417	KALAMAZOO COUNTY TREASURER	OAKBROOK NOVEMBER 2022 MOBILE HOME TAXES	770.00
11/23/2022	322418	KALAMAZOO FIRST ASSEMBLY OF GOD	PRECINCT RENTAL FOR 11/08/2022	200.00
11/23/2022	322419	KALAMAZOO LANDSCAPE SUPPLIES	RESTORATION SUPPLIES FOR CEMETERIES	48.00
11/23/2022	322420	KALAMAZOO OIL COMPANY	FUEL PURCHASES	235.99
11/23/2022	322421	KALSIC, CYNTHIA	TRIP REFUND 230414 CELTIC WOMAN	175.00
11/23/2022	322422	KASTEN, MICHAEL	BD BOND REFUND	1,795.00
11/23/2022	322423	KENDALL, MACKENZIE	ART IN THE PARK CANDLE MAKING	336.00
11/23/2022	322424	KLOSE, BECKY	RENTAL DAMAGE DEPOSIT REF	100.00
11/23/2022	322425	KNAPP, MICHAEL	TRIP REFUND 230414 CELTIC WOMAN	180.00
11/23/2022	322426	KONICA MINOLTA BUSINESS SOLUTIONS	COPIER SERVICE PLANS (2)	1,264.00
11/23/2022	322427	KSS ENTERPRISES	CLEANING & PAPER SUPPLIES-MULT LOCS	2,684.33
11/23/2022	322428	LAWLER, FAY	TRIP REFUND 230414 CELTIC WOMAN	175.00
11/23/2022	322429	LEXISNEXIS RISK DATA MANAGEMENT INC	LEXIS NEXIS IYETEK MAINT FEE	2,718.90
11/23/2022	322430	LORD OF LIFE LUTHERAN CHURCH	PRECINCT RENTAL FOR 11/08/2022	200.00
11/23/2022	322431	MARKUS, MICHAEL	SHOE ALLOWANCE	200.00
11/23/2022	322432	MARTIN, MATTHEW	SPEED MEASUREMENT INSTRUCTOR-PER DIEM	147.50
11/23/2022	322433	MCKENNA ASSOCIATES	PROFESSIONAL SVCS FOR PLANNING-AUG & SEPT	2,607.50
11/23/2022	322434	MI ASSOC. OF CHIEFS OF POLICE	MACP MEMBERSHIPS	300.00
11/23/2022	322435	MICH ECONOMIC DEVELOPERS ASSOC	MEDA MEMBERSHIP	315.00
11/23/2022	322436	MICH MUNICIPAL POLICE & FIRE REPAIR	POLICE VEHICLE REPAIR & MAINT	510.64
11/23/2022	322437	MICHIGAN ASSOC OF MUNICIPAL CLERKS	MEMBERSHIP DUES	150.00
11/23/2022	322438	MICHIGAN MUNICIPAL LEAGUE	JOB ADVERTISEMENTS MML	395.68
11/23/2022	322439	MICHIGAN POLICE EQUIPMENT CO.	2 TRIJICON MRO PATROL RIFLE OPTICS	1,300.00
11/23/2022	322440	MIDDLETON, KIMBERLY	REIMBURSE FOR PROG SUPPLIES-SR CENTER	145.79
11/23/2022	322441	MILE HIGH SHOOTING ACCESSORIES LLC	2 ULTRA-7-CB SUPPRESSOR .30 CAL CB	2,016.00
11/23/2022	322442	MOORLAG, JOSIE LIN	YOGA 4 LIFE FALL CLASSES	1,140.00
11/23/2022	322443	MOORLAG, TODD	SHOE ALLOWANCE	200.00
11/23/2022	322444	NELSON'S APPLIANCE SERVICE	FIRE FACILITY MAINT	110.00
11/23/2022	322445	OFFICE DEPOT, INC.	OFFICE SUPPLIES	2,402.92
11/23/2022	322446	VOID		0.00
11/23/2022	322447	VOID		0.00
11/23/2022	322448	PATHFINDER CHURCH	PRECINCT RENTAL FOR 11/08/2022	100.00
11/23/2022	322449	PAW PAW VETERINARY CLINIC, P.C.	K9 VET APPOINTMENT	63.66

ACCOUNTS PAYABLE REGISTER
Check Dates From: 11/06/22 to 11/26/2022

Page 12 of 14

Check Date	Check	Vendor Name	Description	Amount
11/23/2022	322450	PEARSON-HEMPHILL, BARBARA & JOHN	TRIP REFUND 230414 CELTIC WOMAN	345.00
11/23/2022	322451	PIETILA, DIANA	DEPARTMENT PHOTO AND FRAME	3,003.00
11/23/2022	322452	POLEY, PATRICIA & AARON	TRIP REFUND 111622 CELTIC WOMAN	350.00
11/23/2022	322453	PORTAGE CHAPEL HILL UMC	PRECINCT RENTAL FOR 11/08/2022	200.00
11/23/2022	322454	PORTAGE NORTHERN HIGH SCHOOL	PORTAGE CHOIR FOR TRADITIONAL HOLIDAY	100.00
11/23/2022	322455	PRINCE OF PEACE LUTHERAN CHURCH	PRECINCT RENTAL FOR 11/08/2022	200.00
11/23/2022	322456	PROCLAMATION BRASS	PROCLAMATION BRASS - TRAD HOLIDAY	150.00
11/23/2022	322457	QUADMED, INC.	FIRE EMS SUPPLIES	1,665.71
11/23/2022	322458	RATHCO SAFETY SUPPLY, INC.	TRAFFIC SIGNS & MAINTENANCE	427.26
11/23/2022	322459	REAM ENTERPRISES LLC	PHOTO WITH SANTA PHOTOGRAPHER	600.00
11/23/2022	322460	REED, PETER & LINDA	TRIP REFUND 230223 GULF COAST 2023	200.00
11/23/2022	322461	RENEWED EARTH, INC.	COMPOST SITE MANAGEMENT	9,083.33
11/23/2022	322462	ROAD COMMISSION OF KALAMAZOO COUNTY	T/S ENERGY & MAINTENANCE	3,768.04
11/23/2022	322463	ROBERTS, ART	TRIP REFUND 230414 CELTIC WOMAN	345.00
11/23/2022	322464	ROGERS PRINTING INC.	BEST OF CARE - ADVERTISING	1,690.00
11/23/2022	322465	ROSEMA, CAROL	TRIP REFUND 230414 CELTIC WOMAN	180.00
11/23/2022	322466	ROSSIO, STEVEN ADAM	TRADITIONAL HOLIDAY MC 2022	150.00
11/23/2022	322467	SCHEUMANN, CONNOR	TRADITIONAL HOLIDAY PETTING ZOO	700.00
11/23/2022	322468	SCHURING JR CO, JOHN	BONDS FOR NOTARY PUBLIC APPLICATION	150.00
11/23/2022	322469	SHETLER CONSTRUCTION LLC	REPAIR ROOF LEAK IN LOBBY	1,250.00
11/23/2022	322470	SHI INTERNATIONAL CORP.	SQL SPREADS SOFTWARE	435.00
11/23/2022	322471	SIGN SHOP OF WESTERN MICHIGAN	PDPS STAFFING BOARD MAGNETS	19.00
11/23/2022	322472	SPARBEL, DEBORAH	TRIP REFUND 230611 LAKES GRAPES	50.00
11/23/2022	322473	SPC SPECIALTY PRODUCTS, LLC	AQUAPHALT FOR PATCHING	1,665.00
11/23/2022	322474	SPIRIT SHOPPE, INC.	FIRE ADMIN UNIFORMS	472.00
11/23/2022	322475	ST. CATHERINE OF SIENA CHURCH	PRECINCT RENTAL FOR 11/08/2022	200.00
11/23/2022	322476	STATE OF MICHIGAN (DOT)	LOVERS LN RECONST, WESTNEDGE MICROSURFACING	92,253.16
11/23/2022	322477	STATE OF MICHIGAN (MGT & BUDGE	RADIO ACTIVATION-FIRE RESCUE VEHICLES	250.00
11/23/2022	322478	STATE SYSTEMS RADIO, INC	MTHLY RADIO SERVICES FEES	3,868.42
11/23/2022	322479	STATLER, MICHAEL W & KRISTIN E	BD BOND REFUND	250.00
11/23/2022	322480	STEENSMA LAWN & POWER EQUIPMENT	COMMERCIAL MOWER TUNE UP	1,267.07
11/23/2022	322481	STIVER, JOSEPH	SHOE ALLOWANCE	200.00
11/23/2022	322482	STONEGATE MANAGEMENT, INC.	PRECINCT RENTAL FOR 11/08/2022	100.00
11/23/2022	322483	SW MICHIGAN BEHAVIORAL HEALTH	RENTAL DEPOSIT REFUND	100.00

ACCOUNTS PAYABLE REGISTER
Check Dates From: 11/06/22 to 11/26/2022

Page 13 of 14

Check Date	Check	Vendor Name	Description	Amount
11/23/2022	322484	SYNTECH INC.	FUEL MASTER ANNUAL MAINT AGREEMENT	2,650.00
11/23/2022	322485	TEAM SUPPORT SERVICES, LLC	RECORD STORAGE AND MAINTENANCE	1,326.15
11/23/2022	322486	TELUS COMMUNICATIONS (U.S.) INC	SKYHAWK GPS ACCESS/SERVICE FEES	755.20
11/23/2022	322487	THE BRIDGE	PRECINCT RENTAL FOR 11/08/2022	200.00
11/23/2022	322488	THE POSTMAN AND CONCRETE DESIGNS	FENCING REPAIRS	1,434.00
11/23/2022	322489	TRUGREEN AND ACTION PEST CONTROL	SEASONAL LAWN CARE	157.00
11/23/2022	322490	ULINE, INC.	FOAMING SOAP DISPENSERS & REFILLS	936.80
11/23/2022	322491	UNION STREET HYDRAULICS	TINK CLAW HYDRAULIC CYLINDER REPAIRS	610.00
11/23/2022	322492	UNITED PARCEL SERVICE	UPS WEEKLY	12.00
11/23/2022	322493	URFER, WILLIAM & JANET	TRIP REFUND 230414 CELTIC WOMAN	350.00
11/23/2022	322494	VANDERHORST, THOMAS & JANIE	REIMBURSEMENT FOR IRRIGATION REPAIRS	106.36
11/23/2022	322495	VANGUARD FIRE & SUPPLY CO., INC.	FIRE EXTINGUISHER INSPECTION AND SERVICES	142.55
11/23/2022	322496	VARNUM LLP	BROWNFIELD LEGAL SERVICES JULY-AUG 2022	6,908.50
11/23/2022	322497	WADE TRIM ASSOCIATES, INC.	ANNUAL ACTION PLAN, & TECHNICAL ASSISTANCE	910.00
11/23/2022	322498	WAGNER, KAREN	TRIP REFUND CELTIC WOMAN 230414	180.00
11/23/2022	322499	WASHCO, LLC	GRAFFITI REMOVAL AT HAVERHILL PARK	1,500.00
11/23/2022	322500	WESTERN MICH. ELECT. INSPECT. ASSOC	WMEA DUES/MEMBERSHIP	100.00
11/23/2022	322501	WESTMINSTER PRESBYTERIAN CHURCH	PRECINCT RENTAL FOR 11/08/2022	100.00
11/23/2022	322502	WIMSHURTS, GERALDINE	TRIP REFUND CELTIC WOMAN 230414	180.00
11/23/2022	322503	WRIGHT, JASON	SHOE ALLOWANCE	137.80
11/23/2022	322504	WRIGHT, JOSEPH	SHOE ALLOWANCE	200.00
Total Paper Checks				2,301,560.66

Check Type: Auto-Pay Payments

11/07/2022	BLUE CROSS/BLUE SHIELD OF MICH	HEALTH INSURANCE	1,154.40
11/08/2022	CONSUMERS AUTOPAY	GAS-ELECTRIC	30,303.30
11/09/2022	CONSUMERS AUTOPAY	GAS-ELECTRIC	47,398.08
11/10/2022	CONSUMERS AUTOPAY	GAS-ELECTRIC	810.46
11/14/2022	CONSUMERS AUTOPAY	GAS-ELECTRIC	1,358.33
11/15/2022	CONSUMERS AUTOPAY	GAS-ELECTRIC	6,550.10
11/17/2022	CONSUMERS AUTOPAY	GAS-ELECTRIC	4,866.99
11/21/2022	CONSUMERS AUTOPAY	GAS-ELECTRIC	334.70
Total Auto-Pay Payments			92,776.36

ACCOUNTS PAYABLE REGISTER
Check Dates From: 11/06/22 to 11/26/2022

Page 14 of 14

Check Date	Check	Vendor Name	Description	Amount
Check Type: Electronic Payments				
11/08/2022		HUNTINGTON NATIONAL BANK	SAVINGS/MONEY MARKET TRANSFER	7,500,000.00
11/14/2022		MULTIPLE	WEEKLY TAX DISBURSEMENT 11/4/22	64,363.35
11/14/2022		CONSUMERS CREDIT UNION	INVESTMENT PURCHASE	250,025.00
11/15/2022		MULTIPLE	IAFF, PPCOA, PPOA PENSION PAYMENTS	75,585.75
11/15/2022		ATTORNEY	LEGAL & ARBITRATION	19,750.32
11/21/2022		MULTIPLE	WEEKLY TAX DISBURSEMENT 11/11/22	22,662.34
11/25/2022		MULTIPLE	WEEKLY TAX DISBURSEMENT 11/18/22	20,240.27
11/25/2022		SBF	WINTER TAX BILL POSTAGE	7,528.10
Total Electronic Payments				7,960,155.13
Grand Total				12,105,932.64

TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT: Purchase of Property

SUPPORTING PERSONNEL: Rodney Russell, Director of Public Works

ACTION RECOMMENDED: Approve the purchase of property addressed as 321 East Osterhout Avenue in the amount of \$148,000 and authorize the City Manager to execute all documents on behalf of the city.

The City of Portage is committed to providing future burial plots within the city for public use. In August 2022, a good faith offer was presented to the owner of 321 East Osterhout Avenue, which is located east of South Cemetery off Westnedge Avenue. The property backs up to the east side of the South Cemetery, is 6.87 acres in size, and is zoned 402, Residential Vacant. The subject property is contiguous to property currently owned by the City of Portage as shown on the attached vicinity map.

Because the subject property is adjacent to other city-owned property, the city commissioned an appraisal by Kal-Creek Commercial Appraisers. The March 2022 appraiser's report (attached) placed the value of the subject property at \$148,000. Since this property can be combined with the adjacent city-owned property, the acquisition of this property is beneficial as it would satisfy future burial needs. The City Administration negotiated a very favorable purchase agreement with the current owner, the terms of which are noted below:

1. A purchase price of \$148,000.
2. A change to the northern boundary of 323 East Osterhout Avenue.
3. All costs of selling/buying property are the responsibility of the City of Portage.
4. Deed modifications are to be handled by the City of Portage.
5. The property owner of 321 East Osterhout Avenue, who also owns 323 East Osterhout, is a disabled veteran and receives a full property tax exemption on his primary residence at 323 East Osterhout. The parcel land adjustment will not affect the tax-exempt status at 323 East Osterhout Avenue.

It is recommended that City Council approve the purchase of property addressed as 323 East Osterhout Avenue in the amount not to exceed \$148,000 and authorize the City Manager to execute all documents on behalf of the city.

FUNDING: Funding is available via the approved property acquisition component of the Fiscal Year 2021-22 Capital Improvement Program budget.

Attachments: 1. Property Appraisal - 321 East Osterhout Avenue

2. Vicinity Map

Kal-Creek Appraisers, L.C.

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

Appraisal Report



**321 East Osterhout Avenue
Portage, Michigan 49002**



Vacant Development Land



Prepared By: Joel Francis, SRA, GRI



Kal-Creek File: 2022-15254

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

Table of Contents

Page

1	Cover Page
2	Table of Contents

Part 1 - Introduction & Premises of the Appraisal

3	Transmittal Information
4	Market Value - Defined
5	Certification
6	Assumptions and Limiting Conditions
9	Scope of Work
10	Hypothetical Conditions / Extraordinary Assumptions
	3-Year Property History

Part 2 - Subject Property & Related Relevant Highlights

11	Assessor's Record
12	Subject's Location
	Population Statistics
	Major Highway Access
13	Local Economy
	Land Uses
14	Area Improvements
	Environmental Concerns and Adverse Conditions
15	FEMA Flood Hazard Status
	Zoning
	Real Estate Taxes, Assessed Value and Special Assessments
16	Subject Land - Highlights
17	Exhibits

Part 3 - Analysis of Market Data

23	Highest & Best Use and Related Considerations
	Sales Comparison Analysis

Part 4 - Value Conclusion

41	Review of Indicated Values
	Reconciliation
	Marketing Time / Exposure Time
	Value Conclusion

Part 5 - Appraiser Information & Addenda

42	Appraiser Information
43	Privacy Notice

Kal-Creek Appraisers, L.C.

◆◆◆ Transmittal Information ◆◆◆

Client / Intended User

City of Portage
7700 South Westnedge Avenue
Portage, Michigan 49002

Attention

Rodney Russell
Director of Public Works

Subject Properties

321 East Osterhout Avenue
Portage, Michigan 49002
(Vacant Development Land)

Client's Instructions

- *Appraise* Subject property identified above
- *Type of value* Market Value
- *Property rights* Fee Simple
- *Purpose/Intended use* Provide my opinion of market value, as of the effective date, to assist the client with the possible purchase of the subject property.

Opinion of Value

- *Basis* Analysis of market data available when the report was prepared
- *Property status* "As Is"
- *Effective date* March 14, 2022 (date of value)
- *Property tour date* March 14, 2022
- *Exposure time* 2-years or less
- *Report signed* March 16, 2022 (date of report)

-
- *Market Value* **\$148,000 (One hundred forty eight thousand dollars)**
-

Appraiser

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

Advocacy

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

Appraisal History Disclosure - 3 Years

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

Personal Property / Non-Realty Items / Trade Fixtures

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

Transmittal Information Continued on Next Page.....

Instructions to the Reader

- This appraisal report contains 44 pages which are all numbered; and must remain attached as a single document for the value opinion(s) to be valid.
- The reader is encouraged to review the entire appraisal report, particularly the:
 - Assumptions and Limitations of the Appraisal
 - Extraordinary Assumptions and Hypothetical Conditions
 - Scope of Work
- It is expected that the client/owner(s) will read the entire report and inform me of possible errors so these can be corrected, if warranted.

Appraisal Report

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

Market Value - Definition

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

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

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

Certification

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

1. The statements of fact contained in this report are true and correct.
2. The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.
3. I have no present or prospective interest in the property that is the subject of this report, and no personal interest with respect to the parties involved.
4. I have performed no services, as an appraiser, or in any other capacity regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.
5. I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
6. My engagement in this assignment was not contingent upon developing or reporting predetermined results.
7. My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
8. My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the *Uniform Standards of Professional Appraisal Practice*.
9. I have made a personal inspection of the property that is the subject of this report.
10. No one provided significant real property appraisal assistance to the person signing this certification.
11. The reported analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute.
12. The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.
13. As of the date of this report, I have completed the continuing education program for Designated Members of the Appraisal Institute.
14. In Michigan, appraisers are required to be licensed/certified and are regulated by the Michigan Department of Licensing and Regulatory Affairs, P.O. Box 30018, Lansing, Michigan 48909. (517)241-9201. The certification number for Joel Francis is 1205000573. The expiration date is July 31, 2023



Joel Francis, SRA, GRI

Assumptions and Limiting Conditions

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

1.) Appraisal is not a survey. Assumptions:

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

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

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

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

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

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

4.) Appraisal is not an environmental audit

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

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

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

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

6.) Appraisal report limitations

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

7.) Appraisal restrictions

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

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

8.) Miscellaneous assumptions

- Responsible ownership and competent property management are assumed.

Scope of Work

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

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

Hypothetical Conditions / Extraordinary Assumptions
--

Hypothetical Conditions

None

Extraordinary Assumptions

It is assumed that:

- The subject property can be developed from a:
 - Legal perspective
 - Physical aspect
- Any potential environmental issue(s) would not prohibit redevelopment or adversely affect value(s).
- Ingress/egress is legally permitted via Bellewood Street from the adjacent Jonothan Woods plat; and that it is adequate for plat expansion on the subject property.

Comments

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

3-Year Property History

- | | |
|--|---|
| <ul style="list-style-type: none"> • <i>Pasts Sales Activity</i> • <i>Listing Activity</i> • <i>Purchase Options</i> • <i>Pending Sale</i> | <p>None known</p> <p>None known</p> <p>None known</p> <p>The City of Portage may be interested in purchasing the subject property for future expansion of the "South Cemetery". It is my understanding that no related sales terms have been established.</p> |
|--|---|

Assessor's Record

321 E OSTERHOUT AVE PORTAGE, MI 49002 (Property Address)

Parcel Number: 00034-090-A



Item 1 of 1 1 Image / 0 Sketches

Property Owner: HOOVER, GEOFFREY & GAIL TRUST

Summary Information

> Assessed Value: \$45,400 | Taxable Value: \$13,862 > Property Tax information found
> Building Department information found

Important Message

2022 valuations are tentative and subject to change pending the review process and County and State equalization

Owner and Taxpayer Information

Owner HOOVER, GEOFFREY & GAIL TRUST
323 E OSTERHOUT AVE
PORTAGE, MI 49002
Taxpayer SEE OWNER INFORMATION

General Information for Tax Year 2022

Property Class	402 RESIDENTIAL-VACANT	Unit	10 CITY OF PORTAGE
School District	PORTAGE PUBLIC SCHOOLS	Assessed Value	\$45,400
SECTION	Not Available	Taxable Value	\$13,862
UNITS	Not Available	State Equalized Value	\$45,400
REALTYTYPE	Not Available	Date of Last Name Change	08/01/2016
ALPHA3	Not Available	Notes	Not Available
Historical District	Not Available	Census Block Group	Not Available
NAICS	Not Available	Exemption	No Data to Display

Principal Residence Exemption Information

Homestead Date No Data to Display

Principal Residence Exemption	June 1st	Final
2022	100.0000 %	-
2021	100.0000 %	100.0000 %

Previous Year Information

Year	MBOR Assessed	Final SEV	Final Taxable
2021	\$45,200	\$45,200	\$13,420
2020	\$35,200	\$35,200	\$13,235
2019	\$35,200	\$35,200	\$12,989

Land Information

Zoning Code	R-1C	Total Acres	7.220
Land Value	\$90,733	Land Improvements	Not Available
Renaissance Zone	No	Renaissance Zone Expiration Date	No Data to Display
ECF Neighborhood	SE RESIDENTIAL GRP 3	Mortgage Code	No Data to Display
Lot Dimensions/Comments	No Data to Display	Neighborhood Enterprise Zone	No

Lot(s)	Frontage	Depth
Lot 1	566.50 ft	555.50 ft
Total Frontage: 566.50 ft		Average Depth: 555.50 ft

Legal Description

1 of 2

3/10/2022, 11:01 AM

Parcel Number - 00034-090-A | City of Portage | BS&A Online

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

SEC 34-3-11 BEG AT A PT 75 FT N OF NE COR LOT 9 REC'D PLAT OF SHARODON PARK, TH N ALG EXT OF E U SD LOT 480.52 FT, TH W 565.67 FT, TH S 555.57 FT, TH E 366.75 FT, TH N 75 FT, TH E 200 FT TO PL OF BEG

Sale History

Sale Date	Sale Price	Instrument	Grantor	Grantee	Terms of Sale	Libor/Page
09/19/2012	\$0.00	WD	HOOVER, GEOFFREY & G	HOOVER, GEOFFREY & GAIL TRUST	21-NOT USED/OTHER	

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

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Subject's Location

<i>Municipality</i>	City of Portage, Kalamazoo County, Michigan
<i>Classification</i>	Suburban
<i>School District</i>	Portage Public
<i>Transitional Area</i>	Gradual change from vacant land to residential development

Population Statistics

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

Conclusions

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

Major Highway Access

US-131

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

Interstate 94

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

Other

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

Local Economy

Economic Constants

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

- Diverse economic base
- Strategic location nearly equi-distance between Detroit and Chicago
- Close proximity to Interstate and state highways
- Western Michigan University is located in Kalamazoo:
 - Enrollment, approximately 21,500 students just prior to Covid-19
 - 2022 Spring Enrollment: 16,643

Property Value Trends

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

Miscellaneous

- Mortgage interest rates:
 - Generally static to increasing in recent weeks.
 - Still at historically low levels and very favorable.
- Unemployment Rate currently: 3.1%.

Land Uses

- East: vacant land and single family residential
- North: newer single family residential plat (Jonathan Woods)
- South: single family residential
- West: City of Portage "South Cemetery"

Area Improvements

Public Utilities

Water, sewer, natural gas lines, electricity

Other Public Amenities

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

Street Description

- The subject land is configured with the potential to be a future expansion of the Jonathan Woods development situated immediately north of the subject property. One road is designed to be extended from the existing "Jonathan Woods" development to the subject property. The name of this road is labeled on City maps to be Bellewood Street. This would function as an approximate 60 foot wide ingress/egress road to a potential future phase of the plat. There is no other road frontage/access for the subject property.
 - It should be noted that the potential seller of the subject property also owns property adjacent to the subject and fronts on East Osterhout Avenue. This parcel is wide enough that 66 feet could likely be split off for a second access (consult the City of Portage if this is of interest) to the subject property, however, this scenario and this piece of land is not part of this appraisal.
- The subject is close to 2 main roads including:
 - The subject property sits back from 132 feet to 207 feet from East Osterhout Avenue. Per the Road Commission of Kalamazoo County, the 2019 ADT count in this vicinity was 4,491. This is a cross over type road connecting Portage Road to the east and extends west to Shaver Road.
 - The subject property is a couple of hundred feet east of South Westnedge Avenue. Per the Road Commission of Kalamazoo County, the 2018 ADT count was 2,739 in this vicinity. Westnedge Avenue extends from a little south of Osterhout Avenue and extends several miles north to West "D" Avenue. Part of this road is one of the primary commercial/traffic corridors for the greater Kalamazoo/Portage area.

Environmental Concerns and Adverse Conditions

- Radon has been detected at properties in this region.
- **Note:** I am not an environmental expert. Concerns should be directed to an environmental auditing firm.

FEMA Flood Hazard Status

<i>Flood Hazard</i>	No
<i>FEMA Map Zone</i>	"X"
<i>Map #</i>	26077 C 0315 D
<i>Map Date</i>	2-17-10

Comments

I am not qualified to identify flood hazard areas. If there are concerns, a surveyor should be consulted.

Zoning

<i>Designation</i>	"R-1C" One Family Residential
<i>Conformance</i>	Not applicable, site is currently vacant
<i>Zoning Change</i>	Unlikely or at least unknown for the near future

Comment

- The scope of this assignment does not include a detailed analysis of every characteristic of the subject property's site and/or improvements relative to current zoning and building ordinances.
- Concerns, clarifications and any potential uses should be presented to the City of Portage.
- If applicable, soil borings and percolation testing should be done to ensure that plat development is suitable for the subject property.

Real Estate Taxes, Assessed Value & Special Assessments
--

<i>Parcel #</i>	3910-00034-090-A
<i>Assessed Value (2022)</i>	\$45,400
<i>Taxable Value (2022)</i>	\$13,862
<i>Special Assessments</i>	None known
 <i>Assessor's Market Value</i>	 \$90,800 (Assessed value multiplied by 2)
 <u>Property Taxes</u>	
• Winter 2021	\$ 92.48
• Summer 2021	<u>\$515.39</u>
• 1-Year Total	\$607.87

Assessed Value History

- 2022 \$45,500
Change **+00.07%**
- 2021 \$45,200
Change **+28.4%**
- 2020 \$35,200
Change **None**
- 2019 \$35,200

Comments

- The subject property is currently taxed as having the Homestead Exemption.
- When the subject property sells, it is possible that the taxes will change because the taxable value is uncapped.
- The assessor's 2022 market value estimate of the subject property is \$90,800. Market data indicates a value of \$148,000. Based on this the subject property is 39% under-assessed. Vacant land is quite commonly under-assessed in this region.

Subject Land - Highlights

Land Size (per City of Portage)

299,323 square feet, also expressed as 6.87 acres

- This is calculated using stated site dimensions, and varies from the assessor's estimate of 7.22 acres.
- It should be noted that using on-line measuring tools, the indicated land size was 296,555 square feet, also expressed as 6.81 acres.
- For the purposes of this appraisal, the 299,323 square feet will be used.
- *I maintain the option to change the appraisal if the actual size varies from above.*

Miscellaneous

Shape	Irregular
Access	Via Bellewood Street from the adjacent Jonothan Woods plat
Topography	Mix of level to slightly rolling
Visibility	Low - sits backs from the nearby roads

Functional Utility

- The property should have soil borings and percolation testing to determine the development potential if the property is intended to be improved with buildings. It is assumed to be suitable for plat development.
- The configuration of the property appears to be adequate for plat expansion.

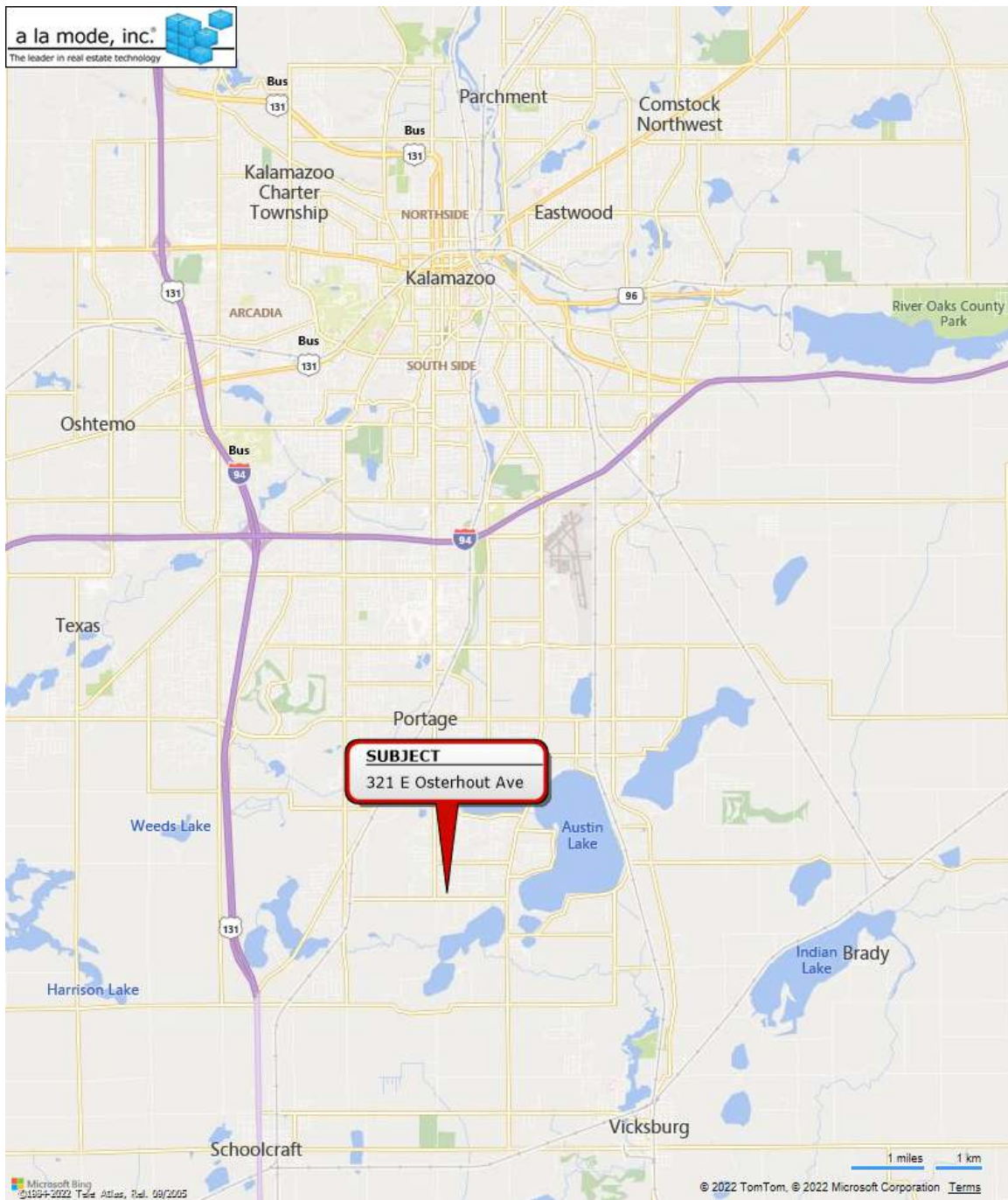
Adverse Conditions & Encroachments

None apparent, however, some may perceive the adjacent cemetery as a negative factor.

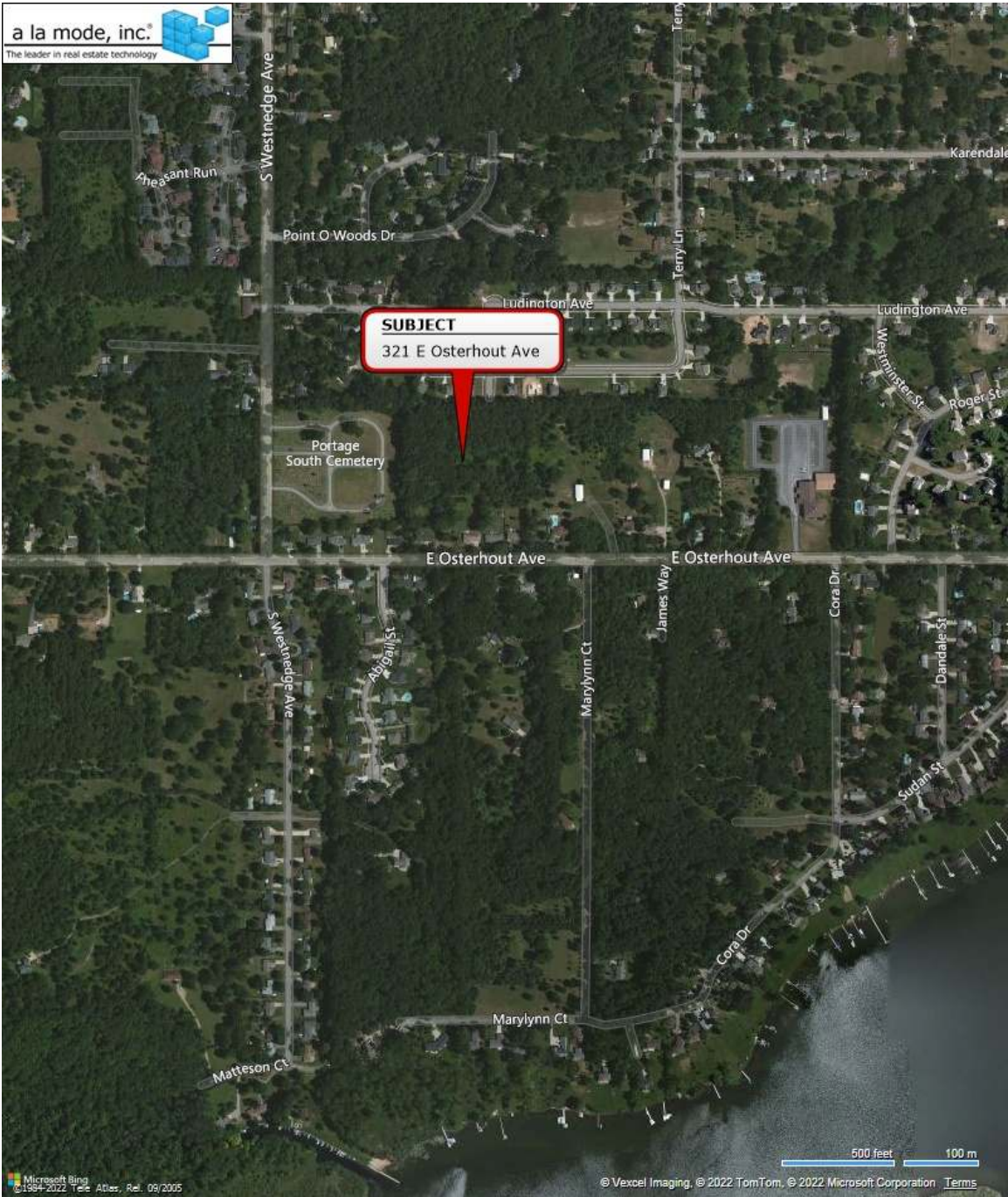
Site Improvements & Comments

The site appears to be mostly trees and scrub growth.

