FINAL AGENDA FOR THE COUNCIL MEETING
CITY OF PORTAGE
APRIL 15, 2025

6:00 p.m. Call to Order.

Moment of Silence.

Pledge of Allegiance.

Roll Call.

Proclamations:

1. Kalamazoo Valley Community College Month
2. Workers' Memorial Day
3. National Arbor Day

A. Petitions and Statements of Citizens (3 mins. per speaker).

B. Consent Agenda:

1. Approve the City Council Meeting Minutes of the:
    a. Regular Meeting of March 25, 2025
2. Approve the Accounts Payable Register of April 15, 2025, as presented.
3. Accept the City of Portage Brownfield Redevelopment Plan Application, with Brownfield Redevelopment Plan Amendment No. 14, City of Portage Workforce Housing Project, "Stanwood Crossings," 9617 Portage Rd, Portage MI, and set a Public Hearing for April 29, 2025, at 6:00 p.m. or as soon thereafter as may be heard.
4. Authorize AVB, Inc. to enter into subcontracts and incur Stanwood Crossings infrastructure expenses of a total amount not to exceed $3,672,132.
5. Award a construction contract to Michigan Paving and Materials Company of Kalamazoo, Michigan for the 2025 Local Streets Reconstruction Program in an amount not to exceed $1,788,562.97 and authorize the City Manager to execute all documents related to the contract on behalf of the city.
6. Authorize the transfer of up to $450,000 in tornado relief funding received by the City of Portage from Kalamazoo County/State of Michigan to After the Storm to assist residents with tornado recovery efforts and authorize the City Manager to execute all documents related to this action on behalf of the city.
7. Set a Committee of Whole Meeting on May 6, 2025, at 1:30 p.m. to review and discuss proposals for the provision of legal services.
8. Minutes of Boards & Commissions:
    a. Environmental Board of March 12, 2025
    b. Human Services Board of March 6, 2025
    c. Brownfield Redevelopment Authority of February 27, 2025
9. Materials Transmitted.
10. Calendar of Meetings:
    - Senior Citizens Advisory Board: Wednesday, April 16 at 2:30 p.m. at the Portage-Zhang Senior Center
    - Planning Commission: Thursday, April 17 at 7:00 p.m. in the City Council Chambers at Portage City Hall
    - City Council, Special Meeting, Budget Review Session 1: Tuesday, April 29 at 2:00 p.m. in Conference Room 1 at Portage City Hall

C. Communications:

D. Public Hearings:

   1. Subsequent to the public hearing, consider adopting Resolution No. 5 confirming the Special Assessment Roll for the West Lake Management Program #025-Q.

E. Regular Business Agenda:

   1. Presentation of the proposed FY 2025-2026 Budget.

F. Unfinished Business:

G. Council Committee Reports:

H. New Business:

I. Statements of City Council and City Manager.

Adjournment.

CITY OF PORTAGE PROCLAMATION

Kalamazoo Valley Community College Month

WHEREAS, the more than one thousand community and technical colleges, public and private, in the United States have contributed enormously to the richness and accessibility of American higher education and provide educational opportunities for more than forty percent of all undergraduate college students nationwide; and

WHEREAS, by providing educational opportunities at accessible costs and locations for every ambitious student to enter a postsecondary school program, community colleges provide community-based institutions that provide education and training for thousands of occupations; and

WHEREAS, Kalamazoo Valley Community College has supported the advancement of Southwest Michigan by developing strong industry partnerships, state of the art training, and educational experiences since 1966; and

WHEREAS, Kalamazoo Valley Community College is an accredited institution by the Higher Learning Commission and is accredited by several nationally recognized programmatic accreditors, providing accredited programs such as culinary arts, emergency medical services, medical assistance, dentistry, nursing, law enforcement, and firefighting; and

WHEREAS, approximately nine thousand students of all ages and backgrounds annually attend Kalamazoo Valley Community College to receive superb education and earn degrees, certificates, and training that help them become skilled members of the workforce that propel economic growth and encourage learning and culture; and

WHEREAS, Kalamazoo Valley Community College has been instrumental in revitalizing the greater Portage area, including the Kalamazoo Arcadia Commons Campus, the Center for New Media, and the Kalamazoo Valley Museum and Bronson Healthy Living Campus.

NOW, THEREFORE, BE IT RESOLVED THAT I, Patricia M. Randall, Mayor of the City of Portage, hereby recognize April, 2025, as Kalamazoo Valley Community College Month.

Signed this 15th day of April, 2025.

Patricia M. Randall, Mayor

CITY OF PORTAGE PROCLAMATION

Workers' Memorial Day 2025

WHEREAS, on April 28, 1971, the Occupational Safety and Health Act (OSHA) went into effect, promising every worker the right to a safe job; and

WHEREAS, every year on April 28, communities and worksites around the world honor friends, family members, and colleagues who have been killed or injured on the job; and

WHEREAS, the U.S. Department of Labor, and the Federal Bureau of Labor Statistics estimates that an average of 147 Michiganders per year have died on the job over the past decade; and

WHEREAS, the 2024 National Census on Fatal Occupational Injuries found a worker died every ninety-nine minutes from a work-related injury; and

WHEREAS, it is appropriate to honor the memory of the courageous and dedicated members of Michigan's labor force who have been injured or disabled or have died as a result of workplace accidents; and

WHEREAS, we remember those who died in workplace catastrophes, suffered occupational-related diseases, or have been injured due to dangerous conditions; and

WHEREAS, recognition of the integrity of Michigan's economic workforce and its achievements on behalf of the economic growth of our state is necessary; and

WHEREAS, the City of Portage wishes to pay tribute to the workers who have died or been injured or disabled in workplace accidents, honor the contributions of Michigan's workforce, and call for increased workplace safety; and

WHEREAS, the City of Portage renews its efforts to seek stronger workplace safety and health protections, better standards and enforcement, and fair and just compensation, and we rededicate ourselves to improving safety and health in every city workplace.

NOW, THEREFORE, BE IT RESOLVED THAT I, Patricia M. Randall, Mayor of the City of Portage, do hereby proclaim Monday, April 28, 2025, as Workers' Memorial Day in the City of Portage and urge all citizens to honor the contributions of Michigan's workforce and call for increased workplace safety standards.

Signed this 15th day of April, 2025.

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Patricia M. Randall, Mayor

CITY OF PORTAGE PROCLAMATION

National Arbor Day Proclamation

WHEREAS, the importance of trees to the quality of the environment is recognized in the United States by designation of the last Friday in April as National Arbor Day; and

WHEREAS, the National Arbor Day Foundation is a non-profit organization committed to tree planting and conservation; and

WHEREAS, trees provide environmental benefits such as air purification, oxygen production, reduced topsoil erosion, natural temperature moderation, and providing habitats for wildlife; and

WHEREAS, trees in our city increase property values, enhance economic vitality, and beautify our community; and

WHEREAS, for over thirty years, the City of Portage has been designated as a Tree City USA by the National Arbor Day Foundation for its efforts in tree planting and conservation; and

WHEREAS, trees – wherever they are planted – are a source of joy and renewal; and

WHEREAS, on April 19, the City of Portage will partner with ReLeaf Michigan, the Arbor Day Foundation, and the WC Kellog Company to provide 350 trees to Portage residents, to replenish what was lost during last May's tornado.

NOW, THEREFORE, BE IT RESOLVED THAT I, Patricia M. Randall, Mayor of the City of Portage, hereby proclaim April 25, 2025, as National Arbor Day in the City of Portage, and urge all citizens to celebrate Arbor Day and support efforts to protect and preserve our trees and woodlands.

Signed this 15th day of April, 2025.

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Patricia M. Randall, Mayor

CITY COUNCIL MEETING MINUTES FROM MARCH 25, 2025

Mayor Pro Tem Jim Pearson called the Regular Meeting to order at 6:00 PM in the Council Chambers at Portage City Hall.

ROLL CALL: Councilmembers Chris Burns, Victor Ledbetter, Nicole Miller, Terry Urban, Jihan Young, and Mayor Pro Tem Jim Pearson were present.

ABSENT: Mayor Patricia Randall.

ALSO PRESENT: City Manager Pat McGinnis, Chief Operating Officer Adam Herringa, Chief Development Officer Peter Dame, City Attorney Catherine Kaufman, Deputy Director of Economic Development Jonathan Hallberg, and Deputy City Clerk Tammy Durian.

At the request of Mayor Pro Tem Pearson, the audience observed a moment of silence to reflect on the wildfires in the Carolinas and the increase of hostilities in the Middle East. Following the moment of silence, the City Council recited the Pledge of Allegiance.

PROCLAMATIONS: None.

PETITIONS AND STATEMENTS OF CITIZENS:

1. Carolyn Morin (7341 Quail Street) reported damage done to her property by a neighbor. She expressed fear and asked for assistance in resolving the conflict with her neighbor.
2. Mark Mowery (7402 Quail Street), spoke on behalf of himself and other neighbors present at the meeting. He provided history of the neighborhood and shared his experience that resulted in him being assaulted by the same neighbor. He further discussed other reports regarding the history of said neighbor, including proceedings with the 8th District Court.
3. Charlene Tooles (7417 Quail Street) reported her experience and what she's had to endure with the same neighbor, voicing she is scared.

Mayor Pro Tem Pearson asked the neighborhood to document and collectively discuss the issue with City Manager McGinnis.

CONSENT AGENDA:

Mayor Pro Tem shared where the public can access the meeting agenda and asked if anyone would like an item removed from the Consent Agenda. Motion by Young, seconded by Miller, to approve the Consent Agenda as presented. Upon a roll call vote, motion carried 6 to 0.

Approval of Minutes: Motion by Young, seconded by Miller, to approve the City Council Meeting Minutes of the Regular Meeting of March 11, 2025. Upon a roll call vote, motion carried 6 to 0.

Accounts Payable Register: Motion by Young, seconded by Miller, to approve the Accounts Payable Register of March 25, 2025, as presented. Upon a roll call vote, motion carried 6 to 0.

South Westnedge Avenue Reconstruction Project - Bid Tabulation: Motion by Young, seconded by Miller, to award a construction contract for the South Westnedge Avenue Reconstruction project to Rieth Riley Construction Company, Incorporated, Kalamazoo, Michigan, in an amount not to exceed $1,962,291.15 and authorize the City Manager to execute all documents related to the contracts on behalf of the city. Upon a roll call vote, motion carried 6 to 0.

West Centre Avenue Traffic Signal Improvements - Bid Tabulation: Motion by Young, seconded by Miller, to award a construction contract for the West Centre Avenue Traffic Signal Improvements project to Severance Electric Company, Kalamazoo, Michigan, in an amount not to exceed $410,379.60 and authorize the City Manager to execute all documents related to the contracts on behalf of the city. Upon a roll call vote, motion carried 6 to 0.

West Lake Weed Management – 2025 to 2029 Application Program: Motion by Young, seconded by Miller, to adopt Resolution No. 4 for the West Lake Management Program Special District No. 025-Q, setting a public hearing on the Assessment Roll for April 15, 2025. Upon a roll call vote, motion carried 6 to 0.

General Permit for the City of Portage Compost Site: Motion by Young, seconded by Miller, to authorize the City Administration to file for a general permit for the City of Portage Compost Site and authorize the City Manager to execute all documents related to this action on behalf of the city. Upon a roll call vote, motion carried 6 to 0.

Minutes of Boards & Commissions: Motion by Young, seconded by Miller, to receive the minutes of the Environmental Board of January 8, 2025; and Historic District Commission of February 5, 2025; and Human Services Board of February 6, 2025. Upon a roll call vote, motion carried 6 to 0.

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

PUBLIC HEARING:

Act 381 Brownfield Plan - Allen Edwin Homes, 9581 Oakland Drive and 8150 Creekside Drive: Mayor Pro Tem Pearson introduced the item and deferred to City Manager McGinnis. Manager McGinnis commented on the Brownfield Redevelopment Financing Act (PA 381 of 1996 as amended), noting the City Council's objective in increasing the housing supply. He highlighted that it is one of the City's first applications using brownfield legislation for housing and provided a summary of the proposed housing developments.

Councilmember Urban asked for further clarification on the brownfield program for residential projects. Jonathon Hallberg, the Deputy Director of Economic Development and staff liaison for Brownfield Redevelopment Authority, provided the history of the legislative amendments which now allow for housing redevelopment activities, including attainable housing investments, and how they relate to the proposed plan. The proposed brownfield plan would allow the developer, Green Development Ventures LLC (dba Allen Edwin Homes) to receive reimbursement for eligible costs related to the redevelopment of two locations as housing developments using tax increment financing (TIF).

Councilmember Urban asked for a summary of financial relief Allen Edwin Homes would receive and asked about the taxing bodies tax revenue through TIF under the Act. Mr. Hallberg further explained tax revenue and TIF-eligible cost recovery items through reimbursement under the brownfield plan, which included site improvements, housing related infrastructure, and affordable housing gap subsidies to allow for controlled rent 21% of the units. Hallberg clarified that School Operating Taxes captured by TIF are recovered through the State School Aid fund so the schools always receive what they would normally receive through the new development.

Mayor Pro Tem Pearson asked to confirm the prescribed parameters with Michigan State Housing Development Authority (MSHDA). Mr. Hallberg explained the MSHDA Housing TIF Program, the calculation to determine rent, as well as the annual approval process and rent certifications that Allen Edwin Homes will follow.

Councilmember Miller asked for clarification on the annual rent certification to continue qualifying for TIF, verifying a 15-year timeline for Oakland and 10-year timeline for Creekside. Mr. Hallberg confirmed. Councilmember Ledbetter followed with an inquiry about benefits the developer will receive following the end of the timelines. Brian Farkas, Allen Edwin Homes, explained the terms of the TIF and generated tax revenue and how they determined the differences between the developments.

Manager McGinnis commented on the incentives and asked if Allen Edwin Homes has done other Brownfield Housing TIF projects. Mr. Farkas explained the projects would be unable to go forward without such incentives and confirmed Allen Edwin Homes had prior experience of building in Michigan under Brownfield Housing TIF.

Councilmember Urban inquired about the approval of site plans and construction, along with the rent difference between 90% Area Median Income (AMI) and market rate. Mr. Farkas replied with a breakdown between MSHDA control rent, project rent for workforce housing, and the market rent.

Councilmember Miller asked for elaboration on communication with renters. Mr. Farkas explained the annual recertification and tenant income verification process.

Mayor Pro Tem Pearson opened the Public Hearing at 6:45 p.m.

1. Mark Mowery (7402 Quail Street) asked about brownfield development safety for commercial versus residential developments.

   Manager McGinnis explained brownfield legislation has been expanded to revitalize non-contaminated properties allowing for the use of TIF for housing developments.

Motion by Councilmember Urban, seconded by Miller, to close the public hearing. Upon a voice vote, motion carried 6 to 0.

Motion by Young, seconded by Ledbetter, to adopt the City of Portage Brownfield Redevelopment Plan Application, with Brownfield Redevelopment Plan Amendment No. 13, Green Development Ventures, LLC, 9581 Oakland Drive and 8150 Creekside Drive. Upon a roll call vote, motion carried 6 to 0.

REGULAR BUSINESS AGENDA:

Legal Services Bid Review: At the request of Mayor Pro Tem Pearson, Manager McGinnis highlighted that a review of attorney services was part of the City Council's 2025 Goals. He provided a brief overview of City Attorney services and the bid process. He emphasized the City Attorney serves as the legal advisor at the pleasure of the City Council and the Council is responsible for selecting the City Attorney. The current legal service contract is set to expire, and the City Administration has received five bids for services and seeks direction from the Council. Mayor Pro Tem Pearson asked for comments from councilmembers. Councilmember Urban noted the weight of the decision. Discussion ensued, and it was agreed that a review of bids be done by the Committee of the Whole (COW). Councilmember Urban requested staff perform a comparison analysis between the various proposals. Manager McGinnis agreed and invited councilmembers to submit questions and concerns.

COUNCIL COMMITTEE REPORTS: None.

STATEMENTS OF CITY COUNCIL AND CITY MANAGER: Councilmember Urban commented on his absence from recent council meetings, and his review of actions taken while absent.

Councilmember Ledbetter reacted to the residents that spoke during the Statement of Citizens and expressed his concern with discrepancies and follow-up. He is hopeful for future improvements and to find a community resolution.

Councilmember Miller began with an update regarding the Michigan Municipal League Capital Conference (CapCon 2025) in Lansing, Michigan, that she and other councilmembers and staff attended. She noted various state level happenings that will impact the city. She also shared she attended a Purse Bingo event in Parchment and highlighted potential for a similar event in the Portage community.

Councilmember Young extended a thank you to Moorsebridge Elementary for having her perform the morning announcements for Women's History Month and to Haverhill Elementary for allowing her to represent the City for March is Reading Month. She expressed gratitude for the City partnering with Portage Public Schools for continuous engagement with young people. She then commented on CapCon 2025, noting Portage's growing role as an example for other communities for redevelopment, giving kudos to city management staff for their efforts. Lastly, she thanked the citizens who came forward and shared their story and assured them steps would be taken so they could feel safe and secure.

Councilmember Burns also thanked the neighbors who spoke tonight and shared a related incident in his own neighborhood and the Council's role in such situations. He encouraged the neighbors to assist law enforcement by keeping good documentation and asked for an update following the City Manager's meeting with the concerned neighbors.

City Manager McGinnis thanked the elected officials who attended the CapCon 2025. He then announced that on Wednesday, April 9, 2025, the City of Portage, along with Western Michigan University and other public entities, will participate in the annual Respecting Differences event. This year's theme is Embracing Neurodiversity in the Workplace. He closed with recognizing Councilmember Young who was featured by Haverhill Elementary social media for reading *How I Met My Monster* by Amanda Noll and Howard McWilliam.

Mayor Pro Tem Pearson underlined the approval of over 2 million dollars in contracts, which would provide for road and storm drain improvements, new sidewalks, and traffic and pedestrian signal upgrades in addition to regular road maintenance. He urged residents to get ready for "spring, summer, and construction season."

ADJOURNMENT: Mayor Pro Tem Pearson adjourned the meeting at 7:27 PM.

Tammy Durian, Deputy 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 April 15, 2025, 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 March 16, 2025, through April 5, 2025, and notes $728,846.71 in automated clearing house payments, $226,962.86 in paper checks, $228,187.77 in auto-pay payments, and $1,521,618.03 in electronic payments for a grand total of $2,705,615.37.

FUNDING: Not Applicable

Attachments: 1. Accounts Payable Register of April 15, 2025

Check Date	Check	Vendor Name	Description	Amount
Check Type: ACH Transaction				
03/21/2025	23699(A)	ADP, INC.	ADP PAYROLL & ETIME SERVICES	5,090.49
03/21/2025	23700(A)	CUTSHAW, JESSICA LYNN	REIMB EXPS-EFC LEVEL 1 INST CERT COURSE	30.00
03/21/2025	23701(A)	GARLOW, BARBARA	REIMB SUPPLIES FOR COMMUNITY EVENTS	8.99
03/21/2025	23702(A)	METRONET HOLDINGS LLC	INTERNET FIBER & CABLE SERVICES	1,998.00
03/28/2025	23703(A)	A NEW LEAF	CITY HALL PLANT CARE	125.00
03/28/2025	23704(A)	ABONMARCHE CONSULTANTS, INC	ENGINEERING SERVICES	8,100.00
03/28/2025	23705(A)	ALL CITY MANAGEMENT SERVICES, INC.	CROSSING GUARD CONTRACT	3,552.48
03/28/2025	23706(A)	ALRO STEEL CORPORATION	FABRICATION SUPPLIES	882.40
03/28/2025	23707(A)	AMAZON.COM SALES, INC.	PROG/EVENT/OP SUP-PZSC; MISC PATROL PUR-PD	2,295.57
03/28/2025	23708(A)	VOID		0.00
03/28/2025	23709(A)	ANIMAL REMOVAL SERVICE, LLC	ANIMAL REMOVAL SERVICES	1,816.00
03/28/2025	23710(A)	ASCENSION BORGESS HOSPITAL	PHYSICAL EXAM	90.00
03/28/2025	23711(A)	AUNALYTICS INC	DISASTER RECOVERY SERVICES	1,918.00
03/28/2025	23712(A)	BAREITHER, CHAD	STRATEGIC PLANNING	2,620.83
03/28/2025	23713(A)	BLUE CARE NETWORK-GREAT LAKES	HEALTH INSURANCE	231,114.73
03/28/2025	23714(A)	BOUND TREE MEDICAL LLC	FIRE OPERATING SUPPLIES	1,690.44
03/28/2025	23715(A)	C D W GOVERNMENT, INC.	MAAS360 RENEWAL, TABLETS, MONITORS	9,617.11
03/28/2025	23716(A)	CARLETON EQUIPMENT CO.	REPAIR & MAINTENANCE SUPPLIES	477.78
03/28/2025	23717(A)	CHARTER COMMUNICATIONS	INTERNET/VOICE	794.05
03/28/2025	23718(A)	COX, ELISA ROSE	PZSC ORIENTATION INSTRUCTOR & PERS TR	465.00
03/28/2025	23719(A)	DATA CONSTRUCTS LLC	DNS FAILOVER SERVICES	80.50
03/28/2025	23720(A)	DELTA DENTAL PLAN OF MICHIGAN	DENTAL INSURANCE	21,604.72
03/28/2025	23721(A)	DEPATIE FLUID POWER CO., INC.	HYDRAULIC REPAIRS	325.99
03/28/2025	23722(A)	EARLE, SHELIA L	PZSC FITNESS INSTRUCTOR CHAIR YOGA, BARRE	1,140.00
03/28/2025	23723(A)	ELECTION SYSTEMS & SOFTWARE, INC.	SOFTWARE WARRANTY, LICENSE, MAINTENANCE	10,288.00
03/28/2025	23724(A)	EVERETT, CHIP	REIMB EXPS-MFIS WINTER CONFERENCE	414.52
03/28/2025	23725(A)	GABRIELLI, CARLIN	REIMB EXPS-EMU POLICE STAFF & COMMAND SCHL	20.00
03/28/2025	23726(A)	GOODYEAR TIRE & RUBBER COMPANY	FIRE VEHICLE MAINTENANCE	464.48
03/28/2025	23727(A)	GORDON WATER SYSTEMS	WATER SERVICES	625.46
03/28/2025	23728(A)	GRAHAM, WILLIAM	REIMB EXPS-EMU FIRE STAFF & COMMAND SCHL	700.46
03/28/2025	23729(A)	GRAINGER INC	TRASH GRABBERS, SINK, PET WASTE BAGS	2,146.17
03/28/2025	23730(A)	GREATER KALAMAZOO UNITED WAY	UNITED WAY EMPLOYEE DONATIONS	390.52
03/28/2025	23731(A)	GRIFFIN PEST SOLUTIONS	PEST CONTROL SERVICES	424.00
03/28/2025	23732(A)	H&P TECHNOLOGIES	LIFT STATION MAINTENANCE	15,491.95

Check Date	Check	Vendor Name	Description	Amount
03/28/2025	23733(A)	HESS, DERECK	PER DIEM-RED DOT OPTIC SYSTEM INSTRUCTOR	154.00
03/28/2025	23734(A)	INDUSCO SUPPLY CO., INC.	CITY WIDE JANITORIAL SUPPLIES	2,937.21
03/28/2025	23735(A)	INSIGHT PUBLIC SECTOR, INC.	MS365 CLOUD SERVICES	13,094.92
03/28/2025	23736(A)	INTERNATIONAL CODE COUNCIL, INC	INSTALLATION SPRINKLER SYSTEMS BOOK	170.50
03/28/2025	23737(A)	IP CONSULTING, INC.	ORECX RENEWAL 1YR	1,639.00
03/28/2025	23738(A)	J & H OIL COMPANY	BULK FUEL DELIVERY	20,296.40
03/28/2025	23739(A)	JB PRINTING	PORTAGER NEWSLETTER W/INSERT	7,625.00
03/28/2025	23740(A)	JONS TO GO PORTABLE RESTROOM	PORT-A-JON RENTAL & SERVICING	180.00
03/28/2025	23741(A)	KEHOE, EDWARD J	PZSC FITNESS INSTRUCTOR TAI CHI & QIGONG	470.00
03/28/2025	23742(A)	KENDIG KEAST COLLABORATIVE	ZONING CODE UPDATE	10,113.71
03/28/2025	23743(A)	KURZAVA, MATTHEW STEPHEN	PZSC FITNESS INSTRUCTOR TAI CHI & PARKINSONS	680.00
03/28/2025	23744(A)	MACQUEEN EQUIPMENT, LLC	FIRE OPERATING SUPPLIES	346.40
03/28/2025	23745(A)	MCGINNIS, PATRICK	REIMB - FEB 2025 EXPENSES	114.40
03/28/2025	23746(A)	MCLAUGHLIN, GARRETT	PZSC TOTAL FIT FUSION INSTRUCTOR	320.00
03/28/2025	23747(A)	MCMILLAN, BRANDON	PER DIEM-RED DOT OPTIC SYSTEM INSTRUCTOR	154.00
03/28/2025	23748(A)	MCNALLY ELEVATOR CO.	ELEVATOR MAINTENANCE	166.72
03/28/2025	23749(A)	MEJEUR ELECTRIC LLC	INSTALL POWER & NETWORK CABLE CELERY FLATS	800.00
03/28/2025	23750(A)	MIDWEST ENERGY & COMMUNICATIONS	STREETLIGHT ENERGY COSTS	317.34
03/28/2025	23751(A)	MOTOR PARTS AND EQUIPMENT CORP	EQUIPMENT REPAIR & MAINTENANCE SUPPLIES	1,603.15
03/28/2025	23752(A)	MUNICIPAL EMERGENCY SERVICES INC	FIRE TRAINING SUPPLIES	2,835.93
03/28/2025	23753(A)	MY GREEN MICHIGAN	MGM FOOD WASTE COMPOST SVC AGREEMENT	1,255.00
03/28/2025	23754(A)	NEARMAP US INC	DIGITAL ORTHOPHOTOGRAPHY SUBSCRIPTION	14,061.00
03/28/2025	23755(A)	NOTT, SARAH	PZSC INSTRUCTOR - WATERCOLOR CLASSES	250.00
03/28/2025	23756(A)	O'REILLY AUTO PARTS	FIRE APPARATUS MAINT	293.30
03/28/2025	23757(A)	OFF THE CUFF CATERING	PZSC VETERANS LUNCHEON	1,860.00
03/28/2025	23758(A)	ONE WAY PRODUCTS	PARKS JANITORIAL SUPPLIES	504.00
03/28/2025	23759(A)	ONSTAFF GROUP SERVICES LLC	TEMPORARY EMPLOYEE SERVICES	4,516.58
03/28/2025	23760(A)	PARIS CLEANERS	LAUNDRY SERVICES	814.79
03/28/2025	23761(A)	PEARSON, GERALD	PARK FACILITY CLEANING SVCS	2,550.00
03/28/2025	23762(A)	PERCEPTIVE CONTROLS, INC.	SCADA MAINTENANCE SERVICES	6,971.72
03/28/2025	23763(A)	PLASKO, PATRICIA MARIE	PZSC FITNESS INSTRUCTOR BE MOVED & YOGA	480.00
03/28/2025	23764(A)	PORTAGE FIREFIGHTERS	IAFF UNION DUES FOR MARCH 2025	1,980.00
03/28/2025	23765(A)	PORTAGE POLICE OFFICERS ASSOC	PPOA UNION DUES FOR MARCH 2025	707.00
03/28/2025	23766(A)	PRECISION PRINTER SERVICES INC	PRINTER SUPPORT SERVICES	948.25
03/28/2025	23767(A)	PREIN & NEWHOF	ENGINEERING SERVICES-COOLEY DRIVE	453.50