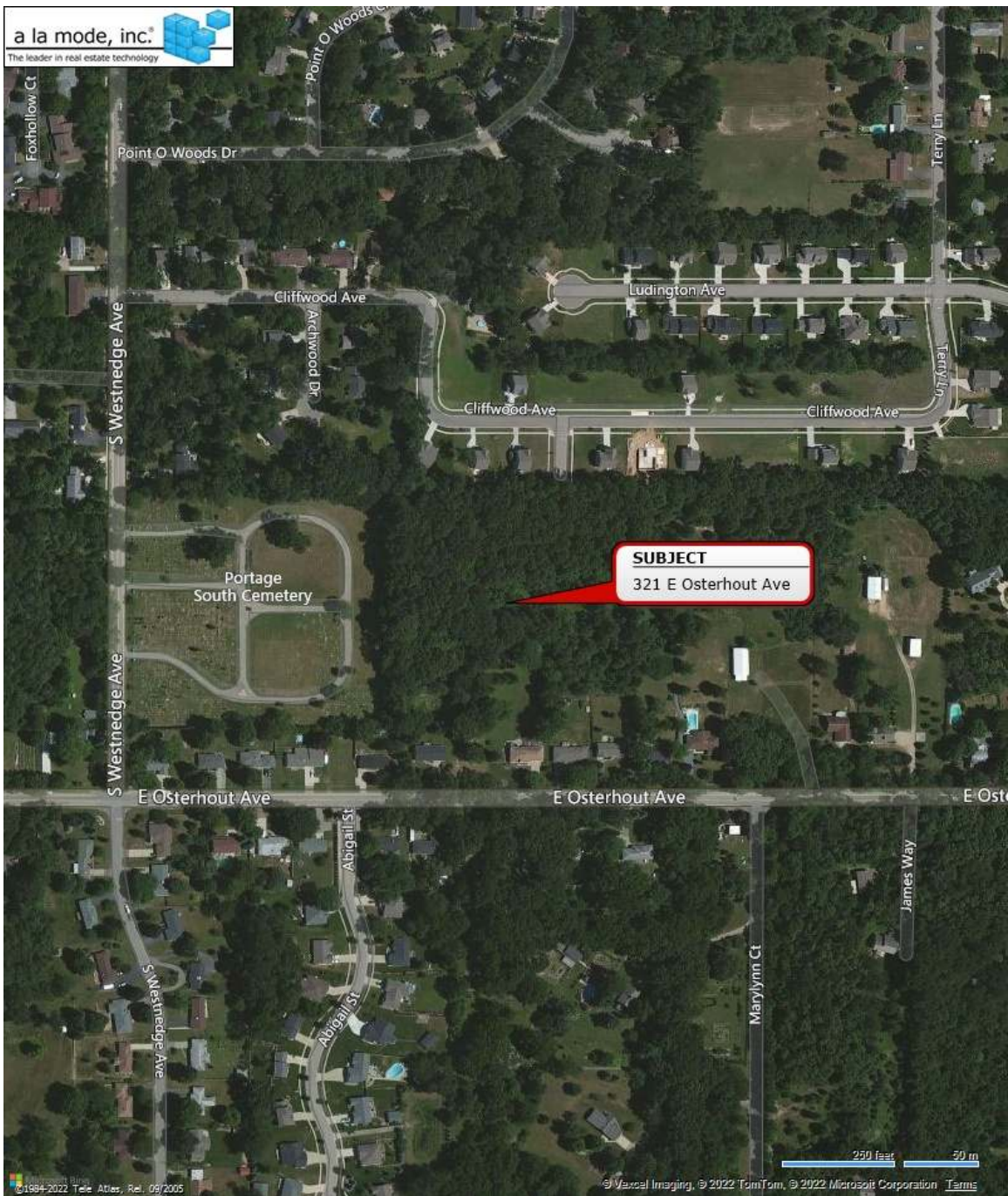
Regional Map



Local Aerial Map



Immediate Area - Aerial Map



Subject Property - Aerial Sectional Map

Perimeter Highlighted in Red



Photographs



Subject Property Viewed from East Osterhout Avenue
(Subject sits back 132 feet)



Subject Property Viewed from Portage South Cemetery



Subject Property Viewed from Portage South Cemetery



Bellewood Street - Could be Extended into Subject Property
 (subject property is the wooded area)



Adjacent Cemetery



Adjacent Cemetery

Highest & Best Use and Related Considerations

Typical Buyer

- The most likely buyer would be a developer with intentions to improve the land with a residential plat that functions as a future new phase of the immediately adjacent Jonothan Woods plat.
- However, other market participants may prefer to use the subject property as a single building site.

Current Use

Vacant land

Highest and Best Use "As Vacant"

Improve the property with a single family residential plat.

Highest and Best Use "As Improved"

Not applicable - the subject property is vacant land.

Sales Comparison Analysis

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

Comparable 1

The photo and property identifying information
has been withheld at the request of parties to the transaction
Withheld information will be abbreviated WH

Address withheld
WH, Kalamazoo County

Price per Acre (approximately)	\$20,000
---------------------------------------	-----------------

<i>Price</i>	\$ WH
<i>Terms</i>	Cash
<i>Sold</i>	WH
<i>Grantor</i>	WH
<i>Grantee</i>	WH
<i>Recording Instrument</i>	Warranty Deed, document # WH
<i>Market Exposure Time</i>	WH
<i>List Price</i>	WH
<i>3-Year Property History</i>	WH
<i>MLS #</i>	WH
<i>Assessor's Parcel #</i>	WH

Site

<i>Size</i>	WH
<i>Road Frontage</i>	WH
<i>Public Utilities</i>	Water, sewer, electricity, natural gas
<i>Zoning</i>	WH Single Family Residential
<i>Corner</i>	WH
<i>Topography</i>	WH
<i>Water Feature</i>	WH

Comments

- Public School District: WH
- WH

Comparable 1 - Aerial Sectional Map

WH

Comparable 2



9300 South Sprinkle Road
City of Portage, Kalamazoo County

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

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

Site

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

Comments

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

Comparable 2 - Aerial Sectional Map



Comparable 3



9617 Portage Road & 2010 Woodbine Avenue

City of Portage, Kalamazoo County

Price per Acre**\$19,514**

<i>Price</i>	\$265,000
<i>Terms</i>	Cash
<i>Closed</i>	9-10-21
<i>Grantor</i>	Colonial Engineering, Inc.
<i>Grantee</i>	City of Portage
<i>Recording Instrument</i>	Warranty Deed, Document #2021-038884
<i>Market Exposure Time</i>	Not applicable - private sale
<i>List Price</i>	Not applicable - private sale
<i>3-Year Property History</i>	None known
<i>MLS #</i>	Not applicable - private sale
<i>Assessor's Parcel #</i>	3910-00026-070-J & 3910-05160-054-T

Site

<i>Size (combined)</i>	13.58 acres (based on on-line measuring tools)
<i>Road Frontage</i>	66', 67.13', 67.13, 382.08'
<i>Public Utilities</i>	Water, sewer, electricity, natural gas
<i>Zoning</i>	♦ "B-3" General Business for 2 small outlots ♦ "R-1B" Single Family Residential for the remainder of the property.
<i>Corner</i>	Yes, frontage on 3 roads
<i>Features</i>	Generally level to slightly rolling topography

Comments

- The ADT count taken on Portage Rd nearly in front of the property for 2019 was: 15,469
- Mostly wooded
- This property was vacant at the time of the sale.
- This property consists of 2 contiguous parcels.
- I appraised this property just prior to the sale.

Comparable 3 - Aerial Map (This property highlighted in yellow)



Vacant Land - Comparable 4



6101 West Main Street
Oshtemo Township, Kalamazoo County

Price Per Acre

\$13,355

<i>Price</i>	\$289,000
<i>Terms</i>	Conventional mortgage
<i>Sold</i>	12-14-18
<i>Market Exposure Time</i>	2.6 years+ (other past listings)
<i>List Price</i>	Varied from \$299,900 to \$199,900
<i>Grantor</i>	See Wright, LLC
<i>Grantee</i>	M-43 Hilltop, LLC
<i>Recording Instrument</i>	Warranty Deed, document #2018-039569
<i>3-Year Sales History</i>	None known
<i>MLS #</i>	17011588
<i>Parcel #</i>	3905-14-430-061

Site

<i>Size</i>	942,844 square feet, also expressed as 21.64 acres
<i>Road Frontage</i>	66 feet
<i>Water Feature</i>	None known
<i>Topography</i>	Mix of level to slightly rolling
<i>Public Utilities Available</i>	Water, sewer, electricity, natural gas
<i>Public Road</i>	Paved
<i>Zoning</i>	"9th Street and West Main Street overlay zone"

Other Features and Comments

- Mostly wooded.
- School district: Kalamazoo
- Soil Erosion permit required for development for part of this property.
- Close to the interchange of Interstate-94 and West Main Street (also known as M-43, Highway)
- Per MDOT the 2020 ADT count was 23,620.

Comparable 4 - Aerial Sectional Map (property perimeter highlighted in blue)



Comparable 5



North 9th Street
Oshtemo Township, Kalamazoo County

<i>Price per Acre</i>	\$19,348
------------------------------	-----------------

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

Site

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

Comments

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

This is an aerial map of a residential neighborhood in Weymouth, Massachusetts. The map displays several streets, including N 9th St, W Main St, Killington Dr, Shugarbush Trl, Brogan Hl, Trunel Ln, and Breezy Point Ln. Numerous lot numbers are visible throughout the area. A specific parcel, located between N 9th St and W Main St, and between Killington Dr and Shugarbush Trl, is highlighted with a red outline. This parcel is situated on the west side of N 9th St, just north of W Main St. The surrounding area includes various residential lots, some with buildings, and a larger commercial or industrial building complex on the left side of the map. The map also shows a network of roads and a yellow line indicating a major thoroughfare or boundary.

Vacant Land - Comparable 6



1075 Bacon Avenue

City of Portage, Kalamazoo County

Price Per Acre

\$18,233

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

Site

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

Other Features and Comments

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

Comparable 6 - Aerial Sectional Map



Comparable 7



7801 Garden Lane & North Part of 7800 Lovers Lane City of Portage, Kalamazoo County

<i>Price per Acre</i>	\$19,589
------------------------------	-----------------

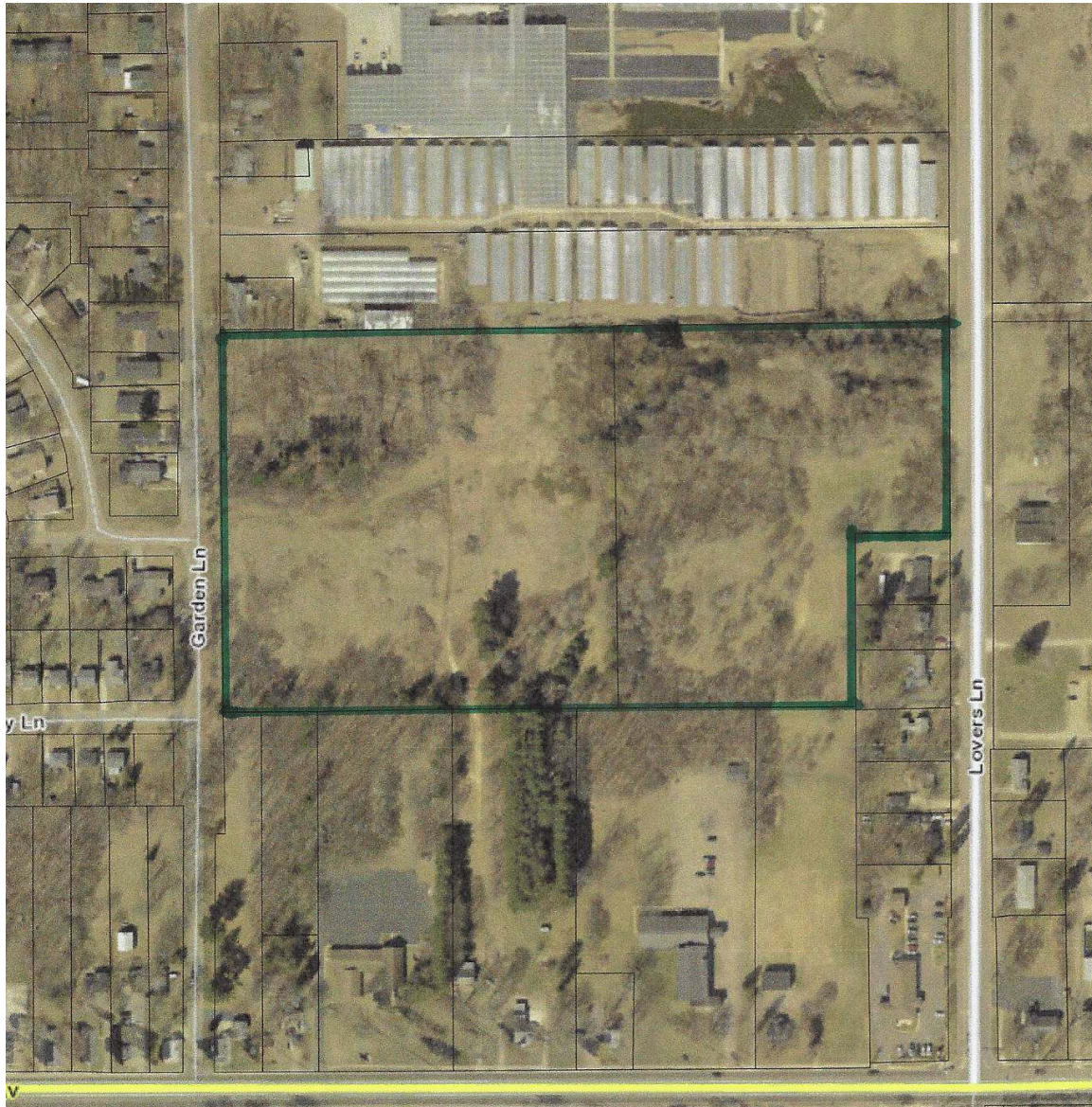
<i>Price</i>	\$364,350
<i>Terms</i>	Cash
<i>Sold</i>	9-26-21
<i>Grantors</i>	♦ 7801 Garden Lane: Brouwer, Edward & Mary (Trust) ♦ 7800 Lovers Lane: Long Island Partnership
<i>Grantee</i>	Redwood Portage Lovers Land P1, LLC
<i>Recording Instrument</i>	Warranty Deed, document: 2021-044368 and 2021-044369
<i>Market Exposure Time</i>	55 days
<i>List Price</i>	Initial and final: \$350,000
<i>3-Year Sales History</i>	None known
<i>Parcel #</i>	3910-00015-490-E and part of 3910-00015-460-C
<i>MLS #</i>	19030410

<u>Site</u>	
<i>Size</i>	18.6 acres
<i>Road Frontage</i>	358+- feet on Lovers Lane & 660 feet on Garden Lane
<i>Water Feature</i>	None known
<i>Public Utilities</i>	Water, sewer, natural gas, electricity
<i>Topography</i>	Primarily level
<i>Zoning</i>	"PD" Planned Development

Comments

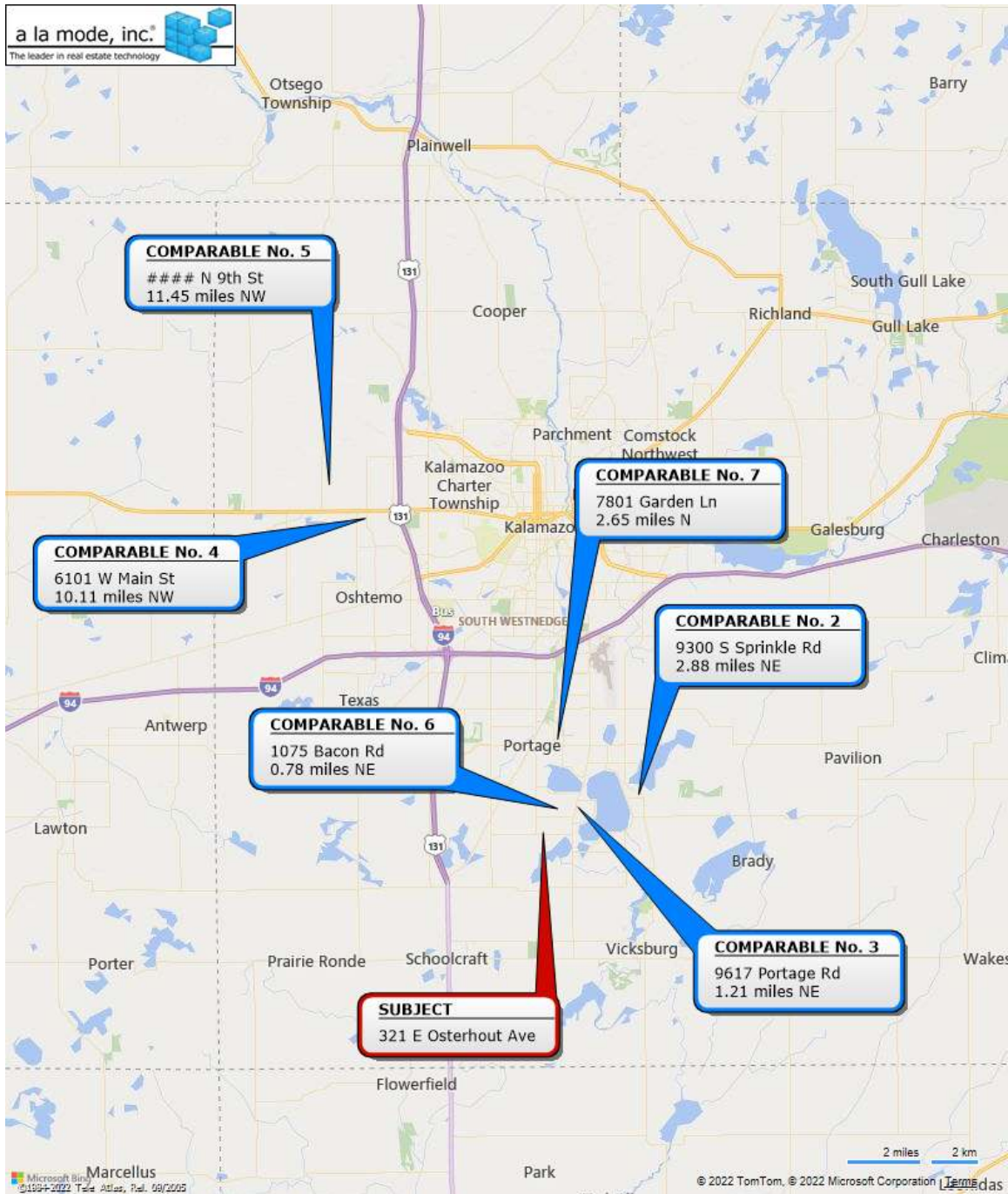
- Public school district: Portage
- This parcel is currently being developed into a project named Redwood Apartment Neighborhoods.

Comparable 7 - Aerial Sectional Map (the property perimeter is highlighted in Green)



Comparable Sale Location Map

(Comp. #1 is not shown)



Sales Comparison Adjustment Grid								
	Covid Vaccine	WH	Covid Vaccine	Covid Vaccine	Pre-Covid	Pre-Covid	Per-Covid	Pre-Covid
		WH	MLS Exposed	Private Sale	MLS Exposed	MLS Exposed	MLS Exposed	MLS Exposed
	<u>Subject</u>	<u>Comp. 1</u>	<u>Comp. 2</u>	<u>Comp. 3</u>	<u>Comp. 4</u>	<u>Comp. 5</u>	<u>Comp. 6</u>	<u>Comp. 7</u>
Address	321 E. Osthout St	WH WH	9300 S. Sprinkle Rd.	9617 Portage Rd	6101 W. Main St.	#### N. 9th St.	1075 Bacon Ave.	7801 Garden Ln
Price per Acre	-----	\$20,000(approx)	\$12,136	\$19,514	\$13,355	\$19,348	\$18,233	\$19,589
Time Adjustment	3-22	WH +1%	6-21 +2%	9-21 +2%	12-18 +10%	7-17 +14%	6-16 +17%	9-21 +2%
Location Adjustment	Average-Good	Similar -0-	Inferior +30%	Inferior +10%	Inferior +15%	Inferior +5%	Similar -0-	Similar -0-
Utility Adjustment	Good	Similar -0-	Inferior +20%	Superior -10%	Similar -0-	Similar -0-	Similar -0-	Superior -10%
Land Size Adjustment	6.87 acres	Larger +18%	10.3 acres +2%	13.58 acres +3%	21.64 acres +7%	9.82 acres +1%	15.85 acres +4%	18.6 acres +6%
Other Adjustment	See comments	Superior -5%	Inferior +15%	Similar -0-	Similar -0-	Similar -0-	Superior -5%	Similar -0-
Net Adjustment		+14%	+69%	+5%	+32%	+20%	+16%	-2%
Adjusted Price Acre		\$22,800	\$20,510	\$20,490	\$17,629	\$23,218	\$21,150	\$19,197

This color identifies the conditions surrounding each sale and is divided into (3) periods including: pre-covid, mid-covid and when the covid vaccine was available and widely distributed. Based on market data, this and other real estate market segments remained robust.

Sale Comparison Analysis - Indicated Value

- The comparable sales have adjusted sales prices per acre ranging from \$17,629 to \$23,218. This is a somewhat broader range than preferred. Because sales are rare in this market segment, and each property is diverse in several aspects, it is difficult for market participants to establish precise pricing positions. As a result, sales prices are somewhat inconsistent.
- Comparables #1, #3 and #7 are given greater weight because these are: most similar to the subject; they are three of the most recent sales; and these best reflect current conditions in this unique market segment.
- Sales #4, #5 and #6 are given less weight because these sales are quite old. However, they do provide some helpful inferential information.
- Sale #2 has some significant differences compared to the subject property and is given little weight.
- Based on the sales comparison analysis, a rate of **\$21,500 per acre** is inferred as being reasonable for the subject property, multiplied by the subject's site area of **6.87 acres** equals \$147,705, rounded to **\$148,000**.
- I maintain the option to change the appraisal should it be discovered the land size is different via a professional source such as a property boundary survey; or other reliable source.

Adjustments

Time

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

Location

- Comp #2 is situated on a main road with higher traffic levels. The market appeal is inferior.
- Comps #3, #4 and #5 have inferior market appeal to varying degrees.

Utility

- Comp #2 does not have the design flexibility that the subject has. Also, an estimated 15% of the parcel is wetlands.
- Comp #3 has more road frontage. Some lots could front on an existing road and could be sold prior to constructing the plat infrastructure.
- Comp. #7 has considerable frontage on 2 roads providing more development flexibility.

Land Size

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

Zoning

From a value perspective, no adjustments are warranted for zoning differences, therefore, no line item is warranted.

Other

- Comp #2 has fewer public utilities available.
- Comp #6 had some clearing/site prep completed for future roads.

Review of Indicated Values

<i>Cost Approach</i>	Not applicable
<i>Sales Comparison Analysis</i>	\$148,000
<i>Income Approach</i>	Not applicable

Reconciliation

Cost Approach

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

Sales Comparison Analysis

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

Income Approach

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

Marketing Time / Exposure Time

- **Marketing times** typically range from a few days to a few years. There is no consistently predominate marketing time in this market segment. The comparable sales included in this report had market exposure times ranging from 55 days to 2.6+ years. If the subject property were offered for sale on the effective date of the appraisal, the marketing time would likely be 2 years or less; *assuming reasonable pricing; an adequate professional marketing effort; and continuing reasonably stable market conditions.*
- The value conclusion for the subject property is based on an **exposure time** of up to 2 years prior the effective date of the appraisal.

Value Conclusion

In my opinion, the *market* value for the subject property as of March 14, 2022 is:

\$148,000 (One hundred forty eight thousand dollars)

Appraiser Information

Appraiser

Joel Francis, SRA, GRI

Professional Designations

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

Work History

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

Education

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

License

- Level Certified General Appraiser License
- State Michigan
- License # 1201000573
- Expires July 31, 2023

Memberships, Affiliations and Approvals

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

Appraisal Experience

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

PRIVACY NOTICE

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

Types of Nonpublic Personal Information We Collect

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

Parties to Whom We Disclose Information

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

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

Confidentiality and Security

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

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



Portage GIS

Parcel Report: 00034-090-A

11/21/2022

2:12:10 PM



Property Address

321 E OSTERHOUT AVE

PORTAGE, MI, 49002

This Parcel has no
image on file.

Owner Address

HOOVER, GEOFFREY & GAIL TRUST

--

323 E OSTERHOUT AVE

PORTAGE, MI 49002

General Information for 2022 Tax Year

Parcel Number:	00034-090-A
Property Class:	402
Class Name:	402 RESIDENTIAL VACANT
School Dist Code:	39140
School Dist Name:	PORTAGE
PRE 2021:	100%
PRE 2022:	100%

Assessed Value:	\$45,400
Taxable Value:	\$13,862
State Equalized Value:	\$45,400

Prev Year Info

Prev Year Info	MBOR Assessed	Final SEV	Final Taxable
2021	\$45,200	\$45,200	\$13,420
2020	\$35,200	\$35,200	\$13,235

Land Information

11/21/22, 2:13 PM

FetchGIS

Acreage:	7.22
Zoning:	R-1C

Tax Description

SEC 34-3-11 BEG AT A PT 75 FT N OF NE COR LOT 9 REC'D PLAT OF SHARODON PARK, TH N ALG EXT OF E LI SD LOT 480.52 FT, TH W 565.67 FT, TH S 555.57 FT, TH E 366.75 FT, TH N 75 FT, TH E 200 FT TO PL OF BEG

Sales Information

Sale Date: 09-19-2012

Sale Price: 0

Instrument: WD

Grantor: HOOVER, GEOFFREY & G

Grantee: HOOVER, GEOFFREY & GAIL TRUST

Terms of Sale: 21-NOT USED/OTHER

Liber/Page:

GIS/Mapping:

These maps are intended to be used for generalized citywide planning and there are no warranties that accompany this product. City of Portage recommends that users of this product confirm the data used in production of this map by visual inspection of the geographic area. In no event shall the City of Portage be liable to the user or any third party for errors, omission or positional accuracy of this product, regardless of the form of claim or action, whether in contract or tort, including negligence, in the amount that exceeds the sum paid by the user for the product. The City of Portage reserves all rights of authorship granted under U.S. and International copyright laws and agreements.

TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT: Budget Amendment for All Kids Bike

SUPPORTING PERSONNEL: Lauren VanderVeen, Finance Director

ACTION RECOMMENDED: Approve a fiscal year 2022-2023 budget amendment for the introduction of All Kids Bike in four elementary schools at a cost of \$24,000.

In February of 2022 the City received an amount of \$22,700 in funds remaining from a forfeiture case in Portage that began in August 2020. At the time, Councilmember Lisa Brayton recommended we apply those funds to a program to teach children safe biking skills in the early elementary levels similar to programs offered in surrounding school districts. The idea was warmly received but, due to transitions, the application of these funds was delayed until the current fiscal year.

“All Kids Bike” coincides nicely with the Portage priority on biking and all forms of mobility. Getting our youngest citizens up and riding is a public benefit that will return dividends for generations to come. The Strider Foundation of Rapid City, South Dakota exists only to reach their goal of teaching every child in America to ride a bike in kindergarten. They will deliver 24 bikes and helmets to Amberly, Haverhill, Central and Woodland Elementary Schools (as well as a bike for the PE instructor and access to all curriculum).

After the budget amendment, the General Fund will still be in compliance with the council's 24% fund balance policy.

It is recommended that City Council approve a fiscal year 2022-2023 budget amendment of \$24,000 to the Parks budget for the implementation of the All Kids Bike program in four Portage Elementary Schools.

FUNDING: Excess General Fund Balance over the 24% threshold

Attachments: 1. Strider Foundation November 10, 2022 letter

Strider Education Foundation
2221 N PLAZA DR
RAPID CITY, South Dakota 57702



November 10, 2022

City of Portage, Michigan
7900 S Westnedge Ave
Portage, MI 49002

Hi Pat,

All Kids Bike® is a national movement to place learn-to-ride bike programs into Kindergarten PE classes in schools across the nation. Learning to ride a bike is a developmental milestone in a child's life. The ability to ride improves life greatly while developing balance, mobility, safety, environmental awareness, and exercise to build a healthy lifestyle. The goal is to get kids outside, giving them confidence and a sense of independence, getting them off computer screens, and doing something that they can continue throughout their lives.

Per your request, this letter serves as formal documentation to invite you to make an appropriation in the amount of \$24,000 to the Strider Education Foundation. This appropriation will provide funding for 4 Kindergarten PE programs in Portage, MI.

Through your appropriation, the schools will receive a standard fleet (\$6000) of:

- 24 Strider 14x student bikes
- 24 pedal conversion kits
- 24 fully adjustable helmets
- 1 Strider 20-inch teacher instructor balance bike
- Online teacher portal access to include: teacher training and certification, proprietary All Kids Bike learn-to-ride curriculum with additional teacher resources and customer support

This appropriation to All Kids Bike means so much to us, but it means even more to the little kiddos who will receive bikes, helmets, and everything needed to learn to ride a bike. Together we can reach our goal of teaching every child in America how to ride a bike in Kindergarten PE class. Thank You

A handwritten signature in green ink that reads "Lisa Weyer".

Lisa Weyer, Executive Director
Strider Education Foundation

TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT: Resolution of Support for MDNR Spark Grant Application

SUPPORTING PERSONNEL: Kathleen Hoyle, Director of Parks & Recreation

ACTION RECOMMENDED: Adopt the Resolution of Support for Local Match for the Michigan Department of Natural Resources Spark Grant for the Ramona Park Accessible ADA Playscape renovation and enhancement project and authorize the City Manager to execute all documents related to this action on behalf of the city.

Ramona Park averages 159,000 visitors on an annual basis. According to U.S. Census data, approximately 18% of these visits involve an individual with a disability. Ramona Park is home to our only fully ADA accessible play area. This area, first installed in 2008, is reaching the end of its useful life. Indeed, the current CIP includes \$150,000 for replacing the deteriorated play surface. Additionally, the accessible play equipment is exhibiting significant signs of wear and tear and future plans call for replacement of this equipment, the installation of a permanent accessible dock and a more direct walkway from the playground to the beachhouse and concession area. All told, planned expenditures over the next several years are in excess of \$900,000.

The State of Michigan Department of Natural Resources (MDNR) recently announced the "Spark Grant" program. Michigan Spark Grants will "support projects that provide safe, accessible, public recreation facilities and spaces to improve people's health, introduce new recreation experiences, build on existing park infrastructure and make it easier for people to enjoy both indoor and outdoor recreation. This grant opportunity is possible because of the [Building Michigan Together Plan, signed in March 2022](#), which included a historic infusion of federal funding in our state and local parks."

The Spark Grant program was announced on October 28, 2022, with a deadline of December 19, 2022, for the first round of applications, with three rounds of application opportunities. The first round of \$15 million will be awarded in January 2023, with an additional \$25 million to be awarded per round in rounds two and three. Dates for these additional opportunities have not been announced. The minimum award will be \$100,000 with a maximum award of \$1 million.

Eligible projects

To be considered, projects must support and enhance neighborhood features that promote improved health and safety outcomes or address the increased repair or maintenance needs in response to significantly greater use of public facilities in local communities that have been adversely affected by the COVID-19 pandemic.

- Projects may include the development, renovation, or redevelopment of public recreation facilities, and the provision of recreation-focused equipment and programs in public recreation spaces.
- Funds may be used for activities such as, but not limited to, project review, planning, architecture and engineering services, construction, oversight, and compliance activities associated with state and federal requirements, as applicable.
- Projects must be completed by Dec. 31, 2026, on public land with the primary purpose of providing outdoor recreation.

Application scoring criteria

Applications that address existing park infrastructure will be given priority. Consideration will be given to applications that complete critical trail projects or provide access to new opportunities that currently don't exist within a local community. Scoring will be based on the following criteria, listed in order of priority:

- Public benefit and anticipated outcomes
- Financial and social considerations
- Access and local governmental control of the project site
- Access to new opportunities for people of all abilities
- Clarity of scope and ability to execute
- Renovation and long-term maintenance

The Ramona Park Improvement and Enhancement project is an excellent candidate for this grant funding. It is expected to score very well based on the criteria outlined. To support and strengthen the application, staff plan to use the \$150,000 approved budget from the current CIP as a match. Application materials indicate that a financial match is not required but is encouraged. Additionally, applicants can enhance their application with letters of support. Accordingly, the staff is currently working to obtain letters of support from local elected leaders and organizations such as Discover Kalamazoo and the Southwest Michigan Disability Network. A final component of the scoring criteria involves a resolution of support from the local elected body.

It is recommended that City Council adopt the attached Resolution of Support for Local Match for the Michigan Department of Natural Resources Spark Grant for the Ramona Park Accessible ADA Playscape renovation and enhancement project and authorize the City Manager to execute all documents related to this action on behalf of the city.

FUNDING: Matching funds in the amount of \$150,000 are available in the FY 2022-2023 Capital Improvement Program.

Attachments: 1. Resolution of Support MDNR Spark Grant for Ramona ADA Playscape



RESOLUTION OF SUPPORT FOR MDNR MICHIGAN SPARK GRANT APPLICATION FOR THE RAMONA PARK ACCESSIBLE ADA PLAYScape RENOVATION AND ENHANCEMENT PROJECT

WHEREAS, the City of Portage City Council supports the Michigan Department of Natural Resources Spark Grant application for the Ramona Park Accessible ADA Playscape Renovation and Enhancement project; and

WHEREAS, the City of Portage is seeking to renovate and enhance the aging infrastructure at Ramona Park to renovate the current ADA playscape and add a new 6' asphalt walkway that will connect the playscape to the beach house, restrooms and concession area; and

WHEREAS, Ramona Park is 67 acres in size, is one of the City's oldest parks and is need of renovation and replacement of its aging playscape, thereby creating a safe and welcoming active area for families, featuring accessibility for children with disabilities; and

WHEREAS, Ramona Park is the only park in the City of Portage with a dedicated accessible playground that provides outdoor, social experiences for children and individuals with disabilities; and

WHEREAS, children account for 23% (11,245) of Portage's population and there are an estimated 2,000 children with disabilities in the City of Portage; and

WHEREAS, Ramona Park is also a regional park serving Kalamazoo County with a population of 261,670 with over 47,000 individuals having a disability; and

WHEREAS the renovation will revitalize the ADA accessible play area which is the centerpiece of a park that is visited by over 75,000 people annually.

NOW THEREFORE, BE IT RESOLVED that the Portage City Council hereby authorizes submission of a grant application to the MDNR Michigan Spark Grant for up to \$1,000,000 with a \$150,000 local match for the Ramona Park Accessible ADA Playscape Renovation and Enhancement project.

AYES:

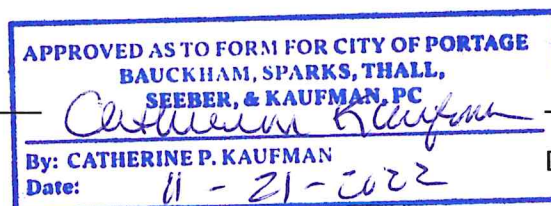
NAYES:

ABSENT:

MOTION APPROVED.

I HEREBY CERTIFY that the foregoing is a Resolution duly made and passed by the Portage City Council at their regular meeting held on December 6, 2022 at 7:00 p.m. at Portage City Hall.

Erica Eklov, City Clerk



Dated

TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT: Preliminary Condominium Copperleaf Planned Development Phase 6, 3800 West Milham Avenue

SUPPORTING PERSONNEL: Kelly Peterson, Director of Community Development

ACTION RECOMMENDED: Grant tentative approval of the Preliminary Condominium Plan for Copperleaf Planned Development Phase 6, 3800 West Milham Avenue, subject to the condition that a letter or document from the school board or school board superintendent indicating awareness of the proposal shall be submitted, per Sec. 42-883. (3).i.

OVERVIEW

The developer (Westview Capital, LLC) has submitted a Preliminary Condominium Plan for the development of Copperleaf Planned Development Phase 6 housing condominium located at 3800 West Milham Avenue in the northwest area of Portage near the highway interchange of Interstate I-94 and US 131, for review and approval. The proposal consists of 38 condominium lots for future single-family detached homes on 15.1 acres with a density of 2.52 units/acre. The proposal summary is as follows:

- Each lot will be connected to city water, sewer, stormwater, and private utilities (i.e., internet, cable, etc.).
- Street trees will be planted in front of all homes within the curb lawn (within ROW) per Sec 42-808.
- Each lot will meet the previously approved Copperleaf Planned Development standards, as the zoning minimum lot size is 7,400 square feet; yard setbacks: front: 25', sides: 5', rear: 25', and 15' between homes. Other zoning development restrictions also apply.
- Landrum Street is expected to be extended to the intersection of Copperleaf Trail & Byram Circle.
- The width of New Landrum Trail Street is expected to be approximately 36 feet wide (between the back of curbs), as consistent with other streets within Copperleaf.
- Sidewalk of 4-foot width along only the east side of Landrum Street will be provided.
- The public neighborhood trail will be paved at 8 feet wide and extended southward between US - 131 and the new lots along Landrum Street and will connect to the existing Copperleaf Trail sidewalk.
- Open space and vegetation between US-131 and western lots along the new Landrum Trail will be preserved, except where a new neighborhood trail is installed. New trees are expected to be planted to increase a vegetative buffer.
- Stormwater will be directed to an existing private stormwater basin within Phase 6 and part of Phase 5.
- Fire hydrants will be provided throughout the phase per minimum spacing regulations.

- Phase 6 also covers a common area of an existing retention pond serving the overall Copperleaf Planned Development, as Phase 6 is the final phase of the overall development.

The Copperleaf Condominium Planned Development was originally approved in 2013, consisting of a total of 204 single-family detached homes of 1- and 2-story floor plans across 74 acres with a density of 2.5 units/acre. The development also consists of constructing new public streets, sidewalks, a public internal pedestrian pathway, preserving open space, and landscaping. The development was found to be consistent with the city's Comprehensive Plan, Future Land Use Map of 'Low Density Residential' classification. Part of the approval of the development was to rezone the land from R-1B Single Family Residential to PD Planned Development, which offered flexible lot sizes, yard setbacks, and a variety of housing size options. With the construction of the pedestrian pathway, sidewalks were only required along one side of the streets. The sidewalks and pathway connect to the existing City of Portage Harbors West Park.

The Copperleaf Development was approved in six construction phases, detailed as the following (all phases shown in the attached site layout):

- Phase 1, final approval by City Council on November 3, 2015, for 39 new homes
 - Construction of all homes is complete
- Phase 2, final approval by City Council on August 8, 2017, for 32 new homes
 - Construction of all homes is complete
- Phase 3, final approval by City Council on August 28, 2018, for 27 new homes
 - Construction of all homes is complete
 - Phases 1- 3: 98 homes were constructed.
- Phase 4, final approval by City Council on December 3, 2019, for 30 new homes
 - All homes are nearing completion.
- Phase 5, final approval by City Council on March 22, 2022, for 38 new homes
 - New roads are finished and a few new homes are under construction.
- **Phase 6 - Current Proposal**
 - 38 new sites for future single-family homes

The following table summarizes **Existing Conditions** in this general area.

Existing Land Use/ Zoning	• The subject Phase 6 is undeveloped; zoned 'Planned Development'. • <u>North</u>: US 131 Highway • <u>South</u>: Phase 1 (39 lots) of Copperleaf condominium developed with single-family detached homes; Zoned 'Planned Development' of the Copperleaf residential development; Single Family Homes at 3900, 3910, 3920, and 3930 Riley Ridge, and 3755 a 3756 Byram Circle. • <u>East</u>: Phase 2 (32 lots) and Phase 5 (37 lots) of Copperleaf condominium; Phase 2 developed with single-family detached homes along Copperleaf Trail, Taunton Trail, and Ryan Court; Phase 5 is under construction along Landrum Trail and Paxton Court; Zoned 'Planned Development' of the Copperleaf residential development.
---------------------------	---

	• <u>West</u>: US 131 Highway
Public Streets	All internal streets of Copperleaf condominium development are public, consisting of the following: Landrum Trail, Copperleaf Trail, Riley Ridge, Taunton Trail, Ryan Court, Paxton Court, Candler Court, and Summersong Path. There are no traffic counts on internal residential neighborhood streets, including those within the Copperleaf condominium development. W. Milham Avenue just west of Angling Road (southeast of Copperleaf Ph. 1) – 2022 Kalamazoo Area Transportation Study (KATS) recorded 14,141 total Annual Average Daily Trips.
Public Utilities	City sanitary sewer and water are available along Landrum Trail.
Environment	The subject area of Ph. 6 is undeveloped and consists of various natural vegetation including trees, bushes, and grassy areas.
Unique Conditions	No mapped wetlands or flood hazards exist on the site. No mapped or identified historic structures or buildings exist. A man-made stormwater retention area serving the Copperleaf condominium development exists within the subject Phase 6 area.

ANALYSIS

- The following sections of Chapter 42. Division 4. Zoning Districts and District Regulations apply:
[Article 6 – Condominium Projects](#)
[Division 2 - Review Process](#)
[Division 3 - Required Improvements and Design Standards](#)

The applicant has submitted a Preliminary Condominium Subdivision Plan application seeking approval of Phase 6 of the Copperleaf Planned Development to establish 38 new site condominium lots [per Sec 42-882](#). The condominium subdivision review process involves the following steps per Division 2 – Review Process, [Sec 42-881 - 886](#):

Step 1) Preliminary Subdivision Condominium Plan approval by Planning Commission (Sec 42-883) and Council (Sec 42-884) Submittal of existing and proposed conditions; identify project features; analyze the impact on neighborhoods, streets, utilities, and the natural environment; and determine consistency with adopted local plans. *Note: the filed Preliminary Plat was recommended for approval at the Planning Commission's November 17, 2022 meeting and it is at the step of City Council Review and Approval.*

Step 2) Final Preliminary Subdivision Condominium Plan by Council (Sec 42-885) Submittal of full site plan application; review public utility permit and drawings. *A Final Preliminary Plan application has not been submitted at this time, awaiting approval of the Preliminary Plan.*

Step 3) Acceptance of Public Improvements by Council (Sec 42-886) Submittal of post construction plans for review and acceptance by City Council.

Per Sec 42-883 above, the applicant has submitted a Preliminary Condominium Plan application and set

of drawings containing an overall map showing all development phases; a layout plan showing street and lot locations, sidewalk and trails, and screening trees; and a utility sheet showing future water, sewer, and stormwater features. Also, as required, the applicant has submitted a letter to the Portage Public School Superintendent informing them of the proposal. A copy of this letter is attached. At the subject review step, required drawings generally show existing and proposed features; detailed engineering plans are not required at this step but will be provided under the *Final Preliminary Plan review step (Sec 42-885)*.

Submission of the preliminary condominium plan is intended to provide the community with the opportunity to survey all existing and proposed conditions pertaining to the development of the subdivision. After approval by the City Council, preliminary condominium plan approval is effective for 12 months and provides the proprietor with an assurance that the preliminary concepts of the condominium subdivision are acceptable, and that detailed engineering may proceed.

Staff analysis has been prepared based on the Comprehensive Plan, Land Development Regulations, and other applicable ordinance requirements.

Comprehensive Plan

The Future Land Use Map component of the 2014 Comprehensive Plan designates the subject property, along with most surrounding properties, as appropriate for Low Density Residential land use. Staff find that the development is consistent with the designated low density (1-4 units/acre) within the Comprehensive Plan.

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, stormwater, 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 recommends and requests the developer install a bollard and/or other similar barriers at trail connection points linking the residential development and Harbors West Park in order to prevent unauthorized vehicles (such as golf carts) due to an increase of unauthorized vehicle owners using trails to access city parks, but notes this request is not an ordinance requirement.

PUBLIC HEARING

A public hearing for this Preliminary Condominium plan was opened at the November 17, 2022, Planning Commission meeting. During the meeting, the Planning Commission reviewed and discussed the Preliminary Condominium Plan for Copperleaf Planned Development Phase 6, 3800 West Milham Avenue. The applicant's representative, Brian Wood, was present to explain the proposed project. No public comment was received at the Commission 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 (7-0) to recommend to the City Council the approval of the proposed Preliminary Condominium Plan for Copperleaf Planned Development Phase 6, 3800 West Milham Avenue subject to the condition that a letter or document from the school board or school board superintendent indicating awareness of the property shall be submitted, per Sec 42-883(3)(i) requirement.

RECOMMENDATION

It is therefore recommended that City Council grant tentative approval of the Preliminary Condominium Plan for Copperleaf Planned Development Phase 6, 3800 West Milham Avenue, subject to the condition that a letter or document from the school board or school board superintendent indicating awareness of the proposal shall be submitted, per Sec. 42-883. (3).i.

FUNDING: Not Applicable

- Attachments:**
1. Development Application
 2. Applicant's Copperleaf Drawing Set
 3. Portage Public School information letter
 4. Staff's Picture Map; 11.1.22
 5. Affidavit of Ownership Documents
 6. Copperleaf Subdivision Phase VI_aerial
 7. Planning Commission Minutes 11.17.2022
 8. Planning Commission Transmittal 12.01.2022

Department of Community Development

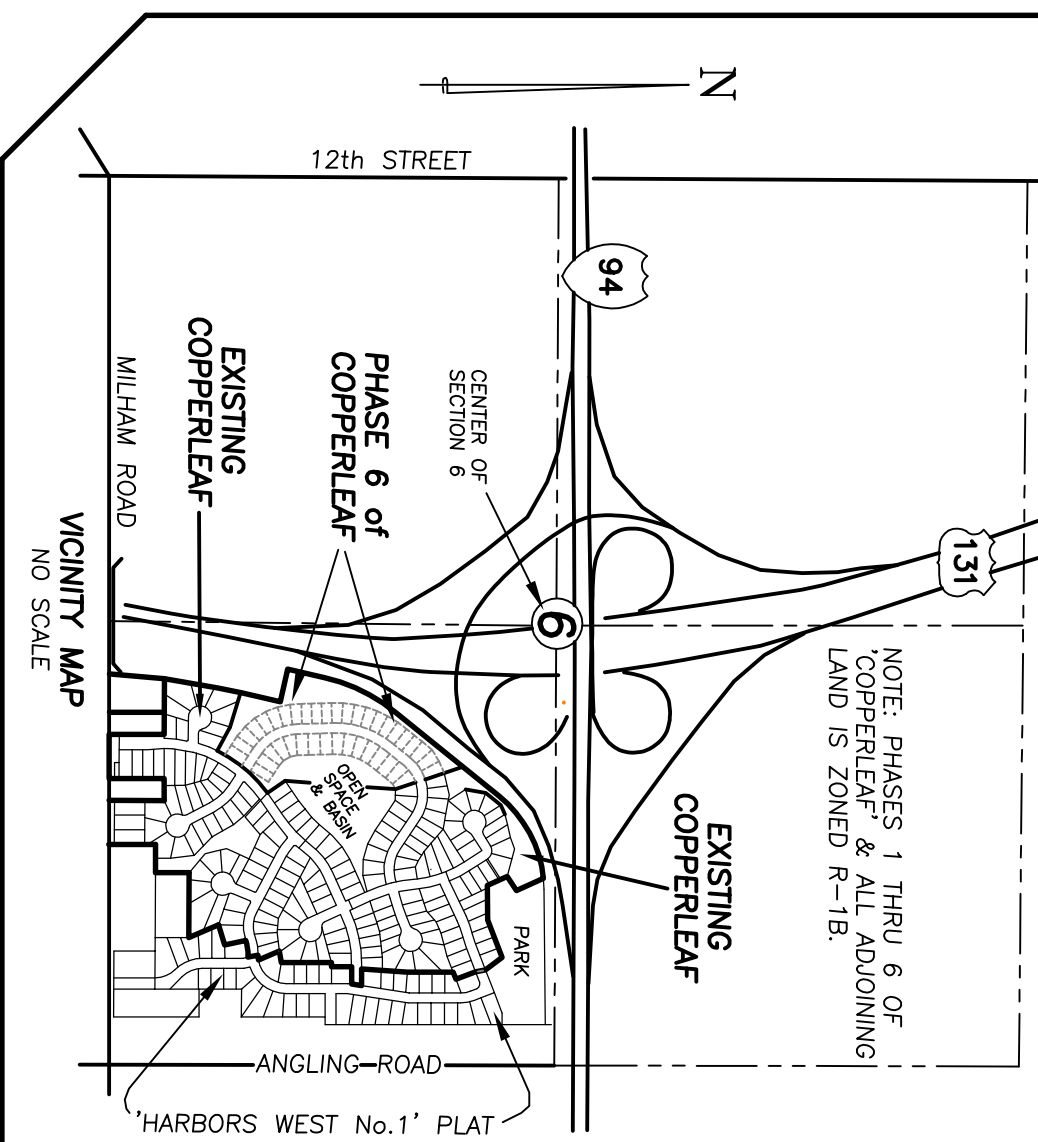
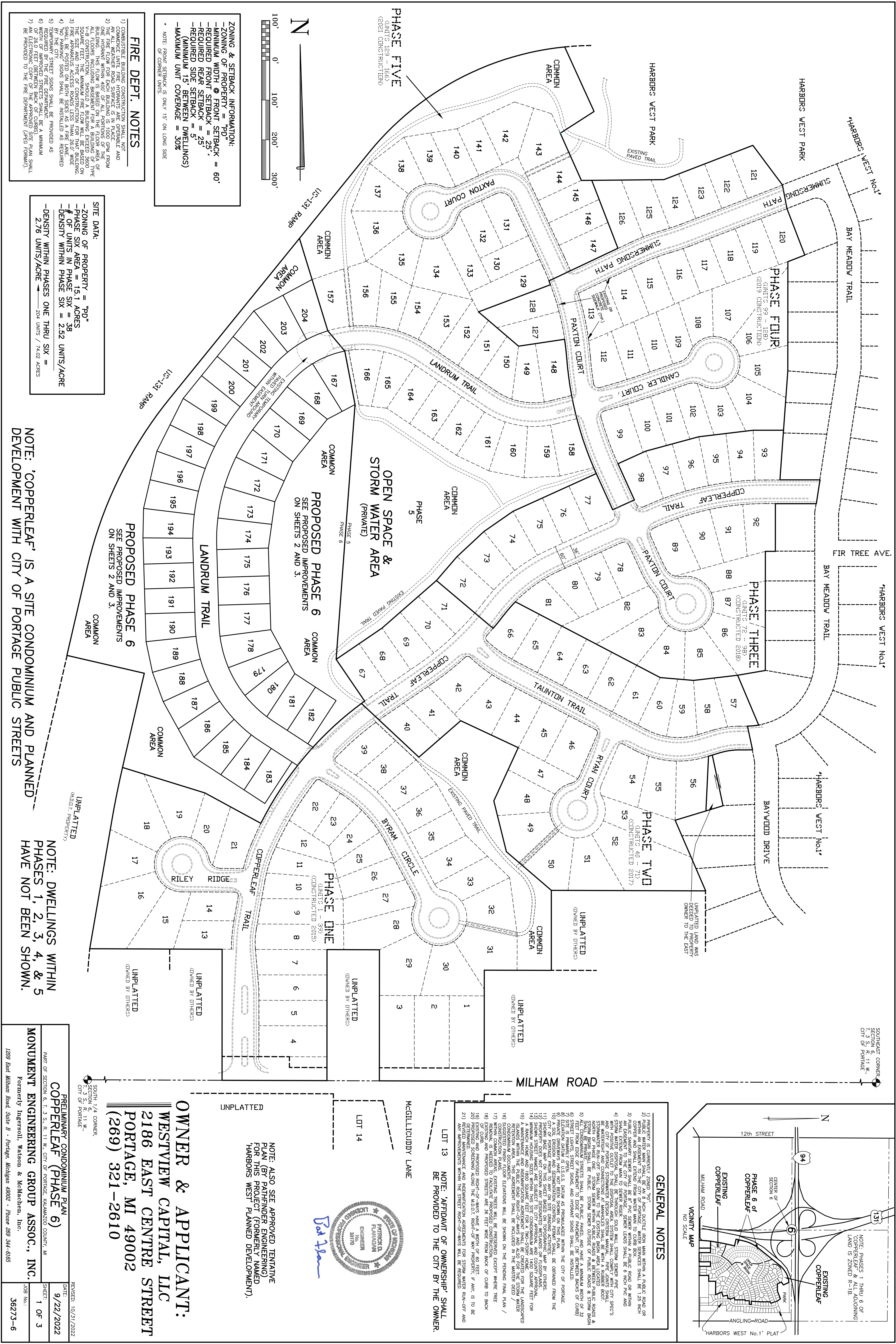
7900 South Westnedge Avenue • Portage, Michigan 49002 • (269) 329-4477

Applicant must complete all items in Sections 1 through 5, if applicable.

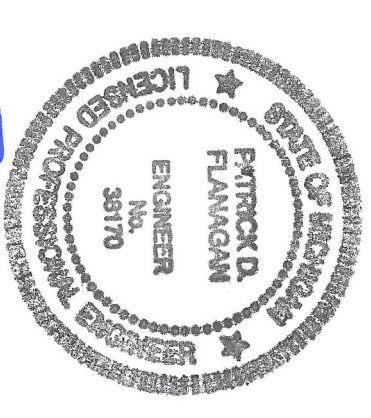
Please note: Separate applications must be submitted for Plumbing, Mechanical, and Electrical Work Permits

1. PROJECT INFORMATION			
PROJECT NAME "Copperleaf" (phase 6)		ADDRESS Near Milham Ave & Angling Road (in Section 6)	
2. IDENTIFICATION			
A. OWNER			
NAME Westview Capital, LLC		ADDRESS 2186 East Centre Street	
CITY Portage	STATE MI	ZIP CODE 49002	TELEPHONE NUMBER (269) 344-6165
B. ARCHITECT OR ENGINEER			
NAME Monument Engineering		ADDRESS 1209 East Milham Road, Suite B	
CITY Portage, MI	STATE MI	ZIP CODE 49002	TELEPHONE NUMBER (269) 344-6165
LICENSE NUMBER #38170 for Pat Flanagan			EXPIRATION DATE 7/30/2023
C. BUILDING CONTRACTOR			
NAME N/A		ADDRESS	
CITY	STATE	ZIP CODE	TELEPHONE NUMBER
BUILDER'S LICENSE NUMBER	FEDERAL EMPLOYER ID NUMBER OR REASON FOR EXEMPTION		EXPIRATION DATE
WORKERS COMP INSURANCE CARRIER OR REASON FOR EXEMPTION		MISC EMPLOYER NUMBER OR REASON FOR EXEMPTION	
D. TYPE OF DEVELOPMENT PROJECT			
☐ SITE PLAN ☐ BUILDING PLAN ☐ FINAL PLAN IN PLANNED DEVELOPMENT ☐ SUBDIVISION ☐ PRELIMINARY ☐ FINAL PRELIMINARY ☐ FINAL ☒ CONDOMINIUM (SINGLE FAMILY DETACHED) ☒ TENTATIVE ☐ ENGINEERING ☒ ACCEPTANCE ☐ LAND DIVISION REQUIRING PUBLIC IMPROVEMENTS ☐ LANDSCAPE PLAN ☐ PUBLIC SANITARY SEWER MAIN ☐ PUBLIC WATER MAIN ☐ OTHER _____			
3. PROJECT TYPE / BUILDING DATA			
PROJECT DESCRIPTION Site Condominium / Planned Development with public roadways and other related improvements.			
GROSS FLOOR AREA		CLASSIFICATION PER BUILDING CODE	
☐ NEW BUILDING _____ ☐ ADDITION _____ ☐ ALTERATION _____ ☐ REPAIR _____		BUILDING USE _____ CONSTRUCTION TYPE _____ NO. OF OCCUPANTS _____ AREA/FLOOR _____ NO. FLOORS _____	
		PROJECT VALUATION \$ _____	

SELECTED CHARACTERISTICS OF BUILDING																								
A. WATER METER SIZE																								
GENERAL USE SIZE ☐ 5/8" ☐ 3/4" ☐ 1" ☐ 1-1/2" ☐ OTHER _____ ☐ IRRIGATION SIZE _____ ☐ FIRE SPRINKLER SIZE _____																								
B. ELECTRICAL SERVICE SIZE																								
☐ 200 AMP ☐ 400 AMP ☐ 600 AMP ☐ 800 AMP ☐ 1000 AMP ☐ OTHER _____																								
C. TYPE OF MECHANICAL																								
AIR CONDITIONING? ☐ YES ☐ NO FIRE SUPPRESSION? ☐ YES ☐ NO HOOD SYSTEM? ☐ YES ☐ NO																								
4. 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 <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>YES</th> <th>NO</th> <th>NA</th> </tr> </thead> <tbody> <tr> <td>BUILDING</td> <td>☐</td> <td>☐</td> <td>☐</td> </tr> <tr> <td>ELECTRICAL</td> <td>☐</td> <td>☐</td> <td>☐</td> </tr> <tr> <td>PLUMBING</td> <td>☐</td> <td>☐</td> <td>☐</td> </tr> <tr> <td>MECHANICAL</td> <td>☐</td> <td>☐</td> <td>☐</td> </tr> </tbody> </table>			YES	NO	NA	BUILDING	☐	☐	☐	ELECTRICAL	☐	☐	☐	PLUMBING	☐	☐	☐	MECHANICAL	☐	☐	☐	BUILDING CODE: Site plan, foundation plan, soil bearing capacity, floor plans, building elevations, building sections, framing plans, details, roof plan, roof finish schedule, door schedule, roof live and dead loads. ELECTRICAL 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, combustion air. (Plans for fire suppression systems maybe submitted after permit issuance, but are required prior to installation.) ENERGY CODE: Floor plans, building sections, details, average annual degree days, exterior envelope component materials, "U" values of elements, "R" values of insulating materials, size and type of apparatus and equipment, energy calculations.		
	YES	NO	NA																					
BUILDING	☐	☐	☐																					
ELECTRICAL	☐	☐	☐																					
PLUMBING	☐	☐	☐																					
MECHANICAL	☐	☐	☐																					
PLEASE NOTE - Additional plan review fee(s) required for all non-concurrent plan submittals.																								
5. APPLICANT INFORMATION																								
APPLICANT IS RESPONSIBLE FOR THE PAYMENT OF ALL FEES AND CHARGES APPLICABLE TO THIS APPLICATION AND MUST PROVIDE THE FOLLOWING INFORMATION:																								
NAME Westview Capital, LLC			TELEPHONE NUMBER (269) 321-2610																					
ADDRESS 2186 East Centre Street		CITY Portage		STATE MI																				
		ZIP CODE 49002																						
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 9/27/2022																					
Brian Wood																								
VALIDATION - FOR DEPARTMENT USE ONLY																								
USE GROUP _____		APPLICATION NO. _____																						
TYPE OF CONSTRUCTION _____		DATE APPLICATION RECEIVED _____																						
PLAN REVIEW SUBMITTED? ☐ YES ☐ NO		FEES RECEIVED _____		INVOICE # _____																				



- GENERAL NOTES**
- 1) PROPERTY IS CURRENTLY ZONED "R-1".
 - 2) PUBLIC WATER MAIN SHALL BE A MINIMUM 8" DUCTILE IRON MAIN WITHIN A PUBLIC ROAD OR WITHIN AN EASEMENT TO THE CITY OF PORTAGE. WATER SERVICES SHALL BE 1.25" INCH DUCTILE IRON MAIN WITHIN A PUBLIC ROAD OR WITHIN AN EASEMENT TO THE CITY OF PORTAGE.
 - 3) PUBLIC SANITARY SEWER SHALL BE 8" DUCTILE IRON MAIN WITHIN A PUBLIC ROAD OR WITHIN AN EASEMENT TO THE CITY OF PORTAGE. SANITARY SERVICES SHALL BE 6" INCH DUCTILE IRON MAIN WITHIN A PUBLIC ROAD OR WITHIN AN EASEMENT TO THE CITY OF PORTAGE.
 - 4) STORM WATER DISPOSAL SHALL BE THROUGH SOLID WALL STORM SEWER PIPE SYSTEMS. STORM SEWERS SHALL BE 18" DUCTILE IRON MAIN WITHIN A PUBLIC ROAD OR WITHIN AN EASEMENT TO THE CITY OF PORTAGE. STORM SEWERS SHALL BE 18" DUCTILE IRON MAIN WITHIN A PUBLIC ROAD OR WITHIN AN EASEMENT TO THE CITY OF PORTAGE.
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OWNER & APPLICANT:
WESTVIEW CAPITAL, LLC
2186 EAST CENTRE STREET
PORTAGE, MI 49002
(269) 321-2610

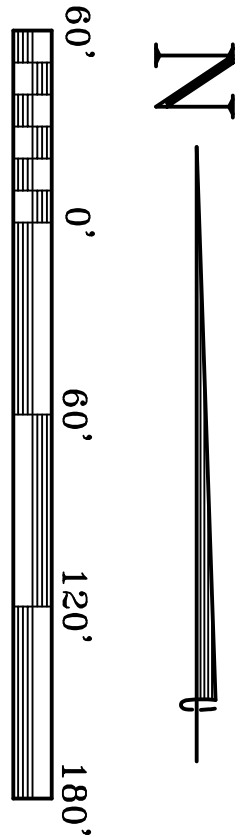
PRELIMINARY CONDOMINIUM PLAN
COPPERLEAF (PHASE 6)
PART OF SECTION 6, T. 3 S., R. 11 W., CITY OF PORTAGE, Kalamazoo County, MI.
Formerly Ingersoll, Watson & McLaughlin, Inc.
1209 East William Road, Suite B • Portage, Michigan 49002 • Phone 269 344-6165

REVISIONS: 10/31/2022
DATE: 9/22/2022
SHEET: 1 OF 3
JOB NO.: 36273-6

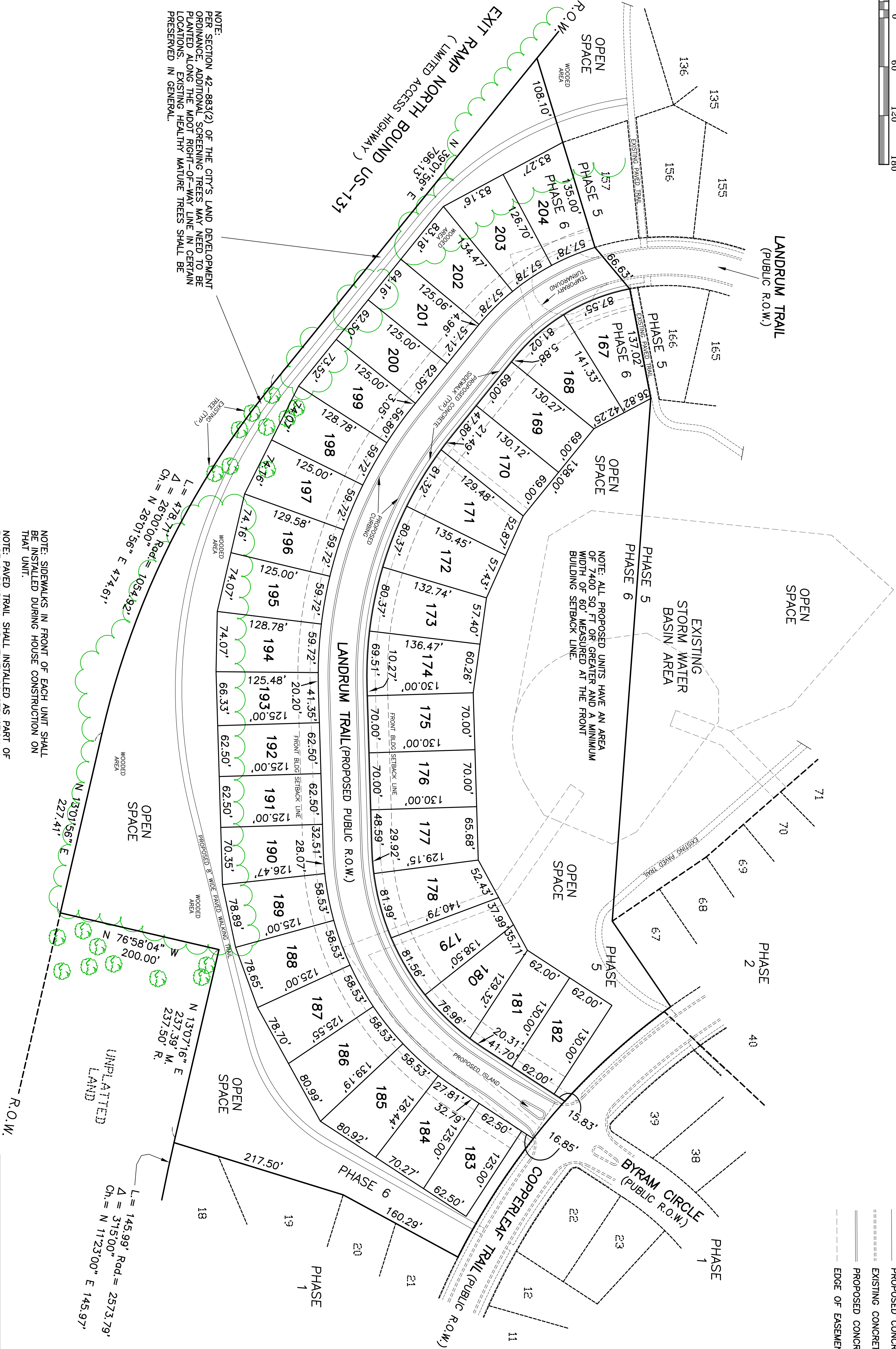
- FIRE DEPT. NOTES**
- 1) COMBUSTIBLE BUILDING CONSTRUCTION SHALL NOT EXCEED 100% OF THE EXISTING BUILDING.
 - 2) THE FIRE FLOW FOR EACH BUILDING IS 1000 GPM FROM ONE HYDRANT WITHIN 400' OF ALL PORTIONS OF THE BUILDING.
 - 3) THE MINIMUM FIRE FLOW SHALL BE BASED ON THE BUILDING TYPE AND SIZE.
 - 4) FIRE APPARATUS ACCESS ROADS LESS THAN 26.0' WIDE SHALL BE POSTED ON BOTH SIDES AS A FIRE LANE BY THE CITY.
 - 5) TEMPORARY STREET SIGNS SHALL BE PROVIDED AS REQUIRED.
 - 6) WIDTH OF IMPROVED STREETS SHALL BE A MINIMUM OF 26.0 FEET (BETWEEN BACK OF CURBS).
 - 7) THE FIRE DEPARTMENT (FIRE FLOW) SHALL BE PROVIDED TO THE FIRE DEPARTMENT (FIRE FLOW).
- NOTE: FRONT SETBACK IS ONLY 15' ON LONG SIDE OF CORNER UNITS.**
- ZONING & SETBACK INFORMATION:**
- ZONING OF PROPERTY = "PD"
 - MINIMUM WIDTH @ FRONT SETBACK = 60'
 - REQUIRED FRONT SETBACK = 25'
 - REQUIRED REAR SETBACK = 5'
 - REQUIRED SIDE SETBACK = 5'
 - (MINIMUM 15' BETWEEN DWELLINGS)
 - MAXIMUM UNIT COVERAGE = 30%
- SITE DATA:**
- ZONING OF PROPERTY = "PD"
 - PHASE SIX AREA = 15.1 ACRES
 - # OF UNITS IN PHASE SIX = 38
 - DENSITY WITHIN PHASE SIX = 2.52 UNITS/ACRE
 - DENSITY WITHIN PHASES ONE THRU SIX = 2.76 UNITS/ACRE

NOTE: DWELLINGS WITHIN PHASES 1, 2, 3, 4, & 5 HAVE NOT BEEN SHOWN.

NOTE: 'COPPERLEAF' IS A SITE CONDOMINIUM AND PLANNED DEVELOPMENT WITH CITY OF PORTAGE PUBLIC STREETS



LINE LEGEND	
	EXISTING CONCRETE WALK OR PAVED TRAIL
	PROPOSED CONCRETE WALK OR PAVED TRAIL
	EXISTING CONCRETE CURB
	PROPOSED CONCRETE CURTB
	EDGE OF EASEMENT (SEE SHEET 3)



NOTE:
PER SECTION 42-883(2) OF THE CITY'S LAND DEVELOPMENT ORDINANCE, ADDITIONAL SCREENING TREES MAY NEED TO BE PLANTED ALONG THE MDOT RIGHT-OF-WAY LINE IN CERTAIN LOCATIONS. EXISTING HEALTHY MATURE TREES SHALL BE PRESERVED IN GENERAL.

NOTE: SIDEWALKS IN FRONT OF EACH UNIT SHALL BE INSTALLED DURING HOUSE CONSTRUCTION ON THAT UNIT.

NOTE: PAVED TRAIL SHALL INSTALLED AS PART OF PHASE 6 ROADWAY AND UTILITY CONSTRUCTION. PAVED TRAIL SHALL BE MEANDERED AS NEEDED IN ORDER TO SAVE TREES.



72 HOURS
BEFORE YOU DIG
CALL MISS DIG
1-800-482-7171

LAYOUT PLAN	
COPPERLEAF (PHASE 6)	
PART OF SECTION 6, T. 3 S., R. 11 W., CITY OF FORBES, KALAMAZOO COUNTY, MI	
MONUMENT ENGINEERING GROUP ASSOC., INC.	
Formerly Ingersoll, Watson & McEachen, Inc.	
1209 East William Road, Suite B • Portage, Michigan 49002 • Phone 269 344-6165	
DATE:	9/22/2022
SHEET:	2 OF 3
JOB No.:	36273-6

REVISED: 10/31/2022



Monument Engineering Group Associates, Inc.
formerly Ingersoll, Watson, & McMachen, Inc.
Developing Lifelong Relationships
monumentengineering.com



October 28, 2022

Portage Public Schools
ATTN: Mark T. Bielang, Superintendent
8107 Mustang Drive
Portage, MI 49002

COPY

RE: Phase 6 of "Copperleaf"

Dear Mr. Bielang,

Enclosed please find two copies of the Preliminary Condominium Plan for Phase 6 of "Copperleaf", a single-family condominium located in Section 6, City of Portage. This is being submitted for your information in accordance with the City of Portage "Land Development" Ordinance.

Please note that this condominium will likely be constructed during 2023 or 2024.

As required by the Ordinance, can your office reply to verify that you are aware of the proposed development. My email address is pf@iwmeng.com.

Thank you for your attention to this matter. Please contact our office if you have any questions.

Sincerely,

Patrick D. Flanagan, P.E.

Enc.

Cc: City of Portage

[illegible]



Figure 1. Looking south across temporary cul-de-sac (beginning of Ph. 6). On left, existing public trail running throughout Copperleaf Condominium Subdivision.



Figure 2. Looking west across temporary cul-de-sac (beginning of Ph. 6). US-131 is on right beyond trees, downhill from Ph. 6 lots.



Figure 3. Looking north across grassy field (future Phase 6). Street curb-cut will be extended with new street (Landrum Trail). House on right is Lot 76 within Phase 2.



Figure 4. Looking east along Copperleaf Trails at homes within Phases 1, 2 & 3. Foreground street curb-cut will be extended with new street (Landrum Trail).

November 1, 2022

City of Portage
7900 South Westnedge Avenue
Portage, MI 49002

RE: Affidavit of Ownership for Phase 6 of "Copperleaf"

Dear City of Portage,

This is written to inform the City of Portage that Westview Capital, LLC owns all of the land within the proposed "Copperleaf" (phase 6) condominium as shown on the Preliminary Condominium Plan for this development as prepared by Monument Engineering Group and submitted to the City of Portage during 2022. In addition, Westview Capital does not own any adjoining land other than various individual Units within the existing "Copperleaf" condominium (existing phases 1 through 5). Phase 6 of "Copperleaf" has a City of Portage parcel number of **00006-145-G** and an address of **3800 West Milham Avenue, Portage, Michigan 49024**. The property was acquired in 2005 per the attached Warranty Deed.

Thank you for your attention to this matter.

Sincerely,

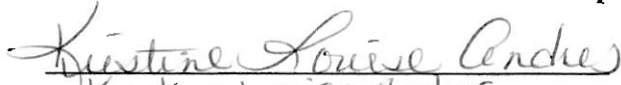


Thomas M. Larabel, Westview Capital, LLC
2186 East Centre Avenue
Portage, MI 49002

Acknowledgement)
State of Michigan) SS
Kalamazoo County)

Thomas M. Larabel of Westview Capital, LLC personally appeared before me this 7th day of November 2022, to me know to be the person who executed the foregoing instrument and acknowledged the he executed the foregoing instrument as his free act and deed on behalf of Westview Capital, LLC.

KRISTINE LOUISE ANDRES
Notary Public, State of Michigan
County of Ottawa
My Commission Expires August 11, 2028
Acting in the County of Kent


Kristine Louise Andres
Notary Public, Ottawa County, Michigan
Acting in Kent County, Michigan
My commission expires on August 11, 2028

WARRANTY DEED
STATUTORY FORM

KNOW ALL MEN BY THESE PRESENTS: That East Development, LLC, a Michigan limited liability company, whose street address and post office address is P. O. Box 715, Portage, Michigan 49061

Convey and Warrant to Harbors West, LLC, a Michigan Limited Liability Company whose street address and post office address is 2186 East Centre Street, Portage, Michigan 49002

the following described premises situated in the City of Portage, County of Kalamazoo and State of Michigan, to-wit:

(See attached legal description)

AFFIDAVIT FILED

subject to all easements and restrictions of record

Dated this 25th day of January, 2005

Signed, Sealed and Delivered
In Presence of:

East Development, LLC
Salim E. Harik
Salim E. Harik
Its: Member, Manager

STATE OF MICHIGAN)
County of KALAMAZOO) ss.

The foregoing instrument was acknowledged before me this 25th day of January, 2005 by Salim E. Harik member-manager of East Development, LLC, a Michigan limited liability company, known to me personally.

Drafted By:
Salim E. Harik
P. O. Box 715
Portage, Michigan 49061-0715

Lonnie L. Palleschi
Lonnie L. Palleschi
Notary Public, Kalamazoo County, Michigan
My Commission Expires:

Return to:
Harbors West, LLC
2186 East Centre Street
Portage MI 49002

Parcel # 9000 of 130-C
9000 of 145-B
lot # 207960



LONNIE L. PALLESCHI
NOTARY PUBLIC KALAMAZOO CO., MI
MY COMMISSION EXPIRES 12/31/06

(Legal Description)

That portion of the following described property which lies Westerly of "Harbors No. 1" Subdivision, recorded Liber 40 of Plats, Page 9, Kalamazoo County Records:

A parcel of land in the Southwest 1/4 of Section 6, Town 3 South, Range 11 West, being more particularly described as: Commencing at the East 1/4 post of Section 6, Town 3 South, Range 11 West, and running thence South 89 degrees 58 minutes 32 seconds West (also recorded as North 89 degrees 44 minutes West), 246.85 feet to the Northwest corner of lot 29 of said Plat; thence South 0 degrees 18 minutes 26 seconds East parallel to the East line of said section and along the West line of said Plat, 34.91 feet for the place of beginning of the land hereinafter described; thence continuing South 0 degrees 18 minutes 26 seconds East along the West line of said Plat, 1321.03 feet; thence South 89 degrees 56 minutes 24 seconds West along the line of said plat parallel to the South line of said Section (also recorded as North 89 degrees 47 minutes 30 seconds West), 46.58 feet; thence South 0 degrees 16 minutes 26 seconds East along the line of said plat, 501.78 feet; thence South 89 degrees 56 minutes 24 seconds West, along the line of said plat, 167.26 feet; thence South 0 degrees 18 minutes 26 seconds East along the line of said plat, 518.22 feet; thence South 89 degrees 56 minutes 24 seconds West along the line of said plat, 308.00 feet to the Northwest corner of Lot 7 of said plat; thence North 0 degrees 18 minutes 26 seconds West, 201.57 feet; thence South 89 degrees 56 minutes 24 seconds West, 388.67 feet; thence South 0 degrees 16 minutes 26 seconds East, 201.57 feet to the Northeast corner of Lot 2 of said plat; thence South 89 degrees 56 minutes 24 seconds West, 169.46 feet (also recorded as 168.86 feet) to the West line of the East 1/2 of the Southeast 1/4 of said section; thence North 0 degrees 13 minutes 57 seconds West thereon, 2275.86 feet to the Southerly line of the Northeast ramp of U.S. 131 relocated; thence a non-tangent curve to the right, along said ramp, with a central angle of 21 degrees 30 minutes 36 seconds, a radius of 727.51 feet; chord bearing and distance of North 78 degrees 24 minutes 58 seconds East, 271.52 feet; a distance of 273.12 feet; thence North 89 degrees 10 minutes 18 seconds East along said ramp 812.12 feet to the place of beginning.