ACCOUNTS PAYABLE REGISTER
Check Dates From: 3/16/2025 to 4/05/2025

Check Date	Check	Vendor Name	Description	Amount
03/28/2025	23768(A)	PRINTING SERVICES INC	PRINTING SERVICES	756.90
03/28/2025	23769(A)	PROGRESSIVE AE, INC	TRAFFIC STUDIES: WEST CENTRE AVE & OAKLAND	8,220.00
03/28/2025	23770(A)	QUADIENT LEASING USA, INC	LEASE PAYMENT	732.30
03/28/2025	23771(A)	ROAD EQUIPMENT PARTS CENTER	PARTS & MAINTENANCE SUPPLIES	24.46
03/28/2025	23772(A)	ROSE, SANDRA K.	PZSC FITNESS CARDIO DRUMMING	300.00
03/28/2025	23773(A)	S B F ENTERPRISES, INC.	FIRE PRINTING	1,331.80
03/28/2025	23774(A)	SAFETY COMPANY, LLC	GUTTER BROOMS FOR GLOBAL SWEEPERS	1,161.52
03/28/2025	23775(A)	SCAVO, TYLER	REIMB EXPS-SFST PRACTITIONER SCHOOL	40.92
03/28/2025	23776(A)	SHINY BRITE WASHING SYSTEMS LLC	VEHICLE CAR WASHES	411.00
03/28/2025	23777(A)	SIMPLIFILE LLC	RECORDING & SUBMISSION FEES	432.25
03/28/2025	23778(A)	SLAVIN, NATHAN	PER DIEM-RED DOT OPTIC SYSTEM INSTRUCTOR	154.00
03/28/2025	23779(A)	SMITH GARSON, INC.	FEDERAL ADVOCACY SERVICES - FY24-25	5,000.00
03/28/2025	23780(A)	SNELL, DEBRA	PZSC LINE DANCING & BODY REBOUND	2,120.00
03/28/2025	23781(A)	STOUT, MELISSA JOY	PZSC FITNESS INSTRUCTOR CHAIR YOGA & BARRE	450.00
03/28/2025	23782(A)	TANNER, STEVE	REIMB EXPS-MFIS WINTER CONFERENCE	516.99
03/28/2025	23783(A)	TELUS COMMUNICATIONS (U.S.) INC	SKYHAWK GPS ACCESS/SERVICE FEES	851.45
03/28/2025	23784(A)	TMK WORLDWIDE, LLC	METER SERVICE	944.50
03/28/2025	23785(A)	TRUCK & TRAILER SPECIALTIES	VEHICLE PARTS & MAINTENANCE	609.16
03/28/2025	23786(A)	UNIFIRST CORPORATION	HALLWAY CARPET RENTAL	175.54
03/28/2025	23787(A)	UNITED AUTO. IMPLEMENT WORKERS 2290	UAW UNION DUES FOR MARCH 2025	925.04
03/28/2025	23788(A)	UNITED PETROLEUM	GAS AND DIESEL PUMP SUPPLIES	185.00
03/28/2025	23789(A)	VEOLIA WATER CONTRACT OPERATIONS	UTILITY SYSTEM OPERATION	210,509.13
03/28/2025	23790(A)	WARNER NORCROSS & JUDD LLP	LEGAL SERVICES	660.00
03/28/2025	23791(A)	WAYNE COUNTY APPRAISAL LLC	ASSESSING SERVICES	42,969.25
03/28/2025	23792(A)	WEST MICHIGAN STAMP & SEAL,INC	PZSC EMPLOYEE NAME TAGS	73.50
03/28/2025	23793(A)	WEST SHORE SERVICES, INC	REPLACE BOARDS, ANTENNAS, CABINET	5,365.00
03/28/2025	23794(A)	WOLF, SARAH	REIMB EXPS-CHILD DEATH INVESTIGATION TR	86.37
03/28/2025	23795(A)	WOLVERINE LAWN SERVICES, INC.	SNOWPLOWING/CROSSWALK SVCS	7,989.00
03/28/2025	23796(A)	WOLVERINE POWER SYSTEMS	GENERATOR LOAD TEST, REPAIRS & MAINT	5,184.54
03/28/2025	23797(A)	XEROX CORPORATION	XEROX COPIER FEES	180.33
03/28/2025	23798(A)	YOUNGS, KENNETH M	K-9 KENNELING	560.00
04/04/2025	23799(A)	FIDELITY SECURITY LIFE INSURANCE CO	VISION INSURANCE	1,459.30
			Total ACH	**728,846.71**

Check Date	Check	Vendor Name	Description	Amount
Check Type: Paper				
03/21/2025	330176	AT&T	ELECTRONIC COMMUNICATIONS	77.77
03/21/2025	330177	FITZPATRICK, DANA	COBRA REIMBURSEMENT	114.85
03/21/2025	330178	MCDONALD'S TOWING & RESCUE, INC.	POLICE TOWING SERVICES	65.00
03/21/2025	330179	VANDERWALLE, SCOTT	2024 SUMMER TAX REFUND DUE VETERAN EXEMPT	5,828.39
03/21/2025	330180	VERIZON WIRELESS	WIRELESS CARDS	509.84
03/28/2025	330181	7900 MOORSBRIDGE LLC	TEMPORARY PUMPING EASEMENT	2,700.00
03/28/2025	330182	A BETTER WAY TREE CARE LLC	TREE REMOVAL SERVICES	2,800.00
03/28/2025	330183	A-1 CLIMBERS TREE SERVICE LLC	TREE REMOVAL SERVICES	1,500.00
03/28/2025	330184	ALLEGRA PRINT & IMAGING	PRINTING SERVICES	608.00
03/28/2025	330185	BAKER, CHERYL	PZSC TRIP DEPARTMENT REFUND 04.06.25	250.00
03/28/2025	330186	BEACON ATHLETICS	SOCCER NETS FOR CITY PARKS	558.00
03/28/2025	330187	BELL, NIKEATA	GRAIN ELEVATOR DEPOSIT REFUND	150.00
03/28/2025	330188	BRINN, CHAUNCEY J.	CULINARY ACADEMY INSTRUCTOR FEE	360.00
03/28/2025	330189	BRONSON HEALTHCARE GROUP	LEGAL BLOOD DRAWS	100.00
03/28/2025	330190	BRUCE'S TRUCK & AUTO ACCESSORIES	BED LINER	700.00
03/28/2025	330191	CALHOUN COUNTY SHERIFFS OFFICE	K9 DECOY/HIGH STRESS SCENARIO TRAINING REG	200.00
03/28/2025	330192	CAPITOL STRATEGIES, LLC	CONSULTING SERVICES	6,000.00
03/28/2025	330193	CHICAGO TITLE OF MICHIGAN, INC.	CDBG LEGALLEY TITLE SEARCH	150.00
03/28/2025	330194	CHRIS PICK LTD / DBA SHARP SHOP	RECOIL SAW REPAIR, FUEL VALVE	149.38
03/28/2025	330195	CITY OF KALAMAZOO (PUBLIC SAF)	FIRE DEPT MEMBERSHIP	1,400.00
03/28/2025	330196	CITY EMPLOYEE	REISSUE STALE PAYROLL CHECK	20.00
03/28/2025	330197	CT ELECTRICAL SERVICES, INC.	PORTABLE GENERATOR-INSTALL CAM LOCK CONN	1,110.00
03/28/2025	330198	D L GALLIVAN INC.	COPY MACHINE USAGE CHARGES	135.02
03/28/2025	330199	DIGITAL IMPACT DESIGN, INC.	PARKS RESTROOM CLOSE SIGNS	70.88
03/28/2025	330200	ELGIN ELECTRIC	CDBG-ELECTRICAL UPDATES	1,616.35
03/28/2025	330201	EMERGENCY VEHICLE PRODUCTS	FIRE VEHICLE MAINT	9,117.34
03/28/2025	330202	FADER EQUIPMENT, INC.	REPAIR PARTS FOR CONCRETE SAW	260.33
03/28/2025	330203	FLETCHER ENTERPRISES	PAINTING- PARK & BRIDGE MAINTENANCE	1,850.00
03/28/2025	330204	FUN SERVICES	SCALUP EVENT - AIRBRUSH TATTOOS	800.00
03/28/2025	330205	GORDON FOOD SERVICE	FIRE DEPT & PZSC OPERATING SUPPLIES	554.89
03/28/2025	330206	GREATER KALAMAZOO FOP LODGE 98	FOP PORTION OF PPOA UNION DUES FOR MARCH	3,432.86
03/28/2025	330207	HAAS, NANCY	PZSC PROGRAM PAYMENT REFUND	100.00
03/28/2025	330208	HASTINGS AIR ENERGY CONTROL	FIRE BUILDING REPAIR/MAINTENANCE	249.72
03/28/2025	330209	HAUSERMANN, RHONDA	PZSC PROGRAM PAYMENT REFUND	100.00

ACCOUNTS PAYABLE REGISTER
Check Dates From: 3/16/2025 to 4/05/2025

Check Date	Check	Vendor Name	Description	Amount
03/28/2025	330210	HELIOS SOLAR LLC	SNOWGUARD INSTALL	4,550.00
03/28/2025	330211	HELSOM, AUDREY	LAKEVIEW PAVILION FEES REFUND	45.00
03/28/2025	330212	HOME DEPOT	REPAIR & MAINTENANCE SUPPLIES	3,993.11
03/28/2025	330213	VOID		0.00
03/28/2025	330214	VOID		0.00
03/28/2025	330215	VOID		0.00
03/28/2025	330216	IMPERIAL DADE	FLOOR SCRUBBER, AGM BATTERIES	4,256.90
03/28/2025	330217	IPUSA PORTAGE 1	2024 WINTER BROWNFIELD CAPTURE IPUSA	34,227.52
03/28/2025	330218	IRISH ROOFING & EXTERIORS	CDBG KALCO - REPLACE ROOF, INSULATION WORK	13,900.00
03/28/2025	330219	J & J LOCKSMITHS	BATHROOM LOCK & DOOR REPAIRS-CELERY FLATS	569.34
03/28/2025	330220	JAMES, DEBRA	PZSC PROGRAM PAYMENT REFUND	85.00
03/28/2025	330221	JENKINS, JENNIFER	PZSC PROGRAM PAYMENT REFUND	95.00
03/28/2025	330222	JUHRS, JAMES	PZSC PROGRAM PAYMENT REFUND	70.00
03/28/2025	330223	K2AVL INC	DEPOSITS-MULT SUMMER CONCERTS	2,320.00
03/28/2025	330224	KALAMAZOO BASEBALL LLC	EMPLOYEE ENGAGEMENT/RECOGNITION	1,150.00
03/28/2025	330225	KALAMAZOO COUNTY HEALTH & COMMUNITY	PZSC FOOD SVC LIC RENEWAL, HAZ WASTE PROG	705.79
03/28/2025	330226	KALAMAZOO COUNTY TREASURER	COLONIAL ACRES FEBRUARY 2025 MOBILE HOME	252.50
03/28/2025	330227	KALAMAZOO COUNTY TREASURER	REFUND OVERPMT WINTER TAX ON PARCEL	354.66
03/28/2025	330228	KALAMAZOO LANDSCAPE SUPPLIES	WINTER LAWN RESTORATION & SUPPLIES	1,441.50
03/28/2025	330229	KEITH'S CORNER CONDOMINIUM ASSOC.	IRRIGATION REPAIRS - COOLEY DRIVE PROJ	5,028.66
03/28/2025	330230	KENT COMMUNICATIONS INC.	PRINTING/POSTAGE 2024 ASSESSMENT CHANGE	2,797.13
03/28/2025	330231	KONICA MINOLTA BUSINESS SOLUTIONS	PRINTER SERVICES	508.68
03/28/2025	330232	KUZMITOWICZ, JOYCE	PZSC TRIP DEPARTMENT REFUND 5.12.25	100.00
03/28/2025	330233	KZOO TIRE COMPANY	POLICE VEHICLE REPAIR/MAINTENANCE	1,111.30
03/28/2025	330234	LAKELAND ASPHALT CORP.	COLD PATCH ASPHALT	954.84
03/28/2025	330235	LIFELOC TECHNOLOGIES, INC.	PBT REPLACEMENTS	584.00
03/28/2025	330236	LOVERS LANE PROPERTIES LLC	2024 WINTER BRFD DISBURSEMENT 6666 LOVERS	2,614.12
03/28/2025	330237	MCCLURE, BRIAN	PZSC PERFORMANCE 3.20.25	500.00
03/28/2025	330238	MCDONALD'S TOWING & RESCUE, INC.	POLICE TOWING SERVICES	90.00
03/28/2025	330239	MICH MUNICIPAL POLICE & FIRE REPAIR	POLICE VEH REPAIR & MAINTENANCE	1,377.76
03/28/2025	330240	MILLIMAN, AMY	SCHRIER BLD FEES & DEPOSIT REFUND	380.00
03/28/2025	330241	NIGRELLI, LUCIE	REFUND OVER PMT SUMMER TAX 24	3,063.24
03/28/2025	330242	OFFICE DEPOT, INC.	OFFICE SUPPLIES	119.95
03/28/2025	330243	OHD, LLLP	FIRE EQUIP MAINT	1,010.00
03/28/2025	330244	ON DUTY GEAR, LLC	BALLISTIC VESTS & CARRIERS, MISC SUP	3,060.00

Check Date	Check	Vendor Name	Description	Amount
03/28/2025	330245	PEDAL BICYCLES	BIKE SHARE PRESEASON TUNE UP	375.20
03/28/2025	330246	PETERMAN CONCRETE CO.	CONCRETE FOR CEMETERY FOUNDATIONS	179.25
03/28/2025	330247	PIERLUISSI VENTURES, LLC	PZSC ART INSTRUCTOR CRAFT CLASS	325.00
03/28/2025	330248	PORTAGE ROTARY	QUARTERLY LUNCH BILLINGS	800.00
03/28/2025	330249	Q3 TECHNOLOGIES LLC	MISS DIG SERVICES	79.00
03/28/2025	330250	RATHCO SAFETY SUPPLY, INC.	ROAD SIGNS MAJORS/LOCALS	894.62
03/28/2025	330251	RESTORATIVE LAKE SCIENCES, LLC	WEST LAKE WEED MANAGEMENT PROGRAM	2,000.00
03/28/2025	330252	S & T LAWN SERVICE	TORNADO - LANDSCAPING CLEANUP	5,880.00
03/28/2025	330253	SCHOFIELD, IAN A.	VINYL NAMES FOR CITY PLOW TRUCKS	80.00
03/28/2025	330254	SIGN SHOP OF WESTERN MICHIGAN	WINDOW LETTERING - PARKS OFFICE	110.00
03/28/2025	330255	SITEONE LANDSCAPE SUPPLY LLC	LINE MARKER FOR SOFTBALL FIELDS	2,374.20
03/28/2025	330256	SMOLEN, MARY	PZSC TRIP DEPARTMENT REFUND 04.16.25	230.00
03/28/2025	330257	SPECTRUM PRINTERS, INC.	VOTER ID CARDS W/POSTAGE	10,411.68
03/28/2025	330258	SPIRIT SHOPPE, INC.	FIRE UNIFORMS	214.00
03/28/2025	330259	STATE OF MICHIGAN	MEDC - BROWNFIELD REDEVELOPMENT FUND	1,502.04
03/28/2025	330260	STATE OF MICHIGAN (BOILER DIV)	FIRE BUILDING REPAIR/MAINTENANCE	250.00
03/28/2025	330261	STATE SYSTEMS RADIO, INC	PARKS RADIOS SERVICE FEE	88.00
03/28/2025	330262	STRYKER SALES CORPORATION	FIRE OPERATING SUPPLIES	196.36
03/28/2025	330263	SYMPRO INC.	FINANCIAL MGT SOFTWARE-MAINT/SUPPORT FEE	7,021.88
03/28/2025	330264	TEAM SUPPORT SERVICES, LLC	RECORD & ELECTRONIC STORAGE, PROJ MGT	984.60
03/28/2025	330265	THIRD COAST TECH, LLC	LIVE-FEED BROADCAST CAMERA, YODECK UPGRADE	6,034.16
03/28/2025	330266	TOWNSQUARE MEDIA KALAMAZOO, LLC	RADIO ADVERTISING	1,350.00
03/28/2025	330267	U S SIGNAL COMPANY, LLC	INTERNET FIBER SERVICES	900.00
03/28/2025	330268	ULINE, INC.	55 GALLON DRUMS FOR PARKS TRASH CANS	1,947.89
03/28/2025	330269	UNITED PARCEL SERVICE	UPS WEEKLY	54.97
03/28/2025	330270	UNITED WAY OF NORTHWEST MICHIGAN	TRI-SHARE	2,512.40
03/28/2025	330271	VAN BUREN CONSERVATION DISTRICT	TERRA TALKS LECTURE	250.00
03/28/2025	330272	VISTA PRIVATE EQUITY, INC.	NIMBLE SUPPORT CH	8,570.00
03/28/2025	330273	VOSS, MICHAEL	FIRE OPERATING SUPPLIES	499.30
03/28/2025	330274	VURAL, ALI	PZSC RENTAL SECURITY DEPOSIT REF 3.18.25	250.00
03/28/2025	330275	WASHCO, LLC	POWER WASHING - MULT LOCS	7,205.00
03/28/2025	330276	WEIS, JAMES MICHAEL JR.	TERRA TALKS LECTURE	125.00
03/28/2025	330277	WILLIAMS & WORKS	ENGINEERING SERVICES - MULT LOCS	24,253.41
03/28/2025	330278	WISE, JOHN	PZSC TRIP DEPARTMENT REFUND 5.13.25	90.00
03/28/2025	330279	WOLVERINE PIPE LINE COMPANY	SCHRIER FEES & DEPOSIT REFUND	630.00

Check Date	Check	Vendor Name	Description	Amount
04/04/2025	330280	T-MOBILE USA INC	MISC CELL PHONE CHARGES	3,340.28
			Total Paper Checks	**226,962.86**
Check Type: Auto-Pay Payments				
03/17/2025		MISSIONSQUARE	EMPLOYER RETIREMENT CONTRIBUTIONS	94,728.60
03/17/2025		CONSUMERS ENERGY	GAS-ELECTRIC	4,209.89
03/18/2025		CONSUMERS ENERGY	GAS-ELECTRIC	382.62
03/28/2025		CONSUMERS ENERGY	GAS-ELECTRIC	285.62
04/01/2025		CONSUMERS ENERGY	GAS-ELECTRIC	755.67
04/02/2025		CONSUMERS ENERGY	GAS-ELECTRIC	13,102.79
04/02/2025		CITY OF PORTAGE	WATER/SEWER BILLING	2,073.24
04/03/2025		CARD CONNECT	PROCESSING FEES	1,815.50
04/04/2025		CONSUMERS ENERGY	GAS-ELECTRIC	59,692.46
04/04/2025		MISSIONSQUARE	EMPLOYEE RETIREMENT WITHHOLDINGS	51,141.38
			Total Auto-Pay Payments	**228,187.77**
Check Type: Electronic Payments				
03/18/2025		KALAMAZOO CO DRAIN COMM	DRAIN ASSESSMENTS	52,120.14
03/21/2025		HUNTINGTON NATIONAL BANK	DEBT SERVICE FEES	500.00
03/31/2025		HUNTINGTON NATIONAL BANK	DEBT SERVICES PAYMENTS	79,083.42
03/27/2025		MULTIPLE	IAFF, PPCOA, PPOA, UAW PENSION PAYMENTS	349.78
03/27/2025		FIFTH THIRD BANK	INVESTMENT PURCHASE	500,000.00
03/31/2025		SBF	POSTAGE - WATER/SEWER BILLS	1,678.69
04/01/2025		RAYMOND JAMES	INVESTMENT PURCHASE	887,886.00
			Total Electronic Payments	**1,521,618.03**
			Grand Total	**2,705,615.37**

TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT: Act 381 Brownfield Plan Amendment #14, City of Portage Workforce Housing Project, Stanwood Crossings, 9617 Portage Road, Portage, MI

SUPPORTING PERSONNEL: Peter Dame, Chief Development Officer
Jonathon Hallberg, Deputy Director of Economic Development
Andrew Falkenberg, Deputy City Assessor

ACTION RECOMMENDED: Accept the City of Portage Brownfield Redevelopment Plan Application, with Brownfield Redevelopment Plan Amendment No. 14, City of Portage Workforce Housing Project, "Stanwood Crossings," 9617 Portage Rd, Portage MI, and set a Public Hearing for Tuesday, April 29, 2025, at 6:00 p.m. or as soon thereafter as may be heard.

I. INTRODUCTION

The Brownfield Redevelopment Financing Act (PA 381 of 1996, as amended) ("Act") allows a city, village, township or county to establish a Brownfield Redevelopment Program for the purposes of facilitating the reuse of contaminated, blighted, or functionally obsolete properties; historic resources; land bank properties; properties in targeted redevelopment areas, housing properties; and parcels that are adjacent and contiguous with qualified properties. Furthermore, the City of Portage Brownfield Redevelopment Program was established by the City Council in July 2001 to facilitate the reuse of environmentally distressed, functionally obsolete, and/or blighted buildings and property in the community. This economic development program is intended to place vacant and/or underutilized/blighted properties back into productive use, fostering reinvestment in the city and, also, discouraging sprawling development.

The City of Portage, acting as the developer, has submitted a Brownfield Plan Amendment request for a new housing subdivision at 9617 Portage Road called “Stanwood Crossings” dedicated to 100% workforce housing units. The City of Portage is the developer and intends to redevelop and improve the property by establishing 42 owner-occupied single-family homes with an estimated total capital investment of $18,659,618. Stanwood Crossings involves the construction of 42 new residential units utilizing four different floor plans:

- 2 - Ranch-style two-bedroom, 1.5-bath plans: 12 units at 1,206 square feet and 9 units at 1,353 square feet
- 2 - Two-story three-bedroom, two-bath plans: 12 units at 1,504 square feet and 9 units at 1,696 square feet

Buyer households will be income qualified as between 80% - 120% of Area Median Income (AMI) for Kalamazoo County. All 42 units at Stanwood Crossings will be constructed on land which will be owned by the Portage Community Land Trust, established by the city on a long-term ground lease. The measure will include provisions that ensure that subsequent home buyers will be income-qualified in perpetuity for the life of the homes.

As discussed below, the City of Portage's Brownfield Redevelopment Plan Application is eligible for tax incremental financing under the Act.

II. PROPOSED BROWNFIELD REDEVELOPMENT PLAN
The City of Portage Stanwood Crossings Act 381 Brownfield Plan (attached) outlines various eligible site preparation, infrastructure improvements, environmental activities, contingency costs, and housing subsidy financing gap costs at the subject properties. In accordance with the Act, the City of Portage has identified specific housing needs through the Kalamazoo County Housing Plan prepared by the W.E. Upjohn Institute for Employment Research in 2022. Review of the plan indicates a five-year increase of 8.3% in population growth and an estimated need of 3,900 single-family dwellings, similar to those in the Stanwood Crossings development, throughout the county in order to maintain pace with demand. The property is eligible under the Act as a "Housing Property."

Eligible activities associated with the site remediation efforts proposed to be funded through state and local tax reimbursement include the following:

<u>Michigan State Housing Development Authority (MSHDA) and Local Tax Capture Eligible Activities</u>

- <u>Infrastructure Improvements Necessary for Housing</u> including undergrounding electric and natural gas, relocating powerlines, municipal water and sewer, stormwater detention, asphalt paving, driveway replacement for property owners at the Woodbine entrance, nature trail to Portage Road, sidewalks along public areas (excluding home frontages), driveway aprons, concrete curbs, Cluster Box Unit (CBU) mailboxes, landscape entry statement and seeding of exposed areas, tree installations, development street signage, and soft costs (inclusive of environmental).
- <u>Site Preparation</u>: stripping, mass grading, road balancing, respreading of topsoil, site balancing, dewatering, conduit, gravel and subgrade, tree removal, soil erosion prevention, temporary construction drives, traffic control, general conditions.
- <u>Contingency</u> of 15%
- <u>Interest</u> of 2.9% on unreimbursed eligible expenses.
- <u>Brownfield Plan/Act 381 Work Plan Preparation</u>, Brownfield Plan and Administrative Expenses related to implementing the plan.
- <u>Housing Financing Gap:</u> comprised of the sales discount passed on to new purchasers of housing units. Additionally, gap financing or down-payment assistance measures for subsequent income-qualified purchasers of structures, renovations to structures and deferred maintenance by initial buyers in preparation for subsequent acquisitions by income-qualified purchasers.

The City of Portage seeks reimbursement for eligible activities through the capture of both local and school tax dollars:

1. Specifically, the city anticipates the capture of $4,756,735 over 25 years based on a 1.0% inflation rate from school tax increment revenues for costs associated with MSHDA eligible activities above, including: housing-specific infrastructure, water and sewer mains, stormwater management facility, site preparation, and brownfield/Act 381 work plan expenses. Therefore, the

city has prepared an Act 381 Work Plan for approval by the Michigan Department of Environment, Great Lakes, and Energy (EGLE) and MSHDA. An estimated $625,446 in school tax increment revenue is available for capture and use on eligible expenses.
2. The Affordable Housing Financing Gap payment is estimated at $3,354,043, based upon an average discount per unit of $79,858. Additional eligible costs may also be incurred as gap financing for homebuyers at initial sale or at resale, as well as resulting from deferred maintenance repairs after a period of homeownership.
3. In addition, the Act 381 Brownfield Plan anticipates capture of $270,192 for Authority administrative costs, $408,031 for the State Brownfield Redevelopment Fund, and $1,002,365 for the Local Brownfield Revolving Fund.
4. As shown in Table 1 (Eligible Activity Costs) in the Act 381 Brownfield Plan, the estimated cost to complete all eligible activities, including a 15% contingency ($586,765), and estimated interest of 2.9% on unpaid balances ($4,495,199) is $12,367,280.
5. The base year taxable value for purposes of capture of Tax Increment Revenue (TIR) is proposed to be 2026.

Consistent with the City of Portage Brownfield Redevelopment Incentive Policy and state statute, the capture of tax increment revenue for reimbursement of eligible expenses is limited to 30 years (including any projected capture of tax increment revenue for the Local Brownfield Revolving Fund, which is projected to occur after year 25 of the Act 381 Brownfield Plan). The capture of tax increment revenue for the LBRF involves an additional five full years of capture after the developer reimbursement period.

III. CONCLUSION

The City of Portage Brownfield Redevelopment Plan Application is eligible for tax incremental financing under the Act. In accordance with the City of Portage Brownfield Redevelopment Incentive Policy ("Policy") and State Statute, the project is eligible for up to a 30-year TIF capture period for reimbursement of eligible expenses.

Notwithstanding the above, approval of any Brownfield Redevelopment Plan Application is discretionary, and the ultimate decision to approve, or deny, an application lies with the Brownfield Redevelopment Authority ("Authority"). MCL § 125.2657. Though each plan is unique, the Authority should generally consider the following when evaluating each plan:

- **Meeting Goals of City of Portage Plans** (primarily City of Portage Comprehensive Plan, City of Portage Housing Needs Assessment and/or Market Analysis, and/or City of Portage Attainable Housing Plan of 2022)
- **Job Creation** (quality of the jobs created by a plan, generally for non-housing applications)
- **Investment** (how much it will cost to implement a plan)
- **Location** (whether a plan is in a blighted area where the Authority seeks redevelopment, and whether the proposed use is consistent with zoning and urban planning)
- **Project Type** (whether the plan is a project that the city wants to encourage in the community).

IV. RECOMMENDATION

The Brownfield Redevelopment Authority reviewed and unanimously recommended this application be forwarded to the City Council through a formal vote on April 8, 2025. It is therefore recommended that the Council accept the City of Portage Brownfield Redevelopment Plan Application, with Brownfield Redevelopment Plan Amendment No. 14, City of Portage Workforce Housing Project, Stanwood

Crossings, 9617 Portage Road, Portage, MI, and set a Public Hearing for April 29, 2025, at 6:00 p.m. or as soon thereafter as may be heard.

FUNDING: N/A

Attachments:
1. 2025 04 08 DRAFT BRA Meeting Minutes
2. Act 381_Brownfield Plan_Amdt 14_Stanwood Crossings
3. Development and Reimbursement Agreement (draft) - Stanwood Crossings

CITY OF PORTAGE BROWNFIELD REDEVELOPMENT AUTHORITY

Tuesday, April 8, 2025

8:00 AM
Portage City Hall, Conference Room 1
7900 S. Westnedge Ave, Portage MI 49002

The City of Portage Brownfield Redevelopment Authority meeting of April 8, 2025, was called to order by Chair Lewandowski at 8:03 am.

In Attendance

Board: Chair Keith Lewandowski (yes), Vice Chair Eric Alburtus (8:07), Secretary/Treasurer William Lenehan (no), Todd Campbell (yes), Bradley Galin (yes), Karen Gallagher (excused), John Herberg (yes), Michelle Karpinski (yes).

Staff: Peter Dame, Chief Development Officer; Andrew Falkenberg, Deputy Assessor; Jonathon Hallberg, Deputy Director of Economic Development; Grant Taylor, Deputy Director of Treasury.

Guests: Rick Freiman, Planning Commissioner; David Stegink, Fishbeck Environmental.

Introductions
Introduction of Authority members, staff, and guests was conducted. The board also reviewed the agenda.

Approval of Minutes
Motion by Campbell, seconded by Galin, to approve the BRA Meeting Minutes of February 27, 2025, as submitted.

Motion carried, 6-0.

Staff Report – Taylor and Hallberg outlined the draft Fiscal Year 2025-2026 Brownfield Redevelopment Authority Fund Budget (Fund 243), the Local Brownfield Revolving Fund Budget (Fund 242), and the roster of the current fiscal year Brownfield TIF capture along with a forecast of the anticipated capture for Fiscal Year 2025-2026 with those present. Staff answered questions about why the summer tax collection is generally larger than the winter tax collection. Staff also outlined how Tall Timbers represented a turning point in state participation for capture of TIF for housing-related projects and was a forerunner to sweeping changes in Brownfield statute through P.A. 90 of 2023 to add focus to housing-related projects.

Old Business – Lewandowski requested a brief review of progress with the most recent brownfield plan approval and any news about other progress with brownfield projects in Portage. Hallberg shared that Allen Edwin Homes began site clearance at Oakland Commons the day after Portage City Council approved their Brownfield Plan for Oakland Commons and Creekside Commons. Hallberg also mentioned the upcoming Ribbon Cutting for Tall Timbers by AVB, to be held on June 11, 2025. Finally, he stated TST of Portage LLC has a new tenant at their project at 5870 S. Sprinkle Rd, Kal Blue Printing, and that the owners are about to begin further work at 5960 S. Sprinkle for the expansion needed to accommodate Depatie Fluid Power.

New Business

1. ***City of Portage Act 381 Brownfield Plan – "Stanwood Crossings", 9617 Portage Rd.***

   Hallberg summarized the contents of the memorandum pertaining to the City of Portage Stanwood Crossings Act 381 Brownfield Plan, TIF Projections, and Draft Development & Reimbursement Agreement. He indicated that the project is complex and unique for the Portage BRA Board because it is their first project that the City of Portage is applying for as the developer, in partnership with AVB as their development consultant. As with the February MSHDA Housing TIF application, the project has additional eligible expenses not typically seen in Brownfield applications, which related to housing income subsidies and infrastructure on private property, such as landscaping and driveways. He said it is also unique because it consists of all owner-occupied homes that will be available to middle-income households earning between 80-120% of the Area Median Income using a Community Land Trust Model to preserve attainable housing prices in perpetuity.