Also: Commencing at the South 1/4 post of Section 6, Town 3 South, Range 11 West, and running thence North 89 degrees 56 minutes 24 seconds East along the South line of said Section 1325.42 feet to the Southeast corner of the West 1/2 of the Southeast 1/4 of said Section 6; thence North 0 degrees 13 minutes 57 seconds West, along the East line of the West 1/2 of the Southeast 1/4, 330.00 feet for the place of beginning of the land hereinafter described; thence continuing North 0 degrees 13 minutes 57 seconds West along the said East line, 2225.59 feet to the Southerly line of the Northeast ramp of U.S. 131 relocated; thence on a non-tangent curve to the left along said ramp with a central angle of 28 degrees 55 minutes 17 seconds, a radius of 727.51 feet, chord bearing and distance South 53 degrees 12 minutes 03 seconds West, 363.34 feet, a distance of 367.23 feet; thence continuing along said ramp, South 38 degrees 44 minutes 24 seconds West, 798.13 feet; thence continuing along said ramp on a curve to the left with a central angle of 28 degrees, a radius of 1054.92 feet; chord bearing and distance South 25 degrees 44 minutes 24 seconds West, 478.61 feet, a distance of 478.71 feet; thence continuing along said ramp South 12 degrees 44 minutes 24 seconds West, 227.41 feet; thence South 77 degrees 15 minutes 36 seconds East, 200.00 feet; thence South 12 degrees 44 minutes 24 seconds West, 237.50 feet; thence on a curve to the left with a central angle of 3 degrees 15 minutes, a radius of 2573.79 feet, chord bearing and distance South 11 degrees 06 minutes 54 seconds West, 145.97 feet, a distance of 145.99 feet; thence South 9 degrees 29 minutes 24 seconds West, 324.10 feet; thence North 89 degrees 56 minutes 24 seconds East, 333.66 feet; thence South 0 degrees 13 minutes 57 seconds East, 330.00 feet to the South line of said Section; thence North 89 degrees 56 minutes 24 seconds East thereon, 263.67 feet; thence North 0 degrees 13 minutes 57 seconds West, 330.00 feet; thence North 89 degrees 56 minutes 24 seconds East, 398.00 feet to the place of beginning.

(All containing 72.10 acres)



2005-006894

Page: 2 of 2
02/07/2005 11:39R

REAL ESTATE TRANSFER TAX VALUATION AFFIDAVIT

This form is issued under authority of P.A. 134 of 1966 and 330 of 1993 as amended.

This form must be filed when you choose not to enter the amount paid for real estate on the deed. It is required whether the transfer is taxable or not. It is not necessary when the amount paid is entered on the deed. This form must be completed and signed by either the seller or his/her authorized agent.

1. County Kalamazoo		2. <u>City</u> or Township Portage	
3. Seller's Name and Mailing Address East Development, LLC PO Box 715 Portage, MI 49081		4. Purchaser's Name and Mailing Address Harbors West, LLC 2186 East Centre Street Portage, MI 49002	
5. Type and Date of Document ☐ Land Contract Date: ☒ Deed Date: January 25, 2005		6. Cash Payment \$1,586,200.00	7. Amount of County Tax \$1,745.15
10. If consideration is less than market value, state market value \$1,586,200.00		8. Amount of Mortgage/Land Contract	9. Amount of State Tax \$11,898.75
11. Total Consideration (add lines 6&8) \$1,586,200.00		12. Total Revenue Stamps \$13,643.90	
13. Legal Description of Real Estate Transferred:			

State of _____ }
County of _____ } ss.

I certify that the information above is true and complete to the best of my knowledge and that the value stated is the full market value of the property.

Dated this _____ day of February, 2005

Signed: _____

Subscribed and sworn to before me this _____ day of February, 2005

Notary Public

My Commission Expires



Quit Claim Deed

The Grantor(s) Harbors West, LLC, a Michigan Limited Liability Company
whose address is 2186 East Centre Avenue, Portage, MI 49002
quit claims to Westview Capital, LLC, a Michigan Limited Liability Company
whose address is 2186 East Centre Avenue, Portage, MI 49002

Land situated in City of Portage, County of Kalamazoo, State of Michigan, as described:

See Attached Exhibit "A"

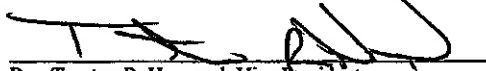
If the land being conveyed is unplatted, the following is deemed to be included: 1) This property may be located within the vicinity of farmland or a farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors, and other associated conditions may be used and are protected by the Michigan right to farm act. and 2) The grantor grants to the grantee the right to make any division(s) under section 108 of the land division act, Act No. 288 of the public Acts of 1967.

for the sum of One Dollar (1.00).
EXEMPT UNDER MCL 207.505(a) and MCL 207.526(a).

Subject to easements and building and use restrictions of record.

Dated this 26th day of October, 2020.

Harbors West, LLC, a Michigan Limited Liability Company


By: Trenton R. Hayward, Vice President

State of Michigan

County of Kalamazoo

The foregoing instrument was acknowledged before me this 26th day of October, 2020, by Trenton R. Hayward, Vice President of Harbors West, LLC, a Michigan Limited Liability Company, on behalf of said company.

VERONICA BARR
Notary Public, State of Michigan
County of Calhoun
My Commission Expires November 6, 2023
Acting in the County of Kalamazoo


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

Drafted by:
Trenton R. Hayward
Harbors West, LLC
2186 East Centre Street
Portage, MI 49002

When recorded return to:
Trenton R. Hayward
Westview Capital, LLC
2186 East Centre Street
Portage, MI 49002

Exhibit "A"

**PARCEL DESCRIPTION for
"COPPERLEAF" Future Expansion Area
(Future phases 5 and 6)**

A parcel of land situated in the Southeast quarter of Section 6, Town 3 South, Range 11 West, City of Portage, Kalamazoo County, Michigan, being more particularly described as follows:

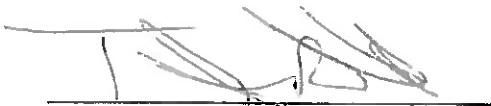
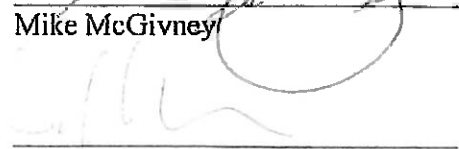
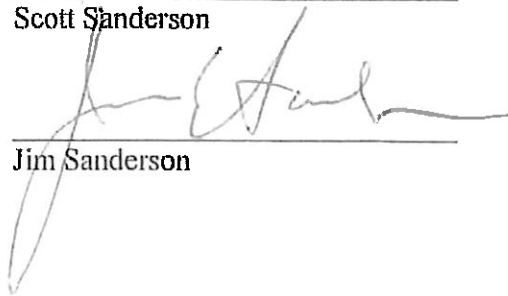
Commencing at the South quarter corner of Section 6, Town 3 South, Range 11 West, City of Portage, Kalamazoo County, Michigan; thence S 89°47'30" E 665.75 feet along the South line of the Southeast quarter of said Section 6; thence N 00°02'09" E 330.00 feet to the North line of the South 330.00 feet (perpendicular measure) of said Southeast quarter; thence N 89°47'30" W 333.66 feet along said North line; thence N 09°45'30" E 324.10 feet; thence Northeasterly 139.93 feet to the Place of Beginning along the arc of a curve to the right having a radius of 2573.79 feet, and central angle of 03°06'54", and a chord of N 11°18'57" E 139.91 feet; thence S 72°49'51" E 217.50 feet; thence S 61°31'09" E 160.29 feet; thence Northeasterly 175.36 feet along the arc of a non-tangent curve to the right having a radius of 880.00 feet, a central angle of 11°25'03", and a chord of N 32°32'24" E 175.07 feet; thence Northeasterly 232.23 feet along the arc of a compound curve to the right having a radius of 830.00 feet, a central angle of 16°01'51" and a chord of N 46°15'51" E 231.47 feet; thence N 34°19'06" W 127.25 feet; thence N 55°40'54" E 140.00 feet; thence N 48°49'34" E 181.74 feet; thence N 40°49'05" E 79.65 feet; thence N 46°57'13" E 92.69 feet; thence N 55°16'13" E 89.20 feet; thence N 65°36'16" E 229.99 feet; thence Northwesterly 301.38 feet along the arc of a non-tangent curve to the right having a radius of 863.00 feet, a central angle of 20°00'32", and a chord of N 14°23'28" W 299.85 feet; thence Northwesterly 48.33 feet along the arc of a reverse curve to the left having a radius of 670.00 feet, a central angle of 4°07'59", and a chord of N 06°27'11" W 48.32 feet; thence S 81°28'49" W 117.14 feet; thence N 49°31'26" W 132.90 feet; thence N 69°19'34" E 193.66 feet; thence Northwesterly 10.29 feet along the arc of a non-tangent curve to the left having a radius of 670.00 feet, a central angle of 00°52'49", and a chord of N 21°06'51" W 10.29 feet; thence N 64°41'36" E 192.20 feet; thence N 21°03'44" W 183.42 feet to a Westerly line of the "Harbors West No.1" subdivision according to the plat thereof as recorded in Liber 40 of Plats on Page 9, Kalamazoo County records; thence S 89°26'44" W 26.11 feet along a Westerly line of said "Harbors West No.1" subdivision; thence N 24°04'11" W 130.34 feet along a Westerly line of said "Harbors West No.1" subdivision; thence N 57°20'04" E 101.12 feet along a Westerly line of said "Harbors West No.1" subdivision; thence N 24°27'15" W 178.36 feet along a Westerly line of said "Harbors West No.1" subdivision to the South right-of-way line of U.S. Highway 1-94; thence Southwesterly 574.38 feet along said South right-of-way line and along the Southerly line of the Northeast ramp U.S. Highway 131 relocated and along the arc of a non-tangent curve to the left having a radius of 727.51 feet, a central angle of 45°14'09", and a chord of S. 61°39'01" W. 559.58 feet; thence S. 39°01'56" W. 796.13 feet along said Southerly line; thence Southwesterly 478.71 feet along said Southerly line along the arc of a curve to the left having a radius of 1054.92 feet, a central angle of 26°00'00", and a chord of S. 26°01'56" W. 474.61 feet; thence S. 13°01'56" W. 227.41 feet along said Southerly line; thence S. 76°58'04" E. 200.00 feet; thence S. 13°01'56" W. 237.50 feet; thence Southwesterly 6.0 feet along the arc of a curve to the left having a radius of 2573.79 feet to the Place of Beginning, containing 31.2 acres.

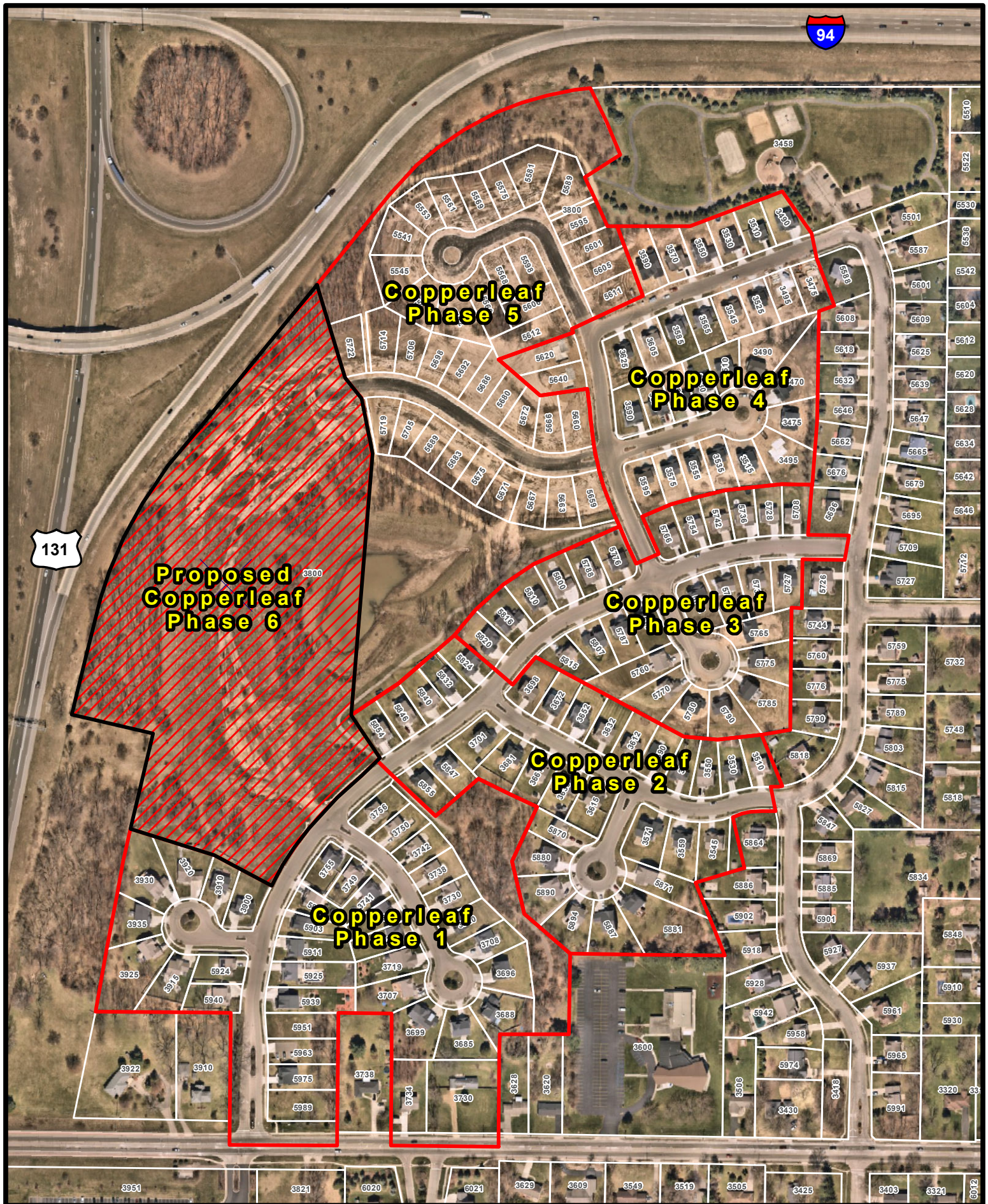
RESOLUTION OF BOARD OF MANAGERS
OF GREEN HOLDINGS, LLC
May 26, 2017

The Board of Managers of Green Holdings, LLC hereby unanimously authorizes 1.) the execution of any and all documents relating to or regarding the purchase or sale of lots and land and 2.) the execution of notes, mortgages, and other documents incidental thereto by any one of the following:

James E. Sanderson, Chairman and Co-CEO
Scott E. Sanderson, President and Co-CEO
Trenton R. Hayward, Vice President
Thomas M. Larabel, Vice President

This authority shall extend to any wholly or partly owned subsidiary of Green Holdings, LLC as well (specifically including, but not limited to Westview Capital, LLC and Swan Property Holdings, LLC).


Mark Boyce
Jim Burns
Trent Hayward
Tom Larabel
Mike McGivney
Scott Sanderson
Jim Sanderson



- Proposed Copperleaf 6
- Previous Copperleaf Phases

Proposed Copperleaf Subdivision (Phase 6)



1 inch = 300 feet

CITY OF PORTAGE PLANNING COMMISSION

Thursday, November 17, 2022

7:00 PM Portage

City Hall Council Chambers

The City of Portage Planning Commission meeting of November 17, 2022, was called to order by Vice Chair Joshi at 7:00 p.m.

IN ATTENDANCE

- Eric Feldt, City Planner/Project Manager

ROLL CALL

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

Commissioner Baldwin motioned to excuse Chairman Corradini and Commissioner Casper; Commissioner Freiman supported the motion. Motion carried 7-0.

APPROVAL OF MINUTES

Motion by Commissioner Pezzoli, seconded by Commissioner Baldwin to approve the Planning Commission Meeting Minutes of October 6, 2022. Motion carried 7-0.

PUBLIC HEARINGS

1. Preliminary Condominium for Copperleaf Planned Development Phase 6, 3800 W. Milham Avenue

Mr. Feldt provided a presentation of the project, stating that the proposal is the last phase of the Copperleaf development consisting of 38 new lots, extending a public street, installing a sidewalk and pedestrian pathway, and utilizing the existing storm water basin. He showed various site drawings, recent pictures of Phase 6, and explained pertinent code sections. He also explained the current and future permits applicable to the project. Mr. Feldt stated that City Administration found the proposed Preliminary Condominium Plan meets Sec. 42-883 and recommends the Planning Commission support the project to the City Council with one condition: 'A letter or document from the school board or school board superintendent indicating awareness of the property shall be submitted, per Sec 42-883(3)(i)'.

Commissioner Fries asked Mr. Feldt to clarify the side yard setbacks for the project. Mr. Feldt explained that the setbacks are unique to 'Planned Development' and require buildings to be no closer than five feet from a side property line, and no closer than 15 feet from another building. Applicant, Brian Wood, representative for Westview Capital, LLC) provided further clarification about the side yard setback and stated that it would be easy to meet the unique side yard setback, since Westview Capital LLC is both the property owner and home builder for the project.

Commissioner Freiman asked the applicant if rooftop solar panels will be allowed in the Copperleaf Subdivision, are there architectural design standards, and is there a homeowner's association

(HOA). Mr. Wood indicated that rooftop solar panels would not likely be allowed, there are architectural design standards for the Copperleaf Subdivision, and there is an HOA.

Chair Joshi opened public hearing. No public comment was received.

Chair Joshi asked for a motion to close public hearing. Commission Youngs motioned to close public hearing; Commissioner Fries seconded the motion. Motion passed 7-0, by voice vote of the Commission.

Commissioner Fries made a motion to recommend to the City Council the approval of the Preliminary Condominium Copperleaf Planned Development Phase 6, 3800 W. Milham Avenue with the following condition: A letter or document from the school board or school board superintendent indicating awareness of the property shall be submitted, per Sec 42-883(3)(i). Motion was seconded by Commission Pezzoli.

Upon roll call vote: Chair Corradini (excused); Vice Chair Joshi (yes); Fries (yes); Pezzoli (yes); Baldwin (yes); Adams (yes); Youngs (yes); Casper (excused); and Freiman (yes). The motion passed 7-0.

SITE/FINAL PLANS

None.

NEW BUSINESS

None.

OLD BUSINESS

None.

STATEMENT OF CITIZENS

None.

STATEMENT OF COMMISSIONERS

None.

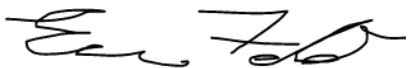
STATEMENT OF STAFF

None.

ADJOURNMENT:

There being no further business to come before the Commission, Vice Chair adjourned the meeting at 7:23 p.m.

Respectfully submitted,



Eric Feldt, AICP, CFM
City Planner/Project Manager



Department of Community Development

TO: Honorable Mayor and City Council
FROM: City of Portage Planning Commission

DATE: December 1, 2022

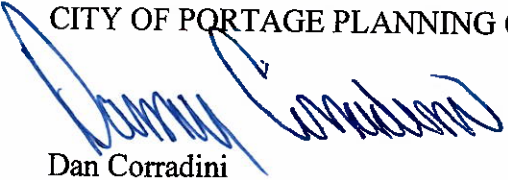
SUBJECT: Preliminary Condominium Plan for Copperleaf Planned Development Phase 6, 3800 W. Milham Avenue

At the November 17, 2022 meeting, the Planning Commission reviewed and discussed Preliminary Condominium Plan for Copperleaf Planned Development Phase 6, 3800 W. Milham Avenue. The applicant's representative, Brian Wood, was present to explain the proposed project. No public comment was received at the Commission meeting. The Planning Commission determined no further discussion was needed and voted to close the public hearing.

The Planning Commission voted unanimously (7-0) to recommend to City Council the approval of the proposed Preliminary Condominium Plan for Copperleaf Planned Development Phase 6, 3800 W. Milham Avenue with the condition that a letter or document from the school board or school board superintendent indicating awareness of the property shall be submitted, per Sec 42-883(3)(i).

Sincerely,

CITY OF PORTAGE PLANNING COMMISSION



Dan Corradini
Chairman

Attachments: November 17, 2022 Planning Commission meeting minutes.

TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT: Brownfield Redevelopment Policy Update

SUPPORTING PERSONNEL: Kelly Peterson, Director of Community Development

ACTION RECOMMENDED: Adopt the final Brownfield Redevelopment Policy update.

Following discussion at the Committee of the Whole meeting on October 18, 2022, regarding proposed updates to the City's Brownfield Redevelopment Incentive Policy, staff incorporated additional feedback and made final revisions to the Brownfield Redevelopment Incentive Policy.

Per Council's request, staff created a comparison matrix of the City's current Brownfield policy, proposed policy, and the policies of Kalamazoo County, the City of Kalamazoo, and a variety of communities willing to share their policies, with an effort to identify the reasoning behind each community's approach. Other elements of the policy that were updated include the following:

1. Addition of a cost reimbursement agreement: developers who do not follow through with a project after approval of a brownfield must reimburse the Authority and City for their administrative costs, including legal.
2. Removal of the Income Tax Review; this is not feasible for communities without local income tax to undertake.
3. The Authority and City's legal review will be reimbursed through Brownfield TIF capture as an administrative expense. The developers still must pay for any Authority or City legal review in prep for State application if applicable.
4. The Application fee is scaled based upon project size: 0.1% of total project.
5. The Administrative Fee remains 10% regardless of the investment criteria met.
6. Address a maximum statewide job creation number to account for large employers.
7. Add a single-family owner-occupied option for the workforce housing investment criterion.
8. Add some protective language to other investment criteria to prevent abuses.

Should there be additional questions or clarifications, staff will be present to answer questions regarding the policy updates and review process.

FUNDING: N/A

Attachments:

1. 2022 City of Portage Brownfield Redevelopment Incentive Policy - 12.1.22 Final
2. 2022 Brownfield Redevelopment Policy Comparison
3. REVISED - 2022 City of Portage Brownfield Redevelopment Policy - Markup Version

4. REVISED - 2022 City of Portage Brownfield Redevelopment Policy - Clean Version

CITY OF PORTAGE BROWNFIELD REDEVELOPMENT INCENTIVE POLICY

PURPOSE

To establish guidelines for the administration of the City of Portage Brownfield Redevelopment Authority (BRA) program and agreements, to include tax increment financing tools, brownfield loan and grant administration, and all other economic development opportunities available under Statute.

BACKGROUND

In 1996, the State of Michigan Legislature approved Public Act 381, MCL 125.265 *et seq.* (the “Act”) to authorize municipalities to create Brownfield Redevelopment Authorities to promote the reuse and revitalization of properties. The Brownfield Redevelopment Program (the “Program”) provides for the utilization of certain tax increment revenues to pay for or reimburse the costs of Eligible Activities as defined in the Act. The City of Portage created the City of Portage Brownfield Redevelopment Authority (the “Authority”) in 2001. This policy guides the administration of the Program under the Act.

ADMINISTRATION & EVALUATION

1. Application

To be considered for inclusion in the Program, the applicant will request a pre-application meeting with the Community Development Department. Department staff will share the Program criteria and will review the applicant’s proposed project. Following the meeting, department staff will provide the applicant with a summary review of the project and a determination of whether the project would qualify for participation in the Program. When the applicant has made the necessary preparations, a complete application shall be submitted to the Community Development Department in electronic format. All submittals may be in draft version up until such a time that legal review is requested, prior to which, the final version must be completed. The application must include, at a minimum:

- a. Application Form - Among other required information based on the individual project, the applicant is to provide:
 - i. New and Retained job details – classification, wages, full-time/part-time status, benefits, etc.
 - ii. Use Type and Area – square footage, planned use, new and/or rehabilitated spaces in the project.
 - iii. Residential Unit Detail – if applicable, unit type, number of units, square footage, monthly rent, income restrictions, percentage AMI of restriction, proposed method of certification and duration of affordability impact (MS Excel or equivalent, not PDF).
- b. Documentation of Site Control
- c. Conceptual Site Plan
- d. Project financials - MEDC proforma template preferred, or, at a minimum, sources, and uses of fund document (MS Excel or equivalent, not PDF), information on finance structure and

financing commitments. Highly recommended that applicant calculate a pro-forma with, and without, Brownfield TIF assistance and provide Debt Service Coverage Ratio for each.

- e. Documentation of property eligibility under the Act (environmental site assessment, due care plan, or other appropriate eligibility documentation). Any Phase I, Phase II or Baseline Environmental Site Assessments submitted must be less than one year old at the time of submission.
- f. Photos of existing site conditions.
- g. Renderings of proposed project, if available.
- h. Application Cost Reimbursement Agreement.
- i. Evidence of Good-Faith Community Engagement (Optional); Applicants are advised to present their project to any established neighborhood, community, and business groups where the project is proposed and obtain letters of support from these organizations.

2. Review

Upon receipt of a complete application and fee, staff will provide the relevant details of a project to other City departments to confirm that the applicant is eligible to do business with the City and the project is permissible as proposed. The staff review process timeline is a minimum of three (3) weeks. The results of this review must confirm the following:

- a. That the project is compatible with the City's zoning ordinance or plans to comply.
- b. That the applicant is not delinquent on any financial obligation to the City.
- c. The applicant has no pending or current litigation against the city (including appeals to the Michigan Tax Tribunal or Board of Review).
- d. That the applicant does not have outstanding written orders or code compliance violations.
- e. That the proposed tax capture does not impair the financial soundness of any of the affected taxing jurisdictions.
- f. That the development will be compatible with current municipal services (roads, utilities, public safety, etc.)
- g. That the applicant will actively pursue State of Michigan funding through an Act 381 Work Plan and will collaborate with the Community Development Department throughout the application process.
- h. That the project pro forma, financial structure and financing commitments justify the project need and financial viability. Additional financial information may be requested of the applicant if submittal is vague or incomplete.

3. Fees

- a. Application and processing fees will be levied for applications in accordance with an annually approved fee schedule posted on the City of Portage website.
- b. Legal fees related to a brownfield application submittal to the City are covered by the application fee and administrative fee.
- c. For additional legal support provided by the City or Authority related to a brownfield application submission to the State of Michigan, the applicant will be billed directly by the City's legal

counsel. All invoices must be paid before a letter of support or testimony is provided to the Michigan Strategic Fund and/or the Department of Environment, Great Lakes, and Energy (EGLE).

- d. City legal counsel shall provide copies of all invoices to the Administration prior to billing the applicant directly. Billing shall occur in monthly periods. Any additional legal fees incurred by the City related to a State of Michigan brownfield application will be capped at \$15,000 subject to discussion and agreement with the Administration.
- e. Modifications to the approved Brownfield Plan or Development and/or a Reimbursement Agreement may be considered and are subject to the standard preparation fees, reviews, and public hearing requirements, resulting in a City Council adopted resolution certifying the Amended Plan.

4. Miscellaneous Provisions

- a. If a project is in another tax increment financing district (i.e., Downtown Development Authority, Corridor Improvement Authority, etc.), staff may seek a recommendation from the district's governing board on the application. If the project warrants it, an Interlocal Governmental Agreement may be approved to accommodate the Program.
- b. The City intends for the Program to function in partnership with the State of Michigan Brownfield Programs operated through the MEDC and EGLE. As such, the BRA will only participate in projects that intend to seek full approval by the State, through the Michigan Strategic Fund (MSF) and/or Michigan Department of Environment, Great Lakes, and Energy (EGLE), unless the BRA Board explicitly recommends approval to the Council that a project to be reimbursed only from local tax increment revenues.
- c. The Authority reserves the right to conduct additional environmental investigation at project site, which shall be considered an eligible expense and shall be reimbursed through TIF capture along with other administrative costs.
- d. The local tax capture is limited to a maximum of 10 years or when 100% reimbursement of eligible expenses is achieved, whichever time period is shorter. An applicant that meets multiple investment criteria may qualify for additional years of capture adding up to no more than 25 years of local tax total capture. In all cases, an extra five years will be allocated for TIF capture by the Local Brownfield Revolving Fund.
- e. Reimbursable Brownfield Plan Amendment and Work Plan preparation fees will be limited to a maximum of \$30,000, or to \$15,000 in the event the applicant is permitted to apply for a local-only Brownfield program.
- f. Upon acquisition of the property included in a Brownfield Plan Amendment, and before becoming eligible to receive reimbursement pursuant to an approved agreement, the applicant shall have filed a completed [Michigan Department of Treasury Form 2766 – Property Transfer Affidavit L-4260](#) and a valid copy of recorded and notarized deed for subject property/properties with the City Assessor related to its acquisition of the property. The Property Transfer Affidavit shall be considered incomplete if the purchase price of the real estate is not entered on the form.

5. Project Review and Evaluation Criteria

- a. The Authority is authorized to utilize Tax Increment Financing of “eligible activities”, as defined in Section 2 of the Act, by utilizing incremental taxes generated by and captured from the redevelopment of eligible property to reimburse developers and property owners for those costs.

- b. For projects meeting the minimum qualification criteria contained in the Act, the Authority retains an annual TIF capture equal to 10% of the annual increment during the entire capture period of the project to reimburse administrative costs as they are incurred, to cover actual expenses related to operating the Brownfield Redevelopment program, to reimburse Department-specific activities conducted by/on behalf of the authority related directly to the work conducted on prospective eligible properties prior to approval of the brownfield plan, and to operate the BRA with the remaining fee balance. Actual administrative expenses will be reimbursed with only local incremental taxes. The Authority will, where applicable, provide to the State Treasury an amount required by PA 381 of 1996 to fund the State Brownfield Redevelopment Fund. Remaining annual tax increment revenues from a project will be utilized to reimburse the developer for eligible costs incurred and documented.
- c. For projects that meet the above criteria and that assist in achieving certain City Investment Criteria enumerated in Section 6 below, an additional financial incentive shall be available by reducing or eliminating the annual administrative fee of the City of Portage Brownfield Redevelopment Authority based on the following schedule:

PROJECT EVALUATION	LEVEL OF INCENTIVE
<i>Base Level of Support (Meets project eligibility criteria, but does not meet any City Investment Criteria)</i>	<i>Qualifies for up to ten years of local tax capture to recover eligible expenses.</i>
<i>Meets Two City Investment Criteria</i>	<i>Eligible for reimbursement up to 15 years of local tax capture.</i>
<i>Meets Three City Investment Criteria</i>	<i>Qualifies for payment of interest on carrying costs up to 3.5%*, eligible for reimbursement up to 20 years of local tax capture;</i>
<i>Meets Four or More Investment Criteria</i>	<i>Qualifies for payment of interest on carrying costs up to 3.5%*, eligible for reimbursement up to 25 years of local tax capture;</i>

*The reimbursement of interest on unreimbursed environmental and non-environmental activities will be allowed where actual interest expenses and carrying costs are incurred by the applicant. All costs for which interest is being requested must be eligible environmental or non-environmental activities. Interest expenses may be considered beyond the prescribed 3.5% if then-current inflation rates exceed 5% and the proposal meets four or more investment criteria. No interest will be permitted when proposed development includes layering of incentives with abatements and other tools that dilute the potency of tax captures.

6. Investment Criteria

The City Investment Criteria described below have been identified in various plans developed with input from the Portage community to incentivize outcomes desired by the City of Portage and the community. These criteria shall be applied at the sole discretion of City Administration, the Authority, and City Council and are not intended to be prescriptive in nature.

- a. Sustainable Development: Achieve LEED Gold Certification, Net-Zero Energy Certification, or similar alternatives for all buildings. Similar alternatives may include signed letter of certification by an Environmental Professional as qualified under ASTM E1527, a Certified Professional geologist (CPG), or an Environmental Professional Engineer (PE), including the environmental professional's license number and establishing that environmentally sustainable building practices are employed that would meet LEED, Net-Zero or other standards currently recognized.
- b. Income and Housing Diversity: (address one of the following.)
 - i. At least 20% of for-lease residential housing units are affordable to individuals or families earning 80% to 120% of the Area Median Income (AMI). These units may be affordable due a financing mechanism (i.e., Low-Income Housing Tax Credits) or be "affordable by design" (which, for purposes of this policy, is defined as having total occupancy costs that are 80% to 120% of AMI rental limits according to the current rent limits for a one-bedroom and two-bedroom units in Kalamazoo County published by the Michigan State Housing Development Authority (MSHDA). At least one third of the affordable units shall meet the 80%-of-AMI threshold and one third shall meet the 100%-of-AMI threshold, and one third shall meet the 120%-of-AMI threshold. At least 50% of the AMI units shall be two bedrooms. Total occupancy costs include rent, plus the allowances for basic utilities included in the current *Allowances for Tenant-Furnished Utilities* provided by the U.S. Department of Housing and Urban Development, this provision to be construed in conformance with the Michigan Public Act 226 of 1988 (MCL 123.411).
 - ii. At least 20% of for-sale residential units must be sold to households that earn a maximum of 80-120% of AMI levels for the Kalamazoo-Portage MSA. At least one third of the affordable units shall meet the 80%-of-AMI threshold and one third shall meet the 100%-of-AMI threshold, and one third shall meet the 120%-of-AMI threshold. Sale price shall be calculated at twice the AMI for a family size based on number of bedrooms in the home and then modified to between 80% and 120% of the calculated sale price, e.g., a two-bedroom unit would be priced at between 80-120% of twice the Kalamazoo-Portage AMI for a two-person family. Sale price shall be determined exclusive of purchaser subsidy, closing cost, pre-paid escrow, and tax proration expenses. All units shall be distributed throughout the development and the units shall remain affordable in perpetuity through an affordable housing covenant.
 - iii. Provides a housing type (single-family attached, single-family detached, duplex, or multi-family) that is less than 20% of the existing housing in a census tract, according to the most recent decennial census, or if the census data is more than five years old, according to the most recent American Community Survey data.
 - iv. High-density housing as defined in the City of Portage Zoning Ordinance, or greater with Council approval, shall be encouraged in each of the preceding three options.
- c. Activation in Designated Sub-Areas of Portage: (address one of the following.)
 - i. Provides major activation or delivery of plan goals/objectives on parcel(s) located in designated Master Plan subareas, including City Centre District and Lake Center District, and Crossroads Mall area properties.

- ii. Provides activation at parcel(s) identified by or targeted by the City of Portage for environmental clean-up or redevelopment (e.g. buildings vacant for 10 or more years, etc.).
- d. Promote Utilization of Multimodal Transportation: (address one of the following.)
 - i. For projects located within ¼ mile of a bus transit station, or within 500 feet of a permanent covered bus shelter, offer transit passes to each residential unit and employee for of the first three years of occupancy **and** project provides land (by conveyance or easement) for, and/or finances improvements related to, a transit station, electronic charging stations, bike share, a covered/sheltered transit stop, pedestrian infrastructure where not already present.
 - ii. Or alternatively, the developer may contribute the greater of \$25,000 or 1.0% of eligible expenses under the Brownfield, exclusive of City Administrative or LBRF costs, to be dedicated toward local multimodal transportation improvements and infrastructure.
- e. Job Creation: Provides the greater of 20 FTE jobs or a 25% increase in the number of FTE jobs for non-residential developments over and above existing in-state operations (up to 100 FTE jobs) over the next three years, with annual wage/salary of the new jobs averaging more than twice the current State of Michigan minimum wage at the time of hiring.
- f. Mixed-Use: Development includes a mix of uses, including housing (including Criterion A if project includes residential units), within the same structures with an emphasis on density.
- g. Public Space Improvements: Adds open space, public plaza, community garden, pocket park or space for public art. Public space improvements that reference the needs of the community as articulated in an approved City of Portage plan are encouraged.
- h. Child Care Facilities: Includes the development of a State of Michigan licensed child daycare center as outlined in MCL 722.111(f)(iv).
- i. Total Investment: Total investment equates to a minimum taxable value of \$10 million or more upon completion.

7. Compliance and Reporting

- a. Compliance requirements will be detailed in a project's Development/Reimbursement Agreement.
- b. Annual Reporting will be due by/before June 30 for the previous year and shall be consistent with the MEDC Act 381 reporting requirements.
- c. A project completion survey must be submitted within 120 days of the issuance of a Certificate of Occupancy for the project in a format acceptable to the BRA for reimbursement of eligible activity costs.

The project must be built, operated, and maintained in compliance with all applicable City ordinances, State code, including certification of compliance with current Michigan Building and Residential Codes.

8. Local Brownfield Revolving Fund

PA 381 of 1996 authorizes the creation of a Local Brownfield Revolving Fund (LBRF) that can be used for eligible activities such as: site investigation (e.g., environmental studies such as Baseline Environmental Assessments and Due Care Plans); preparation of a Brownfield Redevelopment Plan; environmental cleanup; demolition; site clearing, and other activities. The LBRF can fund future brownfield redevelopment projects that require additional assistance with up-front due diligence and planning costs required to prepare a Brownfield Redevelopment Plan, and/or the cost of eligible redevelopment activities where a project may not otherwise be economically feasible.