   Hallberg explained the development would result in 42 single family homes utilizing four different floor plans; two ranch-style two-bedroom, 1.5 bath, plans and two two-story three-bedroom, two-bath, plans. They expect construction of 12 ranch units at 1206 square feet, nine ranch units at 1353 square feet, 12 two-story units at 1504 square feet, and nine two-story units at 1696 square feet. Buyer households will be income qualified as between 80% - 120% of Area Median Income (AMI) for Kalamazoo County. All 42 units at Stanwood Crossings will be constructed on land which will be owned by the Portage Community Land Trust on a long-term ground lease. The total estimated cost of the investment is $18,659,618.

   Hallberg went through the Brownfield Plan step-by-step. He outlined the list of eligible expenses and how the TIF capture tables were separate for both land and buildings because the land is owned by the Community Land Trust and does not receive the Primary Residence Exemption (PRE).

   Hallberg shared the Affordable Housing Financing Gap funding is necessary because the homes cost an average of +/- $320,000 to build but will be sold for 75% of that amount, resulting in an almost $80,000 loss per home. Galin requested more information on the Affordable Housing Financing Gap clause's mention of coverage of "deferred maintenance". Hallberg shared that the homes are eligible for re-sale to subsequent homebuyers with the caveat that, if the seller has deferred maintenance in a material way, the proceeds of the sale would be used to address the maintenance issue. However, if there are not enough proceeds from the sale, if there was a foreclosure, or if there was some other unforeseen issue, the

Brownfield Plan has a built-in safeguard to allow for the use of Brownfield TIF Capture to recover that financial loss and ensure the home is livable. Dame explained that a formula to ensure affordability yet still generate a proportionate profit for a seller has been established, based upon the proportionate inflationary increase in the income category of the seller during the year of sale. He also explained that certain improvements on the property are available for cost recovery at resale depending on whether it fits into one of two percentage categories of improvement, even for certain maintenance items like roof replacement, as long as it was done within five years of resale.

Karpinski asked how the property taxes are paid on the land. Hallberg shared that the costs will be part of the ground lease fee that the homeowner pays, along with modest administrative costs and minor maintenance allowance for the mailbox station.

Hallberg reminded the BRA Board that the plan was created in a way that maximizes flexibility of financial coverage for the development, in the event problems occur with any of the grant funding sources being utilized. He shared there are significantly more eligible expenses than there is in anticipated TIF capture revenue, but also that the amount of capture revenue required to reimburse the City for development and home building costs is not likely to require the full 25 years. His review anticipated 18 years in a perfectly-implemented scenario based upon the estimates provided by both AVB and Fishbeck. Lewandowski sought confirmation that the scenario was modeled to include the grant sources as well and Hallberg confirmed this. Dame and Hallberg outlined the cycles of development the City would undertake, and how the City would make periodic draws from different grant funding sources on a reimbursement basis, as well as be reimbursed through home sale proceeds. But there would still be residual costs that the Capital Improvement Plan would have to be reimbursed for, which is why the Brownfield TIF was so important.

Hallberg and Stegink outlined the draft development agreement and reimbursement agreement, sharing that it relies on the Brownfield Plan as the guiding document for implementation, including for eligible expense determination. They shared that it has been simplified to only the primary required elements, general legal protections, and items such as standard submission procedures of reimbursement requests for eligible expenses, among other general protections. Hallberg clarified that the limits of capture of eligible expenses is 25 years, not a dollar amount per se.

Herberg asked about recessionary scenarios where, perhaps 30% of the units were foreclosed on during an economic downturn. Hallberg and others speculated on possible pivot strategies such as considering a lease structure of unoccupied properties until the market recovered. Dame shared that, if the development had not been finished, the City had the option to delay construction of the remaining units. There was consensus that, while modeling dire scenarios would be instructive, there are several that the City cannot prepare for, such as national recessions and the Brownfield Plan's current structure did represent a significant safeguard.

Motion by Campbell, seconded by Herberg, to approve the Act 381 Brownfield Plan and application by the City of Portage for "Stanwood Crossings", 9617 Portage Rd, to recommend Portage City Council approval of Brownfield Plan Amendment 14 by resolution at their next appropriate meeting, and to authorize the BRA Board Chair to finalize and execute a Development Agreement and Reimbursement Agreement in support of the Plan.

Motion carried, 6-0.

Statements of Citizens: None.

Adjournment:

Motion by Galin, seconded by Campbell, to adjourn.

Motion carried, 6-0.

The meeting was adjourned at 9:21 am.

Respectfully submitted,

Jonathon Hallberg
Deputy Director of Economic Development

Act 381 Brownfield Plan
Amendment #14
City of Portage Workforce Housing Project

Stanwood Crossings
9617 Portage Road
Portage, Michigan

Prepared For:
City of Portage Brownfield Redevelopment Authority

Project No. 241134
March 26, 2025

fishbeck
Engineers | Architects | Scientists | Constructors

2960 Interstate Parkway
Kalamazoo, Michigan 49048

269.342.1100 | fishbeck.com

Act 381 Brownfield Plan
Amendment #14
City of Portage Workforce Housing Project

Stanwood Crossings
9617 Portage Road
Portage, Michigan

Prepared For:
City of Portage Brownfield Redevelopment Authority
Portage, Michigan

March 26, 2025
Project No. 241134

Recommended for Approval by the Brownfield Redevelopment Authority on: ________________
Adopted by the City Council on: ________________

List of Figures

List of Tables

List of Appendices

List of Abbreviations/Acronyms

Act 381	Brownfield Redevelopment Financing Act, 1996 Public Act 381, as amended
AMI	Area Median Income
Authority	City of Portage Brownfield Redevelopment Authority
City	City of Portage
Developer	City of Portage
LBRF	Local Brownfield Revolving Fund
MSHDA	Michigan State Housing Development Authority
Plan	Brownfield Plan
Property	9617 Portage Road, Portage, MI 49002

1.0 Introduction

The City of Portage Brownfield Redevelopment Authority (Authority) was established pursuant to the Brownfield Redevelopment Financing Act, Michigan Public Act 381 of 1996, as amended (Act 381). Act 381 enables the Authority to help facilitate the redevelopment of brownfields.

This Brownfield Plan (Plan) permits the use of tax increment financing to reimburse the City of Portage (Developer) for the cost of eligible activities required to develop a property commonly referred to as Stanwood Crossings addressed 9617 Portage Road, Portage, Michigan (Eligible Property, Site, or Property); see Site Location Map (Figures 1 and 2).

1.1 Proposed Redevelopment and Future Use for Each Eligible Property

The City intends to redevelop the Site for residential purposes. The proposed redevelopment, Stanwood Crossings, will include 42 newly constructed owner-occupied dwellings. The project focuses on providing affordable housing for individuals and families earning up to 120% of Kalamazoo County's Area Median Income (AMI) and serves an important public purpose in Kalamazoo County and the City of Portage. It will expand the tax base, result in significant capital investment into the community, and most importantly create new housing opportunities in a community where quality year-round housing is needed. There will be a mix of four different model homes available including two types of two-bedroom ranch homes and two types of two-story three-bedroom dwellings. The homes will be sold at a discounted rate to qualifying households that make 80–120% of AMI. The Proposed Site Plan is included as Figure 3.

1.2 Eligible Property Information

Parcel ID No: 00026-070-J
Address: 9617 Portage Road, Portage, MI 49002
Size: Approximately 13.36 acres

Over the course of development, the property will be split into multiple parcels of property with each parcel assigned its own unique property identification number. All future new parcel IDs, streets, right-of-ways, and undeveloped land within the property boundaries described below are included in this Brownfield Plan Amendment.

<u>Basis of Eligibility</u>

The Property qualifies as "Eligible Property" under Act 381, on the basis of meeting the definition of a "Housing Property." Act 381 defines Housing Property, in part, as property on which one or more units of residential housing are proposed to be constructed. The project will have 42 newly constructed residential buildings upon completion, all sold to qualifying households making up to 120% of Kalamazoo County's AMI.

Pursuant to Section 2(o)(ii) of Act 381, the Housing Property must be "located in a community that has identified a specific housing need and has absorption data or job growth data included in the brownfield plan." The project meets these criteria based on the following:

1. **Specific Housing Need:** A July 2022 Housing Plan completed by the Upjohn Institute for Kalamazoo County indicates that "according to the State of Michigan population projections, Kalamazoo County is expected to grow by 8.3% between 2020 and 2030; this will result in the formation of an estimated 8,655 new households. Developers will need to build an average of 866 new units each year to keep pace with demand from household growth." The Housing Plan indicates 3,900 single-family dwellings, similar to those in the Stanwood Crossings project, are needed by 2030 to meet demand.
2. **Job Growth Data**: From 2021 to 2022, employment in the City of Portage, Michigan, increased at a rate of 1.42%, from 25,000 employees to 25,400 employees (Data USA, Census Bureau).

Relevant housing data from the sources above is provided in Appendix 2. MSHDA's Total Housing Subsidy Site-Specific Calculation demonstrating project congruence with meeting specific housing needs is provided in Appendix 3.

2.0 Information Required by Section 13(2) of the Statute

2.1 Description of Costs to be Paid for with Tax Increment Revenues

This Plan has been developed to reimburse eligible brownfield costs incurred by the Developer to support the redevelopment of the Property for new affordable housing that meets community needs. New local and state tax increment revenues will be captured for reimbursement of eligible expenses following approval of this Brownfield Plan and a MSHDA Act 381 Work Plan. No local debt or special assessment taxes will be captured to reimburse eligible activity costs. The Developer has sufficient fund balance within its Capital Improvement Fund available for property development, and reimbursable eligible activity purchases will be initially funded by the Capital Improvement Fund. The eligible activities allowed under this Plan are any activities that are considered "Housing Development Activities" as that term is defined in Act 381 of 1996. Eligible activities must benefit "income qualified households," defined in Act 381 Section 2(z) as "a person, a family, or unrelated persons living together, whose annual household income is not more than 120% of the area median income."

The total cost of eligible activities, including contingencies and interest expense, is anticipated to be $12,367,280 and is further described below in Section 2.2 and summarized in Table 1. At this time, this Brownfield Plan intends to capture tax increment for the full 30 years allowed under statute. The total cost of eligible activities is expected to exceed the available tax increment revenues, meaning that only a portion of the eligible costs are projected to be fully reimbursed. However, the Authority intends to place the final five years of tax capture into the Local Brownfield Revolving Fund (LBRF).

2.1.1 Infrastructure Improvements Necessary for Housing

Infrastructure necessary to serve the housing will include utilities, roads, sidewalks, curb and gutter, replacement driveways, trees, landscaping, and signage. Related soft costs include landscape architect, civil engineering, legal, etc. Total infrastructure costs are estimated at $2,572,098.

MSHDA Eligible Activities – Infrastructure Improvements	Cost
Underground electric and natural gas	$ 70,000
Relocate powerlines along Stanley on poles	$180,000
Municipal water	$308,514
Stormwater	$255,000
Municipal sewer	$313,726
Staking	$45,000
Asphalt paving	$193,750
Replace driveways for woodbine owners (adjacent to entry)	$26,050
Sidewalks along entry roads & storm pond trail & mailbox area	$62,500
Concrete curbs	$110,325
Landscape architect	$10,000
CBU mailboxes – required by post office	$13,575
Landscape, entry statement, seed roadside, etc.	$44,677
Trees	$59,020
Fencing	$39,018
Development and street signage	$40,020
General conditions	$177,840

MSHDA Eligible Activities – Infrastructure Improvements	Cost
Soft costs (environmental, surveying, legal, planning)	$623,083
Subtotal	**$2,572,098**

2.1.2 Site Preparation Necessary for Housing

Site preparation will include at a minimum stripping the land of vegetation, grading and balancing the Site, spreading topsoil, constructing roads, and sedimentation and erosion control. Site preparation costs are estimated to be $1,339,675.

MSHDA Eligible Activities – Site Preparation	Cost
Stripping, mass grading, road balance, respread topsoil, etc.	$804,000
Site demo	$10,000
Dewatering	$225,000
Conduit	$28,000
22A gravel in place & subgrade for curb	$160,000
Tree removal	$79,375
SESC silt fence, straw, blankets, silt sacks, etc.	$33,300
Subtotal	**$1,339,675**

2.1.3 Development of Housing Financing Gap and Other Housing Development Activities

Act 381 Section 2(x)(iv) permits reimbursement from tax increment revenues "to fill a financing gap associated with the development of housing units priced for income qualified households" in order to provide affordable housing in communities throughout the state of Michigan. The Potential Development Loss is the total sales discount that will be passed on to the new purchasers. An average price discount per unit of $79,858 is anticipated, which in total is estimated to be $3,354,043. The Total Housing Subsidy is calculated in Appendix 3. This cost may also be utilized to provide gap financing or downpayment assistance to subsequent income-qualified purchasers of a structure. Additionally, should it be necessary to make renovations to a structure due to deferred maintenance by the first buyer, such repairs could be made by the City as an eligible Housing Development Activity to support subsequent acquisition of the structure by an income-qualified buyer.

2.1.4 Brownfield Plan/Work Plan Preparation and Implementation

Preparation and implementation of the Brownfield Plan and Act 381 Work Plan are also included and expected to be a cost of $19,500.

2.1.5 Contingency

A 15% contingency on infrastructure improvements and site preparation costs is included to cover unexpected cost overruns encountered during construction on future costs. The total contingency cost is anticipated at $586,765.

2.1.6 Interest

Interest on the unreimbursed expenses at a rate of 2.9% is an eligible expense. This cost is expected to be $4,495,199 over the life of the Plan.

2.1.7 Authority Administration Cost

Eligible administrative costs incurred by the Authority are included in this Plan as an eligible expense at a flat fee of 5% of local tax capture. These expenses will be reimbursed with local tax increment revenues only.

2.2 Summary of Eligible Activities

Housing Development Activities

Because the project is "Housing Property" as defined by Act 381, housing development costs defined in Section 2(o)(ii) of Act 381 can be reimbursed through a Brownfield Plan. This Plan will provide for reimbursement of any of the following eligible activities including eligible infrastructure improvements, site preparation, future building renovations, the development of housing financing gap, development and implementation of the Brownfield Plan and Act 381 Work Plan, and interest expense. These costs will be reimbursed with state and local tax increment revenues following the approval of a MSHDA Act 381 Work Plan.

Authority Expenses

Eligible administrative costs incurred by the Authority are included in this Plan as an eligible expense at 5% of local tax capture. These expenses will be reimbursed with local tax increment revenues only.

Contingencies

A 15% contingency on future costs is included to cover unexpected cost overruns encountered during construction on future costs. These costs will be reimbursed with state and local tax increment revenues following the approval of a MSHDA Act 381 Work Plan.

2.3 Estimate of Captured Taxable Value and Tax Increment Revenues

The initial taxable value will be the 2025 taxable value of $0 as the Property is currently tax exempt. An estimate of the captured taxable value for this redevelopment by year is depicted in Tables 2 and 3. This Plan captures real property tax increment revenues and assumes a 1% annual increase in the taxable value of the Eligible Property.

Project activities will commence in 2025. Construction of the 42 units will occur over the following two years with the project expected to be fully built out by the end of 2027. Tax increment revenue collection will start within five years of the adoption of this Plan and is anticipated to begin as early as 2026. After the completion of the project, the projected taxable value is estimated at $5,145,943.

Reimbursements will be made based on actual tax increment revenues. The estimated captured taxable value for this redevelopment by year and in aggregate for each taxing jurisdiction is depicted in tabular form (Tables 2 and 3). The Plan also includes a flat fee of 5% of the local tax increment for administrative and operating expenses of the Authority. The Authority intends to capture local tax increment revenues from the final five years of the Plan for placement into an LBRF, provided the amount does not exceed the total cost of eligible activities. A summary of the estimated reimbursement schedule by year and in aggregate is presented in Table 4.

2.4 Method of Financing and Description of Advances Made by the Municipality

The eligible activities contemplated under this Plan will be financed by the Developer. As the Developer has sufficient fund balance within its Capital Improvement Fund available for property development, reimbursable eligible activity purchases will be initially funded by the Capital Improvement Fund. Reimbursement of approved Developer eligible costs will conform to a Development and Reimbursement Agreement between the Developer and the Authority. Tax increment financing utilizing new local and state tax increment revenue from the project will be the source of the reimbursement, as outlined in this Plan.

2.5 Maximum Amount of Note or Bonded Indebtedness

At this time, there are no plans by the Authority to incur indebtedness to support the development of this Site, but such plans could be made in the future to assist in the development if the Authority so chooses.

2.6 Duration of Brownfield Plan

The Authority intends to begin the capture of tax increment revenue in 2026. It is anticipated that Developer reimbursement will continue over the following 30 years, the maximum length of tax capture allowed by the statute. In the final five years of the Plan, the tax increment will be deposited into the LBRF provided the amount does not exceed the total cost of eligible activities. An analysis showing the reimbursement schedule is attached in Table 4.

2.7 Estimated Impact of Tax Increment Financing on Revenues of Taxing Jurisdictions

An estimate of the impact of tax increment financing on the revenues of all taxing jurisdictions is illustrated in detail in Table 2.

2.8 Legal Description, Property Map, Statement of Qualifying Characteristics, and Personal Property

The Property consists of one parcel addressed as 9617 Portage Road, occupying approximately 13.36 acres. The parcel ID number for the Property is below. A Site Map is attached as Figure 2. No personal property is included as eligible property. For a Statement of Qualifying Characteristics, see Section 1.2 of this Plan.

The legal description is as follows:

> <u>Parcel ID No.: 00026-070-J</u>
>
> LAND SITUATED IN THE CITY OF PORTAGE, COUNTY OF KALAMAZOO, STATE OF MICHIGAN, DESCRIBED AS FOLLOWS:
>
> THAT PART OF THE SOUTHWEST QUARTER OF SECTION 26, TOWNSHIP 3 SOUTH, RANGE 11 WEST, CITY OF PORTAGE, KALAMAZOO COUNTY, MICHIGAN, DESCRIBED AS: COMMENCING AT THE SOUTHWEST CORNER OF LOT 46, SUPERVISOR'S PLAT OF MCCAMLEY BEACH AS RECORDED IN LIBER 13 OF PLATS, PAGE 5, KALAMAZOO COUNTY RECORDS; THENCE NORTH 88° 55' 53” WEST (RECORDED AS WEST) ON THE NORTH RIGHT OF WAY LINE OF STANLEY DRIVE 1944.85 FEET (RECORDED AS 1945.00 FEET) TO A CAPPED IRON ID
>
> #16935 AND THE POINT OF BEGINNING OF THE LAND HEREIN DESCRIBED: THENCE CONTINUING NORTH 88° 55' 53” WEST (RECORDED AS WEST) ON SAID NORTH RIGHT OF WAY LINE 383.05 FEET (RECORDED AS 382.08 FEET MORE OR LESS) TO A CAPPED IRON ID #16935 AND A POINT THAT IS 329.88 FEET (RECORDED AS 330 FEET) EAST OF THE EAST RIGHT OF WAY LINE OF PORTAGE ROAD; THENCE NORTH 11° 15' 06” EAST ON A LINE PREVIOUSLY DESCRIBED AS BEING PARALLEL WITH SAID EAST RIGHT OF WAY LINE 134.18 FEET (RECORDED AS 134.13 FEET) TO A CAPPED IRON #16935; THENCE NORTH 88° 57' 58” WEST (RECORDED AS WEST) ON A LINE PREVIOUSLY DESCRIBED AS BEING PARALLEL WITH THE NORTH LINE OF SAID STANLEY DRIVE 164.99 FEET
>
> (RECORDED AS 165.15 FEET) TO A CAPPED IRON; THENCE NORTH 11° 21' 52” EAST ON A LINE PREVIOUSLY DESCRIBED AS BEING PARALLEL WITH SAID EAST RIGHT OF WAY LINE 64.88 FEET (RECORDED AS 64.94 FEET) TO A RECTANGULAR IRON ROD; THENCE NORTH 89° 08' 55” WEST (RECORDED AS WEST) ON A LINE PREVOUSLY DESCRIBED AS BEING PARALLEL WITH THE NORTH RIGHT OF WAY LINE OF SAID STANLEY DRIVE 164.91 FEET (RECORDED AS 165 FEET) TO A CAPPED IRON ID #38116 ON THE EAST RIGHT OF WAY LINE OF SAID PORTAGE ROAD; THENCE NORTH 11° 19' 08” EAST ON SAID EAST RIGHT OF WAY LINE 67.00 FEET

(RECORDED AS 67.13 FEET) TO A ½” REBAR WITH BROKEN CAP; THENCE SOUTH 89° 08' 55” EAST (RECORDED AS EAST) ON A LINE PREVIOUSLY DESCRIBED AS BEING PARALLEL WITH THE NORTH RIGHT OF WAY LINE OF STANLEY DRIVE 164.90 FEET (RECORDED AS 165 FEET) TO A CAPPED IRON ID #38116; THENCE NORTH 11° 19' 08” EAST PARALLEL WITH SAID EAST RIGHT OF WAY LINE 369.20 FEET TO A CAPPED IRON ID #38116; THENCE NORTH 11° 01' 52” EAST 67.20 FEET TO A ½” SQUARE IRON; THENCE NORTH 11° 19' 52” EAST 221.63 FEET

(RECORDED AS 221.72 FEET) TO A CONCRETE MONUMENT AT THE SOUTHWEST CORNER OF LOT 32 OF THE RECORDED PLAT OF MCCAMLEY MANOR AS RECORDED IN LIBER 25 OF PLATS, PAGE 42 KALAMAZOO COUNTY RECORDS; THENCE SOUTH 89° 13' 17” EAST (RECORDED AS EAST) ON THE SOUTH LINE OF SAID LOT 32 A DISTANCE OF 106.86 FEET (RECORDED AS 106.92 FEET) TO A CONCRETE MONUMENT AT THE SOUTHWEST CORNER OF OUTLOT “B”, SAID MCCAMLEY MANOR; THENCE NORTH 00° 50' 02” EAST (RECORDED AS NORTH) ON THE WEST LINE OF SAID OUTLOT “B” 144.91 FEET (RECORDED AS 145 FEET) TO A ½” REBAR ON THE NORTH LINE OF SAID OUTLOT “B”; THENCE SOUTH 89° 12' 16” EAST (RECORDED AS EAST) ON SAID NORTH LINE 66.00 FEET TO A CAPPED IRON ID #16935 AT THE NORTHEAST CORNER OF SAID OUTLOT “B”; THENCE SOUTH 00° 49' 40” WEST (RECORDED AS SOUTH) ON THE EAST LINE OF SAID OUTLOT “B” 144.89 FEET (RECORDED AS 145 FEET) TO A CONCETE MONUMENT AT THE SOUTHEAST CORNER OF SAID OUTLOT “B”; THENCE SOUTH 89° 13' 17” EAST (RECORDED AS EAST) ON THE SOUTH LINE OF SAID MCCAMLEY MANOR 431.01 FEET TO A CAPPED IRON ID #16935 AT A POINT THAT IS 968 FEET WEST OF THE SOUTHEAST CORNER OF LOT 50, SAID MCCAMLEY MANOR; THENCE SOUTH 01° 02' 52” WEST (RECORDED AS SOUTH) ON A LINE PREVIOUSLY DESCRIBED AS BEING PERPENDICULAR TO THE NORTH RIGHT OF WAY LINE OF SAID STANELY DRIVE 712.20 FEET (RECORDED AS 712.60 FEET) TO A CAPPED IRON ID #16935; THENCE NORTH 88° 55' 15” WEST (RECORDED AS WEST) ON A LINE PREVIOUSLY DESCRIBED AS BEING PARALLEL WITH THE NORTH RIGHT OF WAY LINE OF SAID STANLEY DRIVE 220.11 FEET (RECORDED AS 220 FEET) TO A CAPPED IRON ID #16935; THENCE SOUTH 01° 04' 25” WEST (RECORDED AS SOUTH) ON A LINE PREVIOUSLY DESCRIBED AS BEING PERPENDICULAR TO SAID NORTH RIGHT OF WAY LINE 200.20 FEET (RECORDED AS 200 FEET) TO THE POINT OF BEGINNING. CONTAINING 13.30 ACRES MORE OR LESS.

BEARINGS ARE RELATED TO THE MICHIGAN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE.

Over the course of development, the property will be split into multiple parcels of property with each parcel assigned its own unique property identification number. All future new parcel IDs, streets, right-of-ways, and undeveloped land within the property boundaries described below are included in this Brownfield Plan Amendment.

The Property is located in the City of Portage, a Qualified Local Government Unit. The Property qualifies as Eligible Property under Act 381 on the basis of meeting the definition of a “Housing Property.”

2.9 Estimates of Residents and Displacement of Individuals/Families

There are no residents or families residing at this Property; thus, no residents, families, or individuals will be displaced by the project.

2.10 Plan for Relocation of Displaced Persons

No persons reside on the Eligible Property. Therefore, this section is not applicable.

2.11 Provisions for Relocation Costs

No persons reside on the Eligible Property. Therefore, this section is not applicable.

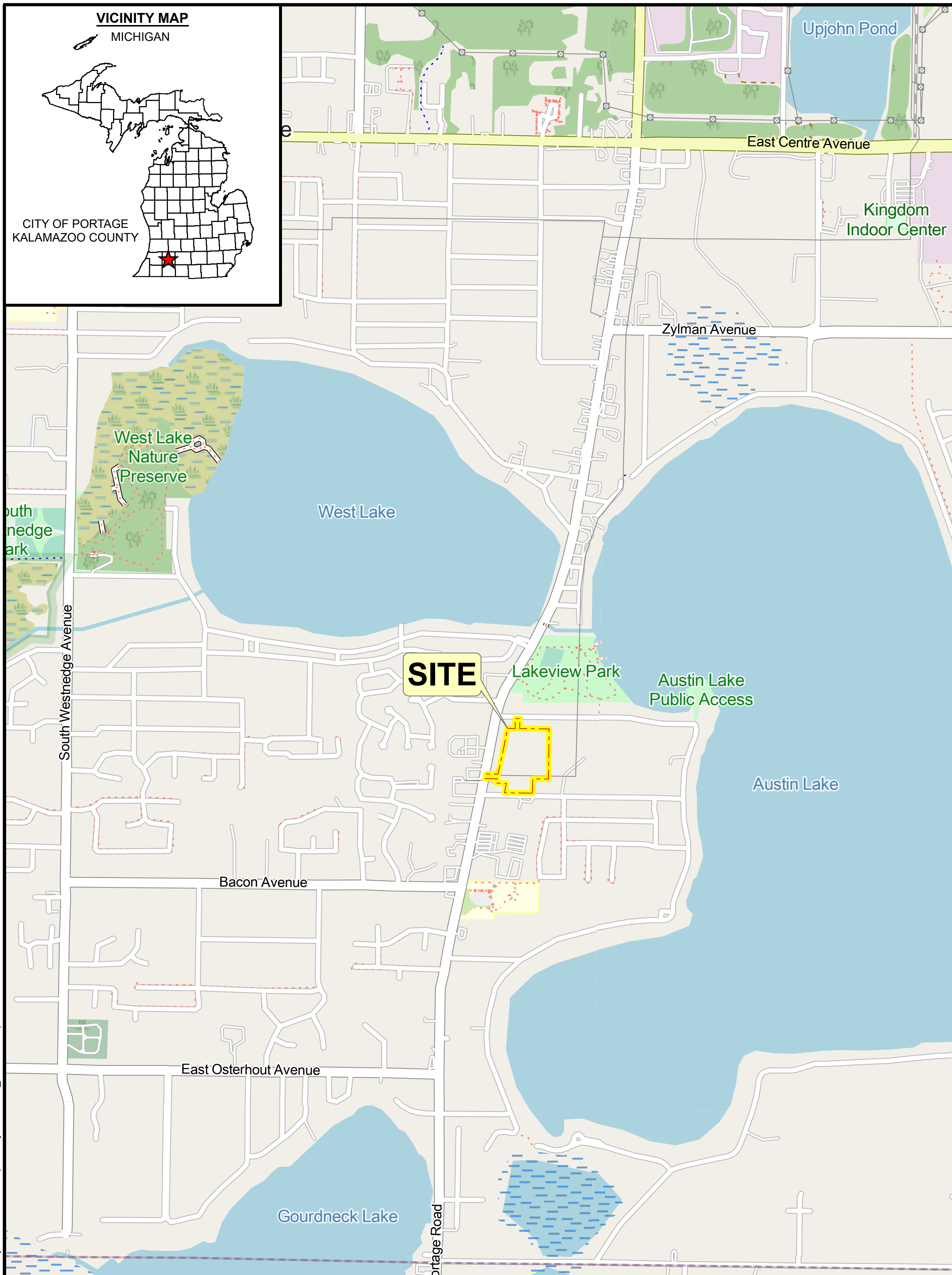
2.12 Strategy for Compliance with Michigan's Relocation Assistance Law

No persons reside on the Eligible Property. Therefore, this section is not applicable.

2.13 Other Material that the Authority or Governing Body Considers Pertinent

This Plan helps to offset the cost of eligible activities associated with the redevelopment of the Property using tax increment financing. The resulting project will increase affordable housing opportunities, increase the tax base of the City, and transition vacant/underutilized land to a new viable use in accordance with local planning efforts.

Figures



STANWOOD CROSSINGS LOCATION MAP

NORTH

FEET
0 1,000 2,000

fishbeck
Engineers | Architects | Scientists | Constructors

Hard copy is intended to be 8.5"x11" when plotted. Scale(s) indicated and graphic quality may not be accurate for any other size.

City of Portage
9617 Portage Road, Portage, Michigan

Brownfield Plan

PROJECT NO.
241134

FIGURE NO.
1

PLOT INFO: Z:\2024\241134\CAD\GIS\ProProj\Brownfield Plan.aprx Layout: FIG01_Location Map Date: 3/17/2025 3:01 PM User: acschwallier

LEGEND

Approximate Property Boundary

DATA SOURCES: ESRI HYRBID REFERENCE LAYER & MiSAIL IMAGERY.