Funding for a LBRF typically consists of funds from tax increment revenue from specified projects, as appropriate, in excess of the amount required to reimburse the developer, the local Brownfield Redevelopment Authority for administrative expenses, and the State Brownfield Redevelopment program. However, funding for an LBRF may also be derived from appropriations and/or grants from public and private sources. In the case of the Portage Brownfield Redevelopment Authority, the LBRF will initially be funded from tax increment revenue derived from approved Brownfield Redevelopment Plans. The LBRF will capture excess tax increment revenue for a period not to exceed five years (which must fall within the maximum 30-year capture period). The LBRF will also capture any remaining funds from the annual BRA Administrative Fee, if applicable, and in accordance with PA 381.

9. Coordination with Kalamazoo County Brownfield Redevelopment Authority

The Kalamazoo County Brownfield Redevelopment Authority (KCBRA) was created in 2002 and provides incentives for brownfield redevelopment. The Authority and City Administration will coordinate with Kalamazoo County as appropriate.

10. Default

Default terms and/or conditions will be detailed in the Development and/or Reimbursement Agreement.

11. Waiver

The City Council may waive this policy, or any portion of it, when it is determined to be in the best interest of the City.

Inquiries concerning this policy can be directed to the Department of Community Development (269-329-4477), or the Office of the City Clerk (269-329-4511) in Portage City Hall, 7900 South Westnedge Avenue, Portage, Michigan 49002.

DATE OF ADOPTION BY CITY COUNCIL:

When was the policy last updated	
Grand Rapids	2016, under review now
Muskegon	no official policy
Battle Creek	no official policy
Bay City	2019
Troy	October of 2021
Kalamazoo County	2014
Kalamazoo	2020. Overhaul planned 2023.
Washtenaw Co.	2017
Portage - CURRENT	6/11/2019
Portage - PROPOSED	TBD
Application Fee	
Grand Rapids	\$3,514; also 1% processing fee once Act 381 work plan is approved (min. \$3k, max. \$20k)
Muskegon	\$5,000
Battle Creek	Varies by our environmental consultant
Bay City	Varies
Troy	No App fee. Admin fee only.
Kalamazoo County	\$100k investment = \$500; \$100k-500k = \$1250; over \$500k = \$2500.
Kalamazoo	0.2% of total capital investment; maximum \$10,000 (for a \$5M+ investment)
Washtenaw Co.	up to \$5M = \$3,000; \$5M - \$10M = \$4,000; \$10M and over = \$5,000; Ann Arbor added fee of \$4,200 if within municipality.
Portage - CURRENT	\$1,130
Portage - PROPOSED	0.1% of total capital investment; max. \$10,000 (for a \$10M+ investment)
How did you come up with your application fee?	
Grand Rapids	performed a time study, increase annually by 2-3% per budget office.
Muskegon	precedes my tenure
Battle Creek	We contract with an environmental group.
Bay City	Based on amount of staff time involved.
Troy	unsure.
Kalamazoo County	Just up front cost.
Kalamazoo	Gives flexibility for smaller brownfields. Scales for larger projects.
Washtenaw Co.	Before my time. Done around 2012.
Portage - CURRENT	Prior to 2017, a \$1,100 flat rate fee was developed based on hard and soft costs, including staff rates and public notification expenses at that time. Modified in 2017 to reflect 3% fee increase to current flat rate fee of \$1,130 for each application.
Portage - PROPOSED	A variable fee schedule has been developed and will be proposed in the 2023 Proposed Fees Memo to reflect the size, investment, and required processing, legal work, and reporting for each application.
Limit on developer reimbursement for Brownfield Plan Amendment or Work Plan prep fees	
Grand Rapids	\$10,000
Muskegon	No, only as limited by Act 381.
Battle Creek	case by case; not unless there are abuses.
Bay City	No, only as limited by Act 381.
Troy	No, only as limited by Act 381.
Kalamazoo County	No, only as limited by Act 381.
Kalamazoo	No, only as limited by Act 381.
Washtenaw Co.	No, only as limited by Act 381.
Portage - CURRENT	No, only as limited by Act 381.
Portage - PROPOSED	\$30,000 (or \$15,000 for local only)

Annual Administrative Fee	
Grand Rapids	10% unless project achieves specific City Investment Criteria. Residual to BRA.
Muskegon	5%; residual goes into LBRF.
Battle Creek	\$50k-75k annually to B.C. Unlimited from City for ALL brownfield work.
Bay City	5%; from local TIF only. Each plan pays own costs. Residual to eligible activities or taxing bodies.
Troy	2% of TIF annually.
Kalamazoo County	No set percentage. We get paid back first. We start collecting once TIF capture occurs.
Kalamazoo	10%; residual to eligible developer costs. LBRF gets final 5 years only.
Washtenaw Co.	Up to 10%; paid from local only portion; residual to other admin across projects or LBRF.
Portage - CURRENT	5% local only TIF capture to pay for admin fees and the overflow goes into the LBRF.
Portage - PROPOSED	10% local only capture for admin fees; overflow to LBRF.
Annual Admin Fee Stipulations	
Grand Rapids	Investment Criteria reduce fee; 1 criterion met = 5% admin fee, 2 criteria = 0%
Muskegon	n/a
Battle Creek	n/a
Bay City	Admin. Fee higher for properties receiving abatements; excess goes to the LBRF.
Troy	n/a
Kalamazoo County	Reimbursement agreement required. If no development, applicant pays legal and admin
Kalamazoo	n/a
Washtenaw Co.	n/a; for bigger projects, we can reduce to 3%. We have a healthy LBRF; \$1.5M
Portage - CURRENT	n/a
Portage - PROPOSED	n/a
Who pays for legal review? You or developer?	
Grand Rapids	Applicant; we reimburse up to \$3k for first-time developer or project in "Neighborhoods of Focus"
Muskegon	City pays. Reimbursed as part of admin. fee
Battle Creek	City pays. Reimbursed as part of admin. fee
Bay City	Applicant generally pays. We will not submit their plan to the state without payment.
Troy	City pays. Reimbursed as part of admin. fee. Environmental firm controls cost.
Kalamazoo County	City pays. Reimbursed as part of admin. fee. For large plan; applicant pitches in.
Kalamazoo	City pays. Reimbursed as part of admin. fee
Washtenaw Co.	City pays; in-house legal. Don't directly charge to any project. Admin fees reimburse it.
Portage - CURRENT	City has paid for legal review to date. Theoretically, 5% admin would reimburse cost.
Portage - PROPOSED	City pays. Reimbursed as part of admin. fee. Applicant pays for any extra related to City legal review of State application.
What does legal review typically cost you?	
Grand Rapids	\$1,000-\$3,000
Muskegon	not sure.
Battle Creek	Hourly rate for our legal counsel is \$275-300.
Bay City	Depends on the complexity; \$5,000 to over \$100,000.
Troy	not sure.
Kalamazoo County	Less than \$5k. Developers don't always have the funds. Last one was atypical; \$12k.
Kalamazoo	No typical cost because it's all been in-house.
Washtenaw Co.	No idea. It's all in-house and no direct billing.
Portage - CURRENT	Est. costs to date (Varnum LLP): Kotobuki - \$4400; IPUSA - \$6481; Greenspire - \$7012.
Portage - PROPOSED	n/a

Do you work with an environmental consultant?	
Grand Rapids	Typically deal with applicants' consultants. We do have consultants on contract in case.
Muskegon	No.
Battle Creek	We typically use SME; prefer to use a consultant.
Bay City	Several.
Troy	No. Costs more with little change to outcome. We look at it internally. Familiar with local consultants.
Kalamazoo County	Yes, for environmental and administrative due diligence (sampling, data collection).
Kalamazoo	Yes, changed around 2019. That separates out writing a brownfield plan (consultant) and a development agreement (attorneys).
Washtenaw Co.	3 environmental consultants on our board so no 3rd-party review. Ann Arbor uses a consultant.
Portage - CURRENT	No
Portage - PROPOSED	Considering for administrative side.
Do you require applicant to also receive State approval?	
Grand Rapids	Yes, unless BRA board explicitly approves a local-only project.
Muskegon	No.
Battle Creek	No
Bay City	Yes, unless BRA board explicitly approves a local-only project.
Troy	No.
Kalamazoo County	No.
Kalamazoo	No. But Encouraged
Washtenaw Co.	We encourage. Local gov't. makes final decision. Ann Arbor requires State verbal agreement to reimburse any non-environmental eligible expenses.
Portage - CURRENT	No. But Encouraged
Portage - PROPOSED	Yes, unless BRA board explicitly approves a local-only project.
Why or why not?	
Grand Rapids	1) Maximize the reimbursement to the developer, shorten the period of reimbursement. 2) Treat all projects equally, e.g., some developers may wish to do a local-only project in an attempt to simplify the process.
Muskegon	That's the purview of the developer.
Battle Creek	We have surplus funds. Fund balance is at about \$2M.
Bay City	State contribution speeds up repayment; takes less from local taxing bodies. State should be contributing; team effort.
Troy	Most developers do not want to go through extra time and expense.
Kalamazoo County	Not every developer wants the State option. Depends on how much TIF capture and project structure. A huge project with many municipalities will need school taxes.
Kalamazoo	Want to help emerging developers. Some projects we like may not get state support.
Washtenaw Co.	We have to have very good reasons why we would do local only, like single-family housing or public infrastructure.
Portage - CURRENT	Only recently encouraged.
Portage - PROPOSED	
If you do, how has it worked for you?	
Grand Rapids	We work with EGLE/MEDC staff regularly. Extra work but builds relationships.
Muskegon	n/a
Battle Creek	n/a
Bay City	Often time-intensive and frustrating, but worth it to get approvals.
Troy	n/a
Kalamazoo County	n/a
Kalamazoo	We have seen a positive increase in State support. We'll tie some bigger ticket eligible activities to a State Act 381 work plan in the future.
Washtenaw Co.	MEDC constantly changes its policy; slow to support what we support. A lot of unnecessary scrutiny to protect themselves. Slower process. Anticipate future changes soon.
Portage - CURRENT	n/a
Portage - PROPOSED	

Do you reimburse for interest expenses?	
Grand Rapids	No.
Muskegon	Yes; no cap. As needed.
Battle Creek	Yes; no cap. As needed.
Bay City	No.
Troy	Case-by-case; usually at about 2%
Kalamazoo County	Case-by-case, up to 3% simple interest from time of first eligible expense. Cumulative interest cannot exceed 20% of total eligible expenses. Principal paid before interest.
Kalamazoo	Up to 5%, case-by-case. Interest is not automatically considered; guidelines are vague.
Washtenaw Co.	If clear financial gap, and with local government approval, we reimburse interest and carrying costs for eligible expenses. We will use local-only taxes if specific activities are not supported for interest reimbursement by State if the activity has an environmental benefit. MEDC generally reimburses up to 5%.
Portage - CURRENT	We have provided 3% annual simple interest on all outstanding expenses in the past. This addresses inflation on unreimbursed expenses.
Portage - PROPOSED	Yes, if you meet 3 or more investment criteria; up to 3.5%.
Why or why not?	
Grand Rapids	Subject to abuse (interest-only schemes).
Muskegon	Not sure. Perhaps the accrual of the interest is inevitable.
Battle Creek	If the City wants the project, we're going to reimburse the eligible interest expenses.
Bay City	The ask of interest is viewed as unreasonable. Already getting a valuable incentive.
Troy	Not sure.
Kalamazoo County	Factors: employment, total investment, developer ROI, and length of reimbursement.
Kalamazoo	Financial need is primary; we would consider again, especial with State partnership.
Washtenaw Co.	We guide local communities; developers ask for it but must prove financial need.
Portage - CURRENT	Applicant requested it and our Council approved as an eligible expense.
Portage - PROPOSED	Up to 3.5% of interest and carrying costs if applicant has met 3+ investment criteria.
Minimum/max. length of brownfield plans? How do you determine?	
Grand Rapids	25 year maximum; 5 years of capture by LBRF. Minimum based upon project size.
Muskegon	Up to 30 years. Minimum based upon project size.
Battle Creek	Up to 30 years. Minimum based upon project size.
Bay City	Up to 30 years. Minimum based upon project size.
Troy	Up to 30 years. Probably going to start taking the final five for our LBRF. No minimum.
Kalamazoo County	Up to 30 years. Based upon the estimate.
Kalamazoo	Baseline is 7 years; meeting minimum goals or using an IFT abatement likely results in max. of 10 years. We go up to 25 years with 5 for LBRF at the end.
Washtenaw Co.	Usually 9-13 years. In Ann Arbor, requesting more than 15 years gets scrutinized. Other communities are catching on.
Portage - CURRENT	Up to 15 years. If applicant meets additional criteria, up to 30 years.
Portage - PROPOSED	Up to 10 years; up to 25 years if meeting 4+ investment criteria. 5 years to LBRF.
How do you handle proprietary data like sensitive financials?	
Grand Rapids	Anything they submit is FOIA-able, FOIA requests to our department are very rare.
Muskegon	No sensitive data on file, experienced developers and great consultants.
Battle Creek	City does not see sensitive financials; third party preparer/reviewer vets applicant
Bay City	We keep financials long enough to vet the project and then we destroy them.
Troy	Not an issue. The developers we see are experienced. Not reviewing balance sheets.
Kalamazoo County	Application fee not in FOIA-able records. No applicant financials or bank account numbers
Kalamazoo	In the past, a third party would do financial analysis if an applicant asked for discretion.
Washtenaw Co.	No one tries to FOIA us. We don't do any special handling also don't broadcast it.
Portage - CURRENT	Has not been an issue. No sensitive financials like balance sheet or income statement.
Portage - PROPOSED	Project financials only. Should not be a problem.

Do you have a job creation/retention criterion?	
Grand Rapids	\$20/hr and up. No specific number of jobs; case-by-case
Muskegon	none
Battle Creek	none
Bay City	No metrics. Want to know how the project creates jobs and/or attracts new business.
Troy	No metrics. Looking at multiplier effect of the jobs created and growth.
Kalamazoo County	No metrics. Like to see that the plan will create or retain jobs.
Kalamazoo	Yes; a scoring rubric but it's more of a guide. Retention is equal to job creation.
Washtenaw Co.	None. Focus: remove blight, clean environment, improve neighborhoods and housing
Portage - CURRENT	Yes, to go above baseline 15 years; create 100 or more new jobs with a <u>median</u> annual salary, OR 50 new jobs <u>all</u> with an annual salary, above 80% of County AMI for 1-person household. Other ways to get 15 years too.
Portage - PROPOSED	Yes, to go above baseline 10 years; 25 jobs or 20% more jobs above current statewide at 2x State min. wage.
How do you monitor job creation/retention/pay?	
Grand Rapids	Survey post-occupancy. Developers know its presented publicly to BRA & Commission
Muskegon	n/a
Battle Creek	n/a
Bay City	Incidental to Act 381 Work Plan annual reporting, if it applies.
Troy	n/a
Kalamazoo County	Incidental to Act 381 Work Plan annual reporting, if it applies.
Kalamazoo	Incidental to Act 381 Work Plan annual reporting, if it applies.
Washtenaw Co.	Incidental to Act 381 Work Plan annual reporting, if it applies.
Portage - CURRENT	Incidental to Act 381 Work Plan annual reporting, if it applies.
Portage - PROPOSED	Expect to mirror Act 381 Work Plan reporting for local-only projects.
Do you have a workforce housing criterion?	
Grand Rapids	Yes, as an investment criterion; 20% of units affordable to families earning <u>less than</u> 80% of AMI <u>or</u> total occupancy costs are below 80% of AMI rental limits.
Muskegon	No.
Battle Creek	No.
Bay City	No.
Troy	Case-by-case. We do a lot of single family housing developments. Mixed use is the goal
Kalamazoo County	No. We have some projects on record; Transformational Brownfield requires housing
Kalamazoo	Yes, 10% workforce housing at 80-100% (in some cases 120%). We're about 20% below the County income levels. We increase available years in the Brownfield TIF for this.
Washtenaw Co.	<u>Ann Arbor Projects</u> : For Non-Environmental eligible activities, 15% of housing reserved for renters with max of 60% of AMI, rent restricted for at least 99 years. For-sale units must meet AMI limits and sales price limited for 99 years. Ypsi and Pittsfield Twp. using.
Portage - CURRENT	No. Tall Timbers is the first housing project we have granted
Portage - PROPOSED	Yes, as an optional investment criterion. 20% of units must meet 80-120% AMI on an even distribution between 80%, 100% and 120% and 50% must be 2 bedroom units. Similar single-family component added with required affordability in perpetuity.

How do you monitor affordable housing compliance?	
Grand Rapids	n/a
Muskegon	n/a
Battle Creek	n/a
Bay City	Certificate of compliance per City Code. Rental division oversees per ordinance.
Troy	n/a
Kalamazoo County	n/a
Kalamazoo	Nothing yet; it is coming.
Washtenaw Co.	We administer initially. Local jurisdiction handles future sales and rentals reviews.
Portage - CURRENT	We will likely use an honor system and develop a form for annual submittal.
Portage - PROPOSED	Applicant must propose a method of certification and duration of affordability impact.
Do you have a Sustainable Development Criterion?	
Grand Rapids	Yes, counts as a double investment criterion. LEED certification or Net-Zero Energy.
Muskegon	No.
Battle Creek	No.
Bay City	No.
Troy	No.
Kalamazoo County	No.
Kalamazoo	Yes, 3rd Party Green Certification or Low-Impact Building Improvements
Washtenaw Co.	Ann Arbor Yes; Net Zero, green building.
Portage - CURRENT	No but it would be viewed favorably.
Portage - PROPOSED	Yes, LEED Certification, Net Zero, or any equivalent as an investment criterion.
Do you have a Quality Architecture and Site Design Requirement?	
Grand Rapids	Yes, an investment criterion. Planning to remove; easy to abuse.
Muskegon	No.
Battle Creek	No.
Bay City	No.
Troy	No.
Kalamazoo County	No.
Kalamazoo	No.
Washtenaw Co.	No.
Portage - CURRENT	No.
Portage - PROPOSED	No.
Do you incentivize specific locations you want to catalyze in community?	
Grand Rapids	Yes, an investment criterion. Provide public access to/ along the Grand River by permanent easement or locate projects in Neighborhoods of Focus (13 poorest census tracts in town)
Muskegon	No.
Battle Creek	No.
Bay City	No.
Troy	No.
Kalamazoo County	No.
Kalamazoo	Yes, we have targeted neighborhood and commercial nodes.
Washtenaw Co.	No.
Portage - CURRENT	Yes: office/business must be in a "Commercial Revitalization Area", the DDA, the Lake Centre subarea, City Centre subarea. Industrial must be in industrial zoned or identified for industrial in Comprehensive Plan.
Portage - PROPOSED	Yes, an investment criterion; develop in Master Plan sub-areas, in Crossroads Mall area or parcels targeted by the City for environmental clean-up or redevelopment.

Do you Incentivize for multimodal transit measures?	
Grand Rapids	Yes, an investment criterion. If close to bus stop, provide transit passes to each resident and employees for the first two years of project occupancy. Or provide land, pay for improvements related to a Bus Rapid Transit Station or other sheltered transit stop.
Muskegon	No.
Battle Creek	No.
Bay City	No.
Troy	No.
Kalamazoo County	No.
Kalamazoo	Yes but it has to be above and beyond what's required in the zoning ordinance.
Washtenaw Co.	No.
Portage - CURRENT	No.
Portage - PROPOSED	Yes, an investment criterion. If close to bus stop, provide transit passes to each resident and employees for the first two years of project occupancy. Or provide land, pay for improvements related to a Bus Rapid Transit Station or other sheltered transit stop.
Do you Incentive for Child Care Facilities?	
Grand Rapids	No.
Muskegon	No.
Battle Creek	No.
Bay City	No.
Troy	No.
Kalamazoo County	No.
Kalamazoo	No.
Washtenaw Co.	No.
Portage - CURRENT	No.
Portage - PROPOSED	As an optional investment criterion
Do you have other key criteria for going above a baseline level of support?	
Grand Rapids	Yes, at applicant's request for more funding; financial review of feasibility, possibly including pro forma, financial structure, and financing commitments, after all other approvals are done. Must align with other State agency support.
	We also have an Inclusion Plan to help promote contracting and subcontracting to minority-owned, women-owned, and micro-local businesses in the Grand Rapids market.
Muskegon	No; we may put benchmarks in for challenged projects.
Battle Creek	No.
Bay City	No; consider impact of public infrastructure, level of improvement, consistency with community plans, how it catalyzes growth, impact on culturally sensitive sites.
Troy	No; public purpose must be served; prove a "but for"; minimum of \$250k in eligible expenses; have completed a Phase I and II; looking favorably at mixed use, higher density, architecturally strong design and quality of materials. Extensive list of prohibited property uses.
Kalamazoo County	No. Encourage meeting community needs.
Kalamazoo	Yes, qualitative review of; density, walkability, public improvements, investments over \$500k, financial justification, meeting "Imagine Kalamazoo" strategic and neighborhood goals.
Washtenaw Co.	No. Prove the "but for" and commit to explore all available funding sources, have the capacity to complete. Ann Arbor requires a payment in lieu of taxes for any non-residential that wants non-environmental eligible activities reimbursed. Ann Arbor limits TIF reimbursement to 20% of overall investment for projects \$3M and over.
Portage - CURRENT	Yes. To receive more than 15 years' TIF, project meets workforce requirement above; OR be transformative and involve significant economic dev't. benefits to the community; OR has a minimum taxable value upon completion of at least \$10 million; OR other benefits as determined by City Council.
Portage - PROPOSED	Yes. Investment criterion; provide a housing type that is less than 20% of existing types of housing in a census tract. Investment criteria stack to allow for reimbursement of developer interest expenses and 20 years of TIF if 3 or more criteria are met; 25 years of TIF if 4 or more criteria are met.

If it is all subjective, how do you navigate the process of "how much"?	
Grand Rapids	Mainly only an issue in our LBRF. We have to temper project size based upon what is available. We do not limit years of capture beyond the policy.
Muskegon	We are receptive to developer plans. Case-by-case.
Battle Creek	Case-by-case. We won't deplete our fund for someone. But we will frontload payment of expenses from our reserves. We don't make the developer wait to get reimbursed.
Bay City	We don't measure how much. I can't imagine turning down a reputable company who wanted a brownfield plan for a reasonable project.
Troy	We're pro-development. If it increases the tax base, that's the key criterion. Most projects dramatically increase the values in the area.
Kalamazoo County	Board weighs the improvements vs. the costs. The legislation keeps things black-and-white for eligible activities. There is no minimum amount that the Developer must contribute on the project. We won't recommend unless local municipality supports it.
Kalamazoo	We're using all of this to filter through to a best approach. Our approach is based on past precedent. We want to make the criteria more realistic and eliminate "gimmies".
Washtenaw Co.	Each project must stand on its own factors, politics, community. We tried a more explicit policy in the past but it gets walked back because our communities are so different.
Portage - CURRENT	
Portage - PROPOSED	
What is not working? What are pitfalls that you avoid as a result of past experiences?	
Grand Rapids	<u>What works:</u> Over-communication, transparency, program education, strong processes and updates, documentation, removing politicians from the process (except an approval before them), challenging beliefs, treating everyone equally
Muskegon	Be aware of cost of sale for infill housing. May be out of your control. Re-evaluate each year if you're doing something like that.
Battle Creek	Layering can be dangerous; with an OPRA or other TIF captures, someone's not getting paid back. Stay nimble. Each development is unique so hard criteria can be a challenge.
	Having available up-front capital is powerful - Intergovernmental Loans can make good things happen. The BRA pays the City or the DDA back with interest; everyone wins.
Bay City	Processes at the state level, especially EGLE, are not working as well as they could but unfortunately it is out of our control. Our local processes are working fine.
Troy	Nothing in particular.
Kalamazoo County	Every plan is unique. Be sure dev't. agreement is complete with each project. Do a reimbursement agreement, especially if you're lending through an EPA plan, etc. through your LBRF. Charge admin fees if a developer's legal team makes a bunch of changes later on. Ensure developers sign off on everything at appropriate benchmark.
Kalamazoo	Pay your admin fees back first, not after the developer. Have eligibility criteria in place because the State now proactively asks for them. Be prepared for the state to lean on you for local monitoring and data collection. Development agreement must match the work plan so stay on top of documentation, especially with staff turnover. LBRF can be a good source of revolving loans or public infrastructure; we want to grow this fund.
Washtenaw Co.	We still have to fine-tune Ann Arbor's approach; need enough of a carrot to attract affordable housing and steer developers to choose non-environmental along with it.
Portage - CURRENT	
Portage - PROPOSED	

CITY OF PORTAGE BROWNFIELD REDEVELOPMENT INCENTIVE POLICY

PURPOSE

To establish guidelines for the administration of the City of Portage Brownfield Redevelopment Authority (BRA) program and agreements, to include tax increment financing tools, brownfield loan and grant administration, and all other economic development opportunities available under Statute.

BACKGROUND

In 1996, the State of Michigan Legislature approved Public Act 381, MCL 125.265 *et seq.* (the “Act”) to authorize municipalities to create Brownfield Redevelopment Authorities to promote the reuse and revitalization of properties. The Brownfield Redevelopment Program (the “Program”) provides for the utilization of certain tax increment revenues to pay for or reimburse the costs of Eligible Activities as defined in the Act. The City of Portage created the City of Portage Brownfield Redevelopment Authority (the “Authority”) in 2001. This policy guides the administration of the Program under the Act.

ADMINISTRATION & EVALUATION

1. Application

To be considered for inclusion in the Program, the applicant will request a pre-application meeting with the Community Development Department. Department staff will share the Program criteria and will review the applicant’s proposed project. Following the meeting, department staff will provide the applicant with a summary review of the project and a determination of whether the project would qualify for participation in the Program. When the applicant has made the necessary preparations, a complete application shall be submitted to the Community Development Department in electronic format. All submittals may be in draft version up until such a time that legal review is requested, prior to which, the final version must be completed. The application must include, at a minimum:

- a. Application Form - Among other required information based on the individual project, the applicant is to provide:
 - i. New and Retained job details – classification, wages, full-time/part-time status, benefits, etc.
 - ii. Use Type and Area – square footage, planned use, new and/or rehabilitated spaces in the project.
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- b. Documentation of Site Control
- c. Conceptual Site Plan
- d. Project financials - MEDC proforma template preferred, or, at a minimum, sources, and uses of fund document (MS Excel or equivalent, not PDF), information on finance structure and

financing commitments. Highly recommended that applicant calculate a pro-forma with, and without, Brownfield TIF assistance and provide Debt Service Coverage Ratio for each.

- e. Documentation of property eligibility under the Act (environmental site assessment, due care plan, or other appropriate eligibility documentation). Any Phase I, Phase II or Baseline Environmental Site Assessments submitted must be less than one year old at the time of submission.
- f. Photos of existing site conditions.
- g. Renderings of proposed project, if available.
- h. Application Cost Reimbursement Agreement.
- i. Evidence of Good-Faith Community Engagement (Optional); Applicants are advised to present their project to any established neighborhood, community, and business groups where the project is proposed and obtain letters of support from these organizations.

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Upon receipt of a complete application and fee, staff will provide the relevant details of a project to other City departments to confirm that the applicant is eligible to do business with the City and the project is permissible as proposed. The staff review process timeline is a minimum of three (3) weeks. The results of this review must confirm the following:

- a. That the project is compatible with the City's zoning ordinance or plans to comply.
- b. That the applicant is not delinquent on any financial obligation to the City.
- c. The applicant has no pending or current litigation against the city (including appeals to the Michigan Tax Tribunal or Board of Review).
- d. That the applicant does not have outstanding written orders or code compliance violations.
- e. That the proposed tax capture does not impair the financial soundness of any of the affected taxing jurisdictions.
- f. That the development will be compatible with current municipal services (roads, utilities, public safety, etc.)
- g. That the applicant will actively pursue State of Michigan funding through an Act 381 Work Plan and will collaborate with the Community Development Department throughout the application process.
- h. That the project pro forma, financial structure and financing commitments justify the project need and financial viability. Additional financial information may be requested of the applicant if submittal is vague or incomplete.

3. Fees

- a. Application and processing fees will be levied for applications in accordance with an annually approved fee schedule posted on the City of Portage website.
- b. Legal fees related to a brownfield application submittal to the City are covered by the application fee and administrative fee.
- c. For additional legal support provided by the City or Authority related to a brownfield application submission to the State of Michigan, the applicant will be billed directly by the City's legal

counsel. All invoices must be paid before a letter of support or testimony is provided to the Michigan Strategic Fund and/or the Department of Environment, Great Lakes, and Energy (EGLE).

- d. City legal counsel shall provide copies of all invoices to the Administration prior to billing the applicant directly. Billing shall occur in monthly periods. Any additional legal fees incurred by the **City Applicant** related to a State of Michigan brownfield application will be capped at \$15,000 subject to discussion and agreement with the Administration.
- e. Modifications to the approved Brownfield Plan or Development and/or a Reimbursement Agreement may be considered and are subject to the standard preparation fees, reviews, and public hearing requirements, resulting in a City Council adopted resolution certifying the Amended Plan.

4. Miscellaneous Provisions

- a. If a project is in another tax increment financing district (i.e., Downtown Development Authority, Corridor Improvement Authority, etc.), staff may seek a recommendation from the district's governing board on the application. If the project warrants it, an Interlocal Governmental Agreement may be approved to accommodate the Program.
- b. The City intends for the Program to function in partnership with the State of Michigan Brownfield Programs operated through the MEDC and EGLE. As such, the BRA will only participate in projects that intend to seek full approval by the State, through the Michigan Strategic Fund (MSF) and/or Michigan Department of Environment, Great Lakes, and Energy (EGLE), unless the BRA Board explicitly recommends approval to the Council that a project to be reimbursed only from local tax increment revenues.
- c. The Authority reserves the right to conduct additional environmental investigation at project site, which shall be considered an eligible expense and shall be reimbursed through TIF capture along with other administrative costs.
- d. The local tax capture is limited to a maximum of 10 years or when 100% reimbursement of eligible expenses is achieved, whichever time period is shorter. An applicant that meets multiple investment criteria may qualify for additional years of capture adding up to no more than 25 years of local tax total capture. In all cases, an extra five years will be allocated for TIF capture by the Local Brownfield Revolving Fund.
- e. Reimbursable Brownfield Plan Amendment and Work Plan preparation fees will be limited to a maximum of \$30,000, or to \$15,000 in the event the applicant is permitted to apply for a local-only Brownfield program.
- f. Upon acquisition of the property included in a Brownfield Plan Amendment, and before becoming eligible to receive reimbursement pursuant to an approved agreement, the applicant shall have filed a completed [Michigan Department of Treasury Form 2766 – Property Transfer Affidavit L-4260](#) and a valid copy of recorded and notarized deed for subject property/properties with the City Assessor related to its acquisition of the property. The Property Transfer Affidavit shall be considered incomplete if the purchase price of the real estate is not entered on the form.

5. Project Review and Evaluation Criteria

- a. The Authority is authorized to utilize Tax Increment Financing of “eligible activities”, as defined in Section 2 of the Act, by utilizing incremental taxes generated by and captured from the redevelopment of eligible property to reimburse developers and property owners for those costs.

- b. For projects meeting the minimum qualification criteria contained in the Act, the Authority retains an annual TIF capture equal to 10% of the annual increment during the entire capture period of the project to reimburse administrative costs as they are incurred, to cover actual expenses related to operating the Brownfield Redevelopment program, to reimburse Department-specific activities conducted by/on behalf of the authority related directly to the work conducted on prospective eligible properties prior to approval of the brownfield plan, and to operate the BRA with the remaining fee balance. Actual administrative expenses will be reimbursed with only local incremental taxes. The Authority will, where applicable, provide to the State Treasury an amount required by PA 381 of 1996 to fund the State Brownfield Redevelopment Fund. Remaining annual tax increment revenues from a project will be utilized to reimburse the developer for eligible costs incurred and documented.
- c. For projects that meet the above criteria and that assist in achieving certain City Investment Criteria enumerated in Section 6 below, an additional financial incentive shall be available by ~~reducing or eliminating the annual administrative fee of~~ the City of Portage Brownfield Redevelopment Authority based on the following schedule:

PROJECT EVALUATION	LEVEL OF INCENTIVE
<i>Base Level of Support (Meets project eligibility criteria, but does not meet any City Investment Criteria)</i>	<i>Qualifies for up to ten years of local tax capture to recover eligible expenses.</i>
<i>Meets Two City Investment Criteria</i>	<i>Eligible for reimbursement up to 15 years of local tax capture.</i>
<i>Meets Three City Investment Criteria</i>	<i>Qualifies for payment of interest on carrying costs up to 3.5%*, eligible for reimbursement up to 20 years of local tax capture;</i>
<i>Meets Four or More Investment Criteria</i>	<i>Qualifies for payment of interest on carrying costs up to 3.5%*, eligible for reimbursement up to 25 years of local tax capture;</i>

*The reimbursement of interest on unreimbursed environmental and non-environmental activities will be allowed where actual interest expenses and carrying costs are incurred by the applicant. All costs for which interest is being requested must be eligible environmental or non-environmental activities. Interest expenses may be considered beyond the prescribed 3.5% if then-current inflation rates exceed 5% and the proposal meets four or more investment criteria. No interest will be permitted when proposed development includes layering of incentives with abatements and other tools that dilute the potency of tax captures.

6. Investment Criteria

The City Investment Criteria described below have been identified in various plans developed with input from the Portage community to incentivize outcomes desired by the City of Portage and the community. These criteria shall be applied at the sole discretion of City Administration, the Authority, and City Council and are not intended to be prescriptive in nature.

- a. Sustainable Development: Achieve LEED Gold Certification, Net-Zero Energy Certification, or similar alternatives for all buildings. Similar alternatives may include signed letter of certification by an Environmental Professional as qualified under ASTM E1527, a Certified Professional geologist (CPG), or an Environmental Professional Engineer (PE), including the environmental professional's license number and establishing that environmentally sustainable building practices are employed that would meet LEED, Net-Zero or other standards currently recognized.
- b. Income and Housing Diversity: (address one of the following.)
 - i. At least 20% of for-lease residential housing units are affordable to individuals or families earning 80% to 120% of the Area Median Income (AMI). These units may be affordable due a financing mechanism (i.e., Low-Income Housing Tax Credits) or be "affordable by design" (which, for purposes of this policy, is defined as having total occupancy costs that are 80% to 120% of AMI rental limits according to the current rent limits for a one-bedroom and two-bedroom units in Kalamazoo County published by the Michigan State Housing Development Authority (MSHDA). At least one third of the affordable units shall meet the 80%-of-AMI threshold and one third shall meet the 100%-of-AMI threshold, and one third shall meet the 120%-of-AMI threshold. At least 50% of the AMI units shall be two bedrooms. Total occupancy costs include rent, plus the allowances for basic utilities included in the current *Allowances for Tenant-Furnished Utilities* provided by the U.S. Department of Housing and Urban Development, this provision to be construed in conformance with the Michigan Public Act 226 of 1988 (MCL 123.411).
 - ii. At least 20% of for-sale residential units must be sold to households that earn a maximum of 80-120% of AMI levels for the Kalamazoo-Portage MSA. At least one third of the affordable units shall meet the 80%-of-AMI threshold and one third shall meet the 100%-of-AMI threshold, and one third shall meet the 120%-of-AMI threshold. Sale price shall be calculated at twice the AMI for a family size based on number of bedrooms in the home and then modified to between 80% and 120% of the calculated sale price, e.g., a two-bedroom unit would be priced at between 80-120% of twice the Kalamazoo-Portage AMI for a two-person family. Sale price shall be determined exclusive of purchaser subsidy, closing cost, pre-paid escrow, and tax proration expenses. All units shall be distributed throughout the development and the units shall remain affordable in perpetuity through an affordable housing covenant.
 - iii. Provides a housing type (single-family attached, single-family detached, duplex, or multi-family) that is less than 20% of the existing housing in a census tract, according to the most recent decennial census, or if the census data is more than five years old, according to the most recent American Community Survey data.
 - iv. High-density housing as defined in the City of Portage Zoning Ordinance, or greater with Council approval, shall be encouraged in each of the preceding three options.
- c. Activation in Designated Sub-Areas of Portage: (address one of the following.)
 - i. Provides major activation or delivery of plan goals/objectives on parcel(s) located in designated Master Plan subareas, including City Centre District and Lake Center District, and Crossroads Mall area properties.

- ii. Provides activation at parcel(s) identified by or targeted by the City of Portage for environmental clean-up or redevelopment (e.g. buildings vacant for 10 or more years, etc.).
- d. Promote Utilization of Multimodal Transportation: (address one of the following.)
 - i. For projects located within ¼ mile of a bus transit station, or within 500 feet of a permanent covered bus shelter, offer transit passes to each residential unit and employee for of the first three years of occupancy **and** project provides land (by conveyance or easement) for, and/or finances improvements related to, a transit station, electronic charging stations, bike share, a covered/sheltered transit stop, pedestrian infrastructure where not already present.
 - ii. Or alternatively, the developer may contribute the greater of \$25,000 or 1.0% of eligible expenses under the Brownfield, exclusive of City Administrative or LBRF costs, to be dedicated toward local multimodal transportation improvements and infrastructure.
- e. Job Creation: Provides the greater of 20 FTE jobs or a 25% increase in the number of FTE jobs for non-residential developments over and above existing in-state operations (up to 100 FTE jobs) over the next three years, with annual wage/salary of the new jobs averaging more than twice the current State of Michigan minimum wage at the time of hiring.
- f. Mixed-Use: Development includes a mix of uses, including housing (including Criterion A if project includes residential units), within the same structures with an emphasis on density.
- g. Public Space Improvements: Adds open space, public plaza, community garden, pocket park or space for public art. Public space improvements that reference the needs of the community as articulated in an approved City of Portage plan are encouraged.
- h. Child Care Facilities: Includes the development of a State of Michigan licensed child daycare center as outlined in MCL 722.111(f)(iv).
- i. Total Investment: Total investment equates to a minimum taxable value of \$10 million or more upon completion.

7. **Compliance and Reporting**

- a. Compliance requirements will be detailed in a project's Development/Reimbursement Agreement.
- b. Annual Reporting will be due by/before June 30 for the previous year and shall be consistent with the MEDC Act 381 reporting requirements.
- c. A project completion survey must be submitted within 120 days of the issuance of a Certificate of Occupancy for the project in a format acceptable to the BRA for reimbursement of eligible activity costs.

The project must be built, operated, and maintained in compliance with all applicable City ordinances, State code, including certification of compliance with current Michigan Building and Residential Codes.

8. Local Brownfield Revolving Fund

PA 381 of 1996 authorizes the creation of a Local Brownfield Revolving Fund (LBRF) that can be used for eligible activities such as: site investigation (e.g., environmental studies such as Baseline Environmental Assessments and Due Care Plans); preparation of a Brownfield Redevelopment Plan; environmental cleanup; demolition; site clearing, and other activities. The LBRF can fund future brownfield redevelopment projects that require additional assistance with up-front due diligence and planning costs required to prepare a Brownfield Redevelopment Plan, and/or the cost of eligible redevelopment activities where a project may not otherwise be economically feasible.

Funding for a LBRF typically consists of funds from tax increment revenue from specified projects, as appropriate, in excess of the amount required to reimburse the developer, the local Brownfield Redevelopment Authority for administrative expenses, and the State Brownfield Redevelopment program. However, funding for an LBRF may also be derived from appropriations and/or grants from public and private sources. In the case of the Portage Brownfield Redevelopment Authority, the LBRF will initially be funded from tax increment revenue derived from approved Brownfield Redevelopment Plans. The LBRF will capture excess tax increment revenue for a period not to exceed five years (which must fall within the maximum 30-year capture period). The LBRF will also capture any remaining funds from the annual BRA Administrative Fee, if applicable, and in accordance with PA 381.

9. Coordination with Kalamazoo County Brownfield Redevelopment Authority

The Kalamazoo County Brownfield Redevelopment Authority (KCBRA) was created in 2002 and provides incentives for brownfield redevelopment. The Authority and City Administration will coordinate with Kalamazoo County as appropriate.

10. Default

Default terms and/or conditions will be detailed in the Development and/or Reimbursement Agreement.

11. Waiver

The City Council may waive this policy, or any portion of it, when it is determined to be in the best interest of the City.

Inquiries concerning this policy can be directed to the Department of Community Development (269-329-4477), or the Office of the City Clerk (269-329-4511) in Portage City Hall, 7900 South Westnedge Avenue, Portage, Michigan 49002.

DATE OF ADOPTION BY CITY COUNCIL:

CITY OF PORTAGE BROWNFIELD REDEVELOPMENT INCENTIVE POLICY

PURPOSE

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PROJECT EVALUATION	LEVEL OF INCENTIVE
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- b. Income and Housing Diversity: (address one of the following.)
 - i. At least 20% of for-lease residential housing units are affordable to individuals or families earning 80% to 120% of the Area Median Income (AMI). These units may be affordable due a financing mechanism (i.e., Low-Income Housing Tax Credits) or be "affordable by design" (which, for purposes of this policy, is defined as having total occupancy costs that are 80% to 120% of AMI rental limits according to the current rent limits for a one-bedroom and two-bedroom units in Kalamazoo County published by the Michigan State Housing Development Authority (MSHDA). At least one third of the affordable units shall meet the 80%-of-AMI threshold and one third shall meet the 100%-of-AMI threshold, and one third shall meet the 120%-of-AMI threshold. At least 50% of the AMI units shall be two bedrooms. Total occupancy costs include rent, plus the allowances for basic utilities included in the current *Allowances for Tenant-Furnished Utilities* provided by the U.S. Department of Housing and Urban Development, this provision to be construed in conformance with the Michigan Public Act 226 of 1988 (MCL 123.411).
 - ii. At least 20% of for-sale residential units must be sold to households that earn a maximum of 80-120% of AMI levels for the Kalamazoo-Portage MSA. At least one third of the affordable units shall meet the 80%-of-AMI threshold and one third shall meet the 100%-of-AMI threshold, and one third shall meet the 120%-of-AMI threshold. Sale price shall be calculated at twice the AMI for a family size based on number of bedrooms in the home and then modified to between 80% and 120% of the calculated sale price, e.g., a two-bedroom unit would be priced at between 80-120% of twice the Kalamazoo-Portage AMI for a two-person family. Sale price shall be determined exclusive of purchaser subsidy, closing cost, pre-paid escrow, and tax proration expenses. All units shall be distributed throughout the development and the units shall remain affordable in perpetuity through an affordable housing covenant.
 - iii. Provides a housing type (single-family attached, single-family detached, duplex, or multi-family) that is less than 20% of the existing housing in a census tract, according to the most recent decennial census, or if the census data is more than five years old, according to the most recent American Community Survey data.
 - iv. High-density housing as defined in the City of Portage Zoning Ordinance, or greater with Council approval, shall be encouraged in each of the preceding three options.
- c. Activation in Designated Sub-Areas of Portage: (address one of the following.)
 - i. Provides major activation or delivery of plan goals/objectives on parcel(s) located in designated Master Plan subareas, including City Centre District and Lake Center District, and Crossroads Mall area properties.

- ii. Provides activation at parcel(s) identified by or targeted by the City of Portage for environmental clean-up or redevelopment (e.g. buildings vacant for 10 or more years, etc.).
- d. Promote Utilization of Multimodal Transportation: (address one of the following.)
 - i. For projects located within ¼ mile of a bus transit station, or within 500 feet of a permanent covered bus shelter, offer transit passes to each residential unit and employee for of the first three years of occupancy **and** project provides land (by conveyance or easement) for, and/or finances improvements related to, a transit station, electronic charging stations, bike share, a covered/sheltered transit stop, pedestrian infrastructure where not already present.
 - ii. Or alternatively, the developer may contribute the greater of \$25,000 or 1.0% of eligible expenses under the Brownfield, exclusive of City Administrative or LBRF costs, to be dedicated toward local multimodal transportation improvements and infrastructure.
- e. Job Creation: Provides the greater of 20 FTE jobs or a 25% increase in the number of FTE jobs for non-residential developments over and above existing in-state operations (up to 100 FTE jobs) over the next three years, with annual wage/salary of the new jobs averaging more than twice the current State of Michigan minimum wage at the time of hiring.
- f. Mixed-Use: Development includes a mix of uses, including housing (including Criterion A if project includes residential units), within the same structures with an emphasis on density.
- g. Public Space Improvements: Adds open space, public plaza, community garden, pocket park or space for public art. Public space improvements that reference the needs of the community as articulated in an approved City of Portage plan are encouraged.
- h. Child Care Facilities: Includes the development of a State of Michigan licensed child daycare center as outlined in MCL 722.111(f)(iv).
- i. Total Investment: Total investment equates to a minimum taxable value of \$10 million or more upon completion.

7. **Compliance and Reporting**

- a. Compliance requirements will be detailed in a project's Development/Reimbursement Agreement.
- b. Annual Reporting will be due by/before June 30 for the previous year and shall be consistent with the MEDC Act 381 reporting requirements.
- c. A project completion survey must be submitted within 120 days of the issuance of a Certificate of Occupancy for the project in a format acceptable to the BRA for reimbursement of eligible activity costs.

The project must be built, operated, and maintained in compliance with all applicable City ordinances, State code, including certification of compliance with current Michigan Building and Residential Codes.

8. Local Brownfield Revolving Fund

PA 381 of 1996 authorizes the creation of a Local Brownfield Revolving Fund (LBRF) that can be used for eligible activities such as: site investigation (e.g., environmental studies such as Baseline Environmental Assessments and Due Care Plans); preparation of a Brownfield Redevelopment Plan; environmental cleanup; demolition; site clearing, and other activities. The LBRF can fund future brownfield redevelopment projects that require additional assistance with up-front due diligence and planning costs required to prepare a Brownfield Redevelopment Plan, and/or the cost of eligible redevelopment activities where a project may not otherwise be economically feasible.

Funding for a LBRF typically consists of funds from tax increment revenue from specified projects, as appropriate, in excess of the amount required to reimburse the developer, the local Brownfield Redevelopment Authority for administrative expenses, and the State Brownfield Redevelopment program. However, funding for an LBRF may also be derived from appropriations and/or grants from public and private sources. In the case of the Portage Brownfield Redevelopment Authority, the LBRF will initially be funded from tax increment revenue derived from approved Brownfield Redevelopment Plans. The LBRF will capture excess tax increment revenue for a period not to exceed five years (which must fall within the maximum 30-year capture period). The LBRF will also capture any remaining funds from the annual BRA Administrative Fee, if applicable, and in accordance with PA 381.

9. Coordination with Kalamazoo County Brownfield Redevelopment Authority

The Kalamazoo County Brownfield Redevelopment Authority (KCBRA) was created in 2002 and provides incentives for brownfield redevelopment. The Authority and City Administration will coordinate with Kalamazoo County as appropriate.

10. Default

Default terms and/or conditions will be detailed in the Development and/or Reimbursement Agreement.

11. Waiver

The City Council may waive this policy, or any portion of it, when it is determined to be in the best interest of the City.

Inquiries concerning this policy can be directed to the Department of Community Development (269-329-4477), or the Office of the City Clerk (269-329-4511) in Portage City Hall, 7900 South Westnedge Avenue, Portage, Michigan 49002.

DATE OF ADOPTION BY CITY COUNCIL:

TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT: Environmental Board Inquiry Response

SUPPORTING PERSONNEL: Adam Herringa, Deputy City Manager
Rodney Russell, Director of Public Works

ACTION RECOMMENDED: Receive the report from City Administration responding to the Environmental Board request.

On August 23, 2022, the City Council received a communication from the Environmental Board and asked the City Administration to provide a response. A response has since been prepared. The response was completed with assistance from Noresco, the company that is responsible for several energy efficiency enhancements at various city buildings. The Environmental Board request (attached) focused on four areas including:

- Analyze the feasibility of replacing gas or oil-burning furnaces and/or boilers with electric options
- Analyze the feasibility of replacing small engines with electric options
- Analyze the feasibility of transitioning to an all-electric vehicle fleet for staff vehicles
- Address the request regarding the installation of solar panels on city buildings

In preparing the response to the Environmental Board, city staff asked Noresco for assistance. City Council may recall that Noresco specializes in "helping clients adapt and mitigate the impacts of climate change by decarbonizing, modernizing and electrifying aging infrastructure to be more sustainable and resilient." Noresco recently completed several energy efficiency projects for the City of Portage, one of which cut the electric usage at City Hall by roughly half. One key factor Noresco identifies in electrification efforts are the resources used to generate electricity. They point out that the resource mix in the State of Michigan is largely composed of fossil fuels and that the impact of electrification today in Michigan could actually be negligible or even negative.

Noresco produced a thorough inventory of natural gas equipment at city facilities, has identified potential replacement systems and provided a table that identifies the energy and environmental impact of conversion to electric. The table provides the city with a roadmap and information related to energy cost and emission impacts that various replacement efforts can have. Noresco provided the report to City Administration at no charge. A copy of their report is attached for reference.

While Noresco conducted a review of city facilities, DPW Deputy Director for Fleet & Facilities Jereme Rowland reviewed the request regarding the vehicle fleet and small gas-powered engines and compiled a report breaking down the number of chainsaws, blowers, trimmers and mowers that are currently in use by the Department of Public Works, as well as what it would take to transition this equipment to electric.

In this report, Deputy Director Rowland also reviewed what it would take to transition the city vehicle fleet to all-electric. One key component is that the first step to vehicle electrification is the implementation of the necessary charging infrastructure. A copy of this report is attached for reference.

The FY 20-21 CIP included funding to replace the roof at City Hall. The best time to install solar panels is when a new roof is being installed. The Office of the City Manager and DPW have been in contact with multiple solar panel installers regarding solar panel installation on, at a minimum, City Hall and possibly other city buildings. All indications are that the installation of solar panels on the City Hall roof makes sense both from a fiscal and an environmental aspect. The installation of a new City Hall roof complete with some type of solar component is anticipated in the calendar year 2023.

The report from Noresco states that the "City of Portage, Michigan has been proactive in recent years in optimizing facility and fleet energy efficiency and operations." This is evidenced by the recent Gold level designation received from the "Michigan Green Communities Challenge". City staff remains dedicated to seeking out equipment and methods by which the City of Portage can promote and enhance environmental sustainability while at the same time being fiscally prudent. Following receipt by City Council, this memo and its attachments will be transmitted to the Environmental Board.

FUNDING: N/A

Attachments:

1. Communication from the Portage Environmental Board - July 6, 2022
2. Noresco Electrification Analysis
3. Fleet Electrification/Decarbonization Analysis - November 17, 2022

TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT: Environmental Board Report Request

SUPPORTING PERSONNEL: Rodney Russell, Director of Public Works

ACTION RECOMMENDED: That City Council provide direction to City Administration regarding the request of the Environmental Board.

On Monday, August 8th, the Environmental Board submitted a request for City Administration, in particular the Department of Public Works, to conduct a detailed analysis of various topics such as furnaces, small engines, alternative power, etc. Given that the various boards and commissions are advisory to the City Council, City Administration is requesting that City Council provide direction as to how to proceed regarding the request. The specific request is included with this agenda item.

FUNDING: Not applicable although staff time will be necessary to conduct the requested analysis.

Attachments: 1. 2022 08 08 TG-CC Communication from Environmental Board



Portage Environmental Advisory Board

July, 6th 2022

To: Portage City Council and Manager
For: Request for Communication
7900 S. Westnedge
Portage, Michigan 49024

Dear Portage City Council and City Manager,

The City of Portage Environmental Advisory board requests that the City of Portage Department of Public Works analyzes the feasibility of replacing gas or oil burning furnaces, boilers, and small engines with electric options and an analysis of the electrical cost savings of installing solar panels on/for city property.

The board requests a written report of the current oil and gas burning machines with the locations/descriptions/specifications and age, barriers to replacing these gas and oil burning machines with electrical replacements, to include the cost to replace gas or oil powered machines with electric ones. The board also requests the cost of installation of solar panels on/for city property and the cost savings of installing these solar panels. This information is requested for capital budgeting purposes to obtain a reasonable estimate of cost and a replacement date, in lieu of a later revision of the city's capital improvement plan that may include this information.

Sincerely yours,

Thomas Gillam-Shaffer, MPH; REHS, RS

Chair

08-08-22

7900 S. Westnedge Avenue Portage, Michigan 49024 (269) 329-4412

Attn: City Clerk C/O: Portage Environmental Board

CITY OF PORTAGE, MI ELECTRIFICATION ANALYSIS

Electrification is the process of replacing equipment that uses fossil fuels (coal, oil, and natural gas) with equipment that uses electricity as a source of energy. Depending on the sources used to generate electricity, electrification can potentially reduce carbon dioxide (CO₂) or greenhouse gas (GHG) emissions from buildings and transportation. Reducing these emissions is critical to decarbonizing the economy and, ultimately, mitigating the impacts of climate change.

Note that the benefits of electrification vary significantly depending on the resources used to generate electricity. For example, the state of Washington relies on zero carbon hydropower for most electricity generation and stands to benefit greatly from electrification. Michigan, on the other hand, has a resource mix comprised largely of fossil fuels (32% coal, 30% natural gas 28% nuclear, 5% renewable and 5% other). Consequently, the impacts from electrification in Michigan today could be negligible, or even negative for some technologies if generating the electricity to run them results in more carbon emissions than using fossil fuel technologies would. However, these impacts will change in the future as the mix of electricity generation resources becomes cleaner and evolves towards zero carbon sources (i.e., the amount of electricity generated by renewables increases while the amount by fossil fuels decreases).

The main strategies that enterprises can use to meet their carbon reduction, or carbon neutral, goals are to optimize, electrify, and decarbonize. A typical decarbonization process follows these Steps:

1. Energy efficiency optimization and management
2. Replace and electrify most or all fossil fuel equipment with all-electric systems (e.g., heat pumps, electric boilers, electric vehicles, etc.), converting Scope 1 to Scope 2 emissions.
Note: Scope 1 refers to direct emissions from on-site sources; Scope 2 refers to indirect emissions from the generation of purchased energy.
3. Add on site renewable energy to offset the (existing and new) Scope 2 emissions.
4. For the balance of the Scope 2 emissions that can't be offset with onsite renewables sources, adopt sustainable procurement practices, carbon offset strategies, etc.

The City of Portage, Michigan has been proactive in recent years in optimizing facility and fleet energy efficiency and operations, Step 1 (noted above) toward decarbonization. The recent Energy Audit and Energy Savings Performance Contract completed by the City consisted of comprehensive LED Lighting conversions in City buildings and parks, HVAC and control systems upgrades, and replacement of critical end-of-life heating and cooling equipment with more efficient models. This energy program will result in reducing energy consumption and GHG emissions, improving building performance (health, safety and comfort) and reducing operating costs. The program (for buildings only) is projected to reduce annual GHG emissions by 424 metric tons of CO₂ Equivalent (or the equivalent of planting 347 acres of trees), a 14% reduction.

Step 2 toward decarbonization is for the City to develop a plan to convert fossil fuel burning (fuel oil, natural gas, gasoline) equipment to electric equipment. The City of Portage has started a decarbonization planning process through the following actions:

1. The City is currently investigating conversion of fleet vehicles and power tools to electric powered.
2. The City is also currently conducting an evaluation of installing renewable energy systems (Step 3).
3. This analysis evaluates conversion of building fossil fuel equipment to electric-powered alternatives.

The potential advantages of installing electric heating equipment include the following:

- No Scope 1 GHG emissions (at the building)
- Reduced energy use index at each building (e.g., heat pumps produce heat more efficiently than fossil fuel furnaces/boilers)
- No carbon monoxide risk (from leaks)
- No natural gas leaks or fire risks related to having natural gas piped to the building.
- Smaller footprint, no natural gas connections and flue pipe required
- Quieter operation
- Fewer moving parts, less maintenance

However, when evaluating potential building electrification measures the following considerations also need to be taken into account:

- With added electric load, the existing building electric service may need to be upgraded
- Appropriate equipment selection with possible back-up heat source for extreme days in cold climates
- Electric equipment may have lower on-going maintenance costs than gas equipment but may also have shorter expected service life, depending on system type (per ASHRAE Expected Service Life).
- With electric equipment, energy costs are expected to be higher (due to the unit price of electricity vs. gas) unless supplied by renewable energy sources. Due to this higher energy cost for electricity compared with natural gas, electrification of all gas equipment as outlined in [Table 5-3.1](#) below is estimated to increase annual City utility costs by \$56,000 each year.
- Due to the electricity generation fuel mix supplying the Michigan electric grid (currently 62% fossil fuels) and the relatively high electric-generation emissions factors, electrification of some equipment types to grid-supplied electricity can actually increase total source GHG emissions until the fuel mix becomes cleaner. For buildings in utility service areas with lower carbon electricity generation that include solar, wind, hydro, nuclear, electrification of building equipment will result in a significant decrease in carbon or GHG emissions.

An inventory of natural gas equipment at City facilities, recommended electric replacement systems, and the energy and environmental impact of conversion is shown in [Table 5-3.1](#) below. The City of Portage can use this inventory as a road map as it works towards its electrification goal and continues to replace natural gas equipment with electric equipment. A strategic approach would be to start with replacement of the oldest, least efficient equipment. The recommended electric replacement system types listed are all proposed assuming each piece of gas equipment is replaced with an equivalent electric system of similar heating and cooling capacity. As a more comprehensive alternative, the City could consider a whole building redesign of the HVAC

systems at each facility using other electric technologies such as ground-source or water-source heat pump loops which will yield more efficient operation, higher GHG emission reductions, and mitigate the increase in electric utility costs.

The calculations in [Table 5-3.1](#) below for GHG emissions are based on the assumption that all new electric equipment will be supplied by grid-supplied electricity from Consumers Energy. Due to the electric generation fuels used by Michigan utilities today most of the City's potential electric conversions will result in higher GHG emissions. However, as Michigan electric utilities progress toward a cleaner, non-carbon fuel mix and/or the City of Portage were to install onsite solar PV or other on-site renewable energy systems the reduction in GHG emissions associated with the equipment electrification would increase substantially.

The following inventory of natural gas equipment at City facilities focuses on space heating and domestic hot water heating equipment. Additional natural gas fired equipment such as cooking equipment and clothes dryers were also identified in Fire Stations 1 and 3. Although not part of this analysis, that equipment could also be considered for replacement with electric models to completely eliminate natural gas consumption at these facilities.

Table 5-3.1. Existing Natural Gas Equipment77

Facility	Equipment Type	Qty.	Designation	Location	Serves	Mfg.	Mfg. Date	Fuel	Heating Capacity Rating (MBH)	Size (gal)	Nominal Cooling Capacity (MBH)	Recommended Electric Replacement	Estimated Life Expectancy Year ⁵	Annual Energy Cost Impact ¹	GHG Emissions Impact (Metric Ton CO2 Equivalent) ²
City Hall	Nat Gas Fired HW Boiler - Condensing	1	B-1	LL Mech Room	Heating Hot Water - AHU, Reheat Coils & Fin-tube Radiation	LAARS	2010	NG	750	---	---	Electric Resistance Boiler	2035	+ \$15,600	+ 119
City Hall	Nat Gas Fired HW Boiler – Condensing	1	B-2	LL Mech Room	Heating 2 Fan Coil Units	LAARS	2009	NG	210	---	---	Electric Resistance Boiler	2034	+ \$5,200	+ 40
City Hall	Nat Gas Domestic Water Heater	1	DHW-1	LL Mech Room	Domestic Water Heating	Bradford White	1997	NG	40	40	---	Heat Pump Water Heater	2023	+ \$20	- 0.1
Public Safety	RTU-1	1	RTU-1	Rooftop	Old Annex	Carrier	2022	NG	180	---	90	Packaged Heat Pump	2044	+ \$520	+ 3.2
Public Safety	RTU-2	1	RTU-2	Rooftop	Middle Addition East	Carrier	2022	NG	180	---	103	Packaged Heat Pump	2044	+ \$520	+ 3.2
Public Safety	RTU-3	1	RTU-3	Rooftop	Middle Addition West	Trane	2012	NG	80	---	60	Packaged Heat Pump	2034	+ \$230	+ 1.5
Public Safety	RTU-4	1	RTU-4	Rooftop	Lobby & Hallway	Carrier	2022	NG	88	---	36	Packaged Heat Pump	2044	+ 250	+ 1.6
Public Safety	RTU-5	1	RTU-5	Rooftop	Mech & Generator Room	AAON	2014	NG	100	---	72	Packaged Heat Pump	2036	+ \$290	+ 1.8
Public Safety	Nat Gas Fired HW Boiler - Condensing	1	B-1	Boiler Room	HW – BCUs & FCUs	AERCO	2022	NG	750	---	---	Electric Resistance Boiler	2047	+ \$9,700	+ 73
Public Safety	Nat Gas Domestic Water Heater	1	DHW-1	Roof Access Stairwell	Domestic Water Heating	Lochinvar	2019	NG	200	90	---	Heat Pump Water Heater	2034	+ \$30	- 0.2
Public Safety	Nat Gas Domestic Water Heater	1	DHW-2	Roof Access Stairwell	Domestic Water Heating	Lochinvar	2019	NG	200	90	---	Heat Pump Water Heater	2034	+ \$30	- 0.2

Table 5-3.1. Existing Natural Gas Equipment

Facility	Equipment Type	Qty.	Designation	Location	Serves	Mfg.	Mfg. Date	Fuel	Heating Capacity Rating (MBH)	Size (gal)	Nominal Cooling Capacity (MBH)	Recommended Electric Replacement	Est. Replacement Year ⁵	Annual Energy Cost Impact ¹	GHG Emissions Impact (Metric Ton CO2 Equivalent) ²
Public Safety	Nat Gas Domestic Water Heater	1	DHW-3	Boiler Room	Domestic Water Heating	Bradford White	2014	NG	76	75	---	Heat Pump Water Heater	2029	+ \$30	- 0.2
Public Safety	RTU-6	1	RTU-6	Rooftop	Evidence Room	Trane	2017	NG	75	---	60	Packaged Heat Pump	2039	+ \$220	+ 1.3
Public Safety	RTU-7	1	RTU-7	Rooftop	Court	Trane	2017	NG	150	---	108	Packaged Heat Pump	2039	+ \$430	+ 2.7
Fire Station 1	Nat Gas Fired HW Boiler - Condensing	1	B-1	Boiler Room	Whole Building HW	Lochinvar	2019	NG	285	---	---	Electric Resistance Boiler	2044	+ \$3,600	+ 27
Fire Station 1	Nat Gas Fired HW Boiler - Condensing	1	B-2	Boiler Room	Whole Building HW	Lochinvar	2019	NG	285	---	---	Electric Resistance Boiler	2044	+ \$3,600	+ 27
Fire Station 1	Nat Gas Domestic Water Heater	1	DHW-1	Boiler Room	Domestic Water Heating	Lochinvar	2016	NG	75	75	---	Heat Pump Water Heater	2031	+ \$30	- 0.2
Fire Station 1	IR Heaters	2	IR-1/2	Truck Garage	Truck Garage	Unknown	1984 ⁴	NG	105 ea	---	---	Electric Resistance IR Heater	2023	+ \$650	+ 5
Fire Station 3	IR Heaters	2	IR-1/2	Truck Garage	Truck Garage	Unknown	1995 ⁴	NG	105 ea ³	---	---	Electric Resistance IR Heater	2023	+ \$550	+ 4.3
Fire Station 3	Split AC / Furnace	1	F-1	Mech Room 1	East Side	Rheem	2019	NG	120	---	48	Packaged Heat Pump	2037	+ \$380	+ 2.3
Fire Station 3	Split AC / Furnace	1	F-2	Mech Room 1	West Side	Rheem	2019	NG	120	---	60	Packaged Heat Pump	2037	+ \$380	+ 2.3
Fire Station 3	Nat Gas Domestic Water Heater	1	DHW-1	Storage Room	Domestic Water Heating	Unknown	1995 ⁴	NG	75 ³	75 ³	---	Heat Pump Water Heater	2023	+ \$15	- 0.1

Table 5-3.1. Existing Natural Gas Equipment

Facility	Equipment Type	Qty.	Designation	Location	Serves	Mfg.	Mfg. Date	Fuel	Heating Capacity Rating (MBH)	Size (gal)	Nominal Cooling Capacity (MBH)	Recommended Electric Replacement	Est. Replacement Year ⁵	Annual Energy Cost Impact ¹	GHG Emissions Impact (Metric Ton CO2 Equivalent) ²
Public Works	RTU-1	1	RTU-1	Rooftop	Front Office Addition	York	2001	NG	80	---	36	Packaged Heat Pump	2023	+ \$275	+ 2
Public Works	Garage Air Circulator	1	AC-1	Garage	Garage	Hastings	1975 ⁴	NG	600	---	---	Electric Resistance Blower Coil Unit	2023	+ \$3,200	+ 24
Public Works	Garage Air Circulator	1	AC-2	Garage	Garage	Hastings	1975 ⁴	NG	560	---	---	Electric Resistance Blower Coil Unit	2023	+ \$3,000	+ 23
Public Works	Garage Air Circulator	1	AC-3	Garage	Garage	Hastings	2001 ⁴	NG	600 ³	---	---	Electric Resistance Blower Coil Unit	2023	+ \$3,200	+ 24
Public Works	Split AC / Furnace	1	F-1	Office Mech Room	Front Offices	Rheem	2017	NG	60	---	36	Packaged Heat Pump	2035	+ \$200	+ 1.2
Public Works	Split AC / Furnace	1	F-2	Office Mech Room	Front Offices	Rheem	2017	NG	60	---	36	Packaged Heat Pump	2035	+ \$200	+ 1.2
Public Works	Nat Gas Domestic Water Heater	1	DHW-1	Office Mech Room	Domestic Water Heating	Rheem	1988	NG	40	40	---	Heat Pump Water Heater	2023	+ \$20	- 0.1
Public Works	Nat Gas Domestic Water Heater	1	DHW-2	Mech Mezzanine	Domestic Water Heating	Rheem	1999	NG	34	40	---	Heat Pump Water Heater	2023	+ \$20	- 0.1
Public Works	Nat Gas Domestic Water Heater	1	DHW-3	Mech Mezzanine	Domestic Water Heating	Rheem	1999	NG	34	40	---	Heat Pump Water Heater	2023	+ \$20	- 0.1
Public Works	Split AC / Furnace	1	F-3	Mech Mezzanine	Suez Offices	Rheem	2019	NG	60 ³	---	36	Packaged Heat Pump	2037	+ \$200	+ 1.2
Public Works	Split AC / Furnace	1	F-4	Mech Mezzanine	Locker rooms	Lennox	2006	NG	60 ³	---	36	Packaged Heat Pump	2024	+ \$200	+ 1.2

Table 5-3.1. Existing Natural Gas Equipment

Facility	Equipment Type	Qty.	Designation	Location	Serves	Mfg.	Mfg. Date	Fuel	Heating Capacity Rating (MBH)	Size (gal)	Nominal Cooling Capacity (MBH)	Recommended Electric Replacement	Est. Replacement Year ⁵	Annual Energy Cost Impact ¹	GHG Emissions Impact (Metric Ton CO2 Equivalent) ²
Public Works	Split AC / Furnace	1	F-5	Mech Mezzanine	Locker rooms	Rheem	2019 ⁴	NG	60 ³	---	36	Packaged Heat Pump	2037	+ \$200	+ 1.2
Public Works	Unit Heater	3	UH-1,2,3	Service Bays	Service Garage	Hastings	1993 ⁴	NG	75 ea ³	---	---	Electric Resistance Unit Heater	2023	+ \$1,400	+ 11
Public Works	Unit Heater	4	UH-4,5,6,7	Garage	Garage	Hastings	1993 ⁴	NG	75 ea ³	---	---	Electric Resistance Unit Heater	2023	+ \$1,900	+ 14
Total														+\$56,310	+418

Note 1: Utility cost impacts are calculated based on 2020 baseline electric and gas rates escalated by 5% per year.

Note 2: GHG emissions based on natural gas therms multiplied by 0.0059 factor (metric tons of CO2 equivalent/therm) and electricity kWh multiplied by 0.00055 factor (metric tons of CO2 equivalent/kWh) per the environmental protection agency’s Emissions & Generation Resource Integrated Database (eGRID).

Note 3: Existing equipment size/capacity estimated due to lack of access, missing nameplates, and/or insufficient drawings.

Note 4: Existing equipment age estimated based on condition and/or age of building.

Note 5: Estimated replacement year based on ASHRAE average life expectancy data by system type. Estimated replacement year is listed as 2023 where system is already past expected useful life.

TO: Adam Herringa, Deputy City Manager**DATE:** November 17, 2022**FROM:** Jereme Rowland, Deputy Director of Fleet & Facilities**SUBJECT:** Fleet Electrification/Decarbonization Analysis

At the request of City Council and the Environmental Board, an analysis of the feasibility of replacing small engines and all fleet vehicles to electric, has been completed. Over the last several years, the City of Portage has been very progressive in working towards the implementation of electric vehicles and equipment into the city fleet when found suitable and appropriate.

Since 2017, the Public Works Department has been exploring and testing various types of electric powered equipment. Currently, the market of available tools is focused on lawncare type of equipment such as string trimmers, chainsaws, and lawn mowers. Three primary factors are currently limiting the full transition to these types of tools. Those factors include battery run time, the availability of comparable commercial grade tools, and overall cost associated with battery powered electric tools and the necessary supporting equipment.

Most of the available cordless units, will sustain a typical string trimmer, or chainsaw for approximately 45 minutes to one hour at full throttle. The batteries then require 1-2 hours to fully recharge. At that rate, it would require approximately 8 individual batteries per unit, to effectively support a crew through a typical workday. The department currently possesses 17 string trimmers to support 6 individual mowing crews, which would likely require 80 batteries and chargers to effectively be prepared for the next day.

The second factor that has been considered, is the availability of commercial type of units compared to residential or homeowner grade units. The DPW operates this type of equipment 30-40 hours per week, which requires equipment designed and built to withstand the rigors beyond a typical homeowner type of unit that may only run 3-5 hours per week. Research has found very few manufacturers currently offering a battery powered backpack style blower that is capable of the performance specifications that are currently available in a similar gas-powered unit. Additionally, electric chainsaws available, are not offered in the larger sizes needed by DPW staff to take down or cut, trees larger than 16" diameter. Nonetheless, DPW has purchased an electric string trimmer that has been used at South Westnedge Park for the last two seasons with good results, and an electric chainsaw for use on the aerial boom truck for trimming smaller tree limbs and branches.

The final aspect considered, is the initial cost associated with converting to electric equipment. A cost estimate comparing gas powered units and similar electric powered string trimmers,

chainsaws, and zero turn mowers is broken down in the provided attachment. The investment is significant and would have to be structured in a way that allowed for implementation over a period.

Transitioning to an all-electric fleet of staff vehicles is a much larger endeavor. The City of Portage was the first municipality in the state of Michigan to order the newly offered Ford Lightning as soon as pricing became publicly available, in February of 2022. Ford reached out in late October and informed staff that the order had been canceled, due to the inability of the manufacturer to fulfill all the orders placed. In addition to the limited availability of these vehicles, is the projected cost increases. For model year 2023, there have been significant increases in vehicle costs. The standard maintenance vehicle that Public Works utilizes (Ford F-250), is seeing a 60% increase in cost over the previous year, and it is expected that increases will also be realized for electric vehicles. However, as was the case last year, electric vehicle pricing lag behind the new model year gas models, so actual costs won't be made available until likely sometime in early 2023.

Before a wide changeover of vehicles can be implemented, the necessary charging infrastructure needs to be in place. Currently, none of the city buildings are sufficiently equipped to allow for multiple staff vehicle charging, without utilizing the available public charging stations. The cost to install additional electric vehicle charging stations is greatly dependent up on the location the units need to be placed, and how far from the main electrical supply. The cost of the charging station at City Hall was \$7,210, however with installation and running the necessary conduit and wiring, the total cost came to \$31,068. For the Charles & Lynn Zhang Community Senior Center, the station price remained the same at \$7,210, but since it was a new build, and much of the prep work was done during construction, the total cost for two units came to \$31,136.

In summary, the Public Works Department is committed to moving towards electric equipment and vehicles, when they are found to be the right fit for the needs of the department and the city. As battery technology continues to improve, and product offerings are expanded, the transition will become much easier and practical to implement. As new products are introduced, a continued effort to research and trail these items will be of utmost importance and focus.

Equipment Electrification Cost Analysis

Equipment Type	Quantity Owned/Needed	Gas Model Price	Total	Electric Model Price	Total
String Trimmer	17	\$279	\$4,743	\$810	\$13,770
Additional Batteries	80	N/A		\$350	\$28,000
Battery Chargers	40	N/A		\$99	\$3,960
Chainsaw	30	\$527	\$15,810	\$399	\$11,970
Backpack Blower	14	\$423	\$5,922	\$449	\$6,286
60" Zero-Turn Mower	6	\$13,500	\$81,000	\$35,000	\$210,000
		Total	\$107,475	Total	\$273,986
Ford Escape Hybrid		\$38,621			
Ford Mach-E Mustang				\$46,895	
Ford F-150 Lightning				\$42,434	

* Ford offers three all electric vehicles including the Lightning, Mustang and Transit

TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT: Annual Industrial Project Reporting/Monitoring

SUPPORTING PERSONNEL: Aaron Powers, City Assessor
Andrew Falkenberg, Deputy City Assessor

ACTION RECOMMENDED: Receive the Annual Tax Abatements Status Report as information only.

Per the City of Portage Industrial Tax Abatement Incentive Policy (PA 198) and consistent with the terms of a tax abatement agreement, an industrial facilities exemption certificate holder must submit an annual project performance report to the City Clerk and City Assessor on or before July 1 of each year for the term of the agreement. The City Assessor then prepares a summary of all active tax abatement certificates for information, follow-up, and monitoring. Finally, the City Council receives the official report from each certificate holder that sets forth the progress in attaining and maintaining the requirements of the tax abatement agreement and the provisions of the certificate application. As such, the 2022 PA 198 Master List & Job Summary report, and IFT report are attached for the information of the Council.

FUNDING: Not Applicable

Attachments:

1. IFT report memo
2. PA 198 Master List & Job Summary Report
3. 2022 Active IFT Summary Report

CITY OF PORTAGE

COMMUNICATION

TO: Kelly Peterson, Director of Community Development

DATE: November 9, 2022

FROM: Andrew Falkenberg, Deputy City Assessor

SUBJECT: 2022 PA 198 Master List & Job Summary

There are currently thirteen (13) PA 198 certificates active on the 2022 tax rolls. These certificates are held by Fema Corporation, Genesis Pharm Optima, Mann+Hummel USA, Midwest Fastener, Pfizer (under Pharmacia & Upjohn Company) and Stryker.

Two companies, Mann+Hummel and Fema Corporation, did not return a report for 2022. However, the previous report from 2021 exceeded the original job estimates. Both companies will have their certificates expiring at the end of 2023.

All other certificate holders are considered to be in compliance with job reporting requirements for the current tax year.

Genesis Pharm Optima, Stryker and Midwest Fasteners were issued new certificates for the 2022 tax year. Job reports for these certificates are not required until after construction is complete.