STANWOOD CROSSINGS SITE MAP

NORTH

0 100 200 FEET

fishbeck
Engineers | Architects | Scientists | Constructors

Hard copy is intended to be 8.5"x11" when plotted. Scale(s) indicated and graphic quality may not be accurate for any other size.

City of Portage

9617 Portage Road, Portage, Michigan

Brownfield Plan

PROJECT NO.
241134

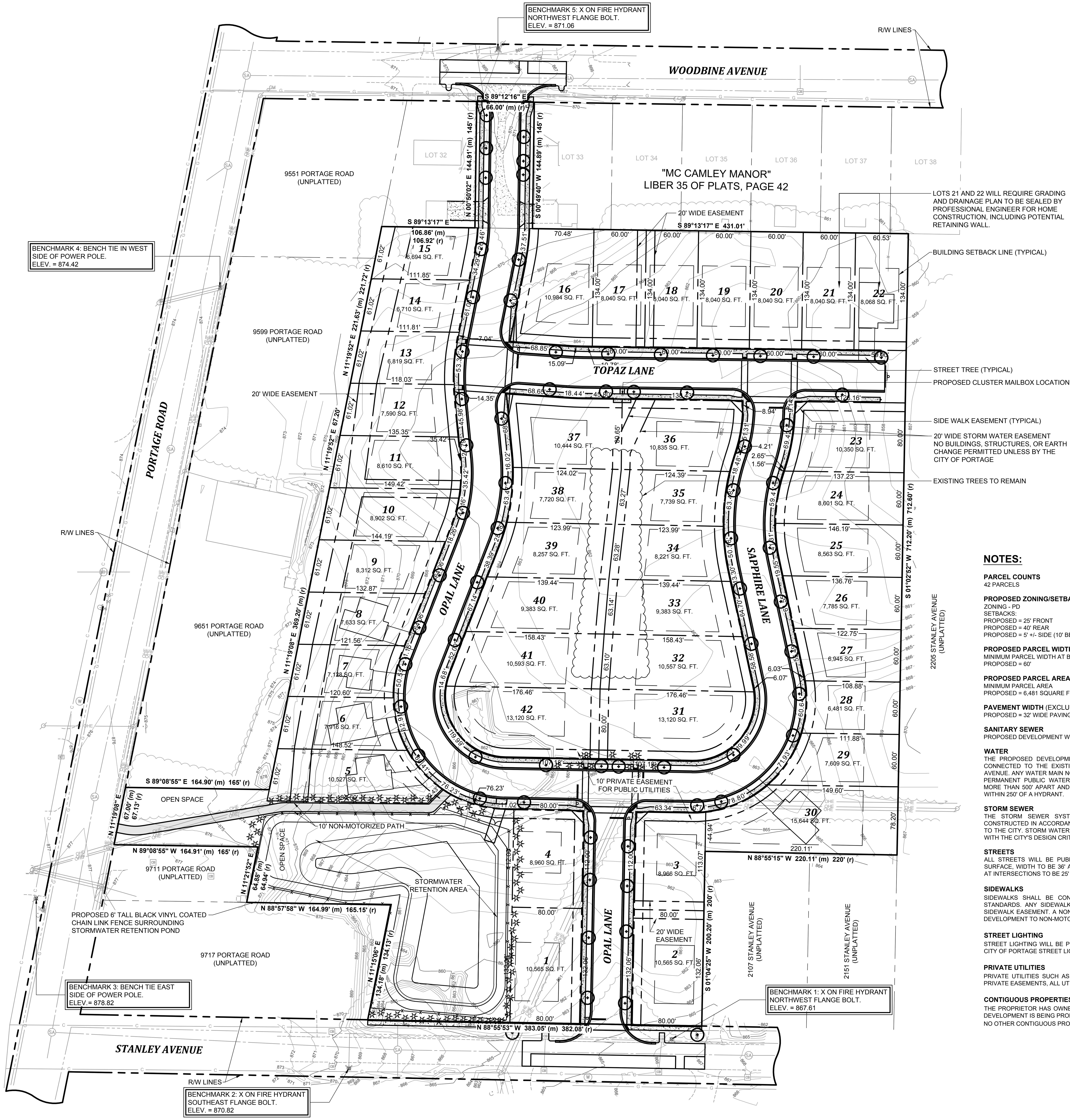
FIGURE NO.
2

PLOT INFO: Z:\2024\241134\CAD\GIS\ProProj\Brownfield Plan.aprx Layout: FIG02_Site Map Date: 3/17/2025 3:01 PM User: acschwallier

STANWOOD CROSSINGS

A PLANNED DEVELOPMENT

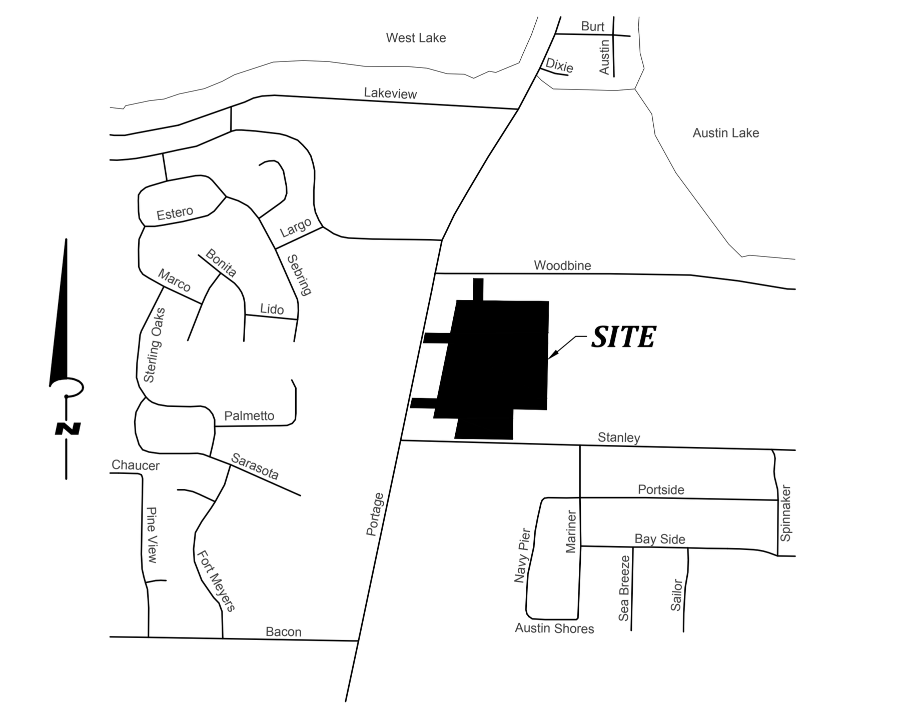
LOCATED IN THE SOUTHWEST QUARTER OF SECTION 26, TOWNSHIP 3 SOUTH, RANGE 11 WEST, CITY OF PORTAGE, KALAMAZOO COUNTY, MICHIGAN



PROPRIETOR/OWNER
CITY OF PORTAGE
7900 SOUTH WESTNEDGE AVENUE
PORTAGE, MI 49002
(269) 323-2022

SURVEYOR/ENGINEER
WIGHTMAN & ASSOCIATES, INC.
433 EAST RANSOM STREET
KALAMAZOO, MI 49007
(269) 200-2703

0 60 90 120
1 inch = 60 ft.



VICINITY MAP
(NOT TO SCALE)

NOTES:

PARCEL COUNTS
42 PARCELS

PROPOSED ZONING/SETBACKS
ZONING - PD
SETBACKS:
PROPOSED = 25' FRONT
PROPOSED = 40' REAR
PROPOSED = 5' +/- SIDE (10' BETWEEN FOUNDATIONS)

PROPOSED PARCEL WIDTH (SECTION 42-350/42-112)
MINIMUM PARCEL WIDTH AT BUILDING SETBACK
PROPOSED = 60'

PROPOSED PARCEL AREA (SECTION 42-350)
MINIMUM PARCEL AREA
PROPOSED = 6,481 SQUARE FEET

PAVEMENT WIDTH (EXCLUDING CURB) (SECTION 42-803)
PROPOSED = 32' WIDE PAVING

SANITARY SEWER
PROPOSED DEVELOPMENT WILL BE SERVED BY PUBLIC SANITARY SEWER.

WATER
THE PROPOSED DEVELOPMENT WILL BE SERVED BY PUBLIC WATER MAIN, TO BE CONNECTED TO THE EXISTING WATER MAIN AT WOODBINE AVENUE AND STANLEY AVENUE. ANY WATER MAIN NOT LOCATED IN PUBLIC RIGHT OF WAY SHALL LIE WITHIN A PERMANENT PUBLIC WATER MAIN EASEMENT. HYDRANTS SHALL BE LOCATED NOT MORE THAN 500' APART AND SITUATED SUCH THAT ALL PORTIONS OF BUILDINGS ARE WITHIN 250' OF A HYDRANT.

STORM SEWER
THE STORM SEWER SYSTEM AND STORM WATER RETENTION AREA WILL BE CONSTRUCTED IN ACCORDANCE WITH CITY OF PORTAGE STANDARDS AND DEDICATED TO THE CITY. STORM WATER RETENTION VOLUME WILL BE PROVIDED IN ACCORDANCE WITH THE CITY'S DESIGN CRITERIA MANUAL AND IT'S ADDENDUM.

STREETS
ALL STREETS WILL BE PUBLIC WITH CONCRETE CURB AND GUTTER AND ASPHALT SURFACE, WIDTH TO BE 36' AT BACK OF CURB IN A 60' RIGHT-OF-WAY. ALL CURB RADII AT INTERSECTIONS TO BE 25' AT THE FACE OF CURB.

SIDEWALKS
SIDEWALKS SHALL BE CONSTRUCTED IN ACCORDANCE WITH CITY OF PORTAGE STANDARDS. ANY SIDEWALKS OUTSIDE RIGHT-OF-WAY WILL BE LOCATED WITHIN A SIDEWALK EASEMENT. A NON-MOTORIZED PATH WILL CONNECT THE SIDEWALK IN THE DEVELOPMENT TO NON-MOTORIZED FACILITIES ON PORTAGE ROAD.

STREET LIGHTING
STREET LIGHTING WILL BE PROVIDED BY THE DEVELOPER IN ACCORDANCE WITH THE CITY OF PORTAGE STREET LIGHTING POLICY.

PRIVATE UTILITIES
PRIVATE UTILITIES SUCH AS GAS, ELECTRIC, CABLE TV, ETC. SHALL BE LOCATED IN PRIVATE EASEMENTS, ALL UTILITIES SHALL BE INSTALLED UNDERGROUND.

CONTIGUOUS PROPERTIES
THE PROPRIETOR HAS OWNERSHIP INTEREST IN THE OVERALL PARCEL IN WHICH THE DEVELOPMENT IS BEING PROPOSED.
NO OTHER CONTIGUOUS PROPERTIES ARE OWNED BY THE PROPRIETOR/OWNER.

INDEX OF PLANS:

LEGAL DESCRIPTION:

LAND SITUATED IN THE CITY OF PORTAGE, COUNTY OF KALAMAZOO, STATE OF MICHIGAN, DESCRIBED AS FOLLOWS:
THAT PART OF THE SOUTHWEST QUARTER OF SECTION 26, TOWNSHIP 3 SOUTH, RANGE 11 WEST, CITY OF PORTAGE, KALAMAZOO COUNTY, MICHIGAN, DESCRIBED AS: COMMENCING AT THE SOUTHWEST CORNER OF LOT 46, SUPERVISOR'S PLAT OF MCCAMLEY BEACH AS RECORDED IN LIBER 13 OF PLATS, PAGE 5, KALAMAZOO COUNTY RECORDS; THENCE NORTH 88° 55' 53" WEST (RECORDED AS WEST) ON THE NORTH RIGHT OF WAY LINE OF STANLEY DRIVE 1944.85 FEET (RECORDED AS 1945.00 FEET) TO A CAPPED IRON ID #16935 AND THE POINT OF BEGINNING OF THE LAND HEREIN DESCRIBED: THENCE CONTINUING NORTH 88° 55' 53" WEST (RECORDED AS WEST) ON SAID NORTH RIGHT OF WAY LINE 383.05 FEET (RECORDED AS 382.08 FEET MORE OR LESS) TO A CAPPED IRON ID #16935 AND A POINT THAT IS 329.88 FEET (RECORDED AS 330 FEET) EAST OF THE EAST RIGHT OF WAY LINE OF PORTAGE ROAD; THENCE NORTH 11° 15' 06" EAST ON A LINE PREVIOUSLY DESCRIBED AS BEING PARALLEL WITH SAID EAST RIGHT OF WAY LINE 134.18 FEET (RECORDED AS 134.13 FEET) TO A CAPPED IRON #16935; THENCE NORTH 88° 57' 58" WEST (RECORDED AS WEST) ON A LINE PREVIOUSLY DESCRIBED AS BEING PARALLEL WITH THE NORTH LINE OF SAID STANLEY DRIVE 164.99 FEET (RECORDED AS 165.15 FEET) TO A CAPPED IRON; THENCE NORTH 11° 21' 52" EAST ON A LINE PREVIOUSLY DESCRIBED AS BEING PARALLEL WITH SAID EAST RIGHT OF WAY LINE 64.88 FEET (RECORDED AS 64.94 FEET) TO A RECTANGULAR IRON ROD; THENCE NORTH 89° 08' 55" WEST (RECORDED AS WEST) ON A LINE PREVOUSLY DESCRIBED AS BEING PARALLEL WITH THE NORTH RIGHT OF WAY LINE OF SAID STANLEY DRIVE 164.91 FEET (RECORDED AS 165 FEET) TO A CAPPED IRON ID #38116 ON THE EAST RIGHT OF WAY LINE OF SAID PORTAGE ROAD; THENCE NORTH 11° 19' 08" EAST ON SAID EAST RIGHT OF WAY LINE 67.00 FEET (RECORDED AS 67.13 FEET) TO A ½" REBAR WITH BROKEN CAP; THENCE SOUTH 89° 08' 55" EAST (RECORDED AS EAST) ON A LINE PREVIOUSLY DESCRIBED AS BEING PARALLEL WITH THE NORTH RIGHT OF WAY LINE OF STANLEY DRIVE 164.90 FEET (RECORDED AS 165 FEET) TO A CAPPED IRON ID #38116; THENCE NORTH 11° 19' 08" EAST PARALLEL WITH SAID EAST RIGHT OF WAY LINE 369.20 FEET TO A CAPPED IRON ID #38116; THENCE NORTH 11° 01' 52" EAST 67.20 FEET TO A ½" SQUARE IRON; THENCE NORTH 11° 19' 52" EAST 221.63 FEET (RECORDED AS 221.72 FEET) TO A CONCRETE MONUMENT AT THE SOUTHWEST CORNER OF LOT 32 OF THE RECORDED PLAT OF MCCAMLEY MANOR AS RECORDED IN LIBER 25 OF PLATS, PAGE 42 KALAMAZOO COUNTY RECORDS; THENCE SOUTH 89° 13' 17" EAST (RECORDED AS EAST) ON THE SOUTH LINE OF SAID LOT 32 A DISTANCE OF 106.86 FEET (RECORDED AS 106.92 FEET) TO A CONCRETE MONUMENT AT THE SOUTHWEST CORNER OF OUTLOT "B", SAID MCCAMLEY MANOR; THENCE NORTH 00° 50' 02" EAST (RECORDED AS NORTH) ON THE WEST LINE OF SAID OUTLOT "B" 144.91 FEET (RECORDED AS 145 FEET) TO A ½" REBAR ON THE NORTH LINE OF SAID OUTLOT "B"; THENCE SOUTH 89° 12' 16" EAST (RECORDED AS EAST) ON SAID NORTH LINE 66.00 FEET TO A CAPPED IRON ID #16935 AT THE NORTHEAST CORNER OF SAID OUTLOT "B"; THENCE SOUTH 00° 49' 40" WEST (RECORDED AS SOUTH) ON THE EAST LINE OF SAID OUTLOT "B" 144.89 FEET (RECORDED AS 145 FEET) TO A CONCETE MONUMENT AT THE SOUTHEAST CORNER OF SAID OUTLOT "B"; THENCE SOUTH 89° 13' 17" EAST (RECORDED AS EAST) ON THE SOUTH LINE OF SAID MCCAMLEY MANOR 431.01 FEET TO A CAPPED IRON ID #16935 AT A POINT THAT IS 968 FEET WEST OF THE SOUTHEAST CORNER OF LOT 50, SAID MCCAMLEY MANOR; THENCE SOUTH 01° 02' 52" WEST (RECORDED AS SOUTH) ON A LINE PREVIOUSLY DESCRIBED AS BEING PERPENDICULAR TO THE NORTH RIGHT OF WAY LINE OF SAID STANELY DRIVE 712.20 FEET (RECORDED AS 712.60 FEET) TO A CAPPED IRON ID #16935; THENCE NORTH 88° 55' 15" WEST (RECORDED AS WEST) ON A LINE PREVIOUSLY DESCRIBED AS BEING PARALLEL WITH THE NORTH RIGHT OF WAY LINE OF SAID STANLEY DRIVE 220.11 FEET (RECORDED AS 220 FEET) TO A CAPPED IRON ID #16935; THENCE SOUTH 01° 04' 25" WEST (RECORDED AS SOUTH) ON A LINE PREVIOUSLY DESCRIBED AS BEING PERPENDICULAR TO SAID NORTH RIGHT OF WAY LINE 200.20 FEET (RECORDED AS 200 FEET) TO THE POINT OF BEGINNING. CONTAINING 13.30 ACRES MORE OR LESS.

BEARINGS ARE RELATED TO THE MICHIGAN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE.

W+
WIGHTMAN

1670 LINCOLN RD.
ALLEGAN, MI. 49010
269.673.8465

www.gowightman.com

STATE OF MICHIGAN
PAUL D. SCHRAM
ENGINEER
No. 6201067420
LICENSED PROFESSIONAL ENGINEER

PAUL D. SCHRAM
6201067420

PROJECT NAME:
STANWOOD CROSSINGS
9617 PORTAGE ROAD
PORTAGE, MI 49002

CITY OF PORTAGE
7719 SOUTH WESTNEDGE AVENUE
PORTAGE, MI 49002

06 02/18/2025 PDS
CONSTRUCTION PLAN REVIEW AND PERMITTING REV. 5

05 02/14/2025 PDS
CONSTRUCTION PLAN REVIEW AND PERMITTING REV. 4

05 02/05/2025 PDS
CONSTRUCTION PLAN REVIEW AND PERMITTING REV. 3

04 01/30/2025 PDS
CONSTRUCTION PLAN REVIEW AND PERMITTING REV. 2

03 01/24/2025 PDS
CONSTRUCTION PLAN REVIEW AND PERMITTING REV. 1

02 01/02/2025 PDS
CONSTRUCTION PLAN REVIEW AND PERMITTING

01 09/06/2024 GDH
PD REZONING AND CONDOMINIUM SUBDIVISION PLAN

REVISIONS

P:\Allegan\222353 Portage - Portage Road Residential Planned Development\B) Drawings\B50 AutoCAD\Survey Workspace\222353 Condominium Subdivision Plan.dwg 01 2/5/2025 10:30:49 AM

DATE: JANUARY, 2025
SCALE: 1" = 60'
DRAWN BY: ACE
CHECKED BY: GDH

MASTER LAND DIVISION PLAN

JOB No. 222353
01

Tables

Table 1 – Summary of Eligible Costs
Act 381 Brownfield Plan
Stanwood Crossings

MSHDA Eligible Activities Costs and Schedule

MSHDA Eligible Activities	Cost	Completion Season/Year
Infrastructure Improvements	$ 2,572,098	
UNDERGROUND ELECTRIC AND NATURAL GAS	$ 70,000	
RELOCATE POWERLINES ALONG STANLEY ON POLES	$ 180,000	
MUNICIPAL WATER	$ 308,514	
STORMWATER	$ 255,000	
MUNICIPAL SEWER	$ 313,726	
STAKING	$ 45,000	
ASPHALT PAVING	$ 193,750	
REPLACE DRIVEWAYS FOR WOODBINE OWNERS (ADJACENT TO ENTRY)	$ 26,050	
SIDEWALKS ALONG ENTRY ROADS & STORM POND TRAIL & MAILBOX AREA	$ 62,500	
CONCRETE CURBS	$ 110,325	
LANDSCAPE ARCHITECT	$ 10,000	
CBU MAILBOXES - REQUIRD BY POST OFFICE	$ 13,575	
LANDSCAPE AND SEEDING	$ 44,677	
TREES	$ 59,020	
FENCING	$ 39,018	
DEVELOPMENT AND STREET SIGNAGE	$ 40,020	
GENERAL CONDITIONS	$ 177,840	
SOFT COSTS (SURVEYING, LEGAL, PLANNING)	$ 623,083	
Site Preparation	$ 1,339,675	
STRIPPING, MASS GRADING, ROAD BALANCE, RESPREAD TOPSOIL, ETC	$ 804,000.00	
SITE DEMO	$ 10,000.00	
DEWATERING	$ 225,000.00	
CONDUIT	$ 28,000.00	
22A GRAVEL IN PLACE & SUBGRADE FOR CURB	$ 160,000.00	
TREE REMOVAL -	$ 79,375.00	
SESC SILT FENCE, STRAW, BLANKETS, SILT SACKS, ETC.	$ 33,300.00	
Potential Development Loss	$ 3,354,043	
Potential Development Loss	$ 3,354,043	
MSHDA Eligible Activities Subtotal	$ 7,265,816	
Contingency (15%)	$ 586,765	
Interest Expense	$ 4,495,199	
Brownfield Plan/Work Plan Preparation and Implementation	$ 19,500	
MSHDA Eligible Activities Total Costs	$ 12,367,280	

Table 2 – Total Captured Incremental Taxes Schedule
(Buildings)

Act 381 Brownfield Plan

Stanwood Crossings, Portage, MI

Estimated Taxable Value (TV) Increase Rate: 1% increase per year

Plan Year		1	2	3	4	5	6	7	8	9	10
Calendar Year		2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
*Base Taxable Value		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Future Taxable Value- (Bldgs)		$ 668,250	$ 2,673,000	$ 4,677,750	$ 4,724,528	$ 4,771,773	$ 4,819,491	$ 4,867,685	$ 4,916,362	$ 4,965,526	$ 5,015,181
Incremental Difference (New TV - Base TV)		**$ 668,250**	**$ 2,673,000**	**$ 4,677,750**	**$ 4,724,528**	**$ 4,771,773**	**$ 4,819,491**	**$ 4,867,685**	**$ 4,916,362**	**$ 4,965,526**	**$ 5,015,181**
School Capture	Millage Rate										
State Education Tax (SET)	6.0000	$ 4,010	$ 16,038	$ 28,067	$ 28,347	$ 28,631	$ 28,917	$ 29,206	$ 29,498	$ 29,793	$ 30,091
School Operating Tax (Assumes all structures are PRE)	0.0000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
School Total	**6.0000**	**$ 4,010**	**$ 16,038**	**$ 28,067**	**$ 28,347**	**$ 28,631**	**$ 28,917**	**$ 29,206**	**$ 29,498**	**$ 29,793**	**$ 30,091**
Local Capture	Millage Rate										
City of Portage	10.6400	$ 7,110	$ 28,441	$ 49,771	$ 50,269	$ 50,772	$ 51,279	$ 51,792	$ 52,310	$ 52,833	$ 53,362
KVCC	2.7729	$ 1,853	$ 7,412	$ 12,971	$ 13,101	$ 13,232	$ 13,364	$ 13,498	$ 13,633	$ 13,769	$ 13,907
KRESA ISD	6.9785	$ 4,663	$ 18,654	$ 32,644	$ 32,970	$ 33,300	$ 33,633	$ 33,969	$ 34,309	$ 34,652	$ 34,998
School Site Sinking Fund	0.4983	$ 333	$ 1,332	$ 2,331	$ 2,354	$ 2,378	$ 2,402	$ 2,426	$ 2,450	$ 2,474	$ 2,499
County Oper	4.6202	$ 3,087	$ 12,350	$ 21,612	$ 21,828	$ 22,047	$ 22,267	$ 22,490	$ 22,715	$ 22,942	$ 23,171
CCTA Transport	0.8933	$ 597	$ 2,388	$ 4,179	$ 4,220	$ 4,263	$ 4,305	$ 4,348	$ 4,392	$ 4,436	$ 4,480
KCTA Transport	0.3102	$ 207	$ 829	$ 1,451	$ 1,466	$ 1,480	$ 1,495	$ 1,510	$ 1,525	$ 1,540	$ 1,556
Library	1.4942	$ 998	$ 3,994	$ 6,989	$ 7,059	$ 7,130	$ 7,201	$ 7,273	$ 7,346	$ 7,419	$ 7,494
Library Extra	0.4980	$ 333	$ 1,331	$ 2,330	$ 2,353	$ 2,376	$ 2,400	$ 2,424	$ 2,448	$ 2,473	$ 2,498
County Pub Safety	1.4344	$ 959	$ 3,834	$ 6,710	$ 6,777	$ 6,845	$ 6,913	$ 6,982	$ 7,052	$ 7,123	$ 7,194
County Housing	0.7434	$ 497	$ 1,987	$ 3,477	$ 3,512	$ 3,547	$ 3,583	$ 3,619	$ 3,655	$ 3,691	$ 3,728
County Senior	0.3462	$ 231	$ 925	$ 1,619	$ 1,636	$ 1,652	$ 1,669	$ 1,685	$ 1,702	$ 1,719	$ 1,736
County 911	0.6442	$ 430	$ 1,722	$ 3,013	$ 3,044	$ 3,074	$ 3,105	$ 3,136	$ 3,167	$ 3,199	$ 3,231
County Veteran	0.0997	$ 67	$ 266	$ 466	$ 471	$ 476	$ 481	$ 485	$ 490	$ 495	$ 500
Local Total	**31.9735**	**$ 21,366**	**$ 85,465**	**$ 149,564**	**$ 151,060**	**$ 152,570**	**$ 154,096**	**$ 155,637**	**$ 157,193**	**$ 158,765**	**$ 160,353**
Non-Capturable Millages	Millage Rate										
School Debt	6.8500	$ 4,578	$ 18,310	$ 32,043	$ 32,363	$ 32,687	$ 33,014	$ 33,344	$ 33,677	$ 34,014	$ 34,354
County Juvenile Home	0.1176	$ 79	$ 314	$ 550	$ 556	$ 561	$ 567	$ 572	$ 578	$ 584	$ 590
Non-Capturable Total	**6.9676**	**$ 4,656**	**$ 18,624**	**$ 32,593**	**$ 32,919**	**$ 33,248**	**$ 33,580**	**$ 33,916**	**$ 34,255**	**$ 34,598**	**$ 34,944**
Total Tax Increment Revenue (TIR) Available for Capture		$ 25,376	$ 101,503	$ 177,631	$ 179,407	$ 181,201	$ 183,013	$ 184,843	$ 186,691	$ 188,558	$ 190,444

Plan Year		11	12	13	14	15	16	17	18	19	20
Calendar Year		2036	2037	2038	2039	2040	2041	2042	2043	2044	2045
*Base Taxable Value		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Future Taxable Value- (Bldgs)		$ 5,065,333	$ 5,115,986	$ 5,167,146	$ 5,218,818	$ 5,271,006	$ 5,323,716	$ 5,376,953	$ 5,430,723	$ 5,485,030	$ 5,539,880
Incremental Difference (New TV - Base TV)		**$ 5,065,333**	**$ 5,115,986**	**$ 5,167,146**	**$ 5,218,818**	**$ 5,271,006**	**$ 5,323,716**	**$ 5,376,953**	**$ 5,430,723**	**$ 5,485,030**	**$ 5,539,880**
School Capture	Millage Rate										
State Education Tax (SET)	6.0000	$ 30,392	$ 30,696	$ 31,003	$ 31,313	$ 31,626	$ 31,942	$ 32,262	$ 32,584	$ 32,910	$ 33,239
School Operating Tax (Assumes all structures are PRE)	0.0000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
School Total	**6.0000**	**$ 30,392**	**$ 30,696**	**$ 31,003**	**$ 31,313**	**$ 31,626**	**$ 31,942**	**$ 32,262**	**$ 32,584**	**$ 32,910**	**$ 33,239**
Local Capture	Millage Rate										
City of Portage	10.6400	$ 53,895	$ 54,434	$ 54,978	$ 55,528	$ 56,084	$ 56,644	$ 57,211	$ 57,783	$ 58,361	$ 58,944
KVCC	2.7729	$ 14,046	$ 14,186	$ 14,328	$ 14,471	$ 14,616	$ 14,762	$ 14,910	$ 15,059	$ 15,209	$ 15,362
KRESA ISD	6.9785	$ 35,348	$ 35,702	$ 36,059	$ 36,420	$ 36,784	$ 37,152	$ 37,523	$ 37,898	$ 38,277	$ 38,660
School Site Sinking Fund	0.4983	$ 2,524	$ 2,549	$ 2,575	$ 2,601	$ 2,627	$ 2,653	$ 2,679	$ 2,706	$ 2,733	$ 2,761
County Oper	4.6202	$ 23,403	$ 23,637	$ 23,873	$ 24,112	$ 24,353	$ 24,597	$ 24,843	$ 25,091	$ 25,342	$ 25,595
CCTA Transport	0.8933	$ 4,525	$ 4,570	$ 4,616	$ 4,662	$ 4,709	$ 4,756	$ 4,803	$ 4,851	$ 4,900	$ 4,949
KCTA Transport	0.3102	$ 1,571	$ 1,587	$ 1,603	$ 1,619	$ 1,635	$ 1,651	$ 1,668	$ 1,685	$ 1,701	$ 1,718
Library	1.4942	$ 7,569	$ 7,644	$ 7,721	$ 7,798	$ 7,876	$ 7,955	$ 8,034	$ 8,115	$ 8,196	$ 8,278
Library Extra	0.4980	$ 2,523	$ 2,548	$ 2,573	$ 2,599	$ 2,625	$ 2,651	$ 2,678	$ 2,704	$ 2,732	$ 2,759
County Pub Safety	1.4344	$ 7,266	$ 7,338	$ 7,412	$ 7,486	$ 7,561	$ 7,636	$ 7,713	$ 7,790	$ 7,868	$ 7,946
County Housing	0.7434	$ 3,766	$ 3,803	$ 3,841	$ 3,880	$ 3,918	$ 3,958	$ 3,997	$ 4,037	$ 4,078	$ 4,118
County Senior	0.3462	$ 1,754	$ 1,771	$ 1,789	$ 1,807	$ 1,825	$ 1,843	$ 1,862	$ 1,880	$ 1,899	$ 1,918
County 911	0.6442	$ 3,263	$ 3,296	$ 3,329	$ 3,362	$ 3,396	$ 3,430	$ 3,464	$ 3,498	$ 3,533	$ 3,569
County Veteran	0.0997	$ 505	$ 510	$ 515	$ 520	$ 526	$ 531	$ 536	$ 541	$ 547	$ 552
Local Total	**31.9735**	**$ 161,956**	**$ 163,576**	**$ 165,212**	**$ 166,864**	**$ 168,533**	**$ 170,218**	**$ 171,920**	**$ 173,639**	**$ 175,376**	**$ 177,129**
Non-Capturable Millages	Millage Rate										
School Debt	6.8500	$ 34,698	$ 35,045	$ 35,395	$ 35,749	$ 36,106	$ 36,467	$ 36,832	$ 37,200	$ 37,572	$ 37,948
County Juvenile Home	0.1176	$ 596	$ 602	$ 608	$ 614	$ 620	$ 626	$ 632	$ 639	$ 645	$ 651
Non-Capturable Total	**6.9676**	**$ 35,293**	**$ 35,646**	**$ 36,003**	**$ 36,363**	**$ 36,726**	**$ 37,094**	**$ 37,464**	**$ 37,839**	**$ 38,217**	**$ 38,600**
Total Tax Increment Revenue (TIR) Available for Capture		$ 192,348	$ 194,272	$ 196,215	$ 198,177	$ 200,159	$ 202,160	$ 204,182	$ 206,224	$ 208,286	$ 210,369

Plan Year		21	22	23	24	25	26	27	28	29	30	Totals
Calendar Year		2046	2047	2048	2049	2050	2051	2052	2053	2054	2055	
*Base Taxable Value		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Future Taxable Value- (Bldgs)		$ 5,595,279	$ 5,651,232	$ 5,707,744	$ 5,764,821	$ 5,822,470	$ 5,880,694	$ 5,939,501	$ 5,998,896	$ 6,058,885	$ 6,119,474	$ 6,180,669
Incremental Difference (New TV - Base TV)		**$ 5,595,279**	**$ 5,651,232**	**$ 5,707,744**	**$ 5,764,821**	**$ 5,822,470**	**$ 5,880,694**	**$ 5,939,501**	**$ 5,998,896**	**$ 6,058,885**	**$ 6,119,474**	**$ -**
School Capture	Millage Rate											
State Education Tax (SET)	6.0000	$ 33,572	$ 33,907	$ 34,246	$ 34,589	$ 34,935	$ 35,284	$ 35,637	$ 35,993	$ 36,353	$ 36,717	$ 848,729
School Operating Tax (Assumes all structures are PRE)	0.0000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
School Total	**6.0000**	**$ 33,572**	**$ 33,907**	**$ 34,246**	**$ 34,589**	**$ 34,935**	**$ 35,284**	**$ 35,637**	**$ 35,993**	**$ 36,353**	**$ 36,717**	**$ 848,729**
Local Capture	Millage Rate											
City of Portage	10.6400	$ 59,534	$ 60,129	$ 60,730	$ 61,338	$ 61,951	$ 62,571	$ 63,196	$ 63,828	$ 64,467	$ 65,111	$ 1,505,079
KVCC	2.7729	$ 15,515	$ 15,670	$ 15,827	$ 15,985	$ 16,145	$ 16,307	$ 16,470	$ 16,634	$ 16,801	$ 16,969	$ 392,240
KRESA ISD	6.9785	$ 39,047	$ 39,437	$ 39,831	$ 40,230	$ 40,632	$ 41,038	$ 41,449	$ 41,863	$ 42,282	$ 42,705	$ 987,142
School Site Sinking Fund	0.4983	$ 2,788	$ 2,816	$ 2,844	$ 2,873	$ 2,901	$ 2,930	$ 2,960	$ 2,989	$ 3,019	$ 3,049	$ 70,487
County Oper	4.6202	$ 25,851	$ 26,110	$ 26,371	$ 26,635	$ 26,901	$ 27,170	$ 27,442	$ 27,716	$ 27,993	$ 28,273	$ 653,549
CCTA Transport	0.8933	$ 4,998	$ 5,048	$ 5,099	$ 5,150	$ 5,201	$ 5,253	$ 5,306	$ 5,359	$ 5,412	$ 5,467	$ 126,362
KCTA Transport	0.3102	$ 1,736	$ 1,753	$ 1,771	$ 1,788	$ 1,806	$ 1,824	$ 1,842	$ 1,861	$ 1,879	$ 1,898	$ 43,879
Library	1.4942	$ 8,360	$ 8,444	$ 8,529	$ 8,614	$ 8,700	$ 8,787	$ 8,875	$ 8,964	$ 9,053	$ 9,144	$ 211,362
Library Extra	0.4980	$ 2,786	$ 2,814	$ 2,842	$ 2,871	$ 2,900	$ 2,929	$ 2,958	$ 2,987	$ 3,017	$ 3,047	$ 70,444
County Pub Safety	1.4344	$ 8,026	$ 8,106	$ 8,187	$ 8,269	$ 8,352	$ 8,435	$ 8,520	$ 8,605	$ 8,691	$ 8,778	$ 202,903
County Housing	0.7434	$ 4,160	$ 4,201	$ 4,243	$ 4,286	$ 4,328	$ 4,372	$ 4,415	$ 4,460	$ 4,504	$ 4,549	$ 105,157
County Senior	0.3462	$ 1,937	$ 1,956	$ 1,976	$ 1,996	$ 2,016	$ 2,036	$ 2,056	$ 2,077	$ 2,098	$ 2,119	$ 48,972
County 911	0.6442	$ 3,604	$ 3,641	$ 3,677	$ 3,714	$ 3,751	$ 3,788	$ 3,826	$ 3,864	$ 3,903	$ 3,942	$ 91,125
County Veteran	0.0997	$ 558	$ 563	$ 569	$ 575	$ 581	$ 586	$ 592	$ 598	$ 604	$ 610	$ 14,103
Local Total	**31.9735**	**$ 178,901**	**$ 180,690**	**$ 182,497**	**$ 184,322**	**$ 186,165**	**$ 188,026**	**$ 189,907**	**$ 191,806**	**$ 193,724**	**$ 195,661**	**$ 4,522,804**
Non-Capturable Millages	Millage Rate											
School Debt	6.8500	$ 38,328	$ 38,711	$ 39,098	$ 39,489	$ 39,884	$ 40,283	$ 40,686	$ 41,092	$ 41,503	$ 41,918	$ 968,965
County Juvenile Home	0.1176	$ 658	$ 665	$ 671	$ 678	$ 685	$ 692	$ 698	$ 705	$ 713	$ 720	$ 16,635
Non-Capturable Total	**6.9676**	**$ 38,986**	**$ 39,376**	**$ 39,769**	**$ 40,167**	**$ 40,569**	**$ 40,974**	**$ 41,384**	**$ 41,798**	**$ 42,216**	**$ 42,638**	**$ 985,600**
Total Tax Increment Revenue (TIR) Available for Capture		$ 212,472	$ 214,597	$ 216,743	$ 218,910	$ 221,100	$ 223,311	$ 225,544	$ 227,799	$ 230,077	$ 232,378	**$ 5,371,533**

NOTES:
Principal Residence Exemption (PRE)

4/2/2025

Table 3 – Total Captured Incremental Taxes Schedule

(Land)

Act 381 Brownfield Plan

Stanwood Crossings, Portage, MI

Estimated Taxable Value (TV) Increase Rate: 1% increase per year

Plan Year	Millage Rate	1	2	3	4	5	6	7	8	9	10
Calendar Year		2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
*Base Taxable Value		-	-	-	-	-	-	-	-	-	-
Future Taxable Value- (Land)		66,885	267,539	468,193	472,874	477,603	482,379	487,203	492,075	496,996	501,966
Incremental Difference (New TV - Base TV)		**66,885**	**267,539**	**468,193**	**472,874**	**477,603**	**482,379**	**487,203**	**492,075**	**496,996**	**501,966**
School Capture	Millage Rate										
State Education Tax (SET)	6.0000	401	1,605	2,809	2,837	2,866	2,894	2,923	2,952	2,982	3,012
School Operating Tax (Land not subject to PRE)	17.5695	1,175	4,701	8,226	8,308	8,391	8,475	8,560	8,646	8,732	8,819
School Total	**23.5695**	**1,576**	**6,306**	**11,035**	**11,145**	**11,257**	**11,369**	**11,483**	**11,598**	**11,714**	**11,831**
Local Capture	Millage Rate										
City of Portage	10.6400	712	2,847	4,982	5,031	5,082	5,133	5,184	5,236	5,288	5,341
KVCC	2.7729	185	742	1,298	1,311	1,324	1,338	1,351	1,364	1,378	1,392
KRESA ISD	6.9785	467	1,867	3,267	3,300	3,333	3,366	3,400	3,434	3,468	3,503
School Site Sinking Fund	0.4983	33	133	233	236	238	240	243	245	248	250
County Oper	4.6202	309	1,236	2,163	2,185	2,207	2,229	2,251	2,273	2,296	2,319
CCTA Transport	0.8933	60	239	418	422	427	431	435	440	444	448
KCTA Transport	0.3102	21	83	145	147	148	150	151	153	154	156
Library	1.4942	100	400	700	707	714	721	728	735	743	750
Library Extra	0.4980	33	133	233	235	238	240	243	245	248	250
County Pub Safety	1.4344	96	384	672	678	685	692	699	706	713	720
County Housing	0.7434	50	199	348	352	355	359	362	366	369	373
County Senior	0.3462	23	93	162	164	165	167	169	170	172	174
County 911	0.6442	43	172	302	305	308	311	314	317	320	323
County Veteran	0.0997	7	27	47	47	48	48	49	49	50	50
Local Total	**31.9735**	**2,139**	**8,554**	**14,970**	**15,119**	**15,271**	**15,423**	**15,578**	**15,733**	**15,891**	**16,050**
Non-Capturable Millages	Millage Rate										
School Debt	6.8500	458	1,833	3,207	3,239	3,272	3,304	3,337	3,371	3,404	3,438
County Juvenile Home	0.1176	8	31	55	56	56	57	57	58	58	59
Non-Capturable Total	**6.9676**	**466**	**1,864**	**3,262**	**3,295**	**3,328**	**3,361**	**3,395**	**3,429**	**3,463**	**3,497**
Total Tax Increment Revenue (TIR) Available for Capture		3,715	14,860	26,005	26,265	26,528	26,793	27,061	27,331	27,605	27,881

Plan Year	11	12	13	14	15	16	17	18	19	20
Calendar Year	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045
*Base Taxable Value	-	-	-	-	-	-	-	-	-	-
Future Taxable Value- (Land)	506,985	512,055	517,176	522,348	527,571	532,847	538,175	543,557	548,993	554,482
Incremental Difference (New TV - Base TV)	**506,985**	**512,055**	**517,176**	**522,348**	**527,571**	**532,847**	**538,175**	**543,557**	**548,993**	**554,482**
State Education Tax (SET)	3,042	3,072	3,103	3,134	3,165	3,197	3,229	3,261	3,294	3,327
School Operating Tax (Land not subject to PRE)	8,907	8,997	9,087	9,177	9,269	9,362	9,455	9,550	9,646	9,742
School Total	**11,949**	**12,069**	**12,190**	**12,311**	**12,435**	**12,559**	**12,685**	**12,811**	**12,939**	**13,069**
City of Portage	5,394	5,448	5,503	5,558	5,613	5,669	5,726	5,783	5,841	5,900
KVCC	1,406	1,420	1,434	1,448	1,463	1,478	1,492	1,507	1,522	1,538
KRESA ISD	3,538	3,573	3,609	3,645	3,682	3,718	3,756	3,793	3,831	3,869
School Site Sinking Fund	253	255	258	260	263	266	268	271	274	276
County Oper	2,342	2,366	2,389	2,413	2,437	2,462	2,486	2,511	2,536	2,562
CCTA Transport	453	457	462	467	471	476	481	486	490	495
KCTA Transport	157	159	160	162	164	165	167	169	170	172
Library	758	765	773	780	788	796	804	812	820	829
Library Extra	252	255	258	260	263	265	268	271	273	276
County Pub Safety	727	734	742	749	757	764	772	780	787	795
County Housing	377	381	384	388	392	396	400	404	408	412
County Senior	176	177	179	181	183	184	186	188	190	192
County 911	327	330	333	336	340	343	347	350	354	357
County Veteran	51	51	52	52	53	53	54	54	55	55
Local Total	**16,210**	**16,372**	**16,536**	**16,701**	**16,868**	**17,037**	**17,207**	**17,379**	**17,553**	**17,729**
School Debt	3,473	3,508	3,543	3,578	3,614	3,650	3,687	3,723	3,761	3,798
County Juvenile Home	60	60	61	61	62	63	63	64	65	65
Non-Capturable Total	**3,532**	**3,568**	**3,603**	**3,640**	**3,676**	**3,713**	**3,750**	**3,787**	**3,825**	**3,863**
Total Tax Increment Revenue (TIR) Available for Capture	28,159	28,441	28,725	29,013	29,303	29,596	29,892	30,191	30,493	30,798

Plan Year	21	22	23	24	25	26	27	28	29	30	Totals
Calendar Year	2046	2047	2048	2049	2050	2051	2052	2053	2054	2055	
*Base Taxable Value	-	-	-	-	-	-	-	-	-	-	-
Future Taxable Value- (Land)	560,027	565,628	571,284	576,997	582,767	588,594	594,480	600,425	606,429	612,494	618,619
Incremental Difference (New TV - Base TV)	**560,027**	**565,628**	**571,284**	**576,997**	**582,767**	**588,594**	**594,480**	**600,425**	**606,429**	**612,494**	-
State Education Tax (SET)	3,360	3,394	3,428	3,462	3,497	3,532	3,567	3,603	3,639	3,675	84,949
School Operating Tax (Land not subject to PRE)	9,839	9,938	10,037	10,138	10,239	10,341	10,445	10,549	10,655	10,761	248,751
School Total	**13,200**	**13,332**	**13,465**	**13,600**	**13,736**	**13,873**	**14,012**	**14,152**	**14,293**	**14,436**	**333,699**
City of Portage	5,959	6,018	6,078	6,139	6,201	6,263	6,325	6,389	6,452	6,517	150,642
KVCC	1,553	1,568	1,584	1,600	1,616	1,632	1,648	1,665	1,682	1,698	39,259
KRESA ISD	3,908	3,947	3,987	4,027	4,067	4,108	4,149	4,190	4,232	4,274	98,802
School Site Sinking Fund	279	282	285	288	290	293	296	299	302	305	7,055
County Oper	2,587	2,613	2,639	2,666	2,692	2,719	2,747	2,774	2,802	2,830	65,413
CCTA Transport	500	505	510	515	521	526	531	536	542	547	12,647
KCTA Transport	174	175	177	179	181	183	184	186	188	190	4,392
Library	837	845	854	862	871	879	888	897	906	915	21,155
Library Extra	279	282	284	287	290	293	296	299	302	305	7,051
County Pub Safety	803	811	819	828	836	844	853	861	870	879	20,308
County Housing	416	420	425	429	433	438	442	446	451	455	10,525
County Senior	194	196	198	200	202	204	206	208	210	212	4,902
County 911	361	364	368	372	375	379	383	387	391	395	9,121
County Veteran	56	56	57	58	58	59	59	60	60	61	1,412
Local Total	**17,906**	**18,085**	**18,266**	**18,449**	**18,633**	**18,819**	**19,008**	**19,198**	**19,390**	**19,584**	**452,684**
School Debt	3,836	3,875	3,913	3,952	3,992	4,032	4,072	4,113	4,154	4,196	96,983
County Juvenile Home	66	67	67	68	69	69	70	71	71	72	1,665
Non-Capturable Total	**3,902**	**3,941**	**3,980**	**4,020**	**4,060**	**4,101**	**4,142**	**4,184**	**4,225**	**4,268**	**98,648**
Total Tax Increment Revenue (TIR) Available for Capture	31,106	31,417	31,731	32,048	32,369	32,692	33,019	33,349	33,683	34,020	**786,383**

NOTES: 38.9411

4/2/2025

Table 4 – Estimated Reimbursement Schedule

Act 381 Brownfield Plan

Stanwood Crossings, Portage, MI

Developer Maximum Reimbursement	Proportionality	School & Local Taxes	Local-Only Taxes	Total
State	**19.2%**	$ 2,374,735	$ -	$ 2,374,735
Local	**80.8%**	$ 9,992,545	$ -	$ 9,992,545
TOTAL				
EGLE	0.0%	$ -	$ -	$ -
MEDC	0.0%	$ -	$ -	$ -
MSHDA	100.0%	$ 12,367,280	$ -	$ 12,367,280

Estimated Total Years of Plan:	**30**

Estimated Capture	
Administrative Fees	$ 270,192
State Brownfield Redevelopment Fund	$ 408,031
Local Brownfield Revolving Fund	$ 1,002,365

	Beginning Balance	1 2026	2 2027	3 2028	4 2029	5 2030	6 2031	7 2032	8 2033	9 2034	10 2035
Total State Incremental Revenue		$ 5,586	$ 22,344	$ 39,102	$ 39,493	$ 39,888	$ 40,286	$ 40,689	$ 41,096	$ 41,507	$ 41,922
State Brownfield Redevelopment Fund (50% of SET)		$ 2,205	$ 8,822	$ 15,438	$ 15,592	$ 15,748	$ 15,906	$ 16,065	$ 16,225	$ 16,388	$ 16,551
BRA Administrative Fee		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
State TIR Available for Reimbursement		**$ 3,381**	**$ 13,522**	**$ 23,664**	**$ 23,900**	**$ 24,139**	**$ 24,381**	**$ 24,625**	**$ 24,871**	**$ 25,120**	**$ 25,371**
Total Local Incremental Revenue		$ 23,505	$ 94,019	$ 164,534	$ 166,179	$ 167,841	$ 169,519	$ 171,215	$ 172,927	$ 174,656	$ 176,402
BRA Administrative Fee (5%)		$ 1,175	$ 4,701	$ 8,227	$ 8,309	$ 8,392	$ 8,476	$ 8,561	$ 8,646	$ 8,733	$ 8,820
Local TIR Available for Reimbursement		**$ 22,330**	**$ 89,318**	**$ 156,307**	**$ 157,870**	**$ 159,449**	**$ 161,043**	**$ 162,654**	**$ 164,280**	**$ 165,923**	**$ 167,582**
Total State & Local TIR Available		**$ 25,710**	**$ 102,840**	**$ 179,971**	**$ 181,771**	**$ 183,588**	**$ 185,424**	**$ 187,278**	**$ 189,151**	**$ 191,043**	**$ 192,953**
DEVELOPER											
Reimbursement Balance	***$ 7,872,081***	***$ 8,073,915***	***$ 8,195,637***	***$ 8,235,010***	***$ 8,267,311***	***$ 8,292,471***	***$ 8,310,417***	***$ 8,321,078***	***$ 8,324,381***	***$ 8,320,252***	***$ 8,308,617***
MSHDA Costs	*$ 7,872,081*	*$ 7,872,081*	*$ 7,846,371*	*$ 7,743,530*	*$ 7,563,559*	*$ 7,381,789*	*$ 7,198,201*	*$ 7,012,776*	*$ 6,825,498*	*$ 6,636,347*	*$ 6,445,304*
State Tax Reimbursement	$ 1,511,578	$ 3,381	$ 13,522	$ 23,664	$ 23,900	$ 24,139	$ 24,381	$ 24,625	$ 24,871	$ 25,120	$ 25,371
Local Tax Reimbursement	$ 6,360,503	$ 22,330	$ 89,318	$ 156,307	$ 157,870	$ 159,449	$ 161,043	$ 162,654	$ 164,280	$ 165,923	$ 167,582
Total MSHDA Reimbursement Balance		*$ 7,846,371*	*$ 7,743,530*	*$ 7,563,559*	*$ 7,381,789*	*$ 7,198,201*	*$ 7,012,776*	*$ 6,825,498*	*$ 6,636,347*	*$ 6,445,304*	*$ 6,252,351*
Interest Expense	*$ 4,495,199*	*$ -*	*$ 227,545*	*$ 452,107*	*$ 671,450*	*$ 885,522*	*$ 1,094,270*	*$ 1,297,641*	*$ 1,495,580*	*$ 1,688,034*	*$ 1,874,948*
Annual Simple Interest at 2.9%		*$ 227,545*	*$ 224,562*	*$ 219,343*	*$ 214,072*	*$ 208,748*	*$ 203,371*	*$ 197,939*	*$ 192,454*	*$ 186,914*	*$ 181,318*
State Tax Reimbursement	$ 863,157	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Local Tax Reimbursement	$ 3,632,042	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Total Interest Reimbursement Balance		*$ 227,545*	*$ 452,107*	*$ 671,450*	*$ 885,522*	*$ 1,094,270*	*$ 1,297,641*	*$ 1,495,580*	*$ 1,688,034*	*$ 1,874,948*	*$ 2,056,266*
Total Annual Developer Reimbursement		*$ 25,710*	*$ 102,840*	*$ 179,971*	*$ 181,771*	*$ 183,588*	*$ 185,424*	*$ 187,278*	*$ 189,151*	*$ 191,043*	*$ 192,953*
LOCAL BROWNFIELD REVOLVING FUND											
LBRF Deposits *		**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
State Tax Capture		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Local Tax Capture		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Total LBRF Capture		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

	11 2036	12 2037	13 2038	14 2039	15 2040	16 2041	17 2042	18 2043	19 2044	20 2045
Total State Incremental Revenue	$ 42,341	$ 42,765	$ 43,192	$ 43,624	$ 44,061	$ 44,501	$ 44,946	$ 45,396	$ 45,850	$ 46,308
State Brownfield Redevelopment Fund (50% of SET)	$ 16,717	$ 16,884	$ 17,053	$ 17,223	$ 17,396	$ 17,570	$ 17,745	$ 17,923	$ 18,102	$ 18,283
BRA Administrative Fee	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
State TIR Available for Reimbursement	**$ 25,624**	**$ 25,881**	**$ 26,139**	**$ 26,401**	**$ 26,665**	**$ 26,932**	**$ 27,201**	**$ 27,473**	**$ 27,748**	**$ 28,025**
Total Local Incremental Revenue	$ 178,167	$ 179,948	$ 181,748	$ 183,565	$ 185,401	$ 187,255	$ 189,127	$ 191,019	$ 192,929	$ 194,858
BRA Administrative Fee (5%)	$ 8,908	$ 8,997	$ 9,087	$ 9,178	$ 9,270	$ 9,363	$ 9,456	$ 9,551	$ 9,646	$ 9,743
Local TIR Available for Reimbursement	**$ 169,258**	**$ 170,951**	**$ 172,660**	**$ 174,387**	**$ 176,131**	**$ 177,892**	**$ 179,671**	**$ 181,468**	**$ 183,282**	**$ 185,115**
Total State & Local TIR Available	**$ 194,883**	**$ 196,831**	**$ 198,800**	**$ 200,788**	**$ 202,796**	**$ 204,824**	**$ 206,872**	**$ 208,941**	**$ 211,030**	**$ 213,140**
DEVELOPER										
Reimbursement Balance	***$ 8,289,401***	***$ 8,262,528***	***$ 8,227,922***	***$ 8,185,504***	***$ 8,135,198***	***$ 8,076,924***	***$ 8,010,602***	***$ 7,936,153***	***$ 7,853,494***	***$ 7,762,543***
MSHDA Costs	*$ 6,252,351*	*$ 6,057,468*	*$ 5,860,637*	*$ 5,661,837*	*$ 5,461,049*	*$ 5,258,254*	*$ 5,053,430*	*$ 4,846,558*	*$ 4,637,618*	*$ 4,426,588*
State Tax Reimbursement	$ 25,624	$ 25,881	$ 26,139	$ 26,401	$ 26,665	$ 26,932	$ 27,201	$ 27,473	$ 27,748	$ 28,025
Local Tax Reimbursement	$ 169,258	$ 170,951	$ 172,660	$ 174,387	$ 176,131	$ 177,892	$ 179,671	$ 181,468	$ 183,282	$ 185,115
Total MSHDA Reimbursement Balance	*$ 6,057,468*	*$ 5,860,637*	*$ 5,661,837*	*$ 5,461,049*	*$ 5,258,254*	*$ 5,053,430*	*$ 4,846,558*	*$ 4,637,618*	*$ 4,426,588*	*$ 4,213,448*
Interest Expense	*$ 2,056,266*	*$ 2,231,933*	*$ 2,401,891*	*$ 2,566,084*	*$ 2,724,455*	*$ 2,876,944*	*$ 3,023,494*	*$ 3,164,044*	*$ 3,298,535*	*$ 3,426,906*
Annual Simple Interest at 2.9%	*$ 175,667*	*$ 169,958*	*$ 164,193*	*$ 158,370*	*$ 152,489*	*$ 146,549*	*$ 140,550*	*$ 134,491*	*$ 128,371*	*$ 122,190*
State Tax Reimbursement	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Local Tax Reimbursement	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Total Interest Reimbursement Balance	*$ 2,231,933*	*$ 2,401,891*	*$ 2,566,084*	*$ 2,724,455*	*$ 2,876,944*	*$ 3,023,494*	*$ 3,164,044*	*$ 3,298,535*	*$ 3,426,906*	*$ 3,549,096*
Total Annual Developer Reimbursement	*$ 194,883*	*$ 196,831*	*$ 198,800*	*$ 200,788*	*$ 202,796*	*$ 204,824*	*$ 206,872*	*$ 208,941*	*$ 211,030*	*$ 213,140*
LOCAL BROWNFIELD REVOLVING FUND										
LBRF Deposits *	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
State Tax Capture	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Local Tax Capture	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Total LBRF Capture	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

	21 2046	22 2047	23 2048	24 2049	25 2050	26 2051	27 2052	28 2053	29 2054	30 2055	TOTAL
Total State Incremental Revenue	$ 46,771	$ 47,239	$ 47,711	$ 48,188	$ 48,670	$ 49,157	$ 49,649	$ 50,145	$ 50,647	$ 51,153	$ 1,284,228
State Brownfield Redevelopment Fund (50% of SET)	$ 18,466	$ 18,651	$ 18,837	$ 19,025	$ 19,216	$ -	$ -	$ -	$ -	$ -	$ 408,031
BRA Administrative Fee	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
State TIR Available for Reimbursement	**$ 28,305**	**$ 28,588**	**$ 28,874**	**$ 29,163**	**$ 29,455**	**$ 49,157**	**$ 49,649**	**$ 50,145**	**$ 50,647**	**$ 51,153**	**$ 876,197**
Total Local Incremental Revenue	$ 196,807	$ 198,775	$ 200,762	$ 202,770	$ 204,798	$ 206,846	$ 208,914	$ 211,003	$ 213,113	$ 215,245	$ 5,403,846
BRA Administrative Fee (5%)	$ 9,840	$ 9,939	$ 10,038	$ 10,139	$ 10,240	$ 10,342	$ 10,446	$ 10,550	$ 10,656	$ 10,762	$ 270,192
Local TIR Available for Reimbursement	**$ 186,966**	**$ 188,836**	**$ 190,724**	**$ 192,632**	**$ 194,558**	**$ 196,504**	**$ 198,469**	**$ 200,453**	**$ 202,458**	**$ 204,482**	**$ 5,133,654**
Total State & Local TIR Available	**$ 215,272**	**$ 217,424**	**$ 219,599**	**$ 221,795**	**$ 224,013**	**$ 245,661**	**$ 248,117**	**$ 250,598**	**$ 253,104**	**$ 255,635**	**$ 6,009,851**
DEVELOPER											
Reimbursement Balance	***$ 7,663,219***	***$ 7,555,436***	***$ 7,439,111***	***$ 7,314,158***	***$ 7,180,490***	***$ 7,220,253***	***$ 7,258,084***	***$ 7,293,964***	***$ 7,327,874***	***$ 7,359,795***	***$ -***
MSHDA Costs	*$ 4,213,448*	*$ 3,998,176*	*$ 3,780,752*	*$ 3,561,153*	*$ 3,339,358*	*$ 3,115,346*	*$ 3,066,189*	*$ 3,016,540*	*$ 2,966,395*	*$ 2,915,748*	
State Tax Reimbursement	$ 28,305	$ 28,588	$ 28,874	$ 29,163	$ 29,455	$ 49,157	$ 49,649	$ 50,145	$ 50,647	$ 51,153	$ 876,197
Local Tax Reimbursement	$ 186,966	$ 188,836	$ 190,724	$ 192,632	$ 194,558						$ 4,131,289
Total MSHDA Reimbursement Balance	*$ 3,998,176*	*$ 3,780,752*	*$ 3,561,153*	*$ 3,339,358*	*$ 3,115,346*	*$ 3,066,189*	*$ 3,016,540*	*$ 2,966,395*	*$ 2,915,748*	*$ 2,864,595*	*$ 5,007,485*
Interest Expense	*$ 3,549,096*	*$ 3,665,043*	*$ 3,774,685*	*$ 3,877,958*	*$ 3,974,800*	*$ 4,065,145*	*$ 4,154,064*	*$ 4,241,544*	*$ 4,327,569*	*$ 4,412,126*	
Annual Simple Interest at 2.9%	*$ 115,947*	*$ 109,642*	*$ 103,273*	*$ 96,841*	*$ 90,345*	*$ 88,919*	*$ 87,480*	*$ 86,025*	*$ 84,557*	*$ 83,073*	*$ 4,495,199*
State Tax Reimbursement	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Local Tax Reimbursement	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Total Interest Reimbursement Balance	*$ 3,665,043*	*$ 3,774,685*	*$ 3,877,958*	*$ 3,974,800*	*$ 4,065,145*	*$ 4,154,064*	*$ 4,241,544*	*$ 4,327,569*	*$ 4,412,126*	*$ 4,495,199*	*$ -*
Total Annual Developer Reimbursement	*$ 215,272*	*$ 217,424*	*$ 219,599*	*$ 221,795*	*$ 224,013*	*$ 49,157*	*$ 49,649*	*$ 50,145*	*$ 50,647*	*$ 51,153*	***$ 5,007,485***
LOCAL BROWNFIELD REVOLVING FUND											
LBRF Deposits *	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 196,504**	**$ 394,972**	**$ 595,425**	**$ 797,883**	**$ 1,002,365**
State Tax Capture	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Local Tax Capture	$ -	$ -	$ -	$ -	$ -	$ 196,504	$ 198,469	$ 200,453	$ 202,458	$ 204,482	$ 1,002,365
Total LBRF Capture	$ -	$ -	$ -	$ -	$ -	$ 196,504	$ 198,469	$ 200,453	$ 202,458	$ 204,482	$ 406,940

* Up to five years of capture for LBRF Deposits after eligible activities are reimbursed. May be taken from state and local TIR.