The following reports are attached:

1. PA 198 Master List & Job Summary Report
2. 2022 Active IFT Summary Report

C: Patrick McGinnis, City Manager
Adam Herringa, Deputy City Manager
Michael Carroll, Deputy City Manager
Erica Eklov, City Clerk
Jonathon Hallberg, Deputy Director of Economic Development
Aaron Powers, City Assessor

City of Portage

PA-198 Industrial Development and Plant Rehabilitation Districts - Master List and Job Report Summary

Last Updated: October 2022

Dist.	Certificate Holder	Council Approval	Cert. No.	Parcel No.	Transfer Year(s)	Abatement Period	Active/Expired	Reported Facility Cost	Exemption Cert. (50%)	Application New	Retained	Job Verification New	Retained	Last Update
#1-A	Permafit Corporation	10/21/1975			(T-89)		Expired	\$403,200	\$201,600	35	New	N/A	N/A	Not Required to Report
#1-B	Summit Polymers	1/10/1978			(T-90)		Expired	222,200	111,100	8	25	N/A	N/A	Not Required to Report
#1-C	Summit Polymers	12/19/1978			(T-90)		Expired	379,000	189,500	4	3	N/A	N/A	Not Required to Report
#1-D	Permafit Corporation	1/9/1979			(T-93)		Expired	802,000	401,000	15	27	N/A	N/A	Not Required to Report
#1-E	Summit Polymers	7/20/1982			(T-97)		Expired	914,000	457,000	8	New	N/A	N/A	Not Required to Report
#1-F	Mueller Plastics (T)	8/17/1982			(T-97)		Expired	610,000	305,000	12	New	N/A	N/A	Not Required to Report
#1-G	Summit Polymers	11/22/1983			(T-98)		Expired	1,255,000	627,500	10	New	N/A	N/A	Not Required to Report
#1-H	Colonial Plumbing	3/19/1985					Expired	969,000	484,500	21	New	N/A	N/A	Not Required to Report
#1-I	Mueller Plastics (T)	1/19/1993			(T-97 PP)		Expired	1,025,000	512,500	15	New	N/A	N/A	Not Required to Report
#1-J	Mueller Plastics	9/30/1997	97-500	99999-070-X	(T-04 R)		Expired	815,889	407,945	30	New	N/A	N/A	Not Required to Report
#1	Mueller Plastics	9/30/1997	97-500	99999-070-Y	(T-01 PP)		Expired	5,130,874	2,565,437	30	New	N/A	N/A	Not Required to Report
#1-K	Mueller Plastics	10/6/1998					Expired	3,740,000	1,870,000	1	119	N/A	N/A	Not Required to Report
#1	Mueller Plastics	3/17/2000	00-101	99999-110-B	(T-04 PP)		Expired	1,911,800	955,900	0	134	N/A	N/A	Not Required to Report
#1	Mueller Plastics	3/19/2001	01-168	99999-117-B	(T-05 PP)		Expired	600,000	300,000	0	134	N/A	N/A	Not Required to Report
#1	Mueller Plastics	7/25/2005	05-331	99999-130-B	(T-09 PP)		Expired	1,176,000	588,000	0	170	N/A	N/A	Not Required to Report
#1	Mueller Plastics	10/23/2012	12-499	99999-147-A	(T-18R)		Revoked	2,635,438	1,317,719	1	78	N/A	N/A	Not Required to Report
#1	Mueller Plastics	10/23/2012	12-499	99999-147-B	(T-18PP)		Revoked	23,898,201	11,949,101	1	78	N/A	N/A	Not Required to Report
#2	Pharmacia & Upjohn	10/28/1975			(T-90)		Expired	7,116,000	3,558,000	30	New	N/A	N/A	Not Required to Report
#3-A	Valley Plastics	11/25/1975			(T-89)		Expired	309,200	154,600	23	New	N/A	N/A	Not Required to Report
#3-B	Valley Hydro	5/24/1977			(T-91)		Expired	200,000	100,000	35	8	N/A	N/A	Not Required to Report
#3-C	Valley Plastics	1/31/1984			(T-98)		Expired	1,650,000	825,000	60	New	N/A	N/A	Not Required to Report
#4-A	Ronningen-Petter	7/6/1976			(T-89)		Expired	450,000	225,000	15	92	N/A	N/A	Not Required to Report
#4-B	Ronningen-Petter	6/25/1986			(T-99)		Expired	188,000	94,000	12	New	N/A	N/A	Not Required to Report
#4-C	Ronningen-Petter	7/24/1990			(T-94 & 97)		Expired	668,000	334,000	13	New	N/A	N/A	Not Required to Report
#4-D	Ronningen-Petter	8/18/1998	98-407	99999-071-D	(T-02 PP)		Expired	575,000	287,500	4	161	N/A	N/A	Not Required to Report
#5-A	Unifab Corporation	8/17/1976			(T-89)		Expired	151,600	75,800	6	27	N/A	N/A	Not Required to Report
#5-B	Unifab Corporation	1/9/1979			(T-91)		Expired	669,600	334,800	5	10	N/A	N/A	Not Required to Report
#5-C	Unifab Corporation	4/17/1984			(T-97)		Expired	365,400	182,700	5	New	N/A	N/A	Not Required to Report
#6-A	Pharmacia & Upjohn	12/14/1976			(T-90)		Expired	5,132,000	2,566,000	50	New	N/A	N/A	Not Required to Report
#6-B	Pharmacia & Upjohn	10/14/1980			(T-95)		Expired	5,665,000	2,832,500	29	14	N/A	N/A	Not Required to Report
#7	Pharmacia & Upjohn	6/21/1977			(T-92)		Expired	3,233,000	1,616,500	24	New	N/A	N/A	Not Required to Report
#8-A	Kalamazoo Spring	5/16/1978			(T-91)		Expired	176,600	88,300	10	74	N/A	N/A	Not Required to Report
#8-B	Spring Tools	4/20/1999	99-172	99999-071-G	(T-03)		Expired	830,000	415,000	4	54	N/A	N/A	Not Required to Report
#8	Stainless Steel Fabricating & En	10/24/2006	06-638	99999-134-B	(T-10 PP)		Expired	262,000	131,000	2 or 3	5	N/A	N/A	Not Required to Report
#9-A	Michigan Fiber & Plastics	12/6/1977			(T-90)		Expired	130,000	65,000	15	New	N/A	N/A	Not Required to Report
#9-B	Michigan Fiber & Plastics	3/4/1980			(T-93)		Expired	145,000	72,500	4	New	N/A	N/A	Not Required to Report
					(T-92 PP)									
#10	Plastic Engineering	3/14/1978			(T-93 R)		Expired	2,330,200	1,165,100	39	New	N/A	N/A	Not Required to Report
#11	Wilson Air	7/11/1978			(T-94)		Expired	398,400	199,200	9	9	N/A	N/A	Not Required to Report
#12	Prab Robots (Stryker Instrument	2/2/1982			(T-91+92)		Expired	650,000	325,000	30	New	N/A	N/A	Not Required to Report
#13	Pharmacia & Upjohn	9/12/1978			(T-93)		Expired	8,907,000	4,453,500	23	New	N/A	N/A	Not Required to Report
#14	Roto Finish	9/19/1978			(T-91)		Expired	147,000	73,500	10	New	N/A	N/A	Not Required to Report
#15	Webers	9/26/1978			(T-91)		Expired	52,600	26,300	4	16	N/A	N/A	Not Required to Report
#16	West Michigan Hydraulics	10/17/1978			(T-92)		Expired	56,000	28,000	10	13	N/A	N/A	Not Required to Report
#17	Pharmacia & Upjohn	10/24/1978			(T-92)		Expired	2,320,000	1,160,000	1	New	N/A	N/A	Not Required to Report
#18	Pharmacia & Upjohn	10/24/1978			(T-93)		Expired	12,000,000	6,000,000	100	New	N/A	N/A	Not Required to Report
#19	O.C. Conversion	No Exemption Ever Occurred - (District Only)												
#20-A	W.L. Molding	10/2/1979			(T-93)		Expired	329,800	164,900	20	New	N/A	N/A	Not Required to Report
#20-B	LaRos Equipment	5/8/1984			(T-97)		Expired	234,000	117,000	20	8	N/A	N/A	Not Required to Report
#20-C	W.L. Molding	2/14/1989			(T-97 PP)		Expired	833,200	416,600	25	New	N/A	N/A	Not Required to Report
#21	Portage Steel	12/4/1979			(T-91)		Expired	371,400	185,700	12	10	N/A	N/A	Not Required to Report
#22	Nehi-Royal	1/8/1980			(T-93)		Expired	214,200	107,100	14	New	N/A	N/A	Not Required to Report
#23-A	Fema Corporation	4/27/1980			(T-93)		Expired	158,600	79,300	10	25	N/A	N/A	Not Required to Report
#23-B	Fema Corporation	4/12/1983			(T-96)		Expired	172,000	86,000	11	New	N/A	N/A	Not Required to Report
#24	Reclamet	Pending (District Only)												
#25-A	Pharmacia & Upjohn	10/7/1980			(T-94)		Expired	4,203,000	2,101,500	10	42	N/A	N/A	Not Required to Report
#25-B	Pharmacia & Upjohn	11/14/1995	95-787	99999-091-C	(T-02 R)		Expired	933,200	466,600	6	67	N/A	N/A	Not Required to Report
#25-B	Pharmacia & Upjohn	11/14/1995	95-787	99999-091-D	(T-02 PP)		Expired	5,617,900	2,208,950					Not Required to Report
#26	Southern Supply (Rejected)													
#27-A	Spectrum Color	8/4/1981			(T-94)		Expired	390,000	195,000	17	13	N/A	N/A	Not Required to Report
#27-B	Spectrum Color	12/21/1982			(T-96)		Expired	113,400	56,700	4	New	N/A	N/A	Not Required to Report
#27-C	Spectrum Color	12/10/1985			(T-99)		Expired	888,000	444,000	6	New	N/A	N/A	Not Required to Report
#28	Pharmacia & Upjohn	8/4/1981			(T-96)		Expired	33,600,000	16,800,000	50	235	N/A	N/A	Not Required to Report
#29	S & S Industrial	2/2/1982			(T-95)		Expired	253,000	126,500	2	5	N/A	N/A	Not Required to Report

City of Portage

PA-198 Industrial Development and Plant Rehabilitation Districts - Master List and Job Report Summary

Last Updated: October 2022

Dist.	Certificate Holder	Council Approval	Cert. No.	Parcel No.	Transfer Year(s)	Abatement Period	Active/ Expired	Reported Facility Cost	Exemption Cert. (50%)	Application New	Retained	Job Verification New	Retained	Last Update
#30-A	LeVannes	4/27/1982			(T-95)		Expired	90,400	45,200	4	12	N/A	N/A	Not Required to Report
#30-B	LeVannes	9/30/1997	97-501	99999-070-V	(T04 R)		Expired	107,262	53,631	2	New	N/A	N/A	Not Required to Report
					(T-01 PP)		Expired	233,909	116,955					Not Required to Report
#30-C	LeVannes (P/P only)	5/19/1998			(T-02 PP)		Expired	379,500	189,750	2	New	N/A	N/A	Not Required to Report
#31	Kalamazoo Printing	5/11/1982			(T-95)		Expired	150,000	75,000	2	13	N/A	N/A	Not Required to Report
#32	Domino-Payne	9/28/1982			(T-96)		Expired	563,400	281,700	12	New	N/A	N/A	Not Required to Report
#33	Peterman, Inc.	10/12/1982			(T-96)		Expired	49,800	24,900	3	3	N/A	N/A	Not Required to Report
#34-A	North American Color	12/7/1982			(T-96)		Expired	1,694,400	847,200	46	22	N/A	N/A	Not Required to Report
#34-B	North American Color	10/23/1984			(T-98)		Expired	2,877,400	1,438,700	19	New	N/A	N/A	Not Required to Report
#34-C	North American Color	1/16/1989			(T-95)		Expired	1,600,000	800,000	8	New	N/A	N/A	Not Required to Report
#35	(Transferred to #38)													
#36	Pharmacia & Upjohn	10/25/1983			(T-98)		Expired	11,105,000	5,552,500	10	New	N/A	N/A	Not Required to Report
#37	Pienta	canceled 12/91												
#38	Sun Chemical	No Exemption Ever Occurred - (District Only)												
#39-A	Rathco	2/28/1984			(T-96)		Expired	204,000	102,000	3	4	N/A	N/A	Not Required to Report
#39-B	Rathco	6/23/1987					Expired	68,000	34,000	3	New	N/A	N/A	Not Required to Report
#40-A	Stryker	5/22/1984			(T-97)		Expired	2,950,000	1,475,000	39	New	N/A	N/A	Not Required to Report
#40-B	Stryker (Transfer)	8/6/1985			(T-96)		Expired	112,000	56,000	1	New	N/A	N/A	Not Required to Report
#40-C	Stryker	10/15/1985			(T-98)		Expired	762,800	381,400	5	New	N/A	N/A	Not Required to Report
#40-D	Stryker	12/23/1986			(T-94)		Expired	322,000	161,000	1	New	N/A	N/A	Not Required to Report
#40-E	Stryker	9/30/1992			(T-97 PP)		Expired	5,030,000	2,515,000	125	New	N/A	N/A	Not Required to Report
#40-F	Stryker	2/16/1993			(T-97)		Expired	2,655,000	1,327,500	57	New	N/A	N/A	Not Required to Report
#40-G	Stryker	5/15/2001	01-169	99999-114-B	(T-05 PP)		Expired	1,245,000	622,500	49	10	N/A	N/A	Not Required to Report
#40-H	Stryker Medical	6/1/1999	99-268	99999-071-N	(T-06 R)		Expired	699,756	349,900	6	15	N/A	N/A	Not Required to Report
	Stryker	6/1/1999	99-268	99999-071-O	(T-03 PP)		Expired	544,145	272,100			N/A	N/A	Not Required to Report
#40	Stryker Instruments Division	6/26/2006	06-264	99999-133-A	(T-19 R)		Expired	2,327,286	1,163,643	10	50	N/A	N/A	Not Required to Report
#40	Stryker Instruments Division	6/26/2006	06-264	99999-133-B	(T-19 PP)		Expired	977,000	488,500			N/A	N/A	Not Required to Report
#40	Stryker Instruments Division	8/4/2009	09-278	99999-145-A	(T-16R)		Expired	667,969	333,985	2	10	N/A	N/A	Noy Required to Report
#40	Stryker Instruments Division	8/4/2009	09-278	99999-145-B	(T-19 PP)		Expired	4,307,387	2,153,694			N/A	N/A	Not Required to Report
#41-A	KEPCO	9/17/1985			(T-99)		Expired	612,800	306,400	9	New	N/A	N/A	Not Required to Report
#41-B	KEPCO	3/20/1990			(T-97 PP)		Expired	274,800	137,400	4	New	N/A	N/A	Not Required to Report
#41-C	KEPCO	2/25/1997						832,000	416,000	10	New	N/A	N/A	Not Required to Report
#41-D	Summit Polymers, Inc.	11/18/2008	09-041	99999-142-B	(T-12 PP)		Expired	250,000	125,000	0	48	N/A	N/A	Not Required to Report
#42	Howard Printing	11/12/1985						262,200	131,100	5	12	N/A	N/A	Not Required to Report
#43	Zwart	Rejected - STC												
#44	Pharmacia & Upjohn	10/28/2026						47,543,000	23,771,500	176	New	N/A	N/A	Not Required to Report
#45-A	Kalamazoo Derusting	5/13/1986			(T-99)		Expired	372,000	186,000	10	New	N/A	N/A	Not Required to Report
#45-B	Kalamazoo Derusting	3/31/1987			(T-98)		Expired	251,400	125,700	12	New	N/A	N/A	Not Required to Report
#45-C	Kalamazoo Derusting	Canceled 12/91												
#46-A	Vanco	11/14/1986			(T-96)		Expired	70,000	35,000	8	7	N/A	N/A	Not Required to Report
#46-B	Vanco	6/21/1988			(T-95)		Expired	175,000	87,500	2	New	N/A	N/A	Not Required to Report
#47	CRS	Rejected												
#48-A	Geiger Plastics	12/22/1987			(T-95 PP)		Expired	2,238,000	1,119,000	50	New	N/A	N/A	Not Required to Report
#48-B	Geiger Plastics (Revised)	9/14/1993			(T-95 + 98)		Expired	1,776,600	888,300	30	New	N/A	N/A	Not Required to Report
#48-C	Geiger Tech	4/21/1998			(T-02)		Expired	12,535,000	6,267,500	79	New	N/A	N/A	Not Required to Report
#48-D	Mann-Hummel		98-180	99999-071-A	(T-05)		Expired	5,268,650	2,634,300			N/A	N/A	Not Required to Report
#48-E	Mann-Hummel	9/28/2009	05-500	99999-129-B	(T-13 PP)		Expired	4,648,463	2,324,232	0	231	N/A	N/A	Not Required to Report
#48-E	Mann-Hummel		99-477	99999-071-P	(T-03)		Expired	7,927,662	3,963,800	30		N/A	N/A	Not Required to Report
#1-48	Mann-Hummel/09	9/28/2009	09-357	99999-144-B	(T-16 PP)		Expired	11,696,568	5,848,284	71	169	71	169	Not Required to Report
#1-48	Mann+Hummel/13	3/20/2013	13-077	99999-148-B	(T-20PP)		Expired	15,896,163	7,948,082	50	377	50	377	Not Required to Report
#1-48	Mann-Hummel/Comstock	5/27/2014	11-463	99999-154-B	(T-18PP)		Expired	6,700,000	3,350,000	27	75	N/A	N/A	Not Required to Report
#1-48	Mann-Hummel/Mueller	5/27/2014	12-499	99999-147-A	(T-22 R)	9	Expired	2,635,438	1,317,719	N/A	N/A	N/A	N/A	Not Required to Report
#1-48	Mann-Hummel/Mueller	5/27/2014	14-196	99999-155-A	(T-24R)	9	Active	1,978,000	989,000	20	377	156	433	7/6/2021
#1-48	Mann-Hummel/NEW PP	5/27/2014	14-196	99999-155-B	(T-21PP)		Expired	598,000	299,000					Not Required to Report
#49	Quality Air	Pending	Never Approved											
#50-A	Liberty Manufacturing	5/10/1988			(T-96 PP)		Expired	361,200	180,600	6	7	N/A	N/A	Not Required to Report
#50-B	Liberty Manufacturing	1/16/1996	96-025	99999-070-P	(T-03 R)		Expired	142,000	71,000	6	21	N/A	N/A	Not Required to Report
					(T-00 PP)		Expired	487,500	243,750			N/A	N/A	Not Required to Report
#51	Pharmacia & Upjohn	8/16/1988	88-380	99999-051-A	(T-03 R)		Expired	5,289,000	2,644,500	13		13		Not Required to Report
					(T-95 PP)		Expired	5,289,000	2,644,500			N/A	N/A	Not Required to Report
#52-A	Production Tooling	8/16/1988			(T-95)		Expired	130,000	65,000	2	New	N/A	N/A	Not Required to Report
#52-B	Production Tooling (Real Only)	6/22/1993					Expired	45,000	22,500	12	New	N/A	N/A	Not Required to Report
#52-C	Production Tooling (P/P Only)	7/9/1996					Expired	107,000	53,500	2	New	N/A	N/A	Not Required to Report

City of Portage

PA-198 Industrial Development and Plant Rehabilitation Districts - Master List and Job Report Summary

Last Updated: October 2022

Dist.	Certificate Holder	Council Approval	Cert. No.	Parcel No.	Transfer Year(s)	Abatement Period	Active/ Expired	Reported Facility Cost	Exemption Cert. (50%)	Application New	Retained	Job Verification New	Retained	Last Update
#53-A	Bowers Manufacturing	9/13/1988			(T-96 PP)		Expired	3,325,000	1,662,500	25	New	N/A	N/A	Not Required to Report
#53-B	Bowers Manufacturing	7/20/1993			(T-97 PP)		Expired	700,600	350,300	6	New	N/A	N/A	Not Required to Report
#53-C	Bowers Manufacturing	5/7/1996	96-239	99999-070-K	(T-03)		Expired	2,766,547	1,383,273	40	New	N/A	N/A	Not Required to Report
#53-D	Bowers Manufacturing	12/19/2000	01-034	99999-116-A	(T-08 R)		Expired	1,565,000	782,500	30	318**	N/A	N/A	Not Required to Report
				99999-116-B	(T-05 PP)		Expired	3,621,000	1,810,500			N/A	N/A	Not Required to Report
#53-E	Bowers Manufacturing	6/10/2007	07-252	99999-136-A	(T-14 R)		Expired	550,000	225,000	10	330	N/A	N/A	Not Required to Report
				99999-136-B	(T-11 PP)		Expired	703,815	351,908					Not Required to Report
#53	Bowers Manufacturing	2/15/2013	13-002	99999-150-A	(T-20R)		Expired	2,148,000	1,074,000	215	25	108	215	Not Required to Report
#53	Bowers Manufacturing	2/15/2013	13-002	99999-150-B	(T-17PP)		Expired	663,445	331,723			N/A	N/A	Not Required to Report
#54	Micro Machine	Denied	5/9/1989				Denied							
#55	Fema Corporation	9/12/2017	17-147	99999-159-A	(T-24 R)	6	Active	2,250,000	1,125,000	14	150	5+	200	6/23/2021
#55-A	Fema Corp. (1716 Vanderbilt)	6/20/1989	89-311		(T-97 PP)		Expired	640,000	320,000	25	New	N/A	N/A	Not Required to Report
#55-B	Fema Corporation	8/20/1996	96-769	99999-070-I	(T-03 R)		Expired	538,247	269,123	5	New	N/A	N/A	Not Required to Report
					(T-00 PP)		Expired	186,897	93,448			N/A	N/A	Not Required to Report
#55-C	Fema Corporation	10/8/2002	02-514	99999-119-A	(T-09-PP)		Expired	329,000	164,500	5	0	N/A	N/A	Not Required to Report
#55-D	Fema Corporation	2/24/2004	04-299	99999-122-A	(T-17-R/E)		Expired	1,055,000	527,500	2	96	N/A	N/A	Not Required to Report
				99999-122-B	(T-11-PP)		Expired	305,000	152,500					Not Required to Report
#55-E	Fema Corporation	12/18/2007	08-053	99999-139-A	(T-21-R/E)		Expired	1,390,000	695,000	5	24	5+	24	Not Required to Report
	Fema Corporation		08-053	99999-139-B	(T-15-PP)		Expired	1,760,000	880,000			"	"	Not Required to Report
#55-E	Fema Corporation	9/11/2012	12-316	99999-146-A	(T-19R)		Expired	1,707,000	853,500	40	8	8	40	Not Required to Report
	Fema Corporation			99999-146-B	(T-16PP)		Expired	1,947,000	973,500			N/A	N/A	Not Required to Report
#56-A	Summit Polymers	11/14/1989	89-701	99999-056-A	(T-04 R)		Expired	550,000	275,000	15	New	N/A	N/A	Not Required to Report
					(T-98 PP)		Expired	812622	406,311			N/A	N/A	Not Required to Report
#56-B	Summit Polymers	12/11/1990			(T-94 R)		Expired	3,749,000	1,874,500	38	New	N/A	N/A	Not Required to Report
#56-C	Summit Polymers	8/4/1992			(T-99 R)		Expired	3,087,000	1,543,500	49	New	N/A	N/A	Not Required to Report
#56-D	Summit Polymers	12/19/1995			(T-99 PP)		Expired	1,237,000	618,500	12	New	N/A	N/A	Not Required to Report
#56-E	Summit Polymers	12/17/1996	97-009	99999-070-R	(T-03 R)		Expired	595,000	297,500	90	175	N/A	N/A	Not Required to Report
#56	Summit Polymers	12/17/1996	97-09	99999-070-S	(T-00 PP)		Expired	2,118,000	1,059,000			N/A	N/A	Not Required to Report
#56-F	Summit Polymers	5/4/1999	99-179	99999-071-H	(T-06 R)		Expired	370,000	185,000	5	266	N/A	N/A	Not Required to Report
#56	Summit Polymers		99-179	99999-071-I	(T-03 PP)		Expired	1,096,000	548,000			N/A	N/A	Not Required to Report
#56	Summit Polymers	6/8/2004	04-585	99999-121-B	(T-08 PP)		Expired	4,469,700	2,234,850	30	0	N/A	N/A	Not Required to Report
#56	Summit Polymers	11/18/2008	09-042	99999-143-B	(T-12 PP)		Expired	850,000	425,000	0	10	N/A	N/A	Not Required to Report
56	Summit Polymers	2/28/2013	13-078	99999-151-A	(T-20 R)		Expired	1,194,619	597,310	17	231	41	231	Not Required to Report
56	Summit Polymers	02/29/13	13-078	99999-151-B	(T-17 PP)		Expired	1,792,370	896,185	17	231	N/A	N/A	Not Required to Report
57	Buck Chuck	11/14/1989	89-700	99999-057-A	(T-03 PP)		Expired	1,100,000	550,000			N/A	N/A	Not Required to Report
					(T-97 PP)		Expired	100,000	50,000			N/A	N/A	Not Required to Report
#58	Neo-Tec	Canceled	12/1/1991											
#59-A	Interfibe Corporation	3/6/1990			(T-99 PP)		Expired	1,277,400	638,700	9	New	N/A	N/A	Not Required to Report
#59-B	Interfibe Corporation	2/4/1992					Expired	71,400	35,700	0	New	N/A	N/A	Not Required to Report
#59-C	Interfibe Corporation	6/28/1994			(T-98 PP)		Expired	2,690,000	1,345,000	5	New	N/A	N/A	Not Required to Report
#59-D	Interfibe Corporation	1/28/1997					Expired	390,000	195,000	3	New	N/A	N/A	Not Required to Report
#60-A	Pharmacia & Upjohn	4/17/1990	90-160	99950-001-A	(T-05 R)		Expired	20,146,000	10,073,000	11	New	N/A	N/A	Not Required to Report
					(T-99 PP)		Expired	20,599,000	10,299,500			N/A	N/A	Not Required to Report
#60-B	Pharmacia & Upjohn	11/14/1995	95-788	99999-091-E	(T-02 R)		Expired	682,800	341,400	7	17	N/A	N/A	Not Required to Report
#60-C	Pharmacia & Upjohn	11/14/1995	95-788	99999-091-F	(T-02 PP)		Expired	9,501,700	4,750,850			N/A	N/A	Not Required to Report
#61	Howard Printing	3/6/1990			(T-98 PP)		Expired	1,045,000	522,500	10	(See #42)	N/A	N/A	Not Required to Report
#62	North American Color (P/P Only)	6/12/1990			(T-99)		Expired	3,000,000	1,500,000	40	New	N/A	N/A	Not Required to Report
					(T-96 PP)		Expired					N/A	N/A	Not Required to Report
#63-A	Stryker (Instruments) Corp.	12/3/1991			(T-99 R)		Expired	16,090,000	8,045,000	220	New	N/A	N/A	Not Required to Report
#63-B	Stryker (Instruments) Corp.	4/25/1995			(T-99 PP)		Expired	3,798,000	1,899,000	30	New	N/A	N/A	Not Required to Report
#63-C	Stryker (Instruments) Corp.	4/12/2000	00-013	99999-107-A	(T-07 R)		Expired	2,157,000	1,078,500	30	50	N/A	N/A	Not Required to Report
#63-C	Stryker (Instruments) Corp.	4/12/2000	00-013	99999-107-B	(T-04 PP)		Expired	694,300	347,150	30	50	N/A	N/A	Not Required to Report
#63	Stryker (Instruments) Corp.		01-085	99999-113-B	(T-05 PP)		Expired					N/A	N/A	Not Required to Report
#63	Stryker Instruments Division	10/10/2006	06-490	99999-135-A	(T-20 R)		Expired	4,085,094	2,042,547	30	372	N/A	N/A	Not Required to Report
#63	Stryker Instruments Division	10/10/2006	06-490	99999-135-B	(T-20 PP)		Expired	1,326,989	663,495			"	"	Not Required to Report
#63	Stryker Instruments Division	2/25/2013	13-052	99999-149-A	(T-20R)		Expired	4,590,937	2,295,469	18	18	N/A	N/A	Not Required to Report
#63	Stryker Instruments Division	2/25/2013	13-052	99999-149-B	T-17PP)		Expired	1,051,770	525,885	18	18	N/A	N/A	Not Required to Report
#64	Pharmacia & Upjohn	6/9/1992			(T-97 PP)		Expired	14,931,000	7,465,500	0	10	N/A	N/A	Not Required to Report
					(T-96 PP)		Expired					N/A	N/A	Not Required to Report
#65	Pharmacia & Upjohn	8/4/1992			(T-99 R)		Expired	25,250,000	12,625,000	0	8	N/A	N/A	Not Required to Report
#66	Pharmacia & Upjohn	11/10/1992			(T-97 PP)		Expired	8,500,000	4,250,000	0	4	N/A	N/A	Not Required to Report
#67-A	R S Insulation	9/14/1993					Expired	170,000	85,000	10	New	N/A	N/A	Not Required to Report
#67-B	N L Fabricating	5/21/1996	96-238	99999-070-G	(T-03 R)		Expired	131,269	65,634	8	New	N/A	N/A	Not Required to Report
#67	AGIO Imaging (Transfer)	11/23/2004	02-218	99999-127-B	(T-09 PP)		Expired	659,132	329,158	2 (Kazoo)	15 (Kazoo)	N/A	N/A	Not Required to Report

City of Portage

PA-198 Industrial Development and Plant Rehabilitation Districts - Master List and Job Report Summary

Last Updated: October 2022

Dist.	Certificate Holder	Council Approval	Cert. No.	Parcel No.	Transfer Year(s)	Abatement Period	Active/Expired	Reported Facility Cost	Exemption Cert. (50%)	Application New	Retained	Job Verification New	Retained	Last Update
#67	AGIO Imaging	11/12/2004	05-312	99999-128-A	(T-12 R)		Expired	165,000	82,500	4	12	N/A	N/A	Not Required to Report
#67	AGIO Imaging	11/12/2004	05-312	99999-128-B	(T-08 PP)		Expired	650,000	325,000	4	12	N/A	N/A	Not Required to Report
#68	Av Tech Lab (4/94 STC Denied)	10/26/1993					Expired	1,350,000	675,000	5	15	N/A	N/A	Not Required to Report
#68	Av Tech Laboratories, Inc.	2/15/2001	00-085	99999113-B	(T-05 PP)		Expired	835,649	417,825	20		N/A	N/A	Not Required to Report
#69	Auto Diagnostics	10/26/1993			(T-97 PP)		Expired	597,800	298,900	79	New	N/A	N/A	Not Required to Report
#70	Custom Design/Inject Mold	6/27/1995			(T-99 PP)		Expired	1,900,000	950,000	20	New	N/A	N/A	Not Required to Report
#71	American Winding	Withdrawn	1/1/1997											Not Required to Report
#72	Summit Polymers	1/14/1997	97-030	99999-072-A	(T-04 R)		Expired	5,398,000	2,699,000	42	New	N/A	N/A	Not Required to Report
#72	Summit Polymers		97-030	99999-072-B	(T-01 PP)		Expired					N/A	N/A	Not Required to Report
#72	Summit Polymers	10/10/2013	13-401	99999-152-A	(T-20 R)		Expired	2,152,464	1,076,232	23	201	17	218	Not Required to Report
#72	Summit Polymers	10/10/2013	13-401	99999-152-B	(T-17 PP)		Expired	3,533,174	1,766,587	23	201	N/A	N/A	Not Required to Report
#73	Select Products	11/3/1998	98-738	99999-071-S	(T-05 R)		Expired	533,865	266,933	11	21	N/A	N/A	Not Required to Report
#73	Select Products	11/3/1998	98-738	99999-071-T	(T-02 PP)		Expired	38,000	19,000	11	10	N/A	N/A	Not Required to Report
#74	Colonial Engineering	12/1/1998	98-739	99999-071-J	(T-04 R)		Expired	1,600,000	800,000	10	15	N/A	N/A	Not Required to Report
#74	Colonial Engineering	12/1/1998	98-739	99999-071-K	(T-02 PP)		Expired	902,700	451,400			N/A	N/A	Not Required to Report
#75	Pharmacia & Upjohn	4/20/1999	99-191	99999-071-L	(T-06 R)		Expired	1,250,900	625,450	0	0	N/A	N/A	Not Required to Report
#75	Pharmacia & Upjohn	4/20/1999	99-191	99999-071-M	(T-03 PP)		Expired	2,301,200	1,150,600			N/A	N/A	Not Required to Report
#76	Business Cards Plus	8/13/1999	99-355	99999-071-Q	(T-06 R)		Expired	590,641	295,320	8	49	N/A	N/A	Not Required to Report
#76	Business Cards Plus	8/13/1999	99-355	99999-071-R	(T-03 PP)		Expired	270,954	135,477			N/A	N/A	Not Required to Report
#77	Kalamazoo Machine Tool, Inc.	3/15/2001	00-716	99999-118-A	(T-08 R)		Expired	410,000	205,000	7	transfer	N/A	N/A	Not Required to Report
#78	IDEA Design & Dev. Co.	1/15/2001	00-715	99999-115-A	(T-08 R)		Expired	465,000	232,500	3	2	N/A	N/A	Not Required to Report
#78	IDEA Design & Dev. Co.	1/15/2001	00-715	99999-115-B	(T-05 PP)		Expired	63,500	31,750			N/A	N/A	Not Required to Report
#78	PharmOptima, LLC (6710)	9/25/2007	07-550	99999-137-A	(T-14 R)		Expired	623,506	311,753	10	24	N/A	N/A	Not Required to Report
#78	PharmOptima, LLC (6710)	9/25/2007	07-550	99999-137-B	(T-11 PP)		Expired	785,923	392,962					Not Required to Report
#78	Genesis Pharm Optima, LLC	6/21/2021	21-075	99999-164-A		9	NEW	4,777,500	2,388,750	30	16	NEW	NEW	CIP
#79	Interfibe Corporation	5/1/2001	01-086	99999-111-A	(T-07R)		Expired	245,000	122,500	2	20	N/A	N/A	Not Required to Report
			01-086	99999-111-B	(T-05PP)		Expired	1,170,000	585,000			N/A	N/A	Not Required to Report
#79	Interfibe Corporation	6/1/2003	03-151	99999-120-A	(T-15R)		Revoked	250,000	125,000	2	20	N/A	N/A	Not Required to Report
				99999-120-B	(T-10P)		Expired	507,000	253,500			N/A	N/A	Not Required to Report
#80	Stryker Instruments Division	Withdrawn	12/19/2003											
#81	Pharmacia & Upjohn Company	Withdrawn	11/24/2003											
#82	Stryker Medical Division	10/26/2004	04-584	99999-126-A	(T-17 R)		Expired	24,817,000	12,408,500	65	630	N/A	N/A	Not Required to Report
#82	Stryker Medical Division	10/26/2004	04-584	99999-126-B	(T-17 PP)		Expired	7,763,000	3,881,500			N/A	N/A	Not Required to Report
#82	Stryker Corporation	6/26/2018	18-095	99999-161-A	(T-33 R)	12*	Active	35,758,639	17,879,320	150	1,011	251*	1,093*	8/15/2022
#82	Stryker Corporation	9/17/2019	19-100	99999-162-A	(T-32 R)	12	Active	6,265,544	3,132,772	0	1,011	251*	1,093*	8/15/2022
#83	Stryker Instruments Division	10/26/2004	04-583	99999-124-A	(T-17 R)		Expired	13,679,000	6,839,500	70	318	N/A	N/A	Not Required to Report
#83	Stryker Instruments Division	10/26/2004	04-583	99999-124-B	(T-17 PP)		Expired	4,110,258	2,055,129			N/A	N/A	Not Required to Report
#85	Eliason Corporation	9/26/2005	05-332	99999-125-A	(T-12 R)		Expired	517,741	258,870	10	20	N/A	N/A	Not Required to Report
#85	Eliason Corporation	9/26/2005	05-332	99999-125-B	(T-09 PP)		Expired	70,529	35,265			N/A	N/A	Not Required to Report
#86	Precision Printer Services Inc	3/28/2006	06-142	99999-131-A	(T-13 R)		Expired	752,604	376,302	1	24 (Kazoo)	N/A	N/A	Not Required to Report
#86	Precision Printer Services Inc	3/28/2006	06-142	99999-131-B	(T-10 PP)		Expired	35,000	17,500					Not Required to Report
#87	AVTECH Laboratories, Inc	3/28/2006	06-143	99999-132-A	(T-13 R)		Expired	3,500,000	1,750,000	30	47	N/A	N/A	Not Required to Report
#87	AVTECH Laboratories, Inc	3/28/2006	06-143	99999-132-B	(T-10 PP)		Expired	3,000,000	1,500,000			N/A	N/A	Not Required to Report
#88	PharmOptima, LLC (6740)	9/25/2007	07-560	99999-138-A	(T-14 R)		Expired	812,500	406,250	10	6	N/A	N/A	Not Required to Report
#88	PharmOptima, LLC (6740)	9/25/2007	07-560	99999-138-B	(T-11 PP)		Expired	605,388	302,694					Not Required to Report
#89	Eliason Corporation	10/7/2008	08-601	99999-140-A	(T-14 R)		Expired	1,469,156	734,578	0	24	N/A	N/A	Not Required to Report
#90	Stryker Corporation (Kenco Logistic Services)	10/21/2017	15-005	99999-153-A	(T-25 R)	9	Active	12,388,601	6,194,301	10	108	68*	189*	8/15/2022
#90	Stryker Corporation	10/5/2021	21-098	99999-165-A		9	NEW	14,000,000	7,000,000		189	NEW	NEW	CIP
#91	Pharmacia & Upjohn Company	8/23/2016	16-139	99999-156-A	(T-29 R)	12	Active	38,929,000	19,464,500	0	26	0*	26*	6/29/2022
#91	Pharmacia & Upjohn Company	8/23/2016	17-058	99999-157-A	(T-30 R)	12*	Active	61,487,000	30,743,500	15	26	22*	26*	6/29/2022
#91	Pharmacia & Upjohn Company	4/10/2018	18-044	99999-160-A	(T-34 R)	12*	Active	148,000,000	74,000,000	450	200	711*	760*	6/29/2022
#92	Stryker Corporation	3/14/2017	17-062	99999-158-A	(T-30 R)	12	Active	143,718,466	71,859,233	105	966	322*	966*	8/15/2022
				99999-158-B	(T-24 PP)	6	Active	10,862,750	5,431,375			"	"	"
#93	Midwest Fastener Corporation	1/12/2021	21-007	99999-163-A	(T-31 R)	9	Active	2,798,260	1,399,130	120	30	NEW	NEW	CIP

* After Construction Period

*Estimated based on total jobs reported

DNR - Did not Report
CIP - Construction in Progress
NR - Not Required

City of Portage
PA-198 Industrial Development and Plant Rehabilitation Districts - Master List and Job Report Summary
Last Updated: October 2022

Dist.	Certificate Holder	Council	Approval	Cert No.	Parcel No.	Transfer Year(s)	Abatement Period	Active/Exp ired	Reported Facility Cost	Exemption Cert (50%)	Application	Job Verification		Last Update		
Note: There are no active Plant Rehabilitation Abatements																
									Investment	Frozen Values	New	Retained	New	Retained		
#1-A	Pharmacia & Upjohn	/14/93 (Rehab)									0	116	N/A	N/A	Not Required to Report	
	Fluids/Ointments - Real			93-395	99999-100-A	(T-06 R)		Expired	7,110,100	450,000						
	Fluids/Ointments - Personal			93-395	99999-100-B	(T-06 PP)		Expired	7,616,400	79,700						
#1-B	Pharmacia & Upjohn	2/28/93 (New)									0	51	N/A	N/A	Not Required to Report	
	Control Labs - Real			94-001	99999-091-A	(T-07 R)		Expired	14,456,000 Processed as "New Facility"							
	Control Labs - Personal			94-001	99999-091-B	(T-07 PP)		Expired	2,760,000 Processed as "New Facility"							
#1-C	Pharmacia & Upjohn	/08/96 (Rehab)									0	126	N/A	N/A	Not Required to Report	
	Sterile 2000 - Real			96-553	99999-101-A	(T-09 R)		Expired	25,470,000	1,135,600						
	Sterile 2000 - Personal			96-553	99999-101-B	(T-09 PP)		Expired	53,174,400	1,248,300						
#2	Pharmacia & Upjohn	/19/97 (Rehab)									2	23	N/A	N/A	Not Required to Report	
	Clinical Packaging - Real			97-398	99999-102-A	(T-10 R)		Expired	13,420,000	221,300						
#3	Pharmacia & Upjohn	/20/99 (Rehab)									2	40	N/A	N/A	Not Required to Report	
	API Handling - Real			99-256	99999-104-A	(T-12 R)		Expired	1,530,000	58,400						
	API Handling - Personal			99-256	99999-104-B	(T-12 PP)		Expired	4,564,000	81,800						
#4	Pharmacia & Upjohn	/20/99 (Rehab)									6	6	N/A	N/A	Not Required to Report	
	Purified Water Generation - Real			99-255	99999-105-A	(T-12 R)		Expired	355,500	42,200	6	6	N/A	N/A	Not Required to Report	
	Purified Water Generation - Personal			99-255	99999-105-B	(T-12 PP)		Expired	10,868,200	227,600						
#5	Pharmacia & Upjohn	/20/99 (Rehab)									5	0	N/A	N/A	Not Required to Report	
	Ceftiofur Mastitis - Real			99-254	99999-106-A	(T-12 R)		Expired	2,900,000	351,100						
#6	Pharmacia & Upjohn	22/99 (Rehab)									0	200	N/A	N/A	Not Required to Report	
	Bldg. 41 - Packaging - Personal			99-334	99999-103-B	(T-12 PP)		Expired	10,879,100	759,600						
#7	Pharmacia & Upjohn	/11/00 (Rehab)									2	20	N/A	N/A	Not Required to Report	
	Bldg. 91 - M & E - Personal			00-046	99999-108-B	(T-13 PP)		Expired	4,901,600	125,900						

Note: Rehab facilities are total exemptions with taxation on frozen obsolete valuations only.