4/2/2025

Appendix 1

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Brownfield Plan Resolution(s) and Notices to Taxing Jurisdictions Pending

Appendix 2

Kalamazoo County
Housing Plan

July 2022

Report prepared by W.E. Upjohn Institute and the Southcentral Michigan Planning Council
for the Kalamazoo County Board of Commissioners

Lee Adams, Gerrit Anderson, Dakota McCracken, Emily Petz, Brian Pittelko

5

Housing Supply and Demand

For brevity, only the relevant section of the Housing Plan is appended to this Brownfield Plan.

Housing Supply and Demand

Current Demand

In order to determine housing needs, we must first examine the current state of supply and demand. It is important to understand both the current and future demand so that housing strategies can account for pent-up demand as well as demand stemming from future residents (discussed later in this chapter). To account for the current pent-up demand, we will show three different elements of the housing market in order to better demonstrate the current needs. First, we will show housing cost-burden levels for renters and owners. Next, we will look at housing preference types. Finally, we will look at household formation levels and how those compare to past building trends.

Cost Burden

Tables 11 and 12 show the total households in the area by income and housing cost burden. According to the Housing and Urban Development (HUD) standard, households are considered overburdened when they are paying more than 30% of their income toward housing costs. Charts 31 and 32 further separate the overburdened, showing the "heavily burdened" as those paying 50% or more toward housing. Overburdened households need more appropriate housing, demonstrating a need for additional housing units that meets their budget. The survey showed that 62% of renters and 15% of owners considered their housing to be "not affordable." These results are not necessarily tied to the HUD standard of 30% of income, as some respondents paying more considered their housing affordable and some paying less did not.

There are over 15,000 overburdened renting households in Kalamazoo County. As shown in Chart 31, these households are concentrated on the lower end of the income spectrum, most below $35,000 per year. These households would need rental units below $875 per month in order to not be burdened by housing expenses. Table 11 shows the number of units needed by price in order to relieve housing burden. While it is unrealistic to expect that any area can completely eliminate housing burden, it is important to understand the magnitude of need.

Chart 31 shows that a smaller number (and proportion) of homeowners are overburdened. Over 65% of the county owns their home, and over 12,000 are overburdened. Overburdened homeowners are spread through more income ranges than renters. Over 1,100 homeowner households are overburdened at $35,000 to $49,999 per year; these households would need a home price of between $108,000 and $143,000 (depending on property taxes and loan parameters) to afford payments of $875 to $1,275 per month.

Table 11: Affordable Units to Alleviate Overburdened Renters, Estimate 2021

Annual Income	Units	Rent Per Month ($)
<$20,000	7,877	<$500
$20,000 to 34,999	4,986	500 to 874
$35,000 to 49,999	1,620	875 to 1,249
$50,000 to 74,999	573	1,250 to 1,874
$75,000 to 99,999	274	1,875 to 2,499
$100,000 or more	0	2,500 and higher

Source: U.S. Census American Community Survey, 2015–2019 average, and Claritas.

Table 12: Affordable Units to Alleviate Overburdened Homeowners, Estimate 2021

Household Annual Income	Units	Payment Per Month ($)	Estimated Home Price ($)*
<$20,000	3,678	<$500	Less than 75,000
$20,000 to 34,999	2,968	500 to 874	75,000 to 132,000
$35,000 to 49,999	2,286	875 to 1,249	133,000 to 187,000
$50,000 to 74,999	1,474	1,250 to 1,874	188,000 to 283,000
$75,000 to 99,999	426	1,875 to 2,499	284,000 to 377,000
$100,000 or more	354	2,500 and higher	378,000 and higher

*Purchase price with 5% down, 4.3% interest, 30 year fixed, PMI, and property taxes.
Source: U.S. Census American Community Survey, 2015–2019 average, and Claritas.

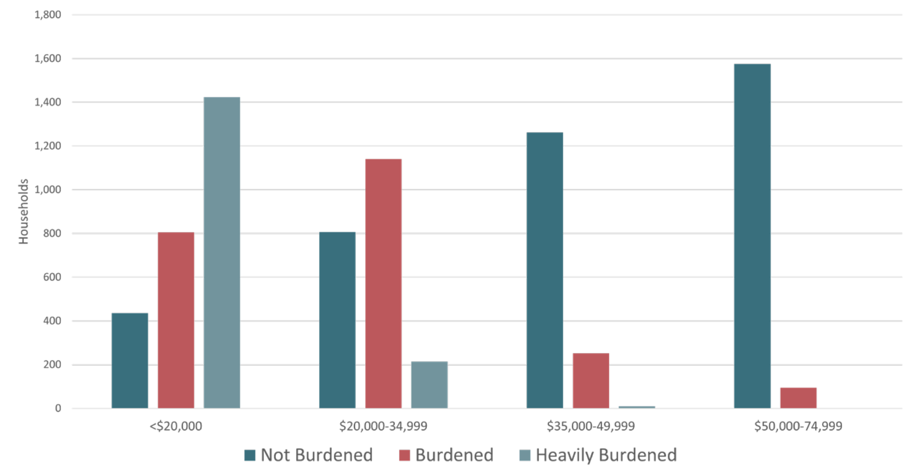
Housing Supply and Demand

Housing Preferences

The types of homes preferred are different than existing homes. The housing survey suggests that the primary demand is for single-family homes. A closer look reveals that there is more interest in tiny homes, accessory dwelling units, cottage courts, and live/workspaces than the current housing stock supplies. Furthermore, national surveys point to a higher share of respondents preferring housing types other than detached single-family homes.

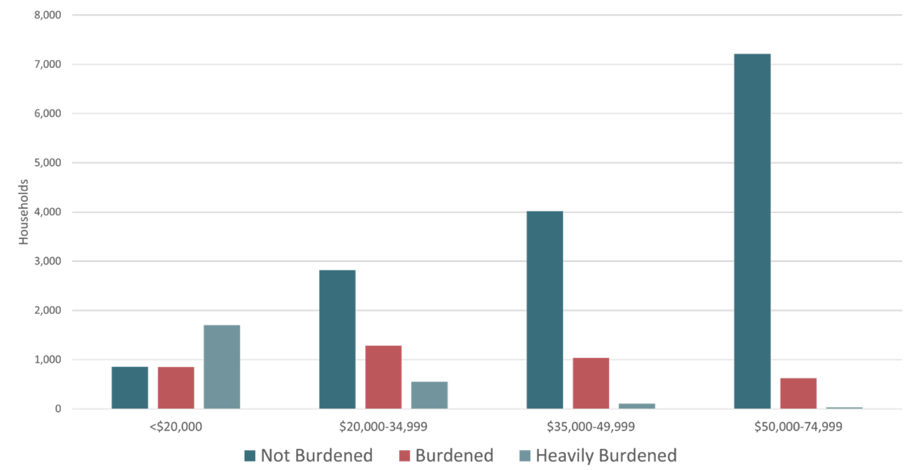
Constructing higher-density housing may offer a solution to improving affordability while also meeting preferences for a variety of housing types. As demonstrated in Charts 31 and 32, there are thousands of households occupying homes they cannot afford. The development of mid-density housing types would create more affordability than single-family detached and more quality than mobile homes. Most respondents to the survey indicated a preference for single-family homes, followed by a preference for cottage courts, townhomes, live/workspaces, and accessory dwelling units. Developers and local leaders should also keep in mind the negative impacts of concentrating low-income residents; higher-density development should aim to mix incomes and ages to maximize the benefits of income diversity. Additionally, accessory dwelling units and scattered townhomes or duplexes allow for an increase in density while preserving the existing character of a neighborhood.

Chart 31: 2021 Income and Housing Burden for Renters



Source: U.S. Census American Community Survey, 2015–2019 average, and Claritas.

Chart 32: 2021 Income and Housing Burden for Owners

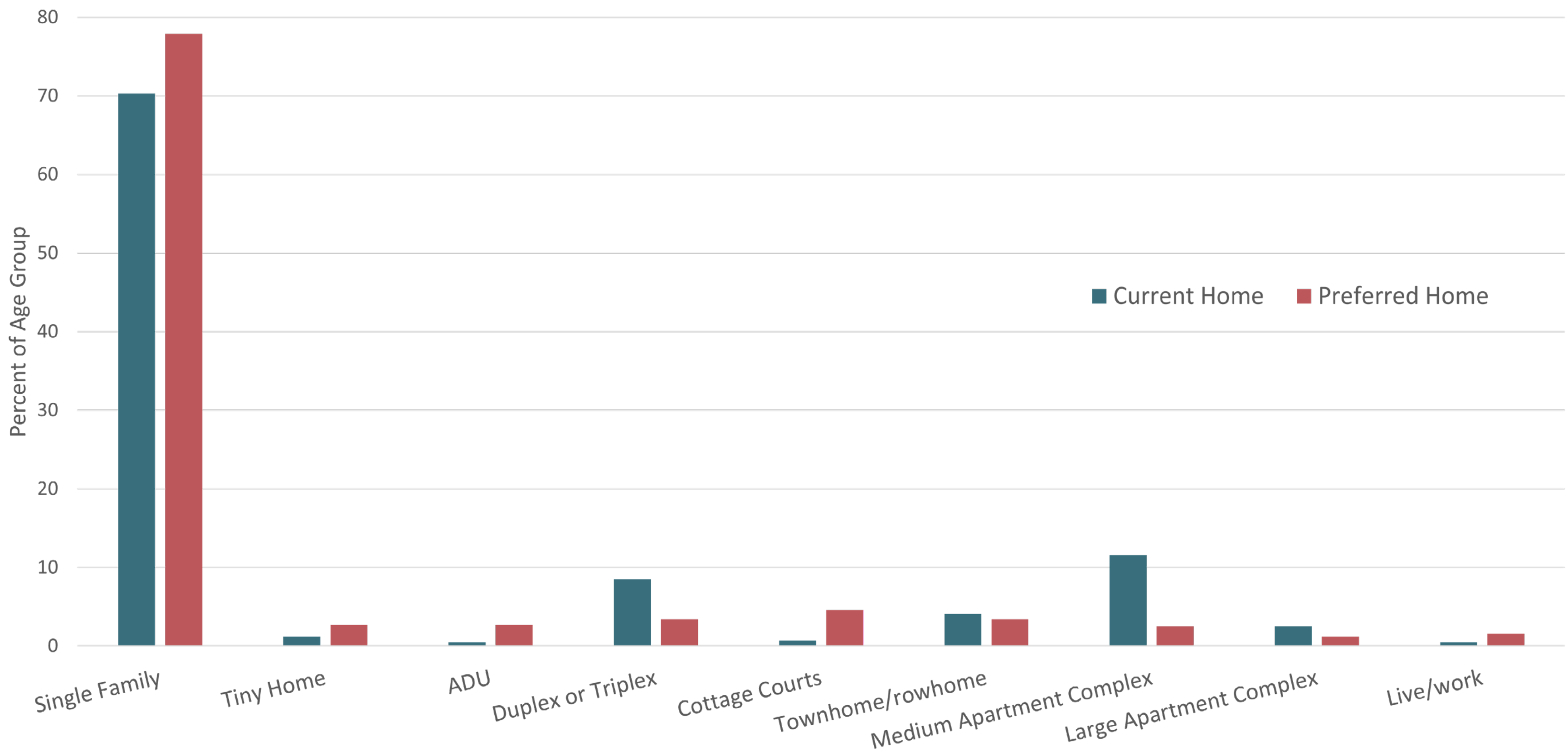


Source: U.S. Census American Community Survey, 2015–2019 average, and Claritas.

Housing Supply and Demand

The preferences of those surveyed in the county are different than those nationally. These preferences are important to understand because local leaders, employers, and developers want to provide a housing product that will attract and retain those who may move to the county; Kalamazoo County is competing with other communities around the country for talent and having housing types that appeal to those looking to relocate is essential to prevail in this competition. Those surveyed nationally tend to prefer smaller condos, low-rise units, townhomes, and duplexes—they prefer these over the single-family units that those surveyed locally prefer. Therefore, more of these types of housing are needed than the local survey may suggest.

Chart 33: Housing Preferences and Existing Housing Stock



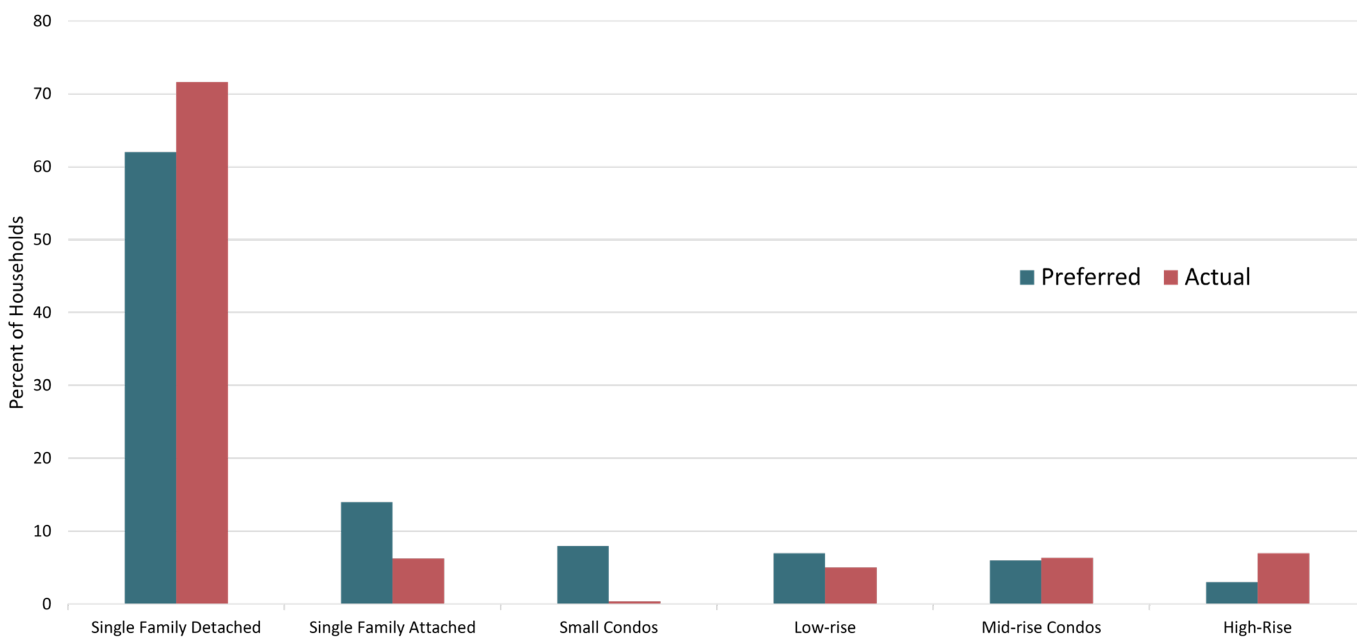
Source: Kalamazoo County Housing Survey

Impacts of Great Recession

The Great Recession continues to impact the housing market in several ways. First, the overproduction of housing prior to the Great Recession led to very limited construction after; lenders were less enthusiastic about new construction, homebuilders were left with many unsold homes or lots, and fewer people were looking to purchase homes. Consequently, annual home construction remains below the pre-bubble level. Second, those in the construction trades sought work in other markets or occupations. Third, many homes fell into disrepair and were demolished; many of these homes would have been targets for investment as the market strengthened. Finally, the disruption to employment in 2008–2010 slowed the rate of household formation, that is, the rate that people create new households by existing households.

In order to determine if there is a gap in housing production, we used the pace of new unit construction and compared it to an estimate of new households had the rates prior to the Great Recession continued. Using 2020 data, the estimated need for new units in Kalamazoo County is 12,000, or an additional 11 percent of the existing housing units. These are rough estimates of how many new households would exist if the rate of household formation had not slowed following the Great Recession.

Chart 34: National Housing Preference



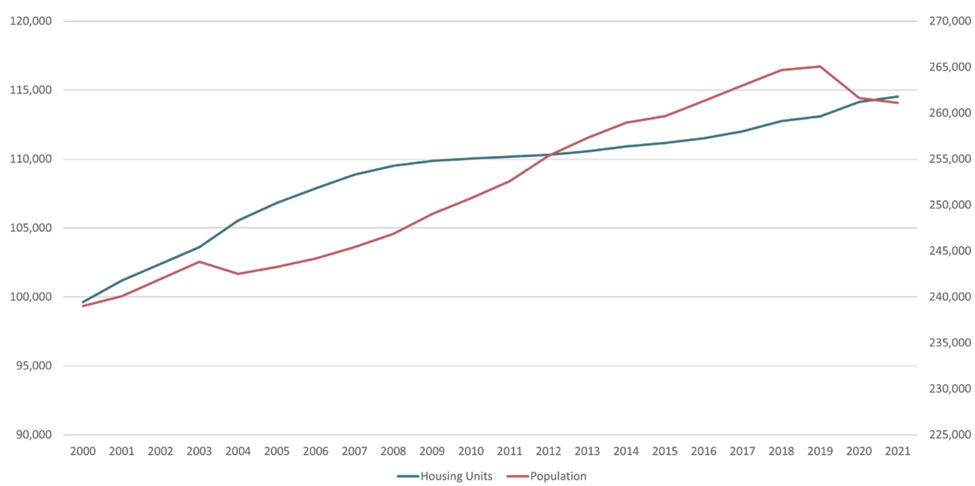
Source: RCLCO & IPUMS USA 2020

Future Demand

The future demand for housing in Kalamazoo County will come from existing and newly formed households moving within the county and from households moving to the county. The population in Kalamazoo County is anticipated to grow through 2030, and as such, more housing units are needed to accommodate those new residents. The preferences of those who are likely to form households and those moving to the area are different than those who already rent or own in the county; they prefer more amenities near their home and smaller sized diverse types of housing than the existing residents. Decision-makers in the county will need to accommodate these preferences and encourage the construction of diverse types of housing to attract new residents to the area.

According to State of Michigan population projections, Kalamazoo County is expected to grow by 8.3% between 2020 and 2030; this will result in the formation of an estimated 8,655 new households. Developers will need to build an average of 866 new units each year to keep pace with demand from household growth. The number of units permitted in 2020 and 2021 were 496 and 419, respectively—far less than what is needed. Each year that developers do not build enough units to meet demand, the housing deficit grows. Chart 35 shows how the number of units in the county grew faster than population before the Great Recession and caused a housing bubble to form. The chart also shows how population growth has exceeded the development housing units since the Great Recession, causing a housing shortage (the Covid-19 pandemic has caused a dip in population in 2020 and 2021, but this is likely temporary).

Chart 35: Kalamazoo County Housing Units and Population Change: 2000 to 2021



Source: U.S. Census Intercensal Estimates

Housing Supply and Demand

According to Claritas, the newly formed households generally are going to have higher incomes, $100,000 per year or more. The lack of housing at lower price points will constrain the formation of households among current residents; many of those living with friends or family will not move into their own unit and form their own household if they cannot find a home that fits into their budget. Nonetheless, increasing the supply at higher price points can have the effect of opening units at the lower end of the market, according to Upjohn Institute research. (https://research.upjohn.org/up_workingpapers/307/)

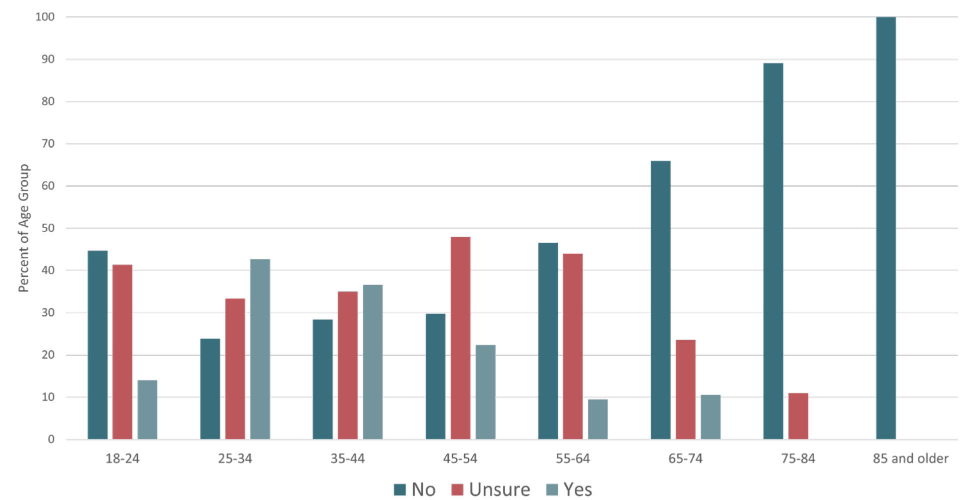
Additionally, Kalamazoo County has roughly 36,000 households paying rent. The survey results indicate nearly 28 percent of those renters are looking to buy a home in the next three years, which equates to roughly 10,000 owner-occupied units. Chart 35 shows most of the interest in buying comes from those ages 25–34 and 35–44.

Given the anticipated household growth through 2030, and using the preferences expressed in the county-wide survey and in a national housing preference survey, the following number of units by type and location are needed in the county (Table 13).

This projection still anticipates a large number of single-family homes in rural and suburban locations, while also anticipating a shift towards attached and accessory units. The attached and accessory units are typically much more economical than detached single-family houses and better match the preference of newly formed households and folks moving to the county. Unfortunately, some of these housing types are not allowed or are heavily restricted under current zoning schemes.

Examples of single-family attached housing could include scattered duplexes and townhouse or condo developments with less than 5 units; this includes both rented and owned units. Mid-sized multi-family developments have more than 5 units but less than 26; these are typically rented but may included owner-occupied units. Low- and mid-rise apartments are rental-focused developments that incude more than 25 units.

Chart 36: Renters Planning on Buying a House in the Next Three Years by Age



Source: Kalamazoo County Housing Survey

Housing Supply and Demand

Table 13: Units Needed to Meet Demand from Growth Over the Next Eight Years

		Single Familiy Detached	Single Familiy Attached	Mid-Sized Multi Family	Low and Mid Rise Apartments	Accessory Dwelling Units	
		1 Unit	2-4 Units	5-25 Units	25+ Units	+1 Unit	Total
Location	Rural/Small Town	600	125	100	50	125	1,000
	Suburban	2300	275	250	200	50	3,075
	General Urban	700	350	425	300	100	1,875
	Urban Center	300	200	300	250	150	1,200
	Urban Core	0	25	150	400	25	600
	Total	3,900	975	1,225	1,200	450	7,750
	Estimated Cost to Build per Unit ($)	350,000	200,000	175,000	150,000	75,000	
	Total Cost By Type ($)	1,365,000,000	195,000,000	214,375,000	180,000,000	33,750,000	1,988,125,000

Developers will need to invest a great deal of resources in the County to meet the future demand for housing. To understand the scale of this investment, Institute staff collected construction costs from local developers and state and national reports. The results of this work indicate that construction costs for single-family homes range between $300,000 and $500,000, duplexes are in a similar range but offer two housing units per building, midsized multifamily projects are slightly less expensive at approximately $150,000-$250,000 per unit, and low- and midrise apartments are even more cost-effective at $125,000-$200,000 per unit. The cost to add an accessory dwelling unit can vary widely, depending on the relationship to an existing home (utilizing the existing house envelope and infrastructure is far less expensive than building a stand-alone building on the same property), square footages, and the quality of the finishes. This report estimates an average cost of $75,000 per accessory dwelling unit. Multiplying the average cost of each unit by the number of units needed reveals a total investment needed of nearly $2 billion to meet the future housing demands in the County. Table 13 outlines these calculations along with the number of units needed by location.

Appendix 3

Appendix 3

MSHDA Total Housing Subsidy Calculation

Stanwood Crossings, Portage, MI

Model	Total Units	Units by Income Level				
		80-90%	91-100%	101-110%	111-120%	
A (1206 SF)	12	3	3	3	3	12.00
B (1353 SF)	9	2	2	3	2	9.00
C (1504 SF)	12	3	3	3	3	12.00
D (1696 SF)	9	2	3	2	2	9.00
Total	**42**	**10**	**11**	**11**	**10**	

Model	Build Cost						
	Cost Est/Unit	Totals	Sale Price at 75	Proceeds Total	# of units	Discount/uni	Discount Total
A (1206 SF)	$ 297,103	$ 3,565,236	$ 222,827	$ 2,673,927	12	$ 74,275.75	$ 891,309.00
B (1353 SF)	$ 313,201	$ 2,819,052	$ 234,921	$ 2,114,289	9	$ 78,280.00	$ 704,580.73
C (1504 SF)	$ 328,192	$ 3,938,304	$ 246,144	$ 2,953,728	12	$ 82,048.00	$ 984,576.00
D (1696 SF)	$ 343,731	$ 3,093,579	$ 257,798	$ 2,320,184	9	$ 85,932.75	$ 773,394.75
Total		**$ 13,416,171**		**$ 10,062,128**			$ 3,353,860.48

Avg Cost/Unit	$ 319,433
Avg. Sale Price/Unit	$ 239,574
Avg. Subsidy/Unit	$ 79,858
Total Subsidy	$ 3,354,043

Appendix 4

DEVELOPMENT AND REIMBURSEMENT AGREEMENT

City of Portage, "Stanwood Crossings" Development

This Development and Reimbursement Agreement (the "**Agreement**") is made and entered into effective as of the latter of the signature dates below, by and between the City of Portage, a Michigan public body corporate (the "**City**"), and the City of Portage Brownfield Redevelopment Authority (the "**Authority**"), a Michigan public body corporate, for a project known as "**Stanwood Crossings**".

PREMISES

A. The City is engaged in the redevelopment of a Parcel numbered 00026-070-J in Portage, Michigan, which qualifies as Eligible Property under Act 381, PA 1996, as amended ("Act 381"), for residential use (the "Development"), with Eligible Activities to be conducted on the Eligible Property described in the Brownfield Plan.

B. The Authority has been formed pursuant to Act 381 to promote the revitalization of contaminated, blighted, functionally obsolete, historically designated, or housing properties.

C. The Authority has determined in furtherance of its purposes and to accomplish its goals that it is in the best interest of the Authority to finance certain Eligible Activities as defined by Act 381 on Eligible Property and as described in the Brownfield Plan.

D. The Brownfield Plan was recommended for approval by the Authority on ____________, 2025. The City of Portage City Council concurred with the Brownfield Plan on_________, 2025.

E. Pursuant to the Brownfield Plan, the Authority will capture and retain 100% of the Tax Increment Revenues authorized by law to be captured from the levies imposed by taxing jurisdictions upon taxable property for the Eligible Property consistent with Act 381, as amended, the approved Brownfield Plan, (the "Tax Increment Revenues"). Upon satisfaction of the conditions expressed in this Agreement, the Authority will use the Tax Increment Revenues to carry out the purposes described in Act 381 and this Agreement.

In consideration of the premises and the mutual covenants contained in this Agreement, the City and the Authority hereby enter into this Agreement and covenant and agree as follows:

ARTICLE 1

DEFINITIONS

Section 1.1 Definitions. The following capitalized terms used in this Agreement shall have the following meanings, except to the extent the context in which they are used requires otherwise:

(a) "Act 381" means Act 381 of Michigan Public Acts of 1996, as amended.

(b) "Administrative Costs" means the Authority expenses, and liabilities related to the authorization, execution, administration, oversight, and fulfillment of the Authority obligations under this Agreement and the Brownfield Plan which include, but are not limited to, direct or indirect fees and expenses incurred as a result of the application, approval, and amendments to the Brownfield Plan, approvals of the developments contemplated herein, printing costs, costs of reproducing documents, filing and recording fees, financial expenses, insurance fees and expenses, administration, reporting, and accounting for Tax Increment Revenues, oversight and review, and all other costs, liabilities, or expenses, related to the preparation and carrying out or enforcing the Brownfield Plan and this Agreement, and any other costs, charges, expenses, and professional and attorney fees in connection with the foregoing.

(c) “Agreement” means this Development and Reimbursement Agreement.

(d) “AMI” means the Area Median Income for the County as published annually by MSHDA.

(e) "Annual Unit Income Restriction" means the requirement that the units sold to a person, a family, or unrelated persons living together and in accordance with MSHDA annual income requirements, whose annual household income is not more than 120% of the Area Median Income.

(f) “Brownfield Plan” means the Brownfield Plan approved by the City Council, pursuant to Act 381.

(g) “City” means the City of Portage.

(h) “City Council” means the Portage City Council.

(i) “County” means Kalamazoo County.

(j) “Day” or “Days” means calendar days unless otherwise noted.

(k) “Development" means the Stanwood Crossings Development, a residential development, and site improvements as described in the Brownfield Plan.

(l) “Eligible Activities” are those environmental, non-environmental, and housing development activities eligible under Section 2(o) of Act 381 and included in the approved Brownfield Plan.

(m) “Eligible Property” is the property described in the Brownfield Plan that meets the Act 381 definition of an Eligible Property from which Tax Increment Revenues will be captured to reimburse Eligible Activities and other costs, consistent with the Brownfield Plan and Act 381 as amended.

(n) "Event of Default" means the failure by a party to carry out its obligations under this Agreement or, with respect to a party, if any representation or warranty of such party was materially not accurate when made, and such obligation has not been performed or such representation or warranty corrected within 45 days after notice thereof has been given by the other party.

(o) “Housing Development Activities Financing Gap” (the “Financing Gap”) is a MSHDA Eligible Activity defined in Act 381 in part as reimbursement provided to a party to fill a financing gap associated with the development of housing units priced for Income Qualified households.

(p) “Housing property” means 1 or more of the following as described in Act 381:

> (i) A property on which 1 or more units of residential housing are proposed to be constructed, rehabilitated, or otherwise designed to be used as a dwelling.
>
> (ii) One or more units of residential housing proposed to be constructed or rehabilitated and located in a mixed-use project.

(q) "Income Qualified" or "Income Qualifications" means household incomes at or below 120% of AMI as documented by self-certification at the time of initial occupancy.

(r) "Indemnified Persons" means the Authority, the City, and their members, officers, agents, and employees.

(s) "Maximum Eligible Activity Cost" means the Authority's maximum obligation to pay for the Environmental, Non-Environmental, and Financing Gap Eligible Activities from Tax Increment Revenues from the Development, as provided in the Brownfield Plan.

(t) "MSHDA" means the Michigan State Housing Development Authority.

(u) "Tax Increment Revenues" means that term as defined in Act 381.

ARTICLE 2

COVENANTS OF THE CITY AND THE AUTHORITY

Section 2.1 Construction of the Development. The City shall proceed with diligence to complete Eligible Activities and construct their portion of the Development in accordance with proper construction standards, local and state laws, ordinances, codes, regulations, rules, and this Agreement.

Section 2.2 Covenant to Pay Financial Obligations. The City will receive reimbursement from the Authority to the extent there are available Tax Increment Revenues for payment of the Eligible Activities in accordance with the terms of this Agreement, the Brownfield Plan, and Act 381. Reimbursement for Eligible Activities shall be prioritized as follows:

(a) First, 50% of the State Education Tax will be held for the State Brownfield Fund, in accordance with Act 381.

(b) Second, a portion (5%) of the Local Tax Increment Revenues will be retained by the Authority for its Administrative Costs. Administrative Costs due to the Brownfield Plan implementation and monitoring shall be paid from local Tax Increment Revenues designated for that purpose.

(c) Third, Tax Increment Revenues will be used to reimburse the City for approved Eligible Activities expenses.

(d) Fourth, after up to 25 years of reimbursement to the City for approved Eligible Activity Expenses, the local Tax Increment Revenues will be captured and deposited in the City of Portage Brownfield Redevelopment Authority's Local Brownfield Revolving Fund.

If the Development does not result in sufficient revenues to repay all obligations, the City agrees and understands that the City will have no claim or further recourse of any kind or nature against the Authority except Tax Increment Revenues captured from the Development.

The Maximum Eligible Activity Cost reimbursable to the City shall be limited to 25 years of the available tax increment subject to obligations of Section 2.2. A description of the proposed eligible activities and their costs is included in the Brownfield Plan.

Section 2.3 Reimbursement Conditions. It is expressly understood and agreed that Authority reimbursement to the City is subject to the following conditions:

(a) The City shall construct its portion of the Development.
(b) Expenditures must be documented by submission of invoices and other appropriate documentation. The Authority shall only be obligated to reimburse an Eligible Activity that has been reviewed and approved by the Authority. Approval of the application, Brownfield Plan, or any other determination of eligibility in no way guarantees or establishes a right to reimbursement of expenditures from Tax Increment Revenues or any other source of funds prior to Authority review or approval of invoices or documentation of occupancy by Income Qualified households.
(c) Documentation for Financing Gap for the Development of Housing must be submitted to the Authority for its review within 360 days of the sale of a restricted unit. While the Authority may waive this requirement in its discretion for good cause, the Authority shall be under no obligation to reimburse any Eligible Activity that is not submitted in a timely fashion. Proof of sale price and construction cost for each restricted unit must be presented in order for TIF reimbursement for the housing gap to be considered.
(d) Documentation for Environmental, Site Preparation, Infrastructure, Brownfield Plan and Work Plan Development costs shall be submitted to the Authority within 360 days of completion of the activities collectively. The documentation shall include documentation demonstrating that the cost incurred was an eligible activity, actual invoices, proof of payment, and lien waivers from contracted entities. Such documentation may be supplemented by photographs, reports, daily activity logs, construction documents, proposals, etc.

(e) There are adequate Tax Increment Revenues.

(f) Annually, The City shall provide to the Authority a report of the following, as applicable, pursuant to reporting requirements under Section 16 of Act 381:

1. Total Investment and new capital investment.

2. Square footage of the new construction

3. New jobs created.

4. Total number of housing units.

Section 2.4 Eligible Property Access. The City shall grant to the Authority, or its designated agents, access to the Eligible Property to exercise the Authority's right to administer or oversee Eligible Activities related to the purposes and pursuant to the terms of this Agreement. The Authority shall give 24-hour notice of its intent to access the Eligible Property whenever possible. If notice cannot be given due to an emergency or any other unforeseen circumstance, the Authority shall give notice as is reasonable and practicable under the circumstances.

ARTICLE 3

CONDITIONS PRECEDENT TO OBLIGATIONS OF THE CITY AND THE AUTHORITY

Section 3.1 Conditions Precedent to Obligations of the City to Construct the Development. Any obligation of the City to construct their respective portions of the Development, as contemplated herein, are subject to the following conditions precedent which must be satisfied by the City, as required herein, or waived by Authority, except as specifically provided herein:

(a) No condition, event, action, suit, proceeding, or investigation is occurring or threatened to occur, or shall be pending before any court, public board, or body to which the City or Authority is a party, or threatened against the City or Authority contesting the validity or binding effect of this Agreement or the validity of the Brownfield Plan or which could result in an adverse decision which would have 1 or more of the following effects:

1. A material adverse effect upon the ability of the Authority to collect and use Tax Increment Revenues to repay its obligations under this Agreement.

2. A material adverse effect on the ability of the City or Authority to comply with the obligations and terms of this Agreement or the Brownfield Plan.

(b) There shall have been no Event of Default by the City and/or Authority and no action or inaction by the Authority which eventually with the passage of time could become an Event of Default.

(c) The City has received the consent of any affected utility for relocation, burial, or other activity necessary to construct their respective portions of the Development.

(d) There has been no change in statutes or other laws that would negatively impact either party's ability to meet (a)–(c) above.

ARTICLE 4

Deleted

ARTICLE 5

CONDITIONS PRECEDENT TO AUTHORITY OBLIGATIONS

Section 5.1 Conditions Precedent to Reimbursement Obligation for Eligible Activities.

(a) Within 60 days after submittal of an invoice or invoices or documentation of the sale of Income Restricted Units, the Authority shall review and approve or reject the invoice(s) and activity as eligible or ineligible. In the event of an objection, the Authority will notify the City within the 60-day time period, and the City shall undertake to resolve or cure the objection. If the objection is not resolved or cured within 60 days, there is no obligation to pay the portion of the cost(s) objected to until the parties have mutually agreed in writing through alternative dispute mediation as described in Article 7 below, or there is a final judgment or order of a court of competent jurisdiction directing payment.

(b) Annual payment for approved Eligible Activities will be made from Tax Increment Revenues no later than 60 days after settlement is completed and Tax Increment Revenues are available for payment.

(c) Proper approvals required under applicable federal and state laws or regulations, and local ordinances, codes, or regulations for land use and the Development and Public Improvements have been secured.

(d) There have been no changes in statutes or other laws that would affect the Authority's ability to capture Tax Increment Revenues and reimburse the City with said Tax Increment Revenues.

(e) In addition to any other remedies provided in this Agreement, if any payment made by the Authority is determined by audit, the State of Michigan, or a court of appropriate jurisdiction to be improper or outside of the scope of its obligations under this Agreement, the City shall, at the request of the Authority, repay or return any monies paid by the Authority that are directly related to the improper payment, within 60 days' notice given in writing by the Authority. Failure to remit said funds will result in a late fee penalty in the amount of an additional 10%, incurred quarterly from the date of notice given in writing by the Authority of the outstanding balance.

(h) The Authority may revise this Agreement with 30 days' notice to the City in the event of changes in circumstances imposed by changes in the law through judicial interpretation or legislative action or changes in interpretation of the law by a department of the State of Michigan, including, without limitation, the Department of Treasury and/or MSHDA.

ARTICLE 6

REPRESENTATIONS AND WARRANTIES

Section 6.1 Representations and Warranties of the Authority. The Authority represents and warrants to the City that:

(a) The Authority is a public body corporate, established pursuant to Act 381, with all necessary corporate powers pursuant to that Act to enter into and perform this Agreement.

(b) The execution and delivery of this Agreement have been duly authorized by all requisite action on the part of the Authority, and this Agreement constitutes a valid and binding agreement of the Authority enforceable in accordance with its terms, except as enforceability may be limited by bankruptcy, insolvency, fraudulent conveyance, or other laws affecting creditors' rights generally, now existing or hereafter enacted, and by the application of general principles of equity, including those relating to equitable subordination.

(c) Neither the execution nor delivery of this Agreement nor the consummation of the transactions contemplated hereby is in violation of any provision of any existing law or regulation, order or decree of any court or governmental entity, or any agreement to which the Authority is a party or by which the Authority is bound.

Section 6.2 Representations and Warranties of the City. The City represents and warrants to the Authority that:

(a) The execution and delivery of this Agreement and the consummation of the transactions contemplated hereby have been duly authorized by all requisite action on the part of the City and this Agreement constitutes a valid and binding agreement of the City in accordance with its terms, except as enforceability may be limited by bankruptcy, insolvency, fraudulent conveyance, or other laws affecting creditors' rights generally, now existing or hereafter enacted, and by the application of general principles of equity, including those relating to equitable subordination.

(b) The City warrants that it will comply with all obligations, covenants, and conditions required of them or their agents or contractors under the terms of this Agreement.

ARTICLE 7

REMEDIES AND TERMINATION

Section 7.1 Alternative Dispute Mediation. If a dispute arises between the parties to this Agreement, the parties shall seek an alternative means of resolving the dispute as a condition precedent to litigation. Therefore, the parties agree to the following terms and conditions:

(a) The party bringing in a claim shall give notice to the other party and, in writing, propose a meeting in which to discuss and attempt to resolve the claim within 7 days after the claim arises.

(b) In the event the meeting between the parties to resolve the claim does not resolve the dispute or does not take place within said 7-day period, the parties shall designate, by mutual written agreement, an independent mediator who shall convene a meeting of the parties within a period of 21 days after the initial meeting between the parties. The mediator shall render their decision within 10 days of meeting with the parties. In the event that the mediator does not render a decision within said time period, the party bringing the claim shall have the right to proceed with litigation.

(c) The purpose of the mediator is to attempt to resolve the dispute between the parties. The mediator shall not be empowered with the authority to render a binding opinion or award.

(d) During the pendency of this alternative dispute resolution process, the parties agree that any statute of limitations applicable to all claims that are the subject of this mediation process shall be tolled.

Section 7.2 Remedies for Default. The Authority or the non-defaulting party will provide notice to the defaulting party of the nature and extent of the default. The defaulting party will have 60 days to remedy the default.

Section 7.3 Remedies upon Default. Upon the occurrence of an Event of Default which has not been remedied under Section 7.1 or Section 7.2, the non-defaulting party shall have the right to terminate this Agreement with the defaulting party or, at the election of such non-defaulting party, may obtain any form of relief permitted under the applicable laws and court rules of the State of Michigan, including the right to seek and obtain a decree of specific performance by a court of competent jurisdiction.

ARTICLE 8

MISCELLANEOUS

Section 8.1 Term. The term of this Agreement shall commence on the date first written above and shall expire upon payment in full of City's obligations under this Agreement or 25 years from the first year of capture, estimated to begin in 2026, whichever is first, or pursuant to the terms of the Brownfield Plan, and Act 381.

Section 8.2 Notices. All notices, certificates, or communications required by this Agreement to be given shall be in writing and shall be deemed delivered when personally served, or when received if mailed by registered or certified mail, postage prepaid, return receipt requested, addressed to the respective parties as follows:

If to Authority: Jonathon Hallberg, Portage BRA Staff Liaison
c/o City of Portage
7900 S. Westnedge Ave.
Portage, MI 49002
(hallberj@portagemi.gov)

If to City: Peter Dame, Chief Development Officer
City of Portage
7900 S. Westnedge Ave.
Portage, MI 49002
(damep@portagemi.gov)

Or to such other address and/or representative as such party may specify by appropriate notice.

Section 8.3 Amendment and Waiver. No amendment or modification to or of this Agreement shall be binding upon any party hereto until such amendment or modification is reduced to writing and executed by all parties hereto. No waiver of any term of this Agreement shall be binding upon any party until such waiver is reduced to writing, executed by the party to be charged with such waiver, and delivered to the other parties hereto.

Section 8.4 Entire Agreement. This Agreement contains all agreements between the parties. There are no other representations, warranties, promises, agreements, or understandings, oral, written, or implied, among the parties, except to the extent reference is made thereto in this Agreement.

Section 8.5 Execution in Counterparts. This Agreement may be executed in counterparts, each of which shall be an original and all of which shall constitute the same instrument.

Section 8.6 Captions. The captions and headings in this Agreement are for convenience only and in no way limit, define, or describe the scope or intent of any provision of this Agreement.

Section 8.7 Governing Laws/Consent to Jurisdiction and Venue. This Agreement shall be governed, interpreted, and enforced by the laws of the State of Michigan. Except as otherwise required by law or court rule, any action brought to enforce, interpret, or decide any claim arising under or related to this Agreement shall be brought as dictated by the applicable jurisdiction of the court.

Section 8.8 Mutual Cooperation. Each party to this Agreement shall take all actions required of it by the terms of this Agreement as expeditiously as possible and shall cooperate to the fullest extent possible with the other parties to this Agreement and with any individual entity or governmental agency involved in or with jurisdiction over the engineering, design, construction or operation of the

Development, or any other improvements which are undertaken in connection with the foregoing, in the granting and obtaining of all easements, rights of way, permits, licenses, approvals, and any other permissions necessary for the construction or operation thereof. Each party to this Agreement shall execute and deliver all documents necessary to accomplish the purposes and intent of this Agreement including, but not limited to, such documents or agreements as may be required by the lenders of the Development to secure the financing from such lenders. Each party to this Agreement also shall use its best efforts to assist the other parties to this Agreement in the discharge of their respective obligations hereunder and to assure that all conditions precedent to the completion of the Development are timely satisfied.

Section 8.9 Binding Effect. This Agreement shall be binding upon the parties hereto and upon their respective successors and assigns.

Section 8.10 Brokerage Fees. The Authority and the City represent and warrant to the others that no broker or finder has been engaged in connection with this Agreement.

Section 8.11 Order of Precedence. In the event of a conflict between the terms and conditions of this Agreement, any attachments hereto and Act 381, the order of precedence shall be: (a) Act 381; (b) Brownfield Plan; and (c) this Agreement.

The Authority and the City have caused this Agreement to be duly executed and delivered as of the date first written above.

THE CITY OF PORTAGE

____

By: Pat McGinnis

Its: City Manager

CITY OF PORTAGE BROWNFIELD REDEVELOPMENT AUTHORITY

____

By: Keith Lewandowski

Its: Board Chair/President

APPROVED AS TO FORM FOR CITY OF PORTAGE
BAUCKHAM, THALL, SEEBER,
KAUFMAN & KOCHES, PC
Catherine Kaufman
By: CATHERINE P. KAUFMAN
Date: 4-8-2025

TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT: Authorize Stanwood Crossings Infrastructure Construction Expenses by AVB, Inc.

SUPPORTING PERSONNEL: Peter Dame, Chief Development Officer

ACTION RECOMMENDED: Authorize AVB, Inc. to enter into subcontracts and incur Stanwood Crossings infrastructure expenses of a total amount not to exceed $3,672,132.

The City of Portage owns 14 acres of land along Portage Road between Woodbine and Stanley Avenues on which the approved development plan is to construct 42 single-family homes for a workforce housing development known as Stanwood Crossings. All these homes will be sold to individuals with an income ranging between 80 and 120 percent of the Area Median Income (AMI). This range of home buyers and type of home development is also known as "attainable" or "affordable" housing, as it is intended to provide an affordable homeownership option for individuals who work in jobs that are typical in the community. The land was purchased, and the project is being pursued to further the goals of the 2022 Attainable Housing Plan adopted by City Council. The city has secured $2.5 million in a combination of CIP, grant and ARPA funds toward the construction of infrastructure for this project, $100,000 from Kalamazoo County for down-payment assistance as needed, and $3 million from the Kalamazoo County Housing for All Millage to provide financing to construct the houses and to offset the gap between the cost of construction and what a person or family in the 80 to 120 AMI income range can afford.

In 2023, the city conducted a competitive Request For Proposals, and the City Council approved the selection of AVB, Inc., a local company, to be the development partner with the city in creating this affordable housing project. AVB has constructed many housing and commercial developments in Portage and the surrounding area. In May 2024, the City Council adopted a development agreement with AVB that spells out the responsibilities of both the city and AVB in this partnership. It also established a fee arrangement with AVB for their services in each of the distinct phases of the project. The key elements of the development agreement are summarized below.

DEVELOPMENT AGREEMENT SUMMARY POINTS
The development agreement is broken into five different functional phases: I) Feasibility, II) Entitlements, III) Infrastructure Construction, IV) Housing Construction, and an optional phase: V) Marketing and Sales.

To govern the Phase III work, earlier this year, the City Council approved the Construction Management agreement with AVB Construction, LLC to bid out and oversee construction of the infrastructure and prepare the site for housing construction. This work includes clearing and grading of the site and construction of the roads, sewers, sidewalks, curbs, drainage and stormwater retention systems, relocation of power lines, and the other categories of work outlined in the attached exhibit. The infrastructure was designed under a separate contract with Wightman Associates engineering.

AVB will not conduct any of the construction with its own forces; however, AVB personnel will be present on site managing the project. Per the construction management agreement, AVB has conducted competitive bidding on the construction elements of the project except the electric line relocation, which must be done by Consumers Energy. The city has reviewed the results of the bids and recommends the funds be authorized for this work to be completed under AVB's auspices. With budgetary approval, AVB will then enter into the necessary subcontracts to perform the work. The city has received the approval to proceed with the work from the U.S. Department of Housing and Urban Development (HUD) after its review of the city's environmental assessment which found no significant impacts and work could begin in the near future upon AVB's execution of the subcontracts.

It is therefore recommended that City Council authorize AVB, Inc. to enter into subcontracts and incur Stanwood Crossings infrastructure expenses of a total amount not to exceed $3,672,132.

FUNDING: The City has allocated infrastructure funding for the Stanwood Crossings project in its Capital Improvements Fund. The City has also received $500,000 in ARPA grant funds from Kalamazoo County for infrastructure costs and a $1 million grant from HUD. The City anticipates reimbursing infrastructure costs not covered by grants from Brownfield Authority reimbursements.

Attachments: 1. Stanwood Crossings Infrastructure

PROJECT: STANWOOD CROSSINGS INFRASTRUCTURE
OWNER: CITY OF PORTAGE
ENGINEER: WIGHTMAN
DATE: 4/2/2025

BUILD SOMETHING BETTER.

STANWOOD CROSSINGS INFRASTRUCTURE BUDGET

DIV.			BASE BID	
001-000	GENERAL CONDITIONS		$	177,840
001-100	SESC PERMIT FEE ALLOWANCE		$	1,000
001-100	TAP FEES/ASSESSMENT FEES		$	52,240
001-160	STAKING ALLOWANCE FROM WIGHTMAN		$	45,000
010-550	MAILBOX ALLOWANCE		$	13,575
010-600	ENTRY SIGN ALLOWANCE		$	20,000
010-601	DEVELOPMENT SIGNAGE ALLOWANCE		$	20,020
026-100	CONSUMERS ENERGY POWER LINE RELOCATION ALLOWANCE		$	180,000
026-110	CONSUMERS ENERGY INTERAL SLEEVING AND POWER ALLOWANCE		$	70,000
028-100	FIBER AND SLEEVING ALLOWANCE		$	28,000
031-100	EARTHWORK		$	2,056,300
031-130	TREE REMOVAL		$	79,375
032-120	ASPHALT		$	193,750
032-125	EXISTING DRIVEWAY RECONSTRUCTION		$	15,000
032-130	SITE CONCRETE		$	183,875
032-310	FENCING		$	39,018
032-900	LANDSCAPING		$	103,697
	PROJECT SUB-TOTAL		**$**	**3,278,690**
100-100	**CONSTRUCTION MANAGEMENT OH AND FEE**	**5.0%**	$	163,934
200-100	**MATERIAL ESCALATION CONTINGENCY**	**2.0%**	$	65,574
200-100	**OWNER CONTINGENCY**	**5.0%**	$	163,934
	CONSTRUCTION-TOTAL		**$**	**3,672,132**

TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT: 2025 Local Streets Reconstruction Program Bid Tabulation

SUPPORTING PERSONNEL: Kendra Gwin, Director of Transportation & Utilities

ACTION RECOMMENDED: Award a construction contract to Michigan Paving and Materials Company of Kalamazoo, Michigan for the 2025 Local Streets Reconstruction Program in an amount not to exceed $1,788,562.97 and authorize the City Manager to execute all documents related to the contract on behalf of the city.

The 2023-2024 Capital Improvement Program provides funding for the reconstruction of the 2025 Local Street Reconstruction Program, which includes several streets in the Amberly Elementary neighborhood (see attached map for details). The project entails street milling and resurfacing, concrete curb and gutter at intersections, new sidewalks to fill in gaps, storm sewer system improvements, removal of encroached parking areas within the public right-of-way, and restoration.

In the State of Michigan, street conditions are rated using the PASER (Pavement Surface Evaluation Rating) system. The standard breakdown for the PASER ratings with a general description is as follows:

Rating	Description
9-10	Excellent (new pavement)
8	Very Good (little to no maintenance required)
6-7	Good (sound structural condition with crack seal maintenance)
4-5	Fair (candidates for pavement overlay)
3	Poor (needs patching and repair to remove failed areas prior to an overlay)
2	Very Poor (severe deterioration, needs reconstruction with total base repair)
1	Failed (requires total reconstruction)

On a scale of 1-10, the identified streets have a PASER rating of 2 to 3 (poor condition). The resurfacing of this section of roadway will improve the structural strength of the pavement, add longevity to the pavement life and provide a smooth driving surface. This project meets standard asset management strategies for this rating and will bring these roadways to a 9 PASER rating for resurfaced streets when the project is complete.

On March 27, 2025, three bids were received with the low bid being submitted by Michigan Paving and Materials Company in the amount of $1,788,562.97. If awarded, the project construction will begin in June and be completed by fall.

It is recommended that City Council award a construction contract to Michigan Paving and Materials

Company of Kalamazoo, Michigan for the reconstruction of the 2025 Local Streets Reconstruction project, in an amount not to exceed $1,788,562.97 and authorize the City Manager to execute all documents related to the contract on behalf of the city.

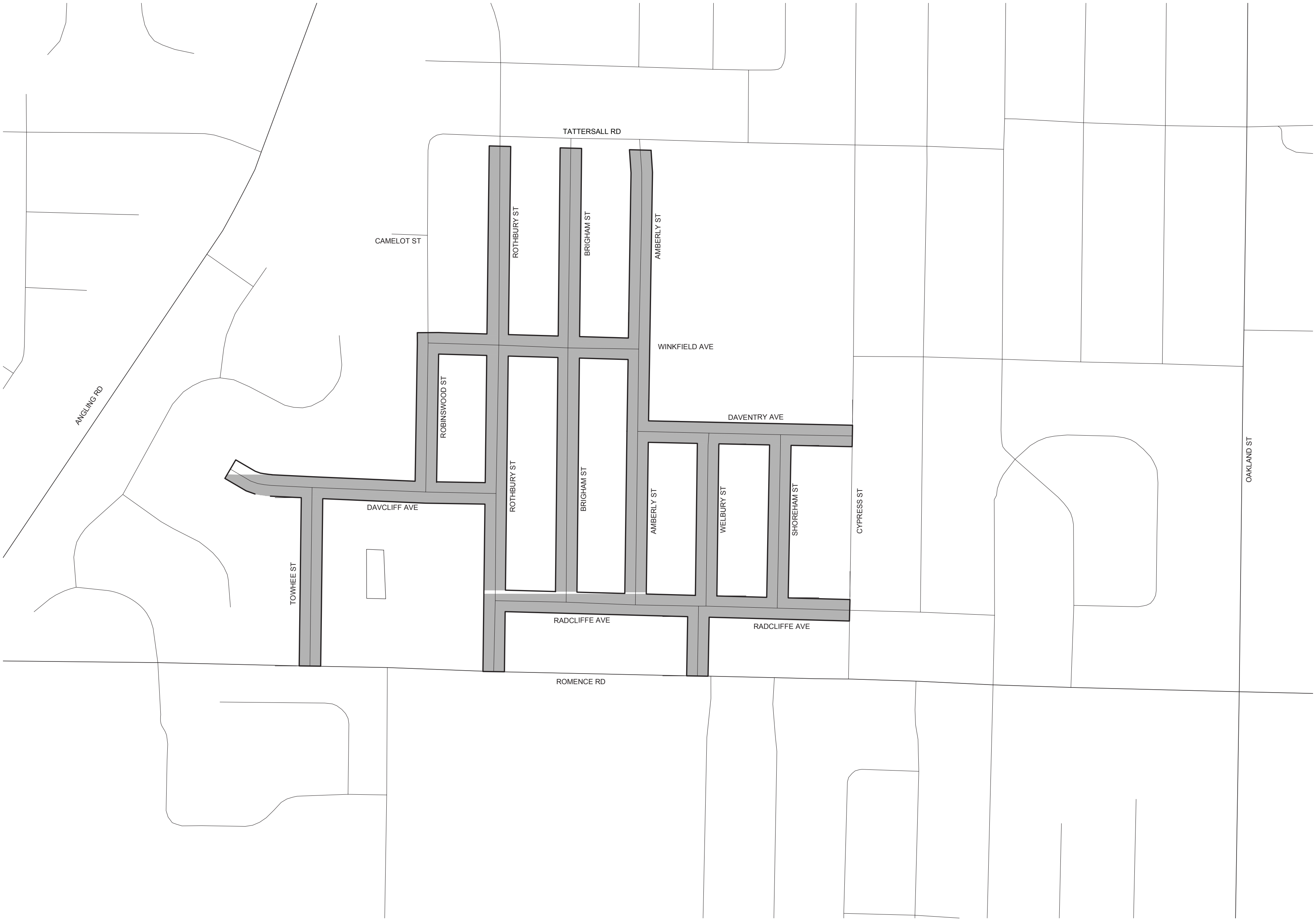
FUNDING: Sufficient funding exists in the Local Street Reconstruction Capital Improvement Program budget.

Attachments:
1. Local Street Reconstruction - Bid Tabulation
2. 2025 Local Streets Project Area Map

2025 RFB Local Street Reconstruction
BID TABULATION
PROPOSAL OPENING ON MARCH 27, 2025 AT 3 PM

Michigan Paving and Materials 2300 Glendenning Road Kalamazoo MI. 49047	$	1,788,562.97
Rieth-Riley Construction Co., Inc 1589 Towline Road Benton Harbor, MI. 49022	$	1,820,603.45
Hoffman Brothers Inc 8574 Verona Road Battle Creek MI. 49014	$	2,069,895.94

Opened by: Justin R. Williams
Justin Williams, Assistant to the City Manager



WIGHTMAN
1670 LINCOLN RD.
ALLEGAN, MI. 49010
269.673.8465
www.gowightman.com

AARON J. NEITLING
6201050508

PROJECT NAME:

2025 LOCAL STREET RECONSTRUCTION PROGRAM

CITY OF PORTAGE
7719 SOUTH WESTNEDGE AVENUE
PORTAGE, MI 49002

DATE: MARCH 2025
SCALE: 1" = 200'

OVERALL PROJECT AREA MAP

JOB No. 241171

TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT: Transfer of $450,000 in Tornado Relief Funding to After the Storm

SUPPORTING PERSONNEL: Adam Herringa, Chief Operating Officer

ACTION RECOMMENDED: Authorize the transfer of up to $450,000 in tornado relief funding received by the City of Portage from Kalamazoo County/State of Michigan to After the Storm to assist residents with tornado recovery efforts and authorize the City Manager to execute all documents related to this action on behalf of the city.

Kalamazoo County recently received $3,000,000 in state funding to support recovery efforts related to the tornado of May 7, 2024. This was made possible by the advocacy of our state elected officials, particularly Senator McCann, Representative Rogers and then-Representative Morse. The funds have been disbursed to Kalamazoo County, which then distributed the funds further directing:

- $1,000,000 to the City of Portage for a business relief program (MEDC)
- $600,000 to the City of Portage for tornado recovery efforts in general (MSP)
- $200,000 to Texas Township for tornado recovery efforts in general (MSP)
- $200,000 to Pavilion Township for tornado recovery efforts in general (MSP)
- $500,000 to After the Storm for residential assistance (MEDC)
- $250,000 to the Kalamazoo Community Foundation (MEDC)
- $250,000 to the United Way of Battle Creek and Kalamazoo Region (MEDC)

*MSP = Michigan State Police, MEDC = Michigan Economic Development Corporation

As part of the business relief program, the City Administration has begun issuing funds to affected businesses and anticipates concluding the program in May. The other entities referenced are also in the process of distributing their allocated funds.

Regarding the $600,000 directed to the City of Portage for recovery efforts in general, the City Administration recommends transferring up to $450,000 to After the Storm for distribution to residential property owners affected by the tornado. The City Administration plans to distribute these funds on an "as spent" basis, not in one lump sum. This permits flexibility in addressing unforeseen community needs while also allowing support to After the Storm as they work through their distribution effort.

After the Storm has been established in the Portage community, operating out of the Portage Community Center successfully since shortly after the tornado. After the Storm is built upon the model of distributing funds to residents and has far more experience and capacity to manage such a program. In short, its core purpose is to review residential needs and offer financial assistance following severe weather events. Additionally, the city has worked closely with the After the Storm and has confidence in its ability to succeed. Importantly, After the Storm is establishing a small committee to assist in providing review and direction. Members of the committee will include Chief Operating Officer Adam Herringa, a representative of Gryphon Place, and a representative of the Portage Community Center. After the Storm will be required to report back to the City of Portage regarding their distribution efforts.

The City of Portage as a municipal entity has been successful in obtaining reimbursements for tornado-related expenses. This is largely due to support from the State of Michigan, in particular the Michigan State Police, and Kalamazoo County. Although the city received $600,000 in this instance, it is recommended that the city retain a minimum of $150,000 to address ongoing needs as they arise. For example, assisting in larger-scale recovery efforts related to tree damage on city property.

It is recommended that City Council authorize the transfer of up to $450,000 in tornado relief funding received by the City of Portage from Kalamazoo County/State of Michigan to After the Storm to assist residents with tornado recovery efforts and authorize the City Manager to execute all documents related to this action on behalf of the city.

FUNDING: Transfer of $450,000 in state funding received from Kalamazoo County

Attachments: None

CITY COUNCIL AGENDA ITEM B.7.
APRIL 15, 2025

TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT: Committee of the Whole to review proposals for legal services

SUPPORTING PERSONNEL: Adam Herringa, Chief Operating Officer

ACTION RECOMMENDED: Set a Committee of Whole Meeting on May 6, 2025, at 1:30 p.m. to review and discuss proposals for the provision of legal services.

The current legal services contract with the firm Bauckham, Thall, Seeber, Kaufman & Koches, P.C., expires on August 31, 2025. Per the City Charter, the City Attorney acts as the legal advisor of and is responsible to the Council in all respects concerning the performance of its official duties. On November 19, 2024, the City Council held a Committee of the Whole Meeting at which there was consensus to solicit bids for legal services with the length of the contract being five years. The City Administration issued the Request For Bids earlier this year and bids were opened on Thursday, March 13. Five bids were received, three of which complied with the request that an annual amount be provided and two of which instead provided an hourly rate.

It is recommended that City Council set a Committee of Whole Meeting on May 6, 2025, at 1:30 p.m., to review and discuss proposals related to the provision of legal services.

FUNDING: N/A

Attachments: None

Minutes of Boards & Commissions

Meeting Minutes

March 12, 2025

PORTAGE ENVIRONMENTAL ADVISORY BOARD

PRESENT: Deidre Nieves, Joe Chamberlain, Lauren Tompkins, David Moe, Claire Pelack, Marty Atherton

ABSENT: David Lancaster, Wendy Pennell

7:00 PM	Meeting gaveled to order by Chair Diedre Nieves. Motion to commence, seconded and approved by members present.
7:05 PM	Chair noted February cancellation due to inclement weather, need to catch up. Guests were welcomed and introduced. Ruth, Martha, Frank, liaisons to City Departments.
7:10 PM	Standing Board members welcomed and introduced.
7:13 PM	Chair Nieves moves to hold public comments until after evening presentation, seconded and approved by Board members in attendance.
7:15 PM	Presenter Justin Gish, Sustainability Planner, City of Kalamazoo, rescheduled from February canceled meeting. Justin previously served on Portage Environment Board.
7:16 PM	Justin begins presentation. A climate emergency was declared in 2019, and Justin's position and sustainability plan ratified/approved by the Kalamazoo City Commission in 2022. Every city in Michigan has a master plan and responsibilities for attaining goals identified in the master plan. In Kalamazoo a net 0 by 2050 is specified. Policy vehicles to obtain carbon neutrality by 2050 include control of greenhouse emissions, solar parking lot, invasive species control, etc. The Greenhouse Gas Emissions report introduced as the evaluation tool used in measuring progress towards net neutrality. Discussion of specific projects in attaining goal follow. Water treatment is important emission factor. Role of water treatment discussed. Other strategies include LED traffic signals, biodiesel fuels at city pumping stations, sidewalks heated by glycols, etc. Agreement signed with Consumers Energy to use energy produced from biofuels, etc. starting in 2028. City of Ann Arbor has millage generating $6 million annually to attain environmental goals. Justin's complete presentation is included in this edition of meeting minutes. (Complete PowerPoint presentation attached).

8:00 PM	Chair Nieves thanks Justin for his presentation. Note offered about Portage centralising efforts to attain carbon reduction strategies. Public comment period opened.
8:05 PM	Ruth made a recent suggestion regarding biodiversity. Some confusion exists regarding authenticity of native specifies. Some "native species" were actually cultivated from native species. There is a way to order native species to insure they are truly native. Native species may be native to specific area, region, section of country (Midwest). Clarity needs to be made regarding which area, region, section is specified.
8:10 PM	David noted 300 specimens (native) were being given by a private organization. Many non-native species may work in certain cases. Need guidance. Transportation costs/risks need to be factored.
8:15 PM	Martha noted her experience with native bees and affinity to native species. Emphasize native species.
8:20 PM	Chair entertains motion to table discussion of native species at next meeting. Seconded and approved by full committee. Input from public to update environmental board. Bidding process noted. Master plan discussed related to procurement. Discussion follows regarding city's role in native species. Invited purchasing system.
8:25 PM	Board updates discussion. PLASTIC bag recycling update. Schools involved in collection, weighing, students excited. Portager noted programs. Parks and recreation update. Sending out schedule of events. Spreadsheet sent out to BOARD members. EVENTS through March. Many didn't know dates/times for attendance. Arbor Day in April. Events noted on portage.gov website. Pocket Pay utility noted. Greenathon announced in coordination with Farmers Market, Sunday May 4. Suggestion for feedback from public on content/focus of Environmental Board. Sugar Maple/Black Oak tree for planting to support related environmental goals.
8:30 PM	2025 Recreation screen. Smoke alarm battery replacement. Flood map available. Leaf collection. Recycle program ongoing the Spring. Battery recycling. Motion to adjourn offered, seconded, approved by full board.

CITY OF PORTAGE HUMAN SERVICES BOARD
Minutes of the Meeting –March 6, 2025
Conference Room 1

CALL TO ORDER: The City of Portage Human Services Board meeting of March 6, 2025, was called to order by Chairperson Brooke Kolodzieczyk, at 5:32 p.m. in Conference Room 1, Portage City Hall, 7900 S. Westnedge Avenue, Portage MI.

MEMBERS PRESENT: Chairperson Brooke Kolodzieczyk, Vice Chair Candace Wise, Ashley Vosburgh, Pamela Kanouse, Martha Perry, Nicole Najar, Chelsea Huber, Dan Damaska, Julie Pryor

STAFF PRESENT: Tina Perry

APPROVAL OF MINUTES: The Minutes of February 6, 2025, were approved with a name correction by a motion made by Ashley Vosburgh, supported by Vice Chairperson Candace Wise. The motion passed unanimously, 9-0.

NEW BUSINESS: A Public Hearing to receive comments on the 2025 – 2026 CDBG Annual Action Plan was called to order by Chairperson Brooke Kolodzieczyk at 5:40 p.m. A motion to open the Public Hearing was made by Ashley Vosburgh, supported by Pamela Kanouse. The motion passed unanimously, 9-0.

Tina Perry explained the activities planned for CDBG Entitlement funds for use in FY25-26 include an in-house operated Neighborhood Improvement/Code Enforcement program to continue to eliminate slum and blight and maintain attractive neighborhood through zoning. A home repair program will continue to offer forgivable loans to low/moderate income homeowners in the city of Portage through an application process for necessary repairs. Administration funding will be allocated to operate the CDBG Entitlement program. This is the last year of the current five-year Consolidated Plan. To continue to be considered for future funding a new five-year Consolidated Plan will need to be created and submitted before FY26-27. Hearing no comments, Chairperson Brooke Kolodzieczyk asked for a motion to close the Public Hearing. Nicole Najar made a motion, second by Chelsea Huber, supported unanimously, 9-0.

OTHER BUSINESS:
General Fund Human Service Applications. HSB returned to the discussion of the human services applications and assigned funding to the extent of its availability. At the February 6, 2025 HSB meeting, the HSB did not make a motion and was left to digest preliminary recommendations. HSB discussed reasons some applications were not funded and assured no changes were being recommended. Final recommendations to City Council through a motion by Chelsea Huber, second by Ashley Vosburgh and Martha Perry, unanimously supported by a vote of 9-0 are as follows:

GENERAL FUND FY2025-2026 $216,000			
Applicant	Program	FY2025-2026 Request	HSB Recommended
Catholic Charities	Ark for Youth	$ 17,000	$ 10,000.00
Catholic Charities	Bread for Life	$ 1,500	$ 1,000.00
Community Healing Centers	Childrens Early Intervention Program	$ 7,500	$ 6,000.00
Community Living Options	Alcott Adult Learning Center	$ 10,000	$ 5,000.00
Disability Network Southwest MI	Ramp Up	$ 14,000	$ 10,000.00
First Day Shoe Fund	2025 Shoe Distributions	$ 10,000	$ 4,500.00
Gryphon Place	2-1-1 Information & Referral	$ 5,500	$ 2,000.00
Housing Resources, Inc.	Housing Stabilization Program	$ 25,000	$ 23,000.00
Kalamazoo Literacy Council	ESL of SW MI	$ 3,500	$ 3,500.00
Kalamazoo Literacy Council	Comm Literacy Ctr @ Prince of Peace	$ 1,500	$ 1,500.00
Kazoo Habitat for Humanity	Critical Home Repair Protgram *	$ 45,000	$ 15,000.00
Kalamazoo Youth For Christ	WERX Program *	$ 25,800	$ -
Lending Hands of MI Inc.	Durable Medical Equipment Loan Program *	$ 5,000	$ 3,500.00
Portage Community Center	Youth Development	$ 30,000	$ 25,000.00
Portage Community Center	Community Collaboration	$ 15,000	$ 3,000.00
Portage Community Center	Emergency Assistance	$ 45,000	$ 35,000.00
Prince of Peace Lutheran Church	Food Program	$ 3,350	$ 3,000.00
Prince of Peace Lutheran Church	Free Store	$ 9,400	$ 2,000.00
Prince of Peace Lutheran Church	Good Samaritan Fund	$ 11,250	$ 10,000.00
Ripple Effects Comm Inclusion Ctr	Foster & Community Closet *	$ 60,000	$ 2,000.00
Ripple Effects Comm Inclusion Ctr	CLS Program *	$ 45,000	$ -
Ripple Effects Comm Inclusion Ctr	Respite Services *	$ 50,000	$ -
Senior Care Partners PACE	Grand Pad Service Fees *	$ 27,300	$ -
Senior Services - Milestone	Portage Critical Home Repair Program	$ 25,000	$ 15,000.00
Shepherd's Center	Senior Transportation *	$ 10,000	$ 10,000.00
St. Barnabas Episcopal Church	Diaper Ministry *	$ 4,875	$ 4,000.00
Twelve Baskets	Food Pantry *	$ 40,000	$ 20,000.00
Twelve Baskets	Free Store *	$ 10,000	$ 2,000.00
YWCA - Kalamazoo	Sexual Assault Program	$ 8,000	$ -
YWCA - Kalamazoo	Intimate Partner Domestic Assault Program	$ 15,000	$ -
YWCA - Kalamazoo	Human Trafficking Program	$ 2,000	$ -
		$ 582,475	$ 216,000.00

Opioid Fund Applications. After much in depth review and discussion of funding available and future funding availability, the HSB recommends funding to the best applications, and carrying over funding into the next few years at a lesser amount to assure operation of programs for a larger impact to increase awareness and decrease opioid use. Motion by Ashley Vosburgh, second by Pamela Kanouse, unanimously supported by a vote of 9-0 as follows:

Amount Available = $99,721.00

Organization	Project Name	Amount Requested	Year 1
Portage Public Schools	525 Foundation Presentation author of One Choice	$ 15,500.00	$ 15,500.00
Portage Public Schools	Reflections: A Community Story of Addition & Healing	$ 30,000.00	$ -
Portage Public Schools	Contraband Detecting Canines Deterrent Porgram	$ 8,265.00	$ 8,265.00
Portage Public Schools	Responding to Student Addiction: Substance Misuse Therapy	$ 28,000.00	$ 28,000.00
Portage Public Schools	Understanding Teen Substance Misuse	$ 200.00	$ 200.00
Phychological Safety Services	Phychological Safety Services	$ 100,000.00	$ -
Community Healing Centers	Community Healing Centers	$ 25,000.00	$ -
Helping Other People Exceed (HOPE)	Helping Other People Exceed (HOPE) thru Navigation	$ 50,000.00	$ -
		$ 256,965.00	**$ 51,965.00**
		Carry over:	$ 47,756.00

STATEMENT OF CITIZENS: None.

ADJOURN: Motion to adjourn was made at 6:32 p.m.by Martha Perry, second by Vice Chairperson Candace Wise; unanimously passed, 9-0.

Respectfully Submitted,

Tina Perry

Tina Perry
Neighborhood and Housing Specialist Community Development, City of Portage

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CITY OF PORTAGE BROWNFIELD REDEVELOPMENT AUTHORITY

Thursday, February 27, 2025

7:30 AM
Portage City Hall, Conference Room 1
7900 S. Westnedge Ave, Portage MI 49002

The City of Portage Brownfield Redevelopment Authority meeting of February 27, 2025, was called to order by Chair Lewandowski at 7:33 am.

In Attendance

Board: Chair Keith Lewandowski (yes), Vice Chair Eric Alburtus (no), Secretary/Treasurer William Lenehan (no), Todd Campbell (yes), Bradley Galin (yes), Karen Gallagher (yes), John Herberg (excused), Michelle Karpinski (yes).

Staff: Peter Dame, Chief Development Officer; Andrew Falkenberg, Deputy Assessor; Jonathon Hallberg, Deputy Director of Economic Development; Grant Taylor, Deputy Director of Treasury.

Guests: Joe Agostinelli, Michigan Growth Advisors; Greg Dobson, AVB; Brian Farkas, Allen Edwin Homes; Rick Freiman, Planning Commissioner; Mike West, Allen Edwin Homes.

Introductions

Introduction of Authority members, staff, and guests was conducted. The board also reviewed the agenda.

Approval of Minutes

Motion by Gallagher, seconded by Campbell, to approve the BRA Meeting Minutes of October 25, 2024, as submitted. Motion carried, 5-0.

Staff Report – none

Old Business

1. ***City of Portage Brownfield Redevelopment Plan Amendment No. 10, 3413 W. Centre Ave. (Tall Timbers LLC) – Request for Reimbursement***

   Hallberg outlined and summarized the memorandum pertaining to the request for reimbursement by Tall Timbers of Portage, LLC. He indicated that the project is substantially complete, with certificates of occupancy issued for two of the three buildings and temporary certificates of occupancy for the third building. Hallberg confirmed that all work has been completed for any eligible cost items and that the applicant has submitted substantial documentation to verify completion and payment.

Hallberg referenced the motion recommended in the board packet indicates the applicant is allowed to submit additional requests for eligible expenses up until the deadline of March 27, 2026 in accordance with the Development and Reimbursement Agreement.

Motion by Karpinski, seconded by Campbell, to approve the request for reimbursement up to an amount of $10,175,954, plus interest allowance, per the approved Brownfield Redevelopment Plan, and subject to any verified increases as permitted by the Development Agreement & Reimbursement Agreement and upon further review by the Brownfield Redevelopment Authority at future meetings between now the three-year deadline of March 27, 2026.

Discussion: Chair Lewandowski asked Mr. Dobson if there would be more eligible expenses. Dobson stated that all capital elements were submitted and no additional expenses would be submitted for reimbursement, but that the eligible 3% interest was not included in the total. Hallberg and Agostinelli confirmed that the motion, if carried, would also cover the 3% interest provision as interest accrues annually.

Gallagher asked what would happen if interest brought the total reimbursement above the $11,182,806 estimate in the Brownfield Plan. Hallberg stated that the Development & Reimbursement Agreement for Tall Timbers did not have a cap. Therefore, the maximum reimbursement is limited only by the amount of interest that accrues on unpaid eligible costs until they are paid off or 25 years passes, whichever is first.

Lewandowski asked about the completion status of the entire project. Dobson provided details and shared photos of the substantially completed project. He also stated that the board is invited to the tentatively-planned ribbon cutting to commemorate the Grand Opening on June 11, 2025 at 11:00 a.m. Dobson shared that a formal invitation would be forthcoming.

Karpinski asked about the difference between the rental rates for the rent-controlled workforce units and the market rate units. Dobson indicated that the studio units already qualified but that the larger units had some modest gaps. Agostinelli shared the required MSHDA rental rates for 100% of area median income. Dobson indicated that rental rates are listed on the Tall Timbers website for the market rate units.

Motion Carried, 5-0

Summary discussions occurred about tornado damage costs and cleanup, about the project's consideration of wetlands protection, and about the LEED Gold certification that the project will be eligible for after the board voted.

New Business

1. ***Green Development Ventures, LLC d.b.a. Allen Edwin Homes Act 381 Brownfield Plan – "Oakland Commons and Creekside Commons", 9581 Oakland Drive and 8150 Creekside Drive***

Hallberg summarized the contents of the memorandum pertaining to the Oakland Commons and Creekside Commons Act 381 Brownfield Plan, Application, and Draft Development & Reimbursement Agreement. He indicated that the project is complex and unique for the Portage BRA Board because it is their first MSHDA Housing TIF application and there are additional eligible expenses not seen before related to housing income subsidies and infrastructure on private property, such as landscaping and driveways. He said it is also unique because it consists of two housing developments submitted under one brownfield plan, each of which qualifies for brownfield funding independently.

Hallberg showed the draft elevations, renderings, approved site plans, location maps, Tax Increment Finance Capture Tables and reimbursement tables for each development. He explained the breakdown between both projects. He shared that the combined developments will result in 114 for-lease housing units with a $35,464,608 estimated capital investment. Hallberg shared an outline of how the MSHDA control rent structure works in comparison with the MSHDA rent-by-income for Kalamazoo County and how the new amendments to PA 381 allow for the gap in potential revenue is an eligible annual expense for rent-controlled units.

Oakland Commons will be for 58 new residential units consisting of 26 single family homes that are anticipated to be 1,640-square foot 3-bedroom homes, three duplex buildings for a total of six residential units, six 3-plex buildings for a total of 18 residential units, and two 4-plex buildings for a total of eight residential units. Of the 58 for-lease housing units at Oakland Commons, 46 will be market rate housing units and 12 will be income qualified workforce housing units for a period of fifteen (15) years. The total capital investment for Oakland Commons is estimated at $19,000,000.

Creekside Commons will be for 46 new residential units, consisting of 38 single family homes that are anticipated to be 1,640-square foot 4-bedroom homes, and two 4-plex buildings resulting in eight attached residential units. Of the 46 for-lease housing units at Creekside Commons, 36 will be market rate housing units and 10 will be income qualified workforce housing units for a period of ten (10) years. The total capital investment for Creekside Commons is estimated at $16,000,000.

Hallberg went through the Brownfield Plan step-by-step and outlined the unique aspects of the draft development agreement and reimbursement agreement. He reminded the board that the agreement is the key document dictating the terms of assistance in accordance with the Brownfield Plan and is still under negotiation. He shared that, historically, the board entrusts the Board Chair to execute the final version, which is typically reviewed and approved by the City Council, with the help of legal counsel and city administration.

Finally, Hallberg shared draft board motion language for the Board's consideration. Galin recommended alterations from Allen Edwin Homes to Green Development Ventures LLC.

Motion by Galin, seconded by Gallagher to approve the Act 381 Brownfield Plan and application by Green Development Ventures LLC for "Oakland Commons and Creekside Commons", 9581 Oakland Drive and 8150 Creekside Drive, to recommend Portage City Council approval of Brownfield Plan Amendment 13 by resolution at their next appropriate meeting, and to authorize the BRA Board Chair to finalize and execute a Development Agreement and Reimbursement Agreement in support of the Plan.

Discussion: Campbell asked what the next steps are. Agostinelli shared that the item would presumably go before City Council at their first meeting in March to call a public hearing. The public hearing would likely be held during the second meeting in March. If approved, the applicant would submit an Act 381 Work Plan to MSHDA, in a form similar to the Brownfield Plan the BRA Board reviewed. MSHDA would have up to 60 days to make a determination. The Development Agreement would be finalized and executed and sent to MSHDA prior to their decision as it is part of how they structure their own agreement.

Gallagher asked for clarification on what the State of Michigan captures through participation. Taylor shared details about the six-mill State Equalization Tax, of which three mills are contributed to the State Brownfield Fund throughout the developer's reimbursement period annually. He shared details about other school millage funds that are contributed to the project via the State School Aid fund, which guarantees that all schools are made whole on their funding.

Chair Lewandowski shared concerns about the timeline. Farkas indicated the construction is ready to start, with bids and contracts ready. The City Council public hearing will be the signal to start. While the timeline is going to be close, what was submitted is a general guideline and it could take a little longer. Lewandowski asked when houses would be ready for occupancy. Farkas shared the expectation is that home construction can begin in the fall of 2025, with leases signed for occupancy sometime in the spring of 2026.

Motion carried, 5-0.

Staff Report: none

Statements of Citizens: General remarks by attendees about how different the scope and complexity of the projects has become since the start of the Brownfield program.

Adjournment:

Motion by Campbell, seconded by Karpinski, to adjourn. Motion carried, 5-0. The meeting was adjourned at 9:17 am.

Respectfully submitted,

Jonathon Hallberg
Deputy Director of Economic Development

TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT: West Lake Weed Management – 2025 to 2029 Application Program

SUPPORTING PERSONNEL: Erica Eklov, City Clerk

ACTION RECOMMENDED: Subsequent to the public hearing, consider adopting Resolution No. 5 confirming the Special Assessment Roll for the West Lake Management Program #025-Q.

Attached is Special Assessment Resolution No. 5 for the West Lake Management Program #025-Q. Previous City Council action relating to this project includes:

- On February 11, 2025, the City Council adopted Resolution No. 1, accepted the City Manager Report, and requested the preparation of Resolution No. 2.
- On February 25th, the City Council adopted Resolution No. 2, for the West Lake Management Program Special Assessment District No. 025-Q, and set the public hearing of necessity for March 11, 2025.
- At the March 11 public hearing of necessity, only one citizen commented - Mr. Peter Strazdas of 2106 Ames spoke in favor of the assessment on behalf of the West Lake Association. The City Council adopted Resolution No. 3, on the necessity of the project, directing preparation of the Assessment Role.
- On March 25, 2025, the City Council adopted Resolution No. 4, setting a public hearing on the Assessment Role for April 15, 2025.

Therefore, it is recommended that the City Council, subsequent to the public hearing, consider adopting Resolution No. 5 confirming the Special Assessment Role for the West Lake Management Program #025-Q.

FUNDING: N/A

Attachments:
1. Resolution No. 5 West Lake Special Assessment 2025-2029
2. West Lake Improvement Association Letter

CITY OF PORTAGE

SPECIAL ASSESSMENT RESOLUTION NO. 5

WEST LAKE MANAGEMENT PROGRAM SPECIAL ASSESSMENT, DISTRICT #025-Q

At a regular meeting of the Council of the City of Portage, Kalamazoo County, Michigan held at the City Hall in said city on the _____ day of _____________, 2025 at 6:00 p.m., local time.

PRESENT: ____

ABSENT: ____

The following resolution was offered by:

Councilmember: ______________________________, and seconded by:

Councilmember: ______________________________.

WHEREAS, the City Council of the City of Portage, Kalamazoo County, Michigan, after due and legal notice has reviewed the Special Assessment Roll No. 025-Q prepared for the purpose of defraying the costs of the following described public improvement:

> Establish funding to provide for the management of West Lake including herbicide treatment and mechanical harvesting of aquatic plants.

WHEREAS, the cost of said improvement is $242,550, the share of the Special Assessment District is $153,900, and the share of the city-at-large is $38,475. Further, $50,175 from the balance of the existing project account shall also be used towards the cost of the improvement.

WHEREAS, the City Council deems said Special Assessment Roll to be fair and equitable, and the assessments recorded therein to be in proportion to the benefits derived or to be derived;

NOW THEREFORE, BE IT RESOLVED:

1. That the city's share of said improvement, in the amount of $38,475, is hereby confirmed and payment of the same shall be determined at a later date.

2. That said Special Assessment Roll No. 025-Q in the amount of $153,900, as prepared, filed and presented to the City Council, may be and the same hereby is confirmed.

3. That said Special Assessment Roll shall be divided into five (5) equal installments, the first installment to be due August 1, 2025 to August 31, 2025, inclusive. The remaining four (4) installments shall be due and payable August 1st to August 31st each year thereafter and shall be spread upon the city tax roll for the year in which the same becomes due and payable.

4. The assessments made in said Special Assessment Roll are hereby ordered and directed to be collected and the City Clerk shall deliver said Special Assessment Roll to the City Treasurer with a warrant attached commanding the Treasurer to collect the assessments therein in accordance with the direction of this resolution with respect thereto, and the Treasurer is directed to collect the amounts assessed as the same become due.

5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

YEAS: Councilmember: ______________________________

NAYS: Councilmember: ______________________________

ABSENT: Councilmember: ______________________________

RESOLUTION DECLARED ADOPTED:

____
Erica Eklov, City Clerk

STATE OF MICHIGAN)
)ss
COUNTY OF KALAMAZOO)

I, the undersigned duly qualified and acting City Clerk of the City of Portage, Kalamazoo County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the City Council of said city, held on the _____ day of __________________, 2025, the original of which resolution is on file in my office.

IN WITNESS WHEREOF, I have hereto affixed my official signature this ___ day of _______________________, 2025.

____
Erica Eklov, City Clerk

APPROVED AS TO FORM FOR CITY OF PORTAGE
BAUCKHAM, THALL, SEEBER, KAUFMAN & KOCHES, PC
Catherine Kaufman
By: CATHERINE P. KAUFMAN
Date: 2-6-2025

West Lake Improvement Association

January 7, 2025

Kendra Gwin
Transportation & Utilities Department
City of Portage
7900 South Westnedge
Portage, MI 49024

RE: West Lake 2025-2030 Special Assessment District

Dear Ms. Gwin,

The purpose of this letter is a request to initiate a new special assessment district for the riparian property owners on West Lake for the purpose of a continued successful treatment of the lake to control weed growth, control storm drainage and promote the general health of the lake for the benefit of all Portage residents.

Our Board wants to thank you and Lauren VanderVeen, Finance Director, for your professional services provided over the years with processing payments, reports and information regarding the special assessment. Our recent exchanges over the past few months have solidified most items for the upcoming assessment renewal.

Our current, 5-year assessment district is ending, and we would like to continue the success we have had for another 5 years. The West Lake Improvement Association Board is prepared to assist the city with the establishment of the district and implement the necessary improvements.

The West Lake Improvement Association and its members are requesting an assessment of $135 per West Lake deeded property owner, per year, for a (5) year period, 2025-2030. The City of Portage also contributes to this district with the properties they own adjacent to the lake. This district would replace our currently expiring assessment.

Over the past 40 years, our West Lake Improvement Association has studied and addressed invasive weed problems by employing trained professionals to identify, monitor and treat these weeds with State approved herbicides. For many years, our board has retained the services of Dr. Jennifer L. Jermalowicz-Jones of Restorative Lake Sciences, LLC of Spring Lake to perform an annual thorough lake study and chart our progress down a proven path of success. The water quality of West Lake has benefited.

The expenses over 5 years is budgeted at $49,000 for each year. See the attached budget document from Restorative Lake Sciences.

Our Board worked with the Portage Finance Director to calculate the annual assessment amount. We agreed that $135 is appropriate and it maintains a reasonable fund balance.

The West Lake Improvement Association was chartered to protect water quality and home values by protecting the health of West Lake. For those reasons, the Association, on behalf of our members, respectfully request that the City favorably considers our petition to establish this continued special assessment district. The association stands ready to support the efforts required to make this district a success.

Sincerely,

West Lake Improvement Association Board

Attachments: 5-year budget

2024-25 Report, Restorative Lake Sciences