- #1-A - Pharmacia/Upjohn (Fluids/Ointments) \$529,700 frozen taxable valuation
- #1-C - Pharmacia/Upjohn (Sterile 2000) \$2,383,900 frozen taxable valuation
- #2 - Pharmacia/Upjohn (Clinical Packaging) \$221,300 frozen taxable valuation
- #3 - Pharmacia/Upjohn (API Handling) \$140,200 frozen taxable valuation
- #4 - Pharmacia/Upjohn (Purified Water Generation) \$269,800 frozen taxable valuation
- #5 - Pharmacia/Upjohn (Ceftiofur Mastitis) \$351,100 frozen taxable valuation
- #6 - Pharmacia/Upjohn (Packaging Line Upgrade) \$759,600 frozen taxable valuation
- #7 - Pharmacia/Upjohn (B-91 East Pilot Plant Upgrade) \$125,900 frozen taxable valuation

Prepared by the Office of the City Assessor
Updated 10/26/2022

City of Portage

2022 MBOR

Active IFT Summary Report

Parcel #	Owner Name	Property Address	Class	Assessed	Taxable	IFT Cert. #	\$ Approved	IFT Expires	IFT Type	Brownfield
99999-153-A	STRYKER CORPORATION	6501 PORTAGE RD	301	7,496,200	7,227,384	2015-005	12,388,601	12/30/2024	IFT - Post 1994 Rates	
99999-155-A	MANN+HUMMEL USA, INC	6400 S SPRINKLE RD	301	812,000	812,000	2014-196	1,978,000	12/30/2023	IFT - Post 1994 Rates	
99999-156-A	PHARMACIA & UPJOHN COMPANY	7171 PORTAGE RD	301	17,849,500	17,250,170	2016-139	38,929,000	12/30/2028	IFT - Post 1994 Rates	
99999-157-A	PHARMACIA & UPJOHN COMPANY	7171 PORTAGE RD	301	28,328,000	28,313,497	2017-058	61,487,000	12/30/2029	IFT - Post 1994 Rates	
99999-158-A	STRYKER CORPORATION	1941 STRYKER WAY	301	68,410,000	68,410,000	2017-062	143,718,466	12/30/2029	IFT - Post 1994 Rates	County Brownfield
99999-158-B	STRYKER CORPORATION	1941 STRYKER WAY	301	-	-	2017-062	10,862,750	12/30/2023	IFT - Post 1994 Rates	County Brownfield
99999-159-A	FEMA CORPORATION	1716 VANDERBILT AVE	301	742,200	698,514	2017-147	2,250,000	12/30/2023	IFT - Post 1994 Rates	
99999-160-A	PHARMACIA & UPJOHN COMPANY	7171 PORTAGE RD	301	2,131,000	2,131,000	2018-044	148,000,000	12/30/2033	IFT - Post 1994 Rates	
99999-161-A	STRYKER CORPORATION	3800 E CENTRE AVE	301	16,823,400	15,876,796	2018-095	35,758,639	12/30/2032	IFT - Post 1994 Rates	
99999-162-A	STRYKER CORPORATION	3800 E CENTRE AVE	301	649,700	567,323	2019-100	6,265,544	12/30/2031	IFT - Post 1994 Rates	
99999-163-A	MIDWEST FASTENER CORPORATION	9031 SHAVER RD	301	75,700	75,700	2021-007	2,798,260	12/30/2030	IFT - Post 1994 Rates	
99999-164-A	GENESIS PHARM OPTIMA, LLC	6710 QUALITY WAY	301	-	-	2021-075	4,777,500	12/30/2033	IFT - Post 1994 Rates	
99999-165-A	STRYKER CORPORATION	6501 PORTAGE RD	301	-	-	2021-098	14,000,000	12/30/2030	IFT - Post 1994 Rates	

Total	13		\$143,317,700	\$141,362,384	\$483,827,737
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% of Total Tax Base (Ad-Valorem & Special Acts)	5.78%
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City Tax Revenue	\$752,048
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City Summary for 2022 Taxes

City of Portage Total IFT Taxable Value	\$ 141,362,384
Taxes on IFT Parcels (Based on 2021 Millage Rates)	4,884,254
Taxes on IFT Parcels (Without Abatements)	8,911,866
Tax Savings To All Companies (With City Approved Abatements)	\$ 4,027,612

Prepared by the Office of the City Assessor

Minutes of Boards & Commissions

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 roll: 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.

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 Houseal 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 Houseal Lavigne; driving tours for Houseal Lavigne to learn the area; and a Planning Commission workshop.

Ms. Zhao introduced Brandon Nolin with Houseal Lavigne, who joined remotely via Microsoft Teams. Mr. Nolin informed the Commission of Houseal 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.

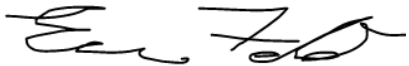
STATEMENT OF STAFF

None.

ADJOURNMENT:

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Eric Feldt". The signature is stylized with a large "E" and "F".

Eric Feldt, AICP, CFM
City Planner/Project Manager

CITY OF PORTAGE HUMAN SERVICES BOARD

Minutes of the Meeting – October 6, 2022

CALL TO ORDER: The City of Portage Special Human Services Board meeting of October 6, 2022, was called to order by Chair Brooke Kolodieczyk at 6:02 p.m. in Conference Room 2, Portage City Hall, 7900 S. Westnedge Avenue, Portage MI.

MEMBERS PRESENT: Chair Brooke Kolodieczyk , V-chair Jihan Young, Effie Kokkinos, John Dillworth, Monica Lloyd and Erin Tornello

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

APPROVAL OF MINUTES: The Minutes of September 1, 2022 were approved by a motion by Dillworth and supported by Lloyd The motion was unanimously approved, 6-0.

OLD BUSINESS:

1. **Change official meeting time:** Chair explained the proposed changes and asked if the board would like to table until they have filled the three remaining board seats. Motion by Young to table, seconded by Tornello, no discussion, motion carried 6-0.
2. **Human Services Grant Application and Ranking:** Perry shared the Portager article which highlights the emphasis on affordable and attainable housing and shared that Dillworth provided valuable input to emphasize housing in the application process. The group discussed the importance of focus and long-term goals in attracting applicants that will work toward their achievement. In addition, applicants will not come to expect automatic approval. Perry shared the “Circle of Support” diagram and the new invitation letter language added to emphasize the goal of obtaining and keeping long-term housing. The board reviewed the application and discussed the replacement of boxed categories with the new categories in the Circle of Support, expressing concern about bias if the HSB went in the direction of narrative answers instead of tables to fill out. The HSB chose to add a question about collaboration with other organizations. The HSB agreed that questions 12 and 13 should be combined and the and check boxes could be eliminated. On question 15.a., the HSB recommended an alteration to the question to ask the most common ways people find the applicant for procurement of services and also, how the applicant reaches out to the public to share their services. The group contemplated the future challenge of determining the outcomes of their efforts in a more direct way. The HSB agreed to eliminate questions 16 and 17 and re-word 19. The HSB agreed with City staff about adding in the housing language from question 6 to replace the COVID question language. Motion by Young, seconded by Kokkinos to approve changes, no further discussion, motion carries 6-0.
3. **Update on Community Services Open House:** Perry and Hallberg shared an update on marketing efforts and who is planning to attend November 3, 2022 at PZSC 4:30 – 6:30 p.m.

STATEMENT OF CITIZENS: None

ADJOURN: 7:00 p.m. Motion to adjourn by Young, second by Kokkinos; no discussion, motion carries 5 -0.



Respectfully Submitted,
Neighborhood and Housing Specialist
Community Development
City of Portage

T:\COMMDEV\2022 2023 Department Files\Board Files\HSB\Minutes\HSB Minutes 10.6.2022.docx

**City of Portage Environmental Board
Agenda for the Meeting on October 12, 2022**

Members present: Justin Gish, Thomas Shaffer, Loren Kimeldorf, Jerry Kroehn, David Lancaster, Joe Chamberlin, Lauren Tompkins, Jaime Harmon (ex officio)

7:04 p.m. Meeting called to order

- Board began with introductions

7:15 p.m. Public Comment

- No members of the public present to speak

7:16 p.m. Approval of the September Board Minutes

- Minutes will be voted on at the November Meeting. Tech issues did not allow for dispersal of minutes prior to this meeting.

7:21 p.m. Discussion on relevant topics

- Jerry suggested bringing in an expert to talk to the Board about the deer population in Portage.
- Joe and Loren K. suggested that statistics show the risk to Portage residents of hitting a deer is less of an issue than many believe.
- Discussion was held on the viability of increasing hunting of deer at local game areas.
- Board will work to bring in an expert to educate the board on the issue of deer within the city limits.
- Loren suggested that a deer survey might not be welcomed by the city, because the city will not wish to act on the “deer issue”.
- Thomas suggested that more data was needed before the board would make a motion to the city council to act on the “deer issue”. Jerry will put together a presentation to the board on the “deer issue” at the November meeting. This will be done before reaching out to the DNR for a presentation to the Board.

7:45 p.m. Composting Video Discussion

- Tabled until November Meeting

7:46 p.m. Arbor Day Discussion

- The board discussed a week of green events that will begin on Earth Day 2023 and culminate on Arbor Day 2023.
- The board hopes to work to plan events with the Park Board for future green events.
- Jerry withdrew his support for the Urban Bird Treaty work. Thomas made a motion that the board continue this work. The motion passed with support from Joe, Thomas, Loren K., Lauren T., and David.
- Jerry suggested that the board work to educate individuals on keeping their cats indoors to keep those cats from killing birds. This should be done if we really want to help the

birds. Thomas suggested this would be a good educational piece for *The Portager*. Joe suggested that in his experience cats are more dangerous to birds if let out during the day, and this might be best. Jerry suggested also trapping feral cats and sending cats to a city cat pound if cats were found during the day. The board suggested that Jerry reach back out to Gail Walters for further guidance on the cat issue.

- Joe suggested that 2023 event dates should be discussed and planned at the November Meeting.
- Jaime asks that the board stick closer to the agenda and plan the board meeting for the next month during the current months meeting.
- Jerry asks that the Board discuss committee assignments at the next meeting.

8:14 p.m. Meeting Adjourned

- Jerry motioned for the meeting to be adjourned. Motion was seconded by Loren, Thomas, and Joe.

CITY OF PORTAGE PLANNING COMMISSION

Thursday, November 17, 2022

7:00 PM Portage

City Hall Council Chambers

The City of Portage Planning Commission meeting of November 17, 2022, was called to order by Vice Chair Joshi at 7:00 p.m.

IN ATTENDANCE

- Eric Feldt, City Planner/Project Manager

ROLL CALL

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

Commissioner Baldwin motioned to excuse Chairman Corradini and Commissioner Casper; Commissioner Freiman supported the motion. Motion carried 7-0.

APPROVAL OF MINUTES

Motion by Commissioner Pezzoli, seconded by Commissioner Baldwin to approve the Planning Commission Meeting Minutes of October 6, 2022. Motion carried 7-0.

PUBLIC HEARINGS

1. Preliminary Condominium for Copperleaf Planned Development Phase 6, 3800 W. Milham Avenue

Mr. Feldt provided a presentation of the project, stating that the proposal is the last phase of the Copperleaf development consisting of 38 new lots, extending a public street, installing a sidewalk and pedestrian pathway, and utilizing the existing storm water basin. He showed various site drawings, recent pictures of Phase 6, and explained pertinent code sections. He also explained the current and future permits applicable to the project. Mr. Feldt stated that City Administration found the proposed Preliminary Condominium Plan meets Sec. 42-883 and recommends the Planning Commission support the project to the City Council with one condition: 'A letter or document from the school board or school board superintendent indicating awareness of the property shall be submitted, per Sec 42-883(3)(i)'.

Commissioner Fries asked Mr. Feldt to clarify the side yard setbacks for the project. Mr. Feldt explained that the setbacks are unique to 'Planned Development' and require buildings to be no closer than five feet from a side property line, and no closer than 15 feet from another building. Applicant, Brian Wood, representative for Westview Capital, LLC) provided further clarification about the side yard setback and stated that it would be easy to meet the unique side yard setback, since Westview Capital LLC is both the property owner and home builder for the project.

Commissioner Freiman asked the applicant if rooftop solar panels will be allowed in the Copperleaf Subdivision, are there architectural design standards, and is there a homeowner's association

(HOA). Mr. Wood indicated that rooftop solar panels would not likely be allowed, there are architectural design standards for the Copperleaf Subdivision, and there is an HOA.

Chair Joshi opened public hearing. No public comment was received.

Chair Joshi asked for a motion to close public hearing. Commission Youngs motioned to close public hearing; Commissioner Fries seconded the motion. Motion passed 7-0, by voice vote of the Commission.

Commissioner Fries made a motion to recommend to the City Council the approval of the Preliminary Condominium Copperleaf Planned Development Phase 6, 3800 W. Milham Avenue with the following condition: A letter or document from the school board or school board superintendent indicating awareness of the property shall be submitted, per Sec 42-883(3)(i). Motion was seconded by Commission Pezzoli.

Upon roll call vote: Chair Corradini (excused); Vice Chair Joshi (yes); Fries (yes); Pezzoli (yes); Baldwin (yes); Adams (yes); Youngs (yes); Casper (excused); and Freiman (yes). The motion passed 7-0.

SITE/FINAL PLANS

None.

NEW BUSINESS

None.

OLD BUSINESS

None.

STATEMENT OF CITIZENS

None.

STATEMENT OF COMMISSIONERS

None.

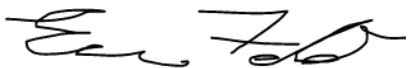
STATEMENT OF STAFF

None.

ADJOURNMENT:

There being no further business to come before the Commission, Vice Chair adjourned the meeting at 7:23 p.m.

Respectfully submitted,



Eric Feldt, AICP, CFM
City Planner/Project Manager

MATERIALS TRANSMITTED

Wednesday, November 30, 2022

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



Pat McGinnis, City Manager

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

TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT: Monthly Financial Report

SUPPORTING PERSONNEL: Lauren VanderVeen, Finance Director

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

Attachments: September 30th, 2022 Financial Report
October 31st, 2022 Financial Report

BUDGET REPORT FOR CITY OF PORTAGE
Calculations as of 09/30/2022

Fund	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY	25% Percent of Amended Collected/Used
REVENUES					
000.00		27,938,386	27,938,386	18,153,491	65%
172.00	- City Manager	500	500	500	100%
215.00	- City Clerk	505,035	505,035	31,921	6%
219.00	- Public Information	213,500	213,500	0	0%
228.00	- Technology Services	3,500	3,500	0	0%
253.00	- Finance Treasury	750	750	143	19%
262.00	- City Clerk Elections	0	0	0	0%
265.06	- Police Facility Management	70,000	70,000	17,500	25%
273.00	- Comm Dev Building Services	830,050	830,050	267,873	32%
305.00	- Police Administration	110,950	110,950	43,059	39%
311.00	- Police Patrol	1,500	1,500	100	7%
320.01	- Police Training-Grant Funded	7,000	7,000	0	0%
325.00	- Police Public Safety Dispatch/ts	20,000	20,000	10,479	52%
329.00	- Police Drug Law Enforcement	10,000	10,000	20,000	200%
336.00	- Fire Operations	0	0	0	0%
337.00	- Fire Admin	100	100	2,094	2094%
341.00	- Fire Prevention	950	950	235	25%
567.00	- Cemeteries	55,000	55,000	19,147	35%
672.00	- Senior Center	300,900	300,900	43,988	15%
672.01	- Senior Center Trips	200,000	200,000	3,917	2%
672.02	- Senior Center Activities	20,000	20,000	5,000	25%
701.00	- Comm Dev Planning & Development	40,050	40,050	23,357	58%
702.00	- Comm Dev Neighborhood Services	217,000	217,000	156,659	72%
751.00	- Parks & Rec - Parks	72,800	72,800	23,491	32%
751.01	- Parks & Rec - Kalamazoo In Bloom	0	0	0	0%
751.03	- Parks & Rec - Farmers Market	15,000	15,000	1,625	11%
751.04	- Parks & Rec - Team Sports	84,880	84,880	32,705	39%
751.06	- Parks & Rec - Programs	12,500	12,500	2,765	22%
751.07	- Parks & Rec - Ramona Park	78,550	78,550	41,224	52%
751.08	- Parks & Rec - Special Events	5,000	5,000	29,750	595%
751.09	- Parks & Rec - Millennium Park	48,300	48,300	0	0%
770.00	- Parks Maintenance	30,862,201	30,862,201	18,931,024	61%

BUDGET REPORT FOR CITY OF PORTAGE
Calculations as of 09/30/2022

Fund	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY	25% Percent of Amended Collected/Used
EXPENDITURES					
101.00 - City Council		96,230	96,230	20,595	21%
101.01 - City Council-Human Services		181,597	181,597	0	0%
172.00 - City Manager		903,615	903,615	205,432	23%
191.00 - Finance Accounting		336,725	336,725	68,992	20%
212.00 - Finance & Budget		373,114	373,114	67,470	18%
215.00 - City Clerk		177,522	177,522	51,837	29%
216.00 - City Clerk Records Management		79,109	79,109	18,592	24%
219.00 - Public Information		452,661	452,661	118,634	26%
228.00 - Technology Services		1,133,862	1,133,862	291,191	26%
233.00 - Purchasing		89,722	89,722	16,299	18%
240.00 - Purchasing Risk Management		25,966	25,966	3,780	15%
247.00 - Assessor Board Of Review		15,400	15,400	532	3%
253.00 - Finance Treasury		185,072	185,072	57,164	31%
257.00 - Assessor		544,798	544,798	115,240	21%
262.00 - City Clerk Elections		334,631	334,631	70,289	21%
265.00 - Comm Dev Building Maintenance		304,434	304,434	34,568	11%
265.06 - Police Facility Management		361,221	361,221	42,350	12%
265.08 - Fire Facility Management		250,300	250,300	18,375	7%
266.00 - Attorney		235,723	235,723	57,368	24%
270.00 - Human Resources		749,857	749,857	148,728	20%
272.00 - City-wide Services		750,636	750,636	165,492	22%
273.00 - Comm Dev Building Services		703,655	703,655	139,976	20%
305.00 - Police Administration		1,122,133	1,122,133	207,008	18%
305.03 - Police Emergency Sirens		18,676	18,676	0	0%
306.00 - Police Youth Services		554,860	554,860	77,612	14%
310.00 - Police Investigation		767,112	767,112	179,684	23%
311.00 - Police Patrol		6,816,729	6,055,455	1,333,652	22%
312.00 - Police Records & PST		0	761,274	137,545	18%
320.00 - Police Training		354,940	354,940	69,438	20%
320.01 - Police Training-Grant Funded		7,000	7,000	0	0%
325.00 - Police Public Safety Dispatch/ts		61,594	61,594	7,639	12%
329.00 - Police Drug Law Enforcement		369,949	369,949	67,490	18%

BUDGET REPORT FOR CITY OF PORTAGE
Calculations as of 09/30/2022

Fund	DESCRIPTION	2022-23	2022-23	2022-23	25%
		ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY	Percent of Amended Collected/Used
336.00 - Fire Operations		4,192,044	4,192,044	856,086	20%
336.02 - Fire - Aerial Truck Replacement		212,547	212,547	212,547	100%
337.00 - Fire Admin		801,678	801,678	139,219	17%
337.01 - Fire On Call Firefighters		89,654	89,654	15,648	17%
339.00 - Fire Emergency Operations		4,950	4,950	145	3%
341.00 - Fire Prevention		168,422	168,422	35,463	21%
342.00 - Fire Training		215,245	215,245	33,189	15%
567.00 - Cemeteries		81,792	81,792	16,212	20%
605.00 - Contagious Diseases		0	0	129	0%
672.00 - Senior Center		832,765	832,765	158,822	19%
672.01 - Senior Center Trips		224,691	224,691	9,089	4%
701.00 - Comm Dev Planning & Development		533,710	533,710	70,116	13%
702.00 - Comm Dev Neighborhood Services		570,910	570,910	96,680	17%
751.00 - Parks & Rec - Parks		854,740	854,740	176,531	21%
751.01 - Parks & Rec - Kalamazoo In Bloom		17,000	17,000	0	0%
751.02 - Parks & Rec - Rec Admin		276,082	276,082	49,355	18%
751.03 - Parks & Rec - Farmers Market		35,248	35,248	5,782	16%
751.04 - Parks & Rec - Team Sports		61,720	61,720	12,868	21%
751.06 - Parks & Rec - Programs		37,000	37,000	2,521	7%
751.07 - Parks & Rec - Ramona Park		189,077	189,077	68,296	36%
751.08 - Parks & Rec - Special Events		130,800	130,800	41,705	32%
751.09 - Parks & Rec - Millennium Park		115,323	115,323	6,996	6%
770.00 - Parks Maintenance		1,646,227	1,646,227	325,455	20%
966.00 - Transfers Out		1,212,733	1,212,733	0	0%
TOTAL EXPENDITURES - GENERAL FUND		30,863,201	30,863,201	6,125,826	20%
202	Major Street Fund- Revenues	5,730,715	5,730,715	160,979	3%
	Major Street Fund- Expenditures	5,730,715	5,730,715	834,591	15%
203	Local Street Fund- Revenues	2,031,906	2,031,906	521,625	26%
	Local Street Fund- Expenditures	2,029,228	2,029,228	483,999	24%
204	Municipal Street Fund- Revenues	1,463,407	1,463,407	1,273,814	87%
	Municipal Street Fund- Expenditures	1,463,407	1,463,407	0	0%

BUDGET REPORT FOR CITY OF PORTAGE
Calculations as of 09/30/2022

Fund	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY	25% Percent of Amended Collected/Used
223	Curbside Recycling- Revenues	822,961	822,961	714,963	87%
	Curbside Recycling- Expenditures	806,147	806,147	140,948	17%
236	Leaf Pickup/Spring Cleanup- Revenues	938,879	938,879	814,219	87%
	Leaf Pickup/Spring Cleanup- Expenditures	874,080	874,080	87,565	10%
230	CDBG Program Income Fund- Revenues	135,000	135,000	21,892	16%
	CDBG Program Income Fund- Expenditures	135,000	135,000	79,873	59%
252	West Lake Weed Mgmt- Revenues	35,630	35,630	81	0%
	West Lake Weed Mgmt- Expenditures	32,500	32,500	13,526	42%
296	Community Development Block Grant- Rev	218,925	218,925	0	0%
	Community Development Block Grant- Exp	218,925	218,925	44,349	20%
298	Cable Television Fund- Revenues	779,673	779,673	179,948	23%
	Cable Television Fund- Expenditures	779,673	779,673	52,097	7%
401	Capital Improvement General- Revenues*	23,210,099	23,614,987	4,393,685	19%
	Capital Improvement General- Expenditures*	23,210,099	35,772,701	2,615,915	7%
460	Capital Improvement Sewer- Revenues*	2,400,000	4,595,000	0	0%
	Capital Improvement Sewer- Expenditures*	2,400,000	5,785,778	494,100	9%
461	Capital Improvement Water- Revenues*	2,675,000	10,412,860	0	0%
	Capital Improvement Water- Expenditures*	2,675,000	13,598,248	721,956	5%
590	Sewer Fund- Revenue	9,719,780	9,719,780	2,528,979	26%
	Sewer Fund- Expenditures	9,717,054	9,717,054	1,187,882	12%
591	Water Fund- Revenues	7,358,042	7,358,042	2,082,966	28%
	Water Fund- Expenditures	7,097,297	7,097,297	1,121,375	16%
TOTAL REVENUES - ALL FUNDS**		88,382,218	98,719,966	31,624,175	
TOTAL EXPENDITURE - ALL FUNDS**		88,032,326	114,903,954	14,004,002	

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

**Debt Service and Internal Service Funds not included.

BUDGET REPORT FOR CITY OF PORTAGE
Calculations as of 10/31/2022

Calculations as of 10/31/2022		2022-23	2022-23	2022-23	34%
Fund	DESCRIPTION	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY	Percent of Amended Collected/Used
REVENUES					
000.00		27,938,386	27,938,386	19,312,617	69%
172.00 - City Manager		500	500	500	100%
215.00 - City Clerk		505,035	505,035	39,653	8%
219.00 - Public Information		213,500	213,500	0	0%
228.00 - Technology Services		3,500	3,500	0	0%
253.00 - Finance Treasury		750	750	244	32%
262.00 - City Clerk Elections		0	0	0	0%
265.06 - Police Facility Management		70,000	70,000	17,500	25%
273.00 - Comm Dev Building Services		830,050	830,050	313,632	38%
305.00 - Police Administration		110,950	110,950	47,052	42%
311.00 - Police Patrol		1,500	1,500	120	8%
320.01 - Police Training-Grant Funded		7,000	7,000	3,484	50%
325.00 - Police Public Safety Dispatch/ts		20,000	20,000	10,479	52%
329.00 - Police Drug Law Enforcement		10,000	10,000	20,000	200%
336.00 - Fire Operations		0	0	0	0%
337.00 - Fire Admin		100	100	2,094	2094%
341.00 - Fire Prevention		950	950	285	30%
567.00 - Cemeteries		55,000	55,000	27,555	50%
672.00 - Senior Center		300,900	324,910	61,431	19%
672.01 - Senior Center Trips		200,000	200,000	13,369	7%
672.02 - Senior Center Activities		20,000	20,000	5,000	25%
701.00 - Comm Dev Planning & Development		40,050	40,050	25,957	65%
702.00 - Comm Dev Neighborhood Services		217,000	217,000	161,856	75%
751.00 - Parks & Rec - Parks		72,800	72,800	47,961	66%
751.01 - Parks & Rec - Kalamazoo In Bloom		0	0	0	0%
751.03 - Parks & Rec - Farmers Market		15,000	15,000	2,865	19%
751.04 - Parks & Rec - Team Sports		84,880	84,880	37,540	44%
751.06 - Parks & Rec - Programs		12,500	12,500	5,585	45%
751.07 - Parks & Rec - Ramona Park		78,550	78,550	42,644	54%
751.08 - Parks & Rec - Special Events		5,000	5,000	33,540	671%
751.09 - Parks & Rec - Millennium Park		48,300	48,300	0	0%
770.00 - Parks Maintenance		30,862,201	30,886,211	20,232,962	66%

BUDGET REPORT FOR CITY OF PORTAGE
Calculations as of 10/31/2022

Calculations as of 10/31/2022		2022-23	2022-23	2022-23	34%
Fund	DESCRIPTION	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY	Percent of Amended Collected/Used
EXPENDITURES					
101.00 - City Council		96,230	96,230	20,816	22%
101.01 - City Council-Human Services		181,597	181,597	0	0%
172.00 - City Manager		903,615	903,615	259,797	29%
191.00 - Finance Accounting		336,725	336,725	89,767	27%
212.00 - Finance & Budget		373,114	373,114	84,356	23%
215.00 - City Clerk		177,522	177,522	62,774	35%
216.00 - City Clerk Records Management		79,109	79,109	22,669	29%
219.00 - Public Information		452,661	452,661	149,396	33%
228.00 - Technology Services		1,133,862	1,133,862	357,785	32%
233.00 - Purchasing		89,722	89,722	21,146	24%
240.00 - Purchasing Risk Management		25,966	25,966	4,818	19%
247.00 - Assessor Board Of Review		15,400	15,400	532	3%
253.00 - Finance Treasury		185,072	185,072	67,301	36%
257.00 - Assessor		544,798	544,798	191,812	35%
262.00 - City Clerk Elections		334,631	334,631	91,720	27%
265.00 - Comm Dev Building Maintenance		304,434	304,434	65,686	22%
265.06 - Police Facility Management		361,221	361,221	53,462	15%
265.08 - Fire Facility Management		250,300	250,300	34,155	14%
266.00 - Attorney		235,723	235,723	77,179	33%
270.00 - Human Resources		749,857	749,857	193,117	26%
272.00 - City-wide Services		750,636	750,636	217,497	29%
273.00 - Comm Dev Building Services		703,655	703,655	175,024	25%
305.00 - Police Administration		1,122,133	1,122,133	295,141	26%
305.03 - Police Emergency Sirens		18,676	18,676	0	0%
306.00 - Police Youth Services		554,860	554,860	106,557	19%
310.00 - Police Investigation		767,112	767,112	232,022	30%
311.00 - Police Patrol		6,816,729	6,055,455	1,707,291	28%
312.00 - Police Records & PST		0	761,274	173,476	23%
320.00 - Police Training		354,940	354,940	90,060	25%
320.01 - Police Training-Grant Funded		7,000	7,000	0	0%
325.00 - Police Public Safety Dispatch/ts		61,594	61,594	7,639	12%
329.00 - Police Drug Law Enforcement		369,949	369,949	91,262	25%

BUDGET REPORT FOR CITY OF PORTAGE
Calculations as of 10/31/2022

		2022-23	2022-23	2022-23	34%
		ORIGINAL	AMENDED	ACTIVITY	Percent of
Fund	DESCRIPTION	BUDGET	BUDGET		Collected/Used
336.00	- Fire Operations	4,192,044	4,192,044	1,113,087	27%
336.02	- Fire - Aerial Truck Replacement	212,547	212,547	212,547	100%
337.00	- Fire Admin	801,678	801,678	172,293	21%
337.01	- Fire On Call Firefighters	89,654	89,654	19,911	22%
339.00	- Fire Emergency Operations	4,950	4,950	145	3%
341.00	- Fire Prevention	168,422	168,422	47,365	28%
342.00	- Fire Training	215,245	215,245	42,670	20%
567.00	- Cemeteries	81,792	81,792	19,591	24%
605.00	- Contagious Diseases	0	0	129	0%
672.00	- Senior Center	832,765	856,775	228,500	27%
672.01	- Senior Center Trips	224,691	224,691	11,620	5%
701.00	- Comm Dev Planning & Development	533,710	533,710	100,124	19%
702.00	- Comm Dev Neighborhood Services	570,910	570,910	123,962	22%
751.00	- Parks & Rec - Parks	854,740	854,740	256,366	30%
751.01	- Parks & Rec - Kalamazoo In Bloom	17,000	17,000	0	0%
751.02	- Parks & Rec - Rec Admin	276,082	276,082	70,986	26%
751.03	- Parks & Rec - Farmers Market	35,248	35,248	5,929	17%
751.04	- Parks & Rec - Team Sports	61,720	61,720	16,257	26%
751.06	- Parks & Rec - Programs	37,000	37,000	4,961	13%
751.07	- Parks & Rec - Ramona Park	189,077	189,077	68,407	36%
751.08	- Parks & Rec - Special Events	130,800	130,800	52,114	40%
751.09	- Parks & Rec - Millennium Park	115,323	115,323	9,179	8%
770.00	- Parks Maintenance	1,646,227	1,646,227	406,149	25%
966.00	- Transfers Out	1,212,733	1,212,733	0	0%
TOTAL EXPENDITURES - GENERAL FUND		30,863,201	30,887,211	7,926,548	26%
202	Major Street Fund- Revenues	5,730,715	5,730,715	594,094	10%
	Major Street Fund- Expenditures	5,730,715	5,730,715	963,468	17%
203	Local Street Fund- Revenues	2,031,906	2,031,906	655,308	32%
	Local Street Fund- Expenditures	2,029,228	2,029,228	543,203	27%
204	Municipal Street Fund- Revenues	1,463,407	1,463,407	1,281,131	88%
	Municipal Street Fund- Expenditures	1,463,407	1,463,407	0	0%

BUDGET REPORT FOR CITY OF PORTAGE
Calculations as of 10/31/2022

Fund	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY	34% Percent of Amended Collected/Used
223	Curbside Recycling- Revenues	822,961	822,961	719,069	87%
	Curbside Recycling- Expenditures	806,147	806,147	143,651	18%
236	Leaf Pickup/Spring Cleanup- Revenues	938,879	938,879	818,896	87%
	Leaf Pickup/Spring Cleanup- Expenditures	874,080	874,080	104,128	12%
230	CDBG Program Income Fund- Revenues	135,000	135,000	35,217	26%
	CDBG Program Income Fund- Expenditures	135,000	135,000	121,495	90%
252	West Lake Weed Mgmt- Revenues	35,630	35,630	91	0%
	West Lake Weed Mgmt- Expenditures	32,500	32,500	13,526	42%
296	Community Development Block Grant- Rev	218,925	218,925	0	0%
	Community Development Block Grant- Exp	218,925	218,925	53,509	24%
298	Cable Television Fund- Revenues	779,673	779,673	201,446	26%
	Cable Television Fund- Expenditures	779,673	779,673	83,456	11%
401	Capital Improvement General- Revenues*	23,210,099	23,614,987	4,474,526	19%
	Capital Improvement General- Expenditures*	23,210,099	35,772,701	3,066,057	9%
460	Capital Improvement Sewer- Revenues*	2,400,000	4,595,000	0	0%
	Capital Improvement Sewer- Expenditures*	2,400,000	5,785,778	713,391	12%
461	Capital Improvement Water- Revenues*	2,675,000	10,412,860	0	0%
	Capital Improvement Water- Expenditures*	2,675,000	13,598,248	1,164,735	9%
590	Sewer Fund- Revenue	9,719,780	9,719,780	3,470,734	36%
	Sewer Fund- Expenditures	9,717,054	9,717,054	1,793,186	18%
591	Water Fund- Revenues	7,358,042	7,358,042	2,959,112	40%
	Water Fund- Expenditures	7,097,297	7,097,297	1,387,393	20%
TOTAL REVENUES - ALL FUNDS**		88,382,218	98,743,976	35,442,587	
TOTAL EXPENDITURE - ALL FUNDS**		88,032,326	114,927,964	18,077,745	

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

**Debt Service and Internal Service Funds not included